



**OM GALAXY LIMITED**

**CODE OF CONDUCT TO REGULATE, MONITOR AND REPORT TRADING**

[Pursuant to Regulation 9 (1) of SEBI (Prohibition of Insider Trading) Regulations, 2015]  
(Adopted by Board of Directors in its meeting held on 17<sup>th</sup> February, 2026)

**Name of the Company Om Galaxy Limited**

**CIN: U33127MH2008PLC187382**

**Registered Office: 4/5/6 Blue Chip No 5, Industrial Estate, Sativali Road, Village Valiv, Vasai,  
Thane, Maharashtra, India, 401208**



## CODE OF CONDUCT TO REGULATE, MONITOR AND REPORT TRADING

### 1. PREAMBLE

With a view to govern the conduct of insiders on matters relating to insider trading, the Securities and Exchange Board of India (SEBI) had formulated Securities and Exchange Board of India (Prohibition of Insider Trading) Regulations, 2015 (hereinafter referred to as 'the **Regulations**').

Sub-regulation (1) of Regulation 9 *inter alia*, requires all listed companies to frame a Code of Conduct for Regulating, Monitoring and Reporting of trading by insiders by adopting the minimum standards as set out in Schedule B to the Regulations.

Accordingly, ("**Company**") has formulated this Code of Conduct for Regulating, Monitoring and Reporting of Trading by Designated Persons ("**Code**").

The Code has been formulated by the Board on 17<sup>th</sup> February, 2026 and shall be effective from date of Listing of securities of Company on Stock Exchange.

All the Directors, Designated Persons, officers and connected persons of the Company are advised to carefully go through and familiarize themselves with and adhere to the Regulations and the Code.

The Company endeavors to preserve the confidentiality of Unpublished Price Sensitive Information ("**UPSI**") and to prevent misuse of such information. The Company is committed to transparency and fairness in dealing with all stakeholders and in ensuring adherence to all laws and regulations.

Every Director, Officer, Designated Person and connected person of the Company has a duty to safeguard the confidentiality of all such UPSI obtained in the course of his or her work at the Company. No Director, Officer, Designated Officer and connected persons may use his or her position or knowledge of the Company to gain personal benefit or to provide benefit to any third party.

### 2. DEFINITIONS

"**Act**" means the Securities and Exchange Board of India Act, 1992;

"**Board**" means the Board of Directors;

"**Code**" or "**Code of Conduct**" shall mean the Code of Conduct for Regulating, Monitoring and Reporting of Trading by Insiders of Om Galaxy Limited, as amended from time to time;

"**Company**" means Om Galaxy Limited;

"**Compliance Officer**" means Company Secretary or such other senior officer, who is financially literate and is capable of appreciating requirements for legal and regulatory compliance under the SEBI regulations designated so and reporting to the Board of Directors and who shall be responsible for compliance of policies, procedures, maintenance of records, monitoring adherence to the rules for the preservation of unpublished price sensitive information, monitoring of trades and the implementation of the codes specified in the Regulations under the overall supervision of the Board of Directors;

Explanation: For the purpose of this code, "financially literate" shall mean a person who has the ability to read and understand basic financial statements i.e. balance sheet, profit and loss account, and statement of cash flows;

"**Company Secretary**" means a qualified person who has been designated by the Company as a Company Secretary of the Company;

"**Connected Person**" shall have the meaning ascribed to it under the Regulations.

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**“Contra Trade”** means a trade or transaction which involves buying or selling any number of securities of the Company and within 6 months of such transaction, trading or transacting in an opposite transaction involving selling or buying.

**“Designated Persons”** shall include a person occupying any of the following position in the company:

- All Directors on the Board;
- Promoters;
- All Key Managerial Personnel;
- Chief Executive Officer and employees up to two levels below Chief Executive Officer, of the Company and its material subsidiaries;
- All Employees in the Finance & Accounts, Legal, Secretarial & Compliance department of the Company and its material subsidiaries;
- Any other employee including support staff such as IT staff and secretarial staff who have access to UPSI as may be determined and informed by the Compliance Officer from time to time in consultation with the Board.

**“Director”** means a member of the Board of Directors of the Company;

**“Employee”** means every employee of the Company including the Directors in the employment of the Company;

**“Generally available Information”** means information that is accessible to the public on a non-discriminatory basis;

**“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;

**“Insider”** means any person who is,

- a. a connected person;

In possession of or having access to unpublished price sensitive information.

**“Key Managerial Person”** means person as defined in Section 2(51) of the Companies Act, 2013;

**“Promoter”** shall have the meaning assigned to it under the Securities and Exchange Board of India (Issue of Capital and Disclosure Requirements) Regulations, 2018 or any modification thereof;

**“Securities”** shall have the meaning assigned to it under the Securities Contracts (Regulation) Act, 1956 or any modification thereof;

**“Takeover regulations”** means the Securities and Exchange Board of India (Substantial Acquisition of Shares and Takeovers) Regulations, 2011 and any amendments thereto;

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

**“Trading Day”** means a day on which the recognized stock exchanges are open for trading;

**“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 and shall, ordinarily including but not restricted to, information relating to the following:

- a. financial results;
- b. dividends;
- c. change in capital structure;
- d. mergers, de-mergers, acquisitions, de-listings, disposals and expansion of business, award or termination of order/contract not in the normal course of business and such other transactions;
- e. Changes in key managerial personnel other than due to superannuation or end of term, and resignation of a Statutory Auditor or Secretarial Auditor.



- f. Change in rating(s), other than ESG rating(s)
- g. fund raising proposed to be undertaken;
- h. agreements, by whatever name called, which may impact the management or control of the company;
- i. fraud or defaults by the company, its promoter, director, key managerial personnel, or subsidiary or arrest of key managerial personnel, promoter or director of the company, whether occurred within India or abroad;
- j. resolution plan/ restructuring or one time settlement in relation to loans/borrowings from banks/financial institutions;
- k. admission of winding- up petition filed by any party /creditors and admission of application by the Tribunal filed by the corporate applicant or financial creditors for initiation of corporate insolvency resolution process against the company as a corporate debtor, approval of resolution plan or rejection thereof under the Insolvency and Bankruptcy Code, 2016;
- l. initiation of forensic audit, by whatever name called, by the company or any other entity for detecting mis-statement in financials, misappropriation/ siphoning or diversion of funds and receipt of final forensic audit report;
- m. action(s) initiated or orders passed within India or abroad, by any regulatory, statutory, enforcement authority or judicial body against the company or its directors, key managerial personnel, promoter or subsidiary, in relation to the company
- n. outcome of any litigation(s) or dispute(s) which may have an impact on the company;
- o. giving of guarantees or indemnity or becoming a surety, by whatever named called, for any third party, by the company not in the normal course of business;
- p. granting, withdrawal, surrender, cancellation or suspension of key licenses or regulatory approvals.

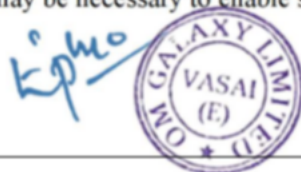
“**Regulations**” shall mean the Securities & Exchange Board of India (Prohibition of Insider Trading) Regulations, 2015 and any amendments thereto;

Words and expressions used and not defined in this Code 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 legislation.

### 3. ROLE OF COMPLIANCE OFFICER

The Company Secretary has been designated as the Compliance officer of the Company and her duties and roles shall be as follows:

- i. The Compliance Officer shall report to the Board of Directors of the Company in respect of the matters covered in this Code and in particular, shall provide reports to the Chairman of the Audit Committee, or to the Chairman of the Board of Directors on quarterly basis or at such other frequency as may be stipulated from time to time by the Board of Directors but not less than once in a year.
- ii. The Compliance Officer shall assist all employees in addressing any clarifications regarding the Regulations and shall administer the Company’s Code of Conduct and other requirements under the SEBI Regulations.
- iii. The Compliance Officer shall maintain a record of Designated Persons and any changes made to the list of Designated Persons and all declarations / forms submitted by them.
- iv. The Compliance Officer shall be responsible for monitoring implementation of the Policy under the overall supervision of the Board.
- v. He shall inform all Stock Exchanges on which the securities of the Company are listed, the information received under as required and disclose to the extent, as required under rules and regulations promulgated by SEBI or the Stock Exchanges;
- vi. He shall place details of the dealing in the securities by Designated Persons before the Managing Director, as may be required and the accompanying documents that such persons had executed under the pre-dealing procedure as mentioned in this Policy;
- vii. The compliance officer shall review the trading plan to assess whether the plan would have any potential for violation of these regulations and shall be entitled to seek such express undertakings as may be necessary to enable such assessment and to approve and monitor the



- implementation of the plan;
- viii. The compliance officer shall approve or reject the trading plan within two trading days of receipt of the trading plan and notify the approved plan to the stock exchanges on which the securities are listed, on the day of approval;
  - ix. The Compliance officer shall close trading window for designated person or class of designated persons where it is reasonably expected to have possession of unpublished price sensitive information except the events mentioned in Regulation 4(3) of Schedule B to the Regulations;
  - x. The Compliance Officer shall do all such other things as provided in the Regulations and as may be prescribed by SEBI from time to time.

#### 4. PRESERVATION OF UNPUBLISHED PRICE SENSITIVE INFORMATION

- i. Communication or procurement of unpublished price sensitive information:
  - a) No Designated Person and their immediate relatives or any Insider shall communicate, provide, or allow access to any Unpublished Price Sensitive Information to any person including other insiders except where such communication is in furtherance of legitimate purposes, performance of duties or discharge of legal obligations or otherwise as provided under the Regulations. All information shall be handled within the organisation on a need to-know basis and no unpublished price sensitive information shall be communicated to any person except in furtherance of legitimate purposes, performance of duties or discharge of legal obligations.
  - b) No person shall procure from or cause the communication by any insider of unpublished price sensitive information, relating to the Company or securities listed or proposed to be listed, except in furtherance of legitimate purposes, performance of duties or discharge of legal obligations.
  - c) Subject to the provisions of the Regulations, no Designated Person and their immediate relative/Insider shall trade in the Securities when in possession of Unpublished Price Sensitive Information.
  - d) The Company has established policies, procedures and arrangements including earmarked areas (collectively "**Chinese Walls**") designed to manage confidential information and prevent the inadvertent spread and misuse of Unpublished Price Sensitive Information. In general, Chinese Walls separate areas that have access to Unpublished Price Sensitive Information ("**Sensitive Areas**") from those who do not have such access ("**General Areas**").
  - e) However, UPSI may be communicated, provided, allowed access to or procured, in connection with a transaction which:
    - i. entails an obligation to make an open offer under the Takeover Regulations where the Board of the Company is of informed opinion that sharing of such UPSI is in the best interests of the Company; or
    - ii. does not attract the obligation to make an open offer under the Takeover Regulations but where the Board of the Company is of the informed opinion that sharing of such UPSI is in the best interests of the Company and the information that constitutes UPSI 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 may determine to be adequate and fair to cover all relevant and material facts.
  - f) Employees within Sensitive Areas have a responsibility to ensure the Chinese wall is not breached deliberately or inadvertently 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 within Sensitive Areas, Unpublished Price Sensitive Information can circulate freely. Within Sensitive Areas, the 'need-to-know' policy shall be fully in effect.



- g) Any person may be brought inside on a sensitive transaction with prior written approval of the Compliance Officer. Such person shall be fully made aware of the duties and responsibilities attached to the receipt of inside information, and the liability that are attached to misuse or unwarranted use of such information.
- h) A structured digital database shall be maintained containing the nature of UPSI and the names of such persons or entities with whom information is shared or who has shared such information along with the Permanent Account Number or any other identifier authorized by law where Permanent Account Number is not available. Such databases shall be maintained with adequate internal controls and checks such as time stamping and audit trails to ensure non-tampering of the database provided that entry of information, not emanating from within the organisation, in structured digital database may be done not later than 2 calendar days from the receipt of such information.  
This digital database should be preserved for a period of not less than eight years after completion of the relevant transactions. The Board of Directors shall ensure compliance with this clause in consultation with the Compliance Officer.

ii. Restrictions

Every person preparing and circulating any unpublished price sensitive information (UPSI) as defined under the Regulations shall ensure to notify the following notation "Privileged and Confidential" on each such document / statement.

iii. Trading Window

- a) All Designated Persons and their immediate relatives shall not be permitted to deal in the Securities of the Company during the period, to be called "Trading Window Closure". The trading window shall be closed when the compliance officer determines that a Designated Person or class of Designated Persons can reasonably be expected to have possession of Unpublished Price Sensitive Information. Such closure shall be imposed in relation to such securities to which such unpublished price sensitive information relates. Designated persons and their immediate relatives shall not trade in securities when the trading window is closed. For unpublished price sensitive information not emanating from within the Listed Company, trading window may not be closed.
- b) The Trading Window shall be closed from the end of every quarter, till 48 hours after the declaration of financial results of the Company. The gap between clearance of accounts by audit committee and board meeting should be as narrow as possible and preferably on the same day to avoid leakage of material information.
- c) For other items, the Compliance Officer shall have the power to close the Trading Window for such purposes and for such period as he may deem fit in consultation with any whole-time director/CEO of the Company.
- d) The timing for re-opening of the trading window shall be determined by the compliance officer taking into account various factors including the unpublished price sensitive information in question becoming generally available and being capable of assimilation by the market, which in any event shall not be earlier than forty-eight hours after the information becomes generally available.
- e) 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.



iv. Non-applicability of trading Window Restrictions:

The Trading Window Restrictions shall not be applicable in the following scenarios

- a) The transaction is an off-market inter-se transfer between insiders who were in possession of the same unpublished price sensitive information and both parties had made a conscious and informed trade decision as defined in Regulation 4 (1) (i) of the Regulations.
- b) The transaction was carried out through the block deal window mechanism between persons who were in possession of the unpublished price sensitive information and both parties had made a conscious and informed trade decision as per the guidelines of Regulation 4 (1) (ii) of the Regulations.
- c) The transaction in question was carried out pursuant to a statutory or regulatory obligation to carry out a bona fide transaction. The transaction in question was undertaken pursuant to the exercise of stock options in respect of which the exercise price was pre-determined in compliance with applicable regulations.
- d) The trades were pursuant to a trading plan set up in accordance with Regulation 5.
- e) The trade was in respect of a pledge of shares for a bonafide purpose such as raising of funds, subject to pre-clearance by the Compliance Officer and compliance with the respective regulations made by the Board.
- f) 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 buyback 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.

v. Restrictions for dealing in Securities of the Company

- a) No Designated persons and their Immediate Relatives shall enter into a contra trade i.e. sell or buy the Securities of the Company during a period of six months following a previous transaction. This restriction shall not be applicable for trades pursuant to exercise of stock options. However, once the shares acquired on exercise of the ESOPs are sold, the restriction on buying would become applicable for the next six months.
- b) In the event, a contra trade is executed, inadvertently or otherwise, in violation of such a restriction, the profits from such trade shall be liable to be disgorged for remittance to SEBI for credit to the Investor Protection and Education Fund.
- c) In case the sale of Securities is necessitated by personal emergency, the Compliance Officer is empowered to grant relaxation from strict application of such a restriction, after recording in writing the reasons for grant of such relaxations. The Designated Persons seeking waiver of the contra period must make an application in Annexure 5 citing the reasons thereof, to the Compliance Officer.

vi. All non-public information directly received by any employee should immediately be reported to the head of the department.

vii. Files containing confidential information shall be kept secure. Computer files must have adequate security of login and password, etc.



## 5. PRE-CLEARANCE OF TRADES

All Designated Persons, who intend to deal in the securities of the Company in their own name or in the name of their Immediate Relatives, when the trading window is open and if the value of the proposed trades is above Rs. 10 Lakhs (market value), shall obtain pre-clearance of the transactions from the Compliance Officer for each transaction. However, pre-clearance of trades shall not be required for a trade executed as per an approved trading plan. Further, 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. The pre-clearance procedure shall be hereunder:

- i. An application may be made in the prescribed Form (Annexure 1) to the Compliance officer indicating the estimated number of securities that the Designated Person intends to deal in, the details as to the depository with which he has a security account, the details as to the securities in such depository mode and such other details as may be required by the Compliance Officer in that behalf.
- ii. A Declaration (Annexure 2) shall be executed in favour of the Company by such Person.
- iii. Before granting pre-clearance in form (Annexure 3), the Compliance Officer shall have due regard to whether any such declaration is reasonably capable of being rendered inaccurate.
- iv. All Designated Persons shall execute their order in respect of securities of the Company within seven (7) trading days from the date of the approval of pre-clearance. The Designated persons shall file within 1 (one) day of the execution of the deal, the details of such deal and changes in the holdings, with the Compliance Officer in the prescribed form. In case the transaction is not undertaken, a report to that effect shall be filed (Annexure 4).
- v. If the order is not executed within seven trading days from the date the approval is given, the employee/director must seek fresh pre-clearance of the transaction.
- vi. All Designated Persons who buy or sell any number of shares of the Company shall not enter into an opposite transaction (shall not execute a contra trade) i.e. sell or buy any number of shares during the next six months following the prior transaction. All Specified Persons/Designated Persons shall also not take positions in derivative transactions in the shares of the Company at any time. In case any contra trade is 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 Securities and Exchange Board of India (SEBI) for credit to the Investor Protection and Education Fund administered by SEBI under the Act.
- vii. The restrictions contained in this clause shall also apply to Immediate Relatives in respect the concerned Designated Person.

## 6. Reporting requirements

- i. Initial Disclosure:

Every person on appointment as a key managerial personnel or a director of the company or upon becoming a promoter or member of the promoter group shall disclose his 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 in Annexure 6.

- ii. Continual Disclosures

(a) Every promoter, member of the promoter group, designated person and director of every company shall disclose 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 ten lakh rupees or such other value as may be specified;



(b) Every company shall notify the particulars of such trading to the stock exchange on which the securities are listed within two trading days of receipt of the disclosure or from becoming aware of such information.

Explanation. — It is clarified for the avoidance of doubts that the disclosure of the incremental transactions after any disclosure under this sub-regulation, shall be made when the transactions effected after the prior disclosure cross the threshold specified in clause (a).

(c) The above disclosures shall be made in such form as mentioned in Annexure 7 and such manner as may be specified by the Board from time to time.

iii. Disclosure by other connected persons

Any company whose securities are listed on a stock exchange may, at its discretion require any other connected person 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 in order to monitor compliance with these regulations.

iv. Annual Submission

The 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 in Annexure 8 and as and when the information changes:

- 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.

**Note:** 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 from a designated person during the immediately preceding twelve months, equivalent to at least 25% of the annual income of such designated person but shall exclude relationships in which the payment is based on arm’s length transactions

**7. PENALTY FOR CONTRAVENTION OF THE CODE OF CONDUCT**

- i) Every Designated Person shall be individually responsible for complying with the provisions of the Code (including to the extent the provisions hereof applicable to his/her immediate relatives).
- ii) Any Designated Person who trades in securities or communicates any information for trading in securities, in contravention of this Code may be penalised and appropriate action may be taken by the Board of Directors of the Company apart from the penalties prescribed under the Code.
- iii) Designated Person who violates the Code shall also be subject to disciplinary action by the Board of Directors of the Company, which may include wage freeze, suspension, ineligibility for future participation in employee stock option plans, etc.
- iv) The action by the Company shall be in addition to any action that may be taken by SEBI in case of violation of SEBI (Prohibition of Insider Trading) Regulations, 2015.
- v) In case it is observed by the Board of Directors that there has been a violation of SEBI regulations, they shall inform all the Stock Exchanges where the securities of the Company are traded promptly.



**ANNEXURE 1**  
**APPLICATION FOR PRE-CLEARANCE**

To  
The Compliance Officer  
[●]

Dear Sir,

**Application for Pre-clearance of trading in securities of the Company**

Pursuant to the SEBI (Prohibition of Insider Trading) Regulations, 2015 and the Company's Code of Internal Procedures and Conduct for Regulating, Monitoring and Reporting of Trading by Designated Persons, I seek approval to purchase /sale /subscribe \_\_\_\_\_equity shares of the Company as per details given below:

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 of Securities c) Sale of Securities
6.	Proposed window of dealing in securities	
7.	Estimated number of securities proposed to be acquired/subscribed/sold	
8.	Current Market Price (as on date of the application)	
9.	Whether the proposed transaction will be through stock exchange or off-market deal	
10.	Folio No./DP ID/Client ID No. where the securities will be credited/debited	

I enclose herewith the form of Declaration signed by me.

I have gone through the Code of Conduct in respect of prevention of Insider Trading and I will abide by all the rules made there under. I/We declare that the shares to be sold, if any, have been held by me/us for a minimum of 6 months.

I have understood that I will be dealing in the securities in the course of next seven days after receiving the permission from you.

I agree that if after getting your approval I do not trade in the securities within 7 days. I will treat the permission given as cancelled

Yours faithfully,

(Signature of Designated Person)

Name:

Designation:


**ANNEXURE 2  
DECLARATION TO BE ACCOMPANIED  
WITH THE APPLICATION FOR PRE-CLEARANCE**

**DECLARATION**

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 Internal Procedures and Conduct for Regulating, Monitoring and Reporting of Trading by Designated Persons (the Code) up to the time of signing of 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 one day of execution of the transaction.

I undertake not to transact in Securities in the sanctioned period in case trading window is declared closed subsequently.

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

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

Date:

Signature: \_\_\_\_\_

Kpno



**ANNEXURE 3**

**PRE- CLEARANCE APPROVAL**

To,  
Name:  
Designation:  
Place:

This is to inform you that your request for dealing in \_\_\_\_\_ (no's) shares of the Company as mentioned in your application dated \_\_\_\_\_ is approved. Please note that the said transaction must be completed within 7 trading days from today.

Details of the Proposed Transaction:

- Type of Transaction (Buy/Sell/Subscribe): \_\_\_\_\_
- No. of Securities: \_\_\_\_\_
- Estimated Value (Rs.): \_\_\_\_\_
- Trading Account/DP Details: \_\_\_\_\_
- Name of Depository Participant: \_\_\_\_\_

In case you do not execute the approved transaction /deal within the aforesaid period 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 prescribed format within one day from the date of transaction/deal. In case the transaction is not undertaken a 'Nil' report shall be necessary. You shall not execute a contra trade within 6 months from the date of your present trade.

Please note the following:

1. You shall not enter into an opposite transaction (contra trade) within six months from the date of execution of the above transaction, unless permitted as per the Code.
2. You shall report the details of the executed transaction within 2 working days in the prescribed format.
3. In case the transaction is not executed, a "Nil" report must be submitted. This order is being issued without prejudice to any action that may be taken by the Company or SEBI for violation of the Code or the PIT Regulations

Yours faithfully,  
For Om Galaxy Limited

Compliance Officer

Date:

Encl: Format for submission of details of transaction



**ANNEXURE 4**  
**REPORT OF TRADES EXECUTED/DECISION**  
**NOT TO TRADE WITH REASONS**

(To be submitted within one day of transaction / dealing in securities of the Company)

To,  
The Compliance Officer

I hereby inform that in furtherance of your Pre-Clearance Order dated \_\_\_\_\_ for Purchase/Sale of \_\_\_\_\_ Shares

1. have not bought / sold/ subscribed any securities of the Company for the following reasons:
2. have bought/sold/subscribed \_\_\_\_\_ securities as mentioned below on \_\_\_\_\_ (date)

Name of holder	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 5 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 slip (applicable in case of sale transaction).

I agree to hold the above securities for a minimum period of six months. I shall not enter into a contra trade within 6 months from the previous transaction

I submit the following details of change in holding of securities of the Company:

Name, PAN No. & address of shareholder	No. of securities held before the transaction	Receipt of allotment advice/acquisition of / sale of securities	Nature of Transaction & Quantity			Trading Member through whom the trade was executed with SEBI Registration No. of TM	Exchange on which the trade was executed
			Purchase	Sale	Others		



Details of change in securities held by immediate relatives:

Name, PAN No. & address of shareholder and relationship	No. of securities held before the transaction	Receipt of allotment advice/acquisition of/sale of securities	Nature of Transaction & Quantity			Trading Member through whom the trade was executed with SEBI Registration No. of TM	Exchange on which the trade was executed
			Purchase	Sale	Others		

I hereby confirm that the above trade was executed after obtaining necessary pre-clearance and was not based on any unpublished price sensitive information (UPSI). I also confirm that I shall not execute a contra trade for a period of six months from the date of this transaction unless permitted under the Code. In case of non-execution of the trade, a NIL report has been or will be submitted separately.

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).

Signature:  
Name & Designation



**ANNEXURE 5**  
**APPLICATION FOR WAIVER OF MINIMUM HOLDING PERIOD**

To,  
The Compliance Officer  
Dear Sir,

I request you to grant me waiver of the minimum holding period of six months as required under the Code for Regulating, Monitoring and Reporting of Trading by Designated Persons with respect to \_\_\_\_\_ Shares \_\_\_\_\_ of the Company held by me / \_\_\_\_\_ (name of relative) singly / jointly acquired by me on \_\_\_\_\_  
I desire to deal in the said shares on account of \_\_\_\_\_

\_\_\_\_\_ (give reasons).

Thanking you

Yours faithfully,

Name:

Designation:



**ANNEXURE 6**

**SEBI (Prohibition of Insider Trading) Regulations, 2015**

**[Regulation 7(1)(b) read with Regulation 6(2) – Disclosure on becoming a Key Managerial Personnel/Director/Member of the Promoter group]**

**FORM B**

Name of the company: \_\_\_\_\_

ISIN of the company: \_\_\_\_\_

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

Name, PAN, CIN/DIN & Address with contact nos.	Category of Person (KMP / Director or member of the promoter group/ Immediate relative to/others, etc.)	Date of appointment of KMP/Director / OR Date of becoming Promoter/ member of the promoter group	Securities held at the time of appointment of KMP/Director or upon becoming Promoter or member of the promoter group		% of Shareholding
			Type of securities (For eg. – Shares, Warrants, Convertible Debentures, Rights entitlements, etc.)	No.	
1	2	3	4	5	6

*Note: "Securities" shall have the meaning as defined under regulation 2(1)(i) of SEBI (Prohibition of Insider Trading) Regulations, 2015.*

Details of Open Interest (OI) in derivatives on the securities of the company held on Promoter, Key Managerial Personnel (KMP), Director and other such persons as mentioned in Regulations 6(2).

Open Interest of the Future contracts held as on date of regulations coming in to force			Open Interest of the Option Contracts held as on date of regulations coming in to force		
Contract specifications	Number of units (contracts * lot size)	Notional value in Rupee terms	Contract specifications	Number of units (contracts * lot size)	Notional value in Rupee terms
7	8	9	10	11	12
NA					

*Note: In case of Options, notional value shall be calculated based on premium plus strike price of options*

Signature: \_\_\_\_\_

Name: \_\_\_\_\_

Designation: \_\_\_\_\_

Date: \_\_\_\_\_

Place: \_\_\_\_\_



**ANNEXURE 7**  
**CONTINUAL DISCLOSURE PROMOTERS,**  
**EMPLOYEES AND DIRECTORS OF THE COMPANY**

Securities and Exchange Board of India (Prohibition of Insider Trading) Regulations, 2015  
[Regulations 7 (2) (a)]

Details of change in shareholding or voting rights held by Promoters, Employees and Directors  
(including their immediate relatives)

Name, PAN No. & Address of Promoters / Employees / Directors	No. & % of shares /voting rights held by the Promoters / Employees / Directors	Date of receipt of allotment advice/ acquisition / sale of shares/ voting rights	Date of intimation to Company	Mode of Acquisition (market purchase / public / rights / preferential offer etc.)/ sale	No. & % of shares/ voting rights post acquisition/sale	Trading Member through whom the trade was executed with SEBI Registration no. of the TM	Exchange on which the trade was executed	Buy quantity	Buy Value	Sell quantity	Sell value

Date:  
Place:

Signature:  
Name:



**ANNEXURE 8**  
**REPORTING HOLDINGS AS AT THE**  
**END OF EVERY QUARTER / FINANCIAL YEAR**

To,  
The Compliance Officer

I, \_\_\_\_\_, in my capacity as \_\_\_\_\_ of the Company hereby submit the following details of securities held in the Company as on ..... /OR as at 31<sup>st</sup> March/30<sup>th</sup> June/30<sup>th</sup> September/31<sup>st</sup> December, [year].

1. Details of securities held by me:

Type of Securities	No. of Securities held	PAN

2. Details of Immediate Relatives

Pursuant to the provisions of SEBI (Prohibition of Insider Trading) Regulations, 2015 and the Company's Code of Internal Procedures and Conduct for Regulating, Monitoring and Reporting of Trading by Insiders, I hereby declare that I have the following immediate relatives:

Sr. No	Name of the Immediate Relatives	Relation with Designated Person	No. of Securities Held	PAN

Date:

Signature:

