

LPC Securities Pvt. Ltd.

**Voluntary freezing of the Online
Trading account policy**

Ver. 1.0

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1. Introduction

This policy outlines the procedures for voluntary freezing of trading accounts for clients of LPC Securities Pvt. Ltd. (hereinafter referred to as LPC) in accordance with SEBI & Exchange Circulars.

2. Purpose

This policy aims to guide LPC 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 LPC clients who wish to voluntarily freeze their accounts.

4. Review

This policy is part of LPC'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

Calling a Dedicated Support Line:

- Call LPC at the dedicated number 022 2628 2800/01 (between 9:00 am – 6 :00 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.

6. Procedure to Unfreeze Online Trading Account

- Clients can call the dedicated support line at 022 2628 2800/01 and follow the agent's instructions. After necessary due diligence, the account will be unfrozen within approximately 30 minutes' subject to necessary validations.
- After the account has been unfrozen, the client can resume trading.

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 PIN immediately after freezing the account. This can be done by navigating to Accounts —> Settings —> Change PIN.
- Clients with open positions can call 022 2628 2800/01 to close them.
- To unfreeze the account, clients can call at 022 2628 2800/01
- In case client MTM is 80% or above, all the open positions will be auto squared off as per risk management policy of LPC.
- 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 LPC Securities Pvt. Ltd. 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 2628 2800/01 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