

## **Dormant Account Policy**

The policy for a Dormant account is framed as per NSE Circular NSE/INSP 64718, dated October 25, 2024, NSE/INSP/43488 dated 10/02/2020 and NSE/INSP/46506 dated 01/12/2020 in the interest of clients who have not traded from a significant time period.

### **1. Definition of Inactive Trading accounts:**

In case of trading account, the term inactive account refers to such account wherein no trades have been carried out since last 24 (Twenty four) months across all Exchanges.

### **2. Transaction in Inactive Trading accounts:**

The inactive accounts identified based on the above criteria shall be flagged as 'Inactive' by the PeSB in UCC database of all the respective Exchanges. The APs are also required to ensure that any further trading by such client should be allowed only after undertaking sufficient due diligence (including IPV) and obtaining the updated information related to KYC from the concerned Client.

### **4. In Person Verification (IPV):**

IPV of the client must be carried out in case if the client wants to execute trade one year post the date on which he was marked as 'Inactive'.

### **5. Return of Clients assets:**

PeSB is required to ensure that all client accounts are settled on monthly or quarterly basis (as per the client preferences) in the manner prescribed from.

### **6. Re-activation of a Dormant account**

A Dormant account shall be re-activated only after undertaking proper due-diligence process and fulfilling of such conditions as may be deemed fit by the authorized person of the organization. As a practice, on receipt of an instruction from the client of a Dormant account, the authorised person has to appropriately verify the KYC of such clients as well as the authenticity of the instruction. The instruction is to be accepted only on satisfaction of the above. A duly signed reactivation form along with copy of latest address and identity proof is required for reactivation.

The above stated policy may be modified at any time in accordance to the various rules, regulations, bye-laws and guidelines that may be prescribed by SEBI, Exchange or any other competent authority or as per the internal policy of the organization from time to time. This policy for dormant account is over and above the transaction monitoring in dormant account as per the Anti-Money laundering policy of the organization.

For Pune e Stock Broking Limited

Sd/-

Authorised Signatory