



## S Chand And Company Limited

Registered Office: A-27, 2nd Floor, Mohan Co-Operative Industrial Estate, New Delhi - 110044, India.

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Date: May 30, 2023

To Listing Department BSE Limited Phiroze Jeejeebhoy Towers, Dalal Street, Mumbai, Maharashtra 400001	To Listing Department, National Stock Exchange of India Limited Exchange Plaza, C-1, Block G, Bandra Kurla Complex, Bandra (E), Mumbai, Maharashtra 400051
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Dear Sir,

**Re: Code of Practices and Procedures for fair disclosure of  
Unpublished Price Sensitive Information**

Pursuant to Regulation 8 of The Securities and Exchange Board of India (Prohibition of Insider Trading) Regulations, 2015 (“**Insider Trading Regulations**”), the Company has in place a Code of Practices and Procedures for fair disclosure of Unpublished Price Sensitive Information [“**Code**”].

The Company has amended the definition of Unpublished Price Sensitive Information in the Code in line with the definition provided in Insider Trading Regulations. Accordingly, the Code has been amended and the same is enclosed herewith for your records.

Request you to take note of the same.

**Thanking You.**  
**Yours sincerely,**

**For S Chand And Company Limited**

**Jagdeep Singh**  
**Company Secretary & Compliance Officer**  
**Membership No. A15028**  
**Address: A-27, 2<sup>nd</sup> Floor,**  
**Mohan Co-operative Industrial Estate,**  
**New Delhi-110044**



**Encl: as above**

## S Chand And Company Limited

### CODE OF PRACTICES & PROCEDURES FOR FAIR DISCLOSURE OF UNPUBLISHED PRICE SENSITIVE INFORMATION

- **Preamble**

S Chand And Company Limited (the “**Company**”) has always stood for a fair and equitable flow of economic benefit to its shareholders. In its communication with investors, it has always endeavored to provide a healthy level of disclosure, with responsibility and caution in discussion about the future, transparency and equal dissemination of information to all its investors and analysts, current or prospective. The focus has and always will be on delivering performance rather than projection of future results. The Company welcomes enhanced sensitivity to equality in shareholder communication and has formalized its principles into a Code of Fair Disclosure.

- **Purpose**

The Securities and Exchange Board of India has formulated the Securities and Exchange Board of India (Prohibition of Insider Trading) Regulations, 2015 (“**SEBI Insider Trading Regulations**”) to prescribe a legal framework for prohibition of insider trading. In terms of the provisions of SEBI Insider Trading Regulations, every listed company is required to formulate a Code of Fair Disclosure. Accordingly, the Company has formulated this Code of Fair Disclosure to ensure timely and adequate disclosure of Unpublished Price Sensitive Information.

- **Applicability**

This Code of Fair Disclosure has been approved by the Board of Directors of the Company and shall be applicable with effect from May 05, 2017.

- **Prompt Disclosure of Unpublished Price Sensitive Information**

The Company will comply with all periodic reporting and disclosure requirements contained in the Companies Act, 2013, the SEBI (Listing Obligations and Disclosure Requirements) Regulations, 2015, listing agreement executed with the stock exchanges, SEBI Insider Trading Regulations and other applicable laws. The Company shall make prompt public disclosure of Unpublished Price Sensitive Information that would impact price discovery no sooner than credible and concrete information comes into being in order to make such information generally available.

For this purpose, **Unpublished Price Sensitive Information means** any information relating to a company or its securities, directly or indirectly, that is not generally available which upon becoming generally available, is likely to materially affect the price of the securities and shall, ordinarily including but not restricted to, information relating to the following:

## **S CHAND AND COMPANY LIMITED**

### *Code of Practices & Procedures for fair disclosure of Unpublished Price Sensitive Information*

- financial results of the Company;
- dividends;
- change in capital structure;
- mergers, de-mergers, acquisitions, delistings, disposals and expansion of business and such other transactions;
- Changes in Key Managerial Personnel;

- **Uniform and Universal dissemination of Unpublished Price Sensitive Information**

The Company shall disseminate the Unpublished Price Sensitive Information uniformly and universally without any selective disclosure to all stakeholders through Stock Exchanges where the securities of the Company are listed.

- **Chief Investor Relations Officer**

The Head-Investor Relations of the Company has been designated as the Chief Investor Relations Officer to deal with the dissemination and disclosure of Unpublished Price Sensitive Information.

- **Prompt disclosure of information that get disclose inadvertently or selectively**

The Company shall use its best endeavours to avoid selective disclosure of unpublished price sensitive information. However, if any Information gets disclosed selectively or inadvertently or otherwise, endeavours shall be made to make generally available the above information through dissemination of the same to Stock Exchanges where the securities of the Company are listed as soon as practicable.

- **Appropriate and fair response to queries on news reports and requests for verification of market rumors by regulatory authorities.**

Appropriate, fair & prompt response shall be submitted to all queries on news reports or requests for verification of market rumors received from regulatory authorities.

The Chief Investor Relations Officer may also decide whether a public announcement is necessary for verifying or denying rumors and in case it is necessary, the Company should make a public announcement for either verifying or denying the rumors.

## **S CHAND AND COMPANY LIMITED**

### *Code of Practices & Procedures for fair disclosure of Unpublished Price Sensitive Information*

- **Information shared with analyst and research personnel**

The Company shall ensure that the information shared with analyst and research personnel is not Unpublished Price Sensitive Information. Only Public information will be provided to Analysts/Research person and Institutional Investors. Alternatively any unpublished price sensitive information given to Analysts/Research Person should be simultaneously made public at the earliest.

- **Developing best practices to make transcripts or records of proceedings of meeting with analysts and other investor relations conferences on the official website**

The Company shall develop best practices to make transcripts or records of proceedings of meetings with analysts and other investor relations conferences on the official website to ensure official confirmation and documentation of disclosures made.

- **Handling of Unpublished Price Sensitive Information on need-to-know basis**

Unpublished Price Sensitive Information shall be handled on a need to know basis, i.e. Unpublished Price Sensitive Information should be disclosed only to those within the Company who need the information to discharge their duty and shall not be communicated to any person except in furtherance of the legitimate purposes, performance of duties or discharge of legal obligations.

- **Modification and Amendments**

The Company reserves all right to modify and/or amend this Code of Fair Disclosure at any time. This Code of Fair Disclosure and subsequent amendment(s) thereto, shall be promptly intimated to the stock exchanges where the Securities of the Company are listed.

- **Miscellaneous**

The Company shall ensure the compliance of other applicable provisions of SEBI Insider Regulations in this regard.

This Code of Fair Disclosure and any amendment thereof shall also be published on the official website of the Company.

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**Last Amended on 30-May-2023**