



REDEFINING GROWTH

MNM STOCK BROKING PRIVATE LIMITED

## ***MNM STOCK BROKING PVT LTD***

### ***Risk Management System***

#### ***Risk Management Policy:-***

- 1. Every Relationship Manager ,Dealer and Branch Manager, Franchisee should follow the MSBPL Risk Management policy devised by the HO for enrolling and activating the client and monitoring the trade done by him in Cash, F&O and Currency and Commodity segment. Risk management policy should be well documented and be made accessible to the clients whenever the same is demanded by the later.*
- 2. The Dealer/Relationship Manager/Branch Manager/Franchisee should carry out due diligence and risk profiling based on KYC procedures specified in KYC policy and Risk Management policy of the company.*

#### ***Types of Risk and Margins in both Cash & Derivatives segments (Including Currency Derivatives Segment) and Commodity Segment (MCX):***

- 3. Risk is generally used synonymously with the probability of known loss. Risk can be categorized into the following three types:*
  - Low Risk*
  - Technical Risk*
  - High Risk*
- 4. To cover the above different types of risk, various types of margins are required to be collected from the clients to allow to trade and also to minimize the risk arising to member when there is sudden down fall in the stock market.*
- 5. Margin is a minimum amount of funds and /or securities that must be held by a client in a trading account in order to allow trading in both Cash and Derivatives markets and Commodity market also.*
- 6. Certain types of margins are required to be collected from the clients on upfront basis and others as per his trading practice and requirement of the Exchange.*

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7. *Types of margins with their terminology in both cash and derivatives markets including currency derivatives segment and Commodity Segment are given as under :*

**i. Cash /Capital Markets:**

- *VAR Margin*
- *ELM Margin*
- *M2M Margin*
- *Additional Margin*

**ii. Derivatives Market (F&O segment):**

- *Initial Margin (Total of SPAN margin requirement +Buy Premium + Assignment Margin (i.e. in the money margin)*
- *Exposure Margin*
- *Premium Margin*
- *MTM*

**iii. Currency Derivatives Market:**

- *Initial Margin*
- *Exposure Margin*
- *Premium Margin*
- *MTM*

**IV. Commodity Market (MCX):**

- *Initial Margin*
- *Exposure Margin*
- *Additional Margin*
- *Additional Cash Margin*
- *Tender Margin /Delivery Margin*

**• Assigning Trading Limits :**

*In the following manners limit shall be assigned in cash market segment, derivatives segment and Commodity segment. Limits shall be reset on daily basis by generating a file from the back office*

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system at HO.

- **Cash Segment :**
    - a) *In cash market, VAR based trading pattern/system shall be applicable for all the clients.*
    - b) *Trading limit shall be provided to the client in cash segment based on free stock after haircut and clear credit balance available in their ledger accounts.*
  - **Derivatives Segment :**
    - a) *Client shall be allowed trading in derivatives segment based on upfront availability of margin collected by the member from client.*
    - b) *Exposure on client stock shall be allowed after providing scrip wise VAR haircuts as prescribed by exchange as per NB VAR*
  - **Commodity Segment (MCX) :**
    - a) *Client shall be allowed trading in derivatives segment based on upfront availability of margin collected by the member from client.*
    - b) *Exposure on client stock shall be allowed after providing scrip wise VAR haircuts as prescribed by exchange.*
8. *Generally Client should be restricted to trade in penny stock. However, if the clients are allowed to trade in penny stock like in T,TS and Z group,100 % margin shall be charged or recovered from the client as per discretion of RMS team and ensure that these stocks are not counted for giving exposure to the client.*
9. *Further, the management shall have the ultimate authority and can restrict the client for doing trade in particular securities including penny stocks.*
10. *Ensure that scrip which is banned, illiquid or T, TS &Z category for collaterals does not form part for calculating collateral margin. Management shall have the ultimate authority and can restrict client for doing trade in any particular securities/stocks including illiquid scrip's or above mentioned categories.*

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- **Calculation Mechanism of Margin:**

- Actual Margin received from the client (as appears in Client's ledger separately)
- (+) T Day Ledger balance of all segment
- (+) Value of pledge shares with Exchange after considering applicable haircut of NB
- (-) all Un-cleared Cheques
- (-) 120 % of short sales

11. Ensure that there is regular monitoring of clients' accounts who has been given collateral in the form of single stock.

12. The Company shall decide the component of cash and non-cash collaterals from time to time either in general or for any particular client as the case may be. In any case, cash component should not be less than 50 %.

13. Only client stocks appearing on the approved list of NSE, BSE & MCX (After removing the illiquid scrips as appearing on NSE, BSE and MCX (Illiquid list) shall be considered for margin purposes. However, the Risk Head can decide any specific inclusion or exclusion from the collaterals based on exceptional circumstances by giving prior approval in writing.

14. For valuation of collaterals, the market rate shall be considered as closing price of T-1 day. Haircut shall be VAR rate and subject to minimum of 20% or at percentage which may be decided from time to time. It can be applied based on categorization of scrips in few categories.

15. Ensure that the collaterals received is from the client's designated DP account and not from third party.

- **Placing of Order:**

16. Branch Manager/RMs/Dealers should ensure that orders are placed through CTCL/BOLT/NEAT Terminals with in the exposure limits applicable to clients as decided by the RMS Team and the HO.

- **Dealing in Restricted Scrips:**

17. . In order to exercise additional due diligence while trading in NB block securities on behalf of

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*their clients.*

18. *MSBPL reserves the right to refuse execution of any transaction requests of the client on such restricted securities or to reduce the open market interests of the client in such securities/ contracts.*
19. *MSBPL also reserves the right not to allow any trades or transactions in respect of certain securities or segments or orders/requests as per MSBPL criteria and may be decided by MSBPL from time to time.*

- **Mechanism of Fund Collection in Cash Segment :**

20. *In case of cash market for trading in equity segment ensure that 35 % coverage is maintained all the time by the client and such calculation is done on daily basis by the RMS team and should be informed to the client accordingly.*
21. *If the client is having debit balance in cash segment with 35% coverage, such debit balance needs to be cleared by the client within 7 days.*
22. *If the clients are having debit balance in cash segment for than 4 days with less than 20 % coverage, then shortage amount or 4 days debit balance amount whichever is less shall be raised /liquidated by the RMS team to the extent of 35%.*
23. *Upfront margins are required to be collected from the clients in advance of the trade.*

- **Mechanism of Fund Collection in Derivatives and Commodity segment:**

24. *In case of derivatives segment, one time exposure is allowed and initial margin is mandatory to trade in Derivatives and Commodity segment.*
25. *In Derivatives and Commodity segment position shall not be allowed to carry forward in Short margin.*
26. *All illiquid contracts are block for trading in Derivatives and Commodity segment (Refer separate policy for identifying illiquid contract in Derivatives and Commodity segment )*
27. *Un-cleared Cheques will not be considered as Margin, Branch Manager shall consider Additional*

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*Margin for Funds received for Margin only on Clearance of the cheque.*

28. *Branch Manager/Relationship Manager to collect MTM margin immediately on T day in case the margin has fall below the required level as per the policy decided by HO, in other case on next day (i.e. T+1 day).*

- **Intimation to clients:**

29. *Regular intimations regarding debit, information about margin shortage with penalty amount (real time margin shortage), communication regarding liquidation is sent through SMS and email on the clients' registered mobile number and email address respectively.*

- **Margin Reporting:**

30. *For same day margin requirements, clear ledger balance as on date will be considered.*

31. *Across all segments, shares in Margin pledge with previous day's valuation, after MSBPL prescribed haircut, will be considered.*

32. *All other terms & conditions including levying of margin shortfall penalty will remain as is and in line with regulatory requirements.*

- **Giving Exposure to the client:**

33. *In setting exposure limits to the client ,the factors shall be considered like client's risk profile, risk appetite, loss bearing capacity ,payment history, market volatility, risk management policy of the company and such other factors or conditions which the company may consider relevant for the purpose from time to time.*

34. *Further MSBPL at its discretion may collect such additional margin or may further reduce the margin subject to extant regulations. Clients shall maintain sufficient balance with MSBPL pre trade depending on the channel through which they trade. In case the client is providing collateral in the form of approved securities/mutual fund units as margin, a margin pledge shall be initiated by the client in favour of MSBPL through physical or electronic instruction*

*mechanism provided by the Depositories. Where the client has given Power of Attorney in favour of MSBPL, the margin pledge shall be initiated by MSBPL on behalf of the client. The margin pledge will be initiated as per the process defined by the Depositories / SEBI / Exchanges,*

35. *The client will receive a link on registered Email id / Mobile number mapped with depository (NDSL / CDSL) for confirmation of pledge in favour of MSBPL. Client will have to enter an OTP received on Email id and /or Mobile number within the prescribed timeline to confirm pledge in favour of MSBPL. The limit for trading on pledge securities/mutual fund unit will be given to client on best effort basis only post confirmation of creation of pledge in favour of MSBPL. MSBPL will not be responsible for any delay or non-receipt of link / OTP from depositors for creation of pledge or non-confirmation of pledge request by the client.*
36. *MSBPL shall reserves rights to allow pledging of only selected securities/Mutual fund Units at its own discretion. The trade limits on pledge securities/Mutual fund units shall be given after applying appropriate haircut. MSBPL shall not be responsible for delay if any, in pledging or un-pledging of client securities/Mutual fund Units due to technical or any other issue at depository (NSDL / CDSL) as well as at MSBPL end. Client shall ensure that correct Email and Mobile number is updated with MSBPL at all the times so that, client can receive link and OTP for creation of pledge.*
37. *MSBPL shall reserves rights to re-pledge the securities/Mutual fund Units to the Clearing Corporations. In case the client defaults MSBPL and/or the Clearing Corporations shall be entitled to invoke securities /Mutual fund Units pledged by the client.*
- **Enhancing/Adjusting the Exposure or available Margin for Clients during the day:**
38. *During the trading hours ,exposure or available margin can be enhanced /adjusted for clients based on the following:*
- *On receipt pf funds through RTGS/NEFT/Transfer Cheque/Bank Recco Cheque (with prior approval)*
  - *On withdrawal of funds (with prior approval of RMS Team)*
  - *On receipt of collateral in client's beneficiary /collateral demat account.*
39. *On withdrawal of collateral from client's beneficiary/collateral demat account (with prior approval of RMS Team)*
40. *Exposure may be adjusted on receipt of news from market (market wise, client wide or security wide, if any), general volatility in the market .etc.*

41. *In case of funds received through RTGS, funds should have been received and the necessary entries in the software are passed and exposure provided to client after allocation done in exchange as per SEBI implementation of intraday allocation.*

42. *In case of receipts of collateral, provide details of collateral transferred in client's beneficiary collateral demat account from the concerned client.*

43. *The exposure shall be enhanced only after adjusting the shortfall, if any from the additional margin received during the day.*

• **The margin shortfall in Cash, F&O, Currency and Commodity segment:**

44. *Positions of the client may be closed out to the extent of margin shortfall on the T+1 basis /Real time monitoring basis.*

45. *If there is a Mark to Mark loss MSBPL has rights to square off the positions as per RMS policy*

46. *While computing margin shortfall, value of unapproved securities shall not be considered.*

47. *While selling the securities/ closing the client positions, MSBPL may not take into consideration Cheques showing unclear although deposited by the client with MSBPL until clear proceeds of such instruments are received by MSBPL in its bank account. For this purposes Demand Draft / Pay order will not be taken into consideration.*

48. *MSBPL shall have the right to sell clients securities in case of Ageing of debit and margin shortfall in the client account.*

• **Conditions under which a client may not be allowed to take further position or MSBPL may close the existing position of a client**

A. **All markets:**

49. *.Client is not having adequate margins as per conditions in Risk Management policy.*





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**B. Capital markets:**

50. *The client has not been able to meet his pay-in obligations in cash by the schedule date of pay-in irrespective of the value of collaterals available with MSBPL.*
51. *Clear proceeds of the cheque deposited by the client to meet the pay-in obligations have not yet been received by MSBPL.*
52. *Client is trading “illiquid” scrips and volumes in his account exceed internal cut off limit fixed by MSBPL*

**C. F&O, Currency & Commodity Segment:**

53. *The client has not made payment for Market to Market loss in Ledger Intra-day positions:*
54. *MSBPL shall have right to close out any intra-day positions taken by the client after a defined ‘Cut-off’ time (Presently 15 minutes before close of market*
55. *Client is trading “illiquid” scrips and volume in his account exceed internal cut off limit fixed by MSBPL as per RMS Illiquid policy.*
- **Auto Square off process in Cash Segment (Timer Mode):**
56. *Cash segment positions will be square off in Margin product for Intraday on the mentioned time before closing the market.*

<b><i>Pre Square off Mode 15:15 Hrs. (03:15 PM)</i></b>
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<b><i>Auto Square off 15:20 Hrs. (03:20 PM)</i></b>
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- **Penalty levied to Clients for Short collection of Margin/Other Margin/MTM Margin/Peak Margin as specified by Exchange**

57. *MSBPL will impose/collect penalties from Clients as per Exchange in Cash, Derivatives,*

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*Currency and Commodity segment.*

58. Further MSBPL reserved the right to keep client on a square off mode or can reduce position in case where client has imposed penalty by Exchange 3 times or more during a month for Short margin/MTM.

- **Further exposure not allowed as per Sebi circular:**

59. Further exposure not allowed to client if the debit continues (T+2+5) as per Sebi circular dated 26.09.2016 in all segment.

- **Other Norms :**

60. Risk Team generates on daily basis, debtors/client's list with secured and unsecured/uncovered amount along with the ageing list. Absolute debit balance in client account in excess of RS.5 LACS and/or in excess of 7 days shall be separately monitored by Risk Team.

61. The following are some of the indicative actions which may be initiated by Risk Team in a Volatile Market Conditions:

- Increase the hair cut on Collaterals
- Increase the Margin rate
- Disallow scrip to trade
- Liquidation of positions
- Disallow client to take exposure (based on news)
- Provide Margin calls to clients after valuing their portfolio

**Transfer of Securities to the Client in the event of Non-Payment**

MSBPL may transfer the unpaid securities or partially paid securities from pool/unpaid securities demat account to Client's demat account, on demand made by Client and thereafter collect the dues from the Client in accordance with the discussions with the Client.

**Client /CP margin collection**

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*Any short fall in client /CP margin collection noticed by the Risk Management Team shall be escalated to the Head of the Risk Management Team and the Head Risk Management Team shall initiate the collection of the short fall in margin, if any, from the concerned Client / CP.”*

**Physical settlement of derivatives contract.**

*As mandated by SEBI, stocks which do not meet the Enhanced Eligibility criteria shall move from cash to physical settlement. Kindly refer the circular as communicated by NSE, where physical settlement has been introduced for July 2018 expiry and onwards in all FNO scripts.*

- [FAQ for Physical Settlement](#)

*With introduction of physical settlement, all the open positions (Futures & in the Money Options) of near month will be settled through actual pay-in or pay-out of shares if positions are left open.*

**Crux points with respect to physical settlement are as given below.**

*The following positions in respect of contracts identified by Exchange shall be physically settled:*

**Unexpired Futures**

1. *Long Futures shall result into a buy (Security receivable) Positions.*
2. *Short Futures shall result into a Sell (Security deliverable) Positions.*

**In-the –Money Call Options**

1. *Long Call exercised shall result into a buy (security receivable) positions*
2. *Short Call assigned shall result into a sell (security deliverable) position*



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**In –the –Money Put Options**

1. Long Put exercised shall result into a sell (Security deliverable) positions
2. Short Put assigned shall result into a buy ( Security receivable ) Positions

*The quantity to be delivered/ received shall be equivalent to the market lot \* number of contracts which result into delivery settlement.*

*The delivery settlement obligation shall be computed at the following prices Futures – Final Settlement price of the futures contract*

*Options – Strike Price of the respective option contract*

***The physical settlement shall be effected on Expiry+2 days.***

*Post expiry, positions which are converted to physical settlement , margins as applicable in Capital Market segment (i.e. VAR, Extreme Loss Margins, and Mark to Market margins) shall be applicable and levied as delivery margins.*

*For details refer NSE Circular Number dated 15/06/2018 NSCCL/CMPT/38039 and FAQ on the same is provided in detail wide circular no.NSCCL/CMPT/38332 dated 16.07.2018*

*Failure of the seller to deliver securities shall result in buy-in-auction for the shares by Clearing Corporation as per auction schedule declared periodically. Currently auction shall be conducted on Expiry+3 days and settled on Expiry+4 days. The auction amount shall be charged in case of short delivery of shares. Failure to procure shares in auction shall be closed out.*

*Please note that MSBPL RMS will square off open position in Stock Futures/Option's which has been mandated by Exchanges for physical settlement, at least 2 days before expiry day. You can choose to rollover your positions or close the same before 3 days including expiry day (Monday). E.g. Current expiry contracts needs to be closed/rollover by you on or before 3 days including expiry day or else the same would be closed by MSBPL RMS any time of last 3 days expiry.*

***Also all open position in such contract's will be on-square off mode on last day of expiry on Thursday from 12.15 PM, Client can only square off positions after blocked the contract on ODIN.***

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Hence for every expiry MSBPL RMS will square off open positions in Stock Futures / Options as at least 2 days prior to expiry day (last Thursday of every expiry).

Kindly take adequate care while trading in options as in case of illiquid contract it will be difficult to square-off position which may result in physical settlement.

In case MSBPL RMS is unable to square off, then such contracts will be physically settled and client will be required to honour the securities and funds settlement obligations resulting out of such settlement.

### **Physical settlement of commodity contract.**

1. Contracts would be blocked for trading five days prior the staggered period
2. If the buyer wishes to convert the position to physical delivery, the entire value of the contract would be required. In case the amount is not supplied, MSBPL reserves the right to liquidate the contract without allowing to convert to physical settlement

### **Peak Margin**

With reference to SEBI circular SEBI/HO/MRD2/DCAP/CIR/P/2020/127 dated 20th July 2020, Peak Margin would be introduced in Equity, Commodity & Currency segment from 1st December 2020. Following are the guidelines for collection of upfront margin from clients in Cash & Derivative segment: -

1. SEBI circular Exchanges/ Clearing Corporations have mandated trading members to collect applicable margins from their clients/ constituents in advance of the trade for all the segments i.e. Equity, Commodity & Currency.
2. MSBPL shall have to report the margin collected from each client for EOD as well as Peak margin during the day.

- a) EOD margin obligation of the client shall be compared with the respective client margin available with the Member at EOD. AND
- b) Peak margin obligation (Highest) of the client, during the day, shall be compared with respective client peak margin available with the Member during the day.

***Higher of the shortfall in collection of the margin obligations at (a) and (b) Above, shall be considered for levying of penalty.***

- 1. In cash market the peak margin will be applicable till T+2 till payin for the delivery positions.*
- 2. Peak margin file will be sent by exchanges 4 times in a day at random time schedule, the maximum margin in any of the these files will be considered as peak margin for the day and margin will have to be complied based on the peak margin or EOD margin which is higher.*

***Additional Risk Management Policy w.r.t. SEBI Circular No. CIR/HO/MIRSD/DOP/CIR/P/2019/75&CIR/HO/MIRSD/DOP/CIR/P/2019/95.***

***Right to sell clients securities or close clients positions, without giving notice to the client, on account of non-payment of clients dues***

*MSBPL (MNM Stock Broking Private Limited) shall be entitled to liquidate/close out all or any of the clients position including securities held in “Client unpaid securities account” as well as “Client Collaterals accounts” towards margins without giving any notice to the client for non-payment of margins or other amounts including the pay-in obligations, outstanding debts etc. and adjust the proceeds of such liquidation/close out, if any, against the clients liabilities/obligations. In such event client shall be solely responsible for all the losses and also liable for all and any*

*penalties and charges levied by the exchange(s).*

*MSBPL (MNM Stock Broking Private Limited) may transfer all or part of the securities from Pool/Client unpaid securities account to client's demat account.*

*In case of partial payment, MSBPL (MNM Stock Broking Private Limited) may retain full value of securities till the 5th day from the pay-out date.*

*MSBPL (MNM Stock Broking Private Limited) shall have the right but not obligation to sell clients securities or close out client's position.*

**Deregistering a client :**

*MSBPL (MNM Stock Broking Private Limited) may de-register the client account based on action taken by SEBI/NSE/BSE or being part of list of debarred entities published by SEBI.*

*MSBPL (MNM Stock Broking Private Limited) may also initiate action for deregistering a client on basis of information found in sites of CIBIL or legal matter or client having suspicious background, link with suspicious organization, etc.*

*MSBPL (MNM Stock Broking Private Limited) shall have right to close out the existing positions; sell the collaterals to recover its dues, if any, before de-registering the client.*

*MSBPL (MNM Stock Broking Private Limited) may freeze the shares of the client where it deems prudent, at time of de-registering a client.*

*This risk assessment and management policy shall subject to change and modification, if needed, considering the dynamics of operations, business plans and strategy of managements from time to time.*

**Voluntary Freezing/Blocking of Trading Accounts**

*In accordance with SEBI Circular No. SEBI/HO/MIRSD/POD-1/P/CIR/2024/4 dated January 12, 2024, and Exchange Circular No. NSE/INSP/61529 dated April 08, 2024, Trader is committed to*

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facilitating ease of investments for our clients by providing the option to voluntarily freeze/block the online access of their trading accounts. This facility is available to all clients effective from July 01, 2024. Clients who wish to utilize this feature can follow the procedure outlined in below **For voluntary freezing/blocking accounts, Clients can mail us at; stoptrade@mnshares.com or call +91 70690 22321.**

**Instructions for Investors:**

1. **Request Submission:** Clients who wish to freeze/block their trading accounts must submit a formal request through the designated online platform or in writing to our customer service team.
2. **Processing Time:** Requests will be processed within 24-48 hours of receipt, and clients will receive a confirmation once the account has been successfully frozen/blocked.
3. **Reactivation:** To reactivate a frozen/blocked account, clients must submit a reactivation request through the same channels. The reactivation process will also take 24-48 hours.
4. **Impact on Trading:** During the period of freezing/blocking, clients will not be able to execute any trades or access their trading accounts online. However, they will still have access to view their account statements and balances.
5. **Compliance and Reporting:** Clients are assured that Trader adheres to all regulatory requirements and the framework prescribed by the Exchange. Compliance status is submitted to the Exchange as mandated.

Regards,

MNM STOCK BROKING PVT LTD  
RMS DEPARTMENT

**DISCLAIMER**

MSBPL Management will have a discretion to alter/change any of Exposure limit, selling parameter defined in this policy on the basis of prevailing market conditions with or without prior intimation and can use their discretion to grant any kind of exemption/permission in case they deem fit on case to case basis.

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