POLICY FOR HANDLING GOOD TILL DATE / GOOD TILL TRIGGER ORDERS

Version 1.3 dated Oct 01, 2026

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VERSION HISTORY

Version No.	Effective Date	Change Summary	Compliance Clearance Date	Approved By	Approval Date
1	01-Nov-2026	• Clarified on the aspects of GTDt and GTT orders	12-Oct-2026	Board / Audit Committee	14-Oct-2026

Policy for Handling Good Till Date Orders

1. Background :

Exchanges vide it's circular NSE/INSP/62528 dated June 21, 2024 and 20240622-2 dated June 22, 2024 pertaining to 'Policy on Handling of Good Till Cancelled Orders offered by Members to Clients' mandated trading members to formulate a policy in case they offer "Good Till Cancelled" / "Good Till Triggered" orders or orders of similar type.

Subsequently exchange circular no. NSE/INSP/63789 dated September 06, 2024 stated that –

"with respect to new clients onboarded from December 01, 2024 onwards, the aforesaid policy shall required to be acknowledged i.e. duly signed by the client.

Further, members are also requested to note that the aforesaid policy shall be informed by members to their existing clients by December 01, 2024 via email or any other suitable mechanism which can be preserved."

2. Scope:

The Exchanges have stated that the policy shall include –

- Details of Good Till Cancelled/Good Till Triggered/orders of similar type provided by member including its validity.
- Manner of handling of such orders in case of corporate actions (e.g. cancellation, price reset, retaining, etc. for the unexecuted orders).
- Provide timeline within which the member shall intimate their clients about details of upcoming corporate actions applicable for such unexecuted orders of clients, which shall not be later than one day prior to the ex-date of the corporate action.

3. Details of Good Till Cancelled/ Triggered/Date orders –

a. HDFC Securities Ltd. ("HSL") enables it's clients to place "Good Till Date" (GTDt) / Good Till Trigger (GTT) orders.

b. GTT / GTDt is an order facility that allows clients to place buy and sell orders in the Equity and Derivatives segments. GTT is available to Invest-right & Sky clients placing orders through digital platforms viz mobile app, web login. GTDt is available to Invest-right clients placing orders through branch dealers and / or centralized dealing desk.

c. The order validity is displayed to the client at the time of order placement. The maximum number of orders permitted under GTT / GTDt shall be mentioned in the HSL trading platforms from time to time.

d. All existing and new clients of HSL who are eligible to trade in Equity Cash product & Derivatives can avail GTT / GTDt facility for order placement.

e. GTT can be placed as a Single Order or OCO (One Cancels the Other) order. Whereas only Single Order can be placed through GTDt.
   - In the case of a GTT single order, the client must specify the Trigger Price and indicate whether the order should be placed as a limit order or a market order.

   - In the case of an OCO GTT order, the client must specify both the Stop Loss Trigger Price and the Target Trigger Price, and indicate whether the order should be placed as a limit order or a market order.

   - In acse of GTDt Single order, the client shall specify the "Limit Price" and the order shall be placed as a limit order. GTDt orders cannot be placed at market price.

f. Execution of GTDt / GTT Order –
   - If a GTDt order is not executed for the entire quantity, HSL is authorised to place fresh orders for the unexecuted quantity for the client on the subsequent trading days till the entire quantity is executed or till the validity expires, whichever is earlier. This feature permits the client to specify the number of days during which the client intends to place the orders.

   - Once a GTT order is triggered, the system will place the order on the exchange for execution. If the order remains unexecuted / partially executed, the system will not track or re-place it on the following day.

g. Special Sessions -
   - GTDt orders can be placed during the pre-open session for all scrips, however only orders in scrips that are pre-open enabled would be sent to exchange during the pre-open session. Orders in all other scrips not enabled for pre-open session would be treated as overnight orders and sent to exchange during normal trading session.

   - The system will trigger GTT orders only during the normal market session. It will not trigger orders during the Pre-Open, Post-Close, and CAS sessions, unless HSL has specifically informed clients in advance.

h. Debit of Funds -

- At the time of placing GTDt order, Client funds shall be immediately put on hold in the ledger / bank. Once the order is executed, the funds shall be debited in the client's ledger / bank. Clients shall ensure that necessary funds/margins are available to place GTDt orders in their account for the unexecuted quantity of the order.

- At the time of placing a GTT order request, the system will not block or hold funds in the client's ledger / bank. Once the order is triggered, the system will block or hold the required funds before placing the order. Clients must ensure that sufficient funds or margins are available in their ledger / bank account for GTT order execution.

i. GTDt / GTT orders can be modified or cancelled at any time before the order gets triggered. Client may login to their account to check the status of their orders.

j. Orders with GTDt / GTT validity can be placed both during the market hours as well as post market hours.

k. The brokerage rates and applicable charges for GTDt / GTT orders are the same as those for normal transactions. GTDt / GTT orders will also be settled in the same manner as regular equity or derivative market transactions.

4. <u>Handling of orders in case of corporate actions :</u>

- In the case of GTDt orders : after a corporate action, the system will revalidate these orders against the Daily Price Range (DPR) received from the exchange. Before enabling the order for the next trading day, the system will verify the circuit limits and DPR, and only orders that fall within both ranges will be validated. Orders that fail either the circuit-limit check or DPR validation for next-day processing will be marked as "GTDt Blocked" and retried on the following trading day. Customers will receive email and SMS notifications when their GTDt orders are blocked due to insufficient funds/securities or because the price exceeds the DPR range.

- In case of GTT orders : for corporate actions of Stock Split and Bonus, the system will cancel the GTT order as the event may affect the trigger price. An email will be sent to users who have placed a GTT order. Users may then log in to the digital trading platform and place a fresh GTT order for the respective scrips. All other corporate actions shall be handled by the client unless specifically informed by HSL.

5. Updating Clients of upcoming Corporate Actions :

All upcoming corporate actions including dividend, bonus, split, etc. shall be intimated to clients, having unexecuted GTDt / GTT orders, atleast one day prior to the ex-date of the corporate action.

Clients shall review their GTDt / GTT orders pro actively whenever there may be impact of corporate action on their order/s. It would be the onus of the client to take appropriate action to modify / cancel orders accordingly.

6. Policy Communication :

The said policy shall be made part of the Account Opening Form/Kit under heading "Policy for Handling of Good Till Date / Good Till Triggered Orders" of Policy and Procedures document and shall also be displayed on the HSL website.

7. Policy Review :

The said policy shall be reviewed on an annual basis.