

**Policy on reactivation of Dormant account of client**

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

**Definition of Dormant/Inactive accounts**

In the case of a trading account, the term dormant/Inactive account refers to such an account wherein no transactions have been carried out since the last 12 (Twelve) calendar months across all exchanges.

In case of Demat accounts the term Dormant/Inactive accounts refers to such accounts where no debit transaction had taken place for a continuous period of 12 (Twelve) months.

**Transaction in Dormant/Inactive Trading Accounts**

The Dormant accounts identified based on the above criteria shall be flagged as such in our records. The we reserve the right to freeze/deactivate such accounts and shall not 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 has been frozen/deactivated.

The client's request through a letter/registered email ID may be necessary to reactivate the account or carry out any fresh transactions in dormant/inactive accounts.

**Debit Transaction in Dormant Demat Accounts:**

Demat accounts where no debit transaction has taken place for a continuous period of twelve (12) months shall be flagged as Dormant/Inactive accounts.

Additional due diligence would be observed over and above the normal verification procedure while processing any debit transactions in such accounts. The transaction shall also be verified with the BO in case of high value debits and the details of the process, date, time, etc., of the verification on the instruction slip shall be recorded under the signature of a senior official.

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 the company from time to time.

**Return of Clients assets**

In case of clients who have credit balance and who are flagged as Dormant, the funds/ securities of such clients are duly flushed out during monthly/quarterly payout of funds and securities.

FOR PANKAJ MANGALDAS SEC PVT. LTD.  
  
DIRECTOR

