

# Syncom Formulations (India) Limited

A WHO-GMP & ISO 9001-2000 Certified Company



CIN L24239MH1988PLC047759

## CIRCULAR

Dated 1<sup>st</sup> February, 2016

To,  
All Designated Directors and Employees  
Syncom Formulations (India) Ltd.

### SUB: TRADING WINDOW

Pursuant to SEBI (Prohibition of Insider Trading) Regulations, 2015 and Company's Code of Conduct, the Designated Employees may deal in the shares and securities of the Company on any working day during the trading hours as prescribed by the Stock Exchange and this shall be called the Trading window except during when the Trading Window is closed.

Since a meeting of Board of Directors of the Company is scheduled to be held on **Saturday, 13<sup>th</sup> February, 2016** to consider and approve, among others, Unaudited Financial Results for the Quarter/Nine Months Ended 31<sup>st</sup> December, 2015 the Trading Window shall remain closed from **2<sup>nd</sup> February, 2016 to 15<sup>th</sup> February, 2016 (both days inclusive)**.

All Directors and \*Designated Employees are advised not to \*\*deal in the shares and securities of the Company during this period.

**FOR SYNCOM FORMULATIONS (INDIA) LTD.**



**NAFISA WAKIL**  
**COMPANY SECRETARY &**  
**COMPLIANCE OFFICER**

#### Note

\*Designated Employees includes Board of the Directors and the Employees holding any of the following designations in the Company e.g Director, President, Sr. Vice President, Asst. Vice President, General Manager, up to the rank of Asst. General Manager and all employees of Accounts, Finance and Secretarial Department.

\*\*Dealing in shares/securities Means an act of buying, selling or agreeing to buy, sell, or deal in any equity shares of the Company by any Designated Employees either as principal or agent.

*Bringing a smile on every face...*