

## 100 Days Campaign Feedback Form for Record Updates

To monitor the progress of the record update campaign and ensure that shares and dividends do not get transferred to IEPF due to outdated or incorrect shareholder records.

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### Company Information

**1. Company Name:**

○ Name: \_\_\_\_\_

**2. Campaign Contact Person:**

○ Name: \_\_\_\_\_

○ Position: \_\_\_\_\_

○ Email: \_\_\_\_\_

○ Phone Number: \_\_\_\_\_

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### Record Update Status

**3. (i) Total Number of Shareholders who have unpaid or unclaimed dividend and shares not transferred to IEPF:**

○ Total: \_\_\_\_\_

**(ii) Out of the total number mentioned in point 3(i) above, total Shareholders with Updated Records (Address, Phone, Email, PAN, Bank Details):**

○ Updated: \_\_\_\_\_

**(iii) Out of the total number mentioned in point 3(i) above, total Shareholders Who Have Provided PAN Details:**

○ PAN Details Provided: \_\_\_\_\_

**(iv) Out of the total number mentioned in point 3(i) above, total Shareholders Who Have Updated Dividend Bank Details:**

○ Bank Details Updated: \_\_\_\_\_

**(v) Out of the total number mentioned in point 3(i) above, total Shareholders Who Have Provided Nominee Details (if applicable):**

○ Nominee Details Provided: \_\_\_\_\_

## **Campaign Monitoring and Communication**

**4. How was the campaign communicated to shareholders? (Check all that apply):**

- Company Email
- SMS Alerts
- Website/Portal Notifications
- Social Media
- Other (Please specify): \_\_\_\_\_

**5. Was the communication strategy effective in reaching the intended shareholders?**

- Yes
- No
- If "No", please provide suggestions for improvement:  
\_\_\_\_\_

**6. Number of Feedbacks or Inquiries Received from Shareholders:**

- Total Feedbacks/Inquiries: \_\_\_\_\_

**7. Were there any challenges faced during the campaign?**

- Yes
  - No
  - If "Yes", please describe the challenges: \_\_\_\_\_
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## **General Monitoring**

**8. Is the campaign progress on track as per the initial plan?**

- Yes
- No
- If "No", what corrective actions are planned? \_\_\_\_\_

**9. Any other observations or suggestions for improving the campaign process?**

- Comments: \_\_\_\_\_
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## **Internal Review and Sign-off**

**10. Campaign Coordinator's Review and Comments:**

- Comments: \_\_\_\_\_

**11. Campaign Completion Status (as of today):**

- On track
  - Delayed
  - Completed
  - Estimated Completion Date: \_\_\_\_\_
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**Declaration**

I hereby confirm that the information provided in this form is accurate and reflects the current status of our record update campaign.

- Name: \_\_\_\_\_
  - Position: \_\_\_\_\_
  - Signature: \_\_\_\_\_
  - Date: \_\_\_\_\_
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This Action Taken form is structured for each company to monitor and update their internal progress on the 100 Days Campaign. It includes sections to track shareholder record updates, the communication process, and any challenges faced, along with feedback that can help improve the campaign's effectiveness.

