

Corporate Action-Appointment of Joint Statutory Auditor

Dear users, we have updated the corporate action feature of statutory auditor's appointment. You can now make appointment of joint statutory auditors using the dashboard. Necessary documents will be generated accordingly.

Dashboard ⇒ Clients ⇒ Compliance Manager ⇒ Corporate Action ⇒ Auditors ⇒ Appointment

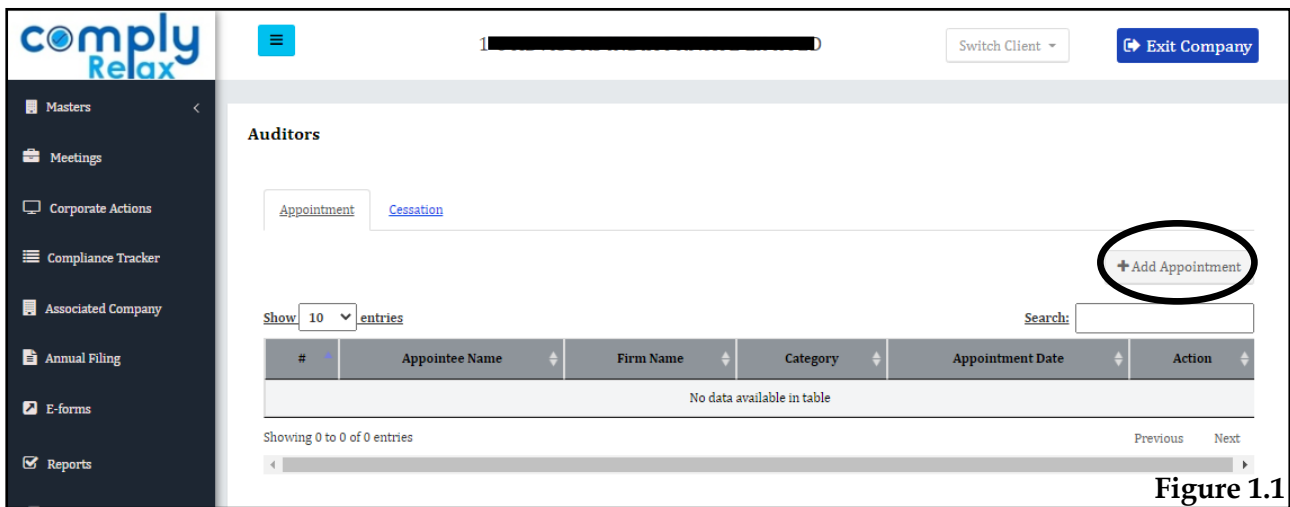


Figure 1.1

Go to Add Appointment button as shown in the *figure 1.1*

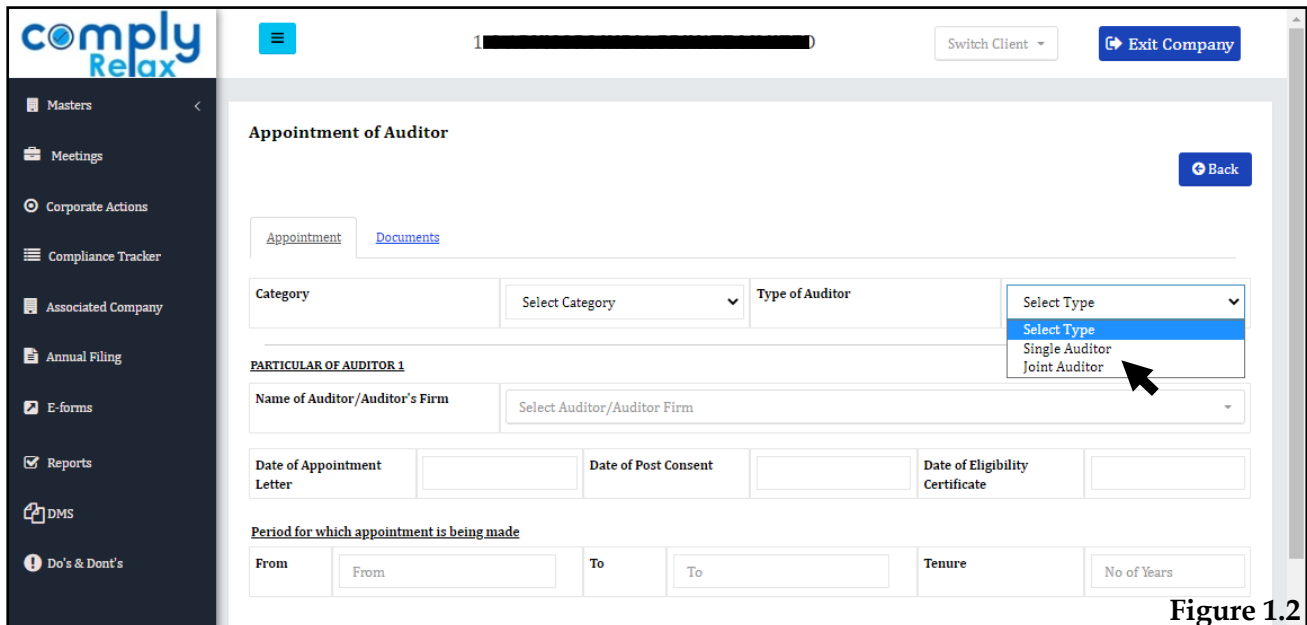


Figure 1.2

As shown in the figure 1.2 you can select the category i.e. single or joint auditor.

If you select joint auditor, *add more* button will be displayed on your screen to add multiple auditors.

You can fill the inputs and submit.

You can now go to documents section to download or view the documents.

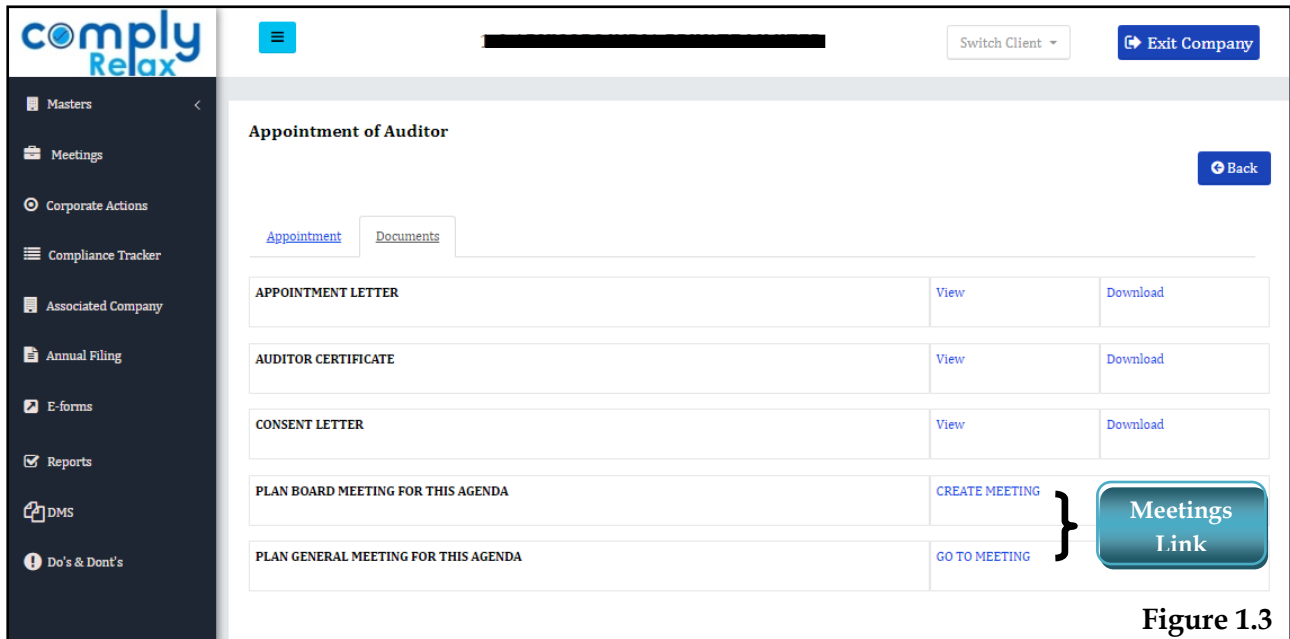


Figure 1.3

You can also go the meetings directly from this window.

Necessary agenda will be added automatically to the meetings that you select here.