

Zuari Investments Limited

Policy for actual settlement of client accounts on quarterly/ monthly basis

As per SEBI circular ref MIRSD/SE/Cir-19/2009 dated December 3, 2009 and subsequent clarifications in this regard, every client's account has to be settled once in a calendar quarter/month as consented by the client. To settle the account following steps have to followed -

Selection of client: A provision will be made in system to identify the accounts which have to be settled, the process will be executed on daily basis. The procedure for the actual settlement of client's account is as under:

- a) For the clients having outstanding obligations on the settlement date, the company will retain the requisite securities/funds towards such obligations and may also retain the funds expected to be required to meet margin obligations for next 5 trading days, calculated in the manner specified by the exchanges.
- b) The actual settlement of funds and securities shall be done by the company, at least once in a calendar quarter or month, depending on the preference of the client. While settling the account, the company will send to the client a 'statement of accounts' containing an extract from the client ledger for funds and an extract from the register of securities displaying all receipts/deliveries of funds/securities. The statement shall also explain the retention of funds/securities and the details of the pledge, if any.
- c) Further to avoid any inconvenience to the clients considering issuances and receipts of cheques, any account having credit/debit balance equal or less then Rs 1000.00 (Rupees one thousand only) shall be treated as settled.
- d) The calculation method as specified by SEBI/Exchanges will be applicable for all the clients on daily basis, hence if any client's accounts get settled across the exchanges taken together as per specified calculation, the same shall be treated as settled and a letter to this effect will be sent to the client.

Approval

We have approved this policy to achieve and monitor our Company's ongoing compliance with the requirements of the actual settlement of accounts.