

<b>Department: Inspection</b>	<b>Segment: All</b>
<b>Circular No: MSE/INSP/15665/2024</b>	<b>Date : July 15, 2024</b>

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**Subject: Facility of voluntary freezing/blocking of Trading Accounts by Clients**

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To All Members,

Attention is drawn to SEBI Circular No. SEBI/HO/MIRSD/POD-1/P/CIR/2024/4 dated January 12, 2024 on "Ease of Doing Investments by Investors - Facility of voluntary freezing/blocking of Trading Accounts by Clients" and Exchange Circular No. MSE/INSP/15168/2024 dated April 09, 2024 on "Framework for Trading Members to provide the facility of voluntary freezing/blocking the online access of the trading account to their clients".

Vide the aforesaid circulars, Members have been advised to formulate the policy in line with the framework prescribed by the Exchange and Members were also advised to provide the facility of voluntary freezing/blocking the online access of the trading account to their clients with effect from July 01, 2024.

Accordingly, Members are required to submit the following declaration & compliance status to the Exchange (as applicable).

- **Annexure A** – In case the provision of circular is **Not Applicable** to the Member.
- **Annexure B** – In case Member have **Non-Complied** with the provisions of the circular.
- **Annexure C** – In case Member have **Complied** with the provisions of the circular.

The Members are advised to submit the declaration form above to the Exchange mail ID [compliancemsx@msei.in](mailto:compliancemsx@msei.in) latest by **July 22, 2024**.

Kindly note that, below mentioned details are required to be updated by member.

- Applicability
- Compliance Status
- Minimum two Modes for placing request
- Place

If the circular is applicable to the member and the member has complied with the provisions of the circular then RMS Policy & proof of compliance need to be provided along with declaration.

In case of any query kindly contact Inspection Department on (022) 6112 9000 or mail on [compliancemsx@msei.in](mailto:compliancemsx@msei.in)

**For and on behalf of**  
**Metropolitan Stock Exchange of India Limited**

**Praveenkumar Acharya**  
**AVP – Inspection and Membership Department**

**Metropolitan Stock Exchange of India Limited**

**ANNEXURE – A**

**(To be on the letterhead of the Member)**

**Submission of Compliance Certificate-Freezing/Blocking of Account**

Member Name: \_\_\_\_\_

Member Code: \_\_\_\_\_

Applicability: Yes / No

**Declaration**

I/We, \_\_\_\_\_, hereby confirm and declare that the provisions of the SEBI Circular no SEB/HO/MIRSD/POD-1/P/CIR/2024/4 dated January 12, 2024, and MSE Circular No MSE/INSP/15168/2024 dated April 09, 2024 on "Framework for Trading Members to provide the facility of voluntary freezing/blocking the online access of the trading account to their clients is **Not Applicable** to me/us in any manner. Further, we shall comply with the provisions of the aforesaid circular as and when the same becomes applicable to us.

We hereby confirm that the above-mentioned details are true and correct.

For M/s. \_\_\_\_\_

**Name of Compliance Officer / Designated Director**

**Signature of Compliance Officer / Designated Director**

**Date:**

**Place:**

**ANNEXURE – B**

**(To be on the letterhead of the Member)**

**Submission of Compliance Certificate-Freezing/Blocking of Account**

Member Name: M/s. \_\_\_\_\_

Member Code: \_\_\_\_\_

Applicability: Yes / No

**Declaration**

I/We, M/s. \_\_\_\_\_ hereby confirm that I/We have **Non-Complied** with the provisions of SEBI Circular no SEB/HO/MIRSD/POD-1/P/CIR/2024/4 dated January 12, 2024, and MSE Circular No MSE/INSP/15168/2024 dated April 09, 2024 on "Framework for Trading Members to provide the facility of voluntary freezing/blocking the online access of the trading account to their clients".

Reason for the Non-Compliance: \_\_\_\_\_

We hereby confirm that the above-mentioned details are true and correct.

For M/s. \_\_\_\_\_

**Name of Compliance Officer / Designated Director**

**Signature of Compliance Officer / Designated Director**

**Date:**

**Place:**

**ANNEXURE – C**

**(To be on the letterhead of the Member)**

**Submission of Compliance Certificate-Freezing/Blocking of Account**

Member Name: M/s. \_\_\_\_\_

Member Code: \_\_\_\_\_

Applicability: Yes / No

**Declaration**

I/We, M/s. \_\_\_\_\_, hereby confirm that I/We have **Complied** with the provisions of SEBI Circular no. SEBI/HO/MIRSD/POD-1/P/CIR/2024/4 dated January 12, 2024 and MSE Circular No. MSE/INSP/15168/2024 dated April 09, 2024 on "Framework for Trading Members to provide the facility of voluntary freezing/blocking the online access of the trading account to their clients"

Further, I/We have formulated the policy and process in line with the framework as prescribed by Exchange that forms part of our Risk Management Policy. The Policy and Process have been communicated to the existing clients and made the part of account opening kit. This Policy and Process have also been displayed on our website along with the timelines that will be followed to process the request of the client for freezing/blocking of their trading account.

The updated RMS policy and proof of compliance digitally signed by Compliance Officer / Designated Director enclosed herewith.

Further, the following modes have been provided to the clients to place the request to freeze/block the trading account: (kindly mentioned minimum 2 modes)

- Email ID : \_\_\_\_\_
- Mobile No. : \_\_\_\_\_
- IVR/Tele Calling No. : \_\_\_\_\_
- Chatbot : \_\_\_\_\_
- Application : \_\_\_\_\_
- Website : \_\_\_\_\_
- Any other Mode : \_\_\_\_\_

We hereby confirm that the above-mentioned details are true and correct.

For M/s. \_\_\_\_\_

***Name of Compliance Officer / Designated Director***

***Signature of Compliance Officer / Designated Director***

***Date:***

***Place:***

Encl:

1. Updated RMS Policy
2. Proof of Compliance