



DEXIF SECURITY BROKING PRIVATE LIMITED

POLICY ON PREVENTION OF CIRCULATION OF UNAUTHENTICATED NEWS

Version: 1.00

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Dexif Security Broking Private Limited

Policy on Prevention of Circulation of Unauthenticated News

Version 1.0

Last Reviewed Date: 04th Dec 2024

Approval History

<i>Version</i>	<i>Date of Approval</i>	<i>Approver</i>	<i>Owner</i>
<i>1.0</i>	<i>04-Dec-2024</i>	<i>Board of Directors</i>	<i>Team Compliance</i>

Version Control

<i>Version</i>	<i>Date of Approval</i>	<i>Details</i>	<i>Owner</i>
<i>1.0</i>	<i>04-Dec-2024</i>	<i>Original</i>	<i>Team Compliance</i>



1) **Purpose**

At Dexif Security Broking Private Limited (hereinafter referred to as Dexif Security/Dexif), maintaining a culture of trust, professionalism, and accurate communication is paramount. The following guidelines outline the responsibilities of employees regarding the circulation of news and information.

This policy seeks to:

- Prevent the spread of misinformation or false narratives within or outside the organization.
- Protect the company's reputation and the trust of its stakeholders.
- Maintain a respectful and professional communication culture among employees.

2) **Scope**

This Code applies to:

- All employees, contractors, consultants, business associates, partners and representatives of [Company Name].
- All forms of communication, including emails, instant messaging platforms, social media, meetings, and informal conversations within the workplace or during work-related events.

3) **Definition**

Unauthenticated market related news or rumours may be defined as "information or news or talk or opinion widely disseminated with no discernible source or a statement or report without known authority for its truth".

4) **Guidelines on Code of Conduct by the Employees**

- a) Authenticate Information:
 - i) Employees shall verify the authenticity of any news, updates, or announcements before sharing them further with internal and/or external person(s). The official company communications or credible sources shall be used to confirm accuracy.
 - ii) Confirm the market related news with at least two independent, reliable sources before discussing or acting on it
- b) Prohibited Practices:



- i) The employees shall not share or discuss unverified rumors, assumptions, or speculative information related to the company, colleagues, or external entities.
 - ii) All company-related announcements must be communicated through designated official channels, such as newsletters, memos, or emails from authorized personnel.
 - iii) Employees are strictly prohibited from disclosing confidential or sensitive information of the company, clients, investors and/or other stakeholders under the guise of sharing news or otherwise.
 - iv) The employees of the company shall not provide any form of tips, advice, or unauthenticated news circulars to clients/investors/other stakeholders. Furthermore, employees are strictly prohibited from disseminating unauthenticated news or engaging in any such activities that may involve the circulation of unverified information.
- c) Report Misinformation:
Employees shall, on being aware of unauthenticated news circulating within the organization, promptly report it to the Compliance department.
- d) Social Media and Public Communication
- i) Company Representation
 - Employees must not represent the company's position on market-related events unless explicitly authorized.
 - ii) Restrictions on Social Media
 - Avoid posting financial market opinions, predictions, or unverified news on personal or professional social media accounts.
 - Clearly distinguish personal opinions from professional roles if discussing market trends publicly

5) Disciplinary Action

Violations of this policy and/or code of conduct specified herein may result in disciplinary action, including but not limited to warnings, suspension, or termination of employment, based on the severity of the infraction.

6) Acknowledgement



All the employees, interns, consultants, business associates, partners and other stakeholders shall acknowledge the policy and provide their consent in the consent letter in the format enclosed as **Annexure A**

[Review / Amendments to Policy:

- i. This policy shall be reviewed as and when needed by the Compliance Officer.
- ii. In the event of any conflict between the circular or any other statutory enactment and the clause of this policy, the amendments shall prevail over this policy.
- lii Any subsequent amendments/modification in the Circulars shall automatically apply to this policy.



Annexure A

Date: _____

The Compliance Officer

Dexif Security Broking Private Limited,

19A 104 We Work Berger Tower,

Sector 16B NOIDA, Noida Sector 16,

Gautam Buddha Nagar, Noida,

Uttar Pradesh, India, 201301

Consent to prevent circulation of Unauthenticated News

I, _____ (name) _____, Employee ID _____,
_____ (Designation) _____, employee of Dexif Security Broking Private Limited, hereby
acknowledge that I have been informed of and understand the organization's **Prohibition of Circulation of
Unauthenticated News Policy** (hereinafter referred to as the "Policy").

I understand that this Policy is intended to maintain the integrity of communication within the organization
and to ensure that all information shared internally or externally is accurate, credible, and in alignment
with organizational values and legal requirements.

By signing this declaration, I voluntarily agree to the following:

1. **Compliance** with the **Policy:**
I will not circulate, share, or disseminate unauthenticated, false, or unverified news, information,
or rumours through any communication channels, including but not limited to emails, messaging
apps, social media platforms, or verbal communication.
2. **Verification** **Responsibility:**
Before sharing any information that could impact the organization, its employees, or external
stakeholders, I will ensure that the information is verified, factual, and appropriately sourced.
3. **Reporting** **Obligations:**
If I become aware of any unauthenticated or false information being circulated within the
organization, I will report it promptly to the designated authority or department (e.g., HR,
Compliance, or IT).



4. **Consequences** **of** **Non-Compliance:**
I understand that any breach of this Policy may result in disciplinary action, which could include warnings, suspension, or termination of employment, in accordance with the organization's disciplinary procedures.

I acknowledge that I have read and understood this declaration and the Policy in full. I consent to adhere to its terms and accept the responsibilities outlined above.

Employee Name: _____

Signature: _____

Date: _____