

## Policy for Handling Good Till Date (GTD) Orders

1. **Background** Pursuant to Exchange circulars NSE/INSP/62528 dated June 21, 2024, and BSE circular 20240622-2 dated June 22, 2024, titled "Policy on Handling of Good Till Cancelled Orders offered by Members to Clients," all trading members offering "Good Till Cancelled" / "Good Till Triggered" orders or similar order types are required to formulate and disclose a comprehensive policy outlining the handling of such orders.
2. **Scope** This policy outlines:
  - Details and validity of GTD orders
  - Treatment of GTD orders during corporate actions
  - Timelines and mechanism for client intimation regarding corporate actions affecting open GTD orders (at least one day before ex-date)
  - Client responsibilities in managing GTD orders
  - Handling of GTD orders during exceptional market conditions
3. **Details of GTD Orders**
  - a. **Facility Introduction** : Integrated Enterprises India Pvt Ltd. (IEIL) offers clients the facility to place "Good Till Date" (GTD) orders.
  - b. **Definition** : A GTD order is a buy/sell limit order valid until a user-defined date, within a maximum of 90 calendar days from the date of order placement.
  - c. **Eligibility** : Available to all clients authorized to trade in the Equity Cash segment
  - d. **Product Coverage** : Applicable only to Equity Cash segment. Not available in Margin, MTF, Spot, Futures & Options. Product coverage updates will be communicated via email, website, and this policy.
  - e. **Disclosed Quantity** : Permitted in GTD orders.
  - f. **Order Type Restriction** : Only limit price orders are allowed. Market price orders are not permitted.
  - g. **Order Repetition** : Unexecuted portions are re-placed automatically each day until full execution or expiry.
  - h. **Pre-Open Session** : GTD orders can be placed during the pre-open session for eligible scrips; others will be placed during normal market hours.
  - i. **Funds/Margin Requirement** : Adequate funds or margin must be maintained throughout the validity period.
  - j. **Validity Date Rules** : Client must specify an order validity date (up to 90 days). If the date falls on a non-trading day, the order will expire on the last trading day before the specified date.
  - k. **Order Expiry** : Unexecuted orders will be marked "Expired" after the validity date or the prior trading day if the validity date is a holiday.
  - l. **Order Management by IEIL** : IEIL will re-place pending orders daily. Clients can monitor status via trading platform.
  - m. **Overnight Re-Submission** : Applicable for all eligible GTD orders on valid trading days.
  - n. **Securities Eligibility** : Available for all NSE & BSE listed equity securities except debt instruments, NCDs, bonds, and illiquid scrips.
  - o. **Order Timings** : GTD orders can be placed during and after market hours.
  - p. **CallINTrade Facility** : Clients may place GTD orders via CallINTrade.

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- q. **Order Limits** : No restrictions on the number of GTD orders a client can place.
- r. **Order Modification** : Clients may modify quantity/price when status is "Ordered" (market hours) or "Requested" (after market). "GTDBlocked" orders may only be cancelled.
- s. **Order Cancellation** : Clients may cancel unexecuted GTD orders.
- t. **Charges & Settlement** : Brokerage and settlement will follow standard procedures applicable to regular transactions.
- u. **Stop Loss Orders** : Stop Loss orders can be placed with GTD validity.

#### 4. Handling of GTD Orders During Corporate Actions

- Orders are validated against DPR and circuit filters after corporate actions.
- Orders not passing validation will be marked "GTD Rejected" and retried on subsequent trading days.
- Clients will be informed via SMS/email if:
  - Orders are rejected due to price/DPR limits
  - Orders fail due to insufficient funds/securities

#### 5. Client Intimation Regarding Corporate Actions

- Clients with open GTD orders will be notified of relevant corporate actions (e.g., dividends, splits, bonus, etc.) at least one trading day prior to the ex-date.
- Clients are advised to proactively review and modify/cancel their orders in response to these updates.

#### 6. Client Responsibilities in Case of Corporate Actions

Clients placing GTD orders are expected to:

- Regularly Monitor Open Orders
- Act on Corporate Action Intimations
- Modify or Cancel Orders if Required
- Ensure Funds/Securities Availability
- Understand Order Rejection Reasons

**Note:** IEIL will make reasonable efforts to notify clients; however, the responsibility for timely review and management of GTD orders rests with the client.

#### 7. Policy Communication

- This policy will be included in the Account Opening Kit under "Policy on Handling of Good Till Cancelled Orders."
- It will be published on the IEIL website for client reference.
- Clients will be notified of the implementation via email, SMS, and through the trading platform.

#### 8. Handling of GTD Orders During Exceptional Market Conditions

In the event of unforeseen or extraordinary circumstances—such as market crashes, technical glitches, force majeure events, or exchange-imposed restrictions— IEIL reserves the right to:

- Suspend or temporarily disable the GTD order placement and re-submission process
- Cancel or block existing GTD orders
- Inform affected clients through appropriate channels

#### 9. Policy Review

This policy will be reviewed and updated on an annual basis or earlier if required by regulatory changes or internal requirements.

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