

Policy on Dormant account / Inactive Account

DORMANT ACCOUNTS

This Policy defines the treatment of Dormant/Inactive accounts of the clients maintained with the Company.

Definitions

In case of trading account the term dormant/Inactive account refers to such account wherein no transactions have been carried out since last 6 (SIX) calendar months.

In case of Demat account the term Dormant/Inactive accounts refers to such accounts where no debit transaction had taken place for a continuous period of 6 (SIX) months.

Transaction in Dormant/Inactive Trading Accounts

The Dormant accounts identified based on the above criteria shall be flagged as such in company's record. Company reserves the right to freeze/deactivate such account and refuse to Permit to carry out any fresh transactions in such account.

The clients account would be reactivated only after undertaking proper due diligence process and fulfillment of such conditions as may be deemed fit, in the cases where the account is frozen/deactivated.

The client's request through letter (ANNEXURE I) /registered email ID/recorded telephone lines may be impressed upon to reactivate the account or carry out any fresh transactions in a Dormant/inactive accounts.

Debit Transaction in Dormant Demat Accounts

The Demat accounts wherein no debit transaction had taken place for a continuous period of 6 (SIX) months shall be flagged as Dormant/Inactive 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 and stamp of dormant account.

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 account.
3. Trading accounts shall be reported as an Alert.
4. Such alerts/reports shall be reviewed by the Authorized Official.
5. Transactions found to be suspicious shall immediately be reported to the Risk Management and Compliance Department.

The above stated policy may vary depending on various rules, regulations and bye laws as may be prescribed by SEBI, exchanges or any other authority or as per Internal policy of company from time to time. This Policy for dormant accounts is over and above the transaction monitoring in Dormant account as per Anti-Money laundering Policy of the Company.

Annexure I

Dormant Account Activation - Request

To,
The Compliance Officer
Oswal Shares & Securities Ltd.
605, Sakar -1, Opp. Nehru bridge,
Nr. Gandhi gram Railway Station,
Ahmedabad-380009.

Date: _____

Dear Sir,

Subject : **Request for Activation of Trading and/or Demat Dormant**
Account No. _____

I/We, Mr./Ms. _____ are
Maintaining the above Trading and/or Demat account with you.

The said Trading and/or Demat account has not been operated by me / us for a long time now. I / We understand that due to security reasons, the company has classified the said account as "dormant".

I / We now agree to operate the said Trading/Demat account regularly and request you to re-classify the account as "active"

I am / we are agreeable to pay all the pending / recoverable charges in my account.

Yours truly,

X. _____
Signature(s) – To be signed by account holder/s.

FOE OFFICE USE ONLY	
Signatures Verified by	Account Activated Date

X . _____
Signature (s) of Broker/DP official