



South Eastern Coalfields Limited

(A MINIRATNA PSU)

CIN: U10102CT1985GOI003101

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

CORPORATE AFFAIRS DEPARTMENT

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Ref. No. SECL/BSP/CAD/IST/17-18/676

Date: 08/03/2018

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):04161:2018:20124 Dated 08.03.2018 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 Till March 13th, 2018.** 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 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:

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

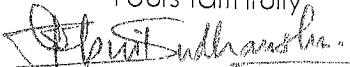
11. Officials as mentioned below who may have access to Unpublished Price Sensitive Information:

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.

<p>कोल इण्डिया लिमिटेड महारत्न कंपनी 3 तल्ला, कोर-2 प्रेमिसेस-04-एमआर, प्लॉट-ए एफ-III, एक्शन एरिया, न्यूटाउन, रजरहट, कोलकाता- 700156 फोन 033-23246526, फैक्स-033- 23246510 ई मेल: mviswanathan2.cil@coalindia.in वेबसाइट: www.coalindia.in</p>		<p>Coal India Limited A Maharatna Company (A Govt. of India Enterprise) 3rd floor, Core-2 Premises no-04-MAR, Plot no-AF-III, Action Area-1A, Newtown, Rajarhat, Kolkata-700156 PHONE; 033-2324-6526, FAX; 033-23246510 E-MAIL: mviswanathan2.cil@coalindia.in WEBSITE: www.coalindia.in CIN- <u>L23109WB1973GOI028844</u></p>
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CIRCULAR

Ref. No.: CIL: XI (D):04161:2018: 20124 .

Dated: Mar. 08, 2018

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)

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

- In view of consideration of payment of Interim Dividend of financial year 2017-2018, if any 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 till March 13, 2018. During the restricted period, the Designated Employees (as defined in Clause 2.7 of the said code and as notified vide CIL:XI(D):04161:2015:10288 dated 19/05/2015) and their dependents shall not deal in the shares of CIL.

All Designated Employees as per the Code and as notified vide CIL: XI (D):04161:2011:10288 dated 19/05/2015 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.

M. V.
8/3/18

M. Viswanathan/एम. विस्वनाथन

Company Secretary/ कंपनी सचिव

Distribution:

1. All Directors and CVO, CIL
2. ED (Safety), CIL
3. All Chief General Managers/General Managers/HODs, CIL
4. Company Secretary, ECL/BCCL/CCL/WCL/ SECL/NCL/MCL/CMPDIL
5. All Designated Employees of Subsidiaries (To be circulated by the Company Secretary of the respective subsidiary companies)
6. GM (System), CIL; with a request to upload the circular on CIL website
7. M/s Vinod Kothari & Co., Secretarial Auditor, CIL
8. M/s S. C. Chaturvedi & Co., Statutory Auditor, CIL
9. M/s. Balwinder & Associates, Cost Auditor, CIL