



# SVV Share & Stock Brokers Pvt. Ltd.

Member : The Stock Exchange, Mumbai Ctg. No. 662

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CIN No. : U67120MH1997PTC105633

## 1 Policy on code changes.

- We do not make any code changes in the back office without following the approved procedures.
- The code changes are made only for the correcting the mistakes by technical operator if it is known well within time limit permitted by the Exchange.
- Rigorous training imparted to each and every technical operator and if he/se continue to make mistakes warning is to be issued.
- As soon as the code changes request is received, It is checked & verified who has committed mistake and brought to the notice to management and after obtaining approval verbally the code changes is quickly carried out. We would constitute genuine errors with regard to client code modifications if
  - Error due to communication and/or punching or typing such that the original client's code/name and the modified client code/name are similar to each other.
  - Modification within relatives ('Relative' for this purpose would mean "Relative" as defined under the Companies Act, 1956).
  - - We keep record of code changes and mistakes made by repetitive terminal operator to ensure such mistakes are minimized.
    - Code changes module is not used any purpose other than this.
    - We disclose the client codes which are classified as 'Error Accounts' to the Exchange at the time of UCC upload
    - We periodically review the trades flowing to the 'Error Account.

*Antaville*

