

## **ERROR POLICY**

This Policy is established pursuant to SEBI and Exchange circulars to bring consistency in the process of client code modification across the market.

A Fresh client code as per exchange guideline shall be created in back office and UCC/UCI of the same shall be made to the respective exchanges and Such Client Code shall be termed herein after as Error Code.

Please note that the following errors qualify for consideration as a Questioned Error Trade under this Policy and will be accepted by Authorised person for modification.

- Error due to communication and/or punching or typing such that the original client code/name and the modified client code/name are similar to each other.
- Error due to punching of trades in relatives clients ((Relative for this purpose would mean 'Relative' as defined under sec. 6 the Companies Act, 1956)
- An error in entering a buy/sell when the intent was to enter a sell/buy.
- An error caused by entering the wrong month, the wrong quantity or the wrong product.
- Un confirmed Institutional Trades
- Fraction quantity trades

All the above type of trades is to be reported to person in charge before the end of day or closure of code modification window.

Operation Head / Compliance Officer/ Directors shall make decision on case to case basis , whether to transfer such error trades to error code or not.

All such transfer shall be reported to exchange in the prescribed format/method.

Trades transferred to Error code must be liquidated in the market and must not be shifted to some other client code.

**Penalty:**

Any transfer of trade (institutional or non-institutional) to error account of the broker would not be treated as modification of client code and would not attract any amount of penalty, provided the trades in error account are subsequently liquidated in the market and not shifted to some other client code.

This policy has been put before board and board has approved the same.

This policy shall be reviewed periodically or as and when regulatory requirements are to be updated/ modified.