



McLEOD RUSSEL
Believe in tea

01st January 2024

The Secretary
BSE Limited PJ. Towers,
25th Floor, Dalal Street,
MUMBAI-400001
Scrip Code: 532654

The Secretary
National Stock Exchange of
India Ltd,
Listing dept. Exchange Plaza,
5th Fl. Plot No. C/1,
G- Block, Bandra-Kurla
Complex, Bandra (E) MUMBAI-
400051
Scrip Code: MCLEODRUSS

The Secretary
The Calcutta Stock Exchange
Limited
7, Lyons Range
KOLKATA-700001
Scrip Code: 10023930

Dear Sir,

Sub: Intimation to Investors on availability of Online Dispute Resolution (ODR) Mechanism at Stock Exchanges.

Pursuant to Regulation 30 of SEBI (Listing Obligations and Disclosure Requirements) Regulations, 2015 and in accordance with SEBI Circular(s) dated July 31, 2023 and August 4, 2023, please find attached a copy of the communication for our investors, on dispute resolution through the ODR mechanism.

In Compliance with the Regulation 46 of the SEBI (Listing Obligations and Disclosure Requirements) Regulations, 2015, the aforesaid SEBI Circulars and Communication and Link for the ODR Portal is made available on the website of the Company at www.mcleodrussel.com.

Path for accessing the above information of Online Dispute Resolution (ODR) Mechanism is as follows:

Investors > Investor Information > SEBI Online Dispute Resolution.

Please take this information on record.

Thanking You,

Yours faithfully,

McLEOD RUSSEL INDIA LIMITED

ALOK KUMAR SAMANT
Digitally signed by
ALOK KUMAR SAMANT
Date: 2024.01.01
17:15:41 +05'30'

ALOK KUMAR SAMANT
COMPANY SECRETARY

Registered Office :

McLEOD RUSSEL INDIA LIMITED
Corporate Identity Number (CIN) : L51109WB1998PLC087076
FOUR MANGOE LANE, SURENDRA MOHAN GHOSH SARANI, KOLKATA - 700 001
TELEPHONE : 033-2210-1221, 2248-9434 / 35, FAX : 91-33-2248-8114 / 6265
E-mail : administrator@mcleodrussel.com Website : www.mcleodrussel.com



A Williamson Magor Group Enterprise



McLEOD RUSSEL
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McLEOD RUSSEL INDIA LIMITED

CIN No: L51109WB1998PLC087076
4, Mangoe Lane, Kolkata – 700001
Email- administrator@mcleodrussel.com
Phone: 033-2210-1221, Fax-033-2248-3683
Website: www.mcleodrussel.com

28th December 2023

Online Resolution of Disputes in the Indian Securities Market

Folio no. / DP Id Client Id: XXXXXXXXXXXXXXXXX

Name of the Shareholder: XXXXXX

Dear Shareholder,

This has reference to the shares held by you in the Company, under the folio number / DP Id Client Id mentioned above.

We bring to your kind notice the contents of the SEBI Circular No. SEBI/HO/OIAE/OIAE_IAD-1/P/CIR/2023/131 dated 31 July 2023 read with a Corrigendum issued by SEBI on 4 August 2023 vide its Circular No. SEBI/HO/OIAE/OIAE_IAD-1/P/CIR/2023/135 about expanding the scope of the existing dispute resolution mechanism in Indian Securities Market by establishing a common Online Dispute Resolution Portal (ODR Portal) which harnesses online conciliation and online arbitration for resolution of disputes arising in the Indian Securities Market.

Under this mechanism, any unresolved issues of any service requests/service-related complaints between investors/shareholders and listed companies including their Registrar & Share Transfer Agents arising out of latter's activities in the securities market, will be resolved in accordance with the above-mentioned SEBI Circulars. The Circular is hosted on our website at <https://www.mcleodrussel.com/investors/sebi-online-dispute-resolution.aspx> and pursuant to the aforesaid SEBI Circular, a common Online Dispute Resolution Portal ("ODR Portal") is now live.

In order to enhance investor awareness on this dispute resolution mechanism, a brief overview of the process is provided as follows:

- Investor(s) may initiate his/her/their grievance redressal process with the Company through designated persons/officials who handle issues relating to complaints/grievances of investors.

- In case, the grievance/complaint is not resolved satisfactorily, investor(s) may register his/her/their grievance/complaint on the SEBI Complaints Redress Systems (SCORES) platform in accordance with the process laid out at <https://scores.gov.in/scores/Welcome.html>
- Alternatively, or at any stage of the subsequent escalations provided through the SCORES platform, an investor may initiate dispute resolution through the ODR Portal at <https://smartodr.in/login>.
- The link to the ODR Portal is also displayed on our website at <https://www.mcleodrussel.com/>

For any queries on the above matter, investors may contact the Company's Registrar & Share Transfer Agent, Maheswari Datamatics Pvt Limited at mdpldc@yahoo.com or the Company at alok.samant@mcleodrussel.com.

Thanking you,

For **McLeod Russel India Limited**

Sd/-

Alok Kumar Samant
Company Secretary