

**ARVIND FASHIONS LIMITED**  
**CODE OF CONDUCT FOR PROHIBITION OF INSIDER TRADING**

(as amended w.e.f April 01, 2019)

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## 1. INTRODUCTION

- 1.1. The Securities and Exchange Board of India (“SEBI”), in its endeavour to protect the interests of investors in general, had notified the new Securities and Exchange Board of India (Prohibition of Insider Trading) Regulations, 2015 on 15<sup>th</sup> January 2015 (w.e.f. May 15, 2015). The Regulations were further amended by Securities and Exchange Board of India (Prohibition of Insider Trading) (Amendment) Regulations, 2018 (w.e.f. April 01, 2019) and Securities and Exchange Board of India (Prohibition of Insider Trading) (Amendment) Regulations, 2019 (w.e.f. January 21, 2019). In terms of the Regulations, Arvind Fashions Limited (hereinafter referred to as “the Company”) is required, *inter alia*, to frame a Code of Conduct for prohibition of insider trading (hereinafter referred to as “Arvind Fashions Limited Insider Code”) by employees of the Company and designated persons (separately defined hereinafter) including the Directors of the Company, in relation to the securities of the Company.
- 1.2. In line with the Regulations, the following “Insider Code” has been adopted by the Board of Directors of the Company at its meeting held on July 26, 2018:

## 2. APPLICABILITY

- 2.1. Subject to applicable laws, this Insider Code is applicable to all designated persons, their immediate relatives, connected persons, promoter and promoter group of the Company.

## 3. DEFINITIONS

As used in this Insider Code:

- 3.1. “**Act**” means the Securities and Exchange Board of India Act, 1992, as amended.
- 3.2. “**Board**” means Board of Directors of the Company.
- 3.3. “**Insider Code**” means this Code of Conduct for Prohibition of Insider Trading including modifications made thereto from time-to-time.
- 3.4. “**Company**” means Arvind Fashions Limited.
- 3.5. “**Compliance Officer**” means any senior officer, designated so and reporting to the Board of Directors who is financially literate (within the meaning of the Regulations) and is capable of appreciating requirements for legal and regulatory compliance under the Regulations 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compliance of policies, procedures, maintenance of records, monitoring adherence to the rules for the preservation of unpublished price sensitive information, monitoring of trades and the implementation of the codes specified in the Regulations under the overall supervision of the Board.
- 3.6. “**Connected Person**” means-
  - (i) 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.

- (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 in relation to the 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
  - 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 recognised 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 any director of the Company or his immediate relative or banker of the Company, has more than ten per cent of the holding or interest.

3.7. **“Designated Persons”** shall cover the following:

- (i) All directors whether executive, non-executive or independent;
- (ii) All promoters of the Company;
- (iii) Employees of the Company and its material subsidiaries, if any, designated on the basis of their functional role or access to UPSI in the organization.
- (iv) Chief Executive Officer and employees upto two levels below Chief Executive Officer of the Company and its material subsidiaries, if any, irrespective of their functional role in the company or ability to have access to unpublished price sensitive information;
- (v) personal secretary to any of the above;
- (vi) any other person as may be determined by the designated Compliance Officer from time to time.

3.8. **“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.

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

3.10. **“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;

- 3.11. **"Insider"** means any person who is:
- (i) a connected person; or
  - (ii) in possession of or having access to unpublished price sensitive information;
- 3.12. **"Legitimate purpose"** shall include sharing of UPSI in the ordinary course of business by an insider with partners, collaborators, lenders, customers, suppliers, merchant bankers, legal advisors, auditors, insolvency professionals or other advisors or consultants, provided that such sharing has not been carried out to evade or circumvent the prohibitions of the regulations.
- 3.13. **"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.
- 3.14. **"Regulations"** means Securities and Exchange Board of India (Prohibition of Insider Trading) Regulations, 2015, as amended;
- 3.15. **"Promoter and 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 or any modification thereof;
- 3.16. **"Securities"** shall mean and include equity shares and derivatives on shares of the Company;
- 3.17. **"Takeover Regulations"** means the Securities and Exchange Board of India (Substantial Acquisition of Shares and Takeovers) Regulations, 2011 and any amendments thereto;
- 3.18. **"Trading"** means and includes subscribing, buying, selling, dealing, or agreeing to subscribe, buy, sell, deal in any securities, and "trade" shall be construed accordingly;
- 3.19. **"Trading Day"** means a day on which the recognized stock exchanges are open for trading;
- 3.20. **"Unpublished Price Sensitive Information or UPSI"** means any information, relating to the 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: -
- (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; and
  - (v) changes in key managerial personnel.

Words and expressions used and not defined in the 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.

#### **4. ROLE OF COMPLIANCE OFFICER AND AUTHORITY TO DELEGATE**

- 4.1 The Compliance Officer shall report to the Board of Directors and in particular, shall provide reports to the Chairman of the Audit Committee, if any, or to the Chairman of the Board of Directors at such frequency as may be stipulated by the Board of Directors but not less than once in a year.
- 4.2 In case the compliance officer is not available either on account of his being on leave or on his being away from the Head Quarters of the Company for a period of 7 (seven) days or more, he shall delegate his authority to any executive as he may deem fit and appropriate, who shall act as Compliance Officer during the period of his absence.

#### **5. CONFIDENTIALITY OF UPSI/CONFIDENTIAL INFORMATION**

- 5.1 All information shall be handled within the Company on a need-to-know basis and no UPSI shall be communicated to any person except in furtherance of the insider's legitimate purposes, performance of duties or discharge of his legal obligations.
- 5.2 The Company has put in place policies and procedures (hereinafter referred as Chinese Walls) to manage UPSI and prevent the inadvertent spread and misuse of UPSI. Chinese Walls are designed to curb on passing of UPSI. Employees, who are in possession of UPSI, have a responsibility to ensure that UPSI should not be shared or disclosed to any persons except their legal obligations. All non-public information directly / indirectly received by any employee should immediately be reported to the head of the department. For this, the management shall ensure that appropriate policies, procedures and physical arrangements are implemented for the relevant businesses and that these are complied with by all affected employees. Local policies should address not only the maintenance of Chinese Walls and how these implemented and controlled but also procedures for crossing the wall. The establishment of Chinese Walls is not intended to suggest that within Insider Areas material, Confidential Information can circulate freely. Within Insider Areas, the 'need-to-know' policy shall remain fully in effect.
- 5.3 Confidential Information / UPSI shall be kept with adequate security.
- 5.4 No Insider shall trade in securities of the Company that are listed or proposed to be listed while in possession of UPSI, except as provided under the Regulations. When a person who has traded in such securities has been in possession of UPSI, his trades would be presumed to have been motivated by the knowledge and awareness of such information in his possession, unless the insider proves his innocence by demonstrating the circumstances including the circumstances enumerated under the Regulations.

#### **6. TRADING PLAN**

- 6.1 An insider shall be entitled, at his option, 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 with such plan.
- 6.2 Such 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;

- (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.
- 6.3 The Compliance Officer shall review such trading plan to assess whether the plan would have any potential for violation of the Regulations or this Code 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.
- 6.4 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.
- 6.5 However, the implementation of the trading plan shall not be commenced, if any UPSI in possession of the Insider at the time of formulation of the plan has not become generally available at the time of the commencement of implementation and in such event the Compliant Officer shall confirm that the commencement ought to be deferred until such UPSI becomes generally available information so as to avoid a violation of sub-regulation (1) of regulation 4 of the Regulations.
- 6.6 Upon approval of the trading plan, the Compliance Officer shall notify the plan to the stock exchanges on which, the securities are listed.
- 6.7 A notional trading window shall be used as an instrument of monitoring trading by Designated Persons. The Compliance Officer should close trading window when he determines that a Designated Person or class of Designated Persons can reasonably be expected to have possession of UPSI. Such closure shall be imposed in relation to such securities to which such UPSI relates. During closure of notional window, Designated Persons and their immediate relatives shall not trade in securities when the trading window is closed.
- 6.8 Trading window norms and restrictions on contra trade shall not be applicable for trades carried out in accordance with an approved trading plan.

## **7. TRADING WINDOW**

- 7.1 Designated Persons and their dependents shall not buy/sell securities of the Company during closure of the "Trading Window", i.e., the period during which trading in the securities of the Company is prohibited.
- 7.2 Trading Window shall be closed during the following periods:
- (i) In respect of events of declaration of financial results (quarterly, half-yearly and annual) or declaration of dividends (interim and final), the Trading Window shall be closed 15 (fifteen) days prior to the date of the Board / Committee Meeting scheduled to be held for the purpose.
  - (ii) From the date of circulation of the agenda for the meeting of the Board of Directors, in which any material, price sensitive and unpublished, event, including the following, are proposed:
    - a) Issue of securities;
    - b) Buy-back and splitting of securities;
    - c) Dividends;

- d) Significant expansion plans or new projects;
  - e) Acquisition, amalgamation, merger, takeover of companies / businesses;
  - f) Disposal of whole or substantially the whole of the undertaking; and
  - g) Significant changes in plans or operations of the Company.
- 7.3 The trading window shall open 48 hours after the information in respect of the events become generally available.
- 7.4 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**

- 8.1 When the trading window is open, any Designated Person shall trade in Securities of the Company subject to pre-clearance by the Compliance Officer in respect of purchase/sale of securities where the quantity **exceeds 10,000 (Ten thousand) shares or the value of the proposed trades exceeds Rs.10 lacs (Ten lacs) in a one transaction or in a series of transactions in one Quarter**. However, no Designated Person shall be entitled for pre-clearance of any proposed trade if such Designated Person is in possession of UPSI even if the trading window is not closed.
- 8.2 Designated Person who proposes to execute trade in Securities of the Company shall submit an application duly filled and signed to the Compliance Officer. The format of application is annexed as **Annexure “A”**.
- 8.3 Prior to approving any trades, the Compliance Officer shall seek declarations to the effect that the applicant for pre-clearance is not in possession of any UPSI. He shall also have regard to whether any such declaration is reasonably capable of being rendered inaccurate.
- 8.4 The Compliance Officer shall confidentially maintain a list of such securities as a “restricted list” which shall be used as the basis for approving or rejecting applications for preclearance of trades.
- 8.5 The Compliance Officer shall approve / reject pre-clearance application within four days in **Annexure “B”**.
- 8.6 Designated Person shall execute pre-cleared trade within seven trading days from approval and shall report his trade details to Compliance Officer in **Annexure “C”** within 2 trading days from the trade. In case non-trading, Designated Person shall report his decision of non-trading along with reasons to Compliance Officer in **Annexure “C”**.
- 8.7 In case of failure in executing trade within seven trading days, Designated Person shall be required to take fresh pre-clearance for the trades to be executed in **Annexure “A”**.
- 8.8 Designated Person who is permitted to trade shall not execute a contra trade within next six months from previous transaction. The Compliance Officer may grant relaxation from strict application of such restriction for reasons to be recorded in writing without violating the Regulations. If 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 SEBI for credit to the Investor Protection and Education Fund.
- 8.9 Pre-clearance of trades shall not be required for a trade executed as per an approved trading plan.



## 9. DISCLOSURE BY CERTAIN PERSONS

### 9.1 Initial Disclosure

- (i) Every promoter, member of the promoter group, key managerial personnel, and director of the company shall disclose his holding of securities within 30 days of the Regulations taking effect in **Annexure “D”**.
- (ii) Every person on appointment as 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 as on the date of appointment or becoming a promoter, to the Company within 7 days of such appointment or becoming a promoter in **Annexure “D”**.

### 9.2 Continual Disclosure

- (i) Every promoter, member of the promoter group, designated person and director of the 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 Rs.10 lac* in **Annexure “C”**.
- (ii) Further, disclosure of incremental transactions after any disclosure under this sub-regulation shall be made when the transactions effected after the prior disclosure cross the threshold limit as specified above.
- (iii) The 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.

9.3 The Company may require entities or persons with whom it has shared UPSI, to make disclosure in relation to their trades, to the Company, in a format prescribed by the Company.

The disclosures to be made by any person under this Clause 9 shall include those relating to trading by such person's immediate relatives, and by any other person for whom such person takes trading decisions.

## 10. ANNUAL DISCLOSURE

Every Designated person shall disclose the names and PAN or any other identifier authorized by law of the following persons to the Company on an annual basis in **Annexure “E”** and as and when the information changes:

- a) immediate relatives of such Designated Person; and
- b) persons with whom such Designated Person shares a Material Financial Relationship.

Every Designated person shall also disclose Phone and mobile /cell numbers which are used by them and the above persons.

In addition, the names of educational institutions from which Designated Persons have graduated and names of their past employers shall also be disclosed.

## **11. INSTITUTIONAL MECHANISM FOR PREVENTION OF INSIDER TRADING**

- 12.1 The designated Compliance Officer of the Company shall put in place adequate and effective system of internal controls to ensure compliance with the requirements given in the Regulations to prevent insider trading.
- 12.2 The internal controls shall include the following:
- (a) all employees who have access to UPSI are identified as Designated Employee;
  - (b) all the UPSI shall be identified and its confidentiality shall be maintained as per the requirements of the Regulations;
  - (c) adequate restrictions shall be placed on communication or procurement of UPSI as required by the Regulations;
  - (d) lists of all employees and other persons with whom UPSI 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 the Regulations shall be complied with;
  - (f) periodic process review should be put in place to evaluate effectiveness of such internal controls.

The Board of Directors of the Company shall ensure that the designated Compliance Officer of the Company ensures compliance with the above.

## **12. PENALTY**

- 11.1 Any Designated Person who contravenes the Code of Conduct shall be penalised and shall also be subject to disciplinary action by the Company, which may include wage freeze, suspension etc.
- 11.2 The Company shall promptly inform the SEBI regarding any violation of the Code of Conduct.

To,

**Application cum Undertaking for Pre-clearance**

Date:

The Compliance Officer,  
Arvind Fashions Limited  
Ahmedabad

**Sub: Application for Pre-dealing in securities of the Company**

Dear Sir / Madam,

With reference to Arvind Fashions Limited Code of Conduct for Prohibition of Insider Trading to Regulate, Monitor and Report Trading by Insiders, I \_\_\_\_\_, \_\_\_\_\_ (Designation & Dept.) of the Company, would like to purchase / sale \_\_\_\_\_ equity shares of the Company as per details given below:

Sr. No.	Particulars	
1	No. of Securities held as on application date	
2	DP & Client ID / Folio No.	
3	No./Value of Securities to be purchased / sold	
4	Name of person who proposed to trade	

I hereby declare that I am not in possession of any UPSI.

In the event that I have access to or received any UPSI, after the signing of this application but before executing trade for which approval is sought, I shall inform the Compliance Officer about the same and shall completely refrain from dealing in the Securities until such UPSI becomes publicly available. Thereafter I will submit fresh application for executing a trade.

I also hereby declare that I have not contravened any provision of the Code of Conduct.

Further I undertake to submit report on trade within 2 days from date of execution of trade or submit a 'Nil' report if no trade was executed.

After approval, I shall execute a trade within 7 trading days from of the receipt of approval trade failing which I shall seek pre-clearance again.

Yours faithfully,

Signature : \_\_\_\_\_  
(Name of Employee)

**Approval / Rejection of Pre- Clearance**

Date:

To, Name:

Designation:

Dear Sir / Madam,

With reference to your Application cum Undertaking for Pre-clearance dated\_\_\_\_\_, we would like to inform you that your application to purchase / sale\_\_\_\_\_equity shares of the Company is hereby approved / rejected. Now, you can execute your trade within 7 trading days i.e.\_\_\_\_. Further, you are required to submit a report your trade details within two trading days from trade. Or In case, no trade was executed, you are required to submit a ‘Nil’ report.

In case, you do not execute a trade before\_\_\_\_\_, you shall submit a fresh pre-clearance application before executing any transaction in the Securities of the Company.

Thanking you, Yours  
faithfully,

**For Arvind Fashions Limited**

**Compliance Officer**

**Reporting of Trade / Transaction**

To,  
The Compliance Officer,  
Arvind Fashions Limited

Dear Sir / Madam,

According to approval of pre-clearance dated \_\_\_\_\_, I have executed a trade / transaction on \_\_\_\_\_(date). The detail of said trade / transaction is as under:

Name of holder	No. of Securities purchased / sold	Average Gross Price per Securities (in Rs.)	DP ID & Client ID / Folio No.

Further I enclose herewith copy of Contract Note for your ready reference.

I declare that the above information is correct and that no provision of the Code of Conduct has been violated while executing aforesaid trade / transaction.

I also declare that I have complied/will comply with the requirements of minimum period of 6 months for entering into an opposite transaction in respect of said Securities.

**Or**

According to approval of pre-clearance dated \_\_\_\_\_, I have not executed a trade / transaction due to \_\_\_\_\_(reason of non-trading).

I will take fresh pre-clearance for trades as and when I propose to trade in Securities of the Company.

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

Name:

Designation:

## Initial Disclosure of Securities

FORM A								
Securities and Exchange Board of India (Prohibition of Insider Trading) Regulations, 2015 [Regulation 7 (1) (a) read with Regulation 6 (2)]								
Name of the company: <b>ARVIND FASHIONS LIMITED</b>								
ISIN of the company: <b>L52399GJ2016PLC085595</b>								
<b>Details of Securities held by Promoter / member of Promoter Group / Key Managerial Personnel (KMP) / Director, by their immediate relatives and by any other person for whom such person takes trading decisions</b>								
Name, PAN, CIN, DIN & address with Contact nos.	Category (Promoter, KMP, Director, Designated Person, Immediate Relative, Others*, etc.)	Securities held as on the date of regulation coming into force		% of Share holding	Open Interest of the Future contracts held as on the date of regulation coming into force		Open Interest of the Option contracts held as on the date of regulation coming into force	
		Type of Security (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	2	3	4	5	6	7	8	9
<b>Name:</b>								
<b>PAN:</b>								
<b>CIN:</b>								
<b>DIN:</b>								
<b>Address:</b>								
<p>Note: 1. "Securities" shall have the meaning as defined under regulation 2(1)(i) of SEBI (Prohibition of Insider Trading) Regulations, 2015.</p> <p>2. This form is to be filled separately for the Promoter / member of Promoter Group / Key Managerial Personnel (KMP) / Director, their immediate relatives, and any other person for whom such person takes trading decisions</p>								
<b>Signature:</b>								
<b>Designation:</b>								
<b>Date:</b>								
<b>Place:</b>								

## Annual Disclosure of Securities

Name of the company: ARVIND FASHIONS LIMITED								
ISIN of the company: L52399GJ2016PLC085595								
<b>Details of Securities held by Designated Person and his/her Immediate Relatives and persons with whom he/she shares a Material Financial Relationship</b>								
Name, PAN, DIN & address with Contact nos.	Status	Securities held as on the date of regulation coming into force		% of Share Holding	Open Interest of the Future contracts held as on the date of regulation coming into force		Open Interest of the Option contracts held as on the date of regulation coming into force	
		Type of Security (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	2	3	4	5	6	7	8	9
<b>Name:</b>  <b>PAN:</b>  <b>DIN:</b>  <b>Address:</b>   <b>Contact Nos.:</b>								
<b>Names of Educational Institutions from where graduated:</b>  <b>Names of Past Employers (if any):</b>								
<i>Note: 1. "Securities" shall have the meaning as defined under regulation 2(1)(i) of SEBI (Prohibition of Insider Trading) Regulations, 2015.  2. This form is to be filled separately for the designated person, each immediate relative and persons with whom the designated person shares a material financial relationship.</i>								
<b>Signature:</b>   <b>Designation:</b> <b>Date:</b> <b>Place:</b>								