# MILKFOOD LIMITED

CIN: L15201PB1973PLC003746

Regd. Office: P.O. Bahadurgarh, Distt. Patiala (Punjab)- 147021 Ph:0175-2381404/ 2381415 Fax: 0175-2380248

Email: milkfoodltd@milkfoodltd.com, Website: www.milkfoodltd.com

# **Code of Conduct for Prohibition of Insider Trading**

Regulation 9 of the SEBI (Prohibition of Insider Trading) Regulations, 2015 ("Regulations") requires the board of directors of every listed company and market intermediary to formulate a code of conduct to regulate, monitor and report trading by its employees and other 'connected persons' towards achieving compliance with the Regulations, adopting minimum standards as set out in Schedule B of the Regulations, without diluting the provisions of the Regulations in any manner.

In the above context, Milkfood Limited (the "Company") has formulated this Code of Conduct for Prohibition of Insider Trading ("Code").

The SEBI Regulations prohibit an Insider from Trading in the Securities of a Company listed on any stock exchange on the basis of unpublished price sensitive information.

"Unpublished Price Sensitive Information" (UPSI) means any information, relating to the Company or its securities, that is not generally available which upon becoming generally available, is likely to materially affect the price of the securities of the Company.

"Generally available" information means information that is accessible to the public on a non-discriminatory basis.

**UPSI** includes, without limitation, information relating to the following:

- a. Financial results, financial condition, projections, forecasts of the Company;
- b. Dividends (both interim and final);
- c. Change in capital structure;
- d. Mergers, de-mergers, acquisitions, de-listings, disposals and expansion of business and such other transactions;
- e. Changes in Key Managerial Personnel; and
- f. Material events in accordance with the listing regulations / agreement.

The SEBI Regulations prohibit the communication of UPSI to any person except as required under law. Further, procuring any person to trade in the securities of any company on the basis of UPSI is also prohibited under SEBI Regulations.

Violations of the SEBI Regulations subject Insiders to sever penalties including fines and imprisonment.



#### 1. Code

The Code shall be called "Code of Conduct for Prohibition of Insider Trading" or "Code of Conduct to Regulate, Monitor and Report Trading in Securities of Milkfood Limited by Insiders" (Code). The Code will come into force with immediate effect.

#### 2. Definitions

A. "Compliance Officer" means the Company Secretary for the purpose of administration of the Insider Trading Code.

#### B. Connected Person

"Connected Person" means a connected person as defined in Regulation 2(1)(d) of the Regulations and for the purposes of this Code, includes any person who is or has during the six months prior to the concerned act been associated with the 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.

The person enumerated below shall also be deemed to be Connected Persons if such persons have access to UPSI or is reasonably expected to have access to UPSI.

- a. An immediate Relative of Connected Person
- b. A holding Company or associate company or subsidiary company
- c. An intermediary as specified in Section 12 of the SEBI Act or an employee or director thereof
- d. An investment company, trustee company, assets Management Company or an employee or director thereof.
- e. An official of a Stock Exchange or of clearing house or corporation
- 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;
- 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;
- h. An official or an employee of a self-regulatory organization recognised or authorized by the SEBI;
- i. A banker of the Company;
- 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 percent of the holding or interest.

#### C. "Designated Persons"

The term Designated Person shall consist of, Connected Persons who are:

- a) Promoters of the Company,
- b) Board of directors of the Company
- c) Key Managerial Personnel of the Company
- d) General Manager and above of Secretarial Department
- e) General Manager and above of Finance and Accounts Departments
- f) Immediate Relative(s) of the persons mentioned above.



D. Chinese Wall means the limit up to which an information may be revealed by an Insider in furtherance of the Insider's legitimate purposes, performance of duties or discharge of his legal obligations.

#### E. Director

"Director" shall have the meaning assigned to it under the Companies Act, 2013.

# F. Immediate Relative

"Immediate Relative" of a person means a spouse, or the parent, sibling or child of that person or his or her spouse, if they are either dependent financially on such person or consult such person in taking decisions relating to Trading in securities.

#### G. Insider

An "Insider" means any person who is:

- (i) a Connected Person or
- (ii) in possession of or having access to UPSI.

# H. Key Managerial Personnel

"Key Managerial Personnel" shall have the meaning assigned to it under the Companies Act, 2013.

#### I Officer

"Officer" shall have the meaning assigned to it under the Companies Act, 2013.

#### J. Promoter

"Promoter" shall have the meaning assigned to it under the SEBI (Issue of Capital and Disclosure Requirements) Regulations, 2009 or any modification thereof.

# K. Securities

"Securities" shall have the meaning assigned to it under the Securities Contracts (Regulations) Act, 1956 or any modification thereof except units of a mutual fund.

#### L. Trading

"Trading" means and includes subscribing, buying, selling, dealing, or agreeing to subscribe, buy, sell, deal in any securities, and "trade" shall be construed accordingly.

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

# 1. Prohibition on communicating or procurement of UPSI

An Insider shall not -

- i. communicate, provide, or allow access to any UPSI, relating to the Company or its securities, to any person including other insiders;
- ii. procure from or cause the communication by an insider of UPSI, relating to the Company or its securities;

Provided that nothing contained above shall be applicable when an UPSI is communicated, provided, allowed access to or procured:



- (i) in furtherance of legitimate purposes, performance of duties or discharge of legal obligations pursuant to appropriate confidentiality and nondisclosure agreements being executed; or
- (ii) in the event the Board of Directors direct or cause the public disclosure of UPSI in the best interest of the Company; or
- (iii) within a group of persons if such persons have been identified and secluded within a "Chinese Wall" or information barrier by the Compliance Officer from the rest of the Company for a particular purpose or for a specified period of time in furtherance of legitimate purposes, performance of duties or discharge of legal obligations, and are subjected to, among other conditions, additional confidentiality obligations, information barriers designed to prevent exchanges of UPSI outside the "Chinese Wall", and the execution of an undertaking by such persons to abstain and / or forego Trading during such seclusion or till the UPSI no longer constitutes UPSI.

# 2. Prohibition on Insider Trading

An Insider shall not, directly or indirectly,

- i. Trade in securities that are listed or proposed to be listed when in possession of UPSI;
- ii. Trade in securities of the Company except when the Trading Window is open and the Insider is not in possession of UPSI.

Provided the restriction in 2 (i) above shall not apply to:

- a) a transaction that is an off-market inter-se transfer between Promoters who were in possession of the same UPSI without being in breach of these Rules and both parties had made a conscious and informed trade decision; and
- b) Trades pursuant to a Trading Plan set up in accordance with these Rules.

## 3. Trading Window

- a) The Compliance Officer shall notify a 'trading window' during which the Designated Persons may Trade in the Company's securities after securing preclearance from the Compliance Officer in accordance with these Rules.
- b) Designated Persons shall not Trade in the Company's securities when the trading window is closed.
- c) Additionally, the trading window shall be closed in particular for a Designated Person or class of Designated Persons when the Compliance Officer determines that a Designated Person or class of Designated Persons can reasonably be expected to have possession of UPSI, for such periods as determined by the Compliance Officer
- d) The trading window may be re-opened after closure, not earlier than 48 hours after the UPSI in question becomes generally available.

## 4. Pre-clearance of Trading

a. Designated Persons may Trade in the securities of the Company when the trading window is open, after obtaining approval of the Compliance Officer by submitting an application as per **Annexure 1** and an undertaking as per **Annexure 2**.



- b. The Compliance Officer shall not approve any proposed Trade by Designated Person if the Compliance Officer determines that such Designated Person is in possession of UPSI even though the trading window is open.
- c. The Compliance Officer may, after being satisfied that the application and undertaking are true and accurate, approve Trading by a Designated Person, on the condition that the Trade so approved shall be executed within seven trading days following the date of approval.
- d. The Designated Person shall, within two days of the execution of the Trade, submit the details of such Trade to the Compliance Officer as per Annexure 3. In case the transaction is not undertaken, a report to that effect shall be filed in the said form.
- e. If the pre-cleared Trade is not executed within seven trading days after the approval is given, the Designated Person must secure pre-clearance of the transaction again.
- f. A Designated Person who Trades in securities without complying with the preclearance procedure as envisaged in these Rules or gives false undertakings and/or makes misrepresentations in the undertakings executed by him/her while complying with the preclearance procedure shall be subjected to the penalties as envisaged in these Rules.
- g. Nothing in this rule shall apply to any 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 less than Rs. Ten lakh (a "de minimis Trade") provided the Designated Person is not in possession of UPSI while executing the de minimis trade.

# 5. Additional trading restrictions on Designated Persons

- a. No Director or Key Managerial Personnel shall enter into derivative transactions in respect of the securities of the Company.
- b. All Designated Persons who Trade in the securities of the company shall not enter into a contra trade during the next six months following the prior trade. In case of any contra trade be executed, inadvertently or otherwise, in violation of such a restriction, the profits from such trade shall be liable to be disgorged for remittance to the SEBI for credit to the Investor Protection and Education Fund administered by SEBI.

## 6. Trading Plan

- a. A Designated Person shall be entitled to formulate a Trading Plan that complies with the SEBI Regulations (a "Trading Plan") and present it to the Compliance Officer for approval and public disclosure pursuant to which Trades may be carried out in his behalf in accordance with such plan.
- b. The Compliance Officer shall review and approve the Trading Plan if it complies with the SEBI Regulations and shall disclose the Trading Plan to the stock exchanges.
- c. The Trading Plan once approved shall be irrevocable and the Designated Person 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 Designated Person is in possession of UPSI and the said information has not become



generally available at the time of the commencement of implementation. The commencement of the Trading Plan shall be deferred until such UPSI becomes generally available. Further, the Designated Person shall also not be allowed to Trade 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.

# 7. Penalty for Insider Trading

Under Section 15G of the SEBI Act, any Insider who indulges in insider trading in contravention of regulation will be liable to a penalty which shall not be less than Rupees Ten Lakh but which may extend to Rupees 25 Crore or three times of the amount of profits made out of insider trading, whichever is higher.

## 8. Disclosure requirements

# A. Initial Disclosure:

- i. Every Promoter, Key Managerial Personnel, director of the Company shall disclose his holding of securities of the Company within thirty days of these Rules taking effect as per Form A set out in Annexure 4.
- ii. Every person on appointment as a Key Managerial Personnel or a director of the Company or upon becoming a Promoter shall disclose his / her holding of securities of the Company as on the date of appointment or becoming a promoter, to the Company within seven days of such appointment or becoming a promoter, as per Form B set out in Annexure 5.

# **B.** Continual Disclosure:

- a. Every Promoter, employee, director of the Company shall disclose as per Form C set out in Annexure 6 to the Company 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 lakh.
- b. The disclosure shall be made within two working days of:
  - 1. the receipt of intimation of allotment of shares, or
  - 2. the acquisition or sale of shares or voting rights, as the case may be.

#### C. Disclosure to the Stock Exchange:

The Compliance Officer shall notify the stock exchanges, particulars of the Trades, within two trading days of the receipt of the Continual Disclosure or from becoming aware of such information.

## D. Disclosures by other Connected Persons.

The Compliance Officer may, require any other Connected Person to disclose the holdings and trading in securities of the Company as per Form D set out in Annexure 7 at such frequency as he may determine.



## 9. Miscellaneous

a. The Board of Directors shall be empowered to amend, modify, interpret these Rules and such Rules shall be effective from such date that the Board may notify in this behalf.

The Compliance Officer shall provide the Audit Committee of the Board, on a quarterly basis, all the details of Trading in securities by the Designated Persons including any violations of the Rules.

c. The Compliance Officer shall maintain:

i. updated list of Designated Persons,

- ii. records of disclosures and pre-clearance applications and undertakings for a period of five years and
- iii. a confidential list of any 'restricted securities' which includes equity shares or any other securities convertible into equity shares of the Company to which the Compliance Officer may require Designated Persons to seek pre-clearance before Trading in such 'restricted securities'.
- d. The Company shall require all Connected Persons to formulate and adhere to a code of conduct to achieve compliance with these Rules. In case such persons observe that there has been a violation of these Rules, then they shall inform the Board of Directors / Compliance Officer of the Company promptly.

NEW DELTHAM

# APPLICATION FOR PRE-TRADING APPROVAL

TI C	1.	0.00	
10,			

The Compliance Officer, Milkfood Limited.

Pursuant to the SEBI (Prohibition of Insider Trading) Regulations, 2015 and the Company's Code of Conduct for Prohibition of Insider Trading, I seek approval to purchase / sell / subscribe equity shares of the Company as per details given below:

I enclose herewith the Undertaking signed by me.

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	<ul><li>(a) Purchase of securities</li><li>(b) Subscription to securities</li><li>(c) Sale of securities</li></ul>
6	Proposed date of trading in securities	
7	Estimated number of securities proposed to be purchased/subscribed/sold	
8	Current market price (as on date of application)	
9	Whether the proposed transaction will be through stock exchange or off-market trade	
10	Folio No. / DP ID / Client ID No. where the securities will be credited / debited	

I enclose herewith the Undertaking signed by me.

Signature:					
Name:					
Date:				•	٠
			•		



# UNDERTAKING TO BE ACCOMPANIED WITH THE APPLICATION FOR PRECLEARANCE

10,
The Compliance Officer,
Milkfood Limited
I, of the Company
of the Company
the state of the s
in snares 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 any unpublished price sensitive information up to the time of signing this Undertaking.
In the event that I have access to or receive any unpublished price sensitive information after the signing of this undertaking but before executing the transaction for which approval is sought, 1 shall inform the Compliance Officer of the same and shall completely refrain from trading in the securities of the Company until such information becomes public.
I declare that I have not contravened the provisions of the Rules as notified by the Company from time to time.
In the event of this transaction being in violation of the Rules or the applicable laws, (a) I will, unconditionally, release, hold harmless and indemnify to the fullest extent, the Company and its directors and officers, (the 'indemnified persons') for all losses, damages, fines, expenses, suffered by the indemnified persons, (b) I will compensate the indemnified persons for all expenses incurred in any investigation, defence, or public relations activity in relation to this transaction and (c) I authorize the Company to recover from me, the profits arising from this transaction and remit the same to the SEBI for credit of the Investor Protection and Education Fund administered by the SEBI.
I undertake to submit the necessary report within two days of execution of the transaction / a 'Nil' report if the transaction is not undertaken.
If approval is granted, I shall execute the trade within seven days of the receipt of approval failing which I shall seek pre-clearance afresh.
I declare that I have made full and true disclosure in the matter.
Signature:
Name:
Date:
Daic.
DELHI MEVEL DELHI MINI

# Annexure 3.

# DISCLOSURE OF TRANSACTIONS

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

To,				
The Compliance Of Milkfood Limited.	ficer,			
The Compliance Officer,				
(strike out whicheve	er is not applicable)			
Name of holder		_		Price (Rs.)
applicable laws/regu	ove information is cor lations have been con	rect and that no provi- travened for effecting	sions of the Company g the above said transa	s Rules and/or ctions(s).
Signature:				
Name:				
Date:				



# Form A

Securities and Exchange Board of India (Prohibition of Insider Trading) Regulations, 2015 [Regulation 7 (1) (a) read with Regulation 6 (2)]

To,

The Compliance Officer,

Milkfood Limited (ISIN: INE588G01021)

Details of Securities held by Promoter, Key Managerial Personnel, Director and other such persons as mentioned in Regulation 6(2) of SEBI Regulations.

Name, PAN No., CIN / DIN &	Category of Person (Promoters/ KMP / Directors	Securities hel on the date of regulation con into force	•	% of Share holding	Open Interest Future contast on the data regulation of into force	racts held ate of	Open Interest of the Option Contracts held as on the date of regulation coming into force					
address with contact	/immediate relatives/other s etc.)	lorce			into force		into force					
nos.	s cic.j					•						
		Type of security (For e.g. – Shares Warrants Convertible Debentures etc.)	No.		Number of units (contracts * lot size)	Notional value in Rupee terms	Number of units (contracts * lot size)	Notional value in Rupee terms				
								1				
-												

Signature:							
Designation:							

Date:



# Form B

Securities and Exchange Board of India (Prohibition of Insider Trading) Regulations, 2015 [Regulation 7 (1) (a) read with Regulation 6 (2)]

To,

The Compliance Officer,

Milkfood Limited (ISIN: INE588G01021)

Details of Securities held on appointment of Key Managerial Personnel or Director or upon becoming a Promoter of Listed Company and other such persons as mentioned in Regulation 6(2) of SEBI Regulations.

		T								
Name,	Category of	Date of	Securities h		% of	Open Inte	rest of	Open Inte	rest of	
PAN	Person	Appoint-	as on the da	te of	Share	the Future	)	the Option		
No.,	(Promoters/	ment of	regulation		holdin	contracts	held as	Contracts held as		
CIN /	KMP/	Director	coming into	j	g	on the dat	e of	on the date of		
DIN	Directors	/KMP	force			regulation	coming	regulation		
&	/immediate	OR Date				into force		into force		
addres	relatives/oth	of								
s with	er s etc.)	becomin	*				4			
contac		g	:							
t nos.	1	Promote						-		
		r		* *** **						
			Type of	No		Number	Notion	Number	Notion	
			security		. *	of units	al value	of units	al value	
			(For e.g. –			(contract	in	(contract	in	
			Shares			s * lot	Rupee	s * lot	Rupee	
			Warrants			size)	terms	size)	terms	
			Convertibl				COTTAIN	5120)	terris	
			е							
,			Debenture			1. 1				
			s etc.)		*			•		
					-					

$\alpha$ :	gnat	
	onat	me.
$\sim$	SIIUL	uı v.

Designation:

Date:



## FORM C

Securities and Exchange Board of India (Prohibition of Insider Trading) Regulations, 2015 [Regulation 7 (2) read with Regulation 6(2)]

The Compliance Officer,

Milkfood Limited (ISIN: INE588G01021)
Details of change in holding of Securities of Promoter, Employee or Director of a listed company and other such persons as mentioned in Regulation 6(2) of the SEBI Regulations.

- 1	Nam	Catego	Secur	·it	Secu		% of		Det		D .	136		T =				
	e	ry of	ies he		rities		Share			e of	Date	Mo	de		ding			E
	PAN	Person	prior		1	•	Hold		1	tme	of	of			ivati			X.
	No.,	(Prom		sition/	acqu ired /				nt	. ,	inti	acq		(Sp	ecify	type type	of	c
	CIN	oters/	dispos				ing		adc		mat	tion				, Futi		h
	/	KMP/	uispo	Sai	Disp		<u> </u>		acq		ion	(ma	rke	or (	Optio	ns et	c.)	a
	DIN,	Directo			osed		İ		sitio	n	to	t						n
	& &	rs /							of		the	pure	cha					g
		į.							shar		com	se /						e
	addr	immed							sale	of	pany	pub	lic					
	ess	iate							shar	es		righ	ts/					
1	of	relativ							spec	cify		pref		İ				
	Pro	es				·	ľ		1	•	!	ntia						
	mote	other s		*								offe						
	r/	etc.)		,								off	- /					
	Emp		٠.									mar	ket					
	loye								}			/ Int						
	e/								i ·			se	C1 -					
İ	Dire											tran	n:fo					.
	ctor					.						reto						
	with											1 610	<b>.</b>					
	cont				·								,					
1	act	•																
	nos.							*.									•	
ŀ	1100.		Тур	No	Тур	No	Pre	n	-									
1			e of	140	e of	INO		Pos	Fr	T				Buy	T	Sell		
		,	Sec				Tran	t	om	0.								
ĺ	.				Sec		sact	tra										
l	1		urity		urity		ion	nsa										.
	İ							cti										
-								on										
-														Va	N	Va	N	
														lu	О	lu	0	
														е	of	e	of	
	ļ								:						u		u	1
										.					ni		ni	
															ts		ts	
					-										w		w	
									******									
_			<u>.                                    </u>		[													

Signature:

Designation:

Date:



# FORM D

# Securities and Exchange Board of India (Prohibition of Insider Trading) Regulations, 2015 Regulation 7(3) - Transactions by other connected persons as identified by the company

Nam	Cations	Commi	4	C.		0/ 0		D :																		
	Catego	Securi		Secu		% of		Date		Date	Mode		ling			E										
e	ry of					ies held				rities acqu		Share		allot	me	of	of		vativ			X				
PAN	Person												prior to			Hold		nt		inti	acquisi	(Spe	ecify	type	of	c
No.,	(Prom	acquisition/		ired /		ing		adci		mat	tion			Futu		h										
CIN	oters/	disposal		disposal		Disp				acqı		ion	(marke	or C	ptio	ns etc	:.)	a								
/	KMP/			osed				sitio	n .	to	t		•			n										
DIN,	Directo							of		the	purcha					g										
&	rs/						•	shar	es/	com	se /					e										
addr	immed							sale	of	pany	public															
ess	iate						•	shar		FJ	rights/															
of	relativ						•	spec			prefere															
Pro	es							opec	11,5		ntial															
mote	other s										offer /															
r/	etc.)									1	off															
Emp	0.0.)										market															
loye								-			/ Inter-															
e/																										
Dire											se															
									-		transfe					•										
ctor						٠.					r etc.															
with																										
cont		-																								
act						,																				
nos.	<u> </u>		,		,	4							,													
		Тур	No	Тур	No	Pre	Po	Fr	T		·	Buy		Sell												
		e of		e of		Tran	st	om	0																	
		Sec		Sec		sact	tra								1											
		urity		urity		ion	nsa																			
							cti																			
					-		on																			
												Va	N	Va	N											
												lu	0	lu	0											
													of	e	of											
		. •										е	i													
								-					u		u											
-													ni		ni	-										
	<u> </u>								<u> </u>				ts		ţs	<u> </u>										
.																										
			<u> </u>	L	لــــا			l																		

Signature: Designation:

Date:

