FORMAT FOR HALF YEARLY REPORT TO BE SUBMITTED BY INVESTMENT BANKERS

1. Name:
2. Registration No. / License No. *(in case of banking unit operating as an investment banker)*
3. Name of the Compliance Officer
4. Addition / deletion / change in address etc. of office from last submitted report
5. Change in control, if any, since the last report. If yes, provide details.
6. Change, if any, in directorship details since the last report

|  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- |
| Name | Induction/ retirement/ resignation | Reasons | Effective Qualification Date | Brief Experience (in case of induction) | Shares in the company |
|  |  |  |  |  |  |
|  |  |  |  |  |  |

1. Change in the key management personnel since last report

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| --- | --- | --- | --- |
| Name | Date of Appointment/  Resignation / Termination | Qualification | Experience |
|  |  |  |  |
|  |  |  |  |

1. Change including addition to/in associate concerns

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| --- | --- | --- | --- |
| Name | Nature of change | Activities handled | Nature of interest with investment banker |
|  |  |  |  |
|  |  |  |  |

1. New activities undertaken/discontinuation of any existing activities

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| --- | --- | --- |
| Activity | When commenced/ discontinued | Object of the new activities/ reasons for discontinuation |
|  |  |  |

1. Details of all pending litigations involving the investment banker
2. Issue management activities (attach separate sheet if required):

|  |  |  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- | --- |
| Sr. No. | Type of issue | Name of issuer | Instrument | Offer size | Issue Price | Issue opening date | Issue closing date | No. of times oversubscribed |
| 1 | 2 | 3 | 4 | 5 | 6 | 7 | 8 |
|  |  |  |  |  |  |  |  |  |

|  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- |
| Functional Responsibility | Stock Exchanges where instruments  were to be listed | Date of listing | Reasons for delay in listing (if any) | Opening Price | Current market price | Remarks |
| 9 | 10 | 11 | 12 | 13 | 14 | 15 |
|  |  |  |  |  |  |  |

1. Regulatory action, if any, by IFSCA or any other financial services regulator
2. Underwriting activities
   1. Total number of issues underwritten during the period
   2. Total amount underwritten during the period
   3. Outstanding underwriting commitment at the close of the period
   4. Details of disputed/devolved case

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| --- | --- | --- | --- | --- | --- | --- |
| Sr. No. | Name of the issuer | Instrument | Amount underwritten | Amount devolved | Devolvement met yes/no | If not met, the reasons thereof & how dispute was  settled |
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1. Redressal of Investor Grievances

System of redressal of investor grievances (a brief write up)

1. Number of investor grievances received during the period
2. Nature of grievances
3. Number of grievances resolved
4. Number of grievances pending
5. The date of oldest grievance
6. Financial Information

Please enclose a copy of the latest audited financial results along with schedules.

1. Changes, if any, in significant shareholding (more than 5%)

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| Name | Date | Investment / disinvestment | Number of Shares | % of total paid- up capital |
|  |  |  |  |  |

1. List of major shareholders holding more than 5%

|  |  |  |  |
| --- | --- | --- | --- |
| Name | PAN (if available) | Number of Shares | % of total paid-up capital |
|  |  |  |  |

1. Any capital issue (rights or public) during the period. If yes, details thereof inclusive of status of complaints from investors and their redressal.
2. Indictment or involvement in any economic offence by the investment banker or its directors or KMPs or principal officer, if any, during the period.

PLACE:

DATE: AUTHORISED SIGNATORY