

## Risk Management Policy

### POLICIES AND PROCEDURES

This document outlines various policies and procedures framed and followed by Evermore Stock Brokers Pvt.Ltd ("EVERMORE") with respect to its dealing with its clients as a stockbroker on National Stock Exchange of India Ltd. ("NSE"), and MC Stock Exchange Ltd. ("MC-S") (collectively hereinafter referred as "the Exchanges"). The policies and procedures as stated herein below are subject to change from time to time at the sole discretion of EVERMORE, depending upon regulatory changes, its risk management framework, other market conditions, etc. The said policies and procedures and any revision/update in the same from time to time is/will be available in the Client's web login provided by EVERMORE on its web site. The Client can access and refer to such policies and procedures by using user Id and password provided by EVERMORE.

A. Setting up the clients' exposure limits  
In setting up the exposure limits for and on behalf of the clients, EVERMORE broadly takes into consideration the regulatory requirement, client profile, internal risk management policy, market conditions, etc. Considering the said parameters the exposure limit for a client would be set up as follows:  
Exposure limits to the client will be provided based on the available margin in the client's broking account maintained with EVERMORE. The exposure limits will be a certain multiple of the available margin. Such multiplier will be as decided by EVERMORE from time to time and may vary from client to client.

On a case-to-case basis EVERMORE, at its sole and absolute discretion, may allow higher exposure limits to the client.

In case of cash segment, EVERMORE may at its sole and absolute discretion allow clean exposure limit up to certain amount to the client without insisting for any credit balance and/or margin. The quantum of clean exposure limit shall be decided by EVERMORE. On a case-to-case basis EVERMORE may, at its sole and absolute discretion, give higher clean exposure limits to certain set of the clients. EVERMORE reserves the right to withdraw clean exposure limit granted to the client at any point of time at its sole and absolute discretion. The client cannot raise any concern/ dispute for the same.



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Available margin for the purpose of granting exposure is calculated as a sum of free credit balance of the client in EVERMORE's books, margin in the form of funds, securities, bank fixed deposit, bank guarantee, etc. of the client available with EVERMORE, and the value of securities held in the client's demat account for which power of attorney is granted in favor of EVERMORE.

The choice of the securities to be considered as margin shall be determined by EVERMORE at its sole discretion from time to time and the client shall abide by the same while granting the exposure limit, margin in the form of securities will be valued as per the latest available closing price on NSE after applying appropriate haircut as may be decided by EVERMORE at its sole discretion.

The Client will have to abide by the exposure limit set by EVERMORE.



## EVERMORE SHARE BROKING PRIVATE LIMITED

### Voluntary Freezing of the Online Trading Account Policy

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#### 1. Introduction

This policy outlines the procedures for voluntary freezing of trading accounts for clients of Evermore Share Broking Private Limited (hereinafter referred to as ESBPL) in accordance with SEBI & Exchange Circulars.

#### 2. Purpose

This policy aims to guide ESBPL clients on the process, modes, timelines, and other details for facilitating the voluntary freezing of their trading accounts upon noticing any suspicious activity.

#### 3. Scope and Applicability

This policy is applicable to all ESBPL clients who wish to voluntarily freeze their online trading accounts.



#### 4. Review

This policy is part of ESBPL's Risk Management Policy and shall be reviewed annually by the Board of Directors or earlier if necessary to ensure compliance with regulatory changes.

#### 5. Procedure to Freeze Online Trading Account

##### a) Using the Web:

- Log in to the Evermore application (website), go to the Accounts page, and click on the Profile Widget.
- Select the "Click to Freeze" option.
- Follow the on-screen instructions.
- Enter the OTP received via SMS and email for verification.
- Upon entering the correct OTP, the account will be frozen.
- Once the accounts will freeze you will receive the Mail notification for the Account freeze.

##### b) Calling a Dedicated Support Line:

- Call ESBPL at the dedicated number 022-42229960 (between 9:15 am – 6:30 pm excluding Sundays and public holidays).
- The customer support agent will verify the client's identity and may request additional information.
- Once verified, the agent will freeze the account. Email for account freeze will be sent.
- Once the accounts will freeze you will receive the Mail notification for the Account freeze.

#### 6. Procedure to Unfreeze Online Trading Account

##### a) Using the Web:

- Log in to the Evermore application (website), go to the Accounts page, and click on the Profile Widget.
- Select the "Click to Unfreeze" option.
- Follow the on-screen instructions.
- Enter the OTP received via SMS and email for verification.
- Upon entering the correct OTP, the account will be frozen.
- Your request received for Unfreezing the account is received with us. You will shortly receive a call from our team. After necessary due diligence, the account will be unfrozen within approximately 30 minutes subject to necessary validations.



- Once the accounts will unfreeze you will receive the Mail notification for the Account Unfreeze.
- After the account has been unfrozen, the client can resume trading.

#### **b) Calling a Dedicated Support Line:**

- Clients can call the dedicated support line at 022-42229960 (between 9:15 am – 6:30 pm excluding Sundays and public holidays) and follow the agent's instructions. After necessary due diligence, the account will be unfrozen within approximately 30 minutes subject to necessary validations.
- Once the accounts will unfreeze you will receive the Mail notification for the Account Unfreeze.
- After the account has been unfrozen, the client can resume trading.
- Clients will be allowed to trade through both online and offline modes i.e. call and trade/ Web.

#### **7. Important Points to Note:**

- It is advised that the client closes all his open positions before giving the request for freezing the account.
- Client's account will be blocked, within 15 minutes of receiving the freeze request.
- Confirmation of the freeze of the account will be sent via email and SMS, including process to unfreeze the account.
- All pending orders, whether placed online or offline by the client, will be cancelled by the system and trading access will be blocked.
- Clients will receive details of any open positions along with contract expiry information within an hour of freezing the account.
- Upon freezing, the client will be logged out of the app but can log in for exploratory purposes without the ability to place trades.
- New SIPs will not be executed while the account is frozen.
- Fund addition and withdrawal will be allowed, but profile modifications will not be permitted.
- It is recommended to change the login PASSWORD immediately after freezing the account. This can be done by navigating to Login Page → Forgot Password → Change password.
- Clients with open positions can call 022-42229960 to close them.
- To unfreeze the account, clients can call at 022-42229960.
- In case client MTM is 80% or above, all the open positions will be auto squared off as per risk management policy of ESBPL.



- In case of margin shortage, client position will be auto squared off to the extent of margin shortage.
- If client's account has a negative balance, their investments will be sold to cover the amount owed.
- Any open position under Intraday product will be auto squared off by the system as per the Intraday product policy.

## 8. Clarifications:

It is clarified that

- a. Freezing/blocking is only for the online access to the client's trading account, and there shall be no restrictions on the Risk Management activities of Evermore Share Broking Private Limited. Clients will be liable to adhere to the existing risk policy already in place.
- b. The request for freezing/ blocking does not constitute request for marking client Unique Client Code (UCC) as inactive in the Exchange records.
- c. Client will be able to access the account in frozen state, although trading or profile modification options will be blocked.
- d. Freeze Request once submitted cannot be cancelled. Although the client can call us at 022-42229960 and place a request for unfreeze.

## 9. Circular references:

- SEBI/HO/MIRSD/POD-1/P/CIR/2024/4 dated January 12, 2024
- NSE/INSP/61529 dated April 08, 2024
- BSE notice 20240408-12 dated 08 Apr 2024
- MCX/INSP/218/2024 dated April 09, 2024
- NCDEX/COMPLIANCE-025/2024 dated April 09, 2024

**For Evermore Share Broking Private Limited**

**Madhvi Jain**  
**Director**

