

BF UTILITIES LIMITED

Stakeholders Relationship Committee – Terms of Reference

1. Purpose

The Stakeholders Relationship Committee is constitute specifically to look into the various aspects of interest of shareholders, debenture holders and other security holders.

2. Membership

The Stakeholders Relationship Committee shall have minimum three directors as members, with atleast one being Independent Director.

All members of audit committee shall be financially literate and at least one member shall have accounting or related financial management expertise.

The chairperson of the Stakeholders Relationship Committee shall be a Non-Executive Director and shall be present at the Annual General Meeting to answer shareholder queries.

The Company Secretary shall act as the secretary to the audit committee.

3. Terms of Reference:

- a) To specifically look into the redressal of grievances of shareholders, debenture holders and other securities holders;
- b) To consider and resolve the grievances of the securities holders of the Company including complaints related to transfer of shares, non-receipt of Annual report, non-receipt of declared dividends etc.;
- c) To act in terms of any consequent statutory modification(s)/amendment(s)/revision(s) to any of the applicable provisions to the said Committee;
- d) Review measures taken for effective exercise of voting rights by shareholders;
- e) Review of adherence to the service standards in respect of various services being rendered by the registrar and share transfer agent; and
- f) Review various measures and initiatives taken by the listed entity for reducing the quantum of unclaimed dividends and ensuring timely receipt of dividend warrants/annual reports/statutory notices by the security shareholders of the entity.