

**ACE SOFTWARE EXPORTS LTD, RAJKOT**  
**STAKEHOLDERS RELATIONSHIP COMMITTEE OF ASEL**

Composition:

Name	Designation	Status
1) Mr. Dharamshi R. Vadalia	Chairman	Non Executive & Independent Director
2) Mr. Vimal L. Kalaria	Member	Non Executive & Independent Director
3) Mr. Pratik C. Dadhaniya	Member	Non Executive & Independent Director
4) Mr. Vikram B. Sanghani	Member	Executive & Non- Independent Director
5) Mr. Sanjay H. Dhamsania	Member	Executive & Non- Independent Director

**POLICY**

**1. BACKGROUND AND OBJECT OF COMMITTEE**

1.1. In the Companies Act, 2013 under Section 178 every listed company or such class or classes of companies, as may be prescribed, which consists of more than one thousand shareholders, debenture-holders, deposit-holders and any other security holders at any time during a financial year shall constitute a Stakeholders Relationship Committee ('the Committee') for considering and resolving the grievances of security holders of the company.

**2. SCOPE OF THE POLICY.**

2.1. The Stakeholders Relationship Committee shall consider and resolve the grievances of security holders of the company.

**COMPOSITION OF COMMITTEE**

Committee shall consist two non-executive directors and one executive director.

Chairperson of the Committee shall be a non-executive director and such other members as may be decided by the Board from time to time.

**MEETING**

Meeting of the Committee shall be held a minimum four times in every year in such a manner that not more than one hundred and twenty days shall intervene between two consecutive meetings.

Quorum of the meeting shall be minimum two members of the committee present in the meeting.

Minutes of the proceeding of the meeting of the committee shall be prepared and maintained by the committee duly authenticated by the chairman of the meeting or other non-executive director being the member of the committee.

### **REDRESSAL OF GRIEVANCES**

The Committee shall received the grievances of the stakeholders and after analyzing the same resolved the queries and grievances in the expedite manner.

### **POWER AND FUNCTION OF COMMITTEE**

The committee shall exercise the following powers-

- a) Call any officer or employee to inquiry the matter or complains of the stakeholders.
- b) Appoint any consultant or professional for the legal opinion.
- c) Chairman of the committee can attend the Annual General Meeting of the Company.
- d) Take disciplinary action against any officer or employee of the company, if found guilty during the course of investigation of grievance of the stakeholder.

### **RECORDS**

Separate record of the complaint received and resolved shall be maintained and authenticated by the chairman.