



**CODE OF CONDUCT TO REGULATE, MONITOR AND
REPORT TRADING BY DESIGNATED PERSONS**

AND

**CODE OF PRACTICE AND PROCEDURES FOR FAIR
DISCLOSURE OF UNPUBLISHED PRICE SENSITIVE
INFORMATION**

1. Preamble

In terms of the Regulation 8(1) and 9(1) of the Securities and Exchange Board of India (Prohibition of Insider Trading) Regulations, 2015 as amended from time to time (**‘SEBI PIT Regulation’**), the board of directors (**“Board”** or **“Board of Directors”**) of every listed company is required to formulate and publish on its official website, a code of practices and procedures for fair disclosure of unpublished price sensitive information that it would follow in order to adhere to each of the principles set out in Schedule A and the chief executive officer or managing director is required to formulate a code of conduct with the Board’s approval for regulating, monitoring and reporting trades by its designated persons and immediate relatives of designated persons by adopting the minimum standards set out in Schedule B of the SEBI PIT Regulations, respectively.

Pursuant to Regulation 8(1) and 9 (1) of the SEBI PIT Regulations, the Company hereby adopts this code (herein referred to as **“Code”** or **“Insider Trading Code”**) to ensure fair disclosure of unpublished price sensitive information and to regulate, monitor and report trading by its designated persons and immediate relatives of designated persons towards achieving compliance with the SEBI PIT Regulations.

This Code contains two parts:

1. Part –A i.e. Code of conduct to regulate, monitor and report trading by designated person

2. Part –B i.e. Code of practices and procedures for fair disclosure of unpublished price sensitive information

The Code shall be called as “Code of Practice and Procedures for Fair Disclosure of Unpublished Price Sensitive Information and Code of Conduct to Regulate, Monitor and Report Trading by Designated Persons”. The Code will come into force with immediate effect.

This Code aims to ensure transparency, fairness, and equality of access to Unpublished Price Sensitive Information (UPSI) through timely and adequate public disclosures, while also regulating, monitoring, and reporting the trading activities of Designated Persons to prevent insider trading and protect investor interests. All designated persons and immediate relatives thereof shall be bound by the SEBI PIT Regulations and this Code.

Definitions:

“Compliance Officer” means Company Secretary or any senior officer, designated so and reporting to the Board, who is financially literate and is capable of appreciating requirements for legal and regulatory compliance under these regulations and who shall be responsible for compliance of policies, procedures, maintenance of records, monitoring adherence to the rules for the preservation of unpublished price sensitive information, monitoring of trades and the implementation of the codes specified in these regulations under the overall supervision of the Board.

"Connected Person" shall have the meaning assigned to such term under the SEBI PIT Regulations.

“Designated Persons”

The term Designated Person shall consist of, Connected Persons who are:

- a) Promoters of the Company.
- b) Directors and KMPs of the Company and its material subsidiaries.
- c) Senior Management Personnel of the Company i.e. employees up to two levels below Chief Executive Officer of the Company and its material subsidiaries including the functional and department heads.
- d) All employees of the Finance, Accounts, Audit, Taxation, Legal & Secretarial, Corporate Communication functions of Corporate Finance, irrespective of their grade.
- e) Employees of such other functions of the Company and subsidiaries who are in possession or likely to be in possession of Unpublished Price Sensitive Information.
- f) Any support staff of the Company, intermediary or fiduciary such as IT staff or secretarial staff who have access to unpublished price sensitive information.
- g) Such other persons who may be designated as such from time to time, by the Board of Directors in consultation with the Compliance Officer, for the purpose of this Code, on the basis of their role and function in the organisation and the access that such role and function would provide to unpublished price sensitive information in addition to seniority and professional designation.

“Fiduciaries” collectively to be referred as professional firms such as auditors, accountancy firms, law firms, analysts, insolvency professional entities, consultants, banks etc., assisting or advising the Company.

“Financially Literate” shall mean a person who has the ability to read and understand basic financial statements i.e. balance sheet, profit and loss account, and statement of cash flows.

“Generally Available Information” means information that is accessible to the public on a non-discriminatory basis, and shall not include unverified event or information reported in print or electronic media. For example, information which is published on the website of stock exchange(s) where the Securities of the Company are listed or published by way of a press release by the Company, would ordinarily be considered generally available.

“Immediate Relative” means a spouse of a person, and includes parent, sibling, and child of such person or of the spouse, any of whom is either dependent financially on such person, or consults such person in taking decisions relating to trading in securities.

“Insider” means any person who is:

- i) a Connected Person; or
- ii) in possession of or having access to unpublished price sensitive information.

“Key Managerial Personnel” or **“KMP”** shall have the same meaning assigned to it under the Companies Act, 2013, as amended from time to time.

“Listing Regulations” shall mean the Securities and Exchange Board of India (Listing Obligations and Disclosure Requirements) Regulations, 2015 and every modifications or amendment thereof.

“Material Subsidiary” shall have the same meaning assigned to it under Regulation 16(1)(c) of the Securities and Exchange Board of India (Listing Obligations and Disclosure Requirements) Regulations, 2015, as amended from time to time.

"Promoter" shall have the meaning assigned to it under the Securities and Exchange Board of India (Issue of Capital and Disclosure Requirements) Regulations, 2018 or any modification thereof.

“Promoter Group” shall have the meaning assigned to it under the Securities and Exchange Board of India (Issue of Capital and Disclosure Requirements) Regulations, 2018 or any modification thereof.

“SEBI” shall mean Securities and Exchange Board of India.

“SEBI PIT Regulations” shall mean the Securities and Exchange Board of India (Prohibition of Insider Trading) Regulations, 2015 and every modifications and amendment thereof.

"Securities" shall have the meaning assigned to it under the Securities Contracts (Regulation) Act, 1956 or any modification thereof.

“Takeover Regulations” means the Securities and Exchange Board of India (Substantial Acquisition of Shares and Takeovers) Regulations, 2011 and any amendments thereto.

"Trading" means and includes subscribing, redeeming, switching, buying, selling, dealing, or agreeing to subscribe, redeem, switch, buy, sell, deal in securities, and "trade" shall be construed accordingly.

“Trading Day” means a day on which the recognized stock exchanges are open for trading.

“Trading Window” means a trading period for trading in the Securities of the Company as specified by the Company from time to time.

"Unpublished Price Sensitive Information" shall have the meaning assigned to it under Securities and Exchange Board of India (Prohibition of Insider Trading) Regulations, 2015.

Words and expressions used and not defined herein but defined in the Securities and Exchange Board of India Act, 1992, the Securities Contracts (Regulation) Act, 1956 the Depositories Act, 1996 or the Companies Act, 2013 and rules and regulations made thereunder shall have the meanings respectively assigned to them in such legislation.

PART – A
CODE OF CONDUCT TO REGULATE, MONITOR AND REPORT TRADING BY
DESIGNATED PERSON

1. Roles and Responsibilities of the Compliance Officer

Subject to the supervision of the Board of Directors, the Compliance Officer shall be responsible for:

- a) Setting forth policies, procedures, monitoring adherence to the rules for the preservation of Unpublished Price Sensitive Information, approval and review of trading plans, pre-clearances of Trades and monitoring of Trades and implementation of the Code under the overall supervision of the Board of Directors of the Company.
- b) Assisting and addressing all the clarifications of the Insiders, Designated Persons and their immediate relatives, with respect to the Code and the SEBI PIT Regulations.
- c) Maintaining and preserving all disclosures/ undertakings and applications made under the Code.
- d) Obtain all the declarations/ information as may be required from time to time from the identified Designated Persons for ensuring compliance of the SEBI PIT Regulations.
- e) Regulating and monitoring the Trading Window of the Securities of the Company.
- f) Undertaking such other duties and responsibilities as set out under the SEBI PIT Regulations.

The Compliance Officer shall report to the Board of Directors and in particular, shall provide reports to the Chairman of the Audit Committee or to the Chairman of the Board of Director at least once in a financial year.

2. Restrictions on communication or procurement of unpublished price sensitive information

No insider shall communicate, provide, or allow access to any UPSI, relating to the Company or securities, to any person including other insiders except where such communication is in furtherance of legitimate purposes, performance of duties or discharge of legal obligations.

No person shall procure from or cause the communication by any insider of UPSI, relating to the Company or securities, except in furtherance of legitimate purposes, performance of duties or discharge of legal obligations.

However, UPSI may be communicated, provided, allowed access to or procured, in connection with a transaction which:

- a) Entail an obligation to make an open offer under the Takeover Regulations where the Board of the Company is of the informed opinion that sharing of such information is in the best interests of the Company;

- b) Not attract the obligation to make an open offer under the Takeover Regulations but where the Board of the Company is of informed opinion that sharing of such information is in the best interests of the Company and Unpublished Price Sensitive Information is disseminated to be made generally available at least two trading days prior to the proposed transaction being effected in such form as the Board may determine to be adequate and fair to cover all relevant and material facts.
- c) This prohibition does not apply where such communication is in furtherance of legitimate purposes, performance of duties or discharge of legal obligations.
- d) Any person in receipt of Unpublished Price Sensitive Information pursuant to a “legitimate purpose” shall be considered an “Insider” for purposes of these SEBI PIT Regulations and this Code and due notice shall be given to such persons to maintain confidentiality of such Unpublished Price Sensitive Information in compliance with SEBI PIT Regulations and this Code.

For the purpose of above, any party dealing with the Company and having access to any Unpublished Price Sensitive Information (UPSI) shall execute agreements to contract confidentiality and non-disclosure obligations on the part of such parties and such parties shall keep information so received confidential, except for the purpose of above, and shall not otherwise trade in Securities of the Company when in possession of Unpublished Price Sensitive Information.

3. Internal control systems

- a) The Managing Director or Chief Executive Officer of the Company shall put in place adequate and effective system of internal controls to ensure compliance with the requirements given in the SEBI PIT Regulations.
- b) The Audit Committee of the Company or other analogous body for intermediary or Fiduciary shall review compliance with the provisions of the SEBI PIT Regulations at least once in a financial year and shall verify that the systems for internal control are adequate and are operating effectively.
- c) If an inquiry has been initiated by the Company in case of leak of Unpublished Price Sensitive Information or suspected leak of Unpublished Price Sensitive Information, the relevant intermediaries and Fiduciaries shall co-operate with the Company in connection with such inquiry conducted by the Company.

4. Preservation of unpublished price sensitive information

- a) Insiders shall maintain the confidentiality of all Unpublished Price Sensitive Information. They shall, while in possession of any Unpublished Price Sensitive Information, neither Trade in the Securities of the Company on the basis of Unpublished Price Sensitive Information nor pass on such information to any person directly or indirectly by way of making a recommendation for Trading in Securities of the Company.

- b) Access to or handling of Unpublished Price Sensitive Information shall be on a “need-to-know” basis and no Unpublished Price Sensitive Information shall be communicated to any person except in furtherance of legitimate purposes, performance of duties or discharge of legal obligations.
- c) Files containing Unpublished Price Sensitive Information shall be kept secure. Computer files shall have adequate security of login and passwords, etc. guidelines for maintenance of electronic records.
- d) To prevent the misuse of Unpublished Price Sensitive Information, the Company adopts the “Chinese Wall” policy which separates those areas of the Company which routinely have access to Unpublished Price Sensitive Information, considered “insider areas” from other areas or departments, considered “public areas”. Only specified persons are permitted to “cross the wall”.
- e) The employees in the inside areas shall not communicate any UPSI to any one in public area. Demarcation of various departments as ‘inside area’ may be implemented by the Compliance Officer, in consultation with the Chief Financial Officer of the Company.

In exceptional circumstances i.e. in furtherance of legitimate purposes, performance of duties or discharge of legal obligations, any Designated Person may be permitted to ‘cross the wall’ and give UPSI to any person on a ‘need to know’ basis, under intimation to the Compliance Officer.

5. ESOPs of the Company

- a) Exercising of ESOPs of the Company by its employees may be made at any time in accordance with the ESOP schemes of the Company irrespective of trading window restrictions.
- b) No prior approval is required for exercising options under ESOP schemes of the Company. However, pre-clearance should be obtained by Designated Persons for sale of such shares.
- c) There would be no minimum holding period requirement applicable for equity shares allotted pursuant to the ESOP schemes.
- d) Contra trade shall not apply in case of exercise/ sale of equity shares allotted pursuant to the ESOP schemes.

6. Prevention of misuse of Unpublished Price Sensitive Information

All insiders shall be subject to the trading restrictions as enumerated below;

A. Trading Plans

Insider who may be perpetually in possession of Unpublished Price Sensitive Information are entitled to formulate a trading plan to enable them to plan for trades to be executed in future and present it to the Compliance Officer for approval and public disclosure. Upon approval of the Trading Plan, the Compliance Officer shall notify the plan to the Stock Exchanges on which

the Securities are listed. A Designated person who has formulated a Trading Plan and obtained approval of Compliance Officer shall carry out his trading as per the requirements provided under the SEBI PIT Regulations.

Non-Implementation of the trading plan

In case of non-implementation (full/partial) of the trading plan due to reasons such as permanent incapacity, bankruptcy, or operation of law or failure of execution of trade due to inadequate liquidity in the scrip, the following procedure shall be adopted:

- Timely reporting to compliance officer within two trading days of end of tenure of the trading plan with reasons thereof and supporting documents, if any.
- Compliance Officer to place the matter before Audit Committee in its immediate next meeting with his recommendation.
- Audit Committee to review non-implementation of the trading plan for bona fide reasons.
- Audit Committee's decision to be notified to the stock exchanges on which securities are listed on the same day.
- In case Audit Committee does not accept the submissions made by the insider, Compliance Officer to take action as per the Code of Conduct.

B. Trading Window

- a) Other than the period(s) for which the 'Trading Window' is closed as prescribed hereunder, the same shall remain open for trading in the Securities of the Company by the Designated Persons and their Immediate Relatives. The Designated Persons and their immediate relatives shall not trade in securities when the trading window is closed.
- b) In case of declaration of financial results, the Trading Window shall be closed during the period from the end of each quarter till 48 (forty eight) hours after the declaration of financial results. In all other circumstances, the time for commencement of closing of Trading Window shall be as determined by the Compliance Officer in consultation with the Board of Directors.
- c) For unpublished price sensitive information not emanating from within the Company, trading window may not be closed.
- d) The Compliance Officer after taking into account various factors including the Unpublished Price Sensitive Information in question becoming Generally Available Information and being capable of assimilation by the market, shall decide the timing for re-opening of the trading window, which however shall not in any event be earlier than 48 (forty eight) hours after the information becoming Generally Available Information. It shall be closed at the time of generation of UPSI from inside the Company.
- e) In addition to the items specified above, the Trading Window shall also be closed when the Compliance Officer determines that Designated Person(s) or class of them can reasonably be expected to have possession of Unpublished Price Sensitive Information. Such closure shall be imposed in relation to such Securities or such person to which such Unpublished Price Sensitive Information relates.

- f) All Designated Persons (including their Immediate Relatives) shall conduct all their dealings in the Securities of the Company only in a valid trading window after procuring pre-clearance as referred under this Code, or as per approved trading plan and shall not deal in any transaction involving the purchase or sale of the Company's Securities during the periods when trading window is closed, or during any other period as may be specified by the Company from time to time.
- g) Trading Window may be closed by the Company during such time in addition to the above period, as may be deemed fit by the Compliance Officer.

C. Pre-clearance of Trade

- a) All Designated Persons or their Immediate Relatives who intend to deal in the Securities of the Company exceeding 1,000 in number or Rs.10,00,000/- (Rupees Ten lakhs Only) in value, whichever is lower, during a calendar quarter should pre-clear the transactions as per the pre-clearing procedure as discussed hereunder:
 - 1. An application may be made to the Compliance Officer indicating the estimated number of Securities that the Designated Persons or their immediate relative intends to deal in, the detail of securities he already has and the details as to the depository participant(s) with which he has a security account.
 - 2. An undertaking shall be executed in favour of the Company by such Designated Person incorporating, inter alia, the following clauses, as may be applicable:
 - That the Designated Person or his immediate relative does not have any access or has not received "Unpublished Price Sensitive Information" up to the time of signing the undertaking;
 - That in case the Designated Person has access to or receives "Unpublished Price Sensitive Information" after the signing of the undertaking but before the execution of the transaction he/she shall inform the Compliance Officer of the Company about change in his/her position and he/she would completely refrain from dealing in the securities of the company till the time such information becomes public;
 - That he/she has not contravened this Code, as notified by the Company from time to time.
 - That he/she has made a full and true disclosure.
 - 3. The Compliance Officer shall either clear the requested deal or decline to clear the requested deal within 7 (seven) working days of the receipt of the application in the form as prescribed herein below. For the purpose of this clause, the term "Working Days" shall mean days on which business is conducted at the registered office of the Company, and shall exclude Saturdays, Sundays, National Holidays and other declared holidays.
 - 4. In case the Compliance Officer declines to clear the requested deal, he shall assign reasons in writing for doing so.

- b) In case the Compliance Officer or any of his Immediate Relative(s) intend to deal in the Securities of the Company then an application shall be made to the Managing Director or the Chairperson of the Company who would consider the requested deal within 7 (seven) working days as aforesaid. The remaining procedure for pre-clearance of Trade, as applicable to Designated Persons or their immediate relative(s), shall also apply to the Compliance Officer.
- c) The person who has obtained the pre-clearance, shall complete execution of their pre-cleared trades in respect of Securities of the Company not later than 7 (seven) Trading Days after the approval of pre-clearance is given, failing which fresh pre-clearance would be required for the trades to be executed.
- d) The person executing pre-cleared trades shall file within 2 (two) working days of the execution of the Trade, the details of such Trade, with the Compliance Officer in the format set out herein below in this Code. In the event such Trade is not executed, a report to that effect shall be filed with the Compliance Officer also in the format set out herein below in this Code.
- e) All the persons who are permitted to trade shall not enter into a contra trade during the next 6 (six) months following the prior trade. However, this restriction shall not be applicable for trades pursuant to exercise of stock options.
- f) In case the contra trade is necessitated by emergency, the Compliance Officer may waive the holding period after recording in writing reasons in this regard provided such waiver does not violate the SEBI PIT Regulations and the Code. Similarly in the case of emergency of Trade by a Compliance Officer, the Compliance Officer may obtain the waiver from the Managing Director or in his absence, the Chairman of the Board, provided that such waiver does not violate the Code or the SEBI PIT Regulations. The application for waiver shall be made in the format prescribed in as set out herein below in this Code.
- g) In case a contra trade is executed, inadvertently or otherwise, in violation of such a restriction, the profits from such trade shall be liable to be disgorged for remittance to SEBI for credit to the Investor Protection and Education Fund administered by SEBI under the Securities and Exchange Board of India Act, 1992.

7. Dealing in case of suspected leak or leak of Unpublished Price Sensitive Information

(a) Inquiry for Leakage of Unpublished Price Sensitive Information

All Unpublished Price Sensitive Information shall be handled on a need to know basis only. In case of any Unpublished Price Sensitive Information is proposed to be provided, the person proposing to provide the information shall consult the Chief Financial Officer / Company Secretary / Chairman and Managing Director in advance.

In case any Unpublished Price Sensitive Information is leaked or is suspected to be leaked by any insider, the Compliance Officer/Chief Financial Officer will investigate the matter and collect / gather the evidences and will report to the Chairman of Audit Committee. The Chairman of the Audit Committee will thereafter convene a meeting of Audit Committee depending on severity of the matter.

(b) Process for inquiry

All the matters concerning leak of Unpublished Price Sensitive Information or suspected leak of Unpublished Price Sensitive Information, will be thoroughly investigated by the Compliance Officer / Chief Financial Officer. The Compliance Officer / Chief Financial Officer may at their discretion, consider involving external investigators for the purpose of the investigation.

The Compliance Officer / Chief Financial Officer may ask the concerned insider to remain present for investigation, discussion etc. and for such investigation task team may ask for personal bank account statement or such other details or documents as it deems fit.

(c) Report to Audit Committee for appropriate action: The Compliance Officer / Chief Financial Officer will report to the Chairman of the Audit Committee and upon receipt of report by the Chairman, he will convene meeting of the Audit Committee, depending on severity of the matter. The Audit Committee will, based on such report, decide the suitable action including but not limited to withholding of salary / termination of employment / monetary penalty.

8. Reporting Requirements

- a) Every person on appointment as a key managerial personnel or a director of the company or upon becoming a promoter or member of the promoter group shall disclose his / her holding of securities of the Company as on the date of appointment or becoming a promoter, to the Company within seven days of such appointment or becoming a promoter.
- b) Every promoter, member of the promoter group, Designated Person and /or Immediate Relative and director of the Company shall disclose to the Company, the number of such Securities acquired or disposed of within two Trading Days of such transaction if the value of the Securities traded, whether in one transaction or a series of transactions over any calendar quarter, aggregates to a traded value in excess of Rs.10,00,000 (Rupees Ten Lakh) or such other value as may be specified.
- c) Every Designated Person shall disclose mandatory details viz, Permanent Account Number, details of DEMAT accounts, names of educational institutions from which they have graduated and names of their past employers.
- d) Every Designated Person shall mandatorily disclose Name, Permanent Account Number or any other identifier authorized by law and Phone/ Mobile numbers of himself and the following persons to the Company:
 - (i) Immediate relatives
 - (ii) persons with whom such Designated Person(s) shares a material financial relationship

Note: “Material Financial Relationship” shall mean a relationship in which one person is a recipient of any kind of payment such as by way of a loan or gift from a Designated Person during the immediately preceding twelve months, equivalent to at least 25% of the annual income of such Designated Person but shall exclude relationships in which the payment is based on arm’s length transactions.

- e) Designated Person shall, on an annual basis, confirm the details submitted under sub-clause (d) above, and re-submit the latest information, in the event of any change in any detail. The annual confirmation as of 31st March, shall be provided by 30th April of each year, in the format and in the manner prescribed by the Company and shall also disclose holding of securities as at the end of the financial year in the prescribed form given in this Code. The Compliance Officer, at its discretion, may extend or curtail the aforesaid period.
- f) The Compliance Officer or the Company may, at its discretion require any other Connected Person or class of Connected Persons to make disclosures of his/its/their holdings and trading the Securities of the Company in the format specified in as set out herein below in this Code, at such frequency as may be determined by the Compliance Officer in order to monitor compliance with the SEBI PIT Regulations.
- g) The disclosures of Trading in Securities shall also include trading in derivatives of Securities and the traded value of the derivatives shall be taken into account for purposes of disclosure. Provided that trading in derivatives of Securities is permitted by any law for the time being in force.
- h) All submissions envisaged in this Code should be addressed to the Compliance Officer and forwarded to the Secretarial Department of the Company at its registered office, for administrative purpose and taking appropriate action.

9. Maintenance of Structured Digital Database

- a) The Board or the Chief Executive Officer shall maintain a structured digital database containing the nature of Unpublished Price Sensitive Information and the names of such persons or entities as the case may be who have shared the information and also the names of such persons with whom information is shared along with the Permanent Account Number or any other identifier authorized by law where Permanent Account Number is not available. Every Designated Person or his/her Immediate Relative who is in receipt Unpublished Price Sensitive Information or who shares Unpublished Price Sensitive Information regarding the Company or its Securities pursuant to legitimate purpose or for any other purpose as provided in this Code and/or the SEBI PIT Regulations, are required to provide the details including, their name, Permanent Account Number, nature of Unpublished Price Sensitive Information and other details as may be required to maintain the Company's digital database under the SEBI PIT Regulations.
- b) The said digital database shall be maintained with adequate internal controls and checks such as time stamping and audit trails to ensure non-tampering of the database. The Board or the Chief Executive Officer shall ensure that the structured digital database is preserved for a period of not less than eight years after completion of the relevant transactions and in the event of receipt of any information from the Board regarding any investigation or enforcement proceedings, the relevant information in the structured digital database shall be preserved till the completion of such proceedings.

10. Rules regarding Informants

- a) Any individual may voluntarily inform the SEBI and nothing in this Code precludes any person from submitting to the SEBI information regarding an alleged violation of insider trading laws (as defined under the SEBI PIT Regulations) that has occurred, is occurring or has a reasonable belief that it is about to occur, in the manner prescribed under the SEBI PIT Regulations. Such an individual is an “Informant”.
- b) An Informant is entitled to be protected from retaliation and victimization and any retaliation or victimization is strictly prohibited under this Code and the Company’s whistle blower policy. Complete protection shall be given to an Informant against any “unfair treatment” by virtue of: (a) his/her having reported Original Information (as defined under the SEBI PIT Regulations) by filing a Voluntary Information Disclosure Form (as defined under the SEBI PIT Regulations) under the SEBI PIT Regulations; (b) testifying in, participating in or otherwise assisting the SEBI in any investigation, inquiry, audit, examination of proceeding instituted or about to be instituted for an alleged violation of insider trading laws; or (c) breaching any confidentiality agreement or any terms and conditions of employment or engagement, solely to prevent any employee from co-operating with the SEBI in any manner. “Unfair treatment” includes, but is not limited to, discharge, termination, demotion, suspension, threats, harassment, discrimination (directly or indirectly) against an Informant.
- c) No one should compel the disclosure of the identity and/or existence of an Informant or the information provided by the Informant, except to the extent required under the SEBI PIT Regulations and other applicable laws. The Informant shall not be required to notify the filing of any Voluntary Information Disclosure Form to the Company or seek prior permission or consent or guidance of any person engaged by the Company before or after such filing.

Informants are not exempt from the consequences of their own misconduct, unethical or improper practice, inadequate performance or other disciplinary issues unrelated to a disclosure made under Chapter IIIA of the SEBI PIT Regulations.

11. Penalty for Contravention

Any person who Trades in Securities or communicates, provides or allows access to any Unpublished Price Sensitive Information for Trading in Securities in contravention of this Code, shall be penalized and appropriate action shall be taken against him/her by the Company. He/she shall also be subject to disciplinary action as deemed appropriate by the Board of Directors, which may include termination of services, suspension, wage freeze, withholding of promotions, termination of employment, recovery of money, clawback of money etc. or other such action as the Board of Directors may deem fit. However, an employee shall not be discharged, terminated, demoted, suspended, threatened, harassed, directly or indirectly or discriminated if he has filed a Voluntary Information Disclosure Form, irrespective of whether the information is considered or rejected by the SEBI or he is eligible for a reward under SEBI PIT Regulations.

If it is observed by the Company that there has been violation of SEBI PIT Regulations, it shall inform Stock Exchanges on which the Securities are listed in accordance with the process ascribed by SEBI in this behalf, if any.

In addition to the action which may be taken by the Company, the persons violating the SEBI PIT Regulations or the Code shall also be subject to action under the Securities and Exchange Board of India Act, 1992 and other applicable laws.

12. Interpretation

Any ambiguities, difficulties and interpretative issues regarding this Code shall be resolved by the Board of Directors of the Company in line with the intent of this Code read with the applicable provisions of the Securities and Exchange Board of India Act, 1992 and the rules and regulations made thereunder, including the SEBI PIT Regulations.

In any circumstance where the terms of this Code differ from any existing or newly enacted law, rule, regulation or standard governing the Company, the law, rule, regulation or standard will take precedence over this Code and procedures until such time as this Code is amended to conform to the law, rule, regulation or standard.

In the event of any conflict between the provisions of this Code and the Securities and Exchange Board of India Act, 1992 or the SEBI PIT Regulations or any other cognate statutory enactments or rules then the provisions of the Securities and Exchange Board of India Act, 1992 or the SEBI PIT Regulations or such other cognate statutory enactments or rules made thereunder shall prevail over to this Code and the part(s) so repugnant shall be deemed to severed from this Code and the rest of the Code shall remain in force.

13. Amendments

The decision of the Board of Directors with regard to any or all matters relating to the Code shall be final and binding on all concerned. The Board of Directors shall have the power to modify, amend and replace the Code in part or full, as may be thought fit from time to time in their absolute discretion.

THIS POLICY IS ONLY INTERNAL CODE OF CONDUCT AND ONE OF THE MEASURES TO AVOID INSIDER TRADING. IT WILL BE THE RESPONSIBILITY OF EACH PERSON TO ENSURE COMPLIANCE OF SEBI REGULATIONS AND OTHER RELATED STATUTES FULLY

FORM B

SEBI (Prohibition of Insider Trading) Regulations, 2015
[Regulation 7 (1) (b) read with Regulation 6(2) – Disclosure on becoming a
Key Managerial Personnel/ Director/ Promoter/ Member of the promoter group

Name of the company: _____

ISIN of the company: _____

Details of Securities held on appointment of Key Managerial Personnel (KMP) or Director or upon becoming a Promoter or member of promoter group of the Company and immediate relative of such persons and other such persons as mentioned in Regulation 6(2).

Name, PAN, CIN/DIN & Address with contact nos.	Category of Person (Promoters/Promoter group/ KMP / Directors/ immediate relative to/others etc.)	Date of appointment of Director /KMP OR Date of becoming Promoter or member of promoter group	Securities held at the time of appointment of KMP/ Director or upon becoming Promoter or member of the promoter group		% of Shareholding
			Type of security (For eg. – Shares, Warrants, Convertible Debentures Rights, entitlements etc.)	No.	
1	2	3	4	5	6

Note: “Securities” shall have the meaning as defined under regulation 2(1)(i) of SEBI (Prohibition of Insider Trading) Regulations, 2015.

Details of Open Interest (OI) in derivatives on the securities of the company held on appointment of Key Managerial Personnel (KMP) or Director or upon becoming a Promoter/member of the promoter group of the Company and other such persons as mentioned in Regulation 6(2).

Open Interest of the Future contracts held at the time of becoming Promoter/member of the promoter group/appointment of Director/KMP			Open Interest of the Option Contracts held at the time of becoming Promoter/member of the promoter group/appointment of Director/KMP		
Contract Specifications	Number of units (contracts * lot size)	Notional value in Rupee terms	Contract Specifications	Number of units (contracts * lot size)	Notional value in Rupee terms
7	8	9	10	11	12

Note: In case of Options, notional value shall be calculated based on premium plus strike price of options

Name & Signature:

Designation:

Date:

Place:

FORM C**SEBI (Prohibition of Insider Trading) Regulations, 2015
[Regulation 7 (2) read with Regulation 6(2) – Continual disclosure]**

Name of the company: _____

ISIN of the company: _____

Details of change in holding of Securities of Promoter, member of the promoter group, Designated Person or Director of the Company and immediate relatives of such persons and other such persons as mentioned in Regulation 6(2).

Name PAN, CIN/ DIN, & address with contact nos.	Category of Person (Promoters/ members of the promoter group/ designated person/Director/ immediate relative to / others etc.)	Securities held prior to acquisition/disposal		Securities acquired/Disposed				Securities held post acquisition/disposal		Date of allotment advice/ acquisition of shares/ sale of shares specify		Date of intimation to company	Mode of acquisition / disposal (on market/public/ rights/preferential offer / off market/ Inter-se transfer, ESOPs etc.)	Exchange on which the trade was executed
		Type of security (For eg. – Shares, Warrants, Convertible Debentures, Rights entitlements etc.)	No. and % of shareholding	Type of security (For eg. – Shares, Warrants, Convertible Debentures, Rights entitlements etc.)	No.	Value	Transaction Type (Purchase/Sale/Pledge / Revocation / Invocation/ Others -please specify)	Type of security (For eg. – Shares, Warrants, Convertible Debentures, Rights entitlement etc.)	No. and % of shareholding	From	To			
1	2	3	4	5	6	7	8	9	10	11	12	13	14	15

Note: (i) "Securities" shall have the meaning as defined under regulation 2(1)(i) of SEBI (Prohibition of Insider Trading) Regulations, 2015.

(ii) Value of transaction excludes taxes/brokerage/any other charges

Details of trading in derivatives on the securities of the company by Promoter, member of the promoter group, Employee or Director of a listed company and other such persons as mentioned in Regulation 6(2).

Trading in derivatives (Specify type of contract, Futures or Options etc.)						Exchange on which the trade was executed
Type of Contract	Contract Specifications	Buy		Sell		
		Notional Value	Number of units (contracts * lot size)	Notional Value	Number of units (contracts * lot size)	
16	17	18	19	20	21	22

Note: In case of Options, notional value shall be calculated based on Premium plus strike price of options.

Name & Signature:

Designation:

Date:

Place:

FORM D (Indicative format)**SEBI (Prohibition of Insider Trading) Regulations, 2015****Regulation 7(3) – Transactions by Other Connected Persons as identified by the Company****Details of trading in Securities by other Connected Persons as identified by the Company**

Name, PAN, CIN/DIN, & address with contact nos. of other connected persons as identified by the company	Connection with company	Securities held prior to acquisition/disposal		Securities acquired/Disposed				Securities held post acquisition/disposal		Date of allotment advice/acquisition of shares/sale of shares specify		Date of intimation to company	Mode of acquisition/disposal (on market/public/rights/Preferential offer/off market/Inter-se transfer, ESOPs etc.)	Exchange on which the trade was executed
		Type of security (For eg. – Shares, Warrants, Convertible Debentures Rights entitlement, etc.)	No. and % of shareholding	Type of security (For eg. – Shares, Warrants, Convertible Debentures Rights entitlement, etc.)	No.	Value	Transaction Type (Buy/Sale/Pledge Revocation / Invocation/ Others -please specify)	Type of securities (For eg. – Shares, Warrants, Convertible Debentures, Rights entitlement, etc.)	No. and % of Shareholding	From	To			
1	2	3	4	5	6	7	8	9	10	11	12	13	14	15

Note: (i) "Securities" shall have the meaning as defined under regulation 2(1)(i) of SEBI (Prohibition of Insider Trading) Regulations, 2015.

(ii) Value of transaction excludes taxes/brokerage/any other charges

Details of trading in derivatives by other Connected Persons as identified by the Company

Trading in derivatives (Specify type of contract, Futures or Options etc)						Exchange on which the trade was executed
Type of Contract	Contract specifications	Buy		Sell		
		Notional Value	Number of units (contracts * lot size)	Notional Value	Number of units (contracts * lot size)	
16	17	18	19	20	21	22

Note: In case of Options, notional value shall be calculated based on premium plus strike price of options.

Name & Signature:

Designation:

Date:

Place:

Form E

(Application and Undertaking for pre-clearance of trade by Designated Person(s) and their immediate relative under Code of Conduct to Regulate, Monitor and Report Trading by Designated Persons applicable to dealing in securities of Global Health Limited exceeding 1,000 in number or Rs.10,00,000/- in value, whichever is lower during a calendar quarter)

From

Mr./Mrs.

Address

*Designation

*Employee Code

*(applicable to employees only)

Date:

The Compliance Officer,
Global Health Limited
New Delhi

Dear Sir,

Sub: Pre-clearance of Trades

*I/My immediate relative Mr./Ms. intend to deal in equity shares of the company for which *I/ on behalf of my immediate relative request pre-clearance of the trade.

The particulars of intended trade are as under:

Sr. No.	Details of the proposed Trade	Information provided by Declarant
1	Number of shares proposed to be traded	
2	Proposed date of trading in securities	
3	Current market price (as on date of application)	
4	Demat A/c details	DP I.D. Client I.D.
5	Nature of Trade	* Purchase of securities Subscription to securities Sale of securities Pledge of securities Any other form of dealing in securities
6	The Depository for this Trade	*NSDL / CDSL
7	The trade is proposed to be carried out by	Myself / My immediate relative
8	My/ My immediate relative's current holding	

My undertaking for the purpose of pre-clearance is furnished herein below. This is to request you to pre-clear the proposed trade.

I/My immediate relative is aware that I/we have to execute the order in respect of securities of the company within seven Trading Days (as defined in the Code) after the approval of pre-clearance is given.

If the order is not executed within seven Trading Days after the approval is given, I/We would have to apply for pre-clearance of the transaction again.

Thanking You

(Signature)

**(Delete whatever is not applicable)*

Undertaking

*I on my own behalf/ on behalf of immediate relative (we) do hereby solemnly state as under

That I/We do not have any access nor have we received “Unpublished Price Sensitive Information” up to the time of signing this undertaking.

That in case I/We get access to or receive “Unpublished Price Sensitive Information” after the signing of this undertaking but before the execution of the transaction I/We shall inform the Compliance Officer of the change in my/our position and that I/We would completely refrain from dealing in the securities of the Company till the time such information becomes public.

That I/We have not contravened the Code of Conduct to Regulate, Monitor and Report Trading by Designated Persons as notified by the company from time to time.

I/ we undertake to submit the necessary report within two days of execution of the transaction / a ‘Nil’ report if the transaction is not undertaken within the stipulated period following receipt of pre-clearance.

That I/We have made a full and true disclosure in the matter.

Given under my hand this day of

(Signature)

**(Delete whatever is not applicable)*

Note: This form to be filed for self and immediate relative, separately.

Form F

(Application and Undertaking for pre-clearance of trade by Compliance Officer and his/her immediate relative under Code of Conduct to Regulate, Monitor and Report Trading by Designated Persons applicable to dealing in securities of Global Health Limited exceeding 1,000 in number or Rs.10,00,000/- in value, whichever is lower during a calendar quarter)

From

Mr./Mrs.

Address

*Designation

*Employee Code

**(applicable to employees only)*

Date:

The Managing Director,

Global Health Limited

New Delhi

Dear Sir,

Sub: Pre-clearance of Trades

*I/My immediate relative Mr./Ms. intend to deal in equity shares of the company for which *I/ on behalf of my immediate relative request pre-clearance of the trade.

The particulars of intended trade are as under:

Sr. No.	Details of the proposed Trade	Information provided by Declarant
1	Number of shares proposed to be traded	
2	Demat A/c details	DP I.D. Client I.D.
3	Nature of Trade	*Buy / Sale
4	The Depository for this Trade	*NSDL / CDSL
5	The trade is proposed to be carried out by	Myself / My immediate relative
6	My/ My immediate relative's current holding	

My undertaking for the purpose of pre-clearance is furnished herein below. This is to request you to pre-clear the proposed trade.

I/My immediate relative is aware that I/we have to execute the order in respect of securities of the company within one week after the approval of pre-clearance is given.

If the order is not executed within one week after the approval is given. I/We would have to pre-clear the transaction again.

Thanking You

(Signature)

**(Delete whatever is not applicable)*

Undertaking

*I on my own behalf/ on behalf of immediate relative (we) do hereby solemnly state as under

That I/We do not have any access nor have we receive “Unpublished Price Sensitive Information” up to the time of signing this undertaking.

That in case I/We get access to or receives “Unpublished Price Sensitive Information” after the signing of this undertaking but before the execution of the transaction I/We shall inform the Compliance Officer of the change in my/our position and that I/We would completely refrain from dealing in the securities of the company till the time such information becomes public.

That I/We have not contravened the code of conduct for prevention of insider trading as notified by the company from time to time.

That I/We have made a full and true disclosure in the matter.

Given under my hand this day of

(Signature)

**(Delete whatever is not applicable)*

Note: This form to be filed for self and dependent family member, separately.

FORM G**Annual Disclosure of Securities held by Promoter, Key Managerial Personnel, Director and Designated Persons and Immediate Relatives**

Date:

To,
The Company Secretary & Compliance Officer-----,

Sub: Disclosure of Trading in Securities of Global Health Limited during the year ended _____ and holding of securities of the Company as on that date.

Dear Sir,

Pursuant to Company's Code of Conduct to Regulate, Monitor and Report Trading by Designated Persons ("Code"), I hereby disclose trading in securities of the Company during the year ended and holding as on that date.

Disclosure of Securities by Director and Designated Persons					
Type of Securities	Number of securities held as on _____	Number of securities bought during the year ____	Number of securities sold during the year _____	Number of securities held as on	DP. ID & Client ID
Equity					

Details of my immediate relatives are as under. "immediate relative" means a spouse of a person, and includes parent, sibling, and child of such person or of the spouse, any of whom is either dependent financially on such person, or consults such person in taking decisions relating to trading in securities.

Sr. No.	Name of Relative	PAN	DP ID & Client ID

Disclosure of Securities by Immediate Relative of Director and Designated Persons						
Name(s) of Immediate Relatives	Type of Securities	Number of securities held as on _____	Number of securities Bought during The year ____	Number of securities sold during the year _____	Number of securities held as on _____	DP. ID & Client ID
	Equity					

I hereby declare that the above details are complete and correct. I further declare that I have complied with the provisions of Code. I am fully aware about consequences in case of any non-compliance by me and shall be responsible for any action/inaction.

Full Name:
Designation:
Department:Signature:
Mobile No.:
Emp. Code or DIN:

PART –B

CODE OF PRACTICES AND PROCEDURES FOR FAIR DISCLOSURE OF UNPUBLISHED PRICE SENSITIVE INFORMATION

To adhere the principles as mentioned in Schedule A to the SEBI PIT Regulations, ensure timely and adequate disclosure of unpublished price sensitive information, following norms shall be followed by the Company:

- The Company shall promptly make public disclosure of Unpublished Price Sensitive Information that would impact price discovery. Such disclosure are made no sooner than credible and concrete information comes into being in order to make such information generally available.
- In order to avoid misquoting or misrepresentation, it is desirable that at least two Company representatives be present at meetings with analysts, brokers or institutional investors and discussion should preferably be recorded.
- The Company shall disseminate the Unpublished Price Sensitive Information, as and when disclosed, in a universal and uniform manner, through forums like widely circulated media and/or through stock exchanges where its Securities are listed. Selective disclosure of Unpublished Price Sensitive Information is to be avoided. As an exception to the general rule, the Unpublished Price Sensitive Information can be shared by an Insider for “legitimate purposes”, as determined in accordance with the provisions of **Annexure A** hereto.
- The Compliance Officer or any other person as may be appointed by the Board as Chief Investor Relations Officer shall deal with the dissemination of information and disclosures of Unpublished Price Sensitive Information.
- The Chief Investor Relations Officer shall be responsible for ensuring that the Company complies with disclosure requirements, overseeing and co-ordinating disclosure of Unpublished Price Sensitive Information to stock exchanges, analysts, shareholders and media, and educating staff on disclosure policies and procedure.
- Information disclosure/dissemination may normally be governed in advance by official designated for the purpose. If information is accidentally disclosed without prior approval, the person responsible may inform the designated officer immediately, even if information is not considered as unpublished price sensitive.
- The Company shall promptly disseminate the Unpublished Price Sensitive Information that gets disclosed selectively, inadvertently or otherwise if at all, to make such information generally available.
- The Company shall provide appropriate and fair response to queries on news reports and requests for verification of market rumours by regulatory authorities.
- The Company shall ensure that information shared with analysts and research personnel is not Unpublished Price Sensitive Information.

- The Company shall publish proceedings of meetings with analysts and of other investor relations conferences hosted or organised by the Company on its official websites at <https://www.medanta.org/investor-relation> to ensure official confirmation and documentation of disclosures made therein.
- The Company should be careful when dealing with analysts questions that raise issue outside the intended scope of discussion. Unanticipated questions may be taken on notice and a considered response given later. If the answer includes price sensitive information, a public announcement should be made before responding.
- All Unpublished Price Sensitive Information shall be handled on a need-to-know basis only, i.e. in furtherance of performance of duties or discharge of legal obligations or for other legitimate purposes.

Annexure A

Legitimate Purposes: For the purposes of this policy, “legitimate purposes” may include:

a. Sharing of Unpublished Price Sensitive Information, by an Insider, in the ordinary course of business, with any person, provided that such sharing has not been carried out to evade or circumvent the prohibitions of the Regulations.

b. Without prejudice to the provisions of sub-para (a) above, “legitimate purposes” for which Unpublished Price Sensitive Information can be shared by an Insider, shall include the following:

- Sharing the relevant Unpublished Price Sensitive Information with any person, for advice, consultation, valuation, fund raising or other intermediation and approvals, in relation to the subject matter of a proposed deal/assignment/tie-up/venture/investment/fund raising, resulting into Unpublished Price Sensitive Information itself or otherwise;
- Sharing the relevant Unpublished Price Sensitive Information with intermediaries, fiduciaries, merchant bankers, advisors, lawyers, bankers, consultants, valuers, rating agencies, accountants, auditors, insolvency professionals, business support agents, IT tools/system providers/facilitators, transaction processing service providers, in order to avail professional services from them in relation to the subject matter of Unpublished Price Sensitive Information;
- Sharing of relevant information with regulators (including any judicial or quasi-judicial body or any governmental authority as a part of litigation or regulatory proceedings);
- Sharing the relevant Unpublished Price Sensitive Information for advice, consultation, transaction support, intermediation and approvals on projects relating to enterprise transformation, strategy, change management, analytics, re-organization, operation, improvement, technology and similar domains;
- Sharing the relevant Unpublished Price Sensitive Information with business partners and other counter parties, which is essential and necessary to fulfil the terms and conditions of the relevant business arrangement with such partner, counter party, which may include a client, vendor, collaborator or a lender or financier;
- Sharing the relevant Unpublished Price Sensitive Information for advice, consultation, transaction support, intermediation and approvals in the process of evaluation of new products or services, business opportunities and new lines of business;
- Sharing the relevant Unpublished Price Sensitive Information for statutory consolidation requirements or disclosure obligations;
- Sharing the relevant Unpublished Price Sensitive Information for performance monitoring and oversight duties of relevant decision makers;

- Sharing the relevant Unpublished Price Sensitive Information with persons engaged or involved in the processes leading to disclosure of events set out in Schedule III to SEBI (Listing Obligations and Disclosure Requirements) Regulations, 2015;
- Sharing the relevant Unpublished Price Sensitive Information, in case necessary for performance of duties or discharge of legal obligations.