THE GROB TEA CO. LTD.

30th March, 2019

To,
The Listing Department
National Stock Exchange Of India Limited
Exchange Palza Bandra Kurla Complex Mumbai – 400051

To,
The Listing Department
The Calcutta Stock Exchange Limited
7 Lyons Range,
Kolkata – 700 001

Dear Sir,

Sub: Intimation under SEBI (Prohibition of Insider Trading) Regulations, 2015

Pursuant to the Regulation 8(2) of the SEBI (Prohibition on Insider Trading) Regulation, 2015 as amended, we hereby inform you that the Company has inter alia, approved the revised 'Code of Practices and Procedures for Fair Disclosure of Unpublished Price Sensitive Information and that the amendments shall be effective from 01/04/2019. The said revised Code is enclosed herewith.

Please take the same in record and acknowledge.

Thanking you.

Yours Faithfully,
For The Grob Tea Co. Ltd.
Kritika Mohata

Kritika Mohata
(Company Secretary)

Enclosure: As above

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CIN : L15494WB1895PLC000963

THE GROB TEA COMPANY LIMITED

CODE OF PRACTICES AND PROCEDURES FOR FAIR DISCLOSURE OF UNPUBLISHED PRCE SENSITIVE INFORMATION

Framed under Regulation 8 of Securities and Exchange Board of India (Prohibition of Insider Trading) Regulation, 2015

PREAMBLE

The Securities and Exchange Board of India has promulgated the SEBI (Prohibition of Insider Trading) Regulations, 2015 (hereinafter referred to as "Regulations") on January 15, 2015. As per Regulation 8 read with Schedule A of the Regulations every listed company has to frame a **Code of Practices and Procedures for Fair** Disclosure of Unpublished Price Sensitive Information (hereinafter referred to as the ' Code') n order to disseminate 'Unpublished Price Sensitive Information' (hereinafter referred to as 'UPSI') universally and not selectively by such companies. This Policy is intended to lay down the principles and practices to be followed by the Company pertaining to universal disclosure of UPSI.

The Company intends to follow best practices, duly complaint with Applicable Law, in the matter of disclosure of UPSI. Accordingly the following Code was adopted by the Board of Directors of the (name of the Company) (hereinafter referred to as 'Company), at its meeting held on 28th May, 2015 which was effective from 15th June, 2015. In view of the SEBI (Prohibition of Insider Trading) (Amendment) Regulations, 2018 effective from 1st April, 2019, the Code has been amended on 30th March, 2019.

I. Applicability

This Code shall apply in relation to disclosure by the Company of UPSI. The scope-exceptions as given in Applicable Law shall be applicable for the purpose of this Code as well. Any amendments in the Applicable Law, including any clarification/circulars of relevant regulator, shall be read into this Policy such that the Policy shall automatically reflect the contemporaneous Applicable Law at the time of its implementation.

II. Definitions

"**Applicable Law**" shall mean the Securities and Exchange Board of India (Prohibition of Insider Trading) Regulations 2015, or any statute, law, listing agreement, regulation, ordinance, rule, judgements order, decree, bye-law, clearance, directive, guideline, policy, requirement, notifications and clarifications, circulars or other governmental instruction and/or mandatory standards and or guidance notes as may be applicable in the matter of trading by an Insider.

"**Connected Person**" shall mean such persons as defined under the Regulations.

"**Chief Investor Relations Officer**" means such senior officer of the Company appointed by the Board of Directors of the Company, to deal with dissemination of information and disclosure of UPSI in a fair and unbiased manner.

The Company has designated the Company Secretary as Chief Investor Relations Officer(CIRO) to deal with dissemination of information and disclosure of Unpublished Price Sensitive Information (UPSI) to Stock Exchanges.

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

"**Insider**" means any person who is connected person or in possession of or having access to UPSI;

"**Selected Group of Persons**" includes securities analysts or selected institutional investors, brokers and dealers or their associated persons, investment advisers and institutional managers, investment companies, hedge funds or any other person.

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

"**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 and shall, ordinarily include but not restricted to, information relating to the following:

i. financial results;
ii. dividends;
iii. change in capital structure;
iv. mergers, de-mergers, acquisitions, delisting, disposals and expansion of business and such other transactions;
v. changes in key managerial personnel.

All the other terms used in the Code shall have the same meaning as assigned to them under the Regulations.

III. Sharing of UPSI for legitimate purpose

- UPSI is in the nature of information relating to the Company, directly or indirectly, of precise nature that can have an impact on the prices of the securities of the Company if made public.

- Till the UPSI becomes a generally available information, UPSI can be shared only on a need-to-know basis and for legitimate purpose as provided hereunder and not to evade or circumvent the prohibitions of the Regulations

    i. Sharing of relevant UPSI with consultant, advisors engaged by the Company in relation to the subject matter of the proposed deal/ assignments in relation to UPSI;
    ii. Sharing of relevant UPSI with intermediaries/ fiduciaries viz. merchant bankers, legal advisors, auditors in order to avail professional services from them in relation to the subject matter of the UPSI;
    iii. Sharing of relevant UPSI with persons for legitimate business purposed (e.g. attorneys, investment bankers or accountants);
    iv. Sharing of relevant UPSI with persons who have expressly agreed in writing to keep the information confidential, such as potential customers, other developers, joint venture partners and vendors, and not to transact in the company's securities on the basis of such information.
    v. Sharing of relevant UPSI in case of mandatory for performance of duties or discharge of legal obligations.

IV. Before sharing of the UPSI, the concerned person sharing such UPSI shall comply with the requirements in relation to circumstances and procedure for bringing people 'inside' as provided in Code of Conduct for Prohibition of Insider Trading.

V. The Compliance Officer shall maintain record of the details of the recipient, including their PAN, Address, etc., of UPSI on legitimate purpose including the following:

- Whether the concerned UPSI is required to be shared?
- Why the information is required by the recipient?

- Who had shared the UPSI and whether he was authorised to do so?
- Whether the Compliance Officer was intimated before such sharing of UPSI?
- Whether non-disclosure agreements were signed?
- Whether notice to maintain confidentiality of the shares UPSI has been given?

VI. Functions of the Chief Investor Relations Officer:

- Dealing with universal dissemination and disclosure of UPSI.
- Determination of questions as to whether any particular information amounts to UPSI.
- Determination of response, if any, of the Company to any market rumour in accordance with this Code.
- Dealing with any query received by any Insider about any UPSI.
- Providing advice to any Insider as to whether any particular information may be treated as UPSI.

If any Insider receives a query about any UPSI related to the Company, he shall not comment on the same and shall forward such query to the Chief Investor Relations Officer. The Chief Investor Relation Officer shall deal with such query in accordance with Applicable Law and this Code in consultation with Managing Director and CFO.

VII. Disclosure Policy

The Company shall ensure:

- prompt public disclosure of UPSI that would impact price discovery no sooner than credible and concrete information comes into being in order to make such information generally available.
- uniform and universal dissemination of UPSI to avoid selective disclosure.
- if any Insider 'selectively' discloses any UPSI to any person including the Selected Group then prompt disclosure of such information shall have to be made by the Chief Investor relations Officer to the public. Such disclosure must be made not later than 48 hours after the Chief Investor Relation Officer learns that communication of such UPSI has taken place.
- that information shared with analysts and research personnel is not UPSI.
- Develop best practices to make transcripts or records of proceedings of meeting with analysts and other investor relations conference on the official website to ensure official confirmation and documentation of disclosure made

Subject to Applicable Law methods of public disclosure of information to ensure uniform distribution shall include either of the following-:

- Distributing through Press Releases in newspapers or media including electronic media.
- Filing with Stock Exchanges.
- Any other method that ensures wide distribution of the news such as webcasts and webinars.
- Uploading the information on the website of the Company.

VIII. Third Party Dealings

The Chief Investor Relations Officer shall ensure that best practices of making transcripts or records of proceedings of meetings with analysts and other investor relations conference on the official website to ensure official confirmation and documents of disclosure made are developed by the Company.

The best practices shall include uploading the following information on the website of the company-

- Any Power Point Presentation or similar material used by the analysts in such meeting on the website of the Company.
- Any earnings guidance or nay other similar material distributed during press conference.
- Any material information about business plans of the Company provided in response to analyst queries or during discussions in a meeting or any other information which may lead to price discovery has been shared.

IX. Rumours: Verification of Market Rumours and response to queries

The Chief Investor Relations Officer shall provide appropriate and fair responses to queries in relation to UPSI including any news reports. A 'No Comment' policy must be maintained by the Company and the Chief Investor Relations Officer shall not comment on market rumours expect when requested by regulatory authorities to verify such rumours.

X. Need to know handling of UPSI

Company shall handle UPSI only on a need to know basis. UPSI shall be provided only when needed for legitimate purposes, performances of duties or discharge of legal obligations. All insiders shall adhere to conditions of strict confidentiality and shall not share any UPSI except for the aforesaid purposes.

XI. Amendments to this Code

The Board of Directors can amend this Policy, as wand when deemed fit. Any or all provisions of this Policy would be subject to revision/ amendments in accordance with the Rules, Regulations, Notifications etc. on the subject as may be issued by relevant authorities, from time to time. In case where any amendment(s), clarification(s), circular(s) etc. issued by the relevant authorities are not consistent with/are in addition to/are in derogation of the provisions laid down under this Policy, then such amendment(s), clarification(s), circular(s) etc. shall prevail upon the provisions of the Policy shall stand amended accordingly from effective date as laid down under such amendment(s), clarification(s), circular(s) etc.

XII. Posting of the Code

This Code shall be posted on the website of the Company.

Place : Kolkata
Date : 30/03/2019

By **Order of the Board**
For **The Grob Tea Company Limited**
Sd/-
Managing Director