



TOUCHWOOD ENTERTAINMENT LIMITED

CIN: L92199DL1997PLC088865

**REGISTERED OFFICE: PLOT NO. 645 NEAR E.P.T BLOCK, SAROJINI NAGAR, NEW
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**STAKEHOLDERS' RELATIONSHIP
COMMITTEE**



Touchwood Entertainment Limited
CIN: L92199DL1997PLC088865

STAKEHOLDERS' RELATIONSHIP COMMITTEE

INTRODUCTION

Our Company has constituted a shareholder/investors grievance committee ("Stakeholders' Relationship Committee") to redress complaints of the shareholders on 6th September, 2017 and it revised by the Board on 30th March, 2019.

OBJECTIVE

To carry out the functions related to redressing complaints of the Shareholders.

COMPOSITION

Committee must comprise of at least three directors with at least one being independent director.

It comprises of:

Name of the Director	Status	Designation
Mr. Manjit Singh	Chairperson	Managing Director
Mr. Vijay Arora	Member	Whole Time Director
Mrs. Paruldeep Kaur	Member	Independent Director

TERMS OF REFERENCE

Redressal of shareholders' and investors' complaints, including and in respect of:

1. Allotment, transfer of shares including transmission, splitting of shares, changing joint holding into single holding and vice versa, issue of duplicate shares in lieu of those torn, destroyed, lost or defaced or where the cages in the reverse for recording transfers have been fully utilized;
2. Issue of duplicate certificates and new certificates on split/consolidation/renewal, etc.; and
3. Review the process and mechanism of redressal of Shareholders/Investors grievance and suggest measures of improving the system of redressal of Shareholders /Investors grievances;
4. Non-receipt of share certificate(s), non-receipt of declared dividends, non-receipt of interest/dividend warrants, non-receipt of annual report and any other grievance/complaints with Company or any officer of the Company arising out in discharge of his duties;



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5. Oversee the performance of the Registrar & Share Transfer Agent and also review and take note of complaints directly received and resolved them;
6. Oversee the implementation and compliance of the Code of Conduct adopted by the Company for prevention of Insider Trading for Listed Companies as specified in the Securities & Exchange Board of India (Prohibition of Insider Trading) Regulations, 2015 as amended from time to time;
7. Any other power specifically assigned by the Board of Directors of the Company from time to time by way of resolution passed by it in a duly conducted Meeting;
8. Carrying out any other function contained in the SME equity listing agreement as and when applicable and as amended from time to time.

MEETING

1. Committee must meet once in a year.
2. Chairman of the Committee must present at the Annual General Meeting of the Company to answer the queries of security holders.
