

VSE Stock Services Limited

KRA Policy

Approved by the Board at its Meeting held on 18th December, 2012

Preamble:

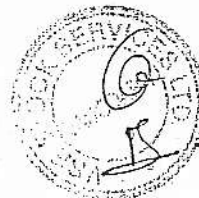
This policy is based on, (I) SEBI circular no. MIRSD/Cir-23/2011 dated December 2, 2011 regarding The Securities and Exchange Board (KYC Registration Agency) Regulations, 2011 (II) SEBI circular no. MIRSD/Cir-5/2012 dated 13th April, 2012 regarding uploading of the existing clients' KYC details in KRA System.

The SEBI has developed this mechanism to avoid duplication of KYC process with every intermediary and for centralization of the KYC records in the securities market.

As per New KRA Regulation, company has been registered with the CDSL Ventures Ltd (CVL) for KRA registration process of clients.

The Company shall follow systematic mechanism for uploading KYC data of client to the KRA website as under:

- a) The clients shall submit KYC documents as per Client Acceptance Policy of the Company.
- b) The sub-brokers shall verify the proof of documents provided by clients from the original.
- c) The authorized officer or the sub-broker who is carrying out in person verification shall put his/her signature and shall verify the details in KYC form.
- d) The client is required to provide such document/information to the authorized officer of the Company as and when required by them in order to submit the same to CVL KRA.
- e) The Company shall not precede the KYC form if the client has not submitted required documents to the Company.
- f) Account is opened after verifying all the required documents submitted by the client.



- g) As per the SEBI circular no. MIRSD/Cir-5/2012 dated 13th April, 2012 charges for uploading or downloading of KYC details as the case may be for the existing or new clients' will be debited to Clients' A/c on monthly basis.
- h) Company captured the KYC data of client online to the KRA website and verifies the same for accuracy point of view. Company create the list of clients through KRA website for sending the documents to the KRA registered office and ensure that all documents of new clients KRA details are sent to KRA agencies with in 10 days of KRA details uploaded to KRA website.
- i) Company also checks the status of KRA uploaded and follow up action is initiated for KRA approval.
- j) This policy may be altered / modified by the Board of Directors of the Company as per direction of SEBI, KRA Regulation or any other authority.

For VSE Stock Services Ltd.


(CA Dilip Parikh)
Chairman



