

### Policy for client code modification

SEBI & NSE have issued circular nos. Circular no. NSE/INVG/18281 dated 05.07.2011 and NSE/INVG/18484 dated 29.07.2011 and NSE/INVG/18716 dated 29.08.2011 to monitor and check the in-genuine client code modifications. To comply with the above circulars, the following policy is being adopted for strict compliance by the dealers.

1. The client code modification will be carried on only in case of genuine errors. For this purpose, the following shall be considered as a genuine error:
  - (a) Where original client code/name and modified client code/name are similar to each other. However such modifications should not be repetitive.
  - (b) Where original client code and modified client code belong to a family. For this purpose family means spouse, dependent parents, dependent children and HUF. Modification within relatives can be allowed in case of genuine errors. For this purpose, relative will have the same meaning as defined under the Companies Act, 1956.
2. The error should have arisen only due to communication and or punching or typing.
3. For actual client code modification, an error code should be uploaded to the exchange and all modifications should be done through error code.
4. Before making any client code modification, the permission should be obtained from the compliance officer.
5. No client code modification should be done in the back office system.