

PCSL/SEC/2017-18

April 5, 2017

1. The National Stock Exchange of India Ltd.,
Exchange Plaza, 5th Floor, Plot No. C/1, G Block, Bandra Kurla Complex
Bandra (E), Mumbai – 400 051
2. The Bombay Stock Exchange Ltd.,
1st Floor, New Trade Ring, Rotunda Building, PJ Towers
Dalal Street, Fort, Mumbai – 400 001.

Dear Sirs,

Sub: Certificate from Registrar of Compliance Share Transfer Agent – Statement of Grievance Redressal Mechanism

Ref: Scrip Code: 532254

We are enclosing herewith the statement of Grievance Redressal Mechanism under Regulation 13(3) of Securities and Exchange Board of India (Listing Obligations and Disclosure Requirements) Regulations, 2015 received from our Registrar and Share Transfer Agent, Karvy Computershare Private Limited.

We request you to take the same on record and ensure compliance.

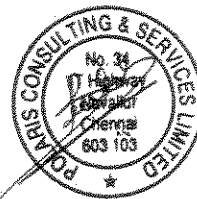
Thanking you

Yours sincerely

For Polaris Consulting & Services Limited


Christina Pauline Beulah
Company Secretary

Encl: As above



Polaris Consulting & Services Limited

Registered Office & Corporate Headquarters: No.34, IT Highway, Navallur, Chennai - 600 130, Tamilnadu India.
Ph: +91-44-3987 3000 | Fax: +91-44-2743 5128

Sydney • Tokyo • Hong Kong • Singapore • Mumbai • Dubai • London • New York • Toronto • Switzerland

COURIER

IGR/MRVS/POI/2017
Dt: 05.04.2017.

The Company Secretary,
Polaris Consulting & Services Ltd
No 34 IT High Way
Navallur
Chennai – 603103.

Dear Sir,

Subject: Investor Grievance Report for the period 01.01.2017 to 31.03.2017

We are furnishing below the status of Investor complaints during the period of 01.01.2017 to 31.03.2017 in terms of regulation u/s 13(3) of SEBI (Listing Obligation and Disclosure Requirement Regulation, 2015.

| Complaints Opening as on 01.01.2017 | Complaints received during the period | Total | Complaints resolved during the period | Complaints pending as on 31.03.2017 |
|-------------------------------------|---------------------------------------|-------|---------------------------------------|-------------------------------------|
| NIL | 12 | 12 | 12 | NIL |

A list of statement subject wise pertaining to these complaints is enclosed.

Further, we confirm that there is no complaint pending more than 30 days.

Thanking you,

Yours faithfully,
For KARVY COMPUTERSHARE PRIVATE LIMITED

Ramesh G Desai
RAMESH G DESAI
Manager



Karvy Computershare Private Limited

Corporate office: "Karvy Selenium Tower B", Plot No. 31 & 32, Financial District, Nanakramguda, Gachibowli, Hyderabad- 500 032, Telangana, INDIA. T: +91-40-67162222, 33211000, F: +91-40-23420814, e-mail: support@karvy.com

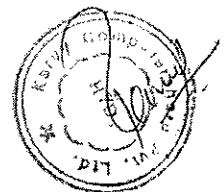
Registered Office: Karvy House, 46, Avenue 4, Street No. 1, Banjara Hills, Hyderabad - 500 034.
T: +91-40-2331-2454/2332-0751/752/251 | F: +91-40-2331-1968 | www.karvy.com | www.karvycomputershare.com | CIN: U72400TG2003PTC041830

POLARIS CONSULTING AND SERVICES LTD

STATUS OF REQUEST/ COMPLAINTS DURING THE PERIOD 01/01/2017 TO 31/03/2017

| | Subject | RECEIVED | REPLIED/ RESOLVED |
|----|--|------------|----------------------|
| | <u>A. REQUESTS</u> | | |
| 1 | CHANGE/CORRECTION OF ADDRESS | 3 | 3 |
| 2 | RECEIPT OF DIVIDEND WARRANTS/REFUND ORDER FOR REVALIDATION | 7 | 7 |
| 3 | SPECIMEN SIGN CHANGE / NOT MENTIONED IN APPLICATION | 2 | 2 |
| 4 | CHANGE/CORRECTION OF BANK MANDATE | 0 | 0 |
| 5 | CHANGE/CORRECTION OF BANK MANDATE/NAME/DAMAGE ON DW | 0 | 0 |
| 6 | RECEIPT OF IB FOR ISSUE OF DUPLICATE DW | 13 | 13 |
| 7 | QUERY REGARDING PAYMENT OF DIVIDEND WARRANT | 19 | 19 |
| 8 | RECEIPT OF DD(S) /AGAINST DW FROM COMPANY/BANK | 11 | 11 |
| 9 | REQUEST FOR ECS FACILITY (ELECTRONIC CLEARANCE SERVICES) | 19 | 19 |
| 10 | LETTERS FROM CLIENTS REGARDING BILLS/PAYMENTS | 0 | 0 |
| 11 | POSTAL RETURN DOCUMENTS | 9 | 9 |
| 12 | LETTER FROM SEBI/STOCK EXCHANGE/CBI/ACKNOWLEDGEMENT | 0 | 0 |
| 13 | REGISTRATION OF POWER OF ATTORNEY | 0 | 0 |
| 14 | LOSS OF SECURITIES AND REQUEST FOR ISSUE OF DUPLICATE | 2 | 2 |
| 15 | RECEIPT OF IB AND AFFIDAVIT FOR ISSUE OF DUP SECURITIES | 0 | 0 |
| 16 | REQUEST FOR CONSOLIDATION/SPLIT OF SECURITIES | 3 | 3 |
| 17 | DELETION OF JOINT NAME DUE TO DEATH | 2 | 2 |
| 18 | REQUEST FOR TRANSFER OF SECURITIES | 0 | 0 |
| 19 | REQUEST FOR TRANSMISSION OF SECURITIES | 3 | 3 |
| 20 | REQUEST FOR DEMAT NSDL & CDSL /REMAT | 13 | 13 |
| 21 | DD RECEIVED FROM BANKS AGAINST ECS REJECTIONS | 0 | 0 |
| 22 | CHANGE / CORRECTION OF NAME ON SECURITIES | 3 | 3 |
| 23 | CLARIFICATION REGARDING SHARES | 6 | 6 |
| 24 | REQUEST FOR EXCHANGE OF CERTIFICATES | 0 | 0 |
| 25 | QUERY REGARDING UNDELIVERED DOCUMENTS | 2 | 2 |
| 26 | OTHERS(ACKNOWLEDGEMENT/NSDL OPERATION/ELECTRONIC DP REQ/ PAN NO, REQ FOR COMMUNIC , EMAILS/Lodgement of conversion form | 4 | 4 |
| | TOTAL (A) | 121 | 121 |
| | <u>B. COMPLAINTS</u> | | |
| 1 | NON-RECEIPT OF ANNUAL REPORT | 2 | 2 |
| 2 | NON-RECEIPT OF DIVIDEND WARRANT | 7 | 7 |
| 3 | NON-RECEIPT OF SECURITIES | 2 | 2 |
| 4 | NON RECEIPT OF DUP/TRANSMISSION/DELITON OF SCS | 0 | 0 |
| 5 | NON-RECEIPT OF REFUND ORDER | 0 | 0 |
| 6 | SEBI/BSE/NSE Complaints | 1 | 1 |
| | TOTAL(B) | 12 | 12 |
| | TOTAL (A) + (B) | 133 | 133 |

Note: Further we confirm that there is no complaint to resolve/attend pending more than 30 days



01.01.2017 - 31.03.2017

| Sl. No. | Investor | Date of Complaint | Investor Name | Date of Complaint | Complaint Description |
|---------|----------|-------------------|---------------|-------------------|---|
| 1 | 29530 | 16/01/2017 | N PRABHA | 7/2/2017 | NON RECEIPT OF CONSIDERATION PAYMENT OPEN OFFER |
| | | | | | |
| | | | | | |

