



## **Indiabulls Integrated Services Limited**

*(formerly SORIL Holdings and Ventures Limited)*

(CIN: L51101HR2007PLC077999)

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### **CODE OF PRACTICES AND PROCEDURES FOR FAIR DISCLOSURE OF UNPUBLISHED PRICE SENSITIVE INFORMATION**

#### **INTRODUCTION**

With a view to govern the conduct of insiders relating to insider trading, the Securities and Exchange Board of India (SEBI) had formulated SEBI (Prohibition of Insider Trading) Regulations, 2015 as amended time to time (“SEBI PIT Regulations”).

Regulation 8 of the above mentioned Regulations requires *inter alia* all listed companies to formulate and publish on its official website, a code of practices and procedures for fair disclosure of unpublished price sensitive information.

#### **OBJECTIVES**

Indiabulls Integrated Services Limited (“the Company”) endeavors to preserve the confidentiality of unpublished price sensitive information (UPSI) and to prevent misuse of such information and ensure timely and adequate disclosure of price sensitive information. To achieve these objectives and in compliance with the applicable SEBI PIT Regulations, the Company has adopted and amended this code of practices and procedures for fair disclosure of unpublished price sensitive information.

#### **TITLE AND COMMENCEMENT**

This Code is called “Code of practices and procedures for fair disclosure of unpublished price sensitive information”. Pursuant to the notification of SEBI (Prohibition of Insider Trading) (Amendment) Regulations, 2018, the Code has been amended and reviewed by the Board and this amended Code shall come into effect from April 1, 2019.

#### **DEFINITIONS**

##### **“Unpublished Price Sensitive Information”:**

Unpublished Price Sensitive Information means any information, relating to the Company or its securities, directly or indirectly, that is not generally available and which upon becoming generally available is likely to materially affect the price of the securities of the Company and shall generally include but not be limited to information relating to the following:

- Financial results;
- Declaration of dividends (interim and final);
- Changes in capital structure;
- Mergers, de-mergers, acquisitions, delistings, disposals and expansion of business and such other transactions; and
- Changes in key managerial personnel;

The terms not defined here under this Code shall have meaning as assigned in SEBI PIT Regulations.

### **CHIEF INVESTOR RELATIONS OFFICER**

Unless otherwise decided by the Board, the Compliance Officer of the Company shall act as the Chief Investor Relations Officer (“**CIRO**”) to deal with the dissemination and disclosure of Unpublished Price Sensitive Information.

### **DISCLOSURE AND DEALING OF UNPUBLISHED PRICE SENSITIVE INFORMATION**

The following principles shall be followed at all times in relation to any disclosure of Unpublished Price Sensitive Information at any forum pursuant to the requirements of the Code or applicable laws:

- The Company will ensure that any Unpublished Price Sensitive Information is publicly disclosed in a prompt manner, once it is credible and a definitive decision has been arrived at in order to make such Unpublished Price Sensitive Information generally available.
- The Company will make uniform and universal dissemination of unpublished price sensitive information to avoid selective disclosure.
- The Company will make prompt dissemination of unpublished price sensitive information that gets disclosed selectively, inadvertently or otherwise, to make such information generally available.
- The Company will ensure that information, if shared, with analysts and research personnel are not unpublished price sensitive information.
- The Company will develop best practices to make transcripts or records of proceedings of meetings with analysts and other investor relations conferences available on the official website, to ensure official confirmation and documentation of disclosures made.
- The Company shall ordinarily not comment, affirmatively or negatively, in relation to market rumours. In the event that a stock exchange directs the Company to make a definitive statement in response to a market rumour, the CIRO and/or the company secretary of the Company in consultation with the Board/Senior Management shall clarify the same to the stock exchanges. Additionally, in respect of any major market rumour, the Company shall proactively issue appropriate and fair clarifications or responses in relation to such market rumour to the stock exchanges.
- The Company may at the request of the analysts review their research reports for the limited purpose of pointing out errors based on previously disclosed information.
- The Company shall maintain and store records in respect of disclosures made by it through any means under the relevant provisions of the Companies Act, 2013, Rules thereof and SEBI (Listing Obligations and Disclosure Requirements) Regulations, 2015.

## **PROCESS OF DISCLOSURE OF UNPUBLISHED PRICE SENSITIVE INFORMATION TO THE STOCK EXCHANGES**

In case any functional head becomes aware of some Unpublished Price Sensitive Information, the said functional head should promptly intimate the same to CIRO. The CIRO and/or the company secretary, in consultation with senior management or executive director, would determine whether the Unpublished Price Sensitive Information requires disclosure to the stock exchanges. The CIRO and/ or the company secretary will then disclose the said Unpublished Price Sensitive Information to the stock exchanges.

The CIRO shall ensure that the said Unpublished Price Sensitive Information is subsequently properly disseminated to the public as may be deemed necessary, including by way of placing on the website of the Company, as appropriate.

Under certain circumstances where the Unpublished Price Sensitive Information is not finalised or a definitive decision has not been taken, the Company may keep such Unpublished Price Sensitive Information confidential till such time that the Company is certain that such Unpublished Price Sensitive Information is concrete and credible and could have an impact on price discovery of its securities in the market.

## **HANDLING OF INFORMATION ON NEED TO KNOW BASIS**

Employees and directors shall not discuss matters or developments pertaining to the Company which in any way relate to, or may constitute, Unpublished Price Sensitive Information with any other persons, excluding such persons to whom any part of the Unpublished Price Sensitive Information may be required to be disclosed in furtherance of legitimate purposes, performance of his or her duties or discharge of legal obligations in accordance with the provisions of applicable laws. However, the employees and directors shall ensure that any such Unpublished Price Sensitive Information that is shared with other persons is only done on a need-to-know basis.

To prevent leakage of Unpublished Price Sensitive Information, employees and directors shall:

- Not discuss Unpublished Price Sensitive Information in public places where such Unpublished Price Sensitive Information may be overheard (for example, elevators, restaurants, airplanes, taxis, etc.) or participate in, host or link to internet chat rooms, online social networking sites, newsgroup discussions or bulletin boards which discuss matters pertaining to the Company's activities or its securities;
- Not carrying, reading or discarding Unpublished Price Sensitive Information in an exposed manner in public place;
- Not discuss Unpublished Price Sensitive Information with any other persons, except as required in furtherance of legitimate purposes, performance of his or her duties or discharge of legal obligations;
- Advise, at the commencement of any meeting where Unpublished Price Sensitive Information is likely to be discussed, the other attendees of such meeting, that they must not divulge the Unpublished Price Sensitive Information;
- Ensure that the sharing of Unpublished Price Sensitive Information, wherever required, is done by way of the Company's email system on a secured file-sharing platform within the Company's internal network.;

- Ensure that subsequent queries/ clarifications shall be responded to by way of official e-mail, meetings, over the phone but shall be addressed only to concerned persons;
- Communication which entails Unpublished Price Sensitive Information via social networking applications shall not be used.

The Company shall ensure that all Employees handling Unpublished Price Sensitive Information are cautioned to share such Unpublished Price Sensitive Information with other persons only on a need-to-know basis.

### **POLICY FOR DETERMINATION OF LEGITIMATE PURPOSES**

Any Unpublished Price Sensitive Information shall only be shared in furtherance of legitimate purpose(s), performance of duties or discharge of legal obligations. The term “legitimate purposes” shall be construed in accordance with the following principles:

- Sharing of Unpublished Price Sensitive Information in the ordinary course of business by any employee, insider, or by any authorized person with existing or proposed partners, lenders, customers, suppliers, merchant bankers, legal advisors, auditors, insolvency professionals or other advisors or consultants.
- Sharing of Unpublished Price Sensitive Information for any other genuine or reasonable purpose as may be determined by the CISO or Company Secretary.
- Sharing of Unpublished Price Sensitive Information with a court of law or any governmental authority or a regulatory body on the basis of any order issued by them.
- Sharing of Unpublished Price Sensitive Information for any other purpose as may be prescribed under Regulations formulated by SEBI or the Companies Act, 2013 and Rules thereunder or any other law for the time being in force, as may be amended from time to time.

Any person in receipt of Unpublished Price Sensitive Information pursuant to a “legitimate purpose” shall be considered an insider for purposes of this Code.

### **STRICT PROHIBITION ON INSIDER TRADING**

No employee including his/her immediate relatives shall either on his/her own behalf and/or on behalf of any other person, trade or undertake to trade or cause to trade in the securities of the Company (i) when he/she is in possession of any Unpublished Price Sensitive Information; and/or (ii) during the restricted trading period.

### **AMENDMENTS AND MODIFICATION**

This Code shall be reviewed from time to time and any amendments or modifications thereto shall be subject to the review and approval of the Board.

*In the event that any provision of this Code conflicts with any law, rule or regulation that is in force for the time being, the said law, rule or regulation that is in force for the time being shall take precedence over the conflicting provision of the Code. However, such conflict between the provisions of the Code and any law, rule or regulation that is in force for the time being shall in no way affect or impair the validity, legality and enforceability of the remaining provisions of the Code.*

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