POLICY FOR TREATMENT OF DORMANT ACCOUNTS

The provisions specified herein shall replace the provisions pertaining to dormant / inactive account as specified in the existing Policy of the Company for Prevention of Money Laundering.

A.   DEFINITIONS

The following accounts shall be categorized as Dormant Accounts:

I. Demat accounts

A Demat account having no debit transactions in the last 6 (six) calendar months shall be classified as Dormant account.

II. Trading account

A Trading account in which no transaction has been carried out for a period of more than 12 (twelve) calendar months shall be classified as a Dormant Account.

The Terms "Dormant" shall be used interchangeably.

B.   TREATMENT OF DORMANT ACCOUNTS

Transactions in Dormant Trading Accounts

In case of Online or Offline trading accounts in which no transaction has been placed during the last 12 (twelve) calendar months, the account of the such client shall not be locked or freeze. However any trade emanating from such trading account pursuant to the same being classified as "Inactive" or "Dormant" will be subject to necessary due diligence & confirmation as NJ may deem fit. If required client may be called for more information.

Locking of Password

The client needs to mandatory change E-Wealth account password after 365 days.

In case the client has forgot the password, the password can be reset by following below steps -

1.   The clients shall be required to click the forgot password link on the screen.

2. The one time password of the client shall be sent to the Email ID and Mobile No. of the client registered with NJ India Invest Private Limited.

3. The client will be required to login by entering the new password.

In order to retrieve the password for resuming online trading, the following steps shall be carried out.

1. The clients shall be required to click the forgot password link on the screen.

2. The new password of the client shall be sent to the Email ID of the client registered with NJ India Invest Private Limited.

3. The client will be required to login by entering the new password.

Debit Transactions in Dormant Demat Accounts

Debit transactions shall be permitted in dormant demat accounts only on completion of the following procedure:

1. The physical DIS received for transaction in a dormant account shall in addition to the normal verification process also be verified by another employee (Additional check)

2. Independent confirmation shall be obtained from the client before processing of the DIS

3. The Employee verifying such transaction with the Client shall record the details of the process, date, time etc. of verification on the Instruction Slip under his Signature

C.   CHARGES IN CASE OF DORMANT ACCOUNT

1. In case of transactions in dormant accounts, all arrears of charges shall be charged to such clients

D.   **MONITORING OF TRANSACTIONS**

1. Sudden activity in dormant accounts may be viewed as a Suspicious Transaction.

2. Any debit transactions in dormant Demat accounts or any transactions in dormant Trading accounts shall be reported as an Alert and adequate reports shall be generated.

3. Such alerts/reports shall be reviewed by the Authorized Official.

4. Transactions found to be suspicious shall immediately be reported to the Risk Management and Compliance Department.

5. Evaluation for dormant account will be done every calendar quarter.

E.   **OTHERS**

1. Return of Assets: The Balances lying in the Dormant Trading accounts shall be returned to the client at the time of the calendar quarterly/monthly settlement. In the event the client wishes to receive the funds/securities from such Trading Account before the calendar quarterly/monthly settlement, the Client shall make a request in writing which shall be submitted to NJ India Invest Private Limited. The funds/securities from such Trading account shall be returned on T+1 day from receipt of request.

2. Business Team may decide to take the necessary measures in order to reactivate the dormant clients.

- BY MANAGEMENT ORDER