

STAKEHOLDERS RELATIONSHIP COMMITTEE

FUNCTIONS

The Stakeholders Relationship Committee of the Board looks in to redressal of Investors' complaints like non-receipt of annual reports, dividend payments etc. and matters related to share transfers/transmission, issue of duplicate share certificates, de-materialisation/re-materialisation of shares & other allied transactions. The Committee has delegated powers to the Executives of the Company, to facilitate quick response.

COMPOSITION

Mr. Santosh Janakiram	:	Chairman
Mrs. N Malkani Nagpal	:	Member
Mr. H P Ledwani	:	Member
Mr. Rafique Malik	:	Member

ADOR FONTECH LIMITED

Regd. and Head Office: Belview, 7 Haudin Road, Bangalore 560 042, Karnataka - India.

☎ +91 80 25596045 / 73 | 📞 +91 80 25596073 | ✉ customerservice@adorfon.com

CIN: L31909KA1974PLC020010

ANNEXURE – A

DOCUMENTS TO BE PRESERVED PERMANENTLY

1. Memorandum of Association & Articles of Association
2. Register and index of Members
3. Register of Transfer of Shares
4. Register of Transmission of Shares
5. Register of Renewed & Duplicate Share Certificates
6. Register of Charges
7. Register of Contracts in which Directors are interested
8. Register of Directors & Key Managerial Personnel
9. Register of Directors' Shareholding
10. Register of Inter-Corporate Loan, Investment and Guarantee
11. Register of investments in securities not held in the name of the Company
12. Register of Debenture holders
13. Register of transfer of Debentures
14. Register of Transmission of Debentures
15. Register of documents executed under common seal
16. Register of records and documents destroyed
17. Minutes of General meetings, Board Meetings and Committee Meetings
18. Record of Employee Stock Purchase Scheme
19. Policies formulated under various laws, if any
20. Records under SEBI (Substantial Acquisition of Shares and Takeovers) Regulations, 1997 and SEBI (Substantial Acquisition of Shares and Takeovers) Regulations, 2011
21. Forms and returns filed with the Registrar of Companies / Ministry of Corporate Affairs
22. Certificates issued by the Registrar of Companies
23. Any court order / CLB order
24. Annual Reports
25. Any other document, as may be decided by the Management or required by Statute.

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