

# Wealth Discovery Securities Private Limited

## Policy Framework for Voluntary Freezing/Blocking of Online Trading Account Access for Clients

### Annexure to Risk Management Policy

#### Introduction

In an effort to enhance the ease of business operations and investment activities for investors, and to safeguard investors from suspicious activities, SEBI, through circular ref. No. **SEBI/HO/MIRSD/POD-1/P/CIR/2024/4** dated January 12, 2024, has mandated a framework for stock exchanges. This framework requires Trading Members to provide clients with the facility to voluntarily freeze/block online access to their trading accounts. Consequently, stock exchanges have issued circulars detailing this framework. In line with these directives, the following policy has been formulated for the voluntary freezing/blocking of trading accounts.

#### 1. Mode of Request for Freezing/Blocking the Trading Account via Email

Clients can send an email to [stoptrade@wealthdiscovery.in](mailto:stoptrade@wealthdiscovery.in) from their registered email ID. Upon receipt of the email, the Wealth Discovery team will call the client to confirm the request. The client must accept the call and complete the necessary confirmation steps.

#### 2. Mode of Request for Freezing/Blocking the Trading Account via website

Clients can log in to our website ([www.wealthdiscovery.in](http://www.wealthdiscovery.in)) to freeze/block their trading account. Clients wishing to freeze/block their trading account can follow these steps:

- i. Visit our official website. Under Quick Links, click on back office.
- ii. Enter your client ID (e.g:WD12345) and enter password. Clients who would like to generate new password can do so by either sending their query to [pooja@wealthdiscovery.in](mailto:pooja@wealthdiscovery.in) or [help@ezwealth.in](mailto:help@ezwealth.in)
- iii. After logging in, client can access their back office. Click on 'Freeze My Account'.
- iv. Enter OTP received on your registered email and mobile number. Type your reason.
- v. On successful OTP authentication, the online access shall be frozen immediately.

#### 3. Procedure to unfreeze/unblock the Account via email

Clients wishing to unfreeze/unblock their account must send an email to [stoptrade@wealthdiscovery.in](mailto:stoptrade@wealthdiscovery.in) from their registered email ID. Upon receipt of the email, the Wealth Discovery team will contact the client to confirm the request. The account will be unfrozen only after the client confirms the request over the call.

#### Timelines for Freezing/Blocking the Online Access:

Scenario	Timelines for Issuing Acknowledgement and Freezing/Blocking
Request received during trading hours and within 15 minutes before the start of trading	Within 15 minutes
Request received after trading hours and 15 minutes before the start of the next trading session	Before the start of the next trading session

**Note:** By opting to block/freeze the account, you are only blocking online access to your trading account. There will be no restrictions on the risk management activities of **Wealth Discovery**.

1. On receipt of such request, the online access of the client's trading account shall be frozen /blocked and simultaneously all the pending orders shall be cancelled.
2. Post freezing/blocking the client's trading account, send a communication on the registered mobile number and registered e-mail ID of the client, stating that the online access to the trading account has been frozen/blocked and all the pending

orders in the client's trading account, if any, have been cancelled along with the process of re-enablement for getting the online access to the trading account.

### **Clarifications**

1. Freezing/blocking only restricts online access to the client's trading account. There will be no restrictions on the risk management activities of **Wealth Discovery**.
2. The request for freezing/blocking does not equate to marking the client's Unique Client Code(UCC) as inactive in the Exchange records.

This policy shall be effective from July 01, 2024.