

Ref. No. MCL/SBP/CS/103/2019/ 10539

Date: 01.02.2019

द्विभाषी/bilingual

CIRCULAR

Sub: Code of Internal Procedures and conduct for prevention of Insider Trading in dealing with securities of Coal India Ltd.

Vide Circular No: CIL:XI(D):04161:201: dt. 31.01.2019 of Company Secretary, Coal India Ltd., it is to bring to the notice of all concerned that **the trading window shall remain closed from 07th February, 2019 to 14th February, 2019 (both days inclusive)**. During the restricted period, the Designated Employees (as defined in Clause 2.7 of the said Code and as notified vide letter No. CIL:XI(D):04161:2011:10288 Dt: 19.05.2015 in case of employees of subsidiaries) and their dependents **shall not deal in the shares of CIL.**

Accordingly, the following persons of the Company shall be considered as “Designated employees” under Code of Internal procedures and conduct for prevention of Insider Trading in dealing with Securities of Coal India Limited.

- I. All Directors;
- II. All Executive Directors;
- III. All Key Managerial Personnel and Chief Vigilance Officer;
- IV. All Chief General Managers/General Managers/HODs;
- V. All Executives working in following departments, who may have access to Unpublished Price Sensitive Information:
 - a) Company Secretariat;
 - b) Investor Services Cell;
 - c) Accounts and Finance;
 - d) Internal Audit;
 - e) Coal Videsh;
 - f) Sales and Marketing;
 - g) Corporate Planning;
 - h) Project Monitoring;
 - i) Corporate Communication and Public Relation;
 - j) Technical Secretaries to CMD, Directors & CVO;
 - k) Secretaries (executives) to all functional Directors.

This circular is to be displayed on the Notice Boards of concerned Offices of Mahanadi Coalfields Ltd.


Company Secretary

Distribution:

1. Chairman-cum-Managing Director, MCL
2. All Directors and CVO, MCL
3. All Area CGM/GMs and all HODs, MCL HQ
4. CEO, MNH / MJSJ / MBPL
5. TS and ES to CMD, Directors and CVO, MCL
6. GM (Admn) / PRO - With a request to arrange to display the Circular on the relevant Notice Boards of MCL HQ.