

The Companies Act 2013 mandates disclosing certain information on the company's website such as:

- **the name of the company,** - Shivom Minerals Limited
- **address of the registered office,** - P-25, Civil Township, Rourkela, Orissa-769004
- **the corporate identity number-** U26941OR1999PLC005785
- **telephone number-** 0661-2400-828/172
- **fax number-**
- **email ID-** [corporate@shivomminerals.com](mailto:corporate@shivomminerals.com)
- **name of the company's representative in case of any grievances/queries. –**  
Ms. Kanika Bung  
Company Secretary & Compliance Officer

The company's website address must be disclosed on the letterhead, business letters, billheads, letter papers, and official publications and notices.

### **Website Disclosures for Listed Companies**

A listed company is compulsorily required to have a functional website. The following details must also be mentioned on the website:

- Particulars of the business activities.-RPG Sir
- Terms of Appointment of Independent Directors must also be published on the website.
- Particulars of the structure of the various committees of the Board of Directors.-
- Code of Conduct of Senior Management and Board of Directors.
- A policy with regards to related party transactions.
- Details of the establishment of the Vigil Mechanism and Whistle Blower Policy.
- Email of Grievance Redressal Mechanism and other relevant information.
- Shareholding Pattern.
- **Designated Officials who can handle investor grievances.-** Company Secretary cum Compliance Officer
- All other information about notices, taxes, agreements, and financial information.

## **Mandatory Disclosures Under the Companies Act 2013**

- Website address on all its official publications like business letters, billheads, and notices, etc.
- The notice of “Change of objects for which money is raised through prospectus” under Rule 32 of Chapter II – Companies (Incorporation) Rules, 2014 must be published on the website.
- Details of Annual Return.
- Details of Vigil Mechanism.
- CSR and Company’s policy on director’s appointment and remuneration.
- Terms and Conditions of the Independent Director.
- Closure of register of members or debenture holders.
- Notice of General Meeting.
- Notice of Voting through electronic means.- NA
- Notice of Postal Ballot.-NA
- Special Notice, if any.-NA
- Striking Off of the name of the company details.-NA
- Unpaid Dividend Details.-NA
- Invitation of Deposits.-NA
- Resignation of Director details, if any.

**19-10-2024**

List of data pending. The rest of it I have and filled up:

**1. Grievance Officer ( Name & Contact Details)- Ms. Kanika Bung**

Company Secretary & Compliance Officer

**Address:** Plot No. P-25, Civil Township,

Rourkela, Sundergarh,

Odisha – 769004

**Email:** [corporate@shivomminerals.com](mailto:corporate@shivomminerals.com)

Tel: 0661-2400-828 /172

2. Terms of Independent Director Appointment (Terms document)- Provided

3. Board Committee Structure (Committee names and members)- Provided

4. Code of Conduct for Senior Management (Code of Conduct policy)- ready to be discussed with Santosh Sir

5. Related Party Transaction Policy (RPT policy)- ready to be discussed with Santosh Sir

6. Vigil Mechanism & Whistleblower Policy (Policy document)- ready to be discussed with Santosh Sir

**7. Investor Grievance Handling Officer (Contact details)- Ms. Kanika Bung**

Company Secretary & Compliance Officer

**Address:** Plot No. P-25, Civil Township,

Rourkela, Sundergarh,

Odisha – 769004

**Email:** [corporate@shivomminerals.com](mailto:corporate@shivomminerals.com)

Tel: 0661-2400-828 /172

8. Annual Return (Annual Return link)- No Link available , providing with Annual Returns of last 3 yrs
9. CSR Policy (CSR Policy document)- ready to be discussed with Santosh Sir
10. Director Appointment and Remuneration Policy (Policy document)- ready to be discussed with Santosh Sir
11. Closure of Register of Members (Notice of closure) - Provided
12. General Meeting Notice (Notice document)- To be prepared for 30.09.24
13. Electronic Voting Notice (Voting details)-NA
14. Postal Ballot Notice (Ballot details)- NA
15. Special Notices (if any)-NA

**16. RTA –**

**Registrar & Share Transfer Agent**

**KFin Technologies Ltd.**

(Formerly known as KFin Technologies Pvt. Ltd.)

Selenium Tower B, Plot 31-32,

Gachibowli, Financial District, Nanakramguda,  
Hyderabad – 500 032, ☎ +91 40 67161603

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

Email: [einward.ris@kfintech.com](mailto:einward.ris@kfintech.com)

**There are total 20 policies.**

**And all the drafts has to be confirmed from Santosh Sir and then finalized.**