



# South Eastern Coalfields Limited

(A MINIRATNA PSU)

CIN: U10102CT1985GOI003161

Regd. Office: SEEPAT ROAD, BILASPUR (CG) 495 006

## CORPORATE AFFAIRS DEPARTMENT

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प्रणाली विभाग

डायरी सं. 3678

दिनांक 18/05/18

Ref. No. SECL/BSP/CAD/IST/18-19/98

Date: 17/05/2018

All Area Chief General Managers/General Managers  
All HODs of SECL Headquarters' Bilaspur

Dear Sir,

Sub: Trading in CIL's Shares by the Designated Employees - Closure of Trading Window.

Kindly find enclosed herewith a copy of the Circular No. CIL:XI(D):04161:2018: Dated 15.05.2018 issued by Company Secretary, Coal India Ltd., which is self-explanatory. The relevant part of the Circular on Code of Internal procedures and conduct for prevention of insider trading dealing with securities of Coal India Ltd., applicable to SECL, is quoted below:

### Quote

It has been decided that the **trading window shall remain closed from May 21<sup>st</sup>, 2018 to May 31<sup>st</sup>, 2018 (both days inclusive)**. During the restricted period, the Designated Employees (as defined in Clause 2.7 of the said code for CIL and as notified vide CIL:XI(D):04161:2011:10288 Dated 19/05/2015 in case of employees of Subsidiaries) and their dependants shall not deal in the shares of CIL.

All Designated Employees as per the Code of CIL and as notified vide CIL:XI(D):04161:2011:10288 Dated 19/05/2015, are requested to take note of the above. The said code is available on the website of SECL [www.secl-cil.in](http://www.secl-cil.in) for reference.

### Unquote

Accordingly, the following persons of all the **Subsidiary Companies** shall be considered as '**Designated Employees**':

#### **I. All Directors and other officers comprising of two tiers of the management:**

- All Directors, Key Managerial Personnel and Chief Vigilance Officer
- All Chief General Managers/General Managers/HODs

#### **11. Officials as mentioned below who may have access to Unpublished Price Sensitive Information:**

All executives working in the following departments:

Company Secretariat/Accounts & Finance/Internal Audit/Sales & Marketing/Corporate Planning/Project Monitoring/Corporate Communication & Public Relation/Technical Secretaries to CMD, Directors & CVO/Secretaries(executives) attached to all Functional Directors.

It is, therefore, requested that wide circulation and strict compliance of the above Circular by all the concerned 'Designated Employees & Departments' be ensured.

Yours faithfully

Company Secretary

Copy for king information:

All Functional Directors

CVO

Cc: All Notice Board of SECL

✓ Cc: GM(System), SECL, with a request to upload the circular on SECL website.

MT (Systems)

Mlu  
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