



காமராஜர் துறைமுக நிறுவனம்
कामराजर पोर्ट लिमिटेड
Kamarajar Port Limited

(A Company of Chennai Port Authority)
(Ministry of Ports, Shipping and Waterways - Government of India)



फाइल संख्या/ File No.: KPL/CS/AS/2023-24

10th October 2023

Kumar Naresh Sinha & Associates
Company Secretaries
121, Vinayak Apartments,
C 58/19, Sector 62, NOIDA 201307

Kind Attn.: Shri N.K. SINHA

विषय/Sub: Extension of Appointment for Advisory services – Reg.

Sir,

We are pleased to inform that we have extended your appointment for providing **Advisory services for a period of 1 year with effect from 11.10.2023** on the same terms, i.e. Rs.50,000/-p.m (excluding taxes). The scope of assignment includes:

- Updating KPL immediately in writing on regular basis / providing consolidated weekly report regarding any notification, circulars, orders, amendments, case laws, judgments under Companies Act, SEBI Act, Secretarial Standards, etc, MCA or other Competent Authority like SEBI, BSE, etc, applicable to the Company / Shipping Sector, advising implications for the Company of the same including providing of checklist of activities to be undertaken for compliance.
- To provide/assist in providing clarifications that may be sought by the statutory bodies/Authorities like BSE/SEBI/MCA etc from time to time and, prepare/assist in preparing draft replies to the notices/queries issued by the statutory bodies/Authorities like BSE/SEBI/MCA from time to time, examine any orders/communications that may be received from ROC/BSE and other statutory bodies, or any other competent authority and advise on course of action.
- Drafting/vetting of documents as may be required to be furnished/ filed from time to time with various authorities like BSE/ROC etc and under RTI to

Registered Office :
No.17, Jawahar Building,
Rajaji Salai, Chennai - 600 001.
Phone : 044-2525 1666-70
Fax : 044-2525 1665
CIN : U45203TN1999PLC043322

पंजीकृत कार्यालय :
न. 17, जवाहर बिल्डिंग,
राजाजी साले, चन्नै - 600 001.
फोन : 044-2525 1666-70
फैक्स : 044-2525 1665

Port Office :
Vallur Post, Chennai - 600 120.
Ph : 044-2795 0030-40 Fax : 044-2795 0002
पोर्ट कार्यालय : वल्लूर, पोस्ट, चन्नै - 600 120
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टोल फ्री सय्या / TOLL FREE NUMBER : 1800 - 425 - 1203

website : www.kamarajarport.in



ensure it is in line with the latest amendments including drafting of policies /amendment of existing policies to be in line with the amendments/Acts.

- Reviewing of all applicable laws/Acts from time to time and convey the applicability/non applicability of existing law/new laws to ensure there is no lapse in compliance.
- Assisting in issuance/redemption of securities, pre issue/post issue compliances, providing certificates wherever required including listing/delisting of securities.
- Study the existing system, policies and procedures on Statutory compliances of the KPL and provide advice/action plans for meeting the shortcomings if any.
- To guide/assist/Offer opinions along with the interpretation of necessary provisions of applicable Law/Rules/Regulations, on any matter/transactions/issues, having implications on Corporate Governance/applicable laws/ Acts/ regulations/ Rules/ Secretarial Standards, etc including Related party transactions, RTI.
- Advising/suggesting/providing checklist with timelines on various bond related matters including redemptions of tax free bonds,
- To guide/assist/ providing checklist with timelines every month to ensuring compliance to all the statutory requirements under Companies Act, SEBI Act, all Applicable Laws/Rules and regulations etc.
- To assist and provide necessary support and documentation for secretarial audit.

According to the provisions of clause 3 of the Confidentiality Agreement signed on 11.10.2022, the confidentiality agreement shall be valid for another 12 months from the effective date of extensions which is 11.10.2023.



You are requested to send us a duplicate copy of this letter duly signed by the authorized signatory of your firm as a token of your acceptance.

Thanking you,

Yours faithfully,
for **Kamarajar Port Limited**

S. J. Srinivasan

कंपनीसचिव/ **Company Secretary**

जयलक्ष्मीश्रीनिवासन/ **Jayalakshmi Srinivasan**

We accept

Signature

Name & Designation of Signatory

Stamp of PCS / Firm

Date *16/10/2023*

NARESH Digitally signed
by NARESH
KUMAR KUMAR SINHA
Date: 2023.10.16
13:50:00 +05'30'



Accepted