

**NOTICE FOR STAKEHOLDERS RELATIONSHIP COMMITTEE MEETING**

Notice is hereby given that the 2<sup>nd</sup> meeting of 2021 (2/2021) of the Stakeholders Relationship Committee of Sunraj Diamond Exports Limited will be held at 2.30 pm. on Friday, 28<sup>th</sup> August, 2020 at the registered office of the Company at 616 Prasad Chambers 6th flr Plot CS 1487 Tata Road 2, Roxy Cinema, Opera House, Girgaon Mumbai 400004 .

Please note that Company would be providing an additional facility for participation at the said meeting through electronic mode, in case if any Directors/Invitees wish to participate through electronic mode, the confirmation of the same should be conveyed through e-mail at [info@sunrajdiamonds.com](mailto:info@sunrajdiamonds.com) before the meeting.

The Agenda for the meeting is as under:

Item No.	Particulars
1	Election of Chairperson
2	Determination of Quorum & Mode of Attendance
3	Grant Leave of Absence, if any
4	Noting of previous Minutes.
5	To take note on the status of the Investor Complaints as on 30 <sup>th</sup> June, 2020
6	To take note of the Statement showing Shareholding Pattern of the Listed Entity as on 30 <sup>th</sup> June, 2020
7	To take note of the Reconciliation of Share Capital Audit Certificate for the Quarter ended 30 <sup>th</sup> June, 2020
8	Vote of Thanks

For Sunraj Diamond Exports Limited



**SHRUTI SUNNY GANDHI**

Director

(DIN: 06947535)

Dated: 21.08.2020.

Place: Mumbai.

**SUNRAJ DIAMOND EXPORTS LTD.**

Regd. Office : 616 Prasad Chambers, Swadeshi Mills Compound, Opera House, Mumbai 400004

Tel : 022 23610069 / 23638559

E-mail : [info@sunrajdiamonds.com](mailto:info@sunrajdiamonds.com)

Website : [www.sunrajdiamonds.com](http://www.sunrajdiamonds.com)

**CIN NO. : L36912MH1990PLC057803**

**NOTES TO AGENDA**

<b>Agenda Item No. 1</b>
<b>Election of Chairperson</b>
To appoint Mrs. Shruti Sunny Gandhi as Chairperson of the meeting.

<b>Agenda Item No. 2</b>
<b>Determination of Quorum &amp; Mode of Attendance</b>
To determine Quorum & mode of attendance.

<b>Agenda Item No. 3</b>
<b>Grant Leave of Absence, if any</b>
To Grant Leave of absence to Members of the Committee, if any

<b>Agenda Item No. 4</b>
<b>Noting of previous minutes</b>
The Committee to note the approval of previous minutes

<b>Agenda Item No. 5</b>
<b>To take note on the status of the Investor Complaints as on 30<sup>th</sup> June, 2020</b>
The Chairman to place before the Committee, the Statement of Investor Complaints as on 30 <sup>th</sup> June, 2020 detailing the complaints received from the stakeholders and the action taken thereon by the Company/ RTA till the resolution of the complaint. The Committee to take note of the same.

<b>Agenda Item No. 6</b>
<b>To take note of the Statement showing Shareholding Pattern of the Listed Entity as on 30<sup>th</sup> June, 2020</b>
The Chairperson to place before the Committee detailed shareholding pattern of the listed entity as on 30 <sup>th</sup> June, 2020. The Committee take note of the same.

<b>Agenda Item No. 7</b>
<b>To take note of the Reconciliation of Share Capital Audit Certificate for the Quarter ended 30<sup>th</sup> June, 2020</b>
The Committee to take note of the Reconciliation of Share Capital Audit Certificate for the Quarter ended 30 <sup>th</sup> June, 2020.

<b>Agenda Item No. 8</b>
<b>Vote of thanks</b>
The Chairperson to thank members of the Committee attended the meeting.

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