

1. EMAIL ADDRESS FOR GRIEVANCE REDRESSAL-

Email: <u>investor@bhalchandram.com</u>

2. DESIGNATED OFFICIALS OF THE COMPANY FOR ASSISTING AND HANDLING INVESTOR GRIEVANCES-

• Secretarial Matters and Shareholders Grievances

Email: investor@bhalchandram.com

 Registrar and Share Transfer Agent MUFG Intime India Private Limited C-101, 247 Park, LBS Marg, Vikhroli (W), Mumbai 400083

Email: investor.helpdesk@in.mpms.mufg.com

Website: www.in.mpms.mufg.com

3. DETAILS OF KMP AUTHORIZED FOR DETERMINING MATERIALITY OF AN EVENT /INFORMATION AND MAKING DISCLOSURE-

Executive Chairman, Managing Director, CS & Compliance Officer and Chief Financial Officer of the Company are severally authorized for the purpose of determining materiality of an event / information and making disclosure.

Telephone: 022 40 500 100

Email: investor@bhalchandram.com

4. ONLINE DISPUTE RESOLUTION-

Introduction of Online Dispute Resolution Portal by SEBI

SEBI vide circular no. SEBI/HO/OIAE/OIAE_IAD-1/P/CIR/2023/131 on July 31, 2023 has introduced a common Online Dispute Resolution ("ODR") mechanism to facilitate online resolution of all kinds of grievances/ disputes/ complaints arising in the Indian securities market. The ODR Portal allows investors with additional mechanism to resolve the grievances in the following manner:

• Level 1 – Raise grievance/dispute/complaints with MUFG Intime India Private Limited [Registrar and Transfer Agent ("RTA")]/Company:

Initially, all grievances/ disputes/ complaints against the Company are required to be directly lodged with the RTA/ the Company. The shareholders may lodge the same by



sending an email to investor@bhalchandram.com or by sending physical correspondence at:

MUFG Intime India Private Limited

C-101, 247 Park, LBS Marg,

Vikhroli (W), Mumbai, Maharashtra 400083.

• Level 2 – SEBI SCORES:

Grievances/ disputes/ complaints which are not resolved at Level 1, or if the shareholder is not satisfied with the resolution provided by the Company/ RTA, then a complaint may be raised on SEBI Complaints Redress System ("SCORES") which can be accessed at https://www.scores.gov.in.

• Level 3 – ODR Platform:

In case the shareholder is not satisfied with the resolution provided at Level 1 or 2, then the online dispute resolution process may be initiated through the ODR portal at (https://smartodr.in/login) within the applicable timeframe under law. For more details, please refer to the SEBI Circular.

• Important Notes:

- 1. This is to clarify that the shareholder(s) may initiate dispute resolution through the ODR Portal without having to go through SCORES Portal (i.e. From Level 1 to Level 3), if the grievance lodged with the Company is not resolved satisfactorily.
- 2. It may be noted that the dispute resolution through the ODR portal can be initiated only if such complaint/ dispute is not pending before any arbitral process, court, tribunal or consumer forum or if the same is non-arbitral under Indian law.
- 3. There is no fee for registration of complaints/ disputes on the ODR Portal. However, the process of conciliation / arbitration through ODR portal may attract fee and the same shall be borne by the concerned investor/ listed entity/ its RTA (as the case may be).

5. INTRODUCTION OF 'SWAYAM'-

'SWAYAM' is a secure, user-friendly web-based application, developed by our RTA, that empowers shareholders to effortlessly access various services. We request you to get registered and have first-hand experience of the portal.

This application can be accessed at https://swayam.in.mpms.mufg.com/.



- Effective Resolution of Service Request Generate and Track Service Requests/Complaints through SWAYAM.
- Features A user-friendly GUI.
- Track Corporate Actions like Dividend/Interest/Bonus/split.
- PAN-based investments Provides access to linked PAN accounts, Company wise holdings and security valuations.
- Effortlessly Raise request for Unpaid Amounts.
- Self-service portal for securities held in demat mode and physical securities,
 whose folios are KYC compliant.
- Statements View entire holdings and status of corporate benefits.
- Two-factor authentication (2FA) at Login Enhances security for investors.