



MANUAL FOR SHAREHOLDERS

Amara Raja Energy & Mobility Limited

CIN: L31402AP1985PLC005305

Registered office: Renigunta – Cuddapah Road, Karakambadi, Tirupati – 517520, Andhra Pradesh

Office: Terminal A, 1-18/1/AMR/NR, Nanakramguda, Gachibowli, Hyderabad – 500032

Tel: 91 (40) 23139000 Fax: 91 (40) 23139001

E-mail id: investorservices@amararaja.com Website: www.amararajaeandm.com

ABOUT THE MANUAL

Dear Shareholders,

Corporate Governance at Amara Raja Energy & Mobility Limited (“ARE&M” or “the Company”) is based on good principles and practices such that the affairs of the Company are managed efficiently to ensure accountability, transparency, and fairness in all its transactions in the widest sense and meet its’ aspirations and societal expectations. Effective corporate governance practices constitute the strong foundation on which successful commercial enterprises are built to last. The Company is committed to the adoption of best governance practices and its adherence to the business of the Company. Corporate governance is reinforced through the Company’s policies, internal control systems, timely disclosures, transparent accounting policies, internal control of operations and high levels of integrity in decision-making to enhance the value to the Shareholder.

This Manual which is specially curated for Shareholders to reflect our ongoing commitment and to provide a comprehensive resource that compiles all necessary information under Companies Act, 2013, read with the Rules made thereunder (“Act”), SEBI (Listing Obligations & Disclosures Requirements) Regulations, 2015 (Listing Regulations) and other applicable laws, for Shareholders thereby increasing transparency and awareness among our Shareholders.

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1) COMPANY DETAILS

Overview:

Amara Raja Energy & Mobility Limited (ARE&M), is a technology-led energy and mobility solutions provider. As one of India's largest manufacturers of lead-acid and lithium battery technologies, ARE&M serves automotive, industrial, and emerging new-energy applications. The Company leverages deep expertise in advanced chemistries, circular manufacturing, and large-scale gigafactory development to lead India's transition towards sustainable and reliable energy solutions across both B2B and B2C markets. ARE&M plays a major role in the complete battery ecosystem, covering both traditional lead-acid technologies and next-generation lithium-ion solutions. Its automotive and industrial batteries are exported to 60+ countries across the Middle East, Africa, Southeast Asia, Europe, and South America.

In the emerging sector, ARE&M through its wholly owned subsidiaries provides Li-ion cells, battery packs, and charging systems for Light Electric Vehicles (2W & 3W), telecom, industrial backup, and stationary energy storage.

ARE&M maintains strong market leadership through long-term alliances with leading automotive OEMs such as Maruti Suzuki, Hyundai Motor India, Tata Motors, Mahindra & Mahindra, Honda Motorcycles & Scooters, and Royal Enfield. This leadership is further strengthened by its well-recognized brands, including AMARON®, PowerZone®, and ELITO™, trusted across both consumer and industrial segments and key domestic partners include major telecom operators, Indian Railways, metro rail networks, oil & gas companies, and large industrial establishments.

Particulars	Details
Name of the Company	Amara Raja Energy & Mobility Limited (w.e.f. September 27, 2023)
Previous Names	1. Amara Raja Batteries Private Limited (Originally incorporated as) 2. Amara Raja Batteries Limited (w.e.f. November 8, 1990)
Date of Incorporation	13 th February 1985
CIN	L31402AP1985PLC005305
International Securities Identification Number (ISIN)	INE885A01032 (for equity shares)
BSE Scrip Code	500008
NSE Symbol	ARE&M
Registered Office	Amara Raja Energy & Mobility Limited Karakambadi, Tirupati, Andhra Pradesh - 517520 India Telephone: +91 877 2265000 E-mail: investorservices@amararaja.com Website: www.amararajaeandm.com
Corporate Office/ (Correspondence Address for Shareholders)	Amara Raja Energy & Mobility Limited Terminal A 1-18/1/AMR/NR, Nanakramguda, Gachibowli, Hyderabad – 500032, Telangana, India Telephone: +91 40 23139000 E-mail: investorservices@amararaja.com Website: www.amararajaeandm.com
Registrar & Share Transfer Agent (“RTA”) & Contact details	M/s Cameo Corporate Services Ltd Unit: Amara Raja Energy & Mobility Limited Subramanian Building,

	<p>No.1, Club House Road, Chennai- 600 002, Tamil Nadu, India Telephone: 044-4002 0700 Direct : 044-4002 0723/726 Contact Person: Mr. P. Muralidharan, Manager Email ID: investor@cameoindia.com Website: http://www.cameoindia.com Investor Support Centre: https://wisdom.cameoindia.com</p>
Depositories	<ul style="list-style-type: none"> • National Securities Depository Limited (NSDL) • Central Depository Services Limited (CDSL)
Compliance Officer	<p>Mr. Vikas Sabharwal, Company Secretary and Compliance Officer, Tel: 91 40 23139387; Fax: 91 40 2313 9001; E-mail ID: investorservices@amararaja.com</p>

Capital Evolution of the Company

Date of Issue	No. of shares issued	Face Value (Rs.)	Type of Issue (IPO/FPO/ Preferential Issue/ Scheme/ Bonus/ Rights, etc.)	Cumulative capital (No of shares)
February 13, 1985	300	10/-	Subscription	300
February 25, 1985	5,500	10/-	Preferential Issue	5,800
December 30, 1989	1,46,150	10/-	Preferential Issue	1,51,950
March 31, 1990	2,09,600	10/-	Preferential Issue	3,61,550
December 17, 1990	4,30,000	10/-	Preferential Issue	7,91,550
December 17, 1990	1,50,000	10/-	Preferential Issue	9,41,550
December 17, 1990	4,60,100	10/-	Preferential Issue	14,01,650
March 23, 1991	7,20,000	10/-	Preferential Issue	21,21,650
March 23, 1991	9,84,500	10/-	Pre-IPO issue	31,06,150
April 26, 1991	28,10,500	10/-	IPO	59,16,650
July 29, 1991	12,48,377	10/-	Preferential Issue	71,65,027
March 12, 1994	(2,700)	10/-	Forfeiture for non-payment of Call	71,62,327
November 26, 1994	200	10/-	Re-issue of forfeiture Shares	71,62,527
November 29, 1996	4,29,973	10/-	Preferential Issue	75,92,500
January 19, 1998	23,75,000	10/-	Preferential Issue	99,67,500
January 19, 1998	3,03,400	10/-	Preferential Issue	1,02,70,900
January 19, 1998	2,500	10/-	Re-issue of forfeiture Shares	1,02,73,400
January 25, 2001	5,85,750	10/-	Preferential Issue	1,08,59,150
January 25, 2001	5,28,350	10/-	Preferential Issue	1,13,87,500
September 26, 2007	5,69,37,500	2/-	*Split of Face Value of share from Rs.10/- to Rs.2/-	5,69,37,500
October 15, 2008	2,84,68,750	2/-	Bonus issue Ratio: 1:2	8,54,06,250
September 26, 2012	17,08,12,500	1/-	*Split of face value of share from Rs.2 to Re.1/-	17,08,12,500
February 5, 2024	1,22,12,864	1/-	Shares issued pursuant to Scheme of Arrangement with Mangal Industries Limited	18,30,25,364

* The old share certificates with face value of ₹10 and ₹2 are no longer valid. Shareholders who are still holding these share certificates are requested to submit the same along with their demat account details viz; client master list etc., either to the Company or to the RTA. On receipt and subject to verification of these share certificate(s) and submission of additional documents if so required, the shares will get credited to the demat account of the shareholders. In case the shares have been transferred to Investor Education and Protection Fund Authority (IEPFA) the Company or RTA will inform the shareholders about the process to claim the shares from IEPFA.

2) SHAREHOLDER'S RIGHT

As per Regulation 4(2)(a) of Listing Regulations', the rights of Shareholders are as under:

- a. to participate in, and to be sufficiently informed of, decisions concerning fundamental corporate changes.
- b. opportunity to participate effectively and vote in general shareholder meetings.
- c. being informed of the rules, including voting procedures that govern general shareholder meetings.
- d. opportunity to ask questions to the board of directors, to place items on the agenda of general meetings, and to propose resolutions, subject to reasonable limitations.
- e. effective shareholder participation in key corporate governance decisions, such as the nomination and election of members of board of directors.
- f. exercise of ownership rights by all shareholders, including institutional investors.
- g. adequate mechanism to address the grievances of the shareholders.
- h. protection of minority shareholders from abusive actions of controlling shareholders and seeking effective means of redressal.
- i. to approach the SEBI Complaints Redress System (SCORES) and/or avail the dispute resolution mechanism at the Stock Exchange(s) in case of any unresolved grievance(s).

3) STAKEHOLDERS' RELATIONSHIP COMMITTEE (SRC)

The Board of Directors of the Company has constituted a Stakeholders' Relationship Committee ("the Committee"). The Committee is entrusted with the responsibility to consider and resolve security holders' concerns or complaints, which *inter alia*, approves Claim from Unclaimed Suspense Account; Transmission; and Transposition, oversees and reviews all matters connected with share transfer and other processes.

The Committee also looks into redressal of Shareholders complaints related to transfer of shares, non-receipt of Annual Report, dividend etc. The Committee shall also evaluates performance and service standards of the RTA and provide continuous guidance to improve the service levels for investors. The summary of statement of investor related transactions and details are also considered by the Board of Directors of the Company.

Terms of Reference of Stakeholders' Relationship Committee

The Stakeholders' Relationship Committee is empowered to perform the functions of the Board relating to the handling of queries and grievances of security holders. It primarily focuses on:

- Review of investor complaints and their redressal;
- Review of measures taken for effective exercise of voting rights by shareholders;
- Review of work done by the share transfer agent including adherence to the service standards;
- Review of corporate actions related to shareholders;
- Review of initiatives for reduction of quantum of unclaimed dividends and ensure timely receipt of dividend/annual report/ statutory notices.

The constitution and terms of reference of the Stakeholders' Relationship Committee are in accordance with and covers all the matters specified under Section 178 of the Act and Regulation 20 of the Listing Regulations read with Part D of Schedule II of the Listing Regulations.

4) DO's & DON'Ts FOR SHAREHOLDERS:

DO's:

- ✓ Ensure that PAN and KYC details (Postal Address with PIN, Mobile Number, E-mail Address, Bank Account Details and Specimen Signature) are updated with the Company, Depository Participant (DP) and Bank(s) for effective communications and relevant transactions.
- ✓ Ensure that the PAN is registered with the Company for every folio/Demat Account.
- ✓ It is advisable to register a nomination with the Company or DP for all the shares held in Physical/Demat mode.
- ✓ Make sure that accurate and comprehensive bank information (specially Bank A/c No., Bank's name, address & IFSC Code) is registered with the Company to enable swift electronic crediting of dividends.
- ✓ Ensure to encash dividends regularly to prevent the transfer of funds or shares to the Investor Education and Protection Fund (IEPF) due to unclaimed amounts.
- ✓ Make sure that the documents submitted for any investor service request are complete in all respects and it is suggested to retain copies of the documents sent to the Company/ its RTA.
- ✓ Convert your physical shares into demat mode.
- ✓ To take active participation in the Shareholders Meetings either directly or via appointing a proxy and vote on the resolutions proposed.
- ✓ Stay informed about the Company's activities, financial performance, and corporate governance practices by reviewing annual reports, financial statements, and other relevant disclosures.
- ✓ Act in the best interests of the Company and fellow Shareholders, avoid conflicts of interest and promote transparency and accountability.

DON'Ts

- Do not deal with any unregistered/ unauthorized person/ broker/ agent for any investor service request or claim settlement from IEPF.
- Do not share any confidential information with any unauthorised person, viz. KYC documents, bank details, demat ID details, certificate number, folio number, distinctive numbers, passwords, and statements.
- Do not keep any of your folios unregistered/unlinked with your PAN.
- Do not discuss about your investment related details in public.
- Do not leave any dividend unclaimed.
- Do not leave any investment unattended.
- Do not keep any investment in physical mode.

5) DIVIDEND RELATED INFORMATION

➤ What is Dividend?

According to the generally accepted definition, “dividend” means a share of Company’s profit, which is not retained in the business and is distributed among the Shareholders in proportion to the amount paid-up on the shares held by them. Section 2(35) of the Companies Act, 2013 defines dividend as “dividend includes any interim dividend”.

➤ Dividend History:

The details of the dividends declared by the Company is made available on the website of the Company under the ‘Dividend History’ tab which can be accessed at the below weblink: <https://www.amararajaeandm.com/Investors/dividend-unclaimed-dividend-content>

➤ Dividend Distribution Policy of the Company:

Pursuant to Regulation 43A of Listing Regulations, Board of Directors of the Company (‘the Board’) had formulated its Dividend Distribution Policy, which can be accessed at the below weblink: <https://www.amararajaeandm.com/Investors/DownloadPolicyPDF/18?name=Dividend%20Distribution%20Policy>.

The objective of this Policy is to provide clarity to the Company’s on the dividend distribution framework of the Company. The Board recommends dividend in compliance with this Policy, the provisions of the Companies Act, 2013 and Rules made thereunder and other applicable provisions.

➤ ECS/NECS facility

The Company provides the facility for the remittance of dividends to shareholders through NECS [through National Automated Clearing House (“NACH”)]. Under this facility, shareholders can receive dividends electronically by way of direct credit to their bank account. With this service, problems such as loss of dividend warrants during postal transit/fraudulent encashment are avoided. This also expedites the credit of dividends directly to the Shareholders account as compared to the payment through a physical dividend warrant. Shareholders are advised to write to RTA or Company for any further details on how to avail of this facility.

In case there is any change in the bank account details, the Shareholders shall approach their respective Depository Participants(“DP”) to give effect to the same.

➤ Can Shareholders holding physical shares avail ECS facilities?

Although it is advisable to hold shares in the demat form, however, Shareholders holding shares in physical form who wish to avail the ECS facility, may send the duly filled ECS form to the RTA along with following details:

- Form ISR – 1
- A copy of the cancelled cheque of the bank account to which the dividend is to be credited.

Please ensure that all the bank related details provided in the ECS request form are with respect to an active bank account held by the Shareholder in his/her name either individually or jointly.

➤ **Can the Company / RTA take on record the bank details in case of shares held in demat form?**

No, the Depository byelaws state that Companies are obliged to pay dividends as per the details (furnished by the concerned DP) of Shareholders who are holding shares in Demat form.

However, in case a Shareholder who holds shares in demat form needs to record his/her KYC mandate, then such details need to be furnished to the respective DP and not to the Company / RTA, as neither the Company nor RTA is authorised to make or incorporate any change in the records received from the depositories.

➤ **Tax Deductible at Source ("TDS") on dividends**

As you may be aware that as per the revised provisions of the Income Tax Act 1961 ("IT Act"), dividends paid or distributed by a Company after April 1, 2020 are taxable in the hands of the shareholders. The Company shall therefore be required to deduct tax at source at the applicable rates ("TDS") at the time of making the payment of dividends as and when declared by the Company. However, no withholding of tax is applicable if the dividend payable to resident individual shareholders having valid PAN is less than Rs. 10,000 per annum. The TDS would vary depending on the residential status of the shareholder and documents submitted by them and accepted by the Company in this regard. Accordingly, the dividend, when declared, will be paid after deducting TDS.

Rate of TDS are made available on the website of the Company under the 'TDS on Dividend' tab which can be accessed at the below weblink: <https://www.amararajaeandm.com/Investors/dividend-unclaimed-dividend-content>

6) INVESTOR EDUCATION AND PROTECTION FUND ("IEPF") AND OTHER RELATED DETAILS:

➤ **What is IEPF and which Regulatory Authority administers it?**

The Central Government has established a fund called as the Investor Education and Protection Fund ("IEPF"), for administration of the fund, under the provisions of Section 125 of the Companies Act, 2013. The IEPF Authority is entrusted with the responsibility of administration of the IEPF, making refunds of shares, unclaimed dividends, matured deposits/debentures etc. to investors, promoting awareness among investors and protecting the interests of the investors.

➤ **Details of the Company's Nodal Officer and Deputy Nodal Officer for IEPF.**

Nodal Officer	Deputy Nodal Officer
Mr. Vikas Sabharwal	Mr. Naresh Miryala
Company Secretary & Compliance Officer	Deputy Company Secretary
investorservices@amararaja.com	secintern@amararaja.com
Telephone: +91 40 23139387	Telephone: 040 23139000 / 040 2313 9398

➤ **When are dividends and/or shares transferred to IEPF?**

- i. As per Section 124 of the Companies Act, 2013 and Rules made there under, where a dividend has not been paid or claimed within thirty days from the date of declaration of dividend to the entitled Shareholders, then on the expiry of the said thirty days, the Company shall transfer the total amount of dividend which remains unpaid or unclaimed

to a special account to be opened by the Company in that behalf in any scheduled bank to be called the Unpaid Dividend Account.

- ii. In terms of the said provisions and the rules made there under, Companies are required to hold the unpaid/unclaimed dividend for a period of 7 years. During this period, any eligible shareholder, whose unpaid/unclaimed dividend has been transferred to Unpaid Dividend Account, can claim the same from Companies/ RTAs.
- iii. On the expiry of 7 years, Companies are required to transfer the dividend which has remained unpaid/unclaimed dividend amount for a period of 7 years to the IEPF.
- iv. The said provisions require the Companies to also transfer the underlying shares in respect of which dividend has not been paid or claimed for 7 consecutive years to the IEPF.

➤ **How to check whether your dividends and/or shares have been transferred to IEPF?**

The details of unpaid or unclaimed dividends and/or shares which have been transferred to IEPF Authority made available on the website of the Company which can be accessed at the below weblink: <https://www.amararajaeandm.com/Investors/share-transfer-to-iepf>. The Shareholders can also reach out to the Company or the RTA or IEPF Authority.

➤ **Process and documentation to claim unpaid/unclaimed dividends and/or shares from IEPF Authority**

Shareholders whose unpaid or unclaimed dividends and/or shares have been transferred by the Company to the IEPF, shall make a claim by following the below process:

S. No.	Particulars	Timeline
1	Create/Register a User ID on MCA V3 website.	–
2	Login with the registered credentials and fill the e-Form IEPF-5 available at: <i>MCA Services → Company e-filing → IEPF Services → IEPF-5 – web form claiming unpaid amount and shares.</i> (Read instruction kit carefully before filling.)	–
3	Submit the duly filled Form IEPF-5 with requisite documents on the MCA V3 website. On successful submission, an acknowledgement/challan with SRN will be generated.	–
4	Upon submission, Form IEPF-5 is transmitted online to the Nodal Officer of the Company for verification of claim.	Real-time, immediately after filing
5	Send self-attested hard copy of Form IEPF-5 and other requisite documents (originals) to the Nodal/Deputy Nodal Officer at the Company's Registered Office for verification.	Immediately after filing of e-Form IEPF-5
6	Upload date of dispatch and proof of dispatch of physical documents on the MCA V3 website. <i>Note: Verification Report can be filed only after dispatch details are uploaded by the Claimant.</i>	Immediately after dispatch of physical documents
7	Upon receipt of complete documents, the Company verifies the same.	Immediately after receipt of hard copies
8 (Case 1)	If documents are complete in all respects, the Company files an e-Verification Report with IEPF Authority approving the claim.	Within 30 days of filing of e-Form IEPF-5

8 (Case 2)	If minor deficiency/discrepancy is observed and resolved within 30 days, the Company files an e-Verification Report approving the claim.	Within 30 days of filing of e-Form IEPF-5
8 (Case 3)	If major deficiency or unresolved discrepancy is observed, Company: <ul style="list-style-type: none"> • returns documents asking Claimant to file fresh Form IEPF-5; and • files e-Verification Report rejecting the claim. 	Within 30 days of filing of e-Form IEPF-5
9	If no hard copy of documents is received by Company within 30 days, Company files e-Verification Report rejecting the claim due to non-receipt of documents.	On the 30th day after e-Form IEPF-5 was filed
10	As per Rule 7(6), verified claims are disposed by IEPF Authority by: <ul style="list-style-type: none"> • approval, or • rejection, or • raising discrepancies. Any delay beyond 60 days must be recorded with reasons and communicated to Claimant. 	Within 60 days from date of receipt of Verification Report
11	If discrepancy is raised by IEPF Authority, Company files revised Verification Report resolving it, either with existing or additional documents. After resubmission, IEPF Authority disposes the claim per timelines.	Within 15 days from date of receiving discrepancy

For the convenience of the Claimants, we give below a ready list of documents to be attached to the e-Form IEPF-5

S. No.	Documents	Remarks						
1	Self-attested copy of Form IEPF-5	–						
2	MCA Challan (Acknowledgement receipt of Form IEPF-5)	Generated against the Serial Registration Number (SRN) on MCA V3 portal after filing of Form IEPF-5.						
3	Indemnity Bond	Indemnity Bond shall be dated and signed by the Claimant(s) on all pages including stamp paper along with witnesses and attested by Notary public on all pages including stamp paper and witnesses. Manner of execution is as under: <table border="1" data-bbox="571 1489 1385 1794"> <thead> <tr> <th>Market Value of Shares and / or Dividends</th> <th>Execution of Indemnity Bond</th> </tr> </thead> <tbody> <tr> <td>Upto ₹10,000/-</td> <td>Can be executed on plain paper.</td> </tr> <tr> <td>More than ₹10,000/-</td> <td>To be executed on non-judicial stamp paper with stamp duty as per applicable State laws.</td> </tr> </tbody> </table>	Market Value of Shares and / or Dividends	Execution of Indemnity Bond	Upto ₹10,000/-	Can be executed on plain paper .	More than ₹10,000/-	To be executed on non-judicial stamp paper with stamp duty as per applicable State laws .
Market Value of Shares and / or Dividends	Execution of Indemnity Bond							
Upto ₹10,000/-	Can be executed on plain paper .							
More than ₹10,000/-	To be executed on non-judicial stamp paper with stamp duty as per applicable State laws .							
4	Proof of Entitlement	<ul style="list-style-type: none"> • Dividend only: Dividend warrant(s) or self-attested copy of share certificate(s). • Dividend & Shares: Original share certificate(s), in the absence of which Indemnity, Affidavit, Newspaper advertisement & FIR should be submitted. 						

		<ul style="list-style-type: none"> • Transmission cases: Legal heir / Successor / Nominee must complete transmission before filing the claim. • Loss of share certificates: Duplicate share certificate process must be completed before filing the claim.
5	Self-attested copy of Aadhaar Card / Passport and Address Proof	<ul style="list-style-type: none"> • Resident Indians: Aadhaar Card of all joint holders. • Non-Resident Indians (NRIs): Passport(s) and address proof(s) of all joint holders.
7	Self-attested copy of PAN Card	In case of joint holding, PAN Card of all joint holders to be submitted.
8	Self-attested copy of Client Master List (CML)	In case of joint holding: <ul style="list-style-type: none"> • CML of demat account in the name of all shareholders in the same order of holding with the seal and signature of the DP; OR • CML of one holder along with NOC from other holders.
9	Original cancelled cheque leaf of the bank account mentioned in Form IEPF-5	If cheque leaf does not contain Name, Bank, Branch, IFSC, etc., a bank-attested copy of passbook may be submitted. (The bank account should be the same as linked with Demat A/c)
10	Other Attachments	<ul style="list-style-type: none"> • Self-attested copy of Entitlement Letter issued by the Company. • Change of name / address: Affidavit on ₹100 non-judicial stamp paper along with supporting documentary proof. • Foreigners / NRIs: Copy of Passport, OCI Card and Person of Indian Origin (PIO) Card.

Notes:

- In case of joint holders, the documents shall be signed by all the joint holders.
- Hard copy of the same is required to be sent to the Company (in original).

7) INVESTOR SERVICE REQUEST (ISR) DETAILS

➤ What is an ISR?

ISR means an Investor Service Request and the following is a list of ISRs along with their respective timelines for processing, as prescribed by SEBI –

Sr. No.	Nature of ISR	Timeline (No. of days)*
A.	Processing of requests for Registration of / Updation of / Change in	
1	Name	30
2	Signature	30
3	PAN	15
4	Nominee details	30
5	Bank account details	15
6	Contact details (Postal Address with PIN, E-Mail Address and Mobile Number)	15
B.	Other ISRs	
1	Transmission	21
2	Deletion of Name	21
3	Exchange of share certificates	30
4	Loss of Share Certificate / Issuance of duplicate Share Certificate (Letter of Confirmation)	30
5	Transposition	15
6	Dematerialization	15
7	Re-validation of dividend and sending the remittance request files to the Company	15

**The timeline starts from the date of receipt of a complete and valid request, along with all required documents, by the Issuer / RTA / Depository Participant (as applicable)*

➤ Applicable forms for each of the ISRs –

S. No.	Investor Service Request	FORM
1	Form for registering PAN / KYC details or changes / updation thereof.	ISR-1
2	Confirmation of signature of securities holder by the Banker	ISR-2
3	Declaration Form for Opting-out of Nomination	ISR-3
4	Request for issue of Duplicate Certificate and other Service Requests	ISR-4
5	Request for Transmission of Securities by Nominee(s) or Legal Heir(s)	ISR-5
6	Nomination Form	SH-13
7	Form for cancellation or variation of nomination	SH-14

➤ Procedure for ISRs –

A. Updation of PAN, KYC & Choice of Nomination:

❖ Process –

- As per circulars issued by SEBI from time to time, it is mandatory for holders of physical securities to furnish PAN, KYC (Name, Postal Address with PIN, E-mail Address, Contact No, Bank details) and Choice of Nomination before getting any ISR processed.

2. Shareholders who are yet to update their PAN, KYC and Choice of Nomination details are therefore urged to update the same, by submitting the prescribed forms i.e., ISR-1, ISR-2, ISR-3 or SH-13 or SH-14, as the case may be, duly filled, to the Company's RTA by way of:

- email from their registered E-mail ID; or
- sending a physical copy of the prescribed forms, duly filled and signed by the Registered Shareholder(s) at the registered address of the Company's RTA.

Reminder Letters sent by the Company

In accordance with the SEBI circular dated 16th March, 2023, as amended from time to time, the Company sends out intimations to those Shareholders, holding shares in physical form, whose PAN, KYC and/or Choice of Nomination are not updated, requesting them to update the details.

Nomination facility

Section 72 of the Act provides the facility of nomination to shareholders, debenture holders and deposit holders, which is especially useful for investors holding securities in a single name. In case of joint holdings, the nomination becomes effective only upon the death of all joint holders. SEBI has mandated registration of nomination by way of submitting form SH 13 or opting out (form ISR 3) thereof, along with valid PAN and KYC details, for all shareholders. Shareholders holding shares in physical mode may submit the prescribed forms to the RTA, while those holding shares in demat mode may approach their respective Depository Participants.

❖ Consequences of Non-Updation of KYC-

1. Shareholders, holding shares in physical form wherein PAN, KYC or Choice of Nomination details are not updated, will not be eligible to lodge grievances or avail any investor service request(s) till such time that the said details are furnished.
2. SEBI, vide its circular dated November 03, 2021 read with its subsequent circulars issued from time to time, mandated that the Shareholders with effect from April 01, 2024, holding shares in physical form, whose folio(s) do not have PAN, KYC or Choice of Nomination details updated, shall be eligible for dividend in respect of such folios, only through electronic mode upon furnishing of all the aforesaid details.
3. Hence, in case of non-updation of PAN, KYC or Choice of Nomination details, no dividend warrants or demand drafts, etc. shall be issued for payment of dividend in physical form. Please refer FAQs issued by SEBI given in Annexure A.

❖ What happens if PAN and KYC details are updated but only 'Choice of Nomination' is not updated?

As per SEBI Circular dated June 10, 2024, Shareholder(s) holding shares in physical form shall be eligible:

- for receipt of dividend;
 - to lodge grievance; and
 - to avail any ISR
- even if 'choice of nomination' is not submitted.

B. Transmission of shares:

Updation of PAN (Aadhaar linked), KYC & Choice of Nomination

Shareholders, holding shares in physical form wherein PAN, KYC or Choice of Nomination is not updated, will not be eligible to lodge grievances or avail any investor service request(s) till such time that the above details are furnished.

Complete procedure for updation of KYC details is provided above under the heading “Updation of PAN (Aadhaar linked), KYC & Choice of Nomination” above. It is recommended to update the KYC details before proceeding with any ISR request(s).

If a Shareholder of the Company holds shares singly or jointly and in physical form, in the unfortunate event of the death of sole or all joint holders without leaving a Will, the Legal heir(s)/ Successor(s)/ Nominee(s) can get the shares transmitted into their name(s) by furnishing the following documents:

Case 1: Sole holder/All joint holders deceased & Nomination is registered:

- a. Request Letter for transmission, duly signed by the Nominee(s), quoting the folio number.
- b. Duly filled and signed Transmission Request Form (ISR-5).
- c. Original Share Certificate(s).
- d. Original Death Certificate or copy of Death Certificate duly attested by a Notary Public/ Gazette Officer.
- e. Self-attested copy of PAN Card of the Nominee(s).
- f. Self-attested copy of address proof of the Nominee(s) such as Passport/ Driving License/ Voter Card/ Aadhaar Card, etc.
- g. Signature verification of Nominee(s) from a Scheduled Commercial Bank (ISR-2).
- h. Copy of Birth Certificate, in case the Nominee(s) is a Minor.
- i. Cancelled Cheque
- j. Copy of Client Master List (“CML”).

Case 2: Sole holder/All holders deceased & Nomination is not registered:

- a. Request Letter for transmission duly signed by the Legal Heir(s)/ Successor(s), quoting the folio number.
- b. Duly filled and signed Transmission Request Form (ISR-5).
- c. Original Share Certificate(s).
- d. Original Death Certificate or copy of Death Certificate duly attested by a Notary Public/ Gazette Officer.
- e. Self-attested copy of PAN Card of the Legal Heir(s)/ Successor(s).
- f. Self-attested copy of address proof of the Legal Heir(s)/ Successor(s) such as Passport/ Driving License/ Voter Card/ Aadhaar Card, etc.
- g. Signature verification of Legal Heir(s)/ Successor(s) from a Scheduled Commercial Bank (ISR-2).
- h. Copy of Birth Certificate, in case the Legal Heir(s)/ Successor(s) is a Minor.
- i. A notarized Affidavit, in the format provided in Annexure – D to SEBI Circular dated 18th May, 2022 to the effect of identification and claim of legal ownership to the shares, from the following on non-judicial stamp paper of Rs. 500/- or of appropriate value as per Stamp Act applicable in the respective State where the Bond is executed:
 - all Legal Heir(s) or

- Legal Heirs named in Succession Certificate/ Registered Will/ Probate of Will/ Letter of Administration/ Legal Heirship Certificate (or its equivalent certificate)/ Court Decree.
- j. Copy of any one of the following documents –
 - (i) Succession Certificate;
 - (ii) Probate of Will;
 - (iii) Registered Will along with a notarized Indemnity Bond (in Format of Annexure E to SEBI Circular dated 18th May, 2022) made on non-judicial stamp paper of Rs. 500/- or of appropriate value as per Stamp Act applicable in the respective State where the Bond is executed, from Legal Heir(s) / Successor(s) to whom the shares are to be transmitted;
 - (iv) Letter of Administration;
 - (v) Court Decree;
 - (vi) Legal Heirship Certificate or its equivalent along with a notarized Indemnity Bond (in Format of Annexure E to SEBI Circular dated 18th May, 2022) made on non-judicial stamp paper of Rs. 500/- or of appropriate value as per Stamp Act applicable in the respective State where the Bond is executed, from all Legal heir(s) to whom the shares are to be transmitted and No Objection Certificate (in Format of Annexure F to SEBI Circular dated 18th May, 2022) from all the Non-Claimants, duly attested by a Notary Public/ by a Gazetted Officer.
- k. In the absence of documents provided for in point (j) above and the value of shares in physical mode is upto Rs. 5 Lakhs and value of shares in dematerialized mode is upto Rs. 15 Lakh, the following documents may be submitted:
 - (i) notarized Indemnity Bond (in Format of Annexure E to SEBI Circular dated 18th May, 2022) made on non-judicial stamp paper of Rs. 500/- or of appropriate value as per Stamp Act applicable in the respective State where the Bond is executed.
 - (ii) No Objection Certificate (in Format of Annexure F to SEBI Circular dated 18th May, 2022) from all Legal Heirs(s), or copy of family settlement deed executed by all the Legal Heirs, duly attested by a Notary Public or by a Gazetted Officer.
- l. Cancelled Cheque.
- m. Copy of CML

Procedure followed by RTA after receipt of entire set of documents complete in all respects:

- After scrutinizing the submitted documents and if found in order, the RTA shall issue a Letter of Confirmation (LOC) in place of physical share certificates, to the Claimant(s) within 30 days of receipt of such request.
- The said LOC shall be valid only for a period of 120 days from the date of issuance, within which the Claimant is supposed to make a request to their DP for dematerializing the shares.
- If the Claimant(s) fails to submit the demat request within the aforesaid period, the Company shall credit the shares to the Suspense Escrow Demat Account (SEDA).

C. Deletion of Name:

Updation of PAN (Aadhaar linked), KYC & Choice of Nomination

Shareholders, holding shares in physical form wherein PAN, KYC or Choice of Nomination is not updated, will not be eligible to lodge grievances or avail any investor service request(s) till such time that the above details are furnished.

Complete procedure for updation of KYC details is provided above under the heading 'Updation of PAN (Aadhaar linked), KYC & Choice of Nomination' above. It is recommended to update the KYC details before proceeding with any ISR request(s).

Following documents are required for deletion of name in case of joint holders –

- a. Original Share Certificate(s);
- b. Self-attested copy of the Death Certificate of deceased shareholder(s);
- c. Self-attested copies of PAN Card of surviving shareholder(s);
- d. Request letter in Form ISR-4;
- e. Address Proof.

Additional Documents for Corporate Shareholders –

- f. Board Resolution
- g. List of Authorised Signatories
- h. Request letter on the letterhead of Corporate.

Additional Documents for Banks – Unlike Corporate Shareholders, for Banks, signing authority is given not by way of Board Resolution but through Delegation of Powers (DoP) on the basis of which bank signatories acquire approval rights. Hence, for any ISR received from a Bank as a Shareholder, in lieu of Board Resolution, extract of DoP on the letterhead of the bank signed by a duly authorised signatory bearing stamp of the bank mentioning the required details including the following shall be obtained:

- registration number / employee code for the authority;
- name of the Bank Official authorised as a signatory;
- specimen signature.

Procedure followed by RTA after receipt of entire set of documents complete in all respects:

- After scrutinizing the submitted documents and if found in order, the RTA shall issue a Letter of Confirmation (LOC) in place of physical share certificates, to the Claimant(s) within 30 days of receipt of such request.
- The said LOC shall be valid only for a period of 120 days from the date of issuance, within which the Claimant is supposed to make a request to their DP for dematerializing the shares.
- If the Claimant(s) fails to submit the demat request within the aforesaid period, the Company shall credit the shares to the Suspense Escrow Demat Account (SEDA).

D. Exchange of Shares:

Updation of PAN (Aadhaar Linked), KYC & Choice of Nomination

Shareholders, holding shares in physical form wherein PAN, KYC or Choice of Nomination is not updated, will not be eligible to lodge grievances or avail any investor service request(s) till such time that the above details are furnished.

Complete procedure for updation of KYC details is provided above under the heading 'Updation of PAN (Aadhaar linked), KYC & Choice of Nomination' above. It is recommended to update the KYC details before proceeding with any ISR request(s).

Following documents are required for exchange of share certificates of face value Rs. 10/- each with share certificates of face value of Re. 1/- each:

- a. Original Share Certificate(s) of Rs. 10/- each;

- b. Request letter duly signed by all Shareholders in Form ISR-4;
- c. Self-attested copy of PAN Card;

Additional Documents for Corporate Shareholders –

- d. Board Resolution;
- e. List of Authorised Signatories;
- f. Request letter on the letterhead of Corporate.

Additional Documents for Banks - Unlike Corporate Shareholders, for Banks, signing authority is given not by way of Board Resolution but through Delegation of Powers (DoP) on the basis of which bank signatories acquire approval rights. Hence, for any ISR received from a Bank as a Shareholder, in lieu of Board Resolution, extract of DoP on the letterhead of the bank signed by a duly authorised signatory bearing stamp of the bank mentioning the required details including the following shall be obtained:

- registration number / employee code for the authority;
- name of the Bank Official authorised as a signatory;
- specimen signature.

Procedure followed by RTA after receipt of entire set of documents complete in all respects:

- After scrutinizing the submitted documents and if found in order, the RTA shall issue a Letter of Confirmation (LOC) in place of physical share certificates, to the Claimant(s) within 30 days of receipt of such request.
- The said LOC shall be valid only for a period of 120 days from the date of issuance, within which the Claimant is supposed to make a request to their DP for dematerializing the shares.
- If the Claimant(s) fails to submit the demat request within the aforesaid period, the Company shall credit the shares to the Suspense Escrow Demat Account (SEDA).

F. Loss / Misplacement of share certificate(s):

Updation of PAN (Aadhaar linked), KYC & Choice of Nomination

Shareholders, holding shares in physical form wherein PAN, KYC or Choice of Nomination is not updated, will not be eligible to lodge grievances or avail any investor service request(s) till such time that the above details are furnished.

Complete procedure for updation of KYC details is provided above under the heading 'Updation of PAN (Aadhaar linked), KYC & Choice of Nomination' above. It is recommended to update the KYC details before proceeding with any ISR request(s).

A Shareholder holding shares in physical form, upon realising the loss/ misplacement of the Share Certificate(s) of the Company, shall inform the Company/ its RTA regarding the same, either by sending email from registered email ID or letter signed by the registered holder(s). The email or letter shall include details such as folio number, number of shares and other relevant information. The RTA after scrutinizing the details shall place a cautionary 'stop remark' on the folio to prevent any further transaction and provide the detailed procedure to the Shareholder, to be followed for issuance of duplicate Share Certificate(s).

Procedure for obtaining duplicate share certificate(s)-

Following documents are required to be submitted to the Company's RTA for issuance of duplicate Share Certificate(s) by the registered holder(s) duly complete in all respects:

- a. A requisition letter duly signed by the shareholder/s requesting for issue of duplicate share certificate
- b. Form ISR-4;
- c. Copy of client master list of your Demat account with seal and signature of the Depository Participant (DP)
- d. Self-attested copy of PAN Card of the Shareholder;
- e. Copy of any one proof of holding (copy of share certificate/copy of any communication received from the company)
- f. Combined Affidavit cum Indemnity Bond:
 - For value of shares upto Rs.10,000 as on date of submission of request - Affidavit cum Indemnity Bond can be executed on a plain paper without notarization.
 - For value above Rs.10,000 as on date of submission of request – Affidavit cum Indemnity Bond on non-judicial stamp paper executed with Notary attestation.

The value of the non-judicial stamp paper shall be higher of the amount as prescribed for an affidavit and an indemnity individually as prescribed by the Stamp Act of the state where the claimant resides.

- g. For securities having value more than Rs. Ten Lakhs, the claimant shall submit following additional documents in addition to the Affidavit cum Indemnity Bond :
 - Original or notarized copy of FIR /Police complaint or self-attested e-FIR/Court injunction order, necessarily having details of the securities, folio number, distinctive number range and certificate numbers.
- h. For securities having value more than Rs. Ten Lakhs, the listed company shall issue an advertisement regarding loss of securities in a widely circulated newspaper in the region where its registered office is situated. The listed company may charge a minimal fee from the investor towards such advertisement
- i. The timeline for processing of the service request for issuance of duplicate security certificates shall commence from the date of submission of complete documentation by the investor or issuance of newspaper publication by the listed company, whichever is later.

Additional documents For Corporate Shareholders

- i. Board Resolution
- j. List of Authorised Signatories
- k. Request letter on the letterhead of Corporate.

Additional Documents for Banks - Unlike Corporate Shareholders, for Banks, signing authority is given not by way of Board Resolution but through Delegation of Powers (DoP) on the basis of which bank signatories acquire approval rights. Hence, for any ISR received from a Bank as a Shareholder, in lieu of Board Resolution, extract of DoP on the letterhead of the bank signed by a duly authorised signatory bearing stamp of the bank mentioning the required details including the following shall be obtained:

- registration number / employee code for the authority;
- name of the Bank Official authorised as a signatory;
- specimen signature.

Procedure followed by RTA after receipt of entire set of documents complete in all respects:

- After scrutinizing the submitted documents and if found in order, the RTA shall issue a Letter of Confirmation (LOC) in place of physical share certificates, to the Claimant(s) within 30 days of receipt of such request.
- The said LOC shall be valid only for a period of 120 days from the date of issuance, within which the Claimant is supposed to make a request to their DP for dematerializing the shares.
- If the Claimant(s) fails to submit the demat request within the aforesaid period, the Company shall credit the shares to the Suspense Escrow Demat Account (SEDA), as applicable.

Notes:

1. When LOC has been issued but Share Certificates which were earlier reported as lost, have been traced by the Shareholder, then the original Share Certificate(s) should be surrendered to the RTA.
2. If the shareholder finds the original Share Certificate(s) before complying with the procedure for obtaining duplicate Share Certificates(s) but after applying for issuance of duplicate Share Certificate(s), then he shall inform the same to the RTA immediately to disable the 'stop remark' tag on the folio.

G. Transposition of Shares:

Updation of PAN (Aadhaar linked), KYC & Choice of Nomination

Shareholders, holding shares in physical form wherein PAN, KYC or Choice of Nomination is not updated, will not be eligible to lodge grievances or avail any investor service request(s) till such time that the above details are furnished.

Complete procedure for updation of KYC details is provided above under the heading 'Updation of PAN (Aadhaar linked), KYC & Choice of Nomination' above. It is recommended to update the KYC details before proceeding with any ISR request(s).

Following documents are required for transposition of shares -

- a. Original Share certificate
- b. Request letter duly signed by all holders (in Form ISR-4)
- c. Self-attested copy of PAN Card

Additional Documents for Corporate Shareholders –

- d. Board Resolution
- e. List of Authorised Signatories
- f. Request letter on the letterhead of Corporate.

Additional Documents for Banks - Unlike Corporate Shareholders, for Banks, signing authority is given not by way of Board Resolution but through Delegation of Powers (DoP) on the basis of which bank signatories acquire approval rights. Hence, for any ISR received from a Bank as a Shareholder, in lieu of Board Resolution, extract of DoP on the letterhead of the bank signed by a duly authorised signatory bearing stamp of the bank mentioning the required details including the following shall be obtained:

- registration number / employee code for the authority;

- name of the Bank Official authorised as a signatory;
- Specimen Signature

Procedure followed by RTA after receipt of entire set of documents complete in all respects:

- After scrutinizing the submitted documents and if found in order, the RTA shall issue a Letter of Confirmation (LOC) in place of physical share certificates, to the Claimant(s) within 30 days of receipt of such request.
- The said LOC shall be valid only for a period of 120 days from the date of issuance, within which the Claimant is supposed to make a request to their DP for dematerializing the shares.
- If the Claimant(s) fails to submit the demat request within the aforesaid period, the Company shall credit the shares to the Suspense Escrow Demat Account (SEDA).

H. Dematerialisation of shares:

Updation of PAN (Aadhaar linked), KYC & Choice of Nomination

Shareholders, holding shares in physical form wherein PAN, KYC or Choice of Nomination is not updated, will not be eligible to lodge grievances or avail any investor service request(s) till such time that the above details are furnished.

Complete procedure for updation of KYC details is provided above under the heading 'Updation of PAN (Aadhaar linked), KYC & Choice of Nomination' above. It is recommended to update the KYC details before proceeding with any ISR request(s).

Dematerialisation is the process of converting shares held in physical mode into shares in electronic mode by way of crediting the same in the investor's demat account maintained by the Depository Participant (DP).

Note: Shareholders are requested to contact respective DP for Dematerialization of shares and not Company/ RTA.

Following documents are to be submitted to the DP

- a. Original Share Certificate / Letter of Confirmation;
- b. Demat Request Form (DRF)
- c. Copy of CML

Additional Documents for Corporate Shareholders –

- d. Board Resolution
- e. List of Authorised Signatories
- f. Request letter on the letterhead of Corporate.

Additional Documents for Banks - Unlike Corporate Shareholders, for Banks, signing authority is given not by way of Board Resolution but through Delegation of Powers (DoP) on the basis of which bank signatories acquire approval rights. Hence, for any ISR received from a Bank as a Shareholder, in lieu of Board Resolution, extract of DoP on the letterhead of the bank signed by a duly authorised signatory bearing stamp of the bank mentioning the required details including the following shall be obtained:

- registration number / employee code for the authority;
- name of the Bank Official authorised as a signatory;
- specimen signature.

8) UNCLAIMED DIVIDEND ACCOUNT

➤ What is the Unclaimed Dividend Account?

The Unclaimed Dividend Account is a bank account maintained by the Company in compliance with the provisions of the Companies Act, 2013. Dividend amounts that remain unpaid or unclaimed by shareholders are transferred by the Company to this account after completion of the statutory period.

➤ When is dividend transferred to the Unclaimed Dividend Account?

- The Company declares dividend and sends the dividend warrant / credit intimation to the registered shareholders.
- If the dividend remains unpaid or unclaimed for 30 days from the date of declaration, the amount is transferred to the Unpaid Dividend Account of the Company.
- The Company maintains shareholder-wise details of such unclaimed dividend.
- If the amount remains unclaimed / unpaid in the Unpaid Dividend Account for 7 consecutive years, it is required to be transferred to the Investor Education and Protection Fund (IEPF).

➤ How to prevent transfer of dividend to the Unclaimed Dividend Account?

- Shareholders should ensure that their bank account details, KYC, and contact information are updated with the RTA / Depository Participant.
- Enable electronic credit (ECS / NEFT) to avoid non-receipt of dividend warrants.
- In case the dividend warrant is not received or has expired, the shareholder should immediately request for revalidation / reissue before the 30-day period lapses.
- Ensure timely communication with the Company's RTA for any change in address, bank details, signature mismatch, etc.

➤ How to claim unpaid dividend lying in the Unclaimed Dividend Account?

Shareholders may claim unpaid dividend amounts before they are transferred to IEPF by submitting the following documents to the Company's RTA:

- a) Duly filled and signed Form ISR-1 (for updating KYC / bank details, if required)
- b) A request letter seeking revalidation / reissue of dividend
- c) Self-attested copy of PAN and address proof
- d) Cancelled cheque / copy of passbook / bank statement showing the Shareholders name
- e) Any additional documents requested by the RTA for verification

9) WISDOM – WEB BASED INVESTORS SERVICES DOMAIN

The Company believes that the Shareholders should get prompt response to their queries. Accordingly, a website <https://wisdom.cameoindia.com/> has been developed for Shareholders of the Company. Key features of Wisdom are as under:

- Faster redressal of all types of your queries
- Complete online tracking of your query

- Single login to lodge queries for multiple folios
- Access to history of old queries
- Mobile number / email id based login
- Login without password - OTP Authentication by SMS/Email
- Facility to download all formats – ISR1, ISR2, SH13 etc.,
- Queries will be responded within 24 hours
- Accessibility from anywhere, anytime, from any device of any size
- Safe & Secure environment

10) INVESTOR GRIEVANCE REDRESSAL MECHANISM- ESCALATION MATRIX

The Company believes that a transparent framework should be in place for handling investor grievances, which will enable investors register and escalate their grievances to the relevant officials.

Keeping this in view, the Company has instituted an escalation mechanism for effective redressal of investor grievances. The detailed Escalation Matrix for redressal of Investor grievances along with details on how investors can file complaints is available on the Company's website. The same is also reproduced below for ready reference.

Primary Contact/ Escalation	Contact Details
1st Escalation –Registrar and Share Transfer Agent (RTA)	Mr. P. Muralidharan, Manager Address: Unit: Amara Raja Energy & Mobility Limited Subramanian Building, No.1, Club House Road, Chennai – 600 002, Tamil Nadu, India Telephone: 044-4002 0700; 044-28460129 Direct : 044-4002 0723/726 Email ID: investor@cameoindia.com Website: wisdom.cameoindia.com www.cameoindia.com
2nd Escalation – Secretarial Team	Secretarial Team Address: Terminal A 1 18/1/AMR/NR, Nanakramguda, Gachibowli, Hyderabad – 500032, Telangana, India Secretarial Team Board No.: 040 23139000 Direct No.: 040 23139050 Email: secintern@amararaja.com Website: www.amararajaeandm.com
3rd Escalation - Deputy Company Secretary-	Mr. Naresh Kumar Miryala Deputy Company Secretary and Deputy Nodal Officer Telephone: 040 23139000 / 040 2313 9398 E-mail: nkm2@amararaja.com Website: www.amararajaeandm.com
4th Escalation - Company Secretary & Compliance Officer	Mr. Vikas Sabharwal Company Secretary, Vice-President Legal, Compliance Officer and Nodal Officer Telephone: +91 40 23139387 E-mail: investorservices@amararaja.com

5th Escalation - Alternative 1 – Stakeholders’ Relationship Committee	Chairperson, Stakeholders’ Relationship Committee Through Mr. Vikas Sabharwal, Company Secretary, Vice-President Legal, Compliance Officer and Nodal Officer Telephone: +91 40 23139387 E-mail: investorservices@amararaja.com
5th Escalation - Alternative 2 - SCORES or Exchanges	In case the Complaint stands unresolved / not resolved up to the satisfaction of Investor(s), they may lodge a complaint with: <ul style="list-style-type: none"> a. SEBI (SCORES Portal) https://scores.gov.in/scores/Welcome.html or b. Exchanges NSE: https://investorhelpline.nseindia.com/NICEPLUS/ BSE: https://bsecref.bseindia.com/ecomplaint/frmlInvestorHome.aspx or c. Online Dispute Resolution (ODR) Platform: https://smartodr.in/login

11) INFORMATION FOR SHAREHOLDERS ON THE COMPANY'S WEBSITE

S. No	Particulars	Weblink
1	Leadership	https://www.amararajaeandm.com/LeaderShip/Founder
2	Policies	https://www.amararajaeandm.com/Investors/corporate-governance-policies
3	Investor Contacts	https://www.amararajaeandm.com/Investors/investors-contact#investors-contact-content
4	Quarterly Results and Webcasts	https://www.amararajaeandm.com/investors/#investor-content
5	Company Presentations	https://www.amararajaeandm.com/investors/#investor-content
6	Share Holding Pattern	https://www.amararajaeandm.com/Investors/shareholding-pattern#pattern-content
7	AGM Notices	https://www.amararajaeandm.com/Investors/annual-general-meetings
8	Annual Reports and related documents	https://www.amararajaeandm.com/Investors/annual-general-meetings
9	Information on dividends	https://www.amararajaeandm.com/Investors/dividend-unclaimed-dividend-content
10	Information on Investor Service Requests (ISR) and ISR forms	https://www.amararajaeandm.com/Investors/investors-contact
11	Details of unclaimed or unpaid dividend	https://www.amararajaeandm.com/Investors/dividend-unclaimed-dividend-content#dividend-unclaimed-dividend-content
12	Details of Nodal and Deputy Nodal Officer for IEPF	https://www.amararajaeandm.com/Investors/investors-contact#investors-contact-content
13	FAQs	Annexure A

DISCLAIMER

This Shareholders' Manual is intended to provide general information to the Shareholders of Amara Raja Energy and Mobility Limited on matters relating to the Company, shareholders' rights, standard procedures, documentation requirements (including ISRs and IEPF), and the escalation matrix.

This Manual is issued for guidance purposes only and does not constitute legal, regulatory, or professional advice. While the Company endeavours to ensure that the information contained herein is accurate and up to date, no representation or warranty is made regarding its completeness or accuracy. The Company shall not be liable for any loss or damage arising from any error, omission, or non-updation of the contents. Shareholders are advised to refer to the applicable provisions of law, rules, regulations, and circulars for precise and authoritative information.

The contents of this Manual, including dates and timelines, are indicative in nature and may vary depending on the facts and circumstances of each case. The Company reserves the right to amend, modify, or update this Manual from time to time.

In the event of any inconsistency or conflict between the provisions of this Manual and applicable laws or regulations, the provisions of the applicable laws and regulations shall prevail.
