SICAL
COFFEE DAY CO.

CIRCULAR
WHISTLE BLOWING / VIGIL MECHANISM POLICY

Under the new Companies Act, Whistle blowing/Vigil Mechanism Policy has been mandated as a good corporate governance. This is introduced with immediate effect as follows:

Any employee who suspects fraud, violation of company rules, manipulations, negligence causing danger to public health & safety, unethical behaviour, violation of code of conduct may report to Mr. Rathnakar Hegde, Chairman of the Audit Committee & Independent Director in the board of Sical.

Mr. Rathnakar Hedge after interacting with the concerned employee if required, will forward his findings to the Managing Director of the company for appropriate disciplinary action. No anonymous letter will be entertained. All the complaints should be provided with his/her name, employee code & his/her department information

The Complainant should attach evidences wherever possible to substantiate his/her complaint.

The contact information of Mr.Rathnakar Hegde are as follows:

Rathnakar Hegde
Email Id: rathnakara.hegde@sical.com
Sical Logistics Limited
#23/2, Coffee Day Square
Vittal Mallya Road, Bangalore-560001

The complaint forms can be downloaded from the company's website available under "About Sical" tab.

Employees can send their complaints by Email/Courier to Mr.Rathnakar Hegde.

R.Ram Mohan
Managing Director

Complaint Form
(Strictly private & confidential)

Date:

From:
[Name]
[Employee Code]
[Designation]
[Department]

To:
Rathnakar Hegde (rathnakara.hegde@sical.com)
The Chairman of Audit Committee
Sical Logistics Limited
#23/2, Coffee Day Square
Vittal Mallya Road, Bangalore-560001

Dear Sir,

Sub:

With reference to above, I/We, hereby wish to avail the Vigil Mechanism of Sical Logistics Limited to report unethical practices more particularly described in the enclosed complaint box.

Thanking You,

Yours faithfully

(Signature of Complainant)

COMPLAINT BOX:

Facts of the Case:
Damage or Loss caused:
Proofs, if any: