**Kabsons Industries Limited**

**Constitution of Stake Holders Relationship, Grievance and Share Transfer Committee.**

**COMPOSITION:**

The Committee consisting of a chairperson who shall be a non-executive director and such other members as may be decided by the Board.

The Stake Holders Relationship, Grievance Committee shall consist of at least three Directors namely:

1. Mr. Rajiv Kabra Chairman – Managing Director
2. Mr. Sumit Jaiswal Independent Director
3. Mrs. Mangal Rathi Independent Director

**CHAIRMAN:**

Chairman of the Stake Holders Relationship, Grievance Committee shall be non-executive director and shall be elected by its members from amongst themselves.

**QUORUM:**

The quorum for the meeting of the Stake Holders Relationship, Grievance Committee shall be a minimum of two members or 1/3rd of the members of the Committee whichever is higher.

**TERMS OF REFERENCE:**

i) The Stake Holders Relationship, Grievance and Share Transfer Committee specifically look into the redressal of grievances of shareholders, debenture holders and other security holders;

ii) The Stake Holders Relationship, Grievance and Share Transfer Committee shall consider and resolve the grievances of the security holders of the company including complaints related to transfer of shares, non-receipt of balance sheet, non-receipt of declared dividends.

iii) To expedite the process of share transfers, the Board of the company shall delegate the power of share transfer to an officer or a committee or to the registrar and share transfer agents. The delegated authority shall attend to share transfer formalities at least once in a fortnight.

iv) The Stakeholders Relationship, Grievance Committee oversees and reviews all matters connected with the securities transfers and also looks into redressing of shareholders complaints like transfer of shares, non-receipt of annual reports/dividends etc.

v) The Committee oversees the performance of the Registrar and Transfer agents and recommends measures for overall improvement in the quality of investor services”.