## Innovate Securities Pvt. Ltd. - RMS Policy

This procedure has been explained to all concerned, dealing officials and no deviations are permitted at their level if any deviations required they have to obtain approval from the director.

No client is entertained if he walks in for client registration.

We verify the financial details from client's income/assets proof as when required, [Mandatory for clients who wishes to trade derivative segment]. As defined and required for PMLA's for clients in cash segment.

We do not have the sales personnel or relationship managers as such and we do not induce any client to trade nor do we give our views about market movements.

The director continuously monitor for ensuring each and every clients makes the PAY IN in-time. In case of delay from clients side in PAY IN appropriate action is taken by the director. The trading limits are reduced or zeroed in till such time the full PAY IN is received. Similarly the branch/ sub broker/authorized person limits are also reduced or closed. Normally, we face the issues of timely PAY IN from the clients when market is falling, in such event the director calls each and every client to either square up their position or make the PAY IN on next day morning. In the event of any doubt the positions are squared up if the market is continuously falling and most of the times our clients have buy positions.

The director continuously monitors debit balances and the follow up at client level as well as at branch/ sub broker/authorized person level and every day the statement of outstanding is send to each dealing offices. The old debit balances over 5 days are watched. In the event net debit over 30 days are treated as bad and appropriate action is taken for recovery thereof.

In case when client do not pay short fall in margin/payment on T+5 basis we telephone the client and squared up of his/ her positions. Provided client do not assure for the payment in a 5 day.

We are maintain the record of telephone calls made for margin calls/payment.