

# TIMELIMITS FOR COMPLIANCES UNDER SEBI REGULATIONS

SEBI (LISTING OBLIGATIONS AND DISCLOSURE  
REQUIREMENTS) REGULATIONS 2015  
SEBI (PROHIBITION OF INSIDER TRADING), 2015  
SEBI (DEPOSITORY PARTICIPANT), 2018

## Abstract

Listed entities shall or inform to stock exchanges promptly to ensure transparency, responsibility, and the protection of investors' interests. This article outlines the key regulations and timelines for such disclosures under SEBI Regulations.

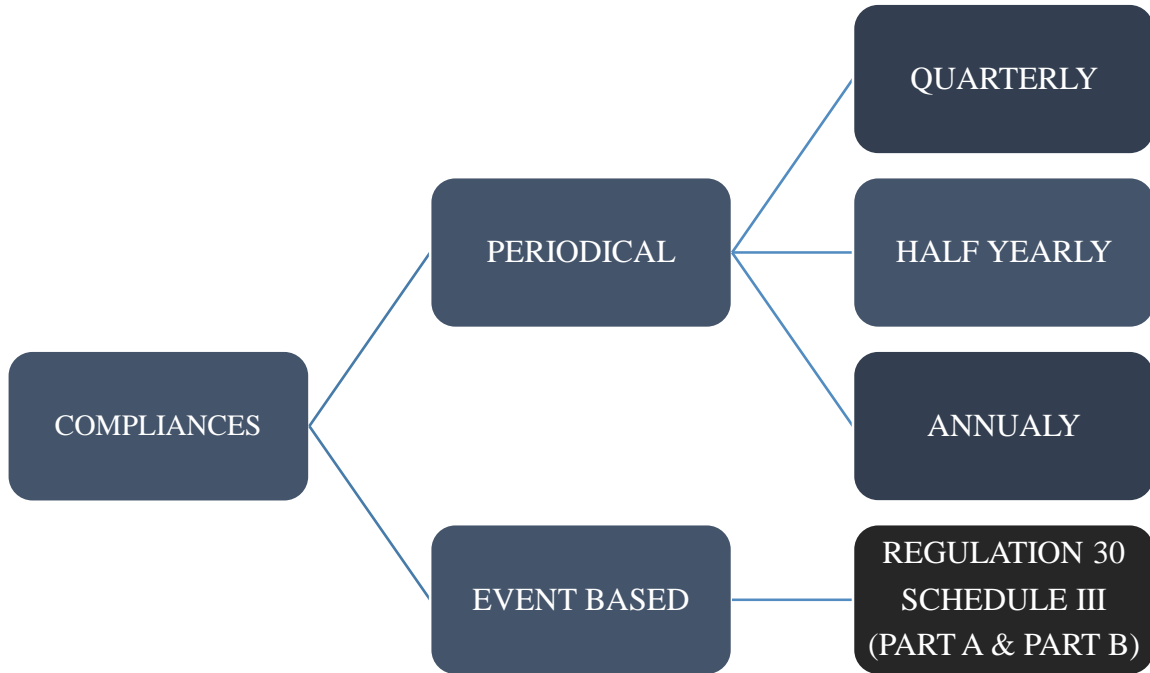
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<b>QUARTERLY COMPLIANCES</b>		
<i>REGULATIONS</i>	<i>EVENT</i>	<i>TIMELINE</i>
Reg 13(3) SEBI (LODR) Regulations, 2015	Statement of Investor Grievance Redressal Mechanism  **[Pursuant to SEBI(LODR) Third Amendment - Integrated filing]	**Within <b>30 days</b> from the end of the quarter
Reg 27(2)(a) SEBI (LODR) Regulations, 2015	Corporate Governance Reports  ** [ Pursuant to SEBI(LODR) Third Amendment-Integrated filing]	**Within <b>30 days</b> from the end of the quarter
Reg 29(2)	Prior Intimations of Board meeting for financial results.	<b>2 working days in advance , exclusive of both days</b>
Reg 31(1)(b) SEBI (LODR) Regulations, 2015	Statement holding of securities and Shareholding pattern	Within <b>21 days</b> from the end of the quarter
Reg 32 (1) SEBI (LODR) Regulations, 2015	Statement of Deviation or variation	Within <b>45 days</b> from the end of the quarter
Reg 33(3)(a) SEBI (LODR) Regulations, 2015	Financial Results along with limited review report	Within <b>45 days</b> from the end of the quarter
74(5) (Depository Participant Regulation,2011)	Certificate from Registrar and transfer agent	Within 15 days from the date of receipt of certificate from RTA

# TIMELIMITS FOR COMPLIANCES UNDER SEBI REGULATIONS

76 SEBI (Depository Participant Regulation,2011)	Share reconciliation audit to be submitted by the company	At quarterly basis  Within 30 days from the end of the quarter
SEBI (Prohibition of Insider Trading, 2015)	Closure of Trading Window to be intimated by the company to the stock exchange at every quarter	The window closes from the end of the quarter till 48 hours of the announcement of financial results.

## HALF YEARLY COMPLIANCES

<i>REGULATIONS</i>	<i>EVENT</i>	<i>TIMELINE</i>
Reg 23(9)	Disclosure of Related party transactions	On the date of publication of Financial Statement

## ANNUAL COMPLIANCES

<i>REGULATION</i>	<i>PARTICULARS</i>	<i>TIME LIMIT</i>
7(3)	Share transfer agent certificate which specifies that the agent is providing registry and share transfer services to the company.  <i>* Pursuant to SEBI(LODR) Third Amendment Regulations 2024</i>  <i>This regulation shall be omitted as notified by SEBI.</i>	Omitted
14	Payment of listing fees and other charges to the respective stock exchanges where they are listed.	In the beginning of the financial year-Within 30 days
24A	Annual Secretarial compliance report	Within <b>60 days</b> from the end of the financial year
25(9)	Every independent director must submit a declaration, confirming they meet the	At their <b>first board meeting</b> (and <b>annually</b> )

## TIMELIMITS FOR COMPLIANCES UNDER SEBI REGULATIONS

	independence criteria and have no conflicts of interest affecting their judgment.  ( Intimation to be given to the company)	
26(2)	Every director must inform the listed entity about their committee positions in other listed entities and notify any changes as they occur.	At their <b>first board meeting</b> (and <b>annually</b> )
26(3)	All Board Members and Senior management personnel must confirm annually that they agree to follow the company's code of conduct.-( Intimation to be given to the company)	At the <b>First board meeting</b> of every financial year
Reg 29(2)	Prior Intimations of Board meeting for financial results.	<b>2 working days in advance , exclusive of both days</b>
33(3)(d)	Financial results along with auditor's report.	Within <b>60 days</b> from the end of the financial year
34(1)	Annual report  <i>** Pursuant to SEBI(LODR) Third Amendment "Not later than" shall be substituted by "On or Before"</i>	<b>**On or Before</b> the day of dispatch of the annual report to its shareholders.
40(9,10)	<b>Certificate from practicing company secretary for Transfer, transmission, or transposition of securities</b>  <i>* Pursuant to SEBI(LODR) Third Amendment this regulation shall be omitted</i>	<b>Omitted</b>
Reg 42	Book Closure Date and Record Date  <i>* Pursuant to SEBI (LODR) Third Amendment</i>	<b>*At least 3 days in advance</b> to the stock exchange
44(3)	Submission of voting results to the stock exchange (AGM)	Within <b>2 working days</b> from the conclusion of Annual general meeting

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<b>EVENT BASED COMPLIANCES</b>		
<i>REGULATIONS</i>	<i>EVENT</i>	<i>TIME LINE</i>
Reg 7(5)	Intimation of appointment of Share transfer agent	Intimate appointment <b>within 7 days</b> of entering into agreement
Reg 29(2) (a) to (f)	Prior Intimations of Board meeting for financial results, buyback, dividend, raising of funds, voluntary delisting etc.	<b>2 working days in advance, exclusive of both days</b>
Reg 30	<u>Materiality of events</u> (Refer Annexure 5 in the above given link)	<b>Within 30 minutes, 12 hours, 24 hours of the occurrence of the event</b>
Reg 39	Loss of share certificate and Issuance of letter of confirmation  <i>* Pursuant to SEBI (LODR) Third Amendment.</i>  <i>This regulation shall be omitted</i>	Omitted
Reg 42	Book Closure Date and Record Date  <i>* Pursuant to SEBI (LODR) Third Amendment</i>	*At least 3 days in advance to the stock exchange
Reg 44(3)	Voting results on the conclusion of meetings of shareholders	<b>2 working days</b> from the conclusion of meeting

