

ADVIK CAPITAL LIMITED

CIN: L65100DL1985PLC022505

**CODE OF CONDUCT TO REGULATE, MONITOR
AND REPORT TRADING BY ITS EMPLOYEES
AND OTHER CONNECTED PERSONS TOWARDS
ACHIEVING COMPLIANCE WITH SEBI INSIDER
TRADING REGULATIONS**

I. INTRODUCTION

This Code has been prepared pursuant to the provisions of SEBI (Prohibition of Insider Trading) Regulations, 2015 as amended from time to time and shall be known as “Code of Conduct to Regulate, Monitor and Report Trading by Designated Persons” (herein after referred to as “Code”).

II. SCOPE AND OBJECTIVE

All designated persons and their immediate relatives shall be governed by this Code.

As per Regulation 9(1) of the Securities and Exchange Board of India (Prohibition of Insider Trading) Regulations, 2015 as amended from time to time (“**Regulations**”), the board of directors of every listed company is required to formulate a code of conduct by adopting the minimum standards set out in Schedule B of the Regulations, to regulate, monitor and report trading by its designated persons and their immediate relatives.

In compliance with the Regulations, this ‘Code of Conduct to Regulate, Monitor and Report Trading by Designated Persons’ has been formulated by the Board of Directors of the Company.

The Company endeavours to preserve the confidentiality of Unpublished Price Sensitive Information (“UPSI”) and to prevent misuse of such information. The Company is committed to transparency and fairness in dealing with all stakeholders and in ensuring adherence to all laws and regulations.

III. COMPLIANCE OFFICER

The Company shall, from time to time, designate an employee of sufficient seniority, competence and independence as the compliance officer to ensure compliance with the provisions of this Code. All reports, complaints, doubts or concerns in relation to matters covered by this Code should be raised by the relevant Designated Persons to the Compliance Officer. The Company Secretary of the Company is appointed as the Compliance Officer under the Code and will be available to answer any questions, provide clarification and to help in ensuring compliance with the Code.

IV. DEFINITIONS

“**Act**” means the Securities and Exchange Board of India Act, 1992 or any modifications thereto.

“**Applicable laws**” means Securities Laws, Listing Regulations, Companies Act, and other laws and statutes applicable to the Company.

“**Board**” means board of directors of the Company as constituted from time to time.

“**Code**” shall mean code of conduct to regulate, monitor and report trading by its employees and other connected persons towards achieving compliance with SEBI Insider Trading Regulations as amended from time to time.

“Company” means Advik Capital Limited

“Director” means a member of the Board;

“Connected Persons” means-

- a) Any person who is or has during the six months prior to the connected act been associated with a company, directly or indirectly, in any capacity including by reason of frequent communication with its officers or by being in any contractual, fiduciary or employment relationship or by being a director, officer, or any employee of the Company or holds any position including a professional or business relationship between himself and the company whether temporary or permanent, that allows such person, directly or indirectly, access to unpublished price sensitive information or is reasonably expected to allow such access.
- b) Without prejudice to the generality of the foregoing, persons falling within the following categories shall be deemed to be connected persons unless the contrary is established-
 - i. An immediate relative of connected persons specified in clause (i) above; or
 - ii. A holding company or associate company or subsidiary company; or
 - iii. An intermediary as specified in Section 12 of the Act or an employee or director thereof; or
 - iv. An investment company, trustee company, asset management company or an employee or director thereof; or
 - v. An official of a stock exchange or of clearing house or corporation; or
 - vi. A member of board of trustees of a mutual fund or a member of the board of directors of the asset management company of a mutual fund or is an employee thereof; or
 - vii. a member of the board of directors or an employee, of a public financial institution as defined in Section 2(72) of the Companies Act, 2013; or
 - viii. an official or an employee of a self-regulatory organization recognized or authorized by the Board; or
 - ix. a banker of the company; or
 - x. a concern, firm, Hindu undivided family, company or association of persons wherein a director of a company or his immediate relative or banker of the company, has more than ten percent of the holding or interest;

“Designated Person(s)” shall mean persons specified as such by the Board of Directors of the Company in consultation with the Compliance Officer and shall include:

- i. All Directors of the Company;
- ii. Employees of the Company designated on the basis of their functional role in the Company or ability to have access to unpublished price sensitive information;
- iii. Employees of material subsidiaries of the Company, if any, designated by their board of directors, on the basis of their functional role or ability to have access to unpublished price sensitive information;
- iv. All Promoters of the Company;
- v. Chief Executive Officer/Managing Director of the Company and employees upto two level below the Managing Director/Chief Executive Officer of the Company and its material subsidiaries irrespective of their functional role in the Company or ability to have access to unpublished price sensitive information;
- vi. All employees of the Secretarial Department, Accounts Department and IT Department having access to unpublished price sensitive information.

“Generally available information” means information that is accessible to the public on a non-discriminatory basis.

“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 a connected person or in possession of or having access to unpublished price sensitive information. Further, any person in receipt of unpublished price sensitive information pursuant to a Legitimate Purpose shall be considered as “Insider” for the purpose of this Code.

“Key Managerial Personnel” means, the Chief Executive Officer or the Managing Director or the Manager; the Company Secretary; Whole Time Director; Chief Financial Officer; such other officer, not more than one level below the directors who is in whole-time employment, designated as key managerial personnel by the Board of Directors of the Company; such other officer as may be prescribed under the Companies Act, 2013.

“Legitimate Purpose” shall include sharing of unpublished price sensitive information in the ordinary course of business by an insider with partners, auditors, collaborators, lenders, customers, suppliers, legal advisors, merchant bankers, insolvency professionals, investment or relation advisors/agencies, credit rating agencies/advisors, registrar & share transfer agent, depositories, consultants, any other advisers/consultants/partners, any other business relationship not specifically covered above, which necessitates sharing of UPSI.

“Regulations” shall mean the SEBI (Prohibition of Insider Trading) Regulations, 2015 as amended from time to time.

“Securities” shall have the meaning assigned to it under the Securities Contracts (Regulation) Act, 1956 or any modification thereof except units of a mutual fund.

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

“Trading” means and includes subscribing, buying, selling, dealing, or agreeing to subscribe, buy, sell, deal in any securities, and “trade” shall be construed accordingly.

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

“Unpublished price sensitive information” means any information, relating to a company or its securities, directly or indirectly, that is not generally available which upon becoming generally available, is likely to materially affect the price of the securities and shall, ordinarily include but not restricted to, information relating to the following Financial results; Dividends; Change in capital structure; Mergers, demergers, acquisitions, delisting, disposals and expansion of business, Changes in key managerial personnel and such other transactions;

“SEBI Listing Regulations” means SEBI (Listing Obligation and Disclosure Requirements) Regulations, 2015, as amended

“Year” means financial year.

Any other term not defined here in shall have the same meaning as defined in the Companies Act, 2013 and Rules, the Securities and Exchange Board of India (Listing Obligations and Disclosure Requirements) Regulations, 2015, the Securities and Exchange Board of India Act, 1992 or any other applicable law or regulation and as amended from time to time.

V. PRESERVATION OF UNPUBLISHED PRICE SENSITIVE INFORMATION “UPSI”

For this section please refer separate Code of Conduct/Corporate Policy having title “Code of Conduct of Practices and Procedures for Fair Disclosure of Unpublished Price Sensitive Information”.

VI. RESTRICTION ON TRADING WHEN IN POSSESSION OF UNPUBLISHED PRICE SENSITIVE INFORMATION

1. No insider shall trade in securities that are listed or proposed to be listed on a stock exchange when in possession of unpublished price sensitive information:

Provided that the insider may prove his innocence by demonstrating the circumstances including the following: –

- i. the transaction is an off-market *inter-se* transfer between insiders who were in possession of the same unpublished price sensitive information without being in breach of regulation 3 and both parties had made a conscious and informed trade decision.

Provided that such unpublished price sensitive information was not obtained under sub-regulation (3) of regulation 3 of these regulations.

Provided further that such off-market trades shall be reported by the insiders to the company within two working days. Every company shall notify the particulars of such trades to the stock exchange on which the securities are listed within two trading days from receipt of the disclosure or from becoming aware of such information.

- ii. the transaction was carried out through the block deal window mechanism between persons who were in possession of the unpublished price sensitive information without being in breach of regulation 3 and both parties had made a conscious and informed trade decision;

Provided that such unpublished price sensitive information was not obtained by either person under sub-regulation (3) of regulation 3 of these regulations.

- iii. the transaction in question was carried out pursuant to a statutory or regulatory obligation to carry out a bona fide transaction.

- iv. the transaction in question was undertaken pursuant to the exercise of stock options in respect of which the exercise price was pre-determined in compliance with applicable regulations.

- v. in the case of non-individual insiders: –

- a) the individuals who were in possession of such unpublished price sensitive information were different from the individuals taking trading decisions and such decision-making individuals were not in possession of such unpublished price sensitive information when they took the decision to trade; and
 - b) appropriate and adequate arrangements were in place to ensure that these regulations are not violated and no unpublished price sensitive information was communicated by the individuals possessing the information to the individuals taking trading decisions and there is no evidence of such arrangements having been breached;
- vi. the trades were pursuant to a trading plan set up as per this Policy.
2. In the case of connected persons the onus of establishing, that they were not in possession of unpublished price sensitive information, shall be on such connected persons and in other cases, the onus would be on the Board.
 3. The Board may specify such standards and requirements, from time to time, as it may deem necessary for the purpose of these regulations.

VII. TRADING PLAN

1. An insider shall be entitled to formulate a trading plan and present it to the compliance officer for approval and public disclosure pursuant to which trades may be carried out on his behalf in accordance with such plan. The Compliance Officer shall only approve a Trading Plan in accordance with the applicable provisions of the regulations.
2. Such trading plan shall-
 - a) not entail commencement of trading on behalf of the insider earlier than six months from public disclosure of the plan.
 - b) not entail trading for the period between the twentieth trading day prior to the last day of any financial period for which results are required to be announced and the second trading day after the disclosure of such financial results.
 - c) Entail trading for a period of not less than twelve months.
 - d) Not entail overlap of any period for which another trading plan is already in existence.
 - e) set out either the value of trades to be effected or the number of securities to be traded along with the nature of the trade and the intervals at, or dates on which such trades shall be effected.
 - f) Not entail trading in securities for market abuse.
3. The Compliance Officer shall review the trading plan to assess whether the plan would have any potential for violation of these regulations and shall be entitled to seek express undertakings as may be necessary to enable such assessment and to approve and monitor the implementation of the plan.

Provided that pre-clearance of trades shall not be required for a trade executed as per an approved trading plan.

Provided further that trading window norms and restrictions on contra trade shall not be applicable for trades carried out in accordance with an approved trading plan.

4. The trading plan once approved shall be irrevocable and the insider shall mandatorily have to implement the plan, without being entitled to either deviate from it or to execute any trade in the securities outside the scope of the trading plan.

Provided that the implementation of the trading plan shall not be commenced if any unpublished price sensitive information in possession of the insider at the time of formulation of the plan has not become generally available at the time of the commencement of implementation and in such event the compliance officer shall confirm that the commencement ought to be deferred until such unpublished price sensitive information becomes generally available information.

5. Upon approval of the trading plan, the compliance officer shall notify the plan to the stock exchanges on which the securities of the Company are listed.

VIII. TRADING WINDOW

1. Designated persons may execute trades subject to compliance with these regulations. Towards this end, a notional trading window shall be used as an instrument of monitoring trading by the designated persons. The trading window shall be closed when the compliance officer determines that a designated person or class of designated persons can reasonably be expected to have possession of unpublished price sensitive information. Such closure shall be imposed in relation to such securities to which such unpublished price sensitive information relates. Designated persons and their immediate relatives shall not trade in securities when the trading window is closed.
2. Trading restriction period shall be made applicable from the end of every quarter till 48 hours after the declaration of financial results. The gap between clearance of accounts by audit committee and board meeting should be as narrow as possible and preferably on the same day to avoid leakage of material information.
3. The trading window restrictions mentioned in sub-clause (1) shall not apply in respect of –
 - (a) transactions specified in clauses (i) to (iv) and (vi) of the proviso to sub-regulation (1) of regulation 4 and in respect of a pledge of shares for a bonafide purpose such as raising of funds, subject to pre-clearance by the compliance officer and compliance with the respective regulations made by the Board;
 - (b) transactions which are undertaken in accordance with respective regulations made by the Board such as acquisition by conversion of warrants or debentures, subscribing to rights issue, further public issue, preferential allotment or tendering of shares in a buy-back offer, open offer, delisting offer or transactions which are undertaken through such other mechanism as may be specified by the Board from time to time.
4. The timing for re-opening of the trading window shall be determined by the compliance officer taking into account various factors including the unpublished price sensitive information in question becoming generally available and being capable of assimilation by the market, which in any event shall not be earlier than forty-eight hours after the information becomes generally available.
5. When the trading window is open, trading by designated persons shall be subject to pre-

clearance by the compliance officer, if the value of the proposed trades is above such thresholds as the board of directors may stipulate.

IX. PRECLEARANCE OF TRADES

1. No designated person shall apply for pre-clearance of any trade if such person is in possession of unpublished price sensitive information even if the trading window is not closed.
2. An application for pre-clearance of trade shall be made in **Form I** to the Compliance Officer along with an undertaking in favour of the Company that the designated person is not in possession of any unpublished price sensitive information, has not contravened the Code and has made full and true disclosure in the matter.
3. In case a designated person receives price sensitive information after signing of the undertaking but before the execution of the trade, he shall inform the compliance officer of the change in his position, and he shall refrain from dealing in the securities till such information becomes public.
4. The Compliance Officer shall approve or reject the pre-clearance application within 2 days from the date of acknowledgment. There shall be no obligation to give reasons for rejection of any application.
5. The designated persons shall execute their trades within 7 trading days of pre clearance, failing which fresh pre-clearance would be needed for the trades to be executed. However such approval shall automatically be deemed to be withdrawn if such period is superseded by closure of trading Window.
6. The designated persons shall report the trade executed or reason for not executing a trade after receipt of pre clearance in **Form II** within 3 calendar days from the expiry of the approved period.

X. MINIMUM PERIOD OF HOLDING OF SECURITIES

1. All Designated Persons and their immediate relatives who buy or sell any number of shares of the Company shall not enter into an opposite transaction/contra trade i.e. sell or buy any number of shares during the next six months following the prior transaction. All Designated Persons shall also not take positions in derivative transactions in the shares of the Company at any time.

The aforesaid restrictions on entering into opposite transaction shall not apply to acquisition of securities in the primary market or pursuant to exercise of options vested under any ESOP Scheme(s) of the Company.

However, in the case of personal emergency, the Compliance Officer may waive the holding period after recording in writing his or her reason in this regard. An application for the said purpose can be made to the Compliance Officer in **FORM III**.

2. 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 the Securities and Exchange Board of India for credit to the Investor Protection and Education Fund administered by Securities and Exchange Board of India under the Act.

3. In case where the Compliance Officer himself intends to deal in securities of the Company above the threshold limit, pre clearance from the Managing Director has to be obtained and similarly waiver in case of contra trade has to be obtained from the Managing Director.

XI. INSTITUTIONAL MECHANISM FOR PREVENTION OF INSIDER TRADING

1. The Chief Executive Officer, Managing Director or such other analogous person of company, shall put in place adequate and effective system of internal controls to ensure compliance with the requirements given in these regulations to prevent insider trading.
2. Internal controls shall include the following:
 - a. All employees who have access to unpublished price sensitive information shall be identified as designated person.
 - b. All the unpublished price sensitive information shall be identified and its confidentiality shall be maintained as per the requirements of this Code;
 - c. Adequate restrictions shall be placed on communication or procurement of unpublished price sensitive information as required by this Code;
 - d. Lists of all employees and other persons with whom unpublished price sensitive information is shared shall be maintained and confidentiality agreements shall be signed or notice shall be served to all such employees and persons for maintaining confidentiality;
 - e. All other relevant requirements specified under this Code shall be complied with.
 - f. Periodic process review shall be undertaken to evaluate effectiveness of such internal controls.
 - g. All insiders with whom unpublished price sensitive information is shared shall be made aware of the duties and responsibilities attached to the receipt of inside information and the liability that attaches to misuse or unwarranted use of such information.
3. The Audit Committee of the Company shall review compliance with the provisions of SEBI (PIT) Regulations, 2015 at least once in a financial year and shall verify that the systems for internal control are adequate and are operating effectively.
4. The Company shall have in place a whistle-blower policy and make its employees aware of any such changes in the policy to enable them to report instances of leak of unpublished price sensitive information.
5. If any inquiry is initiated by the Company in case of leak of unpublished price sensitive information or suspected leak of unpublished price sensitive information, then the relevant intermediaries and fiduciaries shall co-operate with the Company in connection with such inquiry conducted by the Company.

XII. DISCLOSURES OF INFORMATION'S/ACTIVITIES UNDER THIS CODE

1. GENERAL PROVISIONS

- a) The disclosure to be made by any person including an insider under this clause shall include

those relating to trading by such person's immediate relatives, and by any other person for whom such person takes trading decisions.

- b) 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 the purpose of this clause.
- c) The Compliance officer shall maintain records of all disclosures/applications for a minimum period of 5 years.

2. INITIAL DISCLOSURE

Every person on appointment as director or key managerial personnel or upon becoming a promoter, member of 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 in the form as prescribed by SEBI from time to time.

3. CONTINUAL DISCLOSURE

Every promoter, member of the promoter group, designated person and director of every 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 ten lakh rupees or such other value as may be specified. The disclosures shall be made in such form and such manner as may be specified by the Board from time to time.

4. DISCLOSURE BY OTHER CONNECTED PERSONS

The Company may at its discretion require any other connected person or class of connected persons to make disclosures of holdings and trading in securities of the Company in the form as prescribed by SEBI from time to time at such frequency as may be determined by the Company in order to monitor compliance with this Code.

5. ANNUAL DISCLOSURE

Designated Persons shall furnish to the Compliance Officer in **Form IV** an annual statement of their holdings in securities of the Company as on 31st March, within 30 days of the close of each financial year.

6. DISCLOSURE BY THE COMPANY TO THE STOCK EXCHANGES

Upon receipt of disclosure or becoming aware of information for Continual Disclosure, the Company shall notify the particulars of such trading to the stock exchanges on which the

securities of the Company are listed within two trading days.

7. DISCLOSURE BY DESIGNATED PERSONS

- a) All Designated Persons shall be required to disclose to the Company, the names and Permanent Account Number or any other Identifier of the following persons on an annual basis and as and when the information changes:
 - i. Immediate relatives;
 - ii. Persons with whom the Designated Person shares a material financial relationship;
 - iii. Phone and Mobile/Cell numbers of such persons.
- b) All Designated Persons shall also disclose the names of the educational institutions from which they have graduated and names of their past employers.
- c) The above information shall be submitted by the Designated Persons within 30 days of the close of every financial year to the Company in **Form V**.

For the purpose of this clause, "Material financial relationship" shall mean a relationship in which one person is recipient of any kind of payment such as by way of loan or gift from a designated person during immediately preceding twelve months, equivalent to atleast 25% of Designated Person's annual income but shall exclude relationships in which the payment is based on arm's length transaction.

XIII. PROTECTION AGAINST RETALIATION AND VICTIMIZATION FOR FILING OF VOLUNTARY INFORMATION DISCLOSURE FORM WITH SEBI

1. Every person required to have a Code of Conduct under these regulations shall ensure that such a Code of Conduct provides for suitable protection against any discharge, termination, demotion, suspension, threats, harassment, directly or indirectly or discrimination against any employee who files a Voluntary Information Disclosure Form, irrespective of whether the information is considered or rejected by the Board or he or she is eligible for a Reward under these regulations, by reason of:
 - i. filing a Voluntary Information Disclosure Form under these regulations;
 - ii. testifying in, participating in, or otherwise assisting or aiding the Board in any investigation, inquiry, audit, examination or proceeding instituted or about to be instituted for an alleged violation of insider trading laws or in any manner aiding the enforcement action taken by the Board; or
 - iii. breaching any confidentiality agreement or provisions of any terms and conditions of employment or engagement solely to prevent any employee from cooperating with the Board in any manner.
2. Nothing in these regulations shall prohibit any Informant who believes that he or she has been subject to retaliation or victimisation by his or her employer, from approaching the competent court or tribunal for appropriate relief.

3. Notwithstanding anything contained in sub-regulation (2), any employer who violates regulation may be liable for penalty, debarment, suspension, and/or criminal prosecution by the Board, as the case may be:
Provided that nothing in these regulations will require the Board to direct re-instatement or compensation by an employer.
4. Nothing in these regulations shall diminish the rights and privileges of or remedies available to any Informant under any other law in force.

XIV. PENALTY

1. Any person who contravenes the code may be penalized and appropriate disciplinary action can be initiated against them by the Company after providing them a reasonable opportunity of being heard. They may also be subject to disciplinary action which may include wage/salary freeze, recovery, suspension, termination, withholding promotion and ineligibility for future participation in ESOPs (Employees Stock Option Plans) etc. Further, any amount collected under this clause shall be remitted to SEBI forced it to the Investor Protection and Education Fund administered by SEBI.
2. The action by the Company shall not preclude SEBI from taking any action in case of violation of the Regulations or the Code.
3. The Company shall promptly inform in case of any violation of the Regulations or the Code to the stock exchanges where the Company's securities are traded, in such form and such manner as may be specified by SEBI from time to time.

XV. MISCELLANEOUS

- a) In case of any doubt, ambiguity, dispute or difference arise out of the meaning/interpretation of any word or provision in this Code, the same shall be referred to the board and the decision of such Board in such case shall be final.
- b) The Board may also establish further rules and procedures, from time to time, to give effect to the intent of this Code and further the objective of good corporate governance.
- c) This Code shall come into force on the date it is approved by the Board of the Company. i.e., with effect from January 17, 2022

XVI. REVIEW AND AMENDMENTS

- a) Company's Board will monitor the effectiveness and review the implementation of this Code, considering its suitability, adequacy and effectiveness or ensure it meets the requirements of legislation.
- b) Company reserves the right to vary and/or amend the terms of this Code from time to time.

- c) This Code and any subsequent amendment(s) thereto, shall be promptly intimated to the Stock Exchanges, if required under SEBI (Listing Obligations and Disclosure Requirements) Regulations, 2015 and/or SEBI (Prohibition of Insider Trading) Regulations, 2015 and any amendment(s) or re-enactment thereto.

XVII. DISCLOSURES

- a) Appropriate disclosures as required under the Act and the Listing Regulations shall be made as applicable.
- b) The company shall disclose this code on the website of the Company at www.advikgroup.com and provide web link of the same in the Annual report.

XVIII. DISCLAIMER

- a) In the event, any provisions contained in this Code is inconsistent with the provisions contained in the Listing Regulations, the Companies Act, 2013 or Accounting Standards, etc. or any amendments thereto, (Regulatory Acts), the provisions contained in the Regulatory laws will prevail.

Annexure

Document Control Section

Document Name	
Abstract	
Security Classification	
Location	

Authorization

Document Author	Document Owner	Reviewed By	Approved By

Review and Amendment Log

Version	Modification Date	Section	Amendment/ Modification/Deletion	Brief Description of Change / Review

FORM-I

APPLICATION CUM UNDERTAKING FOR PRE-CLEARANCE OF TRADE

(In terms of the Code of Conduct to Regulate, Monitor and Report Trading by Designated Persons)

To,
The Compliance Officer

Dear Sir,

I seek approval to purchase/sale _____ equity shares/other securities of the Company as per the details given below.

1	Name of Designated Person	
2	Name of person (in case of immediate relative) in Whose name the transaction will take place.	
3	Designation, Department and Employee Id	
4	PAN	
5	Existing holding of shares/securities	
6	Folio No./DPID/Client ID	
7	Nature of transaction: Purchase/Sale	
8	Proposed Quantity	
9	Approx price at which transaction is proposed	
10	Mode of transaction: Private/Open Market	
11	Purpose of purchase/sale	

In this relation, I undertake that:

- a. I have no access to nor am I in possession of any unpublished price sensitive information at the time of making this application.
- b. I have read and understood the provisions of the Company's Code of Conduct to Regulate, Monitor and Report Trading by Designated Persons and the SEBI (Prohibition of Insider Trading) Regulations, 2015 and will abide by the same.
- c. I will make necessary disclosures under the above said provisions from time to time.
- d. I will execute the trade within 7 trading days of pre-clearance.
- e. I have made full and true disclosure in this application.

Date:

Place:

Signature:

(For Office use only)

Date of receipt of application:

Date of communication of pre clearance or otherwise: Reason for not giving pre-clearance:

Signature of Compliance Officer

FORM-II

**FORMAT FOR DISCLOSURE OF TRANSACTION EXECUTED/NOT EXECUTED
AFTER OBTAINING PRE-CLEARANCE**

(In terms of the Code of Conduct to Regulate, Monitor and Report Trading by Designated Persons)

To,
The Compliance Officer

Dear Sir,

With reference to the trading approval granted by the Company to me on _____, I here by inform that I have bought/sold _____ equity shares/securities of the Company for Rs. _____ on _____. I do not intend to trade in the balance _____ equity shares/securities of the Company under this pre-clearance due to _____ (specify reason).

Or

With reference to the trading approval granted by the Company to me on _____, I here by inform that I have not traded in the securities of the Company due to _____ (specify reason).

Date:
Place:

Name:
Designation:
Signature:

Encl: Contract note of transaction

FORM-III
APPLICATION FOR ENTERING INTO CONTRA TRADE

(In terms of the Code of Conduct to Regulate, Monitor and Report Trading by Designated Persons)

To,
The Compliance Officer

Dear Sir,

I wish to inform you that, I had purchased/sold _____ equity shares/securities of the Company on _____ And want to execute a contra trade as per the details mentioned below:

1	Name of Designated Person	
2	Name of person (in case of immediate relative) in Whose name the transaction took place.	
3	Designation, Department and Employee Id	
4	PAN	
5	Folio No./DPID/Client ID	
6	Date and price of original purchase/Sale	
7	Existing total holding	
8	Proposed quantity and price at which want to sell/purchase	
9	Reason for early sale/purchase(contra trade)	
10	Mode of transaction: Private/Open Market	

I have no access to nor am I in possession of any unpublished price sensitive information at the time of making this application.

You are requested to kindly waive of the minimum time restrictions and permit me to execute the contra trade as requested.

Date:

Place:

Signature:

(For Office use only)

Date of receipt of application: Acceptance or Rejection:

Date of communication of acceptance or rejection: Reasons for Rejection:

Signature of Compliance Officer:

FORM-IV

ANNUAL DISCLOSURE BY DESIGNATED PERSONS

(In terms of the Code of Conduct to Regulate, Monitor and Report Trading by Designated Persons)

To,
The Compliance Officer

Dear Sir,

I wish to inform you that I along with my immediate relatives are holding equity shares/other securities of the Company as follows:

Name	Relation	Address	Pan	Folio no./DP ID/Client ID	No. of securities held on 01.04_____	No. of Securities Bought During The year	No. of securities sold during The year	No. of securities held on 31.03_____

Date:
Place:

Signature:
Name:

Note:

- a. Annual Disclosure in the above format is to be given within 30 days of close of each financial year.
- b. Immediate relative means a spouse of a person, and includes parent, siblings 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.

FORM V
DISCLOSURE BY DESIGNATED PERSONS

(In terms of the Code of Conduct to Regulate, Monitor and Report Trading by Designated Persons)

The Compliance Officer

Dear Sir,

Please note the following information as is required under of the “Code of Conduct to Regulate, Monitor and Report Trading by Designated Persons” of Advik Capital Limited:

Name, Designation, PAN& Mobile Number of the Designated Person	Name of the Educational institution from which Designated Person has graduated	Name of the Past two employers of the Designated Person	Details of the immediate relative of the Designated Person				Details of the persons with whom the Designated Person shares a material financial relationship			
			Name	Relation	PAN	Mobile No.	Name	Relation	PAN	MobileNo.

Name: Signature:

Place: Date:

Note:

- a. Disclosure in the above format is to be given by the Designated Person within 30 days of close of each financial year on an annual basis.
- b. All the information in the Form should be mandatorily filled.
- c. Immediate relative means a spouse of a person, and includes parent, siblings 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.

“Material financial relationship” shall mean a relationship in which one person is recipient of any kind of payment such as by way of loan or gift from a designated person during immediately preceding twelve months, equivalent to atleast 25% of Designated Person’s annual in come but shall exclude relationships in which the payment is based on arm’s length transaction.