



## CENTRAL COALFIELDS LIMITED

A Miniratna Company

(Govt. of India Undertaking)

Company Secretariat

Reg. Office: Darbhanga House, Ranchi  
Jharkhand 834 001

Phone: (0651) 2365606, 2360479

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Website: www.centralcoalfields.in

CIN NO: U10200JH1956GOI000581

E-mail: gmcompsectt.ccl@coalindia.com

Ref. No.: CCL/CS/INSIDER TRADING/2024/ 85

Date: 27/03/2024

To,

All Designated Employees

1. All Functional Directors, CCL, Ranchi.
2. All Non-Official Part-time Directors, CCL,
3. All GMs/HOD of CCL, Ranchi
4. All TS to Functional Directors, CCL Ranchi

**Subject: CODE OF INTERNAL PROCEDURES AND CONDUCT FOR PREVENTION OF INSIDER TRADING IN DEALING WITH SECURITIES OF COAL INDIA LIMITED-(PURSUANT TO REGULATION 9 (1) OF SEBI (PROHIBITION OF INSIDER TRADING REGULATIONS 2015) AND AMENDMENT REGULATIONS 2018.**

- ✓ Trading in CIL's shares by the Designated Employees - Closure of Trading Window:
- ✓ In view of declaration of Standalone and Consolidated Un-audited Financial Results for the 4<sup>th</sup> Quarter ended and financial year ended 31<sup>st</sup> March' 2024 by Coal India Limited Board of Directors.

Dear Sir,

As per the code of internal procedures and conduct for prevention of Insider Trading (Code) in dealing with Securities of CIL, the Company shall specify a trading period to be called "Trading Window" for trading in the Securities. The trading window shall be closed during the time the information referred to in Clause 7.3 of the aforesaid Code is unpublished. Trading window shall be opened 48 hours after the price sensitive information referred to in Clause 7.3 of the Code, for which trading window is closed, is made public.

**It has been decided that the trading window shall remain closed trading window shall remain closed from 1<sup>st</sup> April'24 till 48 hours after the declaration of Standalone and Consolidated Audited Financial Results for 4<sup>th</sup> Quarter ended 31<sup>st</sup> March' 2024 and Financial year ended 31<sup>st</sup> March'2024 (both days inclusive) for 2023-24 as communicated by CIL via e-mail dated 27.03.2024. During the restricted period, the Designated Employees (as defined in Clause 2.7 of the said code and as notified vide mail dated 11/09/2019) and their dependents shall not deal in the shares of CIL.**

All Designated Employees are requested to take note of the above and comply with the regulation. All the concerned GM/HoD's are requested to bring the above circular to the notice of the designated employees of the respective Department working under their control.

The circular is also being hosted on CCL Website (Intranet).


Yours sincerely,

Company Secretary  
Central Coalfields Limited

**Distribution:**

1. GM (Finance)- with a request to circulate to all his officers and Auditors.
2. GM/HOD (System)- with a request host in the Intranet Portal.
3. Notice Board.



<p><b>कोल इण्डिया लिमिटेड</b></p> <p>कंपनी सचिवालय</p> <p>3 तल्ला, कोर2-, प्रेमिसेस-04-एमआर, प्लॉट-ए एफ-III, एक्शन एरिया 1A-, न्यूटाउन, रजरहट, कोलकाता 700156-, फोन 033-23286926, ईमेल: comsec2.cil@coalindia.in वेबसाइट : <a href="http://www.coalindia.in">www.coalindia.in</a> सी आई एन - <a href="https://www.cil.com">L23109WB1973GOI028844</a></p>	 <p>एक महारत्न कंपनी</p> <p><b>A Maharatna Company</b></p>	<p><b>Coal India Limited</b></p> <p><b>Company Secretariat</b></p> <p>Regd. Office: 3rd floor, Core-2 Premises no-04-MAR, Plot no-AF-III, Action Area-1A, Newtown, Rajarhat, Kolkata-700156 PHONE: 033-2324-6526, E-MAIL: comsec2.cil@coalindia.in WEBSITE: <a href="http://www.coalindia.in">www.coalindia.in</a> CIN- <a href="https://www.cil.com">L23109WB1973GOI028844</a></p>
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Ref No. CIL: XI (D):04161:2024: **31693** .

Dated: 27<sup>th</sup> Mar'2024

**CODE OF INTERNAL PROCEDURES AND CONDUCT FOR PREVENTION OF  
INSIDER TRADING IN DEALING WITH SECURITIES OF COAL INDIA LIMITED  
(PURSUANT TO REGULATION 9(1) OF SEBI (PROHIBITION OF INSIDER TRADING)  
REGULATIONS 2015) AND AMENDMENT REGULATIONS 2018**

**Trading in CIL's shares by the Designated Employees – Closure  
of Trading Window:-**

**In view of declaration of Standalone and Consolidated Audited  
financial results for the 4<sup>th</sup> Quarter and financial year ended 31<sup>st</sup>  
Mar'24 by Coal India Limited Board of Directors.**

As per the Code of internal procedures and conduct for prevention of Insider Trading (Code) in dealing with Securities of CIL, the Company shall specify a trading period to be called "Trading Window" for trading in the Securities. The trading window shall be closed during the time the information referred to in clause 7.3 of the aforesaid Code is unpublished. Trading window shall be opened 48 hours after the Price sensitive information referred to in Clause 7.3 of the Code, for which trading window is closed, is made public.

It has been decided that the trading window shall remain closed from 1<sup>st</sup> Apr'24 till 48 hours after the declaration of Standalone and Consolidated Audited financial results for the 4<sup>th</sup> Quarter and financial year ended 31<sup>st</sup> Mar'24 (both days inclusive) for 2023-24. During the restricted period, the Designated Employees (as defined in Clause 2.7 of the said code and as notified) and their dependents shall not deal in the shares of CIL.

All Designated Employees as per the Code and as notified are requested to take note of the above. Heads of the concerned Departments of Coal India Limited are also requested to bring the above circular to the notice of Designated Employees of the respective Departments under their control.



The Company Secretaries of the subsidiary companies viz. ECL, BCCL, CCL, WCL, SECL, NCL, MCL, CMPDIL, being the nodal officer for the purpose of this code, are also requested to bring this circular to the notice of the Designated Employees of their respective companies. They are further requested to arrange to display this circular on the Notice Board of their concerned offices.

This circular is also being displayed on the Notice Boards of the concerned offices of Coal India Limited and hosted on CIL website.

  
बी पी दूबे/ B.P. Dubey  
कंपनी सचिव/ Company Secretary

**Distribution:**

1. All Directors, CIL
2. ED, Co-ord., CIL
3. All EDs, CIL
4. General Managers, CIL
5. Company Secretary, ECL/BCCL/CCL/WCL/ SECL/NCL/MCL/CMPDIL
6. All Designated Employees of Subsidiaries (To be circulated by the Company Secretary of the respective subsidiary companies)
7. GM (System), CIL; with a request to upload the circular on CIL website
8. TS to D (F)/D (T)/D (P)/D (M), CIL
9. Executives of Company Secretary Department, CIL – Through CS, CIL
10. Executives of Central Accounts Department, CIL
11. Lodha & Co, Statutory Auditor, CIL
12. Cost Auditor, CIL
13. Internal Auditor, CIL - Through GM (IA), CIL
14. M/s Parikh & Associates, PCS
15. M/s S. Basu & Associates, PCS
16. M/s Alankit Assignments Limited, RTA

– Through ED (Fin.), CIL