



इंडियन रेलवे कैंटरिंग एण्ड टूरिज्म कॉरपोरेशन लिमिटेड
(भारत सरकार का उद्यम-मिनी रत्न)
INDIAN RAILWAY CATERING AND TOURISM CORPORATION LTD.
(A Govt. of India Enterprise-Mini Ratna)

"CIN-L74899DL1999GOI101707" E-mail : info@irctc.com Website : www.irctc.com

No. 2019/IRCTC/CS/PIT/355

Date: 17th November, 2020

Office Order No: 14

Sub: Compliance of IRCTC Code of Conduct for Regulating & Reporting Trading by Designated Persons & their Immediate Relatives- Instructions/Directives thereof.

As you all are aware that IRCTC's shares got listed on Stock Exchanges (BSE & NSE) on 14th October, 2019.

In pursuance of SEBI (Prohibition of Insider Trading) Regulations, 2015 as amended up to date, IRCTC has formulated a Code called "The IRCTC Code of Conduct for Regulating & Reporting Trading by Designated Persons & their Immediate Relatives" and the same is posted at the website of the Company the website with web link <https://irctc.com/assets/images/IRCTC%20CODE%20OF%20CONDUCT%20FOR%20REGULATING%20&%20REPORTING%20TRADING%20BY%20DESIGNATED%20PERSONS%20&%20THEIR%20IMMEDIATE%20RELATIVES.pdf>. All the employees of the Company are also advised to visit the website and keep themselves aware about the provisions of the Code.

In line with the above, it has been advised from time to time, to all the employees of the Company including designated employees through Office Orders circulated vide bulk email dated 11.10.2019, 14.10.2019, 30.10.2019, 30.12.2019, 05.02.2020, 25.03.2020, 29.06.2020 & 28.09.2020 that the trading window for dealing in shares of IRCTC would remain closed for all "Designated Employees/Insiders" and their immediate relatives, from 1st day, of the beginning of quarter till 48 hours from the date of quarterly/yearly financial results are made public and any contravention to the regulations of SEBI (Prohibition of Insider Trading) Regulations, 2015 & IRCTC's Code is attract penalty/disciplinary action as mentioned therein.





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In spite of several informatory office orders, it has come to the notice that few employees including some designated employees have dealt (buy/sell) in shares of IRCTC during the closure of trading window.

Keeping in view of above, all designated employees are once again strictly advised to adhere with the above mentioned IRCTC's code and not to deal in shares of IRCTC during closure of trading window. In case of any violation of IRCTC Code of Conduct for Regulating & Reporting Trading by Designated Persons & their Immediate Relatives, the Company is under obligation to inform the stock exchanges as required under Schedule B read with Regulation 9 (1) of SEBI (Prohibition of Insider Trading) Regulations, 2015.



For and Behalf of
Indian Railway Catering and Tourism Corporation Limited

(Suman Kalra)

Company Secretary & Compliance Officer
Membership No.: F9199

Copy to: All Designated employees of IRCTC

For Information of CMD/Directors/CVO