



CIRCULAR

CIR/ISD/02/2015

September 16, 2015

To,

**All Recognized Stock Exchanges**

Dear Sir/Madam,

**Sub: Revised Disclosure Formats under SEBI (Prohibition of Insider Trading) Regulations, 2015**

1. This has reference to Paragraph 1(i) of the [SEBI Circular numbered CIR/ISD/01/2015 dated May 11, 2015](#) whereby the formats for disclosure under Regulation 7 of the SEBI (Prohibition of Insider Trading) Regulations, 2015 (“the Regulations”) were provided for.
2. Based on various representations received and in view of [SEBI Guidance Note dated August 24th, 2015](#), revised formats (Form A to Form D) are issued as annexed with this circular. The other conditions of the Circular dated May 11, 2015 shall remain unchanged.
3. All stock exchanges are advised to:
  - a. Put in place adequate systems and issue the necessary guidelines for implementing the above decision.
  - b. Make necessary amendments to the relevant bye-laws, rules and regulations as applicable for the immediate implementation of the above decision.
  - c. Bring the provisions of this circular to the notice of the listed companies/issuers and disseminate the same on their respective websites.
4. This circular is being issued in exercise of the powers conferred under Section 11 (1) of the SEBI Act 1992 and under regulations 4(3) and 11 of the Regulations and to protect the interests of investors in securities and to promote the development of and to regulate the securities market.

Yours faithfully,

**Sunil Kadam**  
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Integrated Surveillance Department  
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**FORM A**

**SEBI (Prohibition of Insider Trading) Regulations, 2015**  
**[Regulation 7 (1) (a) read with Regulation 6 (2) – Initial disclosure to the company]**

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 Regulation 6(2)**

| Name, PAN, CIN/DIN & address with contact nos. | Category of Person (Promoters/ KMP / Directors/immediate relative to/others etc) | Securities held as on the date of regulation coming into force             |     | % of Shareholding |
|--|--|--|-----|-------------------|
|  |  | Type of security (For eg. – Shares, Warrants, Convertible Debentures etc.) | No. |                   |
| 1  | 2  | 3  | 4   | 5                 |

*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 of the company held by Promoter, Key Managerial Personnel (KMP), Director and other such persons as mentioned in Regulation 6(2)**

| 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 |  |                               |
|---|--|-------------------------------|---|--|-------------------------------|
| 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 |
| 6   | 7                                      | 8                             | 9   | 10                                     | 11                            |

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

Name & Signature:

Designation:

Date:

Place:

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**FORM B**

**SEBI (Prohibition of Insider Trading) Regulations, 2015  
[Regulation 7 (1) (b) read with Regulation 6(2) – Disclosure on becoming a  
director/KMP/Promoter]**

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

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

**Details of Securities held on appointment of Key Managerial Personnel (KMP) or Director or upon becoming a Promoter of a listed company and other such persons as mentioned in Regulation 6(2).**

| Name, PAN, CIN/DIN & Address with contact nos. | Category of Person (Promoters/ KMP / Directors/ immediate relative to/others etc.) | Date of appointment of Director /KMP OR Date of becoming Promoter | Securities held at the time of becoming Promoter/appointment of Director/KMP |     | % of Shareholding |
|--|--|---|--|-----|-------------------|
|  |  |   | Type of security (For eg. – Shares, Warrants, Convertible Debentures 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 of the company held on appointment of Key Managerial Personnel (KMP) or Director or upon becoming a Promoter of a listed company and other such persons as mentioned in Regulation 6(2).**

| Open Interest of the Future contracts held at the time of becoming Promoter/appointment of Director/KMP |  |                               | Open Interest of the Option Contracts held at the time of becoming Promoter/appointment of Director/KMP |  |                               |
|---|--|-------------------------------|---|--|-------------------------------|
| 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                            |

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

Name & Signature:

Designation:

Date:

Place:

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**FORM C**

**SEBI (Prohibition of Insider Trading) Regulations, 2015  
[Regulation 7 (2) read with Regulation 6(2) – Continual disclosure]**

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

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

**Details of change in holding of Securities of Promoter, Employee or Director of a listed company and other such persons as mentioned in Regulation 6(2).**

| Name, PAN, CIN/DIN, & address with contact nos. | Category of Person (Promoters/ KMP / Directors/immediate relative to/others etc.) | Securities held prior to acquisition/disposal                              |                           | Securities acquired/Disposed   |     |       |   | Securities held post acquisition/disposal                                  |                           | Date of allotment advice/ acquisition of shares/ sale of shares specify |    | Date of intimation to company | Mode of acquisition / disposal (on market/public/ rights/ preferential offer / off market/ Inter-se transfer, ESOPs etc.) |
|---|---|--|---------------------------|--|-----|-------|---|--|---------------------------|---|----|-------------------------------|---|
|   |   | Type of security (For eg. – Shares, Warrants, Convertible Debentures etc.) | No. and % of shareholding | Type of security (For eg. – Shares, Warrants, Convertible Debentures etc.) | No. | Value | Transaction Type (Buy/ Sale/ Pledge / Revoke/ Invoke) | Type of security (For eg. – Shares, Warrants, Convertible Debentures etc.) | No. and % of shareholding | From  | To |                               |   |
| 1   | 2   | 3  | 4                         | 5  | 6   | 7     | 8   | 9  | 10                        | 11  | 12 | 13                            | 14  |
|   |   |  |                           |  |     |       |   |  |                           |   |    |                               |   |

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

**Details of trading in derivatives of the company by Promoter, Employee or Director of a listed company and other such persons as mentioned in Regulation 6(2).**

| Trading in derivatives (Specify type of contract, Futures or Options etc) |                         |                |  |                |  | Exchange on which the trade was executed |
|---|-------------------------|----------------|--|----------------|--|--|
| Type of contract  | Contract specifications | Buy            |  | Sell           |  |  |
|   |                         | Notional Value | Number of units (contracts * lot size) | Notional Value | Number of units (contracts * lot size) |  |
| 15  | 16                      | 17             | 18                                     | 19             | 20                                     | 21                                       |

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

Name & Signature:

Designation:

Date:

Place:

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**FORM D (Indicative format)**

**SEBI (Prohibition of Insider Trading) Regulations, 2015  
Regulation 7(3) – Transactions by Other connected persons as identified by the company**

**Details of trading in securities by other connected persons as identified by the company**

| Name, PAN, CIN/DIN, & address with contact nos. of other connected persons as identified by the company | Connection with company | Securities held prior to acquisition/disposal                              |                           | Securities acquired/Disposed   |     |       |  | Securities held post acquisition/disposal                                  |                           | Date of allotment advice/ acquisition of shares/ sale of shares specify |    | Date of intimation to company | Mode of acquisition/disposal (on market/public/ rights/ Preferential offer / off market/Inter-se transfer, ESOPs etc. ) |
|---|-------------------------|--|---------------------------|--|-----|-------|--|--|---------------------------|---|----|-------------------------------|---|
|   |                         | Type of security (For eg. – Shares, Warrants, Convertible Debentures etc.) | No. and % of shareholding | Type of security (For eg. – Shares, Warrants, Convertible Debentures etc.) | No. | Value | Transaction Type (Buy/ Sale/ Pledge / Revoke /Invoke ) | Type of security (For eg. – Shares, Warrants, Convertible Debentures etc.) | No. and % of shareholding | From  | To |                               |   |
| 1   | 2                       | 3  | 4                         | 5  | 6   | 7     | 8  | 9  | 10                        | 11  | 12 | 13                            | 14  |

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

**Details of trading in derivatives by other connected persons as identified by the company**

| Trading in derivatives (Specify type of contract, Futures or Options etc) |                         |                |  |                |  | Exchange on which the trade was executed |
|---|-------------------------|----------------|--|----------------|--|--|
| Type of Contract  | Contract specifications | Buy            |  | Sell           |  |  |
|   |                         | Notional Value | Number of units (contracts * lot size) | Notional Value | Number of units (contracts * lot size) |  |
| 15  | 16                      | 17             | 18                                     | 19             | 20                                     | 21                                       |
|   |                         |                |  |                |  |  |

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

Name:

Signature:

Place:

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