SHIV AUM STEELS
LIMITED

Date: 24.08.2020

To,

The Manager,
Listing Department,
National Stock Exchange Of India Limited,
'Exchange Plaza', C-1, Block 'G',
Bandra Kurla Complex, Bandra (E),
Mumbai – 400051.

Subject: Brief profile of Internal Auditor and Secretarial Auditor

Ref: 1) Your e-mail dtd 21.08.2020

2) Symbol – SHIVAUM

Dear Sir,

In furtherance of the outcome of Board meeting submitted to the exchange on 20.08.2020, we are enclosing herewith the brief profile of M/s. DG Parekh & co, Chartered Accountants, Mumbai who are appointed as the Internal Auditors of the Company for the financial year 2020-21 and Mr. Sandeep Dubey of M/s Sandeep Dubey & Associates, Practising Company Secretaries, Mumbai who have been appointed as the Secretarial Auditor of the Company for the financial year 2020-21.

You are requested to take the above on record.

Thanking You,

Yours faithfully,

For SHIV AUM STEELS LIMITED,

Shiv Aum Steels Ltd. Mumbai

SANJAY N BANSAL
WHOLE-TIME DIRECTOR
DIN:00235509

Dinesh G Parekh
B.Com, L.L.B, FCA
Mobile: 9322299466

Tel: 2205 1272

D.G. Parekh & Co

(CHARTERED ACCOUNTANTS)
Blg No. 597, JSS Road, 103, Rajshila, Opp Parsi Agairy, Chira Bazaar, Mumbai -400002

Brief Profile

Particulars of the Firm:

Concern name	**DG Parekh & Co**
Status	**Proprietorship**
Firm Registration Number	**107451W**
Membership No.	**033965**
Firm Add	**Blg No. 597, JSS Road, 103, Rajshila, Opp Parsi Agairy, Chira Bazaar, Mumbai -400002**
PAN No	**AAEPP2889G**
GST No.	**27AAEPP2889GlZB**
Contact No.	**022-22051272**
E-mail id	**udhjparekh@yahoo.co.in**

We have a vast experience of around 30 years in this industry. We offer services in the following areas: Tax audit, Financial audit, GST compliances, Sales -tax audits, etc. We cater to a wide client- base from various industries. We endeavour to provide the best advise to our clients based on our in-depth understanding of the law and experience which comes with being apart of the industry for around three decades.

For D.G. Parekh & Co
Chartered ACCOUNTANTS
s/d

PROPRIETOR
DINESH G PAREKH
M NO. 033965
FRN NO. 107451W

Sandeep Dubey & Associates is an integrated service law firm focused on corporate laws, registered as a practicing company secretaries' firm with the Institute of Company Secretaries of India (ICSI). SD & Associates have immense knowledge and experience in dealing with matters relating to Company Law, Securities Laws, inbound and outbound Investment, Legal Due Diligence, Transaction documents, Joint Ventures, Foreign Collaborations, Technology Transfers, Mergers and Acquisitions, Listings and Capital Market Transactions.

Its key offerings also include setting up compliances, approvals from all the government departments including approvals from the Registrar of Companies, Ministry of Corporate Affairs, Foreign Investment Promotion Board (FIPB), Secretariat of Industrial Approvals (SIA), Reserve Bank of India (RBI), approvals for establishment of 100% Export Oriented Units (EOU), Foreign Exchange Regulations, Foreign Direct Investment (FDI) in Real Estate, Retail, Trading, Non-banking finance companies etc.

Management

ACS Sandeep Dubey is a founder of Sandeep Dubey and Associates. He has immense knowledge and over 04 years of experience in corporate legal, secretarial services. He has worked with Choice International as a Assistant of Compliance officer of the Company. He is a Practicing Company Secretary (PCS) and an Associate member of the Institute of Company Secretaries of India (ICSI) and obtained Master's degree in Commerce. He has good exposure to compliance & Internal audit and compliance management system, legal due diligence.

FCS Prasad Chaoji is the fellow member of Institute of Company Secretary of India and bachelor's degree in commerce. He is the associate partner of Sandeep Dubey & Associates. He has hands on experience in Corporate Secretarial matters and Capital Market. In addition to the compliances under the Companies Act with specific impetus on Secretarial Compliance Audit, matters related to Company Law Board Tribunal, Finance Ministry of Affairs, compliance related to Reserve Bank of

India, He has also handled compliances with the regulations of Stock Exchanges namely BSE & NSE (Cash & Derivative Segment) and, regulation of Depository namely NSDL & CDSL, drafting Legal agreements and contracts, Insurance related issues, reporting to the Management and Statutory Bodies.

Formation of Companies

- Formation of One Person Companies and LLP's
- Formation of Private limited Companies.
- Formation of Public limited Companies.
- Formation of non-profit association/ Sec. 8 companies.
- Conversion of Proprietorship concern, Partnership firm into Private or Public Limited Companies.
- Conversion of Private limited into Public Limited and vice versa.
- Revival of strike off Company's,

Company Law & Secretarial Compliances

- Compliance relating to the meetings of Board of Directors, Shareholders, Creditors etc.
- Filing of Annual returns with the Ministry of Corporate Affairs and related legal documentation.
- Maintenance of Minutes books, statutory registers and other support services.
- Compliances relating to statutory meeting and statutory report.
- Changing/alteration in the name of company.
- Changing the Authorised Capital and paid up capital.
- Issue / allotment of shares and related compliances.
- Transfer of Shares from and between Indians, NRIs and foreign Persons.

- Change of registered office within the same city, from one city to another and one state to another
- Alteration of main object of the company and Change in MOA & AOA,
- Starting new business given in the "Other Objects"
- Appointment & Resignation of Directors.
- Appointment of directors and their remuneration.
- Inter corporate investments and loans.
- Advising on creation, satisfaction and registration of charges.
- Drafting of Director's Report, Corporate Governance Report, and Annual Report.
- Matters related to Investor Grievances.
- Payment of dividend and related compliances.
- Change of management, take-over of management and related due diligence services.
- Winding-up of companies / Striking off of the companies & LLPs
- Director Identification Number (DIN) Compliance process as per DIN Rules 2006.
- Secretarial Compliance Audit.
- Company and Secretarial law issues relating to holding of meetings,
- Maintenance / filing of records, returns, corporate governance, ESOP, Buy Back of securities, Take-over regulations and Insider Regulations
- Director Disqualification related matters
- Other Company Law related matter

Statutory Certification

- Statutory Declaration for Incorporation of new company in India.
- Verification of declaration for compliances to commencement of business/es.
- Signing of Annual Return of Private / Public / Listed companies
- Certify compliance of requirement under Schedule XIII
- Certify all documents to be filed with Registrar of Companies

- Declaration for registration of Memorandum and Articles of Section 8 companies.
- Certify extinguishments and physical destruction of share certificates bought back by company.
- Certify allotment as approved by Stock Exchange.

Legal and Procedural Compliance Relating to Securities Laws

- Listing of securities - Equity and Debt.(SME level)
- Preparation of annual report incorporating the necessary requirements as per Listing Obligations and Disclosure Requirements (LODR)
- Certificate relating to the quarterly Secretarial Audit for reconciliation as required under notification issued by SEBI.
- Certificate as required for transfer-cum-Demat of Shares as required under the NSDL / CDSL Bye laws.
- All Listing Compliances as per Listing Obligations and Disclosure Requirements (LODR)
- Advising on all securities laws including Securities Contract Regulation Act, Securities and Exchange Board of India Act, Take Over Regulations, Insider Regulations etc.

Services to Banks / Financial Institutions

- Issue of search and status reports.
- Advising on loan documentation and stamp duty etc.
- Opinion on various company law matters
- Advising on creation and registration of charges.
- Advising lenders in safeguarding their interest consequent to change in the constitution of the borrower including change in management and ownership etc.
- Certification as per the Guidelines on consortium arrangements/ multiple banking arrangements issued by RBI.

Compliance Audits

- We conduct compliance and secretarial audit for and on behalf of the corporate. It helps strengthen the Corporate Governance in an organization. Compliance audit assists the Audit Committee and the Board of Directors on understanding the status of the statutory compliances, internal control systems, management information systems and its effectiveness in the proper and transparent governance of the organization.

RBI and Forex Laws Compliance

- Cross border transactions is the order of the present business era. Over-seas investments in India, setting up of branch offices / subsidiaries, and joint ventures are primarily governed by FEMA, its rules and regulations, along with the permission and approval of RBI in certain cases. Our services in this area include Setting up of Foreign Subsidiaries.
- Setting up of Branch office, Liaison office, Project office and related compliances.
- FDI (Foreign Direct Investment) compliances.
- NRI (Non-Resident Indian) investment and compliances.
- External Commercial Borrowing.

Corporate Advisory

- Legal and regulatory aspects of doing business in India
- Structuring the investment for the operations
- Requisite approvals required from the Foreign Investment Promotion Board (FIPB) and the Reserve Bank of India (RBI) in the event of foreign investment in an Indian company, whether in the form of joint ventures, or wholly owned subsidiaries
- Filings that need to be made with the local office of the Registrar of Companies (ROC)
- Corporate governance thereby enhancing shareholder value and bringing greater transparency in the day-to-day operations of a company.

- Restructuring and re-engineering of organization including mergers / demerger / spin-off, reduction of share capital, and winding-up of operations.
- Transaction documents and agreements such as employment, consultancy, confidentiality, joint ventures, shareholders and subscription agreements, strategic alliance etc.
- Setting up joint ventures in India or overseas, its significance, nature of the entity to be set up, the inter-se rights between the joint venture Parties, and the Indian legal, tax and exchange control implications.
- Assistance in coordinating with Lawyers
- Advise on BIFR and Company Law Board
- SEBI Regulations and Compliance
- Capital Raising Transactions and Support Services
- Seeking Licenses and Approvals for start-up

Mergers & Acquisitions

- Structuring the Acquisition: The firm advises on various structuring issues involved in M&A deals, including determining the type of SPV, jurisdiction of SPV, type of instruments etc.
- Advice on Securities and Corporate Law issues: The firm advises on legal and compliance issues related to:

  - Corporate law requirements

  - Takeover Code and other securities laws issues

  - Listing and Regulatory requirements

  - Government approvals

  - Statutory filings
- Undertaking Legal Due Diligence.
- Documentation: The firm undertakes drafting and review of agreement, noncompete agreement, non-disclosure agreement, Escrow agreement, stock swap agreement, employment agreement etc.

Legal Due Diligence

- "Due diligence" is a process of acquiring objective and reliable information, generally on a person or a company, prior to a specific event or decision. It is usually a structured, systematic research effort, which is used to gather the critical facts and descriptive information (or to determine an absence of significant negative factors) which are most relevant to the making of an informed decision on a matter of importance.
- One growing usage of due diligence services is for assessing risks and checking facts associated with private stock subscription offerings available to qualified investors under Private Placement Memorandums, and similar investment opportunities. In order to effectively perform due diligence, one must understand what really matters with respect to the decision at hand. Often, this requires an understanding of competitive industry landscapes, the customer market place, operations, financial aspects, business development, strategy, and business analysis. Without this kind of experience and understanding, it is difficult to go beyond the standard check lists, and to truly know what may be significant, what the significant risks specific to this situation may be, what to look for, what to ask, and whom to question.
- Our due diligence services in India may be comprehensive, or they may supplement other due diligence efforts, or they may be an intentionally limited, narrow-focus probe. We optimize the effort to fit within the time and budget requirements of the client, and can jointly map-out with the client the areas of concern and risk. We can provide short-notice, fast-turnaround due diligence reports where needed.
- We undertake legal due diligence for various purposes such as Private Equity, Venture Capital Funding, Public Offerings, Mergers & Acquisitions etc.

Sandeep Dubey and Associates

Company Secretaries

Registered Office

- Office No 404, White House
  S V Road, Andheri West
  Mumbai- 400058,

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