

**INVESTOR PROTECTION PHILOSOPHY
OF
HIGH GROUND ENTERPRISE LIMITED**

FOR INVESTOR SERVICE

RCMC share registry Private Limited is the Registrar and Share Transfer Agent (RTA) of the Company having office at B-25/1, First Floor, Okhala Industrial Estate, Phase – II, New Delhi 110020

The RTA of the Company shall perform the following functions for the Shareholders of the Company:-

1. Receipt of requests for Transfer, Transmission, Endorsement, Split, Consolidation, change in address, Issue of Duplicate Securities Certificate
2. Processing of requests for Transfer, Transmission, Endorsement, Split, Consolidation, change in address, Issue of Duplicate Securities Certificate
3. Verification of Transfer Forms and preparation of Transfer Register for approval of Share Transfer Committee of the Company
4. Endorsements of Securities Certificates
5. Dispatch of Securities Certificates

All the above functions are being handled by RCMC share registry Private Limited, the Registrar and Share Transfer Agent (RTA) of the Company

FOR GRIEVANCE HANDLING MECHANISM

In accordance with Clause 49 of the Listing Agreement entered with the Stock Exchange, the Board of the Company has also constituted Shareholder/investor Grievance & share Transfer Committee comprising of following:-

Sl No.	Name of Member	Designation
1.	Mr. Sandeep R. Arora	Chairman
2.	Mr. Vinod Rawal	Member
3.	Mr. Anupam Kumar	Member

The Committee, inter alia, approves transfer and transmission of shares, issuance of duplicate share certificates and reviews all the matters connected with share transfers. The Committee also looks into the redressal of shareholders/investors complaints related to transfer of shares, non-receipt of Annual Report, non-receipt of dividends etc. received directly or through SEBI (SCORES), Stock Exchanges, Ministry of Corporate Affairs, Registrar of Companies etc.

The terms of reference of the Committee are as follows:

- Review the reports submitted by the Registrars and Share Transfer Agents of the Company at half yearly intervals.
- Periodically interact with the Registrars and Share Transfer Agents to ascertain and look into the quality of the Company's Shareholders/ Investors grievance redressal system and to review the report on the functioning of the Investor grievances redressal system.
- Compliance with the Company's Code of Conduct for Prohibition of Insider Trading in pursuance of SEBI (Prohibition of Insider Trading) Regulations, 2015
- Follow-up on the implementation of suggestions for improvement, if any.
- Periodically report to the Board about serious concerns, if any.

The Committee takes care that all the grievances of securities holders are properly considered and timely taken care.