



Member : BSE, NSE, NSE F & O & CDSIL

## **Dealing Room Policy**

- 1] Dealers only with access to the dealing room shall be permitted to enter between 8:45 am to 4:00 pm.**
- 2] Dealers shall not divulge or disclose any information of any trades executed/ or being executed to anyone. Top most secrecy shall be observed.**
- 3] Strict confidentiality and due diligence are observed by the dealers while executing trade for the institutions.**
- 4] Dealers shall be allowed to leave the dealing room in case of washroom break/ lunchtime break. If any emergency arises the dealers shall be required to take approval from the Compliance Officer/ Principal Officer /Designated Director in writing with appropriate reasons.**
- 5] All telephone lines of the dealing room shall be recorded.**
- 6] Incase rules are not followed by the dealer's matter shall be referred to the Board of Director or the Compliance Committee & necessary actions shall be taken.**

Thanks and Regards,

Saurashtra Capital Services Pvt. Ltd.