


<p>कोल इण्डिया लिमिटेड महारात्न कंपनी 3 तल्ला, कोर-2 प्रेमिसेस-04-एमआर, प्लॉट-ए एफ- III, एक्शन एरिया, न्यूटाउन, रजरहट, कोलकाता-700156 फोन 033-23246526, फैक्स-033- 23246510 ईमेल: <a href="mailto:mviswanathan2.cil@coalindia.in">mviswanathan2.cil@coalindia.in</a> वेबसाइट: <a href="http://www.coalindia.in">www.coalindia.in</a></p>		<p><b>Coal India Limited</b> <b>A Maharatna Company</b> <b>(A Govt. of India Enterprise)</b> 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: <a href="mailto:mviswanathan2.cil@coalindia.in">mviswanathan2.cil@coalindia.in</a> WEBSITE: <a href="http://www.coalindia.in">www.coalindia.in</a> CIN – L23109WB1973G01028844</p>
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## CIRCULAR

Ref. No.: CIL: XI (D):04161:2021:27456.

Dated: 23.11.2021

**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 consideration of Interim Dividend for the FY 2021-22, 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 The trading window shall be closed during the time the information referred to in clause 7.3 of the aforesaid Code is unpublished.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 from 23<sup>rd</sup> November' 21 till 48 hours after the declaration of Interim Dividend for the FY 2021-22. It will be re-opened from 2<sup>nd</sup> December.'21.** 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 as per the Code and as notified vide mail dated 11/09/2019 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.

*MK*

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.

MVB  
23/11/21

M. Viswanathan/एम. विस्वनाथन  
Company Secretary/कंपनी सचिव

**Distribution:**

1. All Directors, CIL
2. General Managers, CIL
3. Company Secretary, ECL/BCCL/CCL/WCL/ SECL/NCL/MCL/CMPDIL
4. All Designated Employees of Subsidiaries (To be circulated by the Company Secretary of the respective subsidiary companies)
5. GM (System), CIL; with a request to upload the circular on CIL website
6. TS to CMD, TS to D(F)/D(T)/D(P)/D(M), CIL
7. M/s Parikh & Associates, Secretarial Auditor, CIL
8. M/s Ray & Ray, Statutory Auditor, CIL
9. M/s Shome & Banerjee, Cost Auditor, CIL