



LADAM AFFORDABLE HOUSING LIMITED

(Formerly known as Ladam Finance Limited)

To
BSE Limited
P.J. Tower, Dalal Street
Mumbai 400 001.

Date: February 12, 2021

BSE Scrip Code: 540026

Subject: Intimation of Amendment to the Code of Conduct for Prevention of Insider Trading pursuant to recent amendment in SEBI (Prohibition of insider Trading) Regulation, 2015 vide amendment in the Regulation dated October 28, 2020 and vide notification dated October 8, 2020.

Ref: ISIN: INE213U01019

The Board of Directors in its meeting held on **February 12, 2021** has inter-alia, considered, approved and adopted the amended Code of conduct for prevention of insider trading which has been duly aligned in accordance with SEBI (Prohibition of insider Trading) Regulation, 2015 vide amendment in the Regulation dated October 28, 2020 and vide notification dated October 8, 2020 and also vide notification no. SEBI/LAD-NRO/GN/2020/23 dated July 17, 2020.

Pursuant to the provisions of SEBI (Prohibition of Insider Trading) Regulation, 2015 (as amended), copy of the amended Code of Conduct for prevention of insider trading is enclosed.

The above Code are also being uploaded on the website of the Company
(<http://www.ladamaffordablehousing.com/>)

This is for your information and for public at large.

Thanking you,

Yours faithfully

For Ladam Affordable Housing Limited


Sumesh Aggarwal
Director
DIN: 00325063
Encl: As above





LADAM AFFORDABLE HOUSING LIMITED
(Formerly known as Ladam Finance Limited)

Ladam Affordable Housing Limited
Code of Conduct for Prevention of Insider Trading

Pursuant to the provisions of SEBI (Prohibition of Insider Trading) Regulations, 2015

(In supersession of the existing code that was approved by the Board of Directors)

(Current version is effective immediately)





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1. Objective:

- a. Ensure adequate compliance with applicable securities laws.
- b. Describe the general standards and procedure to regulate trading in securities. While this policy and the company's authorized employee may provide advice and guidance related to insider trading compliance, ultimately responsibility compliance resides with the concerned designated person.

2. Definitions

For the purpose of this Code the following terms shall have the meanings assigned to them as hereunder:

- a) "Act" means the Securities and Exchange Board of India Act, 1992, as amended from time to time
- b) "Board" means the Board of Directors of the Company
- c) "Code" shall mean this Code of Conduct for regulating, monitoring and reporting of trading by Designated Persons and immediate relatives of Designated Persons in the securities of Ladam Affordable Housing Limited, as amended from time to time.
- d) "Company or LAHL" means Ladam Affordable Housing Limited.
- e) "Compliance Officer" means the Compliance Officer appointed pursuant to Clause 4 of this Code.
- f) "Connected Person" means:
 - i. Any person who is or has during the six months prior to the concerned act been associated with a company, directly or indirectly, in any capacity including by reason of frequent communication with its officers or by being in any contractual, fiduciary or employment relationship or by being a director, officer or an employee of the Company or holds any position including a professional or business relationship between himself and the Company whether temporary or permanent, that allows such person, directly or indirectly, access to unpublished price sensitive information or is reasonably expected to allow such access.
 - ii. Without prejudice to the generality of the foregoing, the persons falling within the following categories shall be deemed to be connected persons unless the contrary is established,
 - a. An immediate relative of connected persons specified in clause (i); or
 - b. A holding company or associate company or subsidiary company; or
 - c. An intermediary as specified in Section 12 of the Act or an employee or director thereof; or
 - d. An investment company, trustee company, asset management company or an employee or director thereof; or
 - e. An official of a stock exchange or of clearing house or corporation; or



Tel No. 71191000 / 001
CIN.: L65990MH1979PLC021923

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- f. A member of board of trustees of a mutual fund or a member of the board of directors of the asset management company of a mutual fund or is an employee thereof; or
 - g. A member of the Board of directors or an employee, of a public financial institution as defined in section 2 (72) of the Companies Act, 2013; or
 - h. An official or an employee of a self-regulatory organization recognized or authorized by the Board; or
 - i. A banker of the Company; or
 - j. A concern, firm, trust, Hindu undivided family, company or association of persons wherein a director of the Company or his immediate relative or banker of the Company, has more than ten per cent, of the holding or interest;
- g) "Designated Persons(s)" shall mean:
- i. All promoters of the Company
 - ii. All Directors;
 - iii. All Key Managerial Personnel;
 - iv. All Senior Management Personnel, if any;
 - v. Every employee of the Company (including temporary employees, trainees), if any;
 - vi. Chief Executive Officer of the Company, if any, by whatever designation appointed and employees up to two levels below Chief Executive Officer of the Company, irrespective of their functional role in the Company or ability to access unpublished price sensitive information;
 - vii. Any support staff of the Company such as IT or secretarial staff who have access to unpublished price sensitive information;
 - viii. Such other employees of the Company and such other persons as may be determined by the Compliance Officer from time to time, on the basis of their functional role or access to unpublished price sensitive information;
- h) "Digital Database" shall be a database maintained by the Compliance Officer containing information such as names, Permanent Account Numbers ("PANs") or any other identifier authorized by law where such PAN is not available, disclosures and other details of Designated Persons, Fiduciaries and Insiders who are in possession of or likely to have access to Unpublished Price Sensitive Information in accordance with this Code of Conduct.
- i) "Director" means a member of the Board of Directors of the Company;
- j) "Employee" means every employee of the Company including the Directors in the employment of the Company;
- k) "Generally available Information" means information that is accessible to the public on a non-discriminatory basis;
- l) "Immediate Relative" means a spouse of a person, and includes parent, sibling, and child of such person or of the spouse, any of whom is either dependent financially on such person, or consults such person in taking decisions relating to trading in securities;
- m) "Insider" means any person who;



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- i. A connected person; or
 - ii. In possession of or having access to unpublished price sensitive information
- n) "Key Managerial Person" means person as defined in Section 2(51) of the Companies Act, 2013;
 - o) "Legitimate Purpose" means and includes sharing of UPSI with any internal / external stakeholders in the course of business and as further set out in the Code;
 - p) "Promoter" shall have the meaning assigned to it under the Securities and Exchange Board of India (Issue of Capital and Disclosure Requirements) Regulations, 2018 including any modification thereof;
 - q) "Promoter Group" shall have the meaning assigned to it under the Securities and Exchange Board of India (Issue of Capital and Disclosure Requirements) Regulations, 2018 including any modification thereof;
 - r) "Regulations" shall mean the Securities & Exchange Board of India (Prohibition of Insider Trading) Regulations, 2015 and any amendments thereto;
 - s) "Securities" shall have the meaning assigned to it under the Securities Contracts (Regulation) Act, 1956 (42 of 1956) or any modification thereof except units of a mutual fund and shall include shares, scrips, stock, bonds, debentures, debenture stock and other derivative instruments of the Company, which are listed on stock exchanges.
 - t) "Takeover regulations" means the Securities and Exchange Board of India (Substantial Acquisition of Shares and Takeovers) Regulations, 2011 and any amendments thereto;
 - u) "Trading" means and includes subscribing, buying, selling, dealing, or agreeing to subscribe, buy, sell, deal in any securities, and "trade" shall be construed accordingly;
 - v) "Trading Day" means a day on which the recognized stock exchanges are open for trading;
 - w) "Unpublished Price Sensitive Information" or "UPSI" 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.

The following information shall be deemed to be UPSI;

- i. Financial results;
- ii. Dividends;
- iii. Change in capital structure; of the Company except pursuant to share based employee benefits scheme/ plan of the Company;
- iv. Mergers, de-mergers, acquisitions, de-listings, disposals and expansion of business and such other transactions; and
- v. Changes in key managerial personnel

However, certain information will be treated as Unpublished Price Sensitive Information based on the **materiality of the information**. The information shall be termed as material if the information fulfills any of the following criteria;



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- i. **Quantitative criteria** of determining materiality shall become applicable to an **event / information**;
Where the corresponding value involved or the corresponding estimated impact exceeds;
 - a. 20 % of the Profit after Tax; or
 - b. 15 % of the Turnover; or
 - c. 50 % of the net worthThe above threshold shall be determined on the basis of audited consolidated financial statements of the previous financial year.
- ii. **Subjective criteria** of determining materiality shall become applicable to an **event / information**;
The omission of which is likely to result in -
 - a. A discontinuity of information already available publicly; or
 - b. Significant market reaction in the price of the securities of the Company, if the said omission came to public at a later date.
- iii. In the **opinion of the Board of Directors** of the Company, the information is considered as material information.

It should be understood that the determination of materiality should be a dynamic concept. It shall depend on the context of disclosures and may therefore be applied differently to different disclosures over time depending on the evolution of various factors involved. Also, care should be taken if the information is proprietary or confidential. Information shall be regarded as proprietary to the Company if disclosing it publicly would undermine its competitive position. Information shall be regarded as Confidential if there are obligations to other counterparty relationships binding the Company to confidentiality

Words and expressions used and not defined in these regulations but defined in the Securities and Exchange Board of India Act, 1992 (15 of 1992), the Securities Contracts (Regulation) Act, 1956 (42 of 1956), the Depositories Act, 1996 (22 of 1996) or the Companies Act, 2013 (18 of 2013) and rules and regulations made thereunder shall have the meanings respectively assigned to them in those legislation.

3. **Purpose of the Code:**

This self-regulated Code is designed to maintain the highest ethical standards of dealing in securities of the Company by persons to whom it is applicable. The provisions of the Code are designed to regulate, monitor and report trades by Designated Person or their immediate relatives and other connected persons in LAHL Securities towards achieving compliance with the PIT regulations.

The designated person and immediate relatives of Designated Persons and other connected persons as defined in the Regulations should desist from trading while they are in possession of UPSI.

4. **Compliance Officer:**

“**Compliance officer**” Company Secretary of LAHL or such other person as may be designated by the Board of Directors to act as Compliance officer for the purpose of the Regulations and this Code.



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The Managing Director shall nominate any other person in the Company to act as Compliance Officer for the purpose of this Code during the absence of the Company Secretary.

The Compliance Officer shall be responsible under the overall supervision of the Board of Directors of the Company for:

- a. Compliance of policies, procedures, maintenance of records, monitoring adherence to the rules for the preservation of UPSI;
- b. pre-clearing of Designated Persons and their Immediate Relatives' trades;
- c. reviewing trading plans to assess whether the plan would have any potential for violating the PIT Regulations, seeking undertakings as may be necessary, approving and monitoring the implementation of the plan;
- d. monitoring trades of Designated Persons and their immediate relatives';
- e. implementation of codes specified under the applicable PIT Regulations;
- f. providing reports to the Chairman of the Audit Committee or to the Chairman of the Board of Directors on a quarterly basis on the compliance status and such other additional reports as the situations may warrant;

The Compliance Officer shall administer the code of conduct and other requirements under the PIT Regulations, facilitate the Designated persons in addressing any clarifications with regard to the PIT Regulations and this Code.

5. Preservation of "Unpublished Price Sensitive Information":

- a. All information shall be handled within the Company on a need-to-know basis and no unpublished price sensitive information shall be communicated to any person except in furtherance of the insider's legitimate purposes, performance of duties or discharge of his legal obligations.

Explanation: "need to know" basis means that Unpublished Price Sensitive Information should be disclosed only to those within the Company who need the information to discharge their duty or legal obligations or legitimate purpose and whose possession of such information will not give rise to a conflict of interest or appearance of misuse of the information

- b. All non-public information directly received by any employee should immediately be reported to the Compliance Officer.
- c. Files containing confidential information shall be kept secure. Computer files must have adequate security of login and password etc. Files containing confidential information should be deleted / destroyed after its use. Shredder should be used for the destruction of physical files.
- d. Gap between clearance of accounts by audit committee and Board Meeting should be as narrow as possible and preferably on the same day.
- e. Unpublished price sensitive information may be communicated, provided, allowed access to or procured, in connection with a transaction which entails:
 - an obligation to make an open offer under the takeover regulations where the Board of Directors of the Company is of informed opinion that the proposed transaction is in the best interests of the Company; or
 - not attracting the obligation to make an open offer under the takeover regulations but where the

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- Board of Directors of the Company is of informed opinion that the proposed transaction is in the best interests of the Company and the information that constitute unpublished price sensitive information is disseminated to be made generally available at least two trading days prior to the proposed transaction being effected in such form as the Board of Directors may determine to be adequate and fair to cover all relevant and material facts.

However, the Board of Directors shall require the parties to execute agreements to contract confidentiality and non-disclosure obligations on the part of such parties and such parties shall keep information so received confidential, except for the limited purpose and shall not otherwise trade in securities of the Company when in possession of unpublished price sensitive information.

- f. Sharing of UPSI for Legitimate Purpose;

No Insider shall communicate, provide, or allow access or procure from or cause communication by any insider regarding any UPSI, relating to the Company or securities, to any person including other insiders except where such communication is in furtherance of legitimate purposes, performance of duties or discharge of legal obligations provided that such sharing has not been carried out to evade or circumvent the prohibitions of these regulations

- g. Roles and Responsibilities of NODAL Officer:

The NODAL Officer of the Company for UPSI, who inter-alia shall be responsible for;

- a) To share UPSI for legitimate purpose and on need-to-know basis;
- b) To ensure Compliance with the Insider Trading Policy;
- c) To make entries in the digital Data base;
- d) To ensure the confidentiality of the UPSI;
- e) To consider Measures adopted for maintaining the confidentiality of UPSI;
- f) To review on quarterly basis effectiveness of internal controls from time to time and report to the Audit Committee;
- g) To execute agreements to contract confidentiality and non-disclosure obligations

- h. Structured Digital Database:

- (i) The Company will maintain an electronic record containing the nature of UPSI, the name, PAN / any other identifier authorized by law (in case PAN is not available) and such other details of persons who shared the information and name, PAN / any other identifier authorized by law (in case PAN is not available) and such other details of such person with whom UPSI is shared under the provisions of Clause 5 of this Code. Such databases shall be maintained internally with adequate internal controls and checks such as time stamping and audit trails to ensure non-tampering of the database.
- (ii) The Heads of the departments / functions and / or Designated Persons who share UPSI for legitimate purposes will be responsible for reporting the aforementioned details as per Insider Trading Regulations from time to time, in the Digital Database to the Compliance Officer:
- (iii) It should be ensured that in addition to obtaining the above details, confidentiality agreements are entered into with or notice is served on such persons with whom UPSI is

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shared for legitimate purposes before sharing such information. The above list of such persons and disclosures made by them under clause (g) (ii) should be reviewed annually.

- (iv) The Audit Committee shall review on an annual basis the compliance with the provisions of the SEBI PIT Regulations and verify that the systems for internal control are adequate and operating effectively.
- (v) The board of directors or head of the organization or compliance officer of the LAHL, shall ensure that the structured digital database is preserved for a period of not less than eight years after completion of the relevant transactions and in the event of receipt of any information from the Board regarding any investigation or enforcement proceedings, the relevant information in the structured digital database shall be preserved till the completion of such proceedings.
- (vi) Obtain declarations for adherence to Minimum Standards of Code of Conduct from Intermediaries and Fiduciaries

Chinese Wall procedures and physical arrangements (collectively 'Chinese Walls') shall be used to manage confidential information and prevent the inadvertent spread and misuse of price sensitive information. In general, Chinese Walls separate areas that have access to price sensitive information ("Insider Areas") from those who do not have such access ("Public Areas"). As such, Chinese Walls are designed to operate as barriers to the passing of price sensitive information and other confidential information.

Where Chinese Wall arrangements are in place Employees working within an Insider Area are prohibited from communicating any price sensitive information to Employees in Public Areas without the prior approval of the Compliance Officer.

Employees within a Chinese Wall shall be responsible to ensure the Chinese Wall is not breached deliberately or inadvertently. Employees should take care to ensure that price sensitive information is not posted on IT systems that are available outside specific Insider areas (e.g., Intranet). Known or suspected breaches of the Chinese Wall must be referred to the Compliance Officer immediately.

The establishment of Chinese Walls is not intended to suggest that price sensitive information can circulate freely within Insider Areas. The 'need-to-know' principle shall be fully in effect within Insider Areas. In exceptional circumstances, Employees from the Public Areas may be allowed to 'cross the wall' and given price sensitive information by following the 'need-to-know' principle, under intimation to the Compliance Officer. The Compliance Officer would duly record reasons for crossing the wall in writing. Such persons shall be made aware of the duties and responsibilities attached to the receipt of UPSI, and the liability that attaches to misuse or unwarranted use of such information.

5A. Institutional Mechanism for Prevention of Insider Trading:

- i. The Chief Executive Officer by whatever name called, Managing Director or such other analogous person of a listed company, shall put in place adequate and effective system of internal controls by making standard operating procedures ('SOPs') to ensure compliance with the requirements given in these regulations and Company's Code of Conduct to prevent insider trading.



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- ii. The Internal Controls shall include
- (a) all employees who have access to unpublished price sensitive information are identified as Designated person;
 - (b) all the unpublished price sensitive information shall be identified and its confidentiality shall be maintained as per the requirements of these regulations
 - (c) adequate restrictions shall be placed on communication or procurement of unpublished price sensitive information as required by these regulations
 - (d) lists of all employees and other persons with whom unpublished price sensitive information is shared shall be maintained and confidentiality agreements shall be signed or notice shall be served to all such employees and persons.
 - (e) all other relevant requirements specified under these regulations shall be complied with
 - (f) periodic process review to evaluate effectiveness of such internal controls.
- iii. The board of directors of every listed company shall ensure that the Chief Executive Officer or the Managing Director or such other analogous person ensures compliance with these regulation and sub-regulations of this regulation.
- iv. The Audit Committee of a listed company shall review compliance with the provisions of these regulations at least once in a financial year and shall verify that the systems for internal control are adequate and are operating effectively.
- iv. The Company shall formulate written policies and procedures for inquiry in case of leak of unpublished price sensitive information or suspected leak of unpublished price sensitive information, which shall be approved by board of directors of the company and accordingly initiate appropriate inquiries on becoming aware of leak of unpublished price sensitive information or suspected leak of unpublished price sensitive information and inform the Board promptly of such leaks, inquiries and results of such inquiries.
- v. The company shall have a whistle-blower policy and make employees aware of such policy to enable employees to report instances of leak of unpublished price sensitive information.
- vi. If an inquiry has been initiated by the company in case of leak of unpublished price sensitive information or suspected leak of unpublished price sensitive information, the relevant intermediaries and fiduciaries shall co-operate with the company in connection with such inquiry conducted by listed company.

6. Trading Plan:

- a. A Designated Person or an Insider shall be entitled to formulate a trading plan for dealing in securities of the Company and present it to the Compliance Officer for approval and public disclosure pursuant to which trades may be carried out on his behalf in accordance with such plan.
- b. Trading Plan shall:
 - (i) not entail commencement of trading on behalf of the insider earlier than six months from the public disclosure of the plan;





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- (ii) not entail trading for the period between the twentieth trading day prior to the last day of any financial period for which results are required to be announced by the issuer of the securities and the second trading day after the disclosure of such financial results;
 - (iii) entail trading for a period of not less than twelve months;
 - (iv) not entail overlap of any period for which another trading plan is already in existence;
 - (v) set out either the value of trades to be effected or the number of securities to be traded along with the nature of the trade and the intervals at, or dates on which such trades shall be effected; and
 - (vi) Not entail trading in securities for market abuse.
- c. The Compliance Officer shall consider the Trading Plan made as above and shall approve it forthwith. However, he shall be entitled to take express undertakings as may be necessary to enable such assessment and to approve and monitor the implementation of the plan as per provisions of the Regulations.

The Trading Plan once approved shall be irrevocable and the Insider shall mandatorily have to implement the plan, without being entitled to either deviate from it or to execute any trade in the securities outside the scope of the trading plan.

However, the implementation of the trading plan shall not be commenced, if at the time of formulation of the plan, the Insider is in possession of any unpublished price sensitive information and the said information has not become generally available at the time of the commencement of implementation. The commencement of the Plan shall be deferred until such unpublished price sensitive information becomes generally available information. Further, the Insider shall also not be allowed to dealing in securities of the Company, if the date of trading in securities of the Company, as per the approved Trading Plan, coincides with the date of closure of Trading Window announced by the Compliance Officer.

- d. Pre-clearance of trades shall not be required for a trade executed as per an approved trading plan.
- e. The trading window norms and restrictions on contra trade shall not be applicable for trades carried out in accordance with an approved trading plan.
- f. Upon approval of the trading plan, the compliance officer shall notify the plan to the stock exchanges on which the securities are listed

7. Trading Window and Window Closure:

The trading period, i.e., the trading period of the stock exchanges, called "trading window", is available for trading in the Company's securities.

- a. All Designated Persons / their Immediate Relatives shall be subject to the trading restrictions as enumerated below;
 1. The Designated Person and their immediate relatives are allowed to trade in the shares of the Company only during specific trading period called "Trading Window" to be specified by the Company.



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2. All Designated Persons and their immediate relatives shall not trade in the securities of the Company when the trading window is closed. It is the duty of the Designated Persons to inform the Immediate Relatives about the closure of trading window, as and when communicated by the Company and ensure that they do not deal in the Securities of the Company.
3. The Trading Window shall be closed during the time the information mentioned hereunder is unpublished;
 - i. Declaration of Financial Results (quarterly, half yearly and annual)
 - ii. Declaration of dividends (interim and final)
 - iii. Change in capital structure
 - iv. Mergers, de-mergers, de-listings;
 - v. Changes in key managerial personnel;
 - vi. Such other information as may be specified by the Compliance Officer in consultation with the Managing Director/ Chief Executive Officer for the purpose.
4. In respect of declaration of financial results, the Trading Window shall remain closed from the day when notice convening the Board Meeting/Committee Meeting to consider and approve the financial results of the quarter, half-year or financial year, as the case may be is given to the Stock Exchanges and till 48 hours after the results are communicated to the Stock Exchanges after the date of the meeting.
5. Similarly, in respect of events mentioned in clause (b) to (c), the Trading Window shall remain closed from the day when notice convening the Board Meeting/Committee Meeting to consider and approve the concerned event, as the case may be is given to the Stock Exchanges and till 48 hours after the outcome of the Meeting is communicated to the Stock Exchanges after the date of the meeting.
6. Trading Window for the events mentioned in clause (d) to (f) will be closed for such Designated Persons who at the time of closure of trading window possess or hold any UPSI.
7. The Trading Window shall be opened 48 hours after the information referred above is made public by intimation to the Stock Exchange.
8. All Designated Persons shall conduct all their dealing in the securities of the Company only in a valid trading window and shall not deal in any transaction involving the purchase or sale of the Company's securities during the periods when the trading window is closed, or during any other period as may be specified by the Company from time to time.
9. In case of ESOPs, exercise of option may be allowed in the period when the trading window is closed. However, sale of shares allotted on exercise of ESOPs shall not be allowed when trading is closed.
10. The trading window restrictions mentioned this sub-clause shall not apply in respect of-
 - i. Off-market Inter-se transfer between insiders;
 - ii. Transaction through Block deal window mechanism between insiders;
 - iii. Transaction due to statutory or regulatory obligations;
 - iv. Trade pursuant to duly approved Trading plan;
 - v. Creation/release of pledge for bona fide purpose such as raising of funds;



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- vi. Transaction pursuant to the exercise/grant/sale of stock options
 - vii. Transactions which are undertaken in accordance with respective regulations made by the Board such as acquisition by conversion of warrants or debentures, subscribing to rights issue, further public issue, preferential allotment or tendering of shares in a buy-back offer, open offer, delisting offer or transactions which are undertaken through such other mechanism as may be specified by the Board from time to time.
- b. The Compliance Officer after taking into account various factors including the unpublished price sensitive information in question becoming generally available and being capable of assimilation by the market, shall decide the timing for re-opening of the trading window, however in any event it shall not be earlier than forty-eight hours after the information becomes generally available.
 - c. The trading window shall also be applicable to any person having contractual or fiduciary relation with the Company, such as auditors, accountancy firms, law firms, analysts, consultants etc., assisting or advising the Company.

8. Pre-clearance of trades

- a. All Designated Persons or their immediate relatives who intend to trade in GPL Securities shall apply for pre-clearance of the transactions, by making an application as per prescribed form and undertaking set out in **Annexure 1 and Annexure 2**, to the Compliance Officer if the value of the proposed trades exceeds Rs. 10,00,000/- (Rupees Ten lakhs) in a calendar quarter, in a single transaction or in multiple transactions or such other value as may be specified by the Board of Directors from time to time.

However, no designated person shall be entitled to apply for pre-clearance of any proposed trade if such designated person is in possession of unpublished price sensitive information even if the trading window is not closed and hence, he shall not be allowed to trade.

- b. The Designated Persons will have to obtain pre-clearance for the following transactions undertaken during the closure of Trading Window, irrespective of the value of the proposed trade:
 - i. Off-market Inter-se transfer between insiders;
 - ii. Transaction through Block deal window mechanism between insiders;
 - iii. Transaction due to statutory or regulatory obligations;
 - iv. Trade pursuant to duly approved Trading plan;
 - v. Creation/release of pledge for bona fide purpose such as raising of funds;
 - vi. Transaction pursuant to the exercise of stock options;
 - vii. Derivative transactions in the securities of the Company.
- c. The Compliance Officer shall either clear the requested trade or decline to clear the requested trade within three (3) Working Days from the receipt of the application (duly completed in all respects) as per the prescribed form set out in **Annexure 3**. In case the Compliance Officer declines to clear the requested deal, he shall assign reasons in writing for doing so. If the Designated Person doesn't receive any response from the Compliance Officer within the aforesaid period of three (3) Working Days, the requested deal can be deemed to have been cleared by the Compliance Officer.



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- d. Prior to approving any trades, the Compliance Officer shall be entitled to seek declarations to the effect that the applicant for pre-clearance is not in possession of any unpublished price sensitive information.
- e. In case the Compliance Officer or any of his / her Immediate Relatives intend to trade in LAHL Securities, the Compliance Officer shall apply for pre clearance for such trade as per the prescribed form set out in **Annexure 1** to the Managing Director or of the Company who would consider the application (duly completed in all respect) within three (3) Working days as aforesaid. The remaining provisions of this clause, as applicable to Designated Persons, would also apply to the Compliance Officer.
- f. Pre-Clearance shall not be given to any designated person who is aware /expected to be aware of one or more of the events mentioned in (iii) above, due to his involvement in the proposed transaction or has been notified by the Compliance Officer to such effect, even though full details may not have been disclosed to him on the principle of 'need to know' basis.
- g. Pre-clearance shall not be required for the following transactions:
 - i. transactions pursuant to Transmission of shares in accordance with applicable law;
 - ii. transactions involving transfer of Securities from Depository Participant to another provided that the shareholder and the beneficial owner of such Securities do not change; and
 - iii. transactions pursuant to merger, demerger, or any other Court Order
- h. If a trading window closure is announced after the grant of pre-clearance but during the validity period of such pre-clearance, the pre-clearance shall immediately become void prospectively. Transactions already entered into prior to the announcement of the Trading window closure, will however not be considered to be in violation of this Code.

9. Other Restrictions:

- a. The Designated Persons shall execute their order of LAHL Securities within seven trading days after the approval of pre-clearance is given, failing which fresh pre-clearance would be needed for the trades to be executed.
- b. The Designated Person shall not execute/deal in a contra trade for any number of LAHL securities for a period of 6 months from the execution of the last trade in LAHL securities. However, this shall not be applicable for trades pursuant to exercise of stock options.

Explanation: Contra trade means: In case the Designated Person pre-clears for buying shares of the Company, he cannot enter into a sale of securities of the Company for a period of 6 months from the date of execution of buy order and vice-versa.

- c. The Compliance officer (in consultation with the Managing Director on a case-to-case basis) may waive the trade of securities, in case it is necessitated due to personal emergency before the six months period mentioned above, for reasons to be recorded in writing provided that such relaxation does not violate these Regulations.
- d. The Designated Person shall apply in **Annexure 6** to the Compliance Officer. The Compliance Officer may take necessary undertakings and declarations and seek appropriate information as he deems necessary from the designated person before granting the relaxation.



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- e. Notwithstanding anything above, if a contra trade is executed inadvertently or otherwise in violation of this code, the profits therefrom must be disgorged for remittance to Securities and Exchange Board of India ('SEBI') for credit to the Investor Protection and Education Fund administered by SEBI.

10. Protection against retaliation and Victimization:

Employees shall be protected against any discharge, termination, demotion, suspension, threats, harassment, directly or indirectly or discrimination who files a Voluntary Information Disclosure Form, irrespective of whether the information is considered or rejected by the Board or he or she is eligible for a Reward under these regulations, by reason of:

- Filing a Voluntary Information Disclosure Form under these regulations;
- Testifying in, participating in, or otherwise assisting or aiding the Board in any investigation, inquiry, audit, examination or proceeding instituted or about to be instituted for an alleged violation of insider trading laws or in any manner aiding the enforcement action taken by the Board; or
- Breaching any confidentiality agreement or provisions of any terms and conditions of employment or engagement solely to prevent any employee from cooperating with the Board in any manner.

Provided that such protection shall not be available for any employee who files or threatens to file Voluntary Information Disclosure with

- Mala-fide intention; or
- Motive to harass the Company
- Motive to extort money from the Company

Explanation - For the above purpose, "employee" means any individual who during employment may become privy to information relating to violation of insider trading laws and files a Voluntary Information Disclosure Form under these regulations and is a director, partner, regular or contractual employee, but does not include an advocate.

11. Disclosure under this code and the Regulations:

- Designated Persons shall be required to disclose names and Permanent Account Number or any other identifier authorized by law of the following persons to the company on an annual basis and as and when the information change:
 - Immediate relatives;
 - Persons with whom such designated person(s) shares a material financial relationship;
 - Phone, mobile and cell numbers which are used by them.

In addition, the names of educational institutions from which designated persons have graduated and names of their past employers shall also be disclosed on a one-time basis.

Explanation - The term "material financial relationship" shall mean a relationship in which one person is a recipient of any kind of payment such as by way of a loan or gift during the immediately preceding twelve months, equivalent to at least 25% of such payer's annual income but shall exclude relationships in which the payment is based on arm's length transactions.



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Initial Disclosure

- a. Every promoter, key managerial personnel and director of the Company, within thirty days of these regulations taking effect, shall forward to the Company the details of all holdings in securities of the LAHL presently held by them including the statement of holdings of dependent family members in the prescribed Form **Annexure 5**.
- b. Every person on appointment as key managerial personnel or a director of the Company or upon becoming a promoter shall disclose his holding of securities of the LAHL as on the date of appointment or becoming a promoter, to the Company within seven days of such appointment or becoming a promoter.

Continual Disclosure

- a. Every promoter, designated person and director of the Company shall disclose to the Company in the prescribed Form **Annexure 4**, the number of such securities acquired or disposed of within two trading days of such transaction if the value of the securities traded, whether in one transaction or a series of transactions over any calendar quarter, aggregates to a traded value in excess of Rs. Ten lakhs and for which pre-clearance has been obtained.
- b. The disclosure shall be made within 2 working days of:
 - (a) the receipt of intimation of allotment of shares, or
 - (b) the acquisition or sale of shares or voting rights, as the case may be
- c. Within 2 days of the receipt of intimation under Clause b, the Compliance Officer shall disclose to all Stock Exchanges on which the Company is listed, the information received.

Explanation: It is clarified for the avoidance of doubts that the disclosure of the incremental transactions after any disclosure under this clause, shall be made when the transactions effected after the prior disclosure cross the threshold specified in this clause.

Further, pursuant to SEBI circular SEBI/HO/ISD/ISD/CIR/P/2020/168 dated September 09, 2020, SEBI has implemented system driven disclosures with effect from October 01, 2020 which shall run parallel with existing manual based disclosures till March 31, 2021. Therefore, manual disclosure under this sub-clause will not be required from April 01, 2021.

Disclosures by the Company to the Stock exchange(s)

Within 2 (two) trading days of the receipt of intimation, the Compliance Officer shall disclose to all Stock Exchanges on which the Company is listed, the information received.

Ad-hoc Disclosure:

- a. The Company may at its own discretion require any other connected persons or class of connected persons to make disclosures of holdings and trading in securities of the Company in such Form and at such frequency as may be determined by the Company to monitor compliance with this Code and the Regulations.
- b. The Designated Person who is leaving the organization will be required to execute the undertaking as provided in **Annexure 7**.



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The disclosures made hereunder shall be maintained by the Company, for a minimum period of five years, in such form as may be specified.

Half Yearly/Annual Disclosures

All Directors, KMP, Promoters, member of promoter group, Designated persons and their Immediate Relatives trading in the securities of the Company shall be required to forward following details of their Securities transactions including the holdings of Immediate Relatives to the Compliance Officer -

- Annual statement of all holdings and trading in securities of the Company in **ANNEXURE 8** as on March 31 of each year, before April 30 of that year.

12. Reports:

The following persons shall report to specified authorities at the frequencies stated below:

Authority	Role/ Responsibility	Reporting authority/ person	Frequency
Board of Directors	Results of Enquiries of Leak/ Suspected Leak of UPSI	Enquiry Committee	Quarterly
Board of Directors	Compliance of the Regulations	Audit Committee	Annually
Board of Directors	Compliance with the requirements of maintenance of Digital database	Nodal officer	Annually
Audit Committee	1.Adequacy and Effectiveness of Internal Control 2.Compliance of the Regulations	External Auditor appointed by the Compliance Officer under the supervision of the Audit Committee	Annually

To this purpose the Reporting authority/ person is authorized to seek such additional information from the Designated Persons, Nodal Officers and Insiders as may be required to submit its report to respective authorities.

13. Penalty for contravention of the code of conduct:

- Any Designated Persons who trades in securities or communicates any information for trading in securities, in contravention of this code may be penalized and appropriate action may be taken by the Company against such person.
- Designated persons who violate the provisions of this Code shall also be subject to disciplinary action by the Company, which would be determined by the Managing Director, based on the recommendations of the committee to be set up for this purpose. The penalty may include wage freeze, suspension, recovery, claw back, etc. and any amount collected under this clause shall be remitted to SEBI for credit to the Investor Protection and Education Fund ('IPEF') administered by



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the SEBI under the Act.

- c. The action taken by the Company shall not preclude SEBI from taking any action in case of violation of the Insider trading Regulations.

14. Information to Stock Exchanges

In case, it is observed by the Compliance Officer, intermediaries and fiduciaries that there has been a violation of the SEBI (Prohibition of Insider Trading) Regulations, 2015 then intermediaries, fiduciaries and the Compliance Officer on behalf of the Company, in consultation with and based on the advice of NODAL Officer, Audit Committee and the Board of Directors of the Company, shall promptly inform the Stock Exchange(s) where the concerned securities are traded, regarding violations relating to Code of Conduct under PIT Regulations in **ANNEXURE 8** and in such manner as may be specified by the SEBI from time to time.





LADAM AFFORDABLE HOUSING LIMITED

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ANNEXURE 1

SPECIMEN OF APPLICATION FOR PRE-DEALING APPROVAL

Date:

To,
The Compliance Officer,
Ladam Affordable Housing Limited
Address: Plot No. C-33, Road No. 28 Wagle Inds. Estate, Thane MH 400604

Dear Sir/Madam,

Application for Pre-dealing approval in securities of the Company

I/My immediate relatives Shri/Smt _____, having PAN no. _____ intend to deal in equity shares of the company for which purpose *I /On behalf of my Immediate Relative request pre-clearance of the trade.

The particulars of intended trade are as under:

1.	Name of the applicant		
2.	Designation		
3.	Number of securities held as on date		
4.	Folio No. / DP ID / Client ID No.)		
5.	The proposal is for		(a) Purchase of securities (b) Subscription to securities (c) Sale of securities
6.	Proposed date of dealing in securities		
7.	Estimated number of securities proposed to be acquired/subscribed/sold		
8.	Price at which the transaction is proposed		
9.	Current market price (as On date of application)		
10.	Whether the proposed transaction will be through stock exchange or off-market deal		
11.	Folio No. / DP ID / Client ID No. where the securities will be credited / debited		

I, enclose herewith, the form of Undertaking signed by me.
Yours faithfully,

(Signature of Designated Person)



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ANNEXURE 2

FORMAT OF UNDERTAKING TO BE ACCOMPANIED WITH THE APPLICATION FOR PRECLEARANCE APPLICATION

To,
Ladam Affordable Housing Limited,
Address: Plot No. C-33, Road No. 28 Wagle Inds. Estate, Thane MH 400604

I, _____ of the Company residing at _____, am desirous of dealing in _____ * shares of the Company as mentioned in my application dated _____ for pre-clearance of the transaction.

I further declare that I am not in possession of or otherwise privy to any unpublished Price Sensitive Information (as defined in the Company's Code of Conduct for prevention of Insider Trading (the Code) up to the time of signing this Undertaking.

In the event that I have access to or received any information that could be construed as "Price Sensitive Information" as defined in the Code, after the signing of this undertaking but before executing the transaction for which approval is sought, I shall inform the Compliance Officer of the same and shall completely refrain from dealing in the securities of the Company until such information becomes public.

I declare that I have not contravened the provisions of the Code as notified by the Company from time to time.

I undertake to submit the necessary report within four days of execution of the transaction / a 'Nil' report if the transaction is not undertaken.

If approval is granted, I shall execute the deal within 7 days of the receipt of approval failing which I shall seek pre-clearance.

I declare that I have made full and true disclosure in the matter.

Date:

Signature: _____

* Indicate number of shares





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ANNEXURE 3
FORMAT FOR PRE- CLEARANCE ORDER

To,
Name: _____
Designation: _____
Place: _____

This is to inform you that your request for dealing in _____ (NOS) shares of the Company as mentioned in your application dated _____ are approved. Please note that the said transaction must be completed on or before _____ (date) that is within 7 days from today.

In case you do not execute the approved transaction /deal on or before the aforesaid date you would have to seek fresh pre-clearance before executing any transaction/deal in the securities of the Company. Further, you are required to file the details of the executed transactions in the attached format within 2 days from the date of transaction/deal. In case the transaction is not undertaken a 'Nil' report shall be necessary.

Yours faithfully,
For Ladam Affordable Housing Limited,

Compliance officer

Date: _____

Enclosure: Format for submission of details of transaction





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ANNEXURE 4
FORMAT FOR DISCLOSURE OF TRANSACTIONS

(To be submitted within 2 trading days of transaction / dealing in securities of the Company)

To,
The Compliance Officer,
Ladam Affordable Housing Limited
Address: Plot No. C-33, Road No. 28 Wagle Inds. Estate, Thane MH 400604

I hereby inform that I

- Have not bought / sold/ subscribed any securities of the Company
- Have bought/sold/subscribed to _____ securities as mentioned below on _____ (Date).

Name holder	of	No. of securities dealt with	Bought/sold/subscribed	DP ID/Client ID / Folio No	Price (Rs.)

In connection with the aforesaid transaction(s), I hereby undertake to preserve, for a period of 3 years and produce to the Compliance officer / SEBI any of the following documents:

1. Broker's contract note.
2. Proof of payment to/from brokers.
3. Extract of bank passbook/statement (to be submitted in case of demat transactions).
4. Copy of Delivery instruction slips (applicable in case of sale transaction).

I agree to hold the above securities for a minimum period of six months. In case there is any urgent need to sell these securities within the said period, I shall approach the Compliance Officer for necessary approval. (Applicable in case of purchase / subscription)

I declare that the above information is correct and that no provisions of the Company's Code and/or applicable laws/regulations have been contravened for effecting the above said transactions(s).

Date: _____

Signature: _____

Name:

Designation:





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ANNEXURE 5
FORMAT FOR INITIAL DISCLOSURE OF SECURITIES

To,
The Compliance Officer,
Ladam Affordable Housing Limited
Address: Plot No. C-33, Road No. 28 Wagle Inds. Estate, Thane MH 400604

I, _____ in my capacity as _____ of the Company hereby submit the following details of securities held in the Company as _____ (Date of becoming Designated Person)

I. Details of securities held by me:

Type of Securities	No. of securities held	Folio No	Beneficiary A/c Client ID

II. Details of dependent(s) :

Pursuant to the provisions of SEBI (Prohibition of Insider Trading) Regulations, 1992 and the Company's Code of Procedures and Conduct for Prevention of Insider Trading, I hereby declare that I have the following dependents:

Sr. No.	Name of the dependent	Relation with Director / Officer / Designated Employee

III. Details of securities held by dependent(s):

Name of Relative	Relationship	Type of securities	No. of Securities held	Folio No	Beneficiary A/c Client ID

Date:

Signature: _____



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ANNEXURE 6

Application to enter into contra transaction, in case of personal emergency

(Application by Designated Person(s) to enter into contra transaction within 6 months from the date of execution of last transactions in case of personal emergency)

To,
The Compliance Officer,
Ladam Affordable Housing Limited
Address: Plot No. C-33, Road No. 28 Wagle Inds. Estate, Thane MH 400604

Dear Sir,

Sub: Permission to enter into contra transaction within 6 months from the execution of the last trade in LAHL securities

In terms of the provisions of LAHL Code of Conduct for regulating, monitoring and reporting of trading by Insiders ("the Code"), the Designated Person shall not execute / deal in a contra trade for any number of LAHL securities for a period of 6 months from the execution of the last trade in LAHL securities.

I had executed the last trade in LAHL securities as under:

Sr. No.	Nature of Trade (Sale or Purchase)	Date of trade	Number of Shares	Client ID

On account of the exigent circumstances mentioned hereunder, I desire to execute a contra trade in the LAHL securities forthwith:

<< Please summarize reasons and personal exigency >>

In view of the aforesaid, I seek relaxation to the above provisions of the Code.

Thanking you,

Signature:
Name:
Designation:
Employee Code:



Date & Place:



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ANNEXURE 7
FORMAT OF STATEMENTS OF HOLDINGS BY DESIGNATED PERSON AND UNDERTAKING TO BE SIGNED UPON LEAVING THE ORGANISATION

Compliance Officer

_____ Limited (ISIN - _____)

Dear Sir,

Subject: Statement of Shareholdings and undertaking

I. STATEMENT OF SHAREHOLDINGS OF DESIGNATED PERSON

Date of Resignation:

Last Working Day:

Name	Department/ Program & Process	No. of shares/ securities held on the date of tendering the Resignation	No. of shares/ securities bought post resignation	No. of shares/ securities sold post resignation	No. of shares/ securities held on the Last working day	PAN	Folio No./ DP ID / Client ID

II. DETAILS OF SHARES/SECURITIES HELD BY IMMEDIATE RELATIVE(S)

Name of Relative	Relationship	No. of shares/ securities held on the date of tendering the Resignation	No. of shares/ securities bought / traded* post resignation	No. of shares/ securities sold/trade* post resignation	No. of shares/ securities held on the Last working day	PAN	Folio No. DP ID / Client ID

* Incase Traded in securities otherwise than by way of buying or selling, like pledge etc. please disclose that also



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I hereby confirm that I have / do not have access to any un-published price sensitive information as on the date of leaving the organization.

I hereby further confirm that I will not enter into any transaction pertaining to the securities of the Company in future, either directly or otherwise, based on any un-published price sensitive information, which I am privy to, if any and will not communicate, provide, or allow access to any UPSI, relating to the Company or securities thereof, to any person including other employee(s), Immediate Relative(s) and any other person(s) except where such communication is in furtherance of legitimate purposes, performance of duties or discharge of legal obligations, if any.

I undertake to continue abiding by the Code / relevant SEBI regulations at least for 6 months from the date of leaving the Organization, failing which I would be solely responsible for the consequences, to the complete exclusion of the Organization, its Directors and officers and the Compliance officer, as they would not have any recourse post my leaving the Company to communicate with me to pursue compliances hereunder.

I further declare that the above disclosure is true and correct and is in accordance with the previous disclosures, if any, given to the Company.

I undertake that I shall indemnify the Company as given below:

- i) To hold _____ Limited, its directors, officers and employees faultless in the event of any investigation against me for insider trading by any regulatory authority.
- ii) To make good to the _____ Limited, its directors, officers and/or employees, for all economic losses, fines or penalty, if any, imposed on the _____ Limited, its directors, officers and/or employees as a result of any investigation by any regulatory authority/authorities into any of the transactions entered by me in dealing with the securities of the Company.
- iii) To compensate the _____ Limited, its directors, officers and/or employees for and towards all legal expenses incurred in defending itself in such investigations, including advocate's fees.

Yours faithfully,

Signature: _____

Date: _____

Place: _____



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ANNEXURE 8

To,
The Compliance Officer
Ladam Affordable Housing Limited

Date

Annual Statement of shareholding for self and immediate relative

I. SELF DECLARATION

Name & Designation	DP ID No.	Client ID No. / Folio No.	No. of securities held on 1st day of the Financial Year	Securities bought during the Financial year	Securities sold during the Financial year	Total securities held on last day of the Financial year

II. Immediate Relative

Immediate Relative Name	Relation	DP ID No.	Client ID No. / Folio No.	No. of securities held on 1st day of the Financial Year	Securities bought during the Financial year	Securities sold during the Financial year	Total shares held on last day of the Financial year

I declare that the dealings in securities were carried out while trading window was open and in terms of the permission from Compliance Officer.

I further declare that the securities purchased / sold as mentioned herein above by me along with my Immediate Relatives, have not been purchased / sold by entering into any opposite transaction entered during the last 6 months.

Yours truly,

Signature

Name

Designation





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ANNEXURE 9

FORMAT FOR REPORT BY [NAME OF THE LISTED COMPANY/ INTERMEDIARY/FIDUCIARY] FOR VIOLATIONS RELATED TO CODE OF CONDUCT UNDER SEBI (PROHIBITION OF INSIDER TRADING) REGULATIONS, 2015.

[For listed companies: Schedule B read with Regulation 9 (1) of SEBI (Prohibition of Insider Trading) Regulations, 2015

[For Intermediaries/ Fiduciaries: Schedule C read with Regulation 9(1) and 9(2) of SEBI (Prohibition of Insider Trading) Regulations, 2015]

Sr. No.	Particulars	Details
1	Name of the listed company/ Intermediary/Fiduciary	
2	Please tick appropriate checkbox Reporting in capacity of: <input type="checkbox"/> Listed Company <input type="checkbox"/> Intermediary <input type="checkbox"/> Fiduciary	
3	A. Details of Designated Person (DP)	
	i. Name of the DP	
	ii. PAN of the DP	
	iii. Designation of DP	
	iv. Functional Role of DP	
	v. Whether DP is Promoter or belongs to Promoter Group	
	B. If Reporting is for immediate relative of DP	
	i. Name of the immediate relative of DP	
	ii. PAN of the immediate relative of DP	
	C. Details of transaction(s)	
	i. Name of the scrip	
	ii. No of shares traded and value (Rs.) (Date- wise)	
	D. In case value of trade(s) is more than Rs.10 lacs in a calendar quarter	



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Sr.No.	Particulars	Details
	i. Date of intimation of trade(s) by concerned DP/director/promoter/promoter group to Company under regulation 7 of SEBI (PIT) Regulations, 2015	
	ii. Date of intimation of trade(s) by Company to stock exchanges under regulation 7 of SEBI (PIT) Regulations, 2015	
4	Details of violations observed under Code of Conduct	
5	Action taken by Listed company/ Intermediary/ Fiduciary	
6	Reasons recorded in writing for taking action stated above	
7	Details of the previous instances of violations, if any, since last financial year	
8	If any amount collected for Code of Conduct violation(s)	
	i. Mode of transfer to SEBI - IPEF (Online/Demand Draft)	
	ii. Details of transfer/payment in case of Online:	
	Particulars	Details
	Name of the transferor	
	Bank Name, branch and Account number	
	UTR/Transaction reference Number	
	Transaction date	
	Transaction Amount (in Rs.)	
	In case of Demand Draft (DD):	
	Particulars	Details
	Bank Name and branch	
	DD Number	
	DD date	
	DD amount (in Rs.)	
9	Any other relevant information	

Yours faithfully,

Name and Signature of Compliance Officer/ Fiduciaries/ Intermediaries

PAN:

Email ID:

Date and place:



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