

**STATEMENT OF ADDITIONAL INFORMATION (SAI)**

**This Statement of Additional Information (SAI) contains details of 360 ONE MUTUAL FUND (Formerly known as IIFL Mutual Fund), its constitution and certain tax, legal and general information. It is incorporated by reference (is legally a part of the Scheme Information Document).**

**This SAI is dated June 27, 2023**

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| <b>Name of Mutual Fund</b>              | <b>360 ONE Mutual Fund (Formerly known as IIFL Mutual Fund)</b><br><b>Regd. Office:</b> 360 ONE Centre, 6 <sup>th</sup> floor, Kamala City, Senapati Bapat Marg, Lower Parel, Mumbai-400 013   |
| <b>Name of Asset Management Company</b> | <b>360 ONE Asset Management Limited(Formerly known as IIFL Asset Management Limited)</b><br><b>Regd. Office:</b> 360 ONE Centre, 6 <sup>th</sup> floor, Kamala City, Senapati Bapat Marg, Lower Parel, Mumbai-400 013<br><b>CIN: U74900MH2010PLC201113</b> |
| <b>Name of Trustee Company</b>          | <b>360 ONE Asset Trustee Limited (Formerly known as IIFL Trustee Limited)</b><br><b>Regd. Office:</b> 360 ONE Centre, 6 <sup>th</sup> floor, Kamala City, Senapati Bapat Marg, Lower Parel, Mumbai-400 013<br><b>CIN: U74990MH2009PLC193063</b>            |
| <b>Name of Sponsor</b>                  | <b>360 ONE WAM Limited (Formerly known as IIFL Wealth Management Limited)</b><br><b>Regd. Office:</b> 360 ONE Centre, Kamala City Senapati Bapat Marg, Lower Parel, Mumbai- 400013<br><b>CIN: L74140MH2008PLC177884</b>                                    |
| <b>Website</b>                          | <a href="http://www.iiflmf.com">www.iiflmf.com</a>   |

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## SECTION I - DEFINITIONS

The following definitions/terms apply throughout this Statement unless the context requires otherwise:

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| <b>AMFI Certified Stock Exchange Brokers</b>                 | A person who is registered with Association of Mutual Funds in India (AMFI) as Mutual Fund Advisor and who has signed up with 360 ONE Asset Management Limited and also registered with BSE & NSE as Participant.   |
| <b>Applicable NAV</b>  | The NAV applicable for purchase or redemption or Switching of Units based on the time of the Business Day on which the application is time stamped.   |
| <b>Application Supported by Blocked Amount or ASBA</b>       | ASBA is an application containing an authorization to a Self-Certified Syndicate Bank (SCSB) to block the application money in the bank account maintained with the SCSB, for subscribing to an issue.  |
| <b>Asset Management Company or Investment Manager or AMC</b> | 360 ONE Asset Management Limited (AMC) incorporated under the provisions of the Companies Act, 1956 and approved by Securities and Exchange Board of India to act as the Investment Manager to the Scheme(s) of 360 ONE Mutual Fund.  |
| <b>ARN Holder / AMFI Registered Distributors</b>             | Intermediary registered with AMFI to carry out the business of selling and distribution of mutual fund units and having AMFI Registration Number (ARN) allotted by AMFI.  |
| <b>Beneficial Owner</b>                                      | Beneficial Owner, as defined in the Depositories Act, 1996 (22 of 1996), means a person whose name is recorded as such with a Depository. Thus, Unitholders holding Units in dematerialised form are considered to be Beneficial Owners.  |
| <b>Business Day</b>  | <p>A day other than:</p> <ol style="list-style-type: none"> <li>a. Saturday and Sunday;</li> <li>b. A day on which the banks in Mumbai and /or RBI are closed for business /clearing;</li> <li>c. A day on which the National Stock Exchange of India Limited and/or the Bombay Stock Exchange Ltd. are closed;</li> <li>d. A day which is a public and /or bank Holiday at a Customer Service Centre/ Official Point of Acceptance where the application is received;</li> <li>e. A day on which Sale / Redemption/ Switching of Units is suspended by the AMC;</li> <li>f. A day on which normal business cannot be transacted due to storms, floods, bandhs, strikes or such other events as the AMC may specify from time to time.</li> </ol> <p>Further, the day(s) on which the money markets are closed / not accessible, shall not be treated as Business Day(s).</p> |

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|  | The AMC reserves the right to declare any day as a Business Day or otherwise at any or all Customer Service Centers/Official Points of Acceptance of the Mutual Fund or its Registrar.  |
| <b>Business Hours</b>                          | Presently 10.00 a.m. to 5.00 p.m. on any Business Day or such other time as may be applicable from time to time.  |
| <b>Controlling Branches (CBs) of the SCSBs</b> | Branches of the Self Certified Syndicate Banks (SCSBs) acting as coordinating branch with the Registrar and Transfer Agent of the Fund for the ASBA facility.   |
| <b>Close-ended Scheme</b>                      | Close-ended Scheme means any scheme of the mutual fund in which the period of maturity of the scheme is specified.  |
| <b>Credit Rating Agency</b>                    | A body corporate which is engaged in, or proposes to be engaged in, the business of rating of securities offered by way of public or rights issue under the SEBI (Credit Rating Agencies) Regulations, 1999.  |
| <b>Custodian</b>                               | A person who has been granted a certificate of registration to carry on the business of custodian of securities/gold under the Securities and Exchange Board of India (Custodian of Securities) Regulations 1996.   |
| <b>Cut off time</b>                            | In respect of subscriptions and redemptions received by the Scheme, it means the outer limit of timings within a particular day/ Business Day which are relevant for determination of the NAV/ related prices to be applied for a transaction.  |
| <b>CKYC</b>                                    | Central KYC Registry (CERSAI) is a centralized repository of KYC records of customers in the financial sector with uniform KYC norms and inter-usability of the KYC records across the sector with an objective to reduce the burden of producing KYC documents and getting those verified every time when the customer creates a new relationship with a financial entity. SEBI has issued circular no. CIR/MIRSD/ 66 /2016 dated July 21, 2016 and no. CIR/MIRSD/120 /2016 dated Nov. 10, 2016 for uniform and smooth implementation of CKYC norms for onboarding of new investors in Mutual funds with effect from 1st Feb 2017. |
| <b>Debt Instruments</b>                        | Government securities, corporate debentures, bonds, promissory notes, money market instruments, pass-through certificates, asset backed securities/securitised debt and other possible similar securities.  |
| <b>Depository</b>                              | A Depository as defined in the Depositories Act, 1996 and includes National Securities Depository Limited (NSDL) and Central Depository Services Limited (CDSL).  |
| <b>Depository Participant or DP</b>            | Depository Participant (DP) is an agent of the Depository who acts like an intermediary between the Depository and the investors. DP is an entity who is registered with SEBI to offer depository-related services.   |
| <b>Derivative</b>                              | Derivative includes (i) a security derived from a debt instrument, share, loan whether secured unsecured, risk instrument or contract for differences or any other form of security; (ii) a contract which derives its value from the prices, or index of prices, or underlying securities.   |

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| <b>Designated Branches (DBs) of the SCSBs</b>          | Branches of the SCSBs which collect completed ASBA Application Forms towards subscription to Units of a Scheme offered during NFO. List of Designated Branches is available at ( <a href="http://www.sebi.gov.in/pmd/scsb.pdf">http://www.sebi.gov.in/pmd/scsb.pdf</a> )   |
| <b>Electronic Fund Transfer/ EFT</b>                   | Electronic Fund Transfer includes all the means of electronic transfer like Direct Credit / Debit, National Electronic Clearing System (NECS), RTGS, NEFT, Wire Transfer or such like modes may be introduced by relevant authorities from time to time.   |
| <b>Entry Load</b>                                      | Entry Load means a one-time charge that the investor pays at the time of entry into the scheme. Presently, entry load cannot be charged by mutual fund schemes.  |
| <b>Equity related instruments</b>                      | equity related instruments include convertible debentures, convertible preference shares, warrants carrying the right to obtain equity shares, equity derivatives and such other instrument as may be specified by SEBI from time to time  |
| <b>Exit Load</b>                                       | A charge paid by the investor at the time of exit from the scheme  |
| <b>Fixed Income Securities</b>                         | Debt Securities created and issued by, inter alia, Central Government, State Government, Local Authorities, Municipal Corporations, PSUs, Public Companies, Private Companies, Bodies Corporate, Special Purpose Vehicles (incorporated or otherwise) and any other entities, which yield at fixed rate by way of interest, premium, discount or a combination of any of them.   |
| <b>Floating Rate Debt Instruments</b>                  | Floating rate debt instruments are debt securities issued by Central and / or State Government, corporates or PSUs with interest rates that are reset periodically. The periodicity of the interest reset could be daily, monthly, quarterly, half yearly, annually or any other periodicity that may be mutually agreed with the issuer and the Fund. The interest on the instruments could also be in the nature of fixed basis points over the benchmark gilt yields. |
| <b>Foreign Portfolio Investor (FPI)</b>                | Foreign Portfolio Investor, registered with SEBI under the Securities and Exchange Board of India (Foreign Portfolio Investors) Regulations, 2019, as amended from time to time  |
| <b>Foreign Securities</b>                              | ADRs / GDRs/ equity / debt securities of overseas companies listed on the recognized stock exchanges overseas or other securities as may be specified and permitted by SEBI and/or RBI from time to time.  |
| <b>Fund Accountant</b>                                 | Deutsche Bank AG, who has been appointed as the Fund Accountant, to provide fund accounting, NAV calculation and other related services, and includes such Fund Accountant(s) as may be appointed from time to time.   |
| <b>Gilts or Government Securities</b>                  | Securities created and issued by the Central Government and/or a State Government (including Treasury Bills) or Government Securities as defined in the Public Debt Act, 1944, as amended or re-enacted from time to time.   |
| <b>GOI</b>   | Government of India  |
| <b>Income Distribution cum Capital Withdrawal/IDCW</b> | Means income distributed on Mutual Fund Units from the distributable surplus, which may include a portion of the   |

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|   | investor's capital {i.e. part of Sale Price (viz. price paid by the investor for purchase of Units) representing retained realized gains (equalisation reserve).  |
| <b>Interest Rate Swap or IRS</b>                                  | IRS is a financial contract between two parties exchanging a stream of interest payments for a notional principal amount on multiple occasions till maturity. Typically, one party receives a pre-determined fixed rate of interest while the other party receives a floating rate, which is linked to a mutually agreed benchmark with provision for mutually agreed periodic resets.  |
| <b>Investment Management Agreement</b>                            | The agreement dated April 29, 2010 entered into between 360 ONE Asset Trustee Limited and 360 ONE Asset Management Limited (AMC), as amended from time to time.   |
| <b>Investor</b>   | Any resident (person resident in India under the Foreign Exchange Management Act) or non-resident person (a person who is not a resident of India) whether an individual or not (legal entity), who is eligible to subscribe for Units under the laws of his/her/its/their state/country of incorporation, establishment, citizenship, residence or domicile and who has made an application for subscribing for Units under the Scheme(s).   |
| <b>Investor Service Centers/ Customer Service Centers or CSCs</b> | Investor Service Centers / Customer Service Centers, as designated from time to time by the AMC, whether of the Registrar or AMC's own branches, being official points of acceptance, authorized to receive application forms for Purchase/ Redemption /Switch and other service requests/queries from investors/Unit Holders.  |
| <b>KYC</b>  | Know Your Client means the procedure prescribed by the Board for identifying and verifying the Proof of Address, Proof of Identity and compliance with rules, regulations, guidelines and circulars issued by the Board or any other authority for Prevention of Money Laundering from time to time.  |
| <b>KRA</b>  | KYC Registration Agency (KRA) is a company formed and registered under the Companies Act, 1956 and which has been granted a certificate of registration under these regulations which hereinafter shall be deemed to be an intermediary in terms of the provisions of the Act.  |
| <b>Load</b>   | Load means a charge that may be levied as a percentage of NAV at the time of entry into the scheme/plans or at the time of exiting from the scheme/ plans.  |
| <b>Money Market Instruments</b>                                   | Money Market Instruments as defined in the Securities and Exchange Board of India (Mutual Funds) Regulations, 1996 as amended from time to time. Generally, Money Market Instruments includes commercial papers, commercial bills, and treasury bills, Government securities having an unexpired maturity up to one year, call or notice money, TREPs, certificate of deposit, usance bills and any other like instruments as specified by the Reserve Bank of India from time to time. |
| <b>Mutual Fund or the Fund</b>                                    | 360 ONE Mutual Fund, a trust set up under the provisions of the Indian Trusts Act, 1882.  |

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| <b>Net Asset Value</b>                                   | Net Asset Value per Unit of the Scheme (including options there under), calculated in the manner described in the Scheme Information Document or as may be prescribed by the SEBI (MF) Regulations from time to time.  |
| <b>Non-resident Indian or NRI</b>                        | A Non-Resident Indian or a Person of Indian Origin residing outside India.   |
| <b>Offer Document</b>                                    | Scheme Information Document (SID), Key Information Memorandum (KIM) and Statement of Additional Information (SAI) (collectively).  |
| <b>Official Points of Acceptance</b>                     | Places, as specified by AMC from time to time where application for Subscription / Redemption / Switch will be accepted on ongoing basis.  |
| <b>Ongoing Offer/Continuous Offer</b>                    | Offer of units under the Scheme(s), when it becomes open-ended after the closure of its New Fund Offer Period.   |
| <b>Ongoing Offer /Continuous Offer Period</b>            | The period during which the Ongoing Offer/Continuous Offer for subscription to the Units of the Scheme(s) is made and not suspended.   |
| <b>Open-ended Scheme</b>                                 | Open-ended Scheme means a scheme of a mutual fund which offers units for sale without specifying any duration for redemption.  |
| <b>Person of Indian Origin</b>                           | A citizen of any country other than Bangladesh or Pakistan, if (a) he at any time held an Indian passport; or (b) he or either of his parents or any of his grandparents was a citizen of India by virtue of Constitution of India or the Citizenship Act, 1955 (57 of 1955); or (c) the person is a spouse of an Indian citizen or person referred to in sub clause (a) or (b). |
| <b>Rating</b>  | Rating means an opinion regarding securities, expressed in the form of standard symbols or in any other standardized manner, assigned by a credit rating agency and used by the issuer of such securities, to comply with any requirement of the SEBI (Credit Rating Agencies) Regulations, 1999.  |
| <b>Reserve Bank of India or RBI</b>                      | Reserve Bank of India, established under the Reserve Bank of India Act, 1934, (2 of 1934).   |
| <b>Registrar and Transfer Agents or Registrar or RTA</b> | Computer Age Management Services Limited (CAMS), currently acting as Registrar to the Schemes of 360 ONE Mutual Fund, or any other Registrar appointed by the AMC from time to time.   |
| <b>Redemption or Repurchase</b>                          | Redemption/Repurchase of Units of the Schemes as specified in this Document.   |
| <b>Regulatory Agency or Regulatory Authority</b>         | GOI, SEBI, RBI or any other authority or agency entitled to issue or give any directions, instructions or guidelines to the Mutual Fund.   |
| <b>Repo</b>  | Sale of Government Securities with simultaneous agreement to repurchase them at a later date.  |
| <b>Reverse Repo</b>                                      | Purchase of Government Securities with simultaneous agreement to sell them at a later date.  |
| <b>Scheme or Scheme(s)</b>                               | A Scheme referred to in this SAI means the Scheme of the 360 ONE Mutual Fund (including, as the context permits, the Plans and Options there under), whether existing, and as launched from time to time, individually referred to as 'Scheme' and collectively  |

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|  | referred to as 'Scheme(s)', as the context permits. Scheme specific provisions shall be construed in the context of relevant Scheme and shall be read together with the respective SID.   |
| <b>Self-Certified Bank or SCSB Syndicate</b>                         | Self-Certified Syndicate Bank/ SCSB means a bank registered with SEBI to offer the facility of applying through the ASBA process. ASBAs can be accepted only by SCSBs, whose names appear in the list of SCSBs as displayed by SEBI on its website at <a href="http://www.sebi.gov.in/pmd/scsb.pdf">http://www.sebi.gov.in/pmd/scsb.pdf</a> .   |
| <b>Statement of Additional Information or SAI</b>                    | This document issued by 360 ONE Mutual Fund containing details of 360 ONE Mutual Fund, its constitution, and certain tax, legal and general information, as amended from time to time. SAI is legally a part of the Scheme Information Document.  |
| <b>Sale or Subscription</b>  | Sale or allotment of Units to the Unit holder upon subscription by the Investor / Applicant under the Schemes.  |
| <b>Scheme Information Document or SID</b>                            | A document issued by 360 ONE Mutual Fund, offering units of the Schemes of the Fund for subscription and as modified from time to time.   |
| <b>SEBI</b>  | Securities and Exchange Board of India, established under the Securities and Exchange Board of India Act, 1992  |
| <b>SEBI (MF) Regulations or SEBI Regulations or SEBI Regulations</b> | Securities and Exchange Board of India (Mutual Funds) Regulations, 1996, as amended and re-enacted from time to time including notifications/circulars/ guidelines issued there under, from time to time.   |
| <b>Securities</b>  | As defined in Securities Contract (Regulation) Act, 1956 & includes notes, bonds, debentures, debenture stock, warrants, etc., futures, options, derivatives, etc. or other transferable securities of a like nature in or of any incorporated company or other body corporate, Gilts / Government Securities, Mutual Fund Units, Money Market Instruments like Call Deposit, Commercial Paper, Treasury Bills, etc. and such other instruments as may be declared by GOI and / or SEBI and / or RBI and / or any other regulatory authority to be securities and rights or interest in securities. |
| <b>Service Provider</b>  | Service Provider means an entity offering or providing service of any description which is made available to the AMC on account of the Mutual Fund and includes the provision of facilities in connection with banking, finance, Custody, Fund Accountant, RTA, Mail / Courier, Electronic Transmission, Records, Storage/ Retrievals, Insurance, Communication, Processing, etc., individually and/or in any combination thereof or such other services as are required for the smooth functioning of the Mutual Fund.   |
| <b>Short Selling</b>   | Short selling means selling a stock which the seller does not own at the time of trade.   |
| <b>Sponsor</b>   | 360 ONE WAM Limited   |
| <b>Stock Exchange Facility</b>                                       | Means the facility for transacting (purchase / redemption) in the Units of select Schemes through the stock exchange infrastructure, in terms of SEBI Circular No. SEBI/IMD/CIR No.11/183204/2009 dated November 13, 2009. Such transactions  |

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|   | shall be undertaken by the investor / Unit holders on the Stock Exchange through Eligible Stock Brokers in accordance with the guidelines specified by the Exchange from time to time. Further, in terms of SEBI Circular CIR/IMD/DF/17/2010 dated November 9, 2010 units of select Schemes may be permitted to be transacted (purchases/ redemptions) through clearing members of the registered Stock Exchanges and redeemed through Depository Participants of registered Depositories (in case the units are held in demat form). |
| <b>Stock Lending</b>                    | Lending of securities to another person or entity for a fixed period of time, at a negotiated compensation in order to enhance returns of the portfolio.  |
| <b>Switch</b>                           | Redemption of a unit in any scheme (including the Options therein) of the Mutual Fund against purchase / allotment of a unit in another scheme (including the Options therein) of the Mutual Fund, subject to completion of Lock-in Period, if any, of the units of the scheme(s) from where the units are being switched.  |
| <b>Systematic Investment Plan / SIP</b> | Facility given to the Unit holders to invest specified fixed sums in a Scheme on periodic basis by giving a single instruction.   |
| <b>Systematic Transfer Plan / STP</b>   | Facility given to the Unit holders to transfer sums on periodic basis from one Scheme to another Scheme launched by the Mutual Fund from time to time by giving a single instruction.   |
| <b>Systematic Withdrawal Plan / SWP</b> | Facility given to the Unit holders to withdraw amounts from the Scheme on periodic basis by giving a single instruction.  |
| <b>Trustee or Trustee Company</b>       | 360 ONE Asset Trustee Limited incorporated under the provisions of the Companies Act, 1956 and approved by SEBI to act as the Trustee to the Scheme(s) of the Mutual Fund.  |
| <b>Tri Party Repo</b>                   | Type of repo contract where a third entity (apart from the borrower and lender), called a Tri-Party Agent, acts as an intermediary between the two parties to the repo to facilitate services like collateral selection, payment and settlement, custody and management during the life of the transaction.   |
| <b>Trust Deed / Deed of Trust</b>       | Means the Deed of Trust of the mutual fund dated April 29, 2010 and the supplement trust deed entered on October 18, 2013 entered into between the 360 ONE WAM Limited (Settler) and 360 ONE Asset Trustee Limited (Trustee Company), as amended from time to time, thereby establishing an irrevocable trust, called 360 ONE Mutual Fund .   |
| <b>Trust Property</b>                   | Includes Permissible Investments and cash or any part thereof which may be converted or varied from time to time.   |
| <b>Unit</b>                             | The interest of the Unit holder in a Scheme, which consists of each Unit representing one undivided share in the assets of such Scheme.   |
| <b>Unit holder</b>                      | A person holding Unit(s) in a Scheme of the Fund.   |

**Abbreviations:**

|             |  |                  |  |
|-------------|--|------------------|--|
| AMFI        | Association of Mutual Funds in India                                     | NAV              | Net Asset Value                          |
| AOP         | Association of Persons   | NBFC             | Non Banking Finance Company              |
| ASBA        | Application Supported by Blocked Amount                                  | NCCT             | Non-Compliant Countries and Territories  |
| BOI         | Bodies of Individuals  | NECS             | National Electronic Clearing System      |
| BSE         | Bombay Stock Exchange Limited  | NEFT             | National Electronic Funds Transfer       |
| BSE StAR MF | BSE Stock Exchange Platform for Allotment and Repurchase of Mutual Funds | NFO              | New Fund Offer                           |
| CAMS        | Computer Age Management Services Limited                                 | NRE              | Non-Resident External (Rupee) Account    |
|             |  | NRI              | Non-Resident Indian                      |
| CBs         | Controlling Branches of SCSBs  | NRO              | Non-Resident Ordinary                    |
| CDSL        | Central Depository Services (India) Limited                              | NSDL             | National Securities Depository Limited   |
| CFI         | Condensed Financial Information  | NSE              | National Stock Exchange                  |
| CRISIL      | Credit Rating Information Services of India Limited                      | OCBs             | Overseas Corporate Bodies                |
| CSC         | Customer Service Centre  | PAN              | Permanent Account Number                 |
| CVL         | CDSL Ventures Limited  | PIO              | Person of Indian Origin                  |
| DBs         | Designated Branches of SCSBs   | PMLA             | Prevention of Money Laundering Act, 2002 |
| DP          | Depository Participant   | POA              | Power of Attorney                        |
| DRF         | Demat Request Form   | POS              | Points of Service                        |
| EFT         | Electronic Funds Transfer  | PSU              | Public Sector Undertaking                |
| ELSS        | Equity Linked Savings Scheme   | RBI              | Reserve Bank of India                    |
| FATF        | Financial Action Task Force  | RTA              | Registrar and Transfer Agents            |
| FCNR        | Foreign Currency Non-Resident  | RTGS             | Real Time Gross Settlement               |
| FEMA        | Foreign Exchange Management Act  | SAI              | Statement of Additional Information      |
| FI          | Financial Institution  | SCSB             | Self-Certified Syndicate Bank            |
| FII         | Foreign Institutional Investor   | SEBI             | Securities and Exchange Board of India   |
| FIMMD A     | Fixed Income Money Market & Derivatives Dealers Association              | SID              | Scheme Information Document              |
| FIU-IND     | Financial Intelligence Unit- India                                       | SIP              | Systematic Investment Plan               |
| HUF         | Hindu Undivided Family   | SPV              | Special Purpose Vehicle                  |
| ICRA        | ICRA Limited   | STP              | Systematic Transfer Plan                 |
| IDCW        | Income Distribution cum Capital Withdrawal                               | STT              | Securities Transaction Tax               |
| IMA         | Investment Management Agreement  | SWP              | Systematic Withdrawal Plan               |
| KYC         | Know Your Client   | TREPS            | Tri Party Repo                           |
| LLPs        | Limited Liability Partnerships   | 360 ONE AMC /AMC | 360 ONE Asset Management Limited         |

|      |                            |                   |                               |
|------|----------------------------|-------------------|-------------------------------|
| MFSS | Mutual Fund Service System | 360 ONE<br>TC /TC | 360 ONE Asset Trustee Limited |
| YTM  | Yield To Maturity          |                   |                               |

For all purposes of this SAI, except as otherwise expressly provided or unless the context otherwise requires:

1. All references to the masculine shall include the feminine and all references, to the singular shall include the plural and vice-versa. All references to Unitholders whether masculine or feminine include references to non-individuals unless repugnant to the context thereof.
2. All references to "₹" refer to Indian Rupees and "dollars" or "\$" refer to United States Dollars. A "crore" means "ten million" and a "lakh" means a "hundred thousand".
3. All references to timings relate to Indian Standard Time (IST).
4. Any reference to any statute or statutory provision shall be construed as including a reference to any statutory modifications or re-enactment thereto from time to time.
5. Headings are for ease of reference only and shall not affect the construction or interpretation of this Document.

## SECTION II - INFORMATION ABOUT SPONSOR, AMC AND TRUSTEE COMPANIES

### A. Constitution of the Mutual Fund

360 ONE Mutual Fund ("the Mutual Fund" or "the Fund") has been constituted as a trust on April 29, 2010 in accordance with the provisions of the Indian Trusts Act, 1882 with IIFL Finance Limited (Settler) and 360 ONE Asset Trustee Limited as the Trustee. The Trust Deed has been registered under the Indian Registration Act, 1908. The Mutual Fund was registered with SEBI on March 23, 2011 under Registration Code MF/067/11/02.

### B. Settler / Sponsor

360 ONE Mutual Fund is a Trust settled by IIFL Finance Limited, which has entrusted a sum of Rs. 1, 00,000 to the Trustee, as the initial contribution towards corpus of the Mutual Fund.

In order to integrate the Fund Management Business and Asset Management Business, the entire equity shareholding of 360 ONE Asset Management Limited (Investment Manager to 360 ONE Mutual Fund – '360 ONE AMC') and 360 ONE Asset Trustee Limited (Trustee to 360 ONE Mutual Fund – '360 ONE Trustee') held by IIFL Finance Limited was transferred to its subsidiary 360 ONE WAM Limited (360 ONE WAM), on October 18, 2013. Accordingly, 360 ONE WAM holds the entire share capital of 360 ONE AMC and 360 ONE Trustee and acts as Sponsor to 360 ONE Mutual Fund. As the said restructuring was within the 360 ONE Group, it did not amount to any change in controlling interest of 360 ONE AMC and was effected pursuant to the No Objection received from Securities & Exchange Board of India (SEBI) vide their letter dated October 17, 2013.

The registered office of 360 ONE WAM is at 360 ONE Centre, Kamala City Senapati Bapat Marg, Lower Parel Mumbai 400013.

#### **Brief Profile of 360 ONE WAM (Sponsor)**

360 ONE WAM was incorporated on 17<sup>th</sup> January 2008, a Company incorporated under the Companies Act, 1956, is registered with SEBI as a Research Analyst and has obtained Merchant Banking license. 360 ONE WAM mainly provides transaction structuring and advisory services relating to financial products to its clients as a part of wealth management. 360 ONE WAM acts as the Sponsor to 360 ONE Mutual Fund, Co-Sponsor to Schemes of Alternative Investment Funds. The associate/group companies of 360 ONE WAM acts as Investment Manager to schemes of Mutual Funds, Alternative Investment Funds, Venture Capital Funds, provides Portfolio Management Services, Trustee Services, Investment Advisory Services, Distribution Services, Non-Banking Financial Services, Housing Finance, Merchant Banking Services, Business Process Outsourcing activities.

## Financial Performance of the Sponsors (past three years)

| (Rs.in Crores)   | 2020-21  | 2021-22* | 2022-23 |
|--|----------|----------|---------|
| Net worth  | 2,415.59 | 2,424.28 | 2353.63 |
| Total Income (includes other income) (Including Continuing & Discontinued operations)                    | 765.96   | 594.77   | 663.64  |
| Profit after Tax (including Other comprehensive income) (Including Continuing & Discontinued operations) | 640.42   | 406.78   | 495.79  |

\*Numbers are restated after merger of IIFL Wealth Altire Limited with 360 ONE WAM Limited.

### C. The Trustee

360 ONE Asset Trustee Limited (the "Trustee"), through its Board of Directors, shall discharge its obligations as trustee of 360 ONE Mutual Fund. 360 ONE Asset Trustee Limited also acts as a Trustee to Schemes of Alternative Investment Funds registered with SEBI. The Trustee ensures that the transactions entered into by the AMC are in accordance with the SEBI Regulations and will also review the activities carried on by the AMC.

360 ONE Asset Trustee Limited is a company incorporated under the Indian Companies Act, 1956 on June 5, 2009 having its Registered Office at 360 ONE Centre, 6<sup>th</sup> floor, Kamala City, Senapati Bapat Marg, Lower Parel, Mumbai-400 013.

The shareholding pattern of the Trustee Company is as follows:

| Name of the Shareholder | No. of shares | % of Shareholding |
|-------------------------|---------------|-------------------|
| 360 ONE WAM Limited     | 5,00,000*     | 100%              |

\*Including 6 shares held jointly with its nominees.

### Details of Trustee Directors:

| Name   | Age      | Qualification  | Brief Experience  |
|--|----------|--|---|
| <b>Mr. Siddhartha Sengupta</b><br>Independent Director | 63 years | Bachelor of Science (Hons) degree in Chemistry and Masters in Business Administration from a leading Business School in India (XLRI, Jamshedpur) | <ul style="list-style-type: none"> <li>■ Mr. Siddhartha Sengupta has been a Deputy Managing Director of International Banking Group at State Bank of India since May 2014 and in charge of the International Operations of the Bank across 36 countries with a balance sheet size of USD 45 billion. During his illustrious career spanning 33 years in State Bank of India.</li> <li>■ He has worked in various senior management positions in Retail and Branch Banking, Corporate Banking</li> </ul> |

| Name   | Age             | Qualification   | Brief Experience  |
|--|-----------------|---|---|
|  |                 |   | <p>and International Banking in the Bank, having joined State Bank of India as a directly recruited officer in December 1982.</p> <ul style="list-style-type: none"> <li>■ He has served in various parts of India and has worked in New York as part of the Compliance Team in the office of the Country Head of US Operations with overall responsibility for AML &amp; OFAC Compliance and regulatory examination.</li> </ul>  |
| <p><b>Mr. Ashok Kumar Garg</b><br/>Independent Director</p>            | <p>64 years</p> | <p>M.COM, L.L.B, Certified Associate of Indian Institute of Banking &amp; Finance (CAIIB)</p> | <ul style="list-style-type: none"> <li>■ Mr. Garg has more than 40 years of cross functional banking experience in Retail, SME, Wholesale segment across global jurisdictions. He has previously held various directorships such as Whole time Director of Bank of Baroda with along with being the Chairman and Director of Bank of Baroda (Kenya) Ltd, Bank of Baroda (Guyana) Ltd, Bank of Baroda (Trinidad &amp; Tobago) Ltd. In addition, he has held directorship positions at BOB Financial Solutions Ltd, India First Life Insurance Company Ltd, Uganda Securities Exchange, Uganda Institute of Banking and Finance Ltd. and Neighbourhood Housing Services Ltd, USA.</li> <li>■ Mr. Garg is an alumnus of Shri Ram College of Commerce (SRCC) and holds a master’s degree in Commerce &amp; a bachelor’s degree in Law from Delhi University. Also, a Certified Associate of Indian Institute of Banking &amp; Finance (CAIIB).</li> </ul> |
| <p><b>Mr. Karat Venugopal Parameshwar</b><br/>Independent Director</p> | <p>62 years</p> | <p>Chartered Accountant and MBA from IIM Ahmedabad</p>  | <ul style="list-style-type: none"> <li>■ Mr. Karat Venugopal Parameshwar is seasoned and accomplished Banker, Business leader and CFO with experience in leading financial services institutions in multiple geographies.</li> <li>■ He is an MBA from IIM Ahmedabad and a Chartered Accountant with over 31 years of experience and expertise</li> </ul>   |

| Name                                      | Age      | Qualification        | Brief Experience   |
|---|----------|----------------------|--|
|   |          |                      | in all aspects of the Business management and Financial Management including Control, Reporting, Taxation, Treasury and Legal  |
| <b>Mr. R. Mohan</b><br>Associate Director | 57 Years | Chartered Accountant | <ul style="list-style-type: none"> <li>■ Mr. R. Mohan has rich experience of more than 27 years in the corporate finance, financial services and capital market regulation, including 12 years' experience with SEBI.</li> <li>■ He has held various positions in SEBI such as Coordinator for the 'Committee on Delisting of Securities' and 'Group on Uniform Bye Laws' in 1997; Member Secretary of the 'Group for Review of Portfolio Managers Regulations' in 2000; Co-ordinator for the 'Committee on Strengthening Disclosures in the Offer Documents of Companies' in the year 2000 to 2001. In addition to this he was also a member of the Working Group to prepare 'Pilot Policy Statement on Takeover / Merger and Transfer of Shares of Banks' set up by RBI in 2003.</li> <li>■ He was associated with 360 ONE Group during the period 2015-2020 where he headed the Legal &amp; Compliance Function.</li> </ul> |

**Rights, Obligations, Responsibilities and Duties of the Trustee:**

In accordance with the SEBI (Mutual Funds) Regulations, 1996 and the Trust Deed dated April 29, 2010, constituting the Mutual Fund, the rights, obligations, responsibilities and duties of the Trustee include the following:

1. The trustees and the AMC shall with the prior approval of the SEBI, enter into an investment management agreement.
2. The Trustee shall ensure that the Investment Management Agreement contains such clauses as are mentioned in the Fourth Schedule of the SEBI Regulations and such other clauses as are necessary for the purpose of making investments.
3. The Trustee shall have a right to obtain from the AMC such information as is considered necessary by the Trustee.
4. The Trustee shall ensure before the launch of any scheme that the AMC, has:
  - a. Systems in place for its back office, dealing room and accounting;

- b. Appointed all key personnel including fund manager(s) for the scheme(s) and submitted their bio-data which shall contain the educational qualifications, past experience in the securities market with the Trustee, within 15 days of their appointment;
  - c. Appointed auditors to audit its accounts;
  - d. Appointed a compliance officer who shall be responsible for monitoring the compliance of the Act, rules and regulations, notifications, guidelines, instructions, etc., issued by SEBI or the Central Government and for redressal of investors grievances;
  - e. Appointed registrars and laid down parameters for their supervision;
  - f. Prepared a compliance manual and designed internal control mechanisms including internal audit systems;
  - g. Specified norms for empanelment of brokers and marketing agents; and
  - h. Obtained, wherever required under these Regulations, prior in principle approval from the recognized stock exchange(s) where units are proposed to be listed.
5. The Compliance Officer appointed under clause (d) of sub-regulation (4) of SEBI Regulations, shall immediately and independently report to SEBI any non-compliance observed by him.
  6. The Trustee shall ensure that the AMC has been diligent in empaneling the brokers, in monitoring securities transactions with brokers and avoiding undue concentration of business with any broker.
  7. The Trustee shall ensure that the AMC has not given any undue or unfair advantage to any associates or dealt with any of the associates of the AMC in any manner detrimental to interest of the unit holders.
  8. The Trustee shall ensure that the transactions entered into by the AMC are in accordance with SEBI Regulations and the scheme.
  9. The Trustee shall ensure that the AMC has been managing the Mutual Fund schemes independently of other activities and have taken adequate steps to ensure that the interest of investors of one scheme are not being compromised with those of any other scheme or of other activities of the AMC.
  10. The Trustee shall ensure that all the activities of the AMC are in accordance with the provisions of SEBI Regulations.
  11. Where the Trustee have reason to believe that the conduct of business of the Mutual Fund is not in accordance with SEBI Regulations and the scheme it shall forthwith take such remedial steps as are necessary by it and shall immediately inform SEBI of the violation and the action taken by it.
  12. Each Director of the Trustee Company shall file the details of his transactions of dealing in securities with the Mutual Fund on a quarterly basis.
  13. The Trustee shall be accountable for, and be the custodian of, the funds and property of the respective schemes and shall hold the same in trust for the benefit of the unit holders

in accordance with SEBI Regulations and the provisions of the Trust Deed.

14. The Trustee shall take steps to ensure that the transactions of the Mutual Fund are in accordance with the provisions of the Trust Deed.
15. The Trustee shall be responsible for the calculation of any income due to be paid to the Mutual Fund and also of any income received in the Mutual Fund for the holders of the units of any scheme in accordance with SEBI Regulations and the Trust Deed.
16. The Trustee shall obtain the consent of the unit holders:
  - a. Whenever required to do so by SEBI in the interest of the unit holders; or
  - b. Whenever required to do so on the requisition made by three-fourths of the unit holders of any scheme; or
  - c. When the majority of the Directors of the trustees Company decide to wind up a scheme in terms of clause (a) of sub regulation (2) of regulation 39 of SEBI Regulation or prematurely redeem the units of a close ended scheme.
17. The Trustee shall ensure that no change in the fundamental attributes of any scheme or the trust or fees and expenses payable or any other change which would modify the scheme and affects the interest of unit holders, shall be carried out unless:
  - a. A written communication about the proposed change is sent to each unit holder and an advertisement is given in one English daily newspaper having nationwide circulation as well as in a newspaper published in the language of region where the Head Office of the Mutual Fund is situated; and
  - b. The unit holders are given an option to exit at the prevailing Net Asset Value without any exit load.
18. The Trustee shall call for the details of transactions in securities by the key personnel of the AMC in his own name or on behalf of the AMC and shall report to SEBI, as and when required.
19. The Trustee shall quarterly review all transactions carried out between the Mutual Fund, AMC and its associates.
20. The trustees shall on a quarterly basis review the networth of the AMC to ensure compliance with the threshold provided in clause (f) of sub-regulation (1) of regulation 21 of SEBI Regulation on a continuous basis.
21. The Trustee shall periodically review all service contracts such as custody arrangements, transfer agency of the securities and satisfy itself that such contracts are executed in the interest of the unit holders.
22. The Trustee shall ensure that there is no conflict of interest between the manner of deployment of its networth by the AMC and the interest of the unit holders.
23. The Trustee shall periodically review the investor complaints received and the redressal of the same by the AMC.
24. The Trustee shall abide by the Code of Conduct as specified in the Part A of the Fifth

Schedule of SEBI Regulations.

25. The Trustee shall furnish to SEBI on a half-yearly basis:

- a. Report on the activities of the Mutual Fund;
- b. Certificate stating that the Trustee has satisfied itself that there have been no instances of self-dealing or front running by any of the Directors of the Trustee Company, directors and key personnel of the AMC;
- c. Certificate to the effect that the AMC has been managing the schemes independently of any other activities and in case any activities of the nature referred to in clause (b) of regulation 24 of SEBI Regulations have been undertaken by the AMC and has taken adequate steps to ensure that the interests of the unitholders are protected.

26. The independent Directors of the Trustee Company referred to in sub-regulation (5) of regulation 16 of SEBI Regulations shall give their comments on the report received from the AMC regarding the investments by the Mutual Fund in the securities of group companies of the Sponsors.

27. The Trustee shall exercise due diligence as under:

**General Due Diligence:**

- a. The Trustee shall be discerning in the appointment of the directors on the Board of the AMC.
- b. The Trustee shall review the desirability or continuance of the AMC if substantial irregularities are observed in any of the Scheme(s) and shall not allow the AMC to float any new Scheme(s).
- c. The Trustee shall ensure that the trust property is properly protected, held and administered by proper persons and by a proper number of such persons.
- d. The Trustee shall ensure that all service providers are holding appropriate registrations from SEBI or concerned regulatory authorities.
- e. The Trustee shall arrange for test checks of service contracts.
- f. The Trustee shall immediately report to SEBI of any special developments in the Mutual Fund.

**Specific Due Diligence:**

The Trustee shall:

- a. Obtain internal audit reports at regular intervals from independent auditors appointed by Trustee.
- b. Obtain compliance certificates / reports at regular intervals from the AMC
- c. Hold meetings of Board of Directors of Trustee Company more frequently.
- d. Consider the reports of independent auditor and compliance reports of AMC at the meetings of Trustee for appropriate action.
- e. Maintain records of the decisions of the Trustee at its meetings and of the minutes of the meetings.
- f. Prescribe and adhere to a code of ethics by the Trustee, AMC and its personnel.

- g. Communicate in writing to the AMC of the deficiencies and checking on the rectification of deficiencies.
28. Notwithstanding anything contained in any applicable SEBI Regulations, the Trustee shall not be held liable for acts done in good faith if it has exercised adequate due diligence honestly.
29. The independent directors of the Trustee Company or AMC shall pay specific attention to the following, as may be applicable, namely:
- I. The Investment Management Agreement and the compensation paid under the agreement,
  - II. Service contracts with associates —whether the AMC has charged higher fees than outside contractors for the same services,
  - III. Selection of the AMC's independent directors,
  - IV. Securities transactions involving associates to the extent such transactions are permitted,
  - V. Selecting and nominating individuals to fill independent directors vacancies,
  - VI. Code of ethics must be designed to prevent fraudulent, deceptive or manipulative practices by insiders in connection with personal securities transactions,
  - VII. the reasonableness of fees paid to Sponsors, AMC and any others for services provided,
  - VIII. Principal underwriting contracts and their renewals,
  - IX. Any service contract with the associates of the AMC.
30. In carrying out his responsibilities, each member of the Board of Directors of the Trustee Company shall maintain arm's length relationship with other companies or institutions or financial intermediaries or anybody corporate with which he/she may be associated.
31. The Directors of the Trustee Company shall not participate in the Board Meetings of the Trustee Company or in any decision making process of its Board for any investments in which he/she may be interested.
32. Each Director of the Trustee Company shall provide to its Board, the particulars of any interest which he/she may have in any other company or institution or financial intermediary or anybody corporate by virtue of his/her position as director, partner or with which he/she may be associated in any other capacity.
33. The Trustee shall act in the interest of the unit holders.
34. It shall be the duty of the Trustee to provide or cause to provide information to the unit holders and SEBI as may be specified by SEBI from time to time.
35. The Trustee shall take reasonable care to ensure that the funds under various schemes floated, are managed by the AMC in accordance with the Trust Deed and SEBI Regulations.
36. The Trustee shall appoint a custodian and shall be responsible for the supervision of its activities in relation to the Mutual Fund and shall enter into a custodian Agreement with the custodian for this purpose.
37. The Trustee shall ensure that the auditor for the Mutual Fund shall be different from the

Auditor of the AMC.

38. The Trustee shall not acquire nor allow the AMC to acquire any assets out of the Trust property which involves the assumption of any liability which is unlimited or results in the encumbrance of the Trust property in any way.
39. The Trustee shall ensure that Mutual Fund are forbidden to make or guarantee loans or take up any activity which is in contravention of the Regulations.
40. No amendments to the Trust Deed shall be carried out without the prior approval of SEBI and unitholder's approval. However, no approval of unitholders shall be required in case of conversion of Board of Trustee into a Trustee Company.

Provided further that no approval of SEBI and unitholders shall be required in case of change in trust deed consequential to change in control of asset management company as per Regulation 22 (e).

The Trustee, in discharge of its duties, and in exercise of all discretionary powers, may engage, appoint, employ, retain, or authorize the AMC to engage, appoint, employ or retain any solicitors, advocates, bankers, brokers, accountants, professional advisors and consultants as it may deem appropriate.

#### **Supervisory Role of the Trustee**

The supervisory role of Trustee will be discharged inter-alia by reviewing the information and operations of the Mutual Fund based on the internal audit reports / compliance reports received on a periodical basis. The Compliance Officer has a direct reporting line to the Board of Directors of the Trustee Company. The Board Meeting of the Trustee Company shall be held at least once in every two calendar months and at least six such meetings shall be held in every year or at such frequency as may be prescribed under the Regulations. Further, minimum number of trustees on the Trustee board shall be four at all times to come. The Trustee Company was incorporated on June 05, 2009. The Board Meeting of the Trustee Company has been held 6 times during Calendar Year. The quorum for a Board meeting of the Trustee shall not be constituted unless such number of independent director(s) as may be prescribed by SEBI from time to time are present at the meeting. Further the Audit Committee, constituted pursuant to SEBI Circular MFD / CIR No. 010 / 024 / 2000 dated January 17, 2000 and SEBI Circular SEBI/HO/IMD/IMD-I DOF2/P/CIR/2022/17 dated February 09, 2022, chaired by an independent director of the Trustee Company is, inter-alia, responsible for the following:

- Considering and recommending for approval, the appointment, re-appointment and, if required, the replacement or removal of the Statutory Auditor of the Mutual Fund, Internal Auditor of the Mutual Fund, etc. and the fixation of fees for audit and any other services rendered by the Statutory Auditors with respect to the Mutual Fund
- Reviewing the scope of Internal Auditors and recommending for approval of the Board of AMC.
- Reviewing the Internal Audit Reports of the Schemes of Mutual Fund (Including Internal Audit Report of critical activities outsourced by the AMC such as Custodian, Fund Accounting, the Registrar and Transfer Agent activity, etc.).
- Discussion with internal and statutory auditors on any significant findings and follow up there on.

- Reviewing the findings of any internal investigations by the AMC / internal auditors into matters where there is suspected fraud or irregularity or a failure of internal control systems of a material nature or issues highlighted or referred through whistle blower complaints, etc.
- Reviewing Regulatory Inspection Reports.
- Reviewing implementation status of all outstanding action points arising out of Internal Audit Reports, Statutory Audit Reports, Systems Audit Reports, Inspection Reports etc.
- Reviewing the adequacy of the internal control systems, including defining metrics for measuring internal controls, seeking comments of the internal auditors about Internal Control Systems, etc. and the steps taken towards improving the effectiveness of internal control system including through automation.
- Interacting with the statutory and internal auditors of the Mutual Fund, at least once annually without engagement of management of the AMC. Besides the mandatory requirement specified, such interactions may be held whenever felt necessary by the independent directors of the Audit Committee.
- The Audit Committee of the AMC should interact with the Audit Committee of the Trustees at least once annually.
- Oversight of the Mutual Fund Schemes' and AMC's financial reporting process.
- Considering and recommending for approval of AMC Board, all accounting policy issues for the Schemes and the AMC, including any proposed changes to the accounting policies and practices for transactions with related parties, etc.
- Review of audit opinion issued by the statutory auditors.
- Considering and recommending to the AMC Board, adoption of financial statements including half yearly unaudited financial results prepared for the Scheme and the financial statements of the AMC.
- To review the system of internal controls and the audit processes for the Mutual Fund operations of the AMC;
- To ensure that the rectifications, if any, suggested by internal and external auditors, etc. are acted upon.
- Reviewing periodic report on compliance with applicable laws and regulations, including the details of non-compliance along with the corrective actions, as applicable.
- Reviewing the Annual Compliance Report in relation to the "Policy on Prohibition of Insider Trading" of the AMC.
- Assess that the AMC has been managing the mutual fund schemes independently of other activities and have taken adequate steps to ensure that the interest of investors of one scheme are not being compromised with those of any other scheme or of other activities of the asset management company.
- Any other relevant matters.

## Trustee Fees and Expenses

Subject to the Regulations, the Trustee Company shall during the term of the Mutual Fund, and whether or not the Mutual Fund shall be in course of administration by or under the order or direction of any competent court or regulatory authorities, be paid an annual fee out of the Mutual Fund as may be agreed between the Sponsor and the Trustee Company from time to time. The said remuneration is in addition to all costs, charges and expenses incurred in or in connection with the administration and execution of the Mutual Fund.

## D. Asset Management Company

360 ONE Asset Management Ltd. (AMC) is a public limited company incorporated under the Companies Act, 1956 on March 22, 2010, having its Registered Office at 360 ONE Centre, 6<sup>th</sup> floor, Kamala City, Senapati Bapat Marg, Lower Parel, Mumbai-400 013.

360 ONE Asset Management Ltd. has been appointed as the Investment Manager to 360 ONE Mutual Fund by the Trustee vide Investment Management Agreement (IMA) dated April 29, 2010, executed between 360 ONE Asset Trustee Ltd. and 360 ONE Asset Management Ltd.

The paid-up capital of the AMC is Rs. 32,10,00,000 comprising of 3,21,00,000 of Equity Shares of Rs. 10/-each.

The shareholding pattern of the AMC is as follows:

| Name of the Shareholder | No. of shares | % of Shareholding |
|-------------------------|---------------|-------------------|
| 360 ONE WAM Limited     | 3,21,00,000*  | 100%              |

\*including 6 shares held jointly with its nominees.

## Additional business undertaken by AMC;

Pursuant to Regulation 24(b) of the SEBI (Mutual Funds) Regulations, 1996, SEBI vide its letter dated January 24, 2014 has given its No Objection to 360 ONE Asset Management Limited (360 ONE AMC) to undertake Investment Management and Advisory Services to the pooled assets including Alternative Investment Funds/Offshore Funds and to undertake Portfolio Management Services. Pursuant to said NOC, AMC acts as an Investment Manager to 360 ONE Venture Fund (Formerly known as IIFL Venture Fund) (Category I – Alternative Investment Fund), 360 ONE Private Equity Fund (Formerly known as IIFL Private Equity Fund) (Category II – Alternative Investment Fund), 360 ONE Opportunities Fund (Formerly known as IIFL Opportunities Fund) (Category III – Alternative Investment Fund) and IIFL Real Estate Investment Trust (Real Estate Investment Trust). The AMC also provides non-binding advisory services to AIF Investment Manager within 360 ONE Group.

The AMC is also registered as a Portfolio Manager under the SEBI (Portfolio Managers) Regulations, 2020 vide registration No. INP000004565. The AMC is also registered with Securities and Exchange Commission, US as an Investment Adviser to provide Portfolio Management services to US persons.

The AMC has also received a no objection from SEBI to provide Advisory services to offshore funds.

In carrying out the above mentioned additional business there is no conflict of Interest with the activities of the Mutual Fund.

**Details of AMC Directors:**

| Name  | Age             | Qualification  | Brief Experience  |
|---|-----------------|--|---|
| <p><b>Mr. Kumar Sharadindu</b><br/>Independent Director</p> | <p>63 years</p> | <p>M.Sc. (Physics) Delhi University and B.Sc. (Physics) Delhi University</p> | <ul style="list-style-type: none"> <li>■ Mr. Kumar Sharadindu has over 36 years of experience in the banking sector. He has been associated with State Bank of India since 1984 under various roles. As a MD &amp; CEO of SBI Pension Funds (P) Ltd, largest Pension fund of India, he was responsible for handling key areas of investment and risk. Mr. Kumar has previously served as Head- Private Equity for State Bank of India, handling various areas of work such as heading the core deal team and monitoring investments in various funds across industries.</li> <li>■ Mr. Sharadindu has completed M.Sc. (Physics) from Delhi University and B.Sc. (Physics) from Delhi University.</li> </ul> |
| <p><b>Ms. Smita Aggarwal</b><br/>Independent Director</p>   | <p>55 years</p> | <p>Chartered Accountant, Graduate from Sydenham College, Mumbai</p>          | <ul style="list-style-type: none"> <li>■ Ms. Aggarwal has nearly 31 years of experience in the financial sector and has held leadership positions with names such as Omidyar Network, Fullerton, Reserve Bank of India and ICICI Bank with a successful track record of building businesses from scratch, introducing new products, and driving growth through innovation.</li> <li>■ Ms. Aggarwal is a Chartered Accountant and has graduated from Sydenham College in Mumbai.</li> </ul>  |
| <p><b>Mr. Anup Maheshwari</b><br/>Whole-time Director</p>   | <p>52 years</p> | <p>PGDM</p>  | <ul style="list-style-type: none"> <li>■ Mr. Maheshwari has over 27 years of work experience in the financial service sector. Prior to joining 360 ONE Asset Management Limited, he has been associated with DSP Investment Managers Private Limited (formerly known as DSP BlackRock Investment Managers Private Limited) [DSP IM] for over 11 years as an Executive Vice President &amp; Chief Investment Officer.</li> <li>■ He was also associated with HSBC Asset Management (India) Private Limited &amp; Merrill Lynch India Equities Fund (Mauritius) Limited.</li> </ul>   |

| Name  | Age      | Qualification  | Brief Experience  |
|---|----------|--|---|
|   |          |  | <ul style="list-style-type: none"> <li>■ He has done Bachelor of Commerce from Bombay University and Post Graduate Diploma in Management from Indian Institute of Management, Lucknow.</li> </ul>   |
| <p><b>Mr. Sethurathnam Ravi</b><br/>Independent Director</p>    | 63 years | Bachelor of Science, Master of Commerce, Fellow Chartered Accountant, Diploma in Systems Audit (DISA from ICAI), Associate Member of Association of Certified Fraud Examiners (CFE), USA; Insolvency Resolution Professional, DISA | <ul style="list-style-type: none"> <li>■ Mr. Ravi has served as a director on the boards of various prestigious institutions like LIC Housing Finance, BHEL, IDBI Bank, Union Bank and several other PSUs and PSBs.</li> <li>■ He is the Director and Chairman of Tourism Finance Corporation of India Limited and director on the board of SBI Payment Services Pvt Ltd, EbixCash Pvt Ltd and Aditya Birla ARC Limited, among others. He has, also, been member of these companies' Audit Committees, Strategic Revival Committees and Risk Management Committees.</li> <li>■ Mr. Ravi has served as the Chairman (Public Interest Director) of BSE Limited during the period Nov 2017 to Feb 2019.</li> <li>■ He is the Founder and Managing Partner of Chartered Accountants firm Ravi Rajan &amp; Co. LLP.</li> </ul> |
| <p><b>Dr. Subbaraman Narayan</b><br/>Non-Executive Director</p> | 80 years | PHD IIT from Delhi, MPhil from University of Cambridge, UK, MBM from Adelaide University, S. Australia, MSc from University of Madras.   | <ul style="list-style-type: none"> <li>■ Dr. Subbaraman Narayan is a retired IAS Officer. He was an eminent public administrator for nearly four decades (1965 to 2004).</li> <li>■ He was in public service in the State and Central Government in development administration. Retired as Economic Advisor to the Prime Minister of India, he has rich experience in implementation of economic policies and monitoring of the special economic agenda of the Cabinet on behalf of the Prime Minister's Office and is also experienced in formulation of macro-economic policy for the Government tariff and taxation policies, as well as initiatives for modernizing the capital markets.</li> </ul>   |

| Name                                       | Age         | Qualification                      | Brief Experience   |
|--|-------------|------------------------------------|--|
|  |             |                                    | <ul style="list-style-type: none"> <li>Dr. Narayan holds M.Sc., MBM, M Phil, Ph.D. degree. He is a Director on the board of several leading public limited Companies. He is a Senior Research Fellow at the Institute of South Asian Studies, National University of Singapore, at Singapore since 2005.</li> </ul>  |
| Mr. Karan Bhagat<br>Non-Executive Director | 46<br>Years | B. Com,<br>PGDBM, IIM<br>Bangalore | Mr. Karan Bhagat, who is the Co-promoter, MD & CEO of 360 ONE WAM Limited (Sponsor), had joined India Infoline Group to set-up 360 ONE WAM Limited in early 2008 and is one of its founding members. Karan Bhagat is responsible for providing direction and leadership towards the achievement of the organization's philosophy, mission, vision, growth and development of strategic goals and objectives of 360 ONE WAM Limited. He was instrumental in building a team of experienced and talented professionals from within and outside the industry, who work with and for, some of the most distinguished wealthy families in India and abroad. He has worked for over seven years in Kotak Wealth Management prior to founding 360 ONE WAM. Karan holds an MBA in finance from Indian Institute of Management, Bangalore and acquired his Bachelor's Degree in Commerce from St. Xavier's College, Calcutta. |

### Duties and Obligations of the AMC

Under the SEBI (MF) Regulations and the Investment Management Agreement, the AMC has, inter-alia, the following duties and obligations:

1. The AMC shall take all reasonable steps and exercise due diligence to ensure that the investment of funds pertaining to any scheme is not contrary to the provisions of SEBI Regulations and the Trust Deed.
2. The AMC shall exercise due diligence and care in all its investment decisions as would be exercised by other persons engaged in the same business.
3. The AMC shall obtain, wherever required under SEBI Regulations, prior in-principle approval from the recognized stock exchange(s) where units of the Scheme(s) are proposed to be listed.
4. The AMC shall be responsible for the acts of commissions or omissions by its employees or the persons whose services have been procured by the AMC.
5. The AMC shall submit to the Trustee quarterly reports of each year on its activities and the compliance with SEBI Regulations.
6. The Trustee at the request of the AMC may terminate the assignment of the AMC at any time. Provided that such termination shall become effective only after the Trustee has accepted the

termination of assignment and communicated its decision in writing to the AMC.

7. Notwithstanding anything contained in any contract or agreement or termination, the AMC or its directors or other officers shall not be absolved of liability to the Mutual Fund for their acts of commission or omissions, while holding such position or office.
8. The Chief Executive Officer (whatever be the designation) of the AMC shall ensure that the Mutual Fund complies with all the provisions of SEBI Regulations and the guidelines or circulars issued in relation thereto from time to time and that the investments made by the Fund Managers are in the interest of the unit holders and shall also be responsible for the overall risk management function of the Mutual Fund.
9. The Chief Executive Officer (whatever be the designation) shall also ensure that the AMC has adequate systems in place to ensure that the Code of Conduct for Fund Managers and Dealers specified in PART - B of the Fifth Schedule of these regulations are adhered to in letter and spirit. Any breach of the said Code of Conduct shall be brought to the attention of the Board of Directors of the AMC and Trustees.
10. The Fund Managers (whatever be the designation) of the AMC shall ensure that the funds of the schemes are invested to achieve the objectives of the scheme and in the interest of the unit holders.
11. The Fund Managers & Dealers (whatever be the designation) shall abide by the Code of Conduct for Fund Managers and Dealers specified in PART - B of the Fifth Schedule of Securities and Exchange Board of India (Mutual Funds) Regulations, 1996 and submit a quarterly self-certification to the Trustees that they have complied with the said code of conduct or list exceptions, if any.

**Note:** For the purposes of the above mentioned sub-regulation, the phrase "Fund Managers" shall include Chief Investment Officer (whatever be the designation).

12. The Dealers (whatever be the designation) of the AMC shall ensure that orders are executed on the best available terms, taking into account the relevant market at the time for transactions of the kind and size concerned to achieve the objectives of the scheme and in the best interest of all the unit holders.
13. The AMC shall not through any broker associated with the Sponsors, purchase or sell securities, which is average of 5% or more of the aggregate purchases and sale of securities made by the Mutual Fund in all its schemes.

Provided that for the purpose of this Clause, aggregate purchase and sale of securities shall exclude sale and distribution of units issued by the Mutual Fund. The aforesaid limit of 5% shall apply for a block of any three months.

14. The AMC shall not purchase or sell securities through any broker other than a broker associated with the Sponsors, which is average of 5% or more of the aggregate purchases and sale of securities made by the Mutual Fund in all its schemes, unless the AMC has recorded in writing the justification for exceeding the limit of 5% and reports of all such investments are sent to the Trustee on a quarterly basis. The aforesaid limit shall apply for a block of three months.
15. The AMC shall not utilise the services of the Sponsors or any of its associates, employees or their relatives, for the purpose of any securities transaction and distribution and sale of

- securities. However, the AMC may utilise such services if disclosure to that effect is made to the unit holders and the brokerage or commission paid is also disclosed in the half yearly annual accounts of the Mutual Fund. Provided further that the Mutual Fund shall disclose at the time of declaring half-yearly and yearly results;
- a. Any Underwriting obligations undertaken by the schemes of the Mutual Fund with respect to issue of securities associate companies,
  - b. Devolvement, if any,
  - c. Subscription by the schemes in the issues lead managed by associate companies,
  - d. Subscription to any issue of equity or debt on private placement basis where the Sponsor or its associate companies have acted as arranger or manager.
16. The AMC shall file with the Trustee the details of transactions in securities by the key personnel of the AMC in their own name or on behalf of the AMC and shall also report to SEBI, as and when required by SEBI.
17. In case the AMC enters into any securities transactions with any of its associates a report to that effect shall be sent to the Trustee at its next meeting.
18. In case any company has invested more than 5 per cent of the net asset value of a scheme, the investment made by that scheme or by any other scheme of the Fund in that company or its subsidiaries shall be brought to the notice of the Trustee by the AMC and be disclosed in the half yearly and annual accounts of the respective schemes with justification for such investment provided the latter investment has been made within one year of the date of the former investment calculated on either side.
19. The AMC shall file with the Trustee and SEBI:
- a. Detailed bio-data of all its directors alongwith their interest in other companies within fifteen days of their appointment;
  - b. Any change in the interests of directors every six months; and
  - c. Quarterly report to the Trustee giving details and adequate justification about the purchase and sale of the securities of the group companies of the Sponsors or the AMC as the case may be, by the Mutual Fund during the said quarter.
20. Each director of the AMC shall file the details of his transactions of dealing in securities with the Trustee on a quarterly basis in accordance with guidelines issued by SEBI.
21. The AMC shall not appoint any person as key personnel who has been found guilty of any economic offence or involved in violation of securities laws.
22. The AMC shall appoint registrars and share transfer agents who are registered with SEBI. Provided if the work relating to the transfer of units is processed in-house, the charges at competitive market rates may be debited to the scheme and for rates higher than the competitive market rates, prior approval of the Trustee shall be obtained and reasons for charging higher rates shall be disclosed in the annual accounts.
23. The AMC shall abide by the Code of Conduct as specified in PART – A of Fifth Schedule to SEBI Regulations.
24. The AMC shall invest such amounts in such schemes of the Mutual fund, based on the risks

associated with the schemes, as may be specified by the SEBI from time to time.

25. The AMC and the Sponsor of the mutual fund shall be liable to compensate the affected investors and/or the scheme for any unfair treatment to any investor as a result of inappropriate valuation.

26. The AMC shall-

- a. Not act as a Trustee of any mutual fund;
- b. Not undertake any other business activities except activities in the nature of portfolio management services, management and advisory services to offshore funds, insurance funds, pension funds, provident funds, or such categories of foreign portfolio investor subject to such conditions, as maybe specified by the Board from time to time, if any of such activities are not in conflict with the activities of the Mutual Fund.

Provided that the AMC may itself or through its subsidiaries, if any, undertake such activities if it satisfies SEBI that the key personnel of the AMC, the systems, fund managers, back office, bank and securities accounts are segregated activity wise and there exist systems to prohibit access to inside information of various activities.

Provided further that AMC shall meet capital adequacy requirements, if any, separately for each such activity and obtain separate approval, if necessary under the relevant regulations;

- c. Not invest in any of its Schemes unless full disclosure of its intention to invest has been made in the Scheme Information Document (SID);  
Provided that the AMC shall not be entitled to charge any fees on its investment in that Scheme;
- d. Not acquire any assets out of the Trust Fund which involves the assumption of any liability which is unlimited, or which may result in encumbrance of the Scheme property in any way.
- e. Not carry out its operations including trading desk, unit holder servicing and investment operations outside the territory of India.
- f. Compute and carry out valuation of investments made by its scheme(s) in accordance with the investment valuation norms specified in Eighth Schedule, and shall publish the same.
- g. Report and disclose all the transactions in debt and money market securities, including inter scheme transfers, as may be specified by the SEBI.

27. The AMC shall keep and maintain proper books of account, records and documents, for each Scheme so as to explain its transactions and to disclose at any point of time the financial position of each Scheme and in particular give a true and fair view of the state of affairs of the Fund and intimate to SEBI the place where such books of account, records and documents are maintained. The AMC shall maintain and preserve for a period of eight years its books of account, records and documents.

#### Information on Key Personnel:

| Name                | Designation                    | Age (years) | Qualification | Total Experience (years) | Brief Experience   |
|---------------------|--------------------------------|-------------|---------------|--------------------------|--|
| Mr. Anup Maheshwari | Chief Investment Officer (CIO) | 52          | PGDM          | 28                       | Mr. Maheshwari has over 28 years of work experience in the financial service sector. |

| Name              | Designation              | Age (years) | Qualification                | Total Experience (years) | Brief Experience  |
|-------------------|--------------------------|-------------|------------------------------|--------------------------|---|
|                   | and Whole Time Director  |             |                              |                          | <p>Prior to joining 360 ONE Asset Management Limited, he has been associated with DSP Investment Managers Private Limited (formerly known as DSP BlackRock Investment Managers Private Limited) [DSP IM] for over 11 years as an Executive Vice President &amp; Chief Investment Officer. He was also associated with HSBC Asset Management (India) Private Limited &amp; Merrill Lynch India Equities Fund (Mauritius) Limited.</p> <p>He has done Bachelor of Commerce from Bombay University and Post Graduate Diploma in Management from Indian Institute of Management, Lucknow.</p> |
| Mr. Anunaya Kumar | Head-Sales               | 48          | PGDBM from NIILM – New Delhi | 24                       | <p>Mr. Kumar has over 24 years' experience working with corporate banking, retail banking, wealth management and AMC at senior leadership positions. Prior to joining 360 ONE AMC, Mr. Kumar was the Head for Retail Sales at Invesco Mutual Fund. His previous stints have been with DSP Blackrock Investment Managers, Royal Bank of Scotland, Citibank and IDBI Bank.</p>  |
| Mr. Sushil Sharma | Investor Service Officer | 54          | B.Sc, MBA (Marketing)        | 30                       | <p>Mr. Sharma has over 30 years of work experience in the Financial Services Industry. He has been associated with 360 ONE Asset Management Limited since 2013.</p> <p>Prior to joining 360 ONE AMC, he worked with Tata Mutual Fund as a Branch Manager and with JM Financial Mutual Fund in a sales role. He is a science graduate and has completed his MBA in marketing.</p>  |

| Name                | Designation         | Age (years) | Qualification                                   | Total Experience (years) | Brief Experience  |
|---------------------|---------------------|-------------|---|--------------------------|---|
| Mr. Jignesh Modi    | Compliance Officer  | 46          | B. Com; ACS; LLB (Gen)                          | 21                       | <p>Mr. Modi has around 21 years of experience in the field of Compliance, Secretarial and Legal, predominantly in the Financial Service Sector.</p> <p>In the Financial services, prior to joining 360 ONE AMC, Mr. Modi worked in the areas of Compliance, Secretarial and Legal with organisations like L&amp;T Financial Services, SBI-SG Global Securities Services Pvt. Ltd., Canara Robeco AMC Ltd. and Aditya Birla Sunlife AMC Ltd.</p>   |
| Mr. Mayur Patel     | Fund Manager-Equity | 42 years    | B.Com; Chartered Accountant; CFA Charter holder | 18                       | <p>Mr. Mayur Patel has 18 years of work experience including investment management and research experience of more than 10 years. Prior to joining 360 ONE Asset Management Limited, he managed equity portfolios of DSP BlackRock Equity Savings Fund and MIP Fund at DSP BlackRock Investment Managers (a joint venture between BlackRock and the DSP Group in India).</p> <p>Mr. Patel joined DSP BlackRock in 2013 as an Equity Analyst responsible for origination and dissemination of ideas across energy, industrials and utilities sectors. Earlier, he was associated with Spark Capital as Lead Analyst, Energy in their Institutional Equities division and has also worked with Tata Motors and CRISIL. He is a Chartered Accountant and a CFA charter holder.</p> |
| Mr. Pravin Nadgouda | Chief Risk Officer  | 48          | FRM/CAIA/CFA                                    | 22                       | <p>Mr. Nadgouda has over 22 years' experience working with Asset Management business, Family</p>  |

| Name               | Designation         | Age (years) | Qualification                  | Total Experience (years) | Brief Experience   |
|--------------------|---------------------|-------------|--------------------------------|--------------------------|--|
|                    |                     |             | (ICFAI), B.Sc<br>Physics       |                          | Office, Insurance industries across functions like Risk Management, Business Process Reengineering, Compliance Oversight, Operations.<br><br>Prior to joining 360 ONE AMC, Mr. Nadgouda was the Head-Risk & Compliance at Premji Invest for a period of 3 years. He also held the position as the Head Risk at Franklin Templeton Mutual fund for 10 years.  |
| Mr. Milan Mody     | Fund Manager - Debt | 45          | M BA Finance, B.Com            | 20                       | Mr. Milan Mody has over 20 years of work experience in the Fixed Income market. Prior to joining 360 ONE Asset Management Limited, he was associated with ITI Asset Management Limited as Fixed Income Fund Manager for three years.<br><br>His previous experience includes working with Darashaw, Birla Sun-life Securities, Sahara Life Insurance and Zyin Research Pvt. Ltd. He has done MBA Finance, B.Com  |
| Mr. Bhavin Jatania | Fund Manager        | 39          | Graduate Diploma in Management | 16                       | Mr. Jatania has over 16 years of experience in the financial services industry in Product Management and Investment advisory domain.<br><br>Prior to joining 360 ONE Asset Management Limited, he was associated with IDFC Bank Limited as Head of Products and Advisory and prior to that has worked with Edelweiss Wealth Management Limited as a DVP in Products and Investment Advisory.<br><br>Mr. Jatania holds a Post Graduate Diploma in Management from |

| Name             | Designation                               | Age (years) | Qualification                                       | Total Experience (years) | Brief Experience  |
|------------------|---|-------------|---|--------------------------|---|
|                  |   |             |   |                          | Management Development Institute, Gurgaon.  |
| Mr. Parijat Garg | Fund Manager                              | 38          | Computer science engineer and a CFA charter holder. | 15                       | <p>Mr. Parijat has over 15 years of experience in the financial services industry including algorithmic trading, stock broking, and financial data services.</p> <p>Prior to joining 360 ONE Asset Management Limited, he was associated with Tower Research Capital (India) as a quant analyst and prior to that has worked with Quadeye Securities LLP as a portfolio manager.</p> <p>Mr. Garg is a computer science engineer from IIT Bombay and a CFA charter holder.</p> |
| Mr. Rajesh Pai   | Head-Operations of 360 ONE AMC            | 50          | B.Com, LLB (Gen), CS                                | 30                       | <p>Mr. Pai has a rich experience of more than three decades largely in the financial services space such as Alternative Investment Funds, Portfolio Management Services, real estate, broking, depository, etc in organisations such as ICICI Venture Funds Management Company Limited, ICICI Prudential Asset Management Company Limited, PSE Securities (subsidiary of Pune Stock Exchange), Prime Broking, Angel Broking, SSKI, etc.</p>                                   |
| Mr. Somesh Patil | Chief Information Security Officer (CISO) | 28          | Bachelor of Engineering                             | 6.5                      | <p>Mr. Patil has an experience of 6.5 years in Cyber Risk consulting and Risk management for BFSI clients, IT and cyber security governance and audit.</p> <p>He also has an experience in implementation and audit of ISO standards (ISO 22701, ISO 22301), IT infrastructure review, review of security products, SIEM, Firewall, WAF.</p>  |

| Name  | Designation            | Age (years) | Qualification                   | Total Experience (years) | Brief Experience  |
|---|------------------------|-------------|---------------------------------|--------------------------|---|
|   |                        |             |                                 |                          | Prior to joining IIFL AMC, Mr. Patil was associated with PwC India.   |
| <p><b>Information of Investment Team</b><br/> In addition to Fund Manager, the Investment Team comprises of the following member:</p> |                        |             |                                 |                          |   |
| Ms. Ruchi Rastogi   | Dealer – Equity & Debt | 41          | MBA                             | 14                       | Ms. Ruchi has 14 years of experience in securities market including her association with India Infoline Limited for 6 years. Before joining 360 ONE, she was working with Kotak Securities Limited for 4 years.   |
| Mr. Krunal Bauva  | Dealer – Debt          | 36          | Bachelor's in Commerce (B.Com.) | 9                        | Mr. Bauva has over 9 years of experience in the financial services industry. Prior to joining 360 ONE Asset Management Limited, he was associated with Phronesis Capital as a Broker for Fixed Income instruments and Smet Advisory as Fixed Income Dealer. Mr. Krunal holds a Bachelor's Degree in Commerce. |
| Mr. Vaibhav Chavan  | Back-up - Equity       | 37          | PGDFM, B.COM                    | 15                       | Mr. Chavan has over 15 years of work experience in the industry. Prior to joining IIFL AMC, Mr. Chavan was associated with Motilal Oswal Asset Management Ltd and Equentis Capital as dealer.<br><br>He has completed PGDFM from NMIMS & graduation in Commerce.  |

All Key Personnel of the AMC are based at the registered office of the AMC.

### SECTION III – SERVICE PROVIDERS

| Service Provider                             | Name  | Address   | SEBI Regn. No. |
|--|---|---|----------------|
| <b>Custodian</b>                             | <b>Deutsche Bank AG</b>   | Sir Hazarimal Somani Marg,<br>Fort Mumbai 400001  | IN/CUS/003     |
| <b>Registrar and Transfer Agent</b>          | <b>Computer Age Management Services Ltd (CAMS)</b>  | No.178 (New No.10),<br>M.G.R. Salai (formerly<br>Known as Kodambakkam<br>High Road),<br>Nungambakkam, Chennai -<br>600 034. | INR000002813   |
| <b>Statutory auditor for the Mutual Fund</b> | <b>PricewaterhouseCoopers Pvt Ltd</b>   | 252, Veer Savakar Marg<br>Shivaji Park Dadar Mumbai<br>– 400028, Maharashtra,<br>India                                      | NA             |
| <b>Legal counsel</b>                         | There is no retained legal counsel to the Mutual Fund/AMC. However, the AMC uses the services of renowned legal counsel, if need arises.  |   | NA             |
| <b>Fund Accountant</b>                       | <b>Deutsche Bank AG</b>   | Sir Hazarimal Somani Marg,<br>Fort Mumbai 400001  | NA             |
| <b>Professional Clearing Member</b>          | <b>HDFC Bank Limited</b>  | HDFC Bank House, Senapati<br>Bapat Marg, Lower Parel,<br>Mumbai – 400013  | NA             |
| <b>Collecting Banker</b>                     | During the New Fund Offer of the Scheme, the AMC may appoint banks(s) registered with SEBI as Collecting Banker(s) to accept the applications for investment into the Scheme on such terms and conditions as may be decided by the AMC from time to time. The list of the Collecting Bankers will be disclosed in the SID as and when the Schemes are launched. |   |                |

The Custodian will keep in safe custody all the securities and other instruments belonging to the Fund, ensure smooth inflow/outflow of securities and such other instruments as and when necessary in the best interest of the Unit holders, and ensure that the benefits due to the holdings are recovered. The Custodians will charge the Fund a fee as per the respective Custodial Agreement as amended from time to time. The AMC & the Trustee reserves the right to change the Custodian at their discretion.

The Board of the Trustee Company and the AMC have ensured that the Registrar has adequate capacity to discharge responsibilities with regard to processing of applications and dispatching Statement of Accounts / Unit Certificates to unit holders within the time limit prescribed in the Regulations and also has sufficient capacity to handle investor complaints. The AMC also obtains services from CAMS for electronic connectivity in case of Schemes of 360 ONE Mutual Fund listed on the recognised exchange(s) or available on online platform of BSE and/or NSE.

**SECTION IV – CONDENSED FINANCIAL INFORMATION**

| <b>HISTORICAL PER UNIT STATISTICS</b>                             | <b>360 ONE Dynamic Bond Fund (Formerly known as IIFL Dynamic Bond Fund)</b> |                |                |
|---|---|----------------|----------------|
|   | <b>2020-21</b>  | <b>2021-22</b> | <b>2022-23</b> |
| <b>NAV at the beginning of the year</b>                           |   |                |                |
| Regular Growth  | 15.8791   | 16.8319        | 18.0237        |
| Regular Daily IDCW  | NA  | NA             | NA             |
| Regular Weekly Option   | NA  | NA             | NA             |
| Regular Fortnightly Option  | NA  | NA             | NA             |
| Regular Monthly IDCW Option                                       | 11.7557   | 11.8453        | 12.0674        |
| Regular Quarterly IDCW Option                                     | 15.3232   | 16.2427        | 17.3927        |
| Regular Bonus Option  | 15.8791   | 16.8319        | 18.0236        |
| Regular Half Yearly IDCW Option                                   | 15.3232   | 16.2427        | 17.3927        |
| Direct Growth Option  | 16.4861   | 17.5698        | 18.8609        |
| Direct Monthly IDCW Option  | 12.2870   | 12.4772        | 12.7765        |
| Direct Half Yearly Option   | NA  | NA             | 17.4073        |
| Direct Quarterly IDCW   | 15.5827   | NA             | NA             |
| Direct Daily IDCW   | NA  | NA             | NA             |
| <b>IDCW</b>   |   |                |                |
| Regular Monthly IDCW  | 0.30  | 0.6            | 0.6            |
| Direct Monthly IDCW   | 0.30  | 0.6            | 0.6            |
| Direct Quarterly IDCW   | NA  | NA             | NA             |
| Regular Half Yearly IDCW  | NA  | NA             | NA             |
| Regular Quarterly IDCW  | NA  | NA             | NA             |
| <b>NAV at the end of the year<br/>(as on March 31) (Computed)</b> |   |                |                |
| Regular Growth  | 16.8319   | 18.0237        | 18.5876        |
| Regular Daily IDCW  | NA  | NA             | NA             |
| Regular weekly Option   | NA  | NA             | NA             |
| Regular Fortnightly Option  | NA  | NA             | NA             |
| Regular Monthly IDCW  | 11.8453   | 12.0674        | 11.831         |
| Regular Quarterly IDCW  | 16.2427   | 17.3927        | 17.9369        |
| Regular Bonus Option  | 16.8319   | 18.0236        | 18.5875        |
| Regular Half Yearly IDCW  | 16.2427   | 17.3927        | 17.9369        |
| Direct Growth   | 17.5698   | 18.8609        | 19.4997        |
| Direct Monthly IDCW   | 12.4772   | 12.7765        | 12.5945        |
| Direct Quarterly IDCW   | NA  | 17.4073        | 17.9957        |
| Direct Half Yearly Option   | NA  | NA             | NA             |
| Direct Daily IDCW   | NA  | NA             | NA             |

|  |                                 |        |        |
|--|---------------------------------|--------|--------|
| Annualised Return (%) (Growth Option)            | 6.00                            | 7.35   | 3.13   |
| Scheme Benchmark Return (%)                      | 7.69                            | 4.48   | 3.43   |
| Scheme Benchmark                                 | Crisil Dynamic Bond C-III Index |        |        |
| Additional Benchmark Returns(%)                  | 7.6927                          | 1.0777 | 3.43   |
| Additional Benchmark                             | Crisil 10yr Gilt Index          |        |        |
| Net Assets at the end of period<br>(Rs. in crs.) | 7.6927                          | 1.0777 | 621.16 |
| Ratio of Recurring Expenses to net assets (%)    |                                 |        |        |
| Direct   | 0.48                            | 0.26   | 0.28   |
| Regular  | 0.96                            | 0.51   | 0.53   |
| Date of allotment                                | 24-Jun-2013                     |        |        |

| HISTORICAL PER UNIT STATISTICS                                    | 360 ONE Liquid Fund (Formerly known as IIFL Liquid Fund) |           |          |
|---|--|-----------|----------|
|   | 2020-2021  | 2021-2022 | 2022-23  |
| <b>NAV at the beginning of the year</b>                           |  |           |          |
| Regular Growth  | 1538.6642  | 1,584.10  | 1,634.21 |
| Regular Daily IDCW  | 1000.3830  | 1,000.07  | 1,000.07 |
| Regular Weekly IDCW   | 1005.0000  | 1,005.09  | 1,005.29 |
| Regular Fortnightly Option  | NA   | NA        | NA       |
| Regular Monthly Option  | NA   | NA        | NA       |
| Regular Quarterly Option  | NA   | NA        | NA       |
| Regular Bonus Option  | NA   | NA        | NA       |
| Regular Half Yearly Option  | NA   | NA        | NA       |
| Direct Growth Option  | 1543.5906  | 1,589.97  | 1,641.08 |
| Direct Weekly IDCW option   | 1005.0000  | 1,005.09  | 1,005.27 |
| Direct Monthly Option   | NA   | NA        | NA       |
| Direct Half Yearly Option   | NA   | NA        | NA       |
| Direct IDCW   | 1000.3830  | 1000.3830 | 1,000.04 |
| <b>IDCW</b>   |  |           |          |
| Regular Monthly Option  | NA   | NA        | NA       |
| Direct Monthly Option   | NA   | NA        | NA       |
| <b>NAV at the end of the year<br/>(as on March 31) (Computed)</b> |  |           |          |
| Regular Growth  | 1,584.1009   | 1,634.21  | 1,724.86 |
| Regular Daily IDCW  | 1,000.0701   | 1,000.07  | 1,000.09 |
| Regular weekly IDCW   | 1,005.0859   | 1,005.29  | 1,006.00 |
| Regular Fortnightly Option  | NA   | NA        | NA       |
| Regular Monthly Option  | NA   | NA        | NA       |
| Regular Quarterly Option  | NA   | NA        | NA       |
| Regular Bonus Option  | NA   | NA        | NA       |

|  |                              |          |          |
|--|------------------------------|----------|----------|
| Regular Half Yearly Option                       | NA                           | NA       | NA       |
| Direct Growth                                    | 1,589.9656                   | 1,641.08 | 1,732.98 |
| Direct Weekly IDCW                               | 1,005.0936                   | 1,005.27 | 1,006.00 |
| Direct Monthly Option                            | NA                           | NA       | NA       |
| Direct Quarterly Option                          | NA                           | NA       | NA       |
| Direct Half Yearly Option                        | NA                           | NA       | NA       |
| Direct IDCW                                      | 1,000.0427                   | 1,000.04 | 1,000.09 |
| Annualised Return (%) (Growth Option)            | 2.95                         | 3.16     | 5.55     |
| Scheme Benchmark Return (%)                      | 4.07                         | 3.68     | 5.83     |
| Scheme Benchmark                                 | CRISIL Liquid Debt B-1 Index |          |          |
| Additional Benchmark Returns(%)                  | 4.0697                       | 3.7641   | 4.49     |
| Standard Benchmark                               | Crisil 1 Year T-Bill Index   |          |          |
| Net Assets at the end of period<br>(Rs. in crs.) | 121.52                       | 899.88   | 521.51   |
| Ratio of Recurring Expenses to net assets (%)    |                              |          |          |
| Direct   | 0.18                         | 0.18     | 0.20     |
| Regular  | 0.23                         | 0.23     | 0.25     |
| Date of allotment                                | 13-Nov-2013                  |          |          |

| HISTORICAL PER UNIT STATISTICS                                    | 360 ONE Focused Equity Fund (Formerly known as IIFL Focused Equity Fund) |         |         |
|---|--|---------|---------|
|   | 2020-21  | 2021-22 | 2022-23 |
| <b>NAV at the beginning of the year</b>                           |  |         |         |
| Regular Growth Option   | 13.5659  | 23.8796 | 29.2534 |
| Regular IDCW  | 12.0021  | 21.1272 | 21.1272 |
| Direct Growth   | 14.5371  | 25.904  | 25.904  |
| Direct IDCW   | 14.3887  | 25.6395 | 25.6395 |
| <b>IDCW</b>   | NA   | NA      | NA      |
| <b>Regular IDCW</b>   | NIL  | NIL     | NIL     |
| <b>Direct IDCW</b>  | NIL  | NIL     | NIL     |
| <b>NAV at the end of the year<br/>(as on March 31) (Computed)</b> |  |         |         |
| Growth Option   | 23.8796  | 29.2534 | 29.9566 |
| Dividend Option   | 21.1272  | 25.8823 | 26.5043 |
| Direct Growth   | 25.9040  | 32.0904 | 33.2046 |
| Direct IDCW   | 25.6395  | 31.7629 | 32.866  |
| Annualised Return (%) (Growth Option)                             | 76.03  | 22.50   | 2.40    |
| Scheme Benchmark Return – (S&P BSE 500 TRI) (%)                   | 76.2649  | 22.26   | -0.91   |

|   |             |         |           |
|---|-------------|---------|-----------|
| Additional Benchmark Returns (S&P BSE SENSEX TRI) (%) | 69.82       | 19.4965 | 2.03      |
| Net Assets at the end of period (Rs. in crs.)         | 1623.06     | 2824.37 | 3483.7555 |
| Ratio of Recurring Expenses to net assets (%)         |             |         |           |
| Direct  | 0.99        | 0.88    | 0.90      |
| Regular   | 2.03        | 1.97    | 1.93      |
| Date of allotment                                     | 30-Oct-2014 |         |           |

| HISTORICAL PER UNIT STATISTICS                                | 360 ONE Quant Fund (Formerly known as IIFL Quant Fund) |         |         |
|---|--|---------|---------|
|   | 2020-21  | 2021-22 | 2022-23 |
| <b>NAV at the beginning of the year</b>                       |  |         |         |
| Regular Growth Option   | NA   | NA      | 10.0928 |
| Regular IDCW Option   | NA   | NA      | 10.0928 |
| Direct Growth   | NA   | NA      | 10.132  |
| Direct IDCW   | NA   | NA      | 10.132  |
| <b>IDCW</b>   | NA   | NA      | NA      |
| <b>Regular IDCW</b>   | NA   | NIL     | NIL     |
| <b>Direct IDCW</b>  | NA   | NIL     | NIL     |
| <b>NAV at the end of the year (as on March 31) (Computed)</b> |  |         |         |
| Regular Growth Option   | NA   | 10.0928 | 9.9175  |
| Regular IDCW Option   | NA   | 10.0928 | 9.9175  |
| Direct Growth   | NA   | 10.132  | 10.0711 |
| Direct IDCW   | NA   | 10.132  | 10.0711 |
| Annualised Return (%) (Growth Option)                         | NA   | NA      | -1.74   |
| Scheme Benchmark Return – (S&P BSE 200 TRI) (%)               | NA   | NA      | -0.61   |
| Additional Benchmark Returns (S&P BSE SENSEX TRI) (%)         | NA   | NA      | 2.03    |
| Net Assets at the end of period (Rs. in crs.)                 | NA   | 104.56  | 59.40   |
| Ratio of Recurring Expenses to net assets (%)                 |  |         |         |
| Direct  | NA   | 0.61    | 0.43    |
| Regular   | NA   | 2.32    | 1.58    |
| Date of allotment   | 29-Nov-2021  |         |         |

| HISTORICAL PER UNIT STATISTICS                                    | 360 ONE ELSS Nifty 50 Tax Saver Index Fund(Formerly known as IIFL ELSS Nifty 50 Tax Saver Index Fund) |         |         |
|---|---|---------|---------|
|   | 2020-21   | 2021-22 | 2022-23 |
| <b>NAV at the beginning of the year</b>                           |   |         |         |
| Regular Growth Option   | NA*   | NA*     | NA*     |
| Regular Dividend Option   | NA*   | NA*     | NA*     |
| Direct Growth   | NA*   | NA*     | NA*     |
| Direct IDCW   | NA*   | NA*     | NA*     |
| <b>IDCW</b>   | NA*   | NA*     | NA*     |
| <b>Regular IDCW</b>   | NA*   | NA*     | NIL     |
| <b>Direct IDCW</b>  | NA*   | NA*     | NIL     |
| <b>NAV at the end of the year<br/>(as on March 31) (Computed)</b> |   |         |         |
| Regular Growth Option   | NA*   | NA*     | 9.5606  |
| Regular IDCW Option   | NA*   | NA*     | 9.5606  |
| Direct Growth   | NA*   | NA*     | 9.5667  |
| Direct IDCW   | NA*   | NA*     | 9.5667  |
| Annualised Return (%) (Growth Option)                             | NA*   | NA*     | NA*     |
| Scheme Benchmark Return – (Nifty 50 TRI)<br>(%)                   | NA*   | NA*     | NA*     |
| Additional Benchmark Returns (S&P BSE<br>SENSEX 50 - TRI) (%)     | NA*   | NA*     | NA*     |
| Net Assets at the end of period (Rs. in crs.)                     | NA*   | NA*     | 34.44   |
| <b>Ratio of Recurring Expenses to net assets<br/>(%)</b>          |   |         |         |
| Direct  | NA*   | NA*     | 0.34    |
| Regular   | NA*   | NA*     | 0.60    |
| Date of allotment*  | December 28, 2022   |         |         |

\*Scheme launched during the year.

## SECTION V - HOW TO APPLY

**This section should be read in conjunction with the section 'Units and Offer' of the respective SIDs.**

Investors can subscribe for units of open-ended scheme(s) launched by the Fund from time to time, during the New Fund Offer (NFO) Period and/or Continuous Offer Period.

For close-ended scheme(s) launched by the Fund from time to time, investors can subscribe for the units only during the NFO period. The units of all close ended schemes will be listed on a recognized stock exchange. The units held in dematerialized form can be traded on the Stock Exchange. Unit holders holding the units by way of an account statement (physical form) will not be able to redeem their units during the tenor of the Scheme and there will be redemption by the Fund on the maturity of the Scheme.

For Interval schemes, investor can subscribe for the units of the Scheme either during the NFO period of the Scheme or during the Specified Transaction Period as may be mentioned in the respective SID and permitted by Regulation read with further amendments issued from time to time. The units held in dematerialized form can be traded on the Stock Exchange.

The application forms (forming part of the Key Information Memorandum (KIM) or common transaction forms for the purchase of units of the Scheme(s) will be available and accepted at all the Official Points of Acceptance namely the Collecting Bank Branches, if any (during the NFO period), AMC Branches, Registrar's CSCs, Distributors (with which the Fund and RTA would have an arrangement from time to time) Fund's Distributors/Channel Distributors and during their business hours on their respective business days or any other source as may be decided by the AMC from time to time. (Addresses of Official Points of Acceptance and CSCs are given on the last page of the document).

Application forms (forming part of the KIM) are also available on our website at [www.iiflmmf.com](http://www.iiflmmf.com). Investors are advised to use the prescribed Application Form/ SIP debit form & SIP form provided in the KIM, and other standard forms available at the CSCs or the website of the Fund ([www.iiflmmf.com](http://www.iiflmmf.com)), for any financial / non-financial transactions.

The duly completed Application Form along with the payment instrument and requisite documents may be submitted at the designated Official Points of Acceptance of the Mutual Fund. During the NFO period, investors can also subscribe to the units of the scheme(s) through the ASBA process, explained in detail under the section 'Additional mode of payment through Applications Supported by Blocked Amount ("ASBA")'. During the Ongoing Offer, the applications submitted at the Official Points of Acceptance will be time stamped and the acknowledgement slip in the application form will be returned to acknowledge receipt of the application, subject to verification. No other form of acknowledgement will be issued. Investors are requested to retain the acknowledgement slip initialed/ stamped by the Official Points of Acceptance.

The Mutual Fund also offers Online Transaction facility on its Website viz. [www.iiflmmf.com](http://www.iiflmmf.com) for transacting in the Units of Mutual Fund. Investors can also avail the facility to invest through BSE StAR MF platform & NSE MFSS platform.

For investors' convenience, the Mutual Fund also provides additional facilities for transaction in units, explained below in detail under the heading 'Additional facilities' in this section.

Further, facility to transact in the units of the Scheme(s) through Stock Exchange Mechanism (explained in detail under the section 'Facility to purchase/ redeem units of the Scheme through Stock Exchange Mechanism') will be also available in notified Schemes.

#### **Cash Investments:**

Pursuant to SEBI circular dated September 13, 2012 and SEBI circular dated May 22, 2014, it is permitted to accept cash transactions to the extent of Rs. 50,000/- subject to compliance with Prevention of Money Laundering Act, 2002 and Rules framed there under and the SEBI Circular(s) on Anti Money Laundering (AML) and other applicable AML rules, regulations and guidelines. Provided that the limit shall be applicable per investor for investments done in a financial year across all schemes of the Mutual Fund, subject to sufficient systems and procedures in place for such acceptance. However, any form of repayment either by way of redemption, Income Distribution cum Capital Withdrawal, etc. with respect to such cash investment shall be paid only through banking channel.

Currently, 360 ONE Mutual Fund does not allow cash investments. The Asset Management Company is in process of implementing adequate systems and controls to accept Cash Investment in the Scheme. Information in this regard will be provided to Investors as and when the facility is made available.

#### **While applying for purchase of units in the Scheme(s), Investors should note the following:**

1. All subscription cheques / drafts / other payment instruments (Pay Order, banker's cheque etc) must be drawn in favour of the Scheme in which the investor proposes to invest and should be crossed "Account Payee only". To prevent fraudulent practices Investors are urged to make the Payment Instruments favouring "Name of the Scheme A/c. First Investor Name" OR "Name of the Scheme A/c. Permanent Account Number" OR "Name of the Scheme A/c. Folio Number". The Scheme name on the application form and the payment instrument should be same. If the Scheme name on the application form and on the payment, instrument is different, the application will be processed, and units allotted at applicable NAV of the scheme mentioned in the application / transaction slip duly signed by investor(s).
2. Each application must be accompanied by a separate cheque or Demand Draft or such other payment instruments or / electronic transfer of funds by way of direct credit / RTGS / NEFT. Further, for investments under different Schemes/Plans/Options, separate cheques/DDs/other payment instruments should be attached. Single cheque of a consolidated amount for more than one application/ Scheme/Plan/Option or multiple cheques/drafts for investment in a particular Scheme/Plan/Option will not be accepted.
3. Multiple cheques with single application, outstation cheques, cash, money orders, postal orders, or postdated cheques (postdated cheques for investments under SIP for notified Schemes will be accepted) or Third-Party Payment Instruments (except in certain cases; explained elsewhere in this document), will be accepted at the discretion of AMC.

The Cheque/DD should be payable locally at the centre where the Application is submitted. The Cheque / DD should be drawn on any Bank which is situated at and is a member / sub-member

of the Bankers' Clearing House, located at the place where the application is submitted. Cheques / DDs drawn on a Bank not participating in the Clearing House will not be accepted. The AMC will reimburse demand draft charges for purchase of units by investors residing at location where the Investor Service / Collection Centers are not located. No demand draft charges will be reimbursed by the Fund for purchase of Units by investors residing at such locations where the Customer Service Centers/Collection Centers are located.

4. Payout Bank Details: A Cancelled Cheque leaf should be accompanied if the payout bank account differs from the investment bank account.
5. Applicants need to specify the 'mode of holding' in the Application Form as given below:
  - a. In case of sole applicant, the mode of holding should be specified as "Single"
  - b. In case of two or more applicants (maximum permitted being three applicants), the mode of holding should be specified as 'Joint' or "Anyone or Survivor"
  - c. In case of account/ folio opened on behalf of a minor, the minor shall be the first and the sole holder in the account/folio.
  - d. There shall not be any joint accounts with minor as the first or joint holder.

If mode of holding is specified as 'Joint', all transactions / instructions will have to be signed by all the joint unit holders, while for mode of holding specified as "Anyone or Survivor", all transactions / instructions may be signed by any one of the unitholders. However, in all such cases, the Income Distribution cum Capital Withdrawal / redemption proceeds will be paid to the first named applicant / unitholder (as determined by the records of the RTA). Further, the first named unitholder shall receive the account statements, all notices and correspondences with respect to the folio, or Income Distribution cum Capital Withdrawals or other distributions and also have the voting rights, as permitted, associated with such units.

Service of a notice on or delivery of a document to any one of several joint Unit holders shall be deemed effective service on or delivery to the other joint Unit holders. Any notice or document so sent by post to or left at the address of a Unit holder appearing in the Register shall notwithstanding that such Unit holder be then dead or bankrupt and whether or not the Trustee or the AMC has notice of such death or bankruptcy be deemed to have been duly served and such service shall be deemed a sufficient service on all persons interested (whether jointly with or as claiming through or under the Unit holder) in the Units concerned.

Investors are advised to go through the sections titled 'Transfer and Transmission of Units' and 'Nomination Facility' before selecting the relevant box pertaining to the mode of holding in the Application Form.

If the mode of holding is not specified by the Investors in the Application Form or is unclear, it will be treated as "Joint", where there are two or more applicants.

6. Investors should provide the details /fill the form only in the space/ boxes provided in the relevant forms. Any details/ information/ instruction provided at a non-designated area of the standard form being used, or any additional details for which space is not designated in the standard form, may not be executed by the AMC.
7. It is expressly understood that at the time of investment, the investor/ unitholder has the express authority to invest in units of the Scheme and the AMC / Trustee / Mutual Fund will not

be responsible if such investment is ultra vires the relevant constitution. Subject to the Regulations, the AMC/ Trustee may reject any application received in case the application is found invalid/ incomplete or for any other reason in the AMC's/ Trustee's sole discretion.

8. Dishonoured cheques are liable not to be presented again for collection, and the accompanying application forms are liable to be rejected.
9. The Trustee, reserves the right to recover from an investor any loss caused to the Scheme on account of dishonour of cheques issued by the investor for purchase of Units of this Scheme.
10. For subscription in the Scheme, it is mandatory for investors to make certain disclosures as stated in the application form and provide certain documents like PAN /KRA – KYC Complied copy etc. without which the application is liable to be rejected.
11. It is mandatory for Individual investors to link their AADHAAR with PAN.
12. The AMC and the Trustee reserve the right to disclose the details of the investors and their transactions to banks, registrar, any other person/ organisation for the purpose of transaction confirmations and / or execution, redemption payouts, data validations, compliance with legal and regulatory requirements or for complying with anti-money laundering requirements.
13. Subject to the SEBI (MF) Regulations, any application for units of this Scheme may be accepted or rejected in the sole and absolute discretion of the Trustee/AMC. The Trustee/AMC may inter-alia reject any application for the purchase of units if the application is invalid or incomplete or if the Trustee for any other reason does not believe that it would be in the best interest of the Scheme or its unitholders to accept such an application.
14. Applications must be completed in block letters in English. Signatures should be in English or in any Indian language specified in the Eight Schedule of the Constitution of India. Thumb impressions (left hand for males and right hand for females) and signatures in languages not specified in the Eight Schedule of the constitution of India should be attested by a magistrate or a Notary Public or a special Executive Magistrate under his / her official seal.
15. If the investor wishes to invest directly, i.e. without involving the services of any agent or broker, "DIRECT" should be mentioned in the space provided for "ARN Number" in the application form. Any subsequent change/updation/removal of broker code will be based on the written request from the Unit holder and will be on a prospective basis only from the date when the Registrar executes such written instruction.

Applications under "Direct" / "Regular" Plans, will be treated as under:

| Scenario | Broker Code mentioned by the investor | Plan mentioned by the investor | Default Plan to be captured |
|----------|---------------------------------------|--------------------------------|-----------------------------|
| 1        | Not mentioned                         | Not mentioned                  | Direct Plan                 |
| 2        | Not mentioned                         | Direct                         | Direct Plan                 |
| 3        | Not mentioned                         | Regular                        | Direct Plan                 |
| 4        | Mentioned                             | Direct                         | Direct Plan                 |
| 5        | Direct                                | Not Mentioned                  | Direct Plan                 |

|   |           |               |              |
|---|-----------|---------------|--------------|
| 6 | Direct    | Regular       | Direct Plan  |
| 7 | Mentioned | Regular       | Regular Plan |
| 8 | Mentioned | Not Mentioned | Regular Plan |

In cases of wrong/ invalid/ incomplete ARN codes mentioned on the application form, the application shall be processed under Regular Plan. The AMC shall contact and obtain the correct ARN code within 30 calendar days of the receipt of the application form from the investor/ distributor. In case, the correct code is not received within 30 calendar days, the AMC shall reprocess the transaction under Direct Plan from the date of application without any exit load.

16. Applications should be made in adherence to the minimum requirements pertaining to the minimum purchase amounts.

17. The investors should ensure that the amount invested in the Scheme is through legitimate sources only and does not involve and are not designed for the purpose of any contravention or evasion of any act, rules, regulations, notifications or directions of the provisions of Income Tax Act, Prevention of Money Laundering Act, and / or any other applicable laws enacted by the Government of India from time to time.

18. In case of payments received from a Bank Account which is not registered, and the first unitholder's name is not preprinted on the payment cheque, unit holder should mandatorily attach supporting documents as required by the fund, like bank certificate, bank passbook copy or statement to prove that the funds are from a bank account held by first unit holder only. If the documents are not submitted with the application, the fund reserves the right to reject the application without any liability whatsoever or call for additional details, at its discretion. In any instance, where, post verification it is found that the payment, in any mode, is not made from a registered bank account or is made from an account where the first named unit holder is not an Account holder / one of the account holder in case of Joint Bank Account, the AMC/R&T, reserves the right to reject the transaction / subscription application, without any liability.

19. Facility of National Automated Clearing House (NACH) Platform in Systematic Investment Plan(SIP): NACH is a centralized system, launched by National Payments Corporation of India (NPCI) with an aim to consolidate multiple Electronic Clearing Service (ECS) mandates. This facility will enable the unit holders of the Fund to make SIP investments through NACH by filling up the SIP Registration cum mandate form. A Unique number will be allotted to every mandate registered under NACH called as Unique Mandate Reference Number (UMRN) which can be used for SIP transactions. The NACH facility shall be available subject to terms and conditions contained in the SIP application form.

### **Investment by NRIs/ FPIs**

The Foreign Exchange Management (Transfer or Issue of Security by a Person Resident Outside India) Regulations, 2000 (the "FEMA Regulations") permit a NRI / PIO to purchase on repatriation or non-repatriation basis, units of domestic mutual funds. Payment for such units must be made either by: (i) inward remittance through normal banking channels; or (ii) out of funds held in the NRE / FCNR account, or (iii) Indian Rupee drafts purchased abroad, in the case of purchases on a repatriation basis or out of funds held in the NRE / FCNR / NRO account, in

the case of purchases on a non-repatriation basis. In case Indian Rupee drafts are purchased abroad or from FCNR/ NRE accounts, an account debit certificate from the bank / financial entity issuing the draft confirming the debit shall also be enclosed. NRIs shall also be required to furnish such other documents as may be necessary and as desired by the AMC / Mutual Fund/Registrar, in connection with the investment in the schemes. FPI shall pay their subscription either by inward remittance through normal banking channels or out of funds held in Foreign Currency Account or Non- Resident Rupee Account maintained by the FPI with a designated branch of an authorised dealer in accordance with the relevant exchange management regulations.

#### **A. Who can invest?**

The following persons are eligible to apply for subscription to the units of any of the Scheme(s) launched by the Fund, from time to time, (subject to, wherever relevant, subscription to units of the Scheme(s) being permitted under the respective constitutions and relevant statutory regulations):

- a. Indian resident adult individuals either singly or jointly (not exceeding three) or on an Anyone or Survivor basis;
- b. Hindu Undivided Family (HUF) through Karta of the HUF;

Minor (as the first and the sole holder only) through a natural guardian (i.e. father or mother, as the case may be) or a court appointed legal guardian. There shall not be any joint holding with minor investments;

Note: Upon the minor attaining the status of major, the minor in whose name the investment was made, shall be required to provide all the KYC details, updated bank account details including cancelled original cheque leaf of the new account. No further transactions shall be allowed till the status of the minor is changed to major.

Minor Unit Holders, on becoming major, may inform the Registrar about attaining majority, and provide his specimen signature duly authenticated by his parent/ guardian, whose signature is registered in the records of the mutual fund/RTA (against the folio of minor unitholder) and if the parent/ guardian is unavailable or unable to attest, then by the banker.

All cheques and bank drafts accompanying the application form should contain the application form number on its reverse. It is mandatory for every applicant to provide the name of the bank, branch, address, account type and number as per SEBI requirements and any Application Form without these details will be treated as incomplete. Such incomplete applications will be rejected. The Registrar/AMC may ask the investor to provide a blank cancelled cheque or its photocopy for the purpose of verifying the bank account number.

- c. Partnership Firms and Limited Liability Partnerships (LLPs);
- d. Proprietorship in the name of the sole proprietor;
- e. Companies, Bodies Corporate, Public Sector Undertakings (PSUs), Association of Persons (AOP) or Bodies of Individuals (BOI) and societies registered under the Societies Registration Act, 1860;
- f. Banks (including Co-operative Banks and Regional Rural Banks) and Financial Institutions;
- g. Mutual Funds / Alternative Investment Funds registered with SEBI;
- h. Religious and Charitable Trusts, Wakfs or endowments of private trusts (subject to receipt of necessary approvals as required) and private trusts authorised to invest in mutual fund schemes under their trust deeds;

- i. Non-Resident Indians (NRIs) / Persons of Indian origin (PIOs) residing abroad on repatriation basis or on non-repatriation basis;
- j. Wakf Boards or endowments and Registered Societies (including registered co-operative societies) and private trusts authorized to invest in units;
- k. Foreign Portfolio Investor (FPI), registered with SEBI. These investments shall be subject to the conditions prescribed by SEBI, RBI, Income Tax authorities and the AMC, from time to time.
- l. Army, Air Force, Navy and other para-military units and bodies created by such institutions;
- m. Scientific and Industrial Research Organizations;
- n. Multilateral Funding Agencies / Bodies Corporate incorporated outside India with the permission of Government of India / RBI;
- o. Provident Funds, Pension Funds, Gratuity Funds and Superannuation Funds to the extent they are permitted;
- p. Other schemes of 360 ONE Mutual Fund subject to the conditions and limits prescribed by SEBI (MF) Regulations;
- q. Trustee, AMC or Sponsor or their associates may subscribe to units under the Scheme;
- r. Such other individuals /institutions/ body corporates etc., as may be decided by the AMC from time to time, so long as, wherever applicable, subject to their respective constitutions and relevant statutory regulations.

The list given above is indicative and the applicable laws, if any, as amended from time to time shall supersede the list

## **B. Who Cannot Invest?**

The following persons are not eligible to invest in the Scheme(s):

- a. Any individual who is a foreign national or any other entity that is not an Indian resident under the Foreign Exchange Management Act, 1999 (FEMA) except where registered with SEBI as a FPI or sub account of FPI or otherwise explicitly permitted under FEMA Act/by RBI/by any other applicable authority;
- b. Pursuant to RBI A.P. (DIR Series) Circular No. 14 dated September 16, 2003, Overseas Corporate Bodies (OCBs) cannot invest in Mutual Funds
- c. NRIs residing in Non-Compliant Countries and Territories (NCCTs) as determined by the Financial Action Task Force (FATF), from time to time.
- d. A person who falls within the definition of the term "U.S. Person" under the Securities Act of 1933 of the United States, and corporations or other entities organized under the laws of the U.S. are not eligible to invest in the schemes and apply for subscription to the units of the schemes, except for lump sum subscription and switch transactions requests received from Non-resident Indians/Persons of Indian origin who at the time of such investment, are present in India and submit a physical transaction request along with such documents as may be prescribed by IIFL Asset Management Company Limited from time to time. The AMC shall accept such investments subject to the applicable laws and such other terms and conditions as may be notified by the AMC. The investor shall be responsible for complying

with all the applicable laws for such investments. The AMC reserves the right to put the transaction requests on hold/reject the transaction request/reverse allotted units, as the case may be, as and when identified by the AMC, which are not in compliance with the terms and conditions notified in this regard.

e. person who is resident of Canada

f. Such other persons as may be specified by AMC from time to time.

**PAN mandatory for all Investors:**

It is mandatory for all investors (including joint holders, guardians of minors and NRIs) to quote their Permanent Account Number (PAN) and submit certified copy of the PAN card issued by the Income Tax Department, irrespective of the amount of investment, while making an application for purchase of Units of the Schemes. Investors will be required to submit the original PAN card for verification. In case of joint holding, PAN details of all holders should be submitted. In case the application is on behalf of a minor, PAN details of the guardian must be submitted.

Transactions by unit holders/investors who fail to submit certified copy of PAN card are liable to be rejected.

As per SEBI circular no. MRD/ DoP/MF/Cir - 08/2008 dated April 3, 2008 and circular no. MRD/ DoP/Cir-20/2008 dated June 30, 2008 investors residing in the state of Sikkim and Central Government, State Government and the officials appointed by the courts e.g. Official liquidator, Court receiver etc. (under the category of Government) respectively are exempted from the mandatory requirement of PAN for their investments in Mutual Funds. However, this would be subject to verification of the veracity of the claim of the investors by collecting sufficient documentary evidence. The requirements pertaining to PAN & KYC shall be as prescribed by applicable Regulations read with various amendments, circulars, notifications issued from time to time.

It is mandatory to complete the KYC requirements for all unit holders, including for all joint holders and the guardian in case of folio of a minor investor. All financial transactions (including redemptions, switches and all types of systematic plans) and non-financial requests will not be processed if the unit holders have not completed KYC requirements.

The AMC reserves the right to ask for the necessary documentation to the satisfaction of the Mutual Fund. Applications without the aforesaid details are liable to be rejected without any reference to the investors.

**Micro SIPs exempt from PAN Requirement:**

Investment through Systematic Investment Plans (SIPs) upto ₹ 50,000/- per financial year per investor shall be exempt from the requirement of PAN. The exemption shall be applicable for SIPs where aggregate of installments in a rolling 12 months period or in a financial year i.e. April - March does not exceed ₹ 50,000. The exemption shall be available for eligible investors, being individuals (including Joint holders who are individuals, NRIs but not PIOs), Minors, Sole proprietary firms. HUFs and other categories of investors will not eligible for this exemption.

However, in lieu of PAN, eligible investor has to submit any one of standard specified photo identification documents and any other document along with the Micro SIP application, in accordance with the process as per the AMFI guidelines. Investors may contact the AMC or any of the Customer Service Centres (CSCs) of Registrar to know the list of acceptable identification documents which may be provided as proof of identification in lieu of PAN. Investors should also attach a copy of KYC acknowledgement letter quoting PAN Exempt KYC Reference No (PEKRN) obtained from KYC Registration Agency (KRA) along with the application form for investments. Eligible investors must hold only one PEKRN.

**C. Prevention of Money Laundering and Know Your Client ('KYC') requirements:**

In accordance with requirements under the Prevention of Money Laundering Act, 2002, (PMLA) the Rules issued there under and the guidelines and circulars on Anti-Money Laundering issued by SEBI, (collectively "AML Regulations"), mutual funds are required to formulate and implement Client Identification Programme to verify and maintain the record of identity and address(es) of investors. This is commonly referred to as 'Know Your Client' guidelines (KYC). The investor(s) should ensure that the amount invested in the scheme is through legitimate sources only and does not involve and is not designed for the purpose of any contravention or evasion of the provisions of the Income-tax Act, Prevention of Money Laundering Act, Prevention of Corruption Act and/or any other applicable law in force and also any laws enacted by the Government of India from time to time or any rules, regulations, notifications or directions issued thereunder.

KYC requirements will have to be complied with for any amount of investment not limited to the following transactions:

- a. New / Additional Purchases
- b. Switch Transactions,
- c. SIP Registrations (including SIP related products).
- d. STP Registrations (including STP related products like trigger facilities).
- e. Dividend Transfer Plan (DTP) Registrations (including DTP related products).

With a view to bringing about an uniformity in the KYC requirement and a mechanism for centralization of the KYC records in the securities market, SEBI has mandated that an investor who deals with any of the SEBI Registered Intermediaries ('Intermediaries), viz. Depository Participants (DPs), Mutual Funds, Portfolio Managers, etc. shall be required to get registered with KYC Registration Agency (KRA) by submitting with any one of the SEBI Registered KRAs the common KYC form along with supporting documents. Once registered with KRA, an investor will be considered as '**KRA KYC Complied**' and able to deal with any Intermediary.

It is mandatory to complete the KYC requirements for all unit holders, including for all joint holders and the guardian in case of folio of a minor investor. Accordingly, financial transactions (including redemptions, switches and all types of systematic plans) and non-financial requests will not be processed if the unit holders have not completed KYC requirements.

Notes:

- "KYC is one-time exercise while dealing in securities markets - once KYC is done through a SEBI registered intermediary (broker, DP, Mutual Fund etc.), the investor need not undergo the same process again. Investors may however, note that the fund reserves the right to conduct enhanced KYC of its investors as may be commensurate with their respective risk profiles.
- As per SEBI/HO/MIRSD/DoP/P/CIR/2022/46 dated April 06, 2022, KRAs have validated the KYC records by 30th April'2023 and marked validated KYC records as 'KYC Validated'. Further for KYC records which could not be validated, the status is unchanged and if not validated accounts associated to those PANs will be frozen for any transaction till KYC record gets validated. It is mandatory for investors to validate their email ID and Mobile number associated with KYC.
- KRA KYC acknowledgement has to be submitted for all holders including POA, guardian, etc.
- Any subsequent change to Address, Pin Code, Country, Nationality, Occupation, Income details, Date of Birth, Proof of Identity should be done with KRA and such change in KRA records will overwrite the records maintained with the AMC.
- In Person Verification need to be carried out by the Know Your Distributor (KYD) registered Distributors who hold valid certifications issued by NISM/AMFI. For investors who deal under "Direct" broker code (without any distributor), the IPV conducted by Scheduled Commercial Banks will also be relied upon.

Pursuant to the provisions of the Prevention of Money Laundering Act, 2002, if after due diligence, the AMC believes that any transaction is suspicious in nature as regards money laundering, on failure to provide required documentation, information etc. by the Investor, the AMC shall have absolute discretion to report such suspicious transactions to FIU-IND and / or to freeze the units under folios of the Investor(s), reject any application(s)/ allotment of units. The Mutual Fund, Trustee, AMC and their respective Directors, employees and agents shall not be liable in any manner whatsoever for any claims arising on account of freezing the folios/ rejection of any application / allotment of units or mandatory redemption of units due to non-compliance with the provisions of the Prevention of Money Laundering Act, SEBI circulars, AML Policy and / or where the AMC believes that transaction is suspicious in nature within the purview of the Act and SEBI circulars and reporting the same to FIU-IND.

Investors transacting in the units of notified Schemes through BSE and/ or NSE in a dematerialized mode through the Stock Exchange Mechanism will be subject to KYC formalities carried out by the Depository Participant and this will be considered as sufficient compliance of SEBI circular dated December 19, 2008 on Anti- Money Laundering Guidelines.

Notwithstanding the above, investors investing through Micro SIP route and investor residing in State of Sikkim shall not be subject to the above KYC formalities. In such cases, the client will have to submit certain documents as elaborated below:

- a. **Micro SIPs:** Micro SIPs upto ₹50,000 per financial year per investor (aggregate under all the schemes of the Fund) (for detailed explanation on Micro SIPs, please refer paragraph on 'Micro SIPs exempt from PAN Requirement' in this document)

**Documents required:**

- Standard specified identification instruments like Voter ID card, Government/Defense ID card, Card of Reputed employer, Driving License, Passport in lieu of PAN.
- Proof of address copy. It is clarified that where photo identification documents contain the address of the investor, a separate proof of address is not required.
- Supporting documents copy shall be self attested by the investor / attested by the ARN holder mentioning the ARN number or attested by any competent authority.
- Eligible Investors should attach a copy of KRA - KYC Complied status quoting PAN Exempt KYC Reference No (PEKRN) obtained from KYC Registration Agency (KRA). Eligible investors must hold only one PEKRN.

**b. Investments from Investors residing in Sikkim:**

**Documents required:**

- Proof of address of Sikkim state and application form should mention the same address.
- Address proof shall be self attested by the investor / attested by the ARN holder mentioning the ARN number or attested by any competent authority.
- Proof of identification.

The above category of investors for the purpose of KYC compliance shall include, if applicable

- their constituted Power of Attorney (POA) holder, in case of investment through a POA,
- each of the applicants, in case of application in joint names,
- guardian, in case of application on behalf of minor,
- in case of pledge/lien, institution in whose favour the pledge/ lien has been made,
- any person making payment on behalf of the account holder(s), to the extent permitted under paragraph on 'Non -acceptance of Third Party Payment Instruments for subscriptions / investments'

Separate procedures are prescribed for change in name, address and other KYC related details, should the applicant desire to change such information. POS will extend the services of effecting such changes. Once KYC is completed, any changes to KYC data can be done only through the POS and not through the Registrars and Transfer Agents. These changes will be updated in the database maintained by the RTA.

The AMC/ Trustee shall have absolute discretion to reject any application, prevent further transactions by a unit holder, if after due diligence, the investor/ unit holder/a person making the payment on behalf of the investor does not fulfil the requirements of the AML Policy or the AMC/ Trustee believes that the transaction is suspicious in nature with regard to money laundering.

The Fund will adhere to such guidelines / procedures as may be issued by SEBI / any other regulatory authority in this regard from time to time.

**CKYC Process:**

SEBI vide circular no. CIR/MIRSD/66/2016 dated July 21, 2016 and circular no. CIR/MIRSD/120 /2016 dated November 10, 2016, has intimated about operationalization of Central KYC

Records Registry (CKYCR). Further, AMFI vide circular dated December 22, 2016 has prescribed new CKYC forms which shall be applicable for prospective customers.

Accordingly, with effect from February 1, 2017, any new individual investor who has not done KYC under KRA regime shall fill the new CKYC form. In case any such new individual investor uses the old KYC form, he/she shall provide additional/missing information by filling the Supplementary CKYC form or the new CKYC form.

Existing investors who are registered or verified in the KRA system can continue making investments without any additional documentation. However, for any modification to their existing records, they need to fill up the CKYC form.

The aforesaid forms are available on the website of the AMC viz. [www.iiflmf.com](http://www.iiflmf.com) and for completion of CKYC process, the investors are required to visit the nearest Point of Service or Point of Acceptance of transactions of the AMC.

Further, SEBI vide circular no. SEBI/HO/MIRSD/DOP/CIR/P/2021/31 on Rollout of Legal Entity Template dated March 10, 2021 stated that CKYCR, in its communication no. CKYC/2020/11 dated January 04, 2021 has decided to extend CKYCR to Legal Entities (LE) as well. Accordingly, Registered Intermediaries (RIs) shall upload the KYC records of LE accounts opened on or after April 01, on to CKYCR when the updated KYC information is obtained/received from the client, in terms of Rule 9 (1A) of the Prevention of Money Laundering (Maintenance of Records) Rules, 2005. RIs shall ensure that during such receipt of updated information, the clients' KYC details are migrated to current Client Due Diligence (CDD) standards,

To ensure that all existing KYC records of individual clients are incrementally uploaded on to CKYCR, RIs shall upload the KYC records pertaining to accounts of individuals opened prior to August 01, 2016, as and when updated KYC information is obtained/received from the client.

Where a client, for the purpose of establishing an account based relationship, submits a KYC Identifier to a RI, with an explicit consent to download records from CKYCR, then such RI shall retrieve the KYC records online from CKYCR using the KYC Identifier and the client shall not be required to submit the same KYC records or information or any other additional identification documents or details, unless there is a change in the information of the client as existing in the records of CKYCR.

Once KYC Identifier is generated by CKYCR, the RIs shall ensure that the same is communicated to the individual/legal entity.

The provisions of the above stated circular are not applicable to Foreign Portfolio Investors (FPIs).

#### **D. Ultimate Beneficial Ownership (UBO)**

Pursuant to SEBI Master Circular No. CIR/ISD/AML/3/2010 dated December 31, 2010 on anti money laundering standards and Guidelines on identification of Beneficial Ownership issued by SEBI vide its Circular No. CIR/MIRSD/2/2013 dated January 24, 2013, investors (other than Individuals) are required to provide details of Ultimate Beneficial Owner(s) (UBO(s)) and submit

proof of identity (viz. PAN with photograph or any other acceptable proof of identity prescribed in common KYC form) of UBO.

#### I. Applicability:

1. Providing information about beneficial ownership will be applicable to the subscriptions received from all categories of investors except Individuals and a Company listed on a stock exchange or is a majority owned subsidiary of such a Company.

2. Proof of Identity of the UBO such as Name/s, Address & PAN/Passport together with self-attested copy\* along with the declaration form for Ultimate Beneficial Ownership are required submitted to the AMC/its RTA.

(\* Original to be shown for verification and immediate return.)

3. In case of any change in the beneficial ownership, the investor should immediately intimate the AMC / its Registrar / KRA, as may be applicable, about such changes.

#### II. Identification Process:

##### (A) For Investors other than Individuals or Trusts:

(i) If the investor is an unlisted company, partnership firm or unincorporated association / body of individuals, the beneficial owners are the natural person/s who are acting alone or together, or through one or more juridical person and exercising control through ownership or who ultimately has a controlling ownership interest.

(ii) Controlling ownership interest means ownership of /entitlement to:

- more than 10% of shares or capital or profits of the juridical person, where juridical person is a company.
- more than 10% of the capital or profits of the juridical person, where the juridical person is a partnership firm; or
- more than 10% of the property or capital or profits of the juridical person, where the juridical person is an unincorporated association or body of individuals.

(iii) In cases, where there exists doubt as to whether the person with the controlling ownership interest is the beneficial owner or where no natural person exerts control through ownership interests, the identity details should be provided of the natural person who is exercising control over the juridical person through other means (i.e. control exercised through voting rights, agreement, arrangements or in any other manner).

(iv) Where no natural person is identified under any of the above criteria, the person who holds the position of senior managing official shall be provided.

##### (B) For Investor which is a Trust:

In case of a Trust, the settler of the trust, the trustee, the protector and the beneficiaries with 10% or more interest in the trust or any other natural person exercising ultimate effective

control over the trust through a chain of control or ownership shall be considered as beneficial owner.

(C) For Foreign Investors:

The AMC/MF shall follow a risk based approach towards KYC requirements of FPIs based on the category.

**Foreign Account Tax Compliance Act (FATCA):**

As per the provisions of Foreign Account Tax Compliance Act (FATCA), an act enacted in US with an objective of reporting of foreign financial assets held by U.S. person, enhanced due diligence processes is required to be done by Foreign Financial Institutions (“FFI”). 360 ONE Mutual Fund (Fund) is deemed to be a FFI and accordingly the Fund would be required, from time to time, to;

(i) undertake necessary due diligence process by collecting information/documentary evidence of the US/non-US status of the investors;

(ii) disclose/report information as far as may be legally permitted about the holdings/investment returns pertaining to reportable accounts to the US Internal Revenue Service and/or such Indian authorities as may be specified under FATCA or other applicable laws and

(iii) carry out such other activities as prescribed under the FATCA provisions, as amended from time to time.

FATCA due diligence will have to be directed at each investor/unit holder (including joint investors) and on being identified as a reportable person/specified US person, all the folios will be reported. Further, in case of folio with joint investors, the entire account value of investment portfolio will be attributable under each such reportable person.

Unit holders would therefore be required to furnish such information to the Fund/AMC, from time to time. The impact of FATCA is relevant not only at the point of on-boarding of the investors but also throughout the life cycle of the investor account / folio with the Fund. Hence investor(s) should intimate the Fund/AMC within 30 days of such change in the FATCA related information provided by them at the time of initial subscription. Declaration under FATCA for determining the status of US Person should be provided by the investors in the form available on our website [www.iiflmf.com](http://www.iiflmf.com).

The Fund/AMC reserves the right to reject any application or compulsorily redeem the units held directly or beneficially in case the applicant/investor fails to furnish the relevant information and/or documentation or is found to be holding units in contravention of the FATCA provisions.

Investors are advised to consult their tax advisors to understand the FATCA requirements and its implications in relation to their investment. However, given the complexity of the FATCA requirements, there is no assurance or guarantee that the Scheme will be able to comply, fully

or partially, with the requirements of FATCA. Investors are advised to consult their own advisors regarding the possible implications of FATCA on their investment in the Scheme.

**Common Reporting Standard** - The New Global Standard for Automatic Exchange of Information: on similar lines as FATCA, the organization of economic Development (OECD), along with the G20 countries, of which India is a member, has released a "Standard for Automatic Exchange of Financial Account Information in Tax Matters", in order to combat the problem of offshore tax evasion and avoidance and stashing of unaccounted money abroad, requiring cooperation amongst tax authorities. The G20 and OECD countries have together developed a Common Reporting standard (CRS) on Automatic Exchange of Information (AEOI). The CRS on AEOI was presented to G20 leaders in Brisbane on 16th November 2014.

On June 3, 2015, India has joined the Multilateral Competent Authority Agreement (MCAA) on AEOI.

The CRS on AEOI requires the financial institutions of the "source" jurisdiction to collect and report information to their tax authorities about account holder's "resident" in other countries, such information having to be transmitted "automatically" annually. The information to be exchanged relates not only to individuals, but also to shell companies and trusts having beneficial ownership or interest in the "resident" countries.

Accordingly, with effect from November 1, 2015 all investors will have to mandatorily provide the details and declaration pertaining to FATCA/CRS for all new accounts opened, failing which the AMC shall reject the application.

#### **EUIN Requirement**

Pursuant to SEBI Circular dated September 13, 2012, mutual funds are directed to capture the unique identity number (EUIN) of the employee/relationship manager/sales person of the distributor (Sales Person) interacting with the investor for the sale of mutual fund products in addition to the AMFI Registration Number (ARN) of the distributor in the application form.

Investors procuring advisory services from non-Individual distributors are requested to note that EUIN would assist in tackling the problem of misselling even if the employee/relationship manager/sales person leave the employment of the distributor. Hence, if investments are routed through a distributor, investors are requested to ensure that the ARN code, Sub broker ARN code, and EUIN is correctly filled up in the Application Form. Further, investors are requested to use new application forms/ transaction forms which will have spaces for the Sub broker ARN code and the EUIN. If EUIN is not mentioned in the application form, it will be assumed as Execution Only transaction.

#### **E. Bank Account details mandatory for all Investors:**

In order to protect the interest of investors from fraudulent encashment of cheques, the current SEBI Regulations have made it mandatory for investors to mention in their application for purchase of Units, the bank name and account number where the payments are to be credited. Hence, for purchase of Units, Investors must provide the Investor's bank name, bank

account number, branch address, and account type in the Application Form. Applications without these details will be treated as incomplete and rejected. The AMC will not be responsible for any loss arising out of fraudulent encashment of cheques and / or any delay. The investor is required to provide "cancelled" original cheque or bank statement or copy of bank pass book page with the Investor's Bank Account number, name and address, at the time of registration of the investor's bank mandate and subsequent change in the investor's bank mandate. In case if a copy of the above documents is submitted, Investor shall submit the original to the AMC/ Service Centre for verification and the same shall be returned. Investors can register multiple bank accounts with the Fund. For details please refer paragraph on 'Registration of Multiple Bank Accounts' in respect of an Investor Folio given below in this document.

## **F. Mode of Payment:**

### **a. Resident Investors**

Payment can be made by any of the following modes:

- By Cheque / Demand Draft / Pay Order / Banker's Cheque payable locally in the city of the designated CSCs in which the application form/transaction slip is submitted and drawn on a bank which is a member of the Banker's Clearing House of that city; or
- Electronic transfer of funds over the internet or by way of Direct Credit / RTGS / NEFT/NECS etc. to designated Scheme collection account; or
- The NFO subscriptions can also be made by investors by availing ASBA facility by filling up the ASBA Application Form and following the procedure as prescribed in the form. For further details on ASBA, please refer to the Section 'Additional mode of payment through Applications Supported by Blocked Amount ("ASBA")' given below in this Document.
- Investors may kindly note that Demand Draft charges will not be borne / reimbursed by the AMC for purchase of units of the Scheme(s) by investors.
- Applications accompanied by cheques / demand drafts not fulfilling the above criteria are liable to be rejected.
- In case of investments made in the name of a minor through a guardian by means of any mode, they shall be accepted from the bank account of the minor, parent or legal guardian of the minor, or from a joint account of the minor with parent or legal guardian only. For existing folios, the AMCs shall insist upon a Change of Pay-out Bank mandate before redemption is processed". Documentary proof, thereof is to be attached, if not attached the AMC reserves the right to call for the same at a later date. Irrespective of the source of payment for subscription, all redemption proceeds shall be credited only in the verified bank account of the minor, i.e. the account the minor may hold with the parent/ legal guardian after completing all KYC formalities.

### **b. NRIs, PIOs and FPI**

Non Resident Indians (NRIs) and Persons of Indian Origin (PIOs) residing abroad / Foreign Portfolio Investors (FPIs) have been granted a general permission by Reserve Bank of India under Schedule 5 of the Foreign Exchange Management (Transfer or Issue of Security by a Person Resident Outside India) Regulations, 2000 for investing in / redeeming units of the mutual funds subject to conditions set out in the aforesaid regulations.

NRIs and PIOs may purchase units of the Fund on a repatriation and non-repatriation basis, while FPIs may purchase units only on a repatriation basis.

A subscription by FPIs / Multilateral Funding Agencies, on full repatriation basis, is subject to approval by the Foreign Investment Promotion Board (FIPB). The account type shall be clearly ticked as NRE or NRO or FCNR, to enable the AMC determine the repatriation status of the investment amount. The AMC and the Registrar may ascertain the repatriation status purely based on the details provided in the application form.

- **Repatriation Basis:**

In case of NRIs and PIOs residing abroad, investing on repatriable basis, payments may be made either by inward remittance through normal banking channels or out of funds held in a Non- Resident (External) Rupee account (NRE)/ Foreign Currency (Non-Resident) account (FCNR). In case of Indian Rupee Drafts purchased abroad or out of funds held in NRE/ FCNR account, an account debit certificate from the bank issuing the draft confirming the debit to the Investor's account should also be submitted with the application form. In case the debit certificate is not provided, the AMC reserves the right to reject the applications. NRIs shall also be required to furnish such other documents as may be necessary and as desired by the Fund in connection with the investment in the Scheme(s).

FPIs may pay their subscription amounts either by inward remittance through normal banking channels or out of funds held in Foreign Currency Accounts or Non-Resident Rupee Accounts maintained with a designated branch of an authorised dealer.

In case Indian rupee drafts are purchased by the FN from abroad or from Foreign Currency Accounts or Non-resident Rupee Accounts, an account debit certificate from the bank issuing the draft confirming the debit to the Investor's account shall also be enclosed. In case the debit certificate is not provided, the AMC reserves the right to reject the applications.

Payments shall be made by cheques / demand drafts crossed "Account Payee Only".

AMC may at its discretion accept subscription accompanied with foreign currency instrument. NAV applicable in such case would be of the date when the funds get credited into the Fund's account.

- **Non Repatriation Basis:**

In the case of NRIs investing on non-repatriable basis, payment may be made either by inward remittance through normal banking channels or cheque/demand drafts drawn

out of funds held in an NRE / FCNR / Non-Resident Ordinary Rupee Account (NRO) maintained with an authorised dealer in India.

The Trustee/AMC, at its discretion, may choose from time to time to alter or add other modes of payment.

**G. Non - acceptance of Third Party Payment Instruments for subscriptions / investments:**

"Third Party Payment Instruments" means a payment made through an instrument issued from an account other than that of the Beneficiary Investor.

Applications to Schemes of 360 ONE Mutual Fund accompanied by a Third Party Payment Instrument shall not be accepted by the AMC except in the following cases:

- a. Payments made by Parents/Grand Parents/Related Persons on behalf of minor in consideration of natural love and affection or as gift. However single subscription value shall not extend above ₹ 50,000 (including investments through each regular purchase or single SIP instalment)
- b. Payments made by an Employer on behalf of employee under Systematic Investment Plans or lump sum / one-time subscription, through payroll deductions or deductions out of expense reimbursements
- c. Custodian making investments on behalf of an FPI or a Client.
- d. Payment by an empanelled Distributor on account of commission/incentive etc. in form of Mutual Fund units of the scheme as managed by AMC through SIP or lumpsum/one- time subscription.
- e. Payment by Corporate to its Agent/Distributor/Dealer (similar arrangement with Principal – agent relationship), on account of commission or incentive payable for sale of its goods/services, in form of Mutual Fund units through SIP or lumpsum/one time subscription.

In case of payments from a joint bank account, the sole /first holder of the Mutual Fund folio should be one of the joint holders of the bank account from which payment is made. In case a payment is covered under above exceptions, the following additional documents are also required to be mandatorily provided together with the Application Form:

- a. The KRA status of the Investor and the person making the payment.; and
- b. A duly filled "Third Party Payment Declaration Form" from the Investor (guardian in case of a minor) and the person making the payment i.e. third party. The said form available on the AMC's website/ at the Customer Services Centres.
- c. Documentation for verification of source of funds

The AMC/ Mutual Fund reserves the right to accept applications, over and above the circumstances listed above, subject to completion of requisite documentation and additional checks and verification as stipulated by the AMC/the Fund.

Further for identification of the source of the funds, the following process could be implemented by the AMC and the applicant / investor would need to submit documents as mentioned below:

a) The AMC will identify third party cheques on the basis of either matching of pay-in bank account details with pay-out bank account details provided by the applicant / investor or by matching the bank account number / name / signature of the first applicant / investor with the name / account number / signature available on the cheque. In case the applicant / investor has registered multiple bank accounts with the AMC, pay-in from such registered single or multiple accounts can be treated as payments from the applicant's / investor's bank account.

b) If the payment for investments is made through pre-funded instruments such as pay order, demand draft, banker's cheque etc. investors should attach a certificate (in original) from the issuing banker with the Application Form, stating the bank account holder's name and the bank account number which has been debited for issue of the instrument, to enable the AMC/Registrar to check that the funds for investments have been debited from a pre-registered pay in account or from the account of the first applicant / unit holder.

c) If the payment for investments is made through a pre-funded instrument issued by the bank against cash for an amount of Rs. 50,000, the investor should submit a certificate (in original) obtained from the bank giving name, address and PAN (if available) of the person who has requested for the payment instrument. The AMC / Registrar may check that the name mentioned in the certificate matches with the first named applicant / unit holder.

d) If the payment for investments is made by RTGS, NEFT, ECS, bank transfer, etc., applicant / investor should attach to the Application Form, an acknowledged copy of the instruction to the bank also stating the bank account number which has been debited with the investment amount. The account number mentioned on the transfer instruction copy should be a registered bank account number or the first named applicant / unit holder should be one of the account holders in the bank account debited for such electronic transfer of funds.

e) If the payment for investments is made through net banking and debit cards (if such facility is available), the AMC will endeavour to obtain the details of the bank account debited from the payment gateway service provider and match the same with the registered pay-in accounts. In case, the payment is not made from a registered bank account or is made from an account not belonging to the first named applicant / unit holder, the AMC/Registrar shall reject the application. Currently, where investor details are not made available by the payment gateway service provider, the AMCs shall obtain the name of the bank making the payment for the subscription.

**Investors are requested to further note as follows:**

a. Registration of Pay-in bank account: The investor at the time of his subscription for units must provide the details of his Pay-in bank account (i.e. account from which subscription payment is made) and his Pay-out bank account (i.e. account into which redemption / Income Distribution cum Capital Withdrawal are to be paid). The details on facility for registration of Multiple Bank Accounts are mentioned separately in this document.

b. Subscription through pre-funded Instruments like Pay Order / Demand Draft etc.: In case of subscription through pre-funded Instruments such as Pay Order / Demand Draft / Banker's Cheque, such pre-funded instruments should be procured by the Investor only against a registered Pay-in account. Along with the payment instrument, the Investor is also required to submit a Certificate from the Banker issuing the pre-funded payment instrument stating the account holder's name and the account number from which the amount has been debited for

the issue of the instrument. The said Certificate should be duly certified by the bank manager with his / her full signature, name, employee code, bank seal and contact number.

- c. Subscriptions through pre-funded Instruments (Demand Draft, Pay Order etc.) procured against cash: Subscription through a pre-funded instrument procured against cash shall only be accepted for investment below ₹50,000. Investor is required to provide a certificate from Banker issuing the pre-funded payment instrument stating the name, address and PAN (if available) of the person who has requested for such pre-funded instruments. The said Certificate should be duly certified by the bank manager with his / her full signature, name, employee code, bank seal and contact number. The AMC / Mutual Fund / RTA will check that the name mentioned in the Certificate matches with the first named investor.
- d. Subscriptions through RTGS, NEFT, NECS, bank transfer etc.: In such case, Investor is required to provide a copy of the instruction which has been provided to the Bank indicating the account number and the debit instructions or the print out of the online bank instructions reflecting the NEFT Transfer.
- e. All the above mentioned documents, to the extent applicable, are required to be provided along with the Application Form. In case if the application for subscription is not in accordance with the above provisions, the AMC reserves the right to reject the application.

#### **H. Registration of Multiple Bank Accounts an Investor Folio and Procedure for Change of Address:**

##### **Registration of Multiple Bank Account:**

- a. Registering of Multiple Bank Accounts will enable the Fund to systematically validate the pay-in of funds and avoid acceptance of third party payments.
- b. Investors can register with the Fund upto 5 pay-in bank accounts in case of individuals and HUFs and upto 10 in other cases.
- c. In case of Multiple Registered Bank Account, Investor may choose one of the registered bank accounts for the credit of redemption/ Income Distribution cum Capital Withdrawal proceeds (being "Pay-out bank account").
- d. Investor may however specify any other registered bank accounts for credit of redemption proceeds at the time of requesting for the redemption. Investor may change such Pay-out Bank account, as necessary, through written instructions. If redemption request is received together with a change of bank account (unregistered new bank account) or before verification and validation of the new bank account, the redemption request would be processed to the currently registered default old bank account.
- e. For the purpose of registration of bank account(s), Investor should submit Bank Mandate Registration Form (available at the CSCs/ AMC Website) together with any of the following documents
  - Cancelled original cheque leaf in respect of bank account to be registered where the account number and names of the account holders are printed on the face of the cheque; or
  - Bank statement or copy of Bank Pass Book page with the Investor's Bank Account number, name and address.

##### **Updation or Change of Bank Account:**

Following process shall be followed for change or updation of bank accounts in the folio:

1. Investors shall submit duly filled in "Change of bank mandate & Registration of multiple bank accounts form" at any of the Customer Service Centres of the Fund.
2. The original of any of the following documents shall be required for new bank account:  
(i) Cancelled original cheque with first unitholder name and bank account number printed on the face of the cheque OR (ii) Self attested copy of bank statement OR (iii) Bank pass book page with account number, account holder's name and address with current entries not older than 3 months OR (iv) Bank Letter\* duly signed by branch manager/authorized personnel.
3. Self attested photocopy of any of the above stated document of the old bank account with first unitholder name and bank account number printed on the face of the cheque shall also be required. In case, old bank account is already closed, a duly signed and stamped original letter from such bank\* on the letter head of bank, confirming the closure of said account shall be required.

*\* Bank letter should be on its letterhead certifying that the Unit holder maintains/maintained an account with the bank, the bank account information like PAN, bank account number, bank branch, account type, the MICR code of the branch & IFSC Code.*

If photocopies of the above stated documents are submitted, investors must produce original for verification of bank account details to the AMC branches / ISCs of CAMS. The original bank account statement or passbook shall be returned to the investors over the counter upon verification. Photocopies can also be attested by the concerned Bank. It should be noted that attestation by the Bank should be done in original only by the branch manager or authorized personnel of the Bank with the full signature, name, employee code, bank seal and contact number stated on it.

There shall be a cooling period of 10 calendar days for validation and registration of new bank account. Further, in case of receipt of redemption request during this cooling period, the validation of Bank mandate and dispatch of redemption proceeds shall be completed within a period of 10 working days.

In case, the request for change in bank account information being invalid / incomplete / dissatisfactory in respect of signature mismatch/document insufficiency/not complying with any requirements as stated above, the request for such change will not be processed. Redemptions / Income Distribution cum Capital Withdrawal payments, if any, will be processed as per specified service standards and the last registered bank account information will be used for such payments to Unit holders.

- f. The AMC will register the Bank Account only after verifying that the sole/ first joint holder is the holder / one of the joint holders of the bank account. In case if a copy of the above documents is submitted, Investor shall submit the original to the AMC/ Service Centre for verification and the same shall be returned.
- g. Investor may note that in case where his bank account number has changed for any reason, a letter issued by the Bank communicating such change is also required to be submitted along with the Bank Mandate Registration Form.

- h. Bank Account details as mentioned in the Application Form shall be treated as default account for pay-out, if the Investor has not specifically designated a default pay-out bank account. Investor may change the default bank account through written instructions.
- i. Where an Investor proposes to delete his existing default payout account, he shall compulsorily designate another account as default account.
- j. A cooling-off period of 10 calendar days is required for registering the bank account and no redemption payouts will be made into such bank accounts during the cooling-off period. Confirmation of registration of bank accounts shall be communicated to the Investor within 10 calendar days from the receipt of the request through such means as may deemed fit by the AMC.
- k. Investors may also note the terms and conditions as appearing in the Multiple Bank Account Registration Form available at the CSCs/ AMC Website. The AMC may request for such additional documents or information as it may deem fit for registering the aforesaid bank accounts.

#### **Procedure for Change of Address:**

Investors are requested to note that self attested copies of below mentioned documents shall be submitted along with duly filled in "Change of address form":

For KRA -KYC complied folios:

- Proof of new address (POA) and
- Any other document/ form that the KYC Registration Agency (KRA) may specify from time to time.

The AMC reserves the right to collect proof of old address on a case to case basis while effecting the change of address. The self-attested copies of above stated documents shall be submitted along with original for verification at any of the AMC branches / ISCs of CAMS. The original document shall be returned to the investors over the counter upon verification. In case the original of any document is not produced for verification, then the copies should be properly attested / verified by entities authorized for attesting/verification of the documents.

#### **I. Additional mode of payment through Applications Supported by Blocked Amount ("ASBA") (applicable during NFO period only):**

ASBA is an application containing an authorization given to a Self-Certified Syndicate Bank (SCSB) by the investor to block the application money in his specified bank account maintained with the SCSB towards the subscription of units offered during the NFO of a Scheme of the Fund. ASBA facility can be availed by an investor only if the bank with whom his account is maintained is a Self-Certified Syndicate Bank (SCSB) under ASBA. Therefore during the NFO period, apart from the current process of payment wherein cheques / demand drafts etc. are used as a mode of payment, an investor also has the option to subscribe to the units of the Scheme(s) launched by the Fund from time to time, using the Application Supported by Blocked Amount (ASBA) facility, wherein the application money towards the subscription of units will be debited from his / her specified bank account only if his / her application is selected for allotment of units. This facility is available to all categories of investors mentioned under the heading 'Who can invest'.

Benefits of applying through ASBA Facility:

- a. Writing cheque and demand draft is not required, as investor needs to submit ASBA application form accompanying an authorization to block the account to the extent of application money towards subscription of units. The balance money, if any, in the investor's specified bank account can be used for other purposes by the investor.
- b. Release/unblocking of blocked funds after allotment/rejection/ failure of NFO, as the case may be, is done instantaneously.
- c. Unlike other modes of payment, in ASBA facility, there is no loss of interest income on the application money towards subscription of units as application amount remains in the bank account of the investor till the allotment is made.
- d. Refund of money to the investor does not arise as the application money towards subscription of units is debited only on the allotment of units.
- e. The investor deals with a known intermediary i.e. his/her own bank.
- f. Self Certified Syndicate Bank has the same meaning as given to it in clause (zi) of sub-regulation (1) of Regulation (2) of the SEBI (Issue of Capital and Disclosure Requirements) Regulations, 2009. SCSB is a bank which is recognised as a bank capable of providing ASBA services to its customers. Names of such banks and their Designated Branches (DBs) where ASBA Application Form can be submitted are available on the website of SEBI ([www.sebi.gov.in](http://www.sebi.gov.in)).

**ASBA Procedure:**

An Investor availing of this facility ("ASBA applicant"), which is available only during NFO period, shall submit a duly completed ASBA Application Form to the SCSB with whom the ASBA Applicant's bank account to be blocked, is maintained, authorising blocking of the funds and the SCSB shall block an amount equivalent to the Application Amount in the bank account specified in the ASBA Application Form. Such amount, as marked for application, is not available for utilization by the ASBA Applicant. Application can be submitted in physical form, or if the investor avails internet / electronic banking facility, in electronic form. The acknowledgement of receipt of the application given to the ASBA applicants by the designated branches of the SCSBs does not guarantee that the units shall be allotted either by the SCSB or the Mutual Fund.

The Application shall be further processed by the Registrar & Transfer Agent appointed by the Fund and units shall be allotted after deducting the blocked amount, only if the application is complete in all respects.

The application money shall remain blocked in the investor's bank account until withdrawal / failure of the NFO / rejection of the application or receipt of instructions from the Registrar to unblock the Application Amount, as the case may be.

On allotment, the application money will be debited from ASBA Applicant's specified bank account and transferred to the Fund.

**Grounds for rejection of ASBA application forms:**

ASBA application forms can be rejected, at the discretion of the RTA / AMC / SCSBs due to various reasons, including but not limited to the following:

- i. Applications by persons not competent to contract under the Indian Contract Act, 1872, including but not limited to minors, insane persons etc.
- ii. Mode of ASBA i.e. either physical ASBA or electronic ASBA is not selected or ticked (applicable as and when electronic ASBA facility is offered).
- iii. ASBA application form without the stamp of the SCSB.
- iv. Application by any person outside India if not in compliance with applicable foreign and Indian laws.
- v. Bank account details not given/incorrect details given.
- vi. Duly certified Power of Attorney, if applicable, not submitted alongwith the ASBA application form.
- vii. No corresponding records available with the Depositories matching the parameters namely, names of the ASBA applicants (including the order of names of joint holders), Depository Participant ID, Beneficiary account number or any other relevant details pertaining to the Depository account (applicable only to demat mode).

**Note: If the bank account specified in the ASBA application form does not have sufficient credit balance to meet the application money towards the subscription of units, the SCSB will reject the ASBA application form.**

#### **Mechanism for Redressal of Investor Grievances:**

All grievances relating to the ASBA facility may be addressed to the AMC/RTA, with a copy to the SCSB, giving full details such as name, address of the applicants, subscription amount blocked on application, bank account number and the designated branch or the collection centre of the SCSB where the ASBA form was submitted by the investor.

#### **J. Facility to purchase/ redeem units of the Scheme through Stock Exchange Mechanism**

The Fund may allow subscriptions / redemption of Units by investors through Stock Exchange Mechanism in such notified Scheme(s) and on such Stock Exchanges as may be specified by the Fund from time to time in terms of SEBI Circular No. SEBI /IMD / CIR No. 11 /183204/ 2009 dated November 13, 2009 and related SEBI circulars and in accordance with the guidelines specified by the Exchange(s) from time to time.

The facility enables an applicant to purchase / redeem units through the Stock Exchange Infrastructure. Switching of units is currently not permitted under this facility.

For this purpose, BSE has introduced the 'BSE StAR MF Platform' and NSE has introduced 'Mutual Fund Service System (MFSS)'.

**The investors should note that this facility does not imply that the units of the Scheme(s) are listed or can be traded on the stock exchange.**

All trading members of the BSE and NSE who are registered with AMFI as Mutual Fund Distributors and are empanelled with the AMC and also registered with BSE & NSE as Participants (Brokers) will be eligible to offer this facility to investors. Such brokers shall be considered as Official Points of Acceptance of the Fund.

The window for purchase/ redemption of units of the Scheme under this facility will be available between 9:00 a.m. and 3:00 p.m. or such other timings as may be decided. A time stamped confirmation slip will be issued to the investors by such brokers for the transaction done through them, which will then be considered for determining the Applicable NAV.

The units can be allotted in physical mode or in depository (dematerialized) mode depending on the choice of the investor. Separate folios will be allotted for Units held in physical mode and depository mode.

Investors intending to deal through the Facility in dematerialized mode should have a demat account with a Depository Participant (DP). For such investors, the KYC performed by DP in terms of SEBI Circular No. MRD/DoP/Dep/Cir-29/2004 dated August 24, 2004 shall be considered compliance with applicable requirements specified in this regard in terms of SEBI Circular ISD/AML/ CIR-1/ 2008 dated December 19, 2008.

#### **Physical Mode:**

- **Purchase of Units:**

Under this mode, the investor is required to submit all the requisite documents along with the purchase application to the any of the Brokers. The Broker after verifying the application form, will enter the purchase order in the Stock Exchange System and will issue a confirmation slip to the investor. Funds will have to be transferred by the Investor to the Broker. Allotment details will be provided to the investor by the Broker.

- **Redemption of units:**

The investor is required to submit requisite documents along with the redemption application to any of the Brokers. After verifying the application form the broker will enter the redemption order into the Stock Exchange System and issue a confirmation slip to the investor. The investor will receive the redemption proceeds as per timelines prescribed by SEBI and as per details in the Fund's records.

#### **Depository Mode:**

- **Purchase of units:**

The investor interested to purchase units under the depository mode is required to have a demat account with CDSL/NSDL for purchasing units under this mode, the investor is required to place an order with the broker along with his/her demat account details. The broker then enters the order in the Stock Exchange System and issues a confirmation slip to the investor. Funds will have to be transferred by the investor to the Broker. Allotment details will be provided to the investor by the Broker.

- **Redemption of units:**

For redemption of units under the depository mode, it is necessary that the units intended to be redeemed are in the dematerialised form. For redeeming units, the investor will have to place a redemption order with the Broker and submit a Delivery Instruction Slip (DIS) to the Depository Participant with whom the demat account is maintained stating the units to

be credited to the Clearing Corporation pool account. The Broker enters the redemption order in the Stock Exchange System and issues an order confirmation slip to the investor. The investor will receive the redemption proceeds as per timelines prescribed by SEBI and as per details in the Fund's records

**Note:**

- a. Unit holders wishing to hold the Units in a demat form at a later date, will be required to have a beneficiary account with a DP of NSDL/ CDSL and will have to submit the account statement along with a request form asking for the conversion into demat form. This request is called a Demat Request Form (DRF). Unit holder will be required to fill in a DRF in triplicate along with the relevant details and submit the same to the Depository Participant along with the account statement to be dematerialized. The combination of names in the account statement must be same as that in the demat account. Rematerialization of Units will be in accordance with the provisions of SEBI (Depositories & Participants) Regulations, 1996 as may be amended from time to time. However, in case of units of a Scheme which are not listed on any stock exchange, the option to dematerialise units will not be available till the facility to purchase/ redeem units of the Scheme through Stock Exchange Mechanism is provided by the AMC.
- b. In case of non-financial requests such as change of address change of bank details, etc. investors can approach AMC/R&T in case of units held in physical form and the respective Depository Participant(s) if units are held in demat form.
- c. Account Statements will be issued by the Fund only to investors who hold the units of the Scheme in physical form. For investors holding units in demat form, a demat statement reflecting the transactions in the demat account will be sent by the respective Depository Participants.
- d. The Applicable NAV considered for the transactions under this facility, will be subject to the guidelines issued by SEBI on uniform cut-off timings for applicability of NAV of Mutual Fund Scheme(s)/Plan(s) as amended from time to time.
- e. To participate in this facility, investors will have to comply with the Know Your Customer (KYC) norms as prescribed by NSE/ BSE/CDSL/NSDL and the Fund.
- f. This facility is available subject to such limits, operating guidelines, terms and conditions as may be prescribed by the respective Stock Exchanges from time to time.
- g. The AMC reserves the right to discontinue this facility at any point of time. However, the change will be effective only on a prospective basis.

Further, pursuant to SEBI Circular No. CIR/IMD/DF/17/2010 dated November 9, 2010, the following additional facility shall be available as and when the AMC offers the facility to transact through the Stock Exchange Mechanism for such Scheme(s) and on such Stock Exchanges as may be specified by the Fund:

- a. Units of schemes shall be permitted to be transacted through clearing members of the registered Stock Exchanges.
- b. Depository Participants of registered Depositories permitted to process only redemption request of units held in demat form.

With respect to investors having demat account and purchasing/ redeeming mutual fund units through Stock Exchange Brokers and Clearing Members, the following provisions shall be applicable:

- a. Investors shall receive redemption amount (if units are redeemed) and units (if units are purchased) through broker/ clearing member's pool account. The Mutual Fund / AMC shall pay proceeds to the broker/clearing member (in case of redemption) and broker/clearing member in turn to the respective investor and similarly, units shall be credited by the Mutual Fund/AMC into broker/clearing member's pool account (in case of purchase) and broker/clearing member in turn shall credit the units to the respective investor's demat account.
- b. Payment of redemption proceeds to the broker/clearing members by Mutual Fund/AMC shall discharge Mutual Fund/ AMC of its obligation of payment to individual investor. Similarly, in case of purchase of units, crediting units into broker/clearing member pool account shall discharge Mutual Fund/AMC of its obligation to allot units to individual investor.
- c. Investors should note that Clearing Members and Depository Participants will be considered as Official Points of Acceptance of the Mutual Fund in line with SEBI Circular No. SEBI/IMD/ CIR No. 11/78450/06 dated October 11, 2006 and conditions stipulated in SEBI Circular No. SEBI /IMD / CIR No.11/183204/ 2009 dated November 13, 2009 for stock brokers viz. AMFI / NISM certification, code of conduct prescribed by SEBI for Intermediaries of Mutual Fund shall be applicable for such Clearing Members and Depository Participants as well.

**K. Additional facilities:**

**a. Transactions by Fax:**

In order to facilitate quick processing of transaction and / or instruction of investment of investor, the Mutual Fund / AMC / Trustee may (at its sole discretion and without being obliged in any manner to do so and without being responsible and /or liable in any manner whatsoever), accept and process any application, supporting documents and /or instructions submitted by an investor/ Unit holder by facsimile (Fax Submission) and the investor/Unit holder voluntarily and with full knowledge takes and assumes any and all risk associated therewith. The Mutual Fund / AMC/ Trustee shall have no obligation to check or verify the authenticity or accuracy of fax submission purporting to have been sent by the investor and may act thereon as if same has been duly given by the investor. In all cases the investor will have to immediately submit the original documents / instruction to AMC/ Mutual Fund/ Official Points of Acceptance.

**b. Transactions through Electronic Mode:**

AMC has enabled facility to transact online in units of the schemes including by way of Lumpsum Purchase/ Redemption / Switch of Units by electronic mode through website [www.iiflmf.com](http://www.iiflmf.com). The subscription proceeds, when invested through this mode, are by way of debits to the designated bank through payment gateway. The Redemption proceeds, (subject to deduction of tax at source, if any) through this mode, will be credited to the designated/registered bank account of the investors. The uniform cut off time as prescribed under the SEBI (Mutual Funds) Regulations, 1996 and as mentioned in SID and KIM of the scheme, will be applicable for transactions received through the above electronic platform and the time of receipt of transaction recorded on the

server(s) of Computer Age Management Services Limited(Registrar and Transfer Agent) will be reckoned as the time for the purpose of determining applicability of NAV, subject to credit of funds to bank account of scheme, wherever applicable.

**Important note on transactions via Fax Submissions / Electronic Mode:**

The acceptance of the fax / web /electronic transactions will be solely at the risk of the Transmitter (i.e. Investor or any person acting on his behalf) of the fax / web / electronic transactions and the AMC, Mutual Fund, Registrar or any other agent or representative of the AMC, Mutual Fund, the Registrar (collectively referred to as "Recipient" for this section) shall not in any way be liable or responsible for any loss, damage caused to the Transmitter directly or indirectly, as a result of the Transmitter sending or purporting to send such transactions including where a fax / web /electronic transaction sent / purported to be sent is not processed on account of the fact that it was not received by the Recipient.

The Transmitter acknowledges that fax /web /electronic transactions is not a secure means of giving instructions / transactions requests and that the Transmitter is aware of the risks involved including those arising out of such transmission being inaccurate, imperfect, ineffective, illegible, having a lack of quality or clarity, garbled, altered, distorted, not timely etc.

The Transmitter's request to the Recipient to act on any fax / web/ electronic transmission is for the Transmitter's convenience and the Recipient is not obliged or bound to act on the same and may without liability accept or refuse instructions by any fax / web / electronic transaction for any or all instructions / transactions.

The Transmitter authorizes the Recipient to accept and act on any fax / web / electronic transmission which the Recipient believes in good faith to be given by the Transmitter and the Recipient shall be entitled to treat any such fax / web / electronic transaction as if the same was given to the Recipient under the Transmitter's original signature.

The Transmitter agrees that security procedures adopted by the Recipient may include signature verification, telephone call-backs or a combination of the same, which may be recorded by tape recording device and the Transmitter consents to such recording and agrees to co-operate with the Recipient to enable confirmation of such fax/web/ electronic transaction requests.

The Transmitter accepts that the fax / web / electronic transactions shall not be considered until time stamped as a valid transaction request in the Scheme(s) in line with SEBI Regulations.

In consideration of the Recipient from time to time accepting and at its sole discretion (including but not limited to the AMC extending/ discontinuing such facilities from time to time) acting on any fax / web / electronic transaction request received / purporting to be received from the Transmitter, the Transmitter agrees to indemnify and keep indemnified the AMC, Mutual Fund, Trustee, Directors, employees, agents, representatives of the AMC, Mutual Fund and Trustee, from and against all actions, claims, demands, liabilities, obligations, losses, damages, costs and expenses of whatever nature (whether actual or contingent) directly or indirectly suffered or incurred, sustained by or threatened against the indemnified parties whatsoever arising from or in connection with or any way relating to the indemnified parties in good faith accepting and acting

on fax / web / electronic transaction requests including relying upon such fax / electronic transaction requests purporting to come from the Transmitter even though it may not come from the Transmitter.

#### **ACCEPTANCE OF TRANSACTIONS THROUGH MF UTILITY:**

360 ONE Asset Management Limited (“the AMC”) has entered into an Agreement with **MF Utilities India Private Limited (“MFUI”)**, a “Category II – Registrar to an Issue” under SEBI (Registrars to an Issue and Share Transfer Agents) Regulations, 1993, for usage of **MF Utility (“MFU”)**- a shared services initiative of various Asset Management Companies, which acts as a transaction aggregation portal for transacting in multiple Schemes of various Mutual Funds with a single form and a single payment instrument.

Accordingly, all financial and non-financial transactions pertaining to Schemes of 360 ONE Mutual Fund can be done through MFU either electronically on [www.mfuonline.com](http://www.mfuonline.com) as and when such a facility is made available by MFUI or physically through the authorized **Points of Service (“POS”)** of MFUI with effect from the respective dates as published on MFUI website against the POS locations. The list of POS of MFUI is published on the website of MFUI at [www.mfuindia.com](http://www.mfuindia.com) as may be updated from time to time. The Online Transaction Portal of MFU i.e. [www.mfuonline.com](http://www.mfuonline.com) and the POS locations of MFUI will be in addition to the existing Official Points of Acceptance (“OPA”) of the AMC.

The uniform cut-off time as prescribed by SEBI and as mentioned in the SID / KIM of respective schemes shall be applicable for applications received on the portal of MFUI i.e. [www.mfuonline.com](http://www.mfuonline.com). However, investors should note that transactions on the MFUI portal shall be subject to the eligibility of the investors, any terms & conditions as stipulated by MFUI / Mutual Fund/ the AMC from time to time and any law for the time being in force.

Investors are requested to note that, MFUI will allot a **Common Account Number (“CAN”)**, a single reference number for all investments in the Mutual Fund industry, for transacting in multiple Schemes of various Mutual Funds through MFU and to map existing folios, if any. Investors can create a CAN by submitting the CAN Registration Form (CRF) and necessary documents at the MFUI POS. The AMC and / or its Registrar and Transfer Agent (RTA) shall provide necessary details to MFUI as may be needed for providing the required services to investors / distributors through MFU. Investors are requested to visit the websites of MFUI or the AMC to download the relevant forms.

For any queries or clarifications related to MFU, please contact the Customer Care of MFUI on 1800-266-1415 (during the business hours on all days except Sunday and Public Holidays) or send an email to [clientservices@mfuindia.com](mailto:clientservices@mfuindia.com).

#### **ACCEPTANCE OF TRANSACTIONS THROUGH MFCentral:**

Based on the SEBI circular no SEBI/HO/IMD/IMD- II DOF3/P/CIR/2021/604 dated July 26, 2021, to comply with the requirements of RTA inter-operable Platform for enhancing investors’ experience in Mutual Fund transactions / service requests, the QRTA’s, Kfin Technologies Private Limited and Computer Age Management Services Limited (CAMS) have jointly developed MFCentral – A digital platform for Mutual Fund investors.

MFCentral is created with an intent to be a one stop portal / mobile app for all Mutual fund investments and service-related needs that significantly reduces the need for submission of physical documents by enabling various digital / physical services to Mutual fund investors across fund houses subject to applicable T&Cs of the Platform. MFCentral will be enabling various features and services in a phased manner. MFCentral may be accessed using <https://mfcentral.com/> and a Mobile App in future.

With a view to comply with all provisions of the aforesaid circular and to increase digital penetration of Mutual fund, 360 ONE Mutual Fund has designated MFCentral as its Official point of acceptance (DISC – Designated investor Service Centre).

Any registered user of MFCentral, requiring submission of physical document as per the requirements of MFCentral, may do so at any of the designated Investor Service centres or collection centres of Kfintech or CAMS.

The AMC reserves the right to alter / discontinue all / any of the abovementioned facility(ies) at any point of time. However, the change will be effective only on a prospective basis. Further, the AMC reserves the right to introduce more facility (ties) at a later date subject to prevailing SEBI Guidelines and Regulations.

#### **WhatsApp/Chatbot:**

**WhatsApp/Chatbot** facilitates various financial and non-financial transactions. Investors can connect to the WhatsApp number of 360 ONE Mutual Fund at 7304599977. Through this service, investors will be able to do financial transactions like purchase, redemption, switch and register for SIP, STP, SWP on the electronic platforms provided by 360 ONE Mutual Fund. The investors can also undertake certain non financial transactions like requesting their Statement of Account. For availing this facility, the investors should have their mobile number and email id registered with the AMC/Mutual Fund.

#### **L. List of documents required to be submitted along with the Application Forms:**

##### **a. Companies / Body Corporate /Banks / Financial Institutions:**

- Certified copy of the Board Resolution authorising investments/ disinvestments in Mutual Funds Schemes, certified by the Company Secretary/authorised signatory.
- List containing names and signatures of the signatories, authorised as per the above Board Resolution, duly attested by the Notary/Company Secretary/ any of the Directors of the Company on the Company's letterhead.
- Copy of the Memorandum and Articles of Association of the Company, duly attested by the Company Secretary or any other authorised signatory.
- Other relevant documents governing the statute (in case of Body Corporate not covered under the Companies Act, 1956).
- Documents required to be submitted under normal circumstances like PAN & proof of KRA - KYC Compliance (compulsory irrespective of the amount invested).
- Cancelled Cheque leaf with the name of the company or Body Corporate printed on it.
- List containing names of the relevant persons holding senior management position, duly attested by the Company Secretary/ any of the Directors of the Company on the

Company's letterhead.

- Address of the registered office, and the principal place of its business, if it is different;

**b. Partnership Firms/LLP:**

- Copy of the Partnership Deed/Partnership agreement, duly attested by any of the partners.
- Partnership deed signed by the partners should authorise such investments/disinvestments in the Mutual Fund Scheme and corresponding operational procedures.
- Certified copy of the Resolution authorising investments/ disinvestments in Mutual Funds Schemes, certified by the Partner/authorised signatory.
- List containing names and signatures of the authorized signatories to sign, duly attested by the partner.
- Documents required to be submitted under normal circumstances like PAN & proof of KRA - KYC Compliance (compulsory irrespective of the amount invested).
- Cancelled Cheque Leaf with the Name of the partnership/LLP printed.
- List containing names of all the partners, duly attested by the partner.
- Address of the registered office, and the principal place of its business, if it is different.

**c. HUF/AOP/BOI/SPV:**

- Documents required to be submitted under normal circumstances like PAN & proof of KRA - KYC Compliance (compulsory irrespective of the amount invested).
- Copy of the Constituent Documents or formation Documents (Legal Entity Documents) duly attested by the Authorised Signatories
- Cancelled Cheque Leaf with the Name of the HUF/AOP/BOI/SPV printed

**d. Trusts/Funds:**

- Copy of the Trust Deed attested by the Trustee/ Secretary.
- Copy of the Resolution passed by the Trustee authorising investments/disinvestments in Mutual Fund Schemes, duly certified by the Trustee/ Secretary or by the office bearer of the society.
- List of the Trustee and signatures, authorised as per the above resolution, duly attested by the notary / Secretary of the Trust on the Trust's letterhead.
- Documents required to be submitted under normal circumstances like PAN & proof of KRA - KYC Compliance (compulsory irrespective of the amount invested).
- Cancelled Cheque Leaf with the Name of the Trust printed on the Cheque.
- List containing names of the beneficiaries, trustees, settlor and authors of the trust, duly attested by the notary / Secretary of the Trust on the Trust's letterhead.
- The address of the registered office of the trust.
- List of trustees and documents as are required for individuals for those discharging role

as trustee and authorised to transact on behalf of the trust.

**e. Co-operative Societies:**

- Copy of the Registration Certificate attested Secretary/ office bearer of the society.
- Copy of the Resolution authorising investments/ disinvestments in the Mutual Fund Schemes, duly attested by the Secretary/ office bearer of the society.
- List of authorised signatories with designation & their specimen signatures, attested by the Notary.
- Documents required to be submitted under normal circumstances like PAN & proof of KRA - KYC Compliance (compulsory irrespective of the amount invested).
- Cancelled Cheque Leaf with the Name of the Co-Operative Society printed on the Cheque

**f. Any other Non-Individual Investor:**

In case of an application by any Non-Individual Investor other than the aforementioned Non-Individual Investors, a duly certified copy of the relevant resolution or a document providing evidence of the authority to such Investor to invest in units of the Scheme(s), along with the updated specimen signature list of authorised signatories must be submitted along with the Application Form / Transaction Slip. Further, a certified copy of the incorporation deeds / constitutive documents should be submitted, where the AMC so requires.

**g. Individual Investors:**

Documents required to be submitted under normal circumstances like PAN & proof of KRA - KYC Compliance (compulsory irrespective of the amount of investment).

**h. Non Resident Investors:**

- In case Indian rupee drafts are purchased abroad or from FCNR / NRE A/c, an account debit certificate from the Bank issuing the draft confirming the debit to Investor's account shall also be enclosed along with the Application Form.
- For subscriptions amounts remitted out of debit to the FCNR / NRE A/c, the Application form must be accompanied with an account debit certificate confirming the account type and account number, issued by the Investor's banker(s).
- Documents required to be submitted under normal circumstances like PAN & proof of KRA - KYC Compliance (compulsory irrespective of the amount invested).

**i. Applications made under Power of Attorney:**

- An applicant applying through power of attorney holder must lodge an original or a copy of the Power Of Attorney (POA) duly attested by a notary public at any of the Official Points of Acceptance.
- The Power of Attorney Document must contain the signatures of both the applicant and the constituted Attorney and must be an unconditional power of attorney.
- Documents otherwise required to be submitted under normal circumstances by an Investor should be submitted by both the Investor and the POA holder in case of applications made under a POA.

**j. Applications on behalf of minor:**

- In case of court appointed legal guardian, supporting documentary evidence shall be obtained.
- In case of natural guardian, a document evidencing the relationship shall be obtained if the same is not available as part of the documents submitted as per the below point.
- Date of birth of the minor along with photocopy of supporting documents as enumerated below shall be mandatory while opening the account on behalf of minor:
- Birth certificate of the minor, or
- School leaving certificate / Mark sheet issued by Higher Secondary Board of respective states, ICSE, CBSE etc., or
- Passport of the minor, or
- Any other suitable proof evidencing the date of birth of the minor.

**Note:**

- a. All documents not required to be submitted in original or not required to be attested by a notary public should be self - attested by the respective authorized signatories specified therein.
- b. Certified PAN Card copy is mandatory for all the above investors. Investors will be required to submit the original PAN card for verification.
- c. AMC reserves the right to call for such other information / documents that it deems fit to fulfill its KRA - KYC /other obligations.
- d. If any of the above documents are in a language not specified in the Eighth Schedule of the Constitution of India / Foreign Language, then the same have to be translated into English for submission as required by the AMC.
- e. Any request for purchase of units may not be processed if the necessary documents are not submitted.

**M. Default Mode of Communication**

As a part of “Go Green” initiative, electronic mail (e-mail) shall be the default mode of communication for those investors whose e-mail id is available in the database of 360 ONE Mutual Fund . In accordance with SEBI Circular No. Cir/ IMD/ DF/16/ 2011 dated September 8, 2011, in order to bring cost effectiveness in printing and dispatching the annual reports or abridged summary thereof, the following shall be applicable. – In case the unit holder has provided the email address, the AMC shall send the scheme annual reports or abridged summary only via email. In case email address is not available, the AMC shall send the physical copies of these reports at the address available in the records of the AMC. In case of any request from the unit holder for physical copies notwithstanding their registration of email addresses, AMC shall provide the same within five working days from the date of receipt of request.

**N. Consolidated Account Statement (CAS)**

Pursuant to sub regulation (1), (2) and (4) of Regulation 36 of SEBI (Mutual Funds) Regulations, 1996 read with SEBI circulars no. Cir/ IMD/DF/16/ 2011 dated September 08, 2011, no. Cir/MRD/D9/31/2014 dated November 12, 2014, no. SEBI/HO/IMD/DF2/CIR/P/2016/42dated March 18, 2016 and no. SEBI/HO/IMD/DF2/CIR/P/2016/89 dated September 20, 2016, SEBI circular no. SEBI/HO/IMD/DF2/CIR/P/2018/137 dated October 22, 2018 and SEBI circular no.

SEBI/HO/IMD/DF2/CIR/P/2021/024 dated March 4, 2021, investors are requested to note the following regarding dispatch of account statements:

1. An applicant in a scheme whose application has been accepted shall have the option either to receive the statement of accounts or to hold the units in dematerialised form and the AMC shall issue to such applicant, a statement of accounts specifying the number of units allotted to the applicant or issue units in dematerialized form as soon as possible but not later than 5 working days from the date of closure of the initial subscription list or from the date of receipt of the application.
2. Thereafter, the Unit Holder will be sent, a consolidated account statement for each calendar month is issued on or before fifteenth day of the succeeding month, by way of a mail / an e-mail, a CAS, containing the details of the transaction mentioned above as well as details of all other transactions effected by the Unit holder across schemes of all mutual funds during the preceding month, including his/her/its holdings at the end of the said month and details of transaction charges paid to distributors, as applicable. Investors may note that CAS will be issued on a monthly basis to all investors in whose folios transactions have taken place during the month concerned.
3. For the purpose of sending CAS, common investors across mutual funds shall be identified by their PAN.
4. For those investors / unit holders who have provided an e-mail address, CAS will be sent by way of an e-mail.
5. In case of a specific request received from a Unit holder for a separate account statement, the AMC/Fund will provide such an account statement to the Unit Holder concerned, within 5 Business Days from the receipt of the request
6. In the event of inability to send CAS, for any reason whatsoever, or on receipt of specific requests from unit holders/investors, the AMC will send separate account statements.
7. In the event of a folio having more than one registered holder, the first named Unit holder will receive the CAS / account statement.
8. For folio(s) that are not updated with PAN details, it will not be possible to e-mail / mail CAS to the Unit holders concerned. It is therefore in the interest of Unit holders to ensure that their folios are updated with their PAN details.
9. The Consolidated Account Statement issued is a statement containing details relating to all financial transactions made by an investor across all mutual funds viz. purchase, redemption, switch, Income Distribution cum Capital Withdrawal payout, Income Distribution cum Capital Withdrawal reinvestment, systematic investment plan, systematic withdrawal plan, systematic transfer plan, bonus etc. (including transaction charges paid to the distributor) and holding at the end of the month. The CAS shall also provide the total purchase value / cost of investment in each scheme.
10. Consolidated account statement shall be issued every half yearly (September/March), on or before 21<sup>st</sup> day of succeeding month, providing the following information: - holding at the end of the six months
11. The amount of actual commission paid by AMCs/Mutual Funds (MFs) to distributors (in absolute terms) during the half-year period against the concerned investor's total investments in each MF scheme.
12. Further, a mention may be made in such CAS indicating that the commission disclosed is gross commission and does not exclude costs incurred by distributors such as service tax (wherever applicable, as per existing rates), operating expenses, etc. The scheme's average Total Expense Ratio (in percentage terms) for the half-year period for each scheme's applicable plan (regular or direct or both) where the concerned investor has actually invested in. Such half-yearly CAS shall be issued to all MF investors, excluding those investors who do not have any holdings in MF schemes and where no commission against their investment has been paid to distributors,

- during the concerned half-year period.
13. Investors having MF investments and holding securities in Demat account shall receive a single Consolidated Account Statement (CAS) from the Depository. • Consolidation of account statement shall be done on the basis of Permanent Account Number (PAN). In case of multiple holding, it shall be PAN of the first holder and pattern of holding. The CAS shall be generated on a monthly basis.
  14. If there is any transaction in any of the Demat accounts of the investor or in any of his mutual fund folios, depositories shall send the CAS as per the timeline specified by the Board from time to time. In case, there is no transaction in any of the mutual fund folios and demat accounts then CAS with holding details shall be sent to the investor on half yearly basis.
  15. In case of multiple holding, it shall be the PAN of the first holder and pattern of holding. Based on the PANs provided by the AMCs/MF-RTAs, the Depositories shall match their PAN database to determine the common PANs and allocate the PANs among themselves for the purpose of sending CAS. For PANs which are common between depositories and AMCs, the Depositories shall send the CAS. In case investors have multiple accounts across the two depositories, the depository having the demat account which has been opened earlier shall be the default depository which will consolidate details across depositories and MF investments and dispatch the CAS to the investor. However, option shall be given to the demat account holder by the default depository to choose the depository through which the investor wishes to receive the CAS. In case of demat accounts with nil balance and no transactions in securities and in mutual fund folios, the depository shall send the account statement to the investor as specified under the regulations applicable to the depositories
  16. The dispatch of CAS by the depositories would constitute compliance by the AMC/ the Fund with the requirement under Regulation 36(4) of SEBI (Mutual Funds) Regulations.  
However, the AMC reserves the right to furnish the account statement in addition to the CAS, if deemed fit in the interest of investor(s).

**P. Investors can request for Annual Report / Abridged Summary, Half Yearly Portfolio, Net Asset Value (NAV) through any of the following means.**

- I. Request for Annual Report (AR)/Abridged Summary
  - i. SMS: Send SMS to +91-9900445566 from investor's registered mobile number. SMS format "Folio "
  - ii. Telephone: Give a call on 1800-2108-606
  - iii. Email: Send an email specifying the folio number to service@360.one
  - iv. Letter: Submit a request letter at any of the AMC offices or CAMS Investor Service Centres, list available at [www.iiflmf.com](http://www.iiflmf.com)
- II. Request for Monthly/Half Yearly Portfolio
  - i.SMS: Send SMS to 91-9900445566 from investor's registered mobile number. SMS format "HY Portfolio"
  - ii.Telephone: Give a call on 1800-2108-606
  - iii.Email: Send an email specifying the folio number to service@360.one

iv. Letter: Submit a request letter at any of the AMC offices or CAMS Investor Service Centres, list available at [www.iiflmf.com](http://www.iiflmf.com)

III. Request for Net Asset Value (NAV) through SMS

a) SMS- send SMS to 9900445566 from investor's registered mobile number. SMS format "NAV".

## SECTION VI - RIGHTS OF UNIT HOLDERS OF THE SCHEMES

1. Unit holders of the Schemes have a proportionate right in the beneficial ownership of the assets of the Schemes.
2. When the Mutual Fund declares an Income Distribution cum Capital Withdrawal under the Scheme, the Income Distribution cum Capital Withdrawal warrants shall be dispatched within 7 working days from the record date. In event of failure of dispatch of Income Distribution cum Capital Withdrawal warrant within the stipulated 7 working day period, the AMC shall be liable to pay interest @15% per annum to unitholders or such other rate of interest as may be prescribed from time to time for the delay period. Account Statement reflecting the new or additional subscription as well as Redemption/ Switch of Units shall be dispatched to the Unit holder within 5 working days from the date of closure of the initial subscription list and / or from the date of receipt of the request from the unitholders. Provided if a Unit holder so desires the Mutual Fund / AMC shall issue a Unit certificate (non-transferable) within 5 working days of the receipt of request for the certificate.

An applicant in whose application has been accepted by the fund shall have the option either to receive the statement of accounts or to hold units in dematerialized form and the Mutual Fund/ AMC shall issue to such applicant, a statement of accounts specifying the number of units allotted to the applicant or issue units in dematerialized form within five working days from the date of closure of the initial subscription list. The first-named Unit holder shall receive the account statements, all notices and correspondence with respect to the account as well as the proceeds of any Redemption requests or Income Distribution cum Capital Withdrawals or other distributions. In addition, such holder shall have the voting rights, as permitted, associated with such Units as per the applicable guidelines.

3. The Mutual Fund shall allot units / refund of money and dispatch statements of accounts within five business days from the closure of the NFO and all the Schemes (except ELSS) shall be available for ongoing repurchase/ sale/ trading within five business days of the allotment date.
4. The Mutual Fund shall dispatch Redemption proceeds within 3 working days of receiving the Redemption request. In case of failure to dispatch redemption proceeds within 3 working days, the AMC will be liable to pay a penal interest of 15% or such other rate as may be prescribed by SEBI from time to time, for the delay period.
5. The Trustee is bound to make such disclosures to the Unit holders as are essential in order to keep the unitholders informed about any information known to the Trustee which may have a material adverse bearing on their investments.
6. The appointment of the AMC for the Mutual Fund can be terminated by majority of the Directors of the Trustee Board or by seventy-five percent of the Unit holders of the Scheme.
7. 75% of the Unit holders of a Scheme can pass a resolution to wind-up a Scheme.
8. The Trustee shall obtain the consent of the Unit holders:
  - Whenever required to do so by SEBI, in the interest of the Unit holders.
  - Whenever required to do so if a requisition is made by three-fourths of the Unit holders of the Scheme.
  - when the Trustee decides to wind up a scheme or prematurely redeem the units
9. The Trustee shall ensure that no change in the fundamental attributes of any Scheme or the

trust or fees and expenses payable or any other change which would modify the Scheme and affects the interest of Unit holders, shall be carried out unless:

- I. A written communication about the proposed change is sent to each Unit holder and an advertisement is given in one English daily newspaper having nationwide circulation as well as in a newspaper published in the language of the region where the Head Office of the Mutual Fund is situated; and
  - II. The Unit holders are given an option to exit at the prevailing Net Asset Value without any Exit Load.
  - III. Comments of SEBI are taken for such a change;
10. In specific circumstances, where the approval of unitholders is sought on any matter, the same shall be obtained by way of a postal ballot or such other means as may be approved by SEBI. Only one Unit holder in respect of each folio or account representing a holding shall vote and he shall have one vote in respect of each resolution to be passed.

## SECTION VII - INVESTMENT VALUATION NORMS FOR SECURITIES AND OTHER ASSETS

### Background

The valuation norm, methodology and principles for valuation of investments by Mutual Funds are defined in the Eighth Schedule to the Securities and Exchange Board of India (Mutual Funds) Regulations 1996, along with circulars issued by SEBI from time to time. Schedule Eight of SEBI MF Regulation and various circulars issued from time to time provided detailed guidelines on valuation of traded securities, non-traded securities, thinly traded securities, etc.

Securities and Exchange Board of India (SEBI) vide circular No. Cir/IMD/DF/6/2012 dated February 28, 2012 and Gazette Notification No. LAD-NRO/GN/2012-12/38/4290 dated Feb 21, 2012 amended SEBI (Mutual Funds) Regulations, 1996.

The emphasis of this amendment was on Principles of Fair valuation and the onus was on respective AMCs to formulate their own valuation policies & procedures providing fair treatment to all investors – past, present and future. According to SEBI, Fair Valuation would imply the following:

*The valuation of investments shall be based on the principles of fair valuation i.e. valuation shall be reflective of the realizable value of the securities/assets. The valuation shall be done in good faith and in true and fair manner through appropriate valuation policies and procedures.*

The amendment also states that in case of any conflict between the principles of fair valuation and guidelines as per Eighth Schedule and circulars issued by SEBI, the Principles of Fair Valuation shall prevail.

### 1. Principles of Fair Valuation

As per the amended regulation, the overarching principles that shall be followed by the Asset Management Companies for valuation of its investments are:

- The valuation of investments shall be based on the principles of fair valuation i.e. valuation shall be reflective of the realizable value of the securities/assets.
- The valuation shall be done in good faith and in true and fair manner through appropriate valuation policies and procedures.
- The policies and procedures approved by the Board of the asset management company shall identify the methodologies that will be used for valuing each type of securities/assets held by the mutual fund schemes.
- Investment in new type of securities/assets by the mutual fund scheme shall be made only after establishment of the valuation methodologies for such securities with the approval of the Board of the asset management company.
- The assets held by the mutual funds shall be consistently valued according to the policies and procedures.
- The policies and procedures shall describe the process to deal with exceptional events where market quotations are no longer reliable for a particular security.
- The asset management company shall provide for the periodic review of the valuation policies and procedures to ensure the appropriateness and accuracy of the methodologies used and its effective implementation in valuing the securities/assets. In case of any conflict

between provisions of the Valuation Policy and subsequent regulatory amendments, the revised provisions as per the regulatory amendment shall prevail.

- The valuation policies and procedures shall be regularly reviewed (at least once in a Financial Year) by an independent auditor to seek to ensure their continued appropriateness.
- The valuation policies and procedures approved by the Board of Asset Management
- Company should seek to address conflict of interest.
- Disclosure of the valuation policy and procedures approved by the Board of the asset management company shall be made in Statement of Additional Information (SAI), AMC / MF website and at any other place as may be specified by SEBI.
- The responsibility of true and fairness of valuation and correct NAV shall be of the asset management company, irrespective of disclosure of the approved valuation policies and procedures.

Any deviation from the disclosed valuation policy and procedures may be allowed after documenting rationale for each deviation. Such deviation including details such as information about the security (ISIN, issuer name, rating etc.), price at which the security was valued vis- a-vis the price as per the valuation agencies and the impact of such deviation on scheme NAV (in amount and percentage terms) shall be reported to Board of Trustees and the Board of the Asset Management Company and also be disclosed on the website of AMC.

In case of any conflict between the Principles of Fair Valuation as detailed above and Valuation Guidelines issued by the Board hereunder or elsewhere, the Principles of Fair Valuation detailed above shall prevail.

### **Valuation Policy Coverage**

This Valuation Policy covers the following:

- Valuation methodologies for all types of securities
- Inter-scheme transfers
- Role of the Valuation Committee
- Handling conflict of interest
- Exceptional events
- Record Keeping

## **2. Valuation methodologies**

The methodology that will be followed for valuing different types of securities held by the schemes of 360 ONE Mutual Fund is given in 'Annexure A'.

In case of any new security not covered by the present universe in Annexure A, the valuation methodology for the same will be laid down with the approval of the Board.

### **Inter-scheme transfers**

All the Inter-scheme transfers shall be done as per current policy viz. at prevailing market price on a spot basis.

**Annexure A** describes the methodology that is followed in arriving at the fair valuation of

securities which are intended to be transferred from one scheme to another.

### **3. Valuation Committee**

Valuation committee comprises of the following personnel:

- a. Chief Investment officer (CIO)
- b. Chief Executive Officer (CEO)
- c. Risk Officer
- d. Head of Operations
- e. Compliance Officer- MF
- f. Fund Manager – Equity/ Debt

The CEO can reconstitute or nominate additional members of the valuation committee, provided that the Risk Officer and Compliance Officer will always be members. Further, for approval of valuation committee, Risk Officer and Compliance Officer approvals shall be mandatory.

#### **Scope of the Valuation Committee:**

- a) Define valuation procedure and methodology for different types of securities
- b) Review, approve and recommend the valuation policy/ procedures to the AMC & Trustee Board for their approval and noting
- c) Review the accuracy and appropriateness of methods used in arriving at the fair value of securities and recommend changes, if any
- d) Review and approve valuation methodologies at least annually or more frequently based on market condition
- e) Review the policy and procedures on a periodic basis, at least once annually
- f) Review and approve the spread adjustment in the value of asset based on liquidity and issuer risk consideration
- g) Act as escalation body for pricing/ valuation issues, addressing areas of potential conflicts of interest
- h) Lay down procedures to prevent incorrect valuation
- i) Recommend valuation method during exceptional events
- j) Recommend valuation methodology for a new type of security
- k) Report to the AMC / Trustee Board regarding any deviations or incorrect valuations and disclosures to the investors

### **4. Handling conflict of Interest**

The valuation committee shall be responsible for ongoing review of areas of conflict and should recommend to the AMC Board the procedures to mitigate it.

### **5. Exceptional Events**

Following are the some of the events that can broadly be classified as exceptional events:

- a. Major policy announcements by the Central Bank, the Government or the Regulator
- b. Natural disasters or public disturbances that force the markets to close unexpectedly.

- c. Absence of trading in a specific security or similar securities
- d. Significant volatility in the capital markets
- e. Severe liquidity issue in the market.
- f. Any other events (such as Frauds and whistle blower complaints) where realizable value may be substantially different from benchmark based prices obtained.

The Valuation Committee shall be responsible for monitoring exceptional events and recommending appropriate valuation methods under the circumstances. Further, the Valuation Committee shall seek the guidance of the AMC board in deciding the appropriate methodology for valuation of affected securities. Deviations from the valuation policy and principles, if any, will be communicated to the unit holders' through suitable disclosures on the fund website.

## **6. Record keeping**

This policy document will be updated in SAI, AMC website and other documents as prescribed by the SEBI regulations and guidelines. All the documents which form the basis of valuation including inter-scheme transfers (the approval notes & supporting documents) shall be maintained in electronic form or physical papers. Above records shall be preserved in accordance with the norms prescribed by the SEBI regulations and guidelines.

## Annexure A

Following are the broad valuation methodology for each type of securities.

### 1. EQUITY AND RELATED SECURITIES

| <b>Equity Shares, Convertible Debentures, Convertible Preference Share, Warrants carrying the right to Equity Shares, Equity Derivatives</b> |  |
|--|--|
| <b>Traded (Fully Paid/ Partly paid)</b>  | At the last quoted closing price on the Bombay Stock Exchange (BSE)/ National Stock Exchange (NSE) or other stock exchange, where such security is listed. NSE will be the primary stock exchange. If not traded on the primary stock exchange, the closing price on the other stock exchange will be considered.  |
| <b>Non-Traded (Partly paid)</b>  | If the partly paid up share is not traded on any stock exchange on the date of valuation, then it should be valued at the price derived after reducing the uncalled amount from the Closing price of underlying fully paid up share. Further Valuation Committee to decide on application of illiquidity discount as deemed appropriate on case to case basis  |
| <b>Non Traded</b>  | <p><b><u>APPLICATION MONEY FOR PRIMARY MARKET ISSUE</u></b></p> <p>i. Application money should be valued at cost up to 60 days from the closure of the issue. If the security is not allotted within 60 days from the closure of the issue, application money is to be valued as per the directives of valuation committee. Rationale of valuing such application money should also be recorded.</p> <p>i. Equity securities allotted and proposed to be listed, but not listed, are to be valued at cost till two months from the date of allotment and after two months, are to be valued as unlisted securities. Method of valuing unlisted equity is stated below.</p> <p><b><u>VALUATION OF NON-TRADED / THINLY TRADED SECURITIES</u></b></p> <p>When a security is not traded on any stock exchange, on the date of valuation, then the previous closing price on NSE / any other Stock Exchange will be used, as long as date of the previous closing price is less than 30 days.</p> <p>If the equity securities are not traded on any stock exchange for a period of thirty days prior to the valuation date, the scrip must be treated as 'non-traded' scrip. Thinly traded equity/ equity related security is defined in SEBI (Mutual Fund) Regulations as follows:</p> <p><i>When trading in an equity/equity related security (such as convertible debentures, equity warrants, etc.) in a month is both less than Rs. 5 lacs and the total volume is less than 50,000 shares, it shall be considered as thinly traded security and valued accordingly.</i></p> <p>In line with these guidelines issued by SEBI, <b>non-traded / thinly traded</b> securities should be valued as follows:</p> <p>Net worth per share is computed as follows:</p> |

- i. Net worth of the company = Paid up share capital + Reserves other than Revaluation reserve - Miscellaneous expenditure, debit balance in Profit and Loss account.
- ii. Net worth per share = (Net worth of the company / Number of paid up shares).

Computation of capitalized value of earning per share (EPS):

- i. Determination of the Industry Price Earning Ratio (P/E) to which the company belongs.
- ❖ Classification of industries provided by AMFI should be adopted.

❖ Presently Industry P/E Ratio used is provided by NSE on a monthly basis.

However, the P/E ratio data if not available from BSE/NSE, P/E provided by the Capital Market, Prowess (CMIE), Reuters etc. should be taken.

- ii. Compute EPS from the latest audited annual accounts. In case the EPS is negative, EPS value shall be considered as zero
- iii. Compute capitalized value of EPS at 75% discount  $(P/E * 0.25) * EPS$

Computation of fair value per share to be considered for valuation at 10 % discount for illiquidity.

$$[(\text{Net worth per share} + \text{Capitalized value of EPS}) / 2] * 0.90$$

In case the latest balance sheet i.e. balance sheet prepared within nine months from the close of the accounting year of the company, is not available (unless the accounting year is changed) the shares should be valued as zero.

In case an individual non-traded / thinly traded security as valued aforesaid, accounts for more than 5% of the total asset of the scheme, AMC should appoint an independent valuer. The security shall be valued on the basis of the valuation report of the valuer. To determine if a security accounts for more than 5% of the total assets of the scheme, it should be valued by the procedure above and the proportion which it bears to the total net assets of the scheme to which it belongs would be compared on the date of valuation.

#### **VALUATION OF UNLISTED SECURITIES**

SEBI Circular No. MFD/CIR/03/526/2002 dated May 9, 2002 has prescribed the method of valuation for unlisted equity securities. These guidelines are similar to the guidelines issued by SEBI for

non-traded / thinly traded securities mentioned above only except the following:

Computation of Net worth per share as lower of (a) and (b):

A) i) Net worth of the company = Paid up share capital + Reserves other than Revaluation reserve - Miscellaneous expenditure not written off or deferred revenue expenditure, intangible assets and accumulated losses.

ii) Net worth per share = (Net worth of the company / Number of paid up shares).

B)i) Net worth of the company = Paid up capital + Consideration on exercise of Option/Warrants received/receivable by the company + free reserves other than Revaluation reserve – Miscellaneous expenditure not written off or deferred revenue expenditure, intangible assets and accumulated losses.

Net worth per share = (Net worth of the company/ {Number of paid-up shares + number of shares that would be obtained on conversion/exercise of outstanding warrants and options}).

If the net worth of the company is negative, the share should be marked down to Zero. Computation of fair value per share to be considered for valuation at 15 % discount for illiquidity. [(Net worth per share + Capitalised value of EPS) / 2] \* 0.85.

In case the latest balance sheet i.e. balance sheet prepared within nine months from the close of the accounting year of the company, is not available (unless the accounting year is changed) the shares should be valued as zero.

At the discretion of the AMC and with the approval of the trustees, unlisted equity scrip may be valued at a price lower than the value derived using the aforesaid methodology.

#### **VALUATION OF NON-TRADED WARRANTS**

In respect of warrants to subscribe for shares attached to instruments, the warrants can be valued similarly to the valuation of convertible portion of debentures, as reduced by the amount which would be payable on exercise of the warrant. If the amount payable on exercise of the warrants is higher than the value of the share, the value of the warrants should be taken as zero.

Value of Warrant = [Value of share computed as stated in the paragraph above - exercise price]

#### **VALUATION OF CONVERTIBLE PREFERENCE SHARES**

Non-traded preference shares should be valued in good faith depending upon the type of the preference Share and after considering illiquidity discount if any.

**VALUATION OF ILLIQUID SECURITY IN EXCESS OF 15% OF TOTAL ASSETS OF THE SCHEME**

As per SEBI Circular No. MFD/CIR/ 8 / 92 / 2000 dated September 18, 2000 Illiquid security means securities defined as non-traded, thinly traded and unlisted equity shares.

As per the SEBI Regulations aggregate value of Illiquid securities should not exceed 15% of the total assets of the scheme and any illiquid securities held above 15% of the total assets shall be assigned zero value

**VALUATION OF CONVERTIBLE DEBENTURES**

As per Eighth Schedule of SEBI (Mutual Fund) Regulations method of valuation of convertible debentures is prescribed.

Non-convertible and convertible components are valued separately.

A. The non-convertible component shall be valued on the same basis as would be applicable to a non-convertible debt instrument mentioned at clause 2 above.

B. The convertible component to be valued as follows: i) Ascertain

- The number of shares to be received after conversion.
- Whether the shares would be paripassu for Income Distribution cum Capital Withdrawal on conversion.
- The rate of last declared Income Distribution cum Capital Withdrawal.
- Whether the shares are presently traded or non-traded/thinly traded.
- Market rate of shares on the date of valuation

ii) In case the shares to be received are, on the date of valuation, are thinly traded / non-traded, these shares to be received on conversion are to be valued as thinly traded / non-traded shares as stated at para 1.2 above.

iii) In case the shares to be received on conversion are not non-traded or thinly traded on the date of valuation and would be traded pari passu for Income Distribution cum Capital Withdrawal on conversion:

a) Number of shares to be received on conversion, per convertible debenture, multiplied by the present market rate

b) Determine the discount for non-tradability of the shares on the date of valuation.

(This discount should be determined in advance and to be used uniformly for all the convertible securities. Rate of discount should be documented and approved by the Board of AMC)

$$\text{Value} = (a) * \text{market rate} [1 - (b)]$$

iv) In case the shares to be received on conversion are not non-traded or thinly traded on the date of valuation but would not be traded paripassu for Income Distribution cum Capital Withdrawal on conversion:

a) Number of shares to be received on conversion, per convertible debenture, multiplied by the present market rate.

b) Arrive at the market value of the shares on the date of valuation by reducing the amount of last paid Income Distribution cum Capital Withdrawal.

c) Determine the discount for non-tradability of the shares on the date of valuation.

(This discount should be determined in advance and to be used uniformly for all the convertible securities. Rate of discount should be documented and approved by the Board of AMC)

$$\text{Value} = (a) * \{b - [1 - (c)]\}$$

v) In case of optionally convertible debentures, two values must be determined assuming both, exercising the option and not exercising the option.

- If the option rests with the issuer, the lower of the two values shall be taken as the valuation of the optionally convertible portion, and;
- If the option rests with the investor, the higher of the two values shall be taken.

#### **VALUATION OF RIGHTS ENTITLEMENTS - AS PER SCHEDULE VIII OF SEBI (MUTUAL FUND) REGULATIONS**

When Company announces rights to the existing equity shareholders, under its Listing Agreement with Stock Exchange; it has to declare ex-right date for the purpose of trading on the Stock Exchange. Ex-right date is a date from which the underlying shares, which are traded on the Stock Exchange, will not be entitled to the rights. These rights entitlements can also be renounced in favour of a willing buyer. These renunciations are in some cases traded on the Stock Exchange. In such case these should be valued as traded equity related securities as detailed hereinabove. Till the rights are subscribed, the entitlements as per Regulations have to be valued as under:

Valuation of non-traded rights entitlement is principally the difference between the right price and ex-right price. SEBI Regulations have explained this with the help of following formula:

$$V_r = n / m \times (P_{ex} - P_{of}) \text{ Where}$$

$V_r$  = Value of Rights

$n$  = Number of rights offered

$m$  = Number of original shares held

$P_{ex}$  = Ex-right price

$P_{of}$  = Rights offer price

The following issues while valuing the rights entitlements have to be addressed:

- i. In case original shares on which the right entitlement accrues are not traded on the Stock Exchange on an ex-right basis, right entitlement should be valued as zero.
- ii. When rights are not treated paripassu with the existing shares such as, restrictions with regard to Income Distribution cum Capital Withdrawal etc., suitable adjustment should be made by way of a discount to the value of rights at the last Income Distribution cum Capital Withdrawal announced rate.
- iii. Where right entitlements are not subscribed to but are to be renounced, and where renouncements are being traded, the right entitlements have to be valued at traded renunciation value.
- iv. Where right entitlements are not traded, and it was decided not to subscribe the rights, the right entitlements have to be valued at zero.
- v. In case the Rights Offer Price is greater than the ex-rights price, the value of the rights share is to be taken as zero.
- vi. The rights entitlements subscribed for listed equity shares are not traded and if the fund manager wishes to renounce rights entitlements post the rights entitlement are valued as mentioned in the regulations, shall be further subjected to illiquidity discount as decided by the valuation committee on case to case basis.

#### **VALUATION OF SHARES ON DE-MERGER**

On de-merger following possibilities arise which influence valuation these are:

- i. Both the shares are traded immediately on de-merger: In this case both the shares are valued at respective traded prices.
- ii. Shares of only one company continued to be traded on de-merger: Valuation price will be worked out by using cum-price (as listed below), before demerger reduced for quoted price of the

|   |  |   |    |       |  |   |    |       |  |  |    |       |  |
|---|--|---|----|-------|--|---|----|-------|--|--|----|-------|--|
|   | <p>listed resultant company(s).</p> <p>iii. Both the shares are not traded on de-merger: Shares of de-merged companies are to be valued equal to the pre de merger value up to a period of 30 days from the date of de merger. The market price of the shares of the de-merged company one day prior to ex-date can be bifurcated over the de-merged shares. The market value of the shares can be bifurcated in the ratio of cost of shares.</p> <p>Further, if one of the de-merged companies is not listed within a period of 90 days from the demerger date, an illiquidity discount shall be applied. The illiquidity discount shall be recommended by the fund manager and approved by the Valuation committee.</p> <p>The illiquidity shall take into account factors such as listing timelines as well as prevailing market valuations.</p> <p>Illustration for valuation of de-merged share price (using the cum-price)</p> <p>Company AB gets demerged into Company A and Company B (assume a 1:1 ratio for demerger) and Company B is not listed till date. The value of company B is arrived as follows:</p> <table data-bbox="512 1066 1375 1301"> <tr> <td>Market value of Company AB (pre-demerger closing price)</td> <td>Rs</td> </tr> <tr> <td>500/-</td> <td></td> </tr> <tr> <td>Market value of Company A (post-demerger closing price)</td> <td>Rs</td> </tr> <tr> <td>300/-</td> <td></td> </tr> <tr> <td>Valuation of Company B as per cum-price method</td> <td>Rs</td> </tr> <tr> <td>200/-</td> <td></td> </tr> </table> <p>Less: illiquidity discount (as applicable)</p> <p><b><u>VALUATION OF SUSPENDED SECURITY</u></b></p> <p>In case trading in an equity security is suspended for trading on the stock exchange up to 30 days, then the last traded price would be considered for valuation of that security.</p> <p>If an equity security is suspended for trading on the stock exchange for more than 30 days, then it would be considered as non-traded and valued accordingly In case shares of both the companies are not traded for more than 30 days, these are to be valued as unlisted security.</p> | Market value of Company AB (pre-demerger closing price) | Rs | 500/- |  | Market value of Company A (post-demerger closing price) | Rs | 300/- |  | Valuation of Company B as per cum-price method | Rs | 200/- |  |
| Market value of Company AB (pre-demerger closing price) | Rs   |   |    |       |  |   |    |       |  |  |    |       |  |
| 500/-   |  |   |    |       |  |   |    |       |  |  |    |       |  |
| Market value of Company A (post-demerger closing price) | Rs   |   |    |       |  |   |    |       |  |  |    |       |  |
| 300/-   |  |   |    |       |  |   |    |       |  |  |    |       |  |
| Valuation of Company B as per cum-price method          | Rs   |   |    |       |  |   |    |       |  |  |    |       |  |
| 200/-   |  |   |    |       |  |   |    |       |  |  |    |       |  |
| <p><b>Thinly Traded</b></p>                             | <p>Valuation will be computed in accordance with the method prescribed under SEBI (MF) Regulations. i.e. on the basis of average of book value and the price computed on the basis of the PE ratio (after appropriate discount to Industry PE), further discounted for illiquidity.)</p>   |   |    |       |  |   |    |       |  |  |    |       |  |

|                   |  |
|-------------------|--|
|                   | Definition of thinly traded equity/ equity related security: When trading in an equity/equity related security in a calendar month is both less than INR 5 lacs and the total volume is less than 50,000 shares, it shall be considered as a thinly traded Security. |
| <b>Futures</b>    |  |
| <b>Traded</b>     | On the valuation day, valued at settlement price provided by the recognised stock exchange.  |
| <b>Non Traded</b> | When a security is not traded on the respective stock exchange on the date of valuation, then the settlement price / any other derived price provided by the respective stock exchange.  |
| <b>Options</b>    |  |
|                   | The option shall be valued at the value received from the Valuer's approved by the Valuation Committee.  |

## 2. SOVEREIGN SECURITIES

All sovereign securities issued as government securities, T-Bills, cash management bills, state development loans etc. will be valued at Average prices released by Valuation Agencies appointed by AMFI. Currently the valuations are provided by CRISIL and ICRA (Herein after referred to as Valuation Agencies”).

## 3. DEBT & MONEY MARKET SECURITIES

### Definition –

**Traded** - A money market or debt security shall be considered as traded when, on the date of valuation, there are trades (in marketable lots as defined below) in that security on any recognized Stock Exchange or there are trades reported (in marketable lots) on the trade reporting platform of recognized stock exchanges or The Clearing Corporation of India Ltd. (CCIL).

**Non traded** : A money market or debt security shall be considered as non-traded when, on the date of valuation, there are no trades (in marketable lots) in such security on any recognized Stock Exchange or no trades (in marketable lots) have been reported on any of the aforementioned trade reporting platforms.

Marketable lots: The following volume criteria shall be used for recognition of trades by valuation agencies:

| Parameter | Minimum Volume Criteria for marketable lot                             |
|-----------|--|
| Primary   | INR 25 cr for both Bonds/NCD/CP/ CD and other money market instruments |
| Secondary | INR 25 cr for CP/ CD, T-Bills and other money market instruments       |
| Secondary | INR 5 cr for Bonds/NCD/ G-secs   |

### 3.1. Valuation of Money Market Securities/Debt Securities

i) Independent Valuation agencies (CRISIL, ICRA or any agency appointed by AMFI) will send clean prices of all securities held in the portfolios on a daily basis

- ii) Prices provided by both valuation agencies will be averaged to calculate the final price for that security
- iii) Prices will be provided for all days including holidays assuming a settlement of T+1.
- iv) Prices for holidays will be provided on the previous working day.
- v) Prices for securities will be made available regardless of whether an instrument is traded or not.
- vi) In case prices are made available by only one agency, such prices will be used to arrive at the valuation.
- vii) In case of non-availability of prices by agencies: (CRISIL, ICRA or any agency appointed by AMFI), the security will be valued at purchase yield on the date of allotment / purchase.

3.2 The above valuation methodology is applicable for valuation of bills purchased under rediscounting scheme;

3.3 Short-term deposits with banks (pending deployment) and repurchase (repo) transactions (including tri-party repo i.e. TREPS) with tenor of upto 30 days, shall be valued on cost plus accrual basis.

3.4 Prices for all Over The Counter (OTC) derivatives and market linked debentures shall be obtained from AMFI appointed valuation agencies.

### **3.5 Money market and debt securities which are rated below investment grade**

Definition of below investment grade and default:

A money market or debt security shall be classified as “below investment grade” if the long-term rating of the security issued by a SEBI registered Credit Rating Agency (CRA) is below BBB- or if the short-term rating of the security is below A3.

Classification of security as Default:

If the Principal or Interest has not been received on the day such amount was due or such security has been downgraded by Credit Rating Agency.

- a) Securities rated below investment grade shall be valued at the price provided by valuation agencies
- b) Till the time valuation is computed by valuation agencies, such securities shall be valued on the basis of indicative haircuts provided by these agencies. The indicative haircuts shall be applied on the date of credit event.
- c) Consideration of traded price for valuation:
  - In case of trades during the interim period between date of credit event and receipt of valuation price from valuation agencies, such traded price for valuation shall be considered if it is lower than the price post standard haircut.
  - In case of trades after the valuation price is computed by the valuation agencies as referred above and where the traded price is lower than such computed price, such traded price shall be considered for the purpose of valuation and the valuation price may be revised

accordingly.

d) Deviation from the indicative haircuts and/or the valuation price for securities rated below investment grade provided by the valuation agencies shall be subject to the following:

- The detailed rationale for deviation from the price post haircuts or the price provided by the valuation agencies shall be recorded by the AMC.
- The rationale for deviation along-with details such as information about the security (ISIN, issuer name, rating etc.), price at which the security was valued vis-a-vis the price post haircuts or the average of the price provided by the valuation agencies (as applicable) and the impact of such deviation on scheme NAV (in amount and percentage terms) shall be reported to the Board of AMC and Trustees.
- The rationale for deviation along-with details as mentioned above shall also be disclosed to investors. In this regard, all AMCs shall immediately disclose instances of deviations under a separate head on their website. Further, the total number of such instances shall also be disclosed in the monthly and halfyearly portfolio statements for the relevant period along-with an exact link to the website wherein the details of all such instances of deviation are available.

**The treatment of accrued interest and future accrual of interest, in case of money market and debt securities classified as below investment grade or default, is detailed below:**

- The indicative haircut that has been applied to the principal should be applied to any accrued interest.
- In case of securities classified as below investment grade but not default, interest accrual may continue with the same haircut applied to the principal. In case of securities classified as default, no further interest accrual shall be made.

The following shall be the treatment of how any future recovery should be accounted for in terms of principal or interest:

- a. Any recovery shall first be adjusted against the outstanding interest recognized in the NAV and any balance shall be adjusted against the value of principal recognized in the NAV.
- b. Any recovery in excess of the carried value (i.e. the value recognized in NAV) should then be applied first towards amount of interest written off and then towards amount of principal written off.

If a security is in default beyond its maturity date, then disclosure to this effect shall be provided. Such disclosure shall include details of the security including ISIN, name of security, value of the security considered under net receivables (i.e. value recognized in NAV in absolute terms and as % to NAV) and total amount (including principal and interest) that is due to the scheme on that investment. Further, this disclosure shall continue till the value of the security recognized in the NAV is received or for a period of 3 years from the date of maturity of security, whichever is later.

**Treatment and disposal of illiquid securities or securities classified as default at the time of maturity / closure of schemes**

In case of close-ended schemes, some of the investments made by Mutual Funds may become default at the time of maturity of schemes. Further, at the time of winding up of a scheme, some of the investments made by Mutual Funds may become default or illiquid. In due course of time i.e. after the maturity or winding up of the schemes, such investments may be realised by the Mutual Funds. It is advised to distribute such amount, if it is substantial, to the concerned investors. In case the amount is not substantial it may be used for the purpose of investor education. The decision as to the determination of substantial amount shall be taken by the Trustees of Mutual Funds after considering the relevant factors including number of investors, amount recovered, cost of transferring funds to investors; among others.

### **3.6 Segregate Portfolio Valuation Based on the SEBI circular dated December 28,2018 on creation of segregated portfolio in Mutual fund schemes.**

Notwithstanding the decision to segregate the debt and money market instrument, the valuation should consider the credit event and the portfolio shall be valued based on the principles of fair valuation. in terms of relevant provisions of SEBI (Mutual Fund) Regulation,1996 and Circular (s) issued thereunder. The provisions of policy on segregated portfolio shall be complied with.

### **3.7 Valuation of Securities with Put/Call Options**

The option embedded securities would be valued as follows:

i. Securities with call option: The securities with call option shall be valued at the lower of the value as obtained by valuing the security to final maturity and valuing the security to call option. In case there are multiple call options, the lowest value obtained by valuing to the various call dates and valuing to the maturity date is to be taken as the value of the instrument. Once the option is exercised the security would be valued to Call date (being the deemed maturity date) and would follow the valuation principles as applicable for securities with residual maturity  $\leq 30$  days (in case the residual maturity is  $\leq 30$  days after exercising the call option). In case of securities with residual maturity  $> 30$  days post exercising the Call and prices not provided by valuation agencies, the securities shall be valued on the basis of guidelines provided by the Investment Committee.

ii. Securities with Put option: The securities with put option shall be valued at the higher of the value as obtained by valuing the security to final maturity and valuing the security to put option. In case there are multiple put options, the highest value obtained by valuing to the various put dates and valuing to the maturity date is to be taken as the value of the instrument. Once the option is exercised the security would be valued to Put date (being the deemed maturity date) and would follow the valuation principles as applicable for securities with residual maturity  $\leq 30$  days (in case the residual maturity is  $\leq 30$  days after exercising the put option). In case of securities with residual maturity  $> 30$  days post exercising the Put and prices not provided by valuation agencies, the securities shall be valued on the basis of guidelines provided by the Investment Committee.

iii. Securities with both Put and Call option on the same day: The securities with both Put and Call

option on the same day and having the same put and call option price, shall be deemed to mature on such put / call date and shall be valued accordingly.

In all other cases, the cash flow of each put / call option shall be evaluated and the security shall be valued on the following basis:

- Identify a 'Put Trigger Date', a date on which 'price to put option' is the highest when compared with price to other put options and maturity price.
- Identify a 'Call Trigger Date', a date on which 'price to call option' is the lowest when compared with price to other call options and maturity price.
- In case no Put Trigger Date or Call Trigger Date ('Trigger Date") is available, then valuation would be done to maturity price.
- In case one Trigger Date is available, then valuation would be done as to the said Trigger Date.
- In case both Trigger Dates are available, then valuation would be done to the earliest date

If a put option is not exercised by a Mutual Fund when exercising such put option would have been in favour of the scheme, in such cases the justification for not exercising the put option shall be provided to the Board of AMC and Trustees.

### 3. 8 Perpetual Bonds

Pursuant to SEBI circular dated March 10, 2021 read with SEBI circular dated March 22, 2021, the deemed residual maturity for the purpose of valuation of all existing as well as new bonds issued under Basel III framework shall be as below: .

| <b>Time period</b>                  | <b>Deemed Residual Maturity of Basel III AT-1 bonds (Years)</b> | <b>Deemed Residual Maturity of Basel III Tier 2 Bonds (Years)</b> |
|-------------------------------------|---|---|
| Till March 31, 2022                 | 10  | 10 years or Contractual Maturity whichever is earlier             |
| April 01, 2022 – September 30, 2022 | 20  | Contractual Maturity  |
| October 01, 2022 – March 31, 2023   | 30  | Contractual Maturity  |
| April 01, 2023 onwards              | 100*  | Contractual Maturity  |

\*100 years from the date of issuance of the bond.

Macaulay Duration for bonds issued under Basel III framework shall be calculated based on the deemed residual maturity as mentioned in the above table.

The Bonds issued under the Basel III framework shall be valued as given in Annexure A.

#### **4. VALUATION AND DISCLOSURE OF UPFRONT FEES**

- Details of any upfront fees shall be shared by the AMC on the trade date to the valuation agencies as part of the trade reporting to enable them to arrive at the fair valuation for that date.
- For the purpose of accounting, such upfront fees should be reduced from the cost of the investment in the scheme that made the investment.
- In case upfront fees are received across multiple schemes, then such upfront fees should be shared on a pro-rata basis across such schemes.

#### **5. WATERFALL MECHANISM FOR VALUATION OF MONEY MARKET AND DEBT SECURITIES TO THE USED BY THE VALUATION AGENCIES:**

The waterfall mechanism for valuation of money market and debt securities to be used by valuation agencies as per SEBI circular no. SEBI/HO/IMD/DF4/CIR/P/2019/102 dated 24 September 2019 and AMFI circular no. 135/ BP/ 83/ 2019-20 dated 18 November 2019 is given in the enclosed Annexure A.

#### **6. POLLING PROCESS BY VALUATION AGENCIES:**

The polling process by valuation agencies as per SEBI circular no. SEBI/HO/IMD/DF4/CIR/P/2019/102 dated 24 September 2019 and AMFI circular no. 135/ BP/ 83/ 2019-20 dated 18 November 2019 is given in the enclosed Annexure B.

#### **7. OTHER TYPES OF SECURITIES**

Following methodology shall be adopted for valuation of other types of securities:

- a. Units of Mutual Funds will be valued at the last available NAV
- b. Exchange Traded Funds shall be valued at closing prices available on the stock exchanges (NSE / BSE)
- c. Valuation of Foreign Securities & ADR/GDR:

Exchange to be considered for valuation of foreign securities and ADRs/GDRs is to be approved by the AMC Board. SEBI has not prescribed the method of valuation of foreign securities and ADR/GDR. Process of valuation to be followed by 360 ONE Mutual Fund would be as follows:

##### **a) Receiving last quoted price:**

If the security is listed in a time zone ahead of ours than the same day closing price on appropriate stock exchange as provided by Reuters would be used for valuation. If the security is listed in a time zone behind ours then the previous day's closing price provided by Reuters would be considered for valuation. In case the security is not traded on the above-mentioned days, price of previous day should be used provided the price is not more than 30 days old.

**b) Converting the price in Indian Rupees (INR):**

Since these prices are in foreign currency these are to be converted in Indian Rupees by applying the exchange rate. Reuters also provide closing conversion rate, which can be used for converting the foreign currency prices in INR. This closing price in INR should also be used for valuation of foreign securities and ADR/GDR. In case Reuters has not provided the conversion rate, the closing price of the security should be converted to INR at RBI reference rate.

**d. Investment in ReITs, InvITs**

Allotted but awaiting listing - At allotment price

Listed / Traded / Non Traded: Units shall be valued at the last quoted closing price at the principal stock exchange. NSE will be the principal stock exchange. In case ReIT / InvIT are not traded on the principal stock exchange on a particular date, the closing price at which it is traded on any other stock exchange will be considered. If the traded price is not available, then valuation shall be as per the direction of Valuation Committee.

**Changes in terms of investment:**

While making any change to terms of an investment, 360 ONE Mutual Fund shall adhere to the following conditions:

- Any changes to the terms of investment ,including extension in the maturity of a money market or debt security, shall be reported to valuation agencies and SEBI registered Credit Rating Agencies (CRAs) immediately, along-with reasons for such changes.
- Any extension in the maturity of a money market or debt security shall result in the security being treated as “Default”, for the purpose of valuation.
- If the maturity date of a money market or debt security is shortened and then subsequently extended, the security shall be treated as “Default” for the purpose of valuation.
- Any put option inserted subsequent to the issuance of the security shall not be considered for the purpose of valuation and original terms of the issue will be considered for valuation.

**8. VALUATION OF GOLD IN CASE OF EXCHANGE TRADED GOLD FUND**

(i) The gold held by a gold exchange traded fund scheme shall be valued at the AM fixing price of London Bullion Market Association (LBMA) in US dollars per troy ounce for gold having a fineness of 995.0 parts per thousand, subject to the following:

- (a) adjustment for conversion to metric measures as per standard conversion rates;
- (b) adjustment for conversion of US dollars into Indian rupees as per the RBI reference rate declared by the Foreign Exchange Dealers Association of India (FEDAI); and
- (c) addition of –
  - transportation and other charges that may be normally incurred in bringing such gold from

London to the place where it is actually stored on behalf of the mutual fund; and  
-notional customs duty and other applicable taxes and levies that may be normally incurred to bring the gold from London to the place where it is actually stored on behalf of the mutual fund:

Provided that the adjustment under clause (c) above may be made on the basis of a notional premium that is usually charged for delivery of gold to the place where it is stored on behalf of the mutual fund:

Provided further that where the gold held by a gold exchange traded fund scheme has a greater fineness, the relevant LBMA prices of AM fixing shall be taken as the reference price under this sub-paragraph.

(ii) If the gold acquired by the gold exchange traded fund scheme is not in the form of standard bars, it shall be assayed and converted into standard bars which comply with the good delivery norms of the LBMA and thereafter valued in terms of sub- paragraph (1).

#### **9. INTER SCHEME TRANSFER POLICY (IST): -**

- Interscheme of money market or debt security (irrespective of maturity) will be done at a price which is the average of the prices provided by the valuation agencies within the pre-agreed TAT after communication of interscheme to the valuation agencies.
- If the price is received from only 1 valuation agency within the pre-agreed TAT after communication of interscheme to the valuation agencies, that price will be considered for the interscheme trade.
- If prices are not received from any of the valuation agencies with the agreed TAT , then the interscheme trade will be done at such transfers are done at the prevailing market price for quoted instruments on spot basis and for non-quoted instruments on the last valued price (if there is no negative/ positive news on the date of IST).

## Annexure A

### Part A: Valuation of Money Market and Debt Securities other than G-Secs

#### 1. Waterfall Mechanism for valuation of money market and debt securities:

The following shall be the broad sequence of the waterfall for valuation of money market and debt securities:

- i. Volume Weighted Average Yield (VWAY) of primary re issuances of the same ISIN (whether through book building or fixed price) and secondary trades in the same ISIN
- ii. VWAY of primary issuances through book building of same issuer, similar maturity (Refer Note 1 below)
- iii. VWAY of secondary trades of same issuer, similar maturity
- iv. VWAY of primary issuances through fixed price auction of same issuer, similar maturity
- v. VWAY of primary issuances through book building of similar issuer, similar maturity (Refer Note 1 below)
- vi. VWAY of secondary trades of similar issuer, similar maturity.
- vii. VWAY of primary issuance through fixed price auction of similar issuer, similar maturity
- viii. Construction of matrix (polling may also be used for matrix construction)
- ix. In case of exceptional circumstances, polling for security level valuation (Refer Note 2 below)

#### Note 1

Except for primary issuance through book building, polling shall be conducted to identify outlier trades. However, in case of any issuance through book building which is less than INR 100 Cr, polling shall be conducted to identify outlier trades.

#### Note 2

Some examples of exceptional circumstance would be stale spreads, any event/news in particular sector/issuer, rating changes, high volatility, corporate action or such other event as may be considered by valuation agencies. Here stale spreads are defined as spreads of issuer which were not reviewed/updated through trades/primary/polls in same or similar security/issuers of same/similar maturities in waterfall approach in last 6 months.

Further, the exact details and reasons for the exceptional circumstances which led to polling shall be documented and reported to AMCs. Further, a record of all such instances shall be maintained by AMCs and shall be subject to verification during SEBI inspections.

#### Note 3

All trades on stock exchanges and trades reported on trade reporting platforms till end of trade reporting time (excluding Inter-scheme transfers) should be considered for valuation on that day.

#### Note 4

It is understood that there are certain exceptional events, occurrence of which during market hours may lead to significant change in the yield of the debt securities. Hence, such exceptional events need to be factored in while calculating the price of the securities. Thus, for the purpose of calculation of VWAY of trades and identification of outliers, on the day of such exceptional events, rather than considering whole day trades, only those trades shall be considered which have occurred post the event (on the same day).

The following events would be considered exceptional events:

- i. Monetary / Credit Policy
- ii. Union Budget
- iii. Government Borrowing/ Auction Days
- iv. Material Statements on Sovereign Rating

v. Issuer or Sector Specific events which have a material impact on yields

vi. Central Government Election Days

vii. Quarter end days

In addition to the above, valuation agencies may determine any other event as an exceptional event.

All exceptional events along-with valuation carried out on such dates shall be documented with adequate justification.

## 2. Definition of tenure buckets for Similar Maturity

When a trade in the same ISIN has not taken place, reference should be taken to trades of either the same issuer or a similar issuer, where the residual tenure matches the tenure of the bond to be priced. However, as it may not be possible to match the exact tenure, it is proposed that tenure buckets are created and trades falling within such similar maturity be used as per table below.

| Residual Tenure of Bond to be priced | Criteria for similar maturity          |
|--------------------------------------|--|
| Upto 1 month                         | Calendar Weekly Bucket                 |
| Greater than 1 month to 3 months     | Calendar Fortnightly Bucket            |
| Greater than 3 months to 1 year      | Calendar Monthly Bucket                |
| Greater than 1 year to 3 years       | Calendar Quarterly Bucket              |
| Greater than 3 years                 | Calendar Half Yearly or Greater Bucket |

In addition to the above:

a. In case of market events, or to account for specific market nuances, valuation agencies may be permitted to vary the bucket in which the trade is matched or to split buckets to finer time periods as necessary. Such changes shall be auditable. Some examples of market events / nuances include cases where traded yields for securities with residual tenure of less than 90 days and more than 90 days are markedly different even though both may fall within the same maturity bucket, similarly for less than 30 days and more than 30 days or cases where yields for the last week v/s second last week of certain months such as calendar quarter ends can differ.

b. In the case of illiquid/ semi liquid bonds, it is proposed that traded spreads be permitted to be used

for longer maturity buckets (1 year and above). However, the yield should be adjusted to account for steepness of the yield curve across maturities.

c. The changes / deviations mentioned in clauses a and b, above, should be documented, along with the

detailed rationale for the same. Process for making any such deviations shall also be recorded. Such records shall be preserved for verification.

## 3. Process for determination of similar issuer

Valuation agencies shall determine similar issuers using one or a combination of the following criteria.

Similar issuer do not always refer to issuers which trade at same yields, but may carry spreads amongst

themselves & move in tandem or they are sensitive to specific market factor/s hence warrant review of

spreads when such factors are triggered.

i. Issuers within same sector/industry and/or

ii. Issuers within same rating band and/or

iii. Issuers with same parent/ within same group and/or

- iv. Issuers with debt securities having same guarantors and/or
- v. Issuers with securities having similar terms like Loan Against Shares (LAS)/ Loan Against Property (LAP)

The above criteria are stated as principles and the final determination on criteria, and whether in combination or isolation shall be determined by the valuation agencies. The criteria used for such determination should be documented along with the detailed rationale for the same in each instance. Such records shall be preserved for verification. Similar issuers which trade at same level or replicate each other's movements are used in waterfall approach for valuations. However, similar issuer may also be used just to trigger the review of spreads for other securities in the similar issuer category basis the trade/news/action in any security/ies within the similar issuer group.

#### 4. Recognition of trades and outlier criteria

##### i. Volume criteria for recognition of trades (marketable lot)

Paragraph 1.1.1.(a) of SEBI vide circular no. SEBI/HO/IMD/DF4/CIR/P/2019/102 dated September 24, 2019 on Valuation of money market and debt securities, prescribes that the marketable lots shall be defined by AMFI, in consultation with SEBI. In this regard, marketable lot is defined as under.

The following volume criteria shall be used for recognition of trades by valuation agencies:

| Parameter        | Minimum Volume Criteria for marketable lot                             |
|------------------|--|
| <b>Primary</b>   | INR 25 cr for both Bonds/NCD/CP/ CD and other money market instruments |
| <b>Secondary</b> | INR 25 cr for CP/ CD, T-Bills and other money market instruments       |
| <b>Secondary</b> | INR 5 Cr for Bonds/NCO/ G-secs   |

Trades not meeting the minimum volume criteria i.e. the marketable lot criteria as stated above shall be ignored.

##### ii. Outlier criteria

It is critical to identify and disregard trades which are aberrations, do not reflect market levels and may potentially lead to mispricing of a security or group of securities. Hence, the following broad principles would be followed by valuation agencies for determining outlier criteria.

a. Outlier trades shall be classified on the basis of liquidity buckets (Liquid, Semi-liquid, Illiquid). Price discovery for liquid issuers is generally easier than that of illiquid issuers and hence a tighter pricing

band as compared to illiquid issuers would be appropriate.

b. The outlier trades shall be determined basis the yield movement of the trade, over and above the yield movement of the matrix. Relative movement ensures that general market movements are accounted for in determining trades that are outliers. Hence, relative movement over and above benchmark movement shall be used to identify outlier trades.

c. Potential outlier trades which are identified through objective criteria defined above will be validated through polling from market participants. Potential outlier trades that are not validated through polling shall be ignored for the purpose of valuation.

d. The following criteria shall be used by valuation agencies in determining Outlier Trades

| Liquidity Classification | Bps Criteria (Yield movement over Previous Day yield after accounting for yield movement of matrix) |            |                      |
|--------------------------|---|------------|----------------------|
|                          | Upto 15 days  | 15-30 days | Greater than 30 days |
| <b>Liquid</b>            | 30 bps  | 20 bps     | 10 bps               |
| <b>Semi-Liquid</b>       | 45 bps  | 35 bps     | 20 bps               |

|                 |        |        |        |
|-----------------|--------|--------|--------|
| <b>Illiquid</b> | 70 bps | 50 bps | 35 bps |
|-----------------|--------|--------|--------|

The above criteria shall be followed consistently and would be subject to review on a periodic basis by valuation agencies and any change would be carried in consultation with AMFI.

e. In order to ensure uniform process in determination of outlier trades the criteria for liquidity classification shall be as detailed below.

**Liquidity classification criteria - liquid, semi-liquid and Illiquid definition**

Valuation agencies shall use standard criteria for classifying trades as Liquid, Semi-Liquid and illiquid

basis the following two criteria

- a. Trading Volume
- b. Spread over reference yield

Such criteria shall be reviewed on periodic basis in consultation with AMFI

Trading Volume (Traded days) based criteria:

Number of unique days an issuer trades in the secondary market or issues a new security in the primary market in a calendar quarter

- Liquid ▶ >=50% of trade days
- Semi liquid ▶ >=10% to 50% trade days
- Illiquid ▶ <10 % of trade days

**Spread based criteria:**

Spread over the matrix shall be computed and based on thresholds defined, issuers shall be classified as liquid, semi liquid and illiquid. For bonds thresholds are defined as upto 15 bps for liquid; >15-75 bps for semi-liquid; > 75 bps for illiquid. (Here, spread is computed as average spread of issuer over AAA Public Sector Undertakings/Financial Institutions/Banks matrix), For CP/ CD- upto 25 bps for liquid; >25- 50 bps for semiliquid; > 50 bps for illiquid. (Here, spread is computed as average spread of issuer over AI+/AAA CD Bank matrix).

The thresholds shall be periodically reviewed and updated having regard to the market.

The best classification (liquid being the best) from the above two criteria (trading volume and spread based) shall be considered as the final liquidity classification of the issuer. The above classification shall be carried out separately for money market instruments {CP/ CDs) and bonds.

**5. Process for construction of spread matrix**

Valuation agencies shall follow the below process in terms of calculating spreads and constructing the

matrix:

| <b>Steps</b>  | <b>Detailed Process</b>   |
|---------------|---|
| <b>Step 1</b> | Segmentation of corporates-<br>The entire corporate sector is first categorised across following four sectors i.e. all the corporates will be catalogued under one of the below mentioned bucket:<br>1. Public Sector Undertakings/Financial Institutions/Banks;<br>2. Non-Banking Finance Companies -except Housing Finance Companies;<br>3. Housing Finance Companies;<br>4. Other Corporates |
| <b>Step 2</b> | Representative issuers -  |

|               |   |
|---------------|---|
|               | <p>For the aforesaid 4 sectors, representative issuers (Benchmark Issuers) shall be chosen by the valuation agencies for only higher rating {i.e. "AAA" or AA+}. Benchmark/Representative Issuers will be identified basis high liquidity, availability across tenure in AAA/AA+ category and having lower credit/liquidity premium. Benchmark Issuers can be single or multiple for each sector.</p> <p>It may not be possible to find representative issuers in the lower rated segments, however in case of any change in spread in a particular rating segment, the spreads in lower rated segments should be suitably adjusted to reflect the market conditions. In this respect, in case spreads over benchmark are widening at a better rated segment, then adjustments should be made across lower rated segments, such that compression of spreads is not seen at any step. For instance, if there is widening of spread of AA segment over the AAA benchmark, then there should not be any compression in spreads between AA and A rated segment and so on.</p>   |
| <b>Step 3</b> | <p><b>Calculation of benchmark curve and calculation of spread -</b></p> <ol style="list-style-type: none"> <li>1. Yield curve to be calculated for representative issuers for each sector for maturities ranging from 1 month till 20 years and above.</li> <li>2. Waterfall approach as defined in Part A (1) above will be used for construction of yield curve of each sector.</li> <li>3. In the event of no data related to trades/primary issuances in the securities of the representative issuer is available, polling shall be conducted from market participants</li> <li>4. Yield curve for Representative Issuers will be created on daily basis for all 4 sectors. All other issuers will be pegged to the respective benchmark issuers depending on the sector, parentage and characteristics. Spread over the benchmark curve for each security is computed using latest available trades/primaries/polls for respective maturity bucket over the Benchmark Issuer.</li> <li>5. Spreads will be carried forward in case no data points in terms of trades/primaries/polls are available for any issuer and respective benchmark movement will be given</li> </ol> |
| <b>Step 4</b> | <ol style="list-style-type: none"> <li>1. The principles of VWAY, outlier trades and exceptional events shall be applicable while constructing the benchmark curve on the basis of trades/primary issuances.</li> <li>2. In case of rating downgrade/credit event/change in liquidity or any other material event in Representative Issuers, new Representative Issuers will be identified. Also, in case there are two credit ratings, the lower rating to be considered.</li> <li>3. Residual tenure of the securities of representative issuers shall be used for construction of yield curve.</li> </ol>  |

**Part B: Valuation of G-Secs {T- Bill, Cash management bills, G-Sec and SOL}**

The following is the waterfall mechanism for valuation of Government securities:

- VWAY of last one hour, subject to outlier validation

- VWAY for the day (including a two quote, not wider than 5 bps on NDSOM), subject to outlier validation
- Two quote, not wider than 5 bps on NDSOM, subject to outlier validation
- Carry forward of spreads over the benchmark
- Polling etc.

**Note:**

1. VWAY shall be computed from trades which meet the marketable lot criteria stated in Part A of these Guidelines.
2. Outlier criteria: Any trade deviating by more than +/- 5 bps post factoring the movement of benchmark security shall be identified as outlier. Such outlier shall be validated through polling for inclusion in valuations. If the trades are not validated, such trades shall be ignored.

Part C: Valuation of Bonds issued under Basel III framework.

1. Currently a bond is considered traded, if there is at least one trade in market lot in that particular ISIN. If the bond does not get traded there is a defined waterfall mechanism for valuation of that bond as per AMFI Best Practice Guideline circular no. NO.83 / 2019-20 dated November 18, 2019.
2. The said waterfall requires grouping of same issuer with similar maturity and similar issuers with similar maturity. However, in case any ISIN of issuer has not traded, the valuation of AT-1 Bonds is currently done based on adjusting spread directly to the benchmark security.
3. In order to improve existing valuation of these bonds and implement the defined waterfall, following is proposed to be done:
  - i. Form two types of ISINs:
    - a) Benchmark ISINs (a non-benchmark ISIN can be linked to only one benchmark ISIN. Currently, SBI ISINs happens to be the benchmark ISINs across all maturities for AT-1 Bonds.)
    - b) Non-benchmark ISINs (Will be divided into multiple groups based on similar issuer and similar maturity).
    - c) The groups will be decided in consultation with valuation agencies. The two main criteria envisaged to be used here would be Tier 1 / Tier 2 ratings of the ISINs / Issuers, and the spread range in which the group of ISINs / Issuer's trade over the benchmark.
  - ii. Take a look back period for trade recognition as under:
    - a) 15 working days for benchmark ISINs
    - b) 30 working days for non-benchmark ISINs
    - c) This will be revised to 7 working days for benchmark ISIN and 15 working days for non- benchmark ISINs from October 01, 2021.
4. If the ISIN gets traded, the traded YTM will be taken for the purpose of valuation. Further, if 1 ISIN of the issuer trades all other ISINs of issuers will be considered as traded but with necessary adjustment of spread to YTM. If none of the ISIN of the issuer gets traded, the trade of similar issuer in the group will be taken to valuation however with necessary adjustment of spread to YTM of similar issuer similar maturity. If none of the ISIN in a group gets traded on any particular day, an actual trade in a look back period will be seen. If there is an actual trade in look back period the security will be considered as traded and valued

with necessary adjustment of spread to YTM. According to this valuation will be done based on the trade of issuer, trade of similar issuer and as an additional layer a look back period of is requested. It is confirmed that spread over YTM will be taken without any adjustment of modified duration to call.

5. Further, as the valuation is based on trade during the look back period, it is confirmed that a spread will be adjusted to reflect adverse news, change in credit rating, interest rate etc., which has bearing on the yield of ISIN being valued.
6. However, if there is no actual trade of any ISIN of the issuer as well as similar issuer during look back period also then valuation will be done by taking spread over matrix and/or polling in line with the waterfall mechanism prescribed by AMFI.

Points 4, 5 & 6 have been further elaborated in the detailed as under:

**Maturity of ISIN 1 of ABC is near to maturity of ISIN 1 of XYZ & Maturity of ISIN 2 of ABC is near to maturity to ISIN 2 of XYZ**

| Issuers      | AB<br>C |        | XY<br>Z |        | Valuation of ABC ISIN 1   |
|--------------|---------|--------|---------|--------|---|
|              | ISIN 1  | ISIN 2 | ISIN 1  | ISIN 2 |   |
| Traded Today | Y       | -      | -       | -      | Take price and arrive at YTM  |
| Traded Today | N       | Y      | -       | -      | Take price of ISIN 2 of ABC and compute YTM of ISIN 2. Then adjust the YTM spread of ISIN 1 and ISIN 2 and compute value of ISIN 1 of ABC.  |
| Traded Today | N       | N      | Y       | N      | From the price of ISIN 1 of XYZ compute YTM. The spread between YTM of ABC ISIN 1 and XYZ ISIN 1 is to be adjusted to derive YTM of ABC ISIN 1. The spread should further be adjusted to reflect adverse news, change in credit rating, interest rate etc., which has bearing on the yield of ISIN being valued and final YTM and price of the security should be computed.   |
| Traded Today | N       | N      | N       | Y      | From the price of ISIN 2 of XYZ compute YTM of ISIN 2 of XYZ. Then derive YTM of ISIN 1 of XYZ by adjusting spread of YTM. Then by adjusting difference in spread between ISIN 1 of XYZ and ISIN 1 of ABC trade (which happens to be nearest maturity) arrive at YTM of ISIN 1 of ABC. The spread should be adjusted to reflect adverse news, change in credit rating, interest rate etc., which has bearing on the yield of ISIN being valued. |

|   |   |   |   |   |  |
|---|---|---|---|---|--|
| No trade today. Check for actual trade during look back | Y | - | - | - | Take YTM of traded day and adjust spread to the movement of benchmark ISIN over the period. Also adjust to reflect adverse news, change in credit rating, interest rate etc., which has bearing on the yield of ISIN being valued.   |
| No trade today. Check for actual trade during look back | N | Y | - | - | Arrive at YTM of ISIN 2 by adjusting spread to the movement of benchmark ISIN over the period. Derive YTM of ISIN 1 of ABC from ISIN 2 of ABC by adjusting spread over YTM. Also adjustment should be done to reflect adverse news, change in credit rating, interest rate etc., which has bearing on the yield of ISIN being valued.  |
| No trade today. Check for actual trade during look back | N | N | Y | N | Arrive at YTM of ISIN 1 of XYZ by adjusting spread to the movement of benchmark ISIN over the period. Then the spread of YTM of XYZ ISIN 1 and ABC ISIN 1 is to be adjusted to arrive at YTM of ISIN 1 of ABC. Also, adjustment will be done to reflect adverse news, change in credit rating, interest rate etc., which has bearing on the yield of ISIN being valued.  |
| No trade today. Check for actual trade during look back | N | N | N | Y | Take YTM of ISIN 2 of XYZ by adjusting spread to the movement of benchmark ISIN over the period. Adjust the spread of YTM of ISIN 1 of XYZ and ISIN 2 of XYZ to arrive at YTM of ISIN 1 of XYZ. YTM of ISIN 1 of ABC will be derived by adjusting spread of YTM of ISIN 1 of XYZ to ISIN 1 of ABC (which appears to be a nearest maturity to ABC ISIN 1). Further, YTM will be adjusted to reflect adverse news, change in credit rating, interest rate etc., which has bearing on the yield of ISIN being valued. |
| Not Traded During look back                             | N | N | N | N | Valuation will be done considering spread over matrix and/or polling in line with the waterfall mechanism prescribed by AMFI.  |

*Note: The duration to call shall not be considered/adjusted to spread over YTM. Yield to Call and Yield to Maturity shall be disclosed to investors.*

- Besides, AT-1 bonds and Tier 2 bonds being different categories of bonds, the valuation of these bonds will be done separately (i.e.) ISIN of AT-1 bond traded will not mean that ISIN of Tier-2 bonds of the same issuer have also traded. However, if any issuer does not exercise call option for any ISIN, then the valuation and calculation of Macaulay Duration should be

done considering maturity of 100 years from the date of issuance for AT-1 Bonds and Contractual Maturity for Tier 2 bonds, for all ISINs of the issuer.

## Annexure B

### AMFI GUIDELINES ON POLLING PROCESS FOR MONEY MARKET AND DEBT SECURITIES

#### Polling Guidelines:

1. Valuation agencies shall identify the Mutual Funds who shall participate in the polling process on a particular day, taking into account factors such as diversification of poll submitters and portfolio holding of the Mutual Funds. Mutual Funds who are identified by the valuation agencies shall necessarily participate in the polling process. However, in case any Mutual Fund does not participate in the polling process, detailed reason for the same shall be recorded at the time and subsequently made available during SEBI inspections. In this respect, since a Mutual Fund may have investments in similar securities, a security not forming part of investment universe may not be considered as an adequate reason for not participating in the polling process.
2. Polling will be carried out on a daily basis by the valuation agencies, in terms of points 9-11 below.
3. Each valuation agency needs to take polls from at least 5 unique Mutual Funds on a daily basis. Hence, between the two valuation agencies 10 unique Mutual Funds to be polled. They may cover more Mutual Funds, over and above this. For benchmark securities a poll constituting at least 5 responses will be considered as valid. In case of non-benchmark securities a poll constituting at least 3 responses will be considered as valid. The responses received by each valuation agency will be shared with the other agency also.
4. Median of polls shall be taken for usage in valuation process.
5. The valuation agencies will also need to cover as many non- Mutual Fund participants as possible, over and above the Mutual Funds, to improve on the polling output quality.
6. Endeavour would be made to have adequate representation of both holders and non-holders of the same bond/same issuer for non-benchmark securities in the poll process. Where this is not possible, valuation agencies may seek polls from holders of bonds with a similar structure.
7. In the case of issuers with multiple notch rating upgrades / downgrades over short periods of time, valuation agencies shall:
  - a. Conduct polls with a larger universe of pollers.
  - b. Increase the frequency of polling
8. Suo moto feedback on valuations should be entertained only through formal mails from persons designated by AMC for said purpose, and the same shall be validated through repolling. Any such feedback shall be duly recorded by the valuation agencies, including the reason for the challenge, results of repolling and subsequent changes in valuation on repolling, if any. Such records shall be preserved by the valuation agencies, for verification.

9. Polling will be done for two sets of securities, Benchmark & Others.

10. Benchmark will be defined for the following categories across tenors.

- a) Treasury Bills
- b) Central Government Securities
- c) State Government Securities
- d) AAA PSU / PFI / PSU Banks
- e) AAA Private
- f) NBFC
- g) HFC
- h) Any other as required for improving fair valuations.

11. Polling shall be conducted in the following two scenarios:

- a) Validation of traded levels if they are outlier trades.
- b) Non traded Securities (in exceptional circumstances as defined in the waterfall mechanism for valuation of money market and debt securities).

12. Best efforts should be made by poll submitters to provide fair valuation of a security.

13. The polling process will be revalidated by external audit of the valuation agencies with at least an annual frequency

14. AM Cs shall have a written policy, approved by the Board of AMC and Trustees, on governance of the polling process. The aforesaid policy shall include measures for mitigation of potential conflicts of interest in the polling process and shall identify senior officials, with requisite knowledge and expertise, who shall be responsible for polling. Further, the policy should outline the following aspects:

- a. the process of participating in a polling exercise.
- b. identify the roles and responsibilities of persons participating in the polling.
- c. include policies and procedures for arriving at the poll submission
- d. cover the role of the Board of AMC and Trustees, and the periodic reporting that needs to be submitted to them.
- e. All polling should be preferably over email. In case for any reason, the polling is done by way of a telephonic call then such a call should be over recorded lines, followed subsequently by an email.
- f. AMCs should have adequate business continuity arrangements for polling, with the necessary infrastructure/ skill to ensure that consistent delivery of poll submissions is made without material interruption due to any failure, human or technical.

15. All polling done will have to be documented and preserved in format approved by the Board of AMC, for a period of eight years, along-with details of the basis of polling (such as market transactions, market quotes, expert judgement etc.).

16. AMCs shall ensure that participation in the polling process is not mis-used to inappropriately influence the valuation of securities. The officials of the AMC who are responsible for polling in terms of point no. 14 above, shall also be personally liable for any misuse of the polling process.

17. AMCs shall maintain an audit trail for all polls submitted to valuation agencies

### **Accounting Policies & Standards**

In accordance with the Regulations, the AMC will follow the accounting policies and standards, as detailed below:

- a. The AMC, shall keep and maintain proper books of account, records and documents for each Scheme, so as to explain its transactions and to disclose at any point of time the financial position of each Scheme and, in particular, give a true and fair view of the state of affairs of the Fund.
- b. For the purposes of the financial statements, the Mutual Fund shall mark all investments to market and carry investments in the balance sheet at market value. However, since the unrealized gain arising out of appreciation on investments cannot be distributed, provision shall be made for exclusion of this item when arriving at distributable income.
- c. Dividend income earned by a Scheme shall be recognised, not on the date the dividend is declared, but on the date the share is quoted on an ex-dividend basis. For investments which are not quoted on the stock exchange, dividend income shall be recognised on the date of declaration.
- d. In respect of all interest-bearing investments, income shall be accrued on a day-to-day basis as it is earned. Therefore, when such investments are purchased, interest paid for the period from the last interest due date up to the date of purchase shall not be treated as a cost of purchase but shall be debited to Interest Recoverable Account. Similarly, interest received at the time of sale for the period from the last interest due date up to the date of sale shall not be treated as an addition to sale value but shall be credited to Interest Recoverable Account.
- e. In determining the holding cost of investments and the gain or loss on sale of investments, the "average cost" method shall be followed for each security.
- f. Transactions for purchase or sale of investments shall be recognised as of the trade date and not as of the settlement date, so that the effect of all investments traded during a financial year are recorded and reflected in the financial statements for that year. Where investment transactions take place outside the stock market, for example, acquisitions through private placement or purchases or sales through private treaty, the transaction would be recorded, in the event of a purchase, as of the date on which the Scheme obtains an enforceable obligation to pay the price or, in the event of a sale, when the Scheme obtains an enforceable right to collect the proceeds of sale or an enforceable obligation to deliver the instruments sold.
- g. Bonus shares to which the Scheme becomes entitled shall be recognised only when the original shares on which the bonus entitlement accrues are traded on the stock exchange on an ex-bonus basis. Similarly, rights entitlements shall be recognised only when the original shares on which the right entitlement accrues are traded on the stock exchange on an ex-rights basis.

- h. Where income receivable on investments has been accrued and has not been received for a period specified in the guidelines issued by SEBI, provision shall be made by debiting to the revenue account the income so accrued in the manner specified by guidelines issued by SEBI
- i. When in the case of an Open-ended Scheme units are sold, the difference between the sale price and the face value of the unit, if positive, shall be credited to reserves and if negative shall be debited to reserves, the face value being credited to Capital Account. Similarly, when units are repurchased, the difference between the purchase price and face value of the unit, if positive, shall be debited to reserves and, if negative, shall be credited to reserves, the face value being debited to the Capital Account.
- j. In the case of an Open-ended Scheme, when units are sold an appropriate part of the sale proceeds shall be credited to an Equalisation Account and when units are repurchased an appropriate amount would be debited to Equalisation Account. The net balance on this account shall be credited or debited to the Revenue Account. The balance on the Equalisation Account debited or credited to the Revenue Account shall not decrease or increase the net income of the Fund but is only an adjustment to the distributable surplus. It shall, therefore, be reflected in the Revenue Account only after the net income of the Fund is determined.
- k. The cost of investments acquired or purchased shall include brokerage, stamp charges and any charge customarily included in the broker's bought note. In respect of privately placed debt instruments any front-end discount offered shall be reduced from the cost of the investment.
- l. Underwriting commission shall be recognised as revenue only when there is no devolvement on the Scheme. Where there is devolvement on the Scheme, the full underwriting commission received and not merely the portion applicable to the devolvement shall be reduced from the cost of the investment.
- m. The accounting policies and standards outlined above are as per the existing Regulations and are subject to change as per changes in the Regulations.

**A. Procedure and Recording of Investment Decisions:**

All investment decisions, relating to the schemes, shall be undertaken by the AMC in accordance with the Regulations and the investment objectives of the respective Scheme(s). The Fund may additionally observe such internal guidelines as may be prescribed by the Boards of the AMC / Trustee Company or any internal committee.

All investment decisions shall be recorded in terms of SEBI Circular No. MFD / CIR / 6 / 73 / 2000 dated July 27, 2000 as amended from time to time. The Board of Directors of the AMC has appointed an Investment Committee of the AMC. The primary function of the Investment Committee shall, inter-alia, be to formulate and review the investment policy for the various schemes of the Mutual Fund and to review the portfolio and performance of the Schemes periodically.

The performance of each scheme shall be monitored by the Boards of AMC and Trustee Company on a periodic basis vis-a-vis the respective benchmark index as mentioned in the respective SIDs.

The Chief Executive Officer of the AMC shall inter-alia ensure that the investments made by the fund managers are in the interest of the Unit holders. The Fund Manager shall ensure that the funds of the Scheme(s) are invested in line with the investment objective of the Scheme(s) and in the interest of the Unit holders.

## SECTION VIII - TAX & LEGAL & GENERAL INFORMATION

The following outline of tax implications is provided for general information purposes only, based on the law prevailing as at the date of this document and also incorporating the amendments made by the Finance Act, 2023. These implications should be considered in light of the specific facts of each individual case. Furthermore, in the event of periodic amendments to the relevant legislation, the nature and / or quantum of these benefits / implications are subject to change.

Accordingly, it is recommended that each unit holder should appropriately consult its tax consultant with respect to the specific tax implications arising out of their participation in the scheme.

### **I. To the Mutual Fund:**

#### ***Income in the hands of the Mutual Fund***

The entire income of a Mutual Fund registered under the Securities and Exchange Board of India Act, 1992 ('SEBI') or any regulations made thereunder is exempt from income tax in accordance with the provisions of section 10(23D) of the Income-tax Act, 1961 ('the Act').

#### **Income from securitisation trust**

Mutual Funds may invest in the units of securitisation trusts. The key features of the taxation regime for securitisation trusts are as under:

- Tax pass-through status is accorded to trusts set-up by asset reconstruction companies (ARCs) and securitisation trusts
- Exemption in respect of income of investor from securitisation trust should not be available, and hence the same should be taxable in the hands of the investors. However, the income received by a mutual fund from a securitisation trust should still continue to remain exempt, as section 10(23D) of the Act provides exemption to the entire income earned by a mutual fund.
- Tax should be deducted at source by the securitisation trust at the rate of 25% in case the payments are made to resident individuals/ HUFs and at the rate of 30% in case payments are made to other resident assesseees. However, income received by a mutual fund should not be liable to deduction of tax at source in accordance with the provisions of section 196(iv) of the Act. Even otherwise, no tax should be deducted at source by a securitisation trust while making payments to a mutual fund, as any income received by a mutual fund is entirely exempt from tax under section 10(23D) of the Act.

Income received by a Mutual Fund is not liable for the deduction of income tax at source as per the provisions of section 196(iv) of the Act. Where the Mutual Fund receives any income from investments made in overseas jurisdictions, this income may be subject to withholding in the relevant jurisdiction. As the income of the Mutual Fund is exempt from tax in India, credits/ refunds in relation to these foreign taxes may not be available in India.

### ***Distribution of income by the Mutual Fund to the unit holders***

Since the Finance Act 2020 has abolished Dividend Distribution Tax, at the time of distribution of dividends, the mutual fund shall not be liable to any tax implication.

### ***Withholding tax liability of the Mutual Fund***

However, as per newly inserted section 194K of the IT Act, in case of a mutual fund distributing any income (other than in the nature of capital gains) to a resident person, and the aggregate amount credited or paid during the year exceeds Rs. 5,000, then the Fund shall be liable to deduct tax @ 10%

## **II. To the unit holders:**

### ***Deduction from total income***

Under section 80C of the Act, an assessee, being an individual or HUF, is eligible to claim a deduction up to an aggregate of INR 1.5 lakhs on account of sums paid as subscription to units of an Equity Linked Savings Scheme ('ELSS'). Individuals/ HUF opting for the optional tax regime under section 115BAC of the Act are not eligible for Chapter VI-A deductions, the investment in ELSS Funds cannot be claimed as deduction from the total income.

ELSS refers to a scheme formulated under Equity Linked Savings Scheme, 2005, as notified by the Central Board of Direct Taxes ('CBDT'), Ministry of Finance *vide* notification dated 3 November 2005 as amended *vide* notification dated 13 December, 2005.

### ***Securities Transaction Tax***

Under chapter VII of the Finance (No. 2) Act, 2004, the unit holder is liable to pay Securities Transaction Tax ('STT') on any 'taxable securities transaction' at the applicable rate. Taxable securities transactions include the purchase or sale of units of an equity oriented fund, entered into on the stock exchange or the sale of units of an equity oriented fund to the Mutual Fund.

The purchaser of the units of an equity oriented fund is not liable to pay STT where the purchase is entered into on a recognised stock exchange and the contract for the purchase of such units is settled by the actual delivery or transfer of such units. The seller of the units of an equity oriented fund is liable to pay STT at 0.001% where the sale is entered into on a recognised stock exchange and the contract for sale of such units is settled by the actual delivery or transfer of such units.

At the time of the sale of units of an equity oriented fund to the Mutual Fund (for the purpose of redemption), the seller is required to pay STT @ 0.001%.

STT is not applicable on purchase/ sale/ redemption of units other than equity oriented units.

STT is not deductible for the computation of capital gains. However, if it is held that gains on the sale of securities are in the nature of business profits, then for the purpose of computing the business income, an

amount equivalent to the STT paid on the transaction value will be allowed as a deduction from the gains earned, under section 36 of the Act.

### ***Incomes from units***

In case of an individual / HUF unit holder, the income shall be considered to be Income Distribution cum Capital Withdrawal income, taxable at applicable slab rates, maximum being 30% (plus surcharge and cess as applicable).

However, in case of a corporate investor, the applicable tax rate shall be 30% (if turnover for FY 2021-22 is more than Rs. 400 crores) / 25% (if turnover for FY 2020-21 is not more than Rs. 400 crores) / 22% (if under new regime). In addition to the income-tax, surcharge and cess, as applicable, should be payable by the investor.

### ***Income on transfer / redemption of units***

Income arising on transfer / redemption of units, as well as from switching between schemes will be chargeable to tax under the Act. The characterisation of income from investments in securities as 'business income' or 'capital gains' should be examined on a case-by-case basis.

However, the CBDT has issued a circular<sup>1</sup> which states the following:

- Where the assessee opts to treat the listed shares/ securities as stock-in-trade, the income arising from the transfer of such listed shares/ securities would be treated as business income.
- If the assessee desires to treat the gains arising from transfer of listed shares/ securities held for a period of more than 12 months as capital gains, the same shall not be put to dispute by the Assessing Officer.

The aforementioned circular shall not apply in a case where the genuineness of the transaction itself is questionable.

Further, the CBDT, on 2 May 2016, has issued an instruction to the tax department on determining the tax treatment of income arising from transfer of unlisted shares providing that income from transfer of unlisted shares (for which no formal market exists for trading) would be treated as 'Capital Gain' irrespective of period of holding. However, the CBDT has carved out the following three exceptions for the Tax department to take an appropriate view, if:

1. The genuineness of transactions in unlisted shares itself is questionable; or
2. The transfer of unlisted shares is related to an issue pertaining to lifting of corporate veil; or
3. The transfer of unlisted shares is made along with the control and management of underlying business.

As per section 2(14) of the Act, any investment in securities made by Foreign Institutional Investors<sup>2</sup>('FIIs') in accordance with the regulations made under the Securities and Exchange Board of India would be

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1 Circular no. 6/ 2016 dated February 29, 2016

2 As per Notification No. 9/2014 dated 22 January 2014, the Central Government has specified Foreign Portfolio Investors registered under the Securities and Exchange Board of India (Foreign Portfolio Investors) Regulations, 2014, as 'Foreign Institutional Investor' for the purposes of clause (a) of the Explanation to section 115AD of the Act.

treated as a capital asset. Consequently, any income arising from transfer of securities by FIs are to be treated in the nature of capital gains.

○ **Business Income**

Where the units of the Mutual Fund are held as stock-in-trade, then any income arising from the transfer / redemption of units would be taxed under the head of “Profits and gains of business or profession” under section 28 of the Act. The gain / loss is to be computed under the head of “Profits and gains of business or profession” after allowing for normal business expenses (inclusive of the expenses incurred on the transfer).

Business income is chargeable to tax at the following rates:

| Assessee  | % of Income Tax                   |
|---|-----------------------------------|
| Individuals, HUFs, Association of Persons   | Applicable Slab Rate <sup>4</sup> |
| Domestic company falling in the new regime*   | 22%                               |
| Domestic company falling in the old regime:   |                                   |
| - Domestic company having turnover/ gross receipt not exceeding INR 400 crore in financial year 2021-22 | 25%                               |
| - Domestic Company (having turnover/ gross receipt exceeding INR 400 crore in financial year 2021-22)   | 30%                               |
| Foreign Companies   | 40%                               |
| Partnership Firms, including Limited Liability Partnerships (‘LLPs’)                                    | 30%                               |

\* The tax rates for domestic companies exercising the option under section 115BAB of the IT Act shall be 15%, subject to fulfilment of the prescribed conditions.

Unless specifically stated, the income-tax rates specified above and elsewhere in this document are exclusive of the applicable surcharge and health and education cess. The rates of surcharge applicable for assessment year 2024-25 are given below:

| Type of Investor | Surcharge* rate as a % of income-tax |
|------------------|--------------------------------------|
|------------------|--------------------------------------|

|   | If income is less than INR 50 lakhs | If income exceeds INR 50 lakhs but less than INR 1 crore | If income exceeds INR 1 crore but less than INR 2 crores | If income exceeds INR 2 crores but less than INR 5 crores | If income exceeds INR 5 crores but less than INR 10 crores | If income exceeds INR 10 crores |
|---|-------------------------------------|--|--|---|--|---------------------------------|
| Individual, HUF, AOP (Resident & foreign) | Nil                                 | 10%  | 15%  | 25%**   | 37%**  | 37%**                           |
| Partnership firm (Domestic & foreign)     | Nil                                 | Nil  | 12%  | 12%   | 12%  | 12%                             |
| Domestic Company***                       | Nil                                 | Nil  | 7%   | 7%  | 7%   | 12%                             |
| Foreign Company                           | Nil                                 | Nil  | 2%   | 2%  | 2%   | 5%                              |

\* Additionally, health and education cess is leviable @ 4% on the income tax and surcharge as computed above.

\*\* in case of transfer of equity oriented mutual funds by an individual / HUF / AOP, the maximum surcharge rate is restricted to 15%. Further, for assessee chargeable to tax under section 115BAC(1A) of the IT Act, surcharge cannot exceed 25%.

\*\*\* in cases, the domestic company is under new regimes may be subjected to surcharge @ 10%

<sup>4</sup> The Central Government has provided for a rebate on tax on total income of upto INR 5,00,000 for individual assessee.

- In the case of a resident individual of the age of 60 years or more but less than 80 years, the basic exemption limit is INR 3,00,000.

In the case of a resident individual of the age of 80 years or more, the basic exemption limit is INR 5,00,000

### o Capital Gains

The mode of computation of capital gains would be as follows:

|                                    |       |
|------------------------------------|-------|
| Sale Consideration                 | xxx   |
| Less: Cost of Acquisition (Note 1) | (xxx) |
| Expenses on Transfer (Note 2)      | (xxx) |

**Capital Gains** xxx

Note 1: In case of the computation of long term capital gains, the option of indexation of cost is available. (except in cases specifically mentioned below).

Note 2: This would include only expenses relating to transfer of units.

- **Long term capital gains**

**In the case of equity oriented fund, including ELSS**

Capital gains arising on transfer or redemption of equity oriented units shall be regarded as long-term capital gains if such units are held for a period of more than 12 months, immediately preceding the date of transfer.

In case of ELSS, the units are subject to a lock-in of 3 years. Accordingly, any sale of units after such lock-in will qualify as long-term capital gains.

With effect from 1 April 2018, long term capital gains above Rs. 1 lakh on transfer of units of equity oriented fund shall be taxable at 10% (plus surcharge and health and education cess) where such transfer is subject to STT.

Benefit of the computation of gains in foreign currency and cost inflation index shall not be available on such gains and the cost of acquisition of units of equity oriented mutual fund shall be higher of:

- Actual cost of acquisition; and
- Lower of:
  - Fair market value as on 31 January 2018; and
  - Value of consideration received upon transfer

For this purpose, "fair market value" shall mean:

- (i) in a case where the capital asset is listed on any recognised stock exchange as on the 31 January, 2018, the highest price of the capital asset quoted on such exchange on the said date.

**Provided** that where there is no trading in such asset on such exchange on the 31 January 2018, the highest price of such asset on such exchange on a date immediately preceding the 31st day of January, 2018 when such asset was traded on such exchange shall be the fair market value;

- (ii) in a case where the capital asset is a unit which is not listed on a recognised stock exchange as on the 31 January, 2018, the net asset value of such unit as on the said date.

Further, for this purpose the term "equity oriented fund" shall be as defined in Part I of this document.

**In the case of specified mutual funds**

Specified Mutual Funds means a Mutual Fund (acquired on or after the 1st day of April, 2023) by whatever name called, where not more than 35% of its total proceeds is invested in equity shares of a domestic companies.

Capital gains arising on transfer or redemption of units of specified mutual funds should be regarded as short-term capital gains, irrespective of period of holding

**In the case of mutual funds other than equity oriented fund and specified mutual funds, including a money market mutual fund or a liquid fund**

Capital gains arising on transfer or redemption of units of mutual funds other than equity oriented funds or specified mutual funds should be regarded as long-term capital gains if such units are held for a period of more than 36 months, immediately preceding the date of transfer.

As per section 112 of the Act, tax on long-term capital gains arising from the transfer of such units shall be taxable at the rate of 20% plus applicable surcharge and health and education cess @ 4% on the amount of tax and surcharge, after substituting the indexed cost of acquisition for the cost of acquisition.

Furthermore, long-term capital gains in the case of non-residents would be taxable @ 10% on the transfer of capital assets, being unlisted securities, computed without giving effect to the first and second proviso of section 48 i.e. without taking benefit of foreign currency fluctuation and indexation benefit.

The benefit of indexation will also not be available to specified offshore fund which is taxable @ 10% plus the applicable surcharge and health and education cess @ 4% on the total amount of tax and surcharge in terms of section 115AB; of the Act and to FIIs<sup>5</sup> who are taxed under section 115AD of the Act @ 10% plus applicable surcharge and health and education cess @ 4% on the total amount of tax and surcharge.

In cases where the taxable income, reduced by long term capital gains of a resident individual or HUF is below the taxable limit, the long term capital gain will be reduced to the extent of this shortfall and only the balance of the long term capital gain is chargeable to income tax.

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5 As per Notification No. 9/2014 dated 22 January 2014, the Central Government has specified Foreign Portfolio Investors registered under the Securities and Exchange Board of India (Foreign Portfolio Investors) Regulations, 2014, as 'Foreign Institutional Investor' for the purposes of clause (a) of the Explanation to section 115AD of the Act.

The following deductions are available on long term capital gains arising on the transfer of Mutual Fund units, if the sale proceeds are invested in eligible avenues:

| <b>Key consideration</b>                              | <b>Section 54F*</b>   |
|---|---|
| Eligible persons                                      | Individuals and HUFs  |
| Asset to be purchased to claim exemption              | One residential house in India  |
| Time limit for purchase from date of sale of MF units | Purchase: 1 year backward / 2 years forward or<br>Construction: 3 years forward   |
| Amount Exempted                                       | Capital gains proportionate to the investment made from the sale proceeds (subject to other conditions of owning / purchasing the residential house mentioned in the section) |
| Lock-in period  | 3 years   |

*\*other conditions mentioned in the respective section to be complied with.*

- **Short term capital gains**

**In the case of an equity oriented fund**

- Short term capital gains arising from the transfer of units of an ‘equity oriented fund’ (as defined under section 115T of the Act), being subject to STT would be charged to tax under section 111A of the Act @ 15% (plus the applicable surcharge and health and education cess). The Mutual Fund would recover the STT from the unit holder at the applicable rate when the units are re-purchased by the Mutual Fund/ redeemed by the investor.
- In cases where the taxable income as reduced by short term capital gains of a resident individual and Hindu Undivided Family is below the taxable limit, the short term capital gain will be reduced to the extent of such shortfall and only the balance short term capital gain will be chargeable to income-tax.

**In the case of mutual fund (other than equity oriented fund), including a specified mutual fund, money market mutual fund or a liquid fund**

Short term capital gains arising from the transfer of units of funds other than equity oriented scheme would be chargeable to tax as follow:

Short term capital gains are taxed at the normal rates applicable to each unit holder. In case where the taxable income as reduced by short term capital gains of a resident individual or HUF is below the taxable

limit, the short term capital gain will be reduced to the extent of this shortfall and only the balance short term capital gain is chargeable to income tax.

- **Capital losses**

Losses under the head capital gains cannot be set off against income under any other head. Furthermore, within the head capital gains, losses arising from the transfer of long term capital assets cannot be adjusted against gains arising from the transfer of a short term capital asset. However, losses arising from the transfer of short term capital assets can be adjusted against gains arising from the transfer of either a long term or a short term capital asset.

Unabsorbed long term capital losses can be carried forward and set off against the long term capital gains arising in any of the subsequent eight assessment years. Unabsorbed short term capital losses can be carried forward and set off against the income under the head capital gains in any of the subsequent eight assessment years.

- **Consolidation / Merger of schemes**

In case of consolidation of mutual fund schemes, the investors generally receive units in the consolidated scheme in consideration of units held in the consolidating scheme. The following provisions are applicable in case of consolidation of mutual fund schemes.

- As per section 47(xviii) of the Act, any transfer of units held by the investor in the consolidating scheme of the mutual fund in consideration of allotment of units in the consolidated scheme, shall not to be regarded as a taxable transfer, provided that the consolidation is of two or more schemes of an equity oriented fund or two or more schemes of a fund other than equity oriented fund.
- Further, as per section 49(2AD) of the Act, the cost of acquisition of units in the consolidated scheme shall be deemed to be the cost of acquisition of the units in the consolidating scheme. Also, as per section 2(42A) of the Act, the period of holding of the units in the consolidated scheme shall include the period of holding of the units in the consolidating scheme.
- 'Consolidating scheme' has been defined under section 47(xviii) of the Act as the scheme of a Mutual Fund which merges under the process of consolidation of the schemes of mutual fund in accordance with the SEBI (Mutual Funds) Regulations, 1996. 'Consolidated scheme' has been defined as the scheme with which the consolidating scheme merges or which is formed as a result of such merger.

- **Consolidation of plans within a scheme of a mutual fund**

- In case of consolidation of mutual fund plans within a scheme, the investors generally receive units in the consolidated plan in consideration of units held in the consolidating plan. As per section 47(xix) of the Act, any transfer of units (held by the investor as a capital asset) on account of a consolidation of a plan with other plans of the same scheme shall not be regarded as a taxable transfer.
- Further as per section 49(2AF) of the Act, the cost of acquisition of units in a consolidated plan shall be deemed to be the cost of acquisition of units in the consolidating plan. Also, as per section 2(42A) of the Act, the period of holding of the units in the consolidated plan shall include the period of holding of the units in the consolidating plan.

- “Consolidating plan” has been defined under section 47(xix) of the Act as the plan within a scheme of a mutual fund which merges under the process of consolidation of the plans within a scheme of mutual fund in accordance with the Securities and Exchange Board of India (Mutual Funds) Regulations, 1996. “Consolidated plan” has been defined as the plan with which the consolidating plan merges or which is formed as a result of such merger.

### ***Minimum Alternate Tax***

In case of a domestic company falling in the old regime, the income tax payable on the total income as computed under the Act is less than the tax computed at 15% of its book profits, then such book profits shall be deemed to be the total income of the company and the tax payable should be at the rate of 15% (plus applicable surcharge and health & education cess) on such book profits.

Where MAT has been paid, credit is available in subsequent financial years for the MAT paid in excess of income-tax payable in a financial year. This credit should be eligible to be carried forward for 15 years and set-off against future income-tax payable to the extent normal income-tax payable exceeds MAT in that financial year.

The income on the transfer of Mutual Fund units by a company would be taken into account in computing the book profits and Minimum Alternate Tax, if any, under section 115JB of the Act.

### ***Alternate Minimum Tax***

In case of a non corporate investor, the income tax payable on the total income as computed under the Act is less than the tax computed at 18.5% of its book profits, then such book profits shall be deemed to be the total income of the assessee and the tax payable should be at the rate of 18.5% (plus applicable surcharge and health & education cess) on such book profits.

Where AMT has been paid, credit is available in subsequent financial years for the AMT paid in excess of income-tax payable in a financial year. This credit should be eligible to be carried forward for 15 years and set-off against future income-tax payable to the extent normal income-tax payable exceeds AMT in that financial year.

The taxable income on transfer of Mutual Fund units would be taken into account in computing the Adjusted Total Income and Alternate Minimum Tax, if any, under section 115JC<sup>7</sup> of the Act.

### ***Tax deduction at source on capital gains***

- **Resident unit holders**

No income tax is required to be deducted at source from capital gains arising on transfer of units by resident unit holders.

- **Non-Resident unit holders (other than Foreign Institutional Investors /Foreign Portfolio Investors)**

#### **In the case of other than equity oriented fund**

##### **A) Non-Resident Individual unit holders**

Tax is required to be deducted at source under section 195 of the Act, on payment to a non-resident of any sum chargeable under the provisions of the Act, at the following rates:

- On income by way of long-term capital gains on transfer of units of other than equity oriented fund taxable at the rate of @ 20% (with indexation) (plus applicable surcharge and health and education cess)
- On income by way of long-term capital gains on unlisted securities (without giving effect to first & second proviso to section 48) @ 10% (plus applicable surcharge and health and education cess)
- On income by way of short term capital gains @ 30% (plus applicable surcharge and health and education cess)

A non-resident, eligible to claim treaty benefits, would be governed by the provisions of the Act to the extent that they are more beneficial. Accordingly, tax should be withheld as per the provisions of the Act or the provisions of the relevant Double Taxation Avoidance Agreement ('DTAA'), whichever is more beneficial to the assessee. However, the Unit holder will be required to provide appropriate documents to the Fund in order to be entitled to a beneficial rate under such DTAA.

As per section 90(4) of the Act, a non-resident shall not be entitled to claim treaty benefits, unless the non-resident obtains a Tax Residency Certificate ('TRC') of being a resident of his home country. Furthermore, as per section 90(5) of the Act, non-resident is also required to provide such other documents and information, in Form 10F.

#### **B) Offshore fund unit holders**

Under section 196B of the Act, tax shall be deducted at source from long term capital gains @ 10% plus applicable surcharge and health and education cess @ 4% on the amount of tax and surcharge.

Tax is required to be deducted at source under section 195 of the Act, on payment to a non-resident of any sum chargeable under the provisions of the Act, at the applicable rates. A non-resident, eligible to claim treaty benefits, would be governed by the provisions of the Act to the extent that they are more beneficial. Accordingly, tax should be withheld as per the provisions of the Act or the provisions in the DTAA whichever is more beneficial to the assessee, subject to certain conditions. However, the unit holder will be required to provide appropriate documents to the Fund, in order to be entitled to a beneficial rate under the relevant DTAA. As per section 90(4) of the Act, a non-resident shall not be entitled to claim treaty benefits, unless the non-resident obtains a TRC) of being a resident of his home country. Furthermore, as per section 90(5) of the Act, a non-resident is also required to provide such other documents and information, in Form 10F.

- **In the case of an equity oriented fund for non-resident unit holders (including offshore fund unit holders)**

#### **A) Non-Resident Individual unit holders**

Income-tax is required to be deducted at source from the capital gains under section 195 of the Act at the applicable rates.

Under the Act, the following rates have been prescribed for deduction of tax at source from capital gains:

- On income by the way of long term capital gains, in excess of Rs. 1 lakh , on transfer of units subject to STT taxable (without giving effect to first & second proviso to section 48) at the rate of 10% (plus applicable surcharge and health and education cess )
- On income by way of short-term capital gains arising from transfer of units subject to STT taxable under section 111A @ 15% (plus applicable surcharge and health and education cess).

A non-resident, eligible to claim treaty benefits, would be governed by the provisions of the Act to the extent that they are more beneficial. Accordingly, tax should be withheld as per the provisions of the Act or the provisions in the Double Tax Avoidance Agreement (“DTAA”), whichever is more beneficial to the assessee. However, the unit holder will be required to provide appropriate documents to the mutual fund, to be entitled to a beneficial rate under such DTAA.

As per section 90(4) of the Act, a non-resident shall not be entitled to claim treaty benefits, unless the non-resident obtains a Tax Residency Certificate (“TRC”) of being a resident of his home country. Furthermore, as per section 90(5) of the Act, a non-resident is also required to furnish duly complied form 10F alongwith other supporting documents , if called for by the income-tax authorities.

## **B) Offshore Fund unit holders**

Under Section 196B of the Act, tax shall be deducted at source from the long term capital gains @ 10% plus applicable surcharge and health and education cess @ 4% on the amount of tax and surcharge.

Income-tax is required to be deducted at source from the capital gains under section 195 of the Act at the applicable rates. A non-resident, eligible to claim treaty benefits, would be governed by the provisions of the Act to the extent that they are more beneficial. Accordingly, tax should be withheld as per the provisions of the Act or the provisions in the DTAA, whichever is more beneficial to the assessee. However, such a non-resident unit holder will be required to provide appropriate documents to the mutual fund, to be entitled to a beneficial rate under such DTAA.

As per section 90(4) of the Act, a non-resident shall not be entitled to claim treaty benefits, unless the non-resident obtains a TRC) of being a resident of his home country. Furthermore, as per section 90(5) of the Act, a non-resident is also required to furnish duly complied form 10F along with other supporting documents, if called for by the income-tax authorities.

- **Foreign Institutional Investors /Foreign Portfolio Investors**

As per the provisions of section 196D of the Act, no deduction of tax shall be made from any income from capital gains arising from the transfer of securities referred to in section 115AD, payable to FIIs<sup>8</sup>.

As per Notification No. 9/2014 dated 22 January 2014, the Central Government has specified Foreign Portfolio Investors registered under the Securities and Exchange Board of India (Foreign Portfolio Investors) Regulations, 2014, as ‘Foreign Institutional Investor’ for the purposes of clause (a) of the Explanation to section 115AD of the Act

### **Failure to provide Permanent Account Number ('PAN')**

Section 206AA of the Act states that the deductee is required to furnish his PAN to the deductor failing which the deductor shall deduct tax at source at the higher of the following rates:

1. The rate prescribed in the Act;
2. The rate in force i.e., the rate mentioned in the relevant Finance Act; or
3. The rate of 20%.

However, as per notification no. 53/2016, in the case of a non-resident, not being a company, or a foreign company and not having PAN, the aforementioned provisions of section 206AA of the Act shall not be applicable on payments for transfer of capital asset, if the following documents are provided by the deductee to the deductor:

- Name, e-mail address, contact number and address;
- A certificate of the deductees being resident in their respective countries from the Governments of those countries if the law of that country provides for issuance of such certificate; and
- Tax Identification Number or a unique number on the basis of which the deductees could be identified by their Governments as a resident of those countries.

### **FILING OF INCOME TAX RETURN BY THE UNIT HOLDER**

A new section has been inserted in the Act by Finance Act 2021, effective from July 1, 2021, namely, Section 206AB. As per the said section, withholding tax rate will be higher of the following: i. at twice the rate specified in the relevant provision of the Act; or ii. at twice the rate or rates in force; or iii. at the rate of five per cent. The said section will apply only in case of those resident and non-resident unitholders (except for a nonresident unitholder who does not have a PE in India) who have not filed their returns of income for one relevant previous years immediately preceding the previous year in which the tax has to be deducted, for which the time limit of filing return of income under section 139(1) has expired and the aggregate of tax deducted at source and tax collected at source in such unitholder's case is rupees fifty thousand or more in each of the aforesaid two previous years. Further, if PAN is not furnished by the abovementioned unitholder, then tax will be deducted at higher of the rates prescribed in section 206AB and in section 206AA.

### **Dividend stripping**

As per section 94(7) of the Act, loss arising on sale of units which are bought within 3 months of the record date and sold within 9 months after the record date, shall be ignored for the purpose of computing income chargeable to tax to the extent of exempted income received or receivable on such units.

However, since the Income Distribution cum Capital Withdrawal income is not exempt from tax under the Act, provisions of section 94(7) are now academic.

### **Bonus stripping**

As per section 94(8) of the Act, units purchased within a period of 3 months prior to record date of entitlement of bonus and sold within a period of 9 months after such date, the loss arising on the transfer of original units shall be ignored for the purpose of computing the income chargeable to tax.

The amount of loss ignored shall be deemed to be the cost of purchase / acquisition of the bonus units.

### **III. Religious and Charitable Trust**

Investments in units of the Mutual Fund will rank as an eligible form of investment under section 11(5) of the Act read with Rule 17C of the Income-tax Rules, 1962 for Religious and Charitable Trusts.

### **IV. New pension scheme**

Any income, including gains from redemption of Mutual Fund units, received by any person for, or on behalf of, the New Pension System Trust (as established under the provisions of Indian Trust Act, 1882, on 27 February, 2008), is exempt in the hands of such person under section 10(44) of the Act.

STT is not leviable in respect of taxable securities transactions entered into by any person for, or on behalf of, the New Pension System Trust referred to in section 10(44) of the Act.

### **VI. Gift-tax**

Gift of Mutual Fund units would be subject to income tax in the hands of the donee. As per section 56(2)(x), receipts of securities, the fair market value of which exceeds fifty thousand rupees, without consideration or without adequate consideration is taxable as income in the recipients.

**However, the above provision of section 56(2)(x) shall not apply to any units/shares received by the donee:**

- (a) From any relative; or
- (b) On the occasion of the marriage of the individual; or
- (c) Under a will or by way of inheritance; or
- (d) In contemplation of death of the payer or donor, as the case may be; or
- (e) From any local authority as defined in the Explanation to clause (20) of section 10 of the Act; or
- (f) From any fund or foundation or university or other educational institution or hospital or other medical institution or any trust or institution referred to in clause (23C) of section 10 of the Act; or
- (g) From any trust or institution registered under section 12AA of the Act.
- (h) By any fund or trust or institution or any university or other educational institution or any hospital or other medical institution referred to in sub-clause (iv) or sub-clause (v) or sub-clause (vi) or sub-clause (via) of clause (23C) of section 10; or
- (i) By way of transaction not regarded as transfer under clause (i) or clause (iv) or clause (v) or clause (vi) or clause (via) or clause (viaa) or clause (vib) or clause (vic) or clause (vica) or clause (vicb) or clause (vid) or clause (vii) or clause (viiac) or clause (viiad) of section 47; or
- (j) From an individual by a trust created or established solely for the benefit of relative of the individual.

The term 'relative' shall mean:

A] In the case of an Individual -

- (i) The spouse of the individual
- (ii) The brother or sister of the individual

- (iii) The brother or sister of the spouse of the individual
- (iv) The brother or sister of either of the parents of the individual
- (v) Any lineal ascendant or descendant of the individual
- (vi) Any lineal ascendant or descendant of the spouse of the individual
- (vii) The spouse of the person referred to in clauses (ii) to (vi), and

B] In case of a HUF, any member thereof.

### ***VII General Anti-Avoidance Rule ('GAAR')***

Under the Act, GAAR may be invoked by the Indian income-tax authorities in case arrangements are found as impermissible avoidance arrangements. A transaction can be declared as an impermissible avoidance arrangement, if the main purpose of the arrangement is to obtain a tax benefit and which satisfies one of the four below mentioned tainted elements:

- The arrangement creates rights or obligations which are ordinarily not created between parties dealing at arm's length;
- It results in direct / indirect misuse or abuse of the Act;
- It lacks commercial substance or is deemed to lack commercial substance in whole or in part; or
- It is entered into or carried out in a manner, which is not normally employed for bona fide purposes.

In such cases, the tax authorities are empowered to reallocate the income from such arrangement, or re-characterise or disregard the arrangement. Some of the illustrative powers are:

- Disregarding or combining or re-characterising any step in, or part of the arrangement;
- Ignoring the arrangement for the purpose of taxation law;
- Relocating place of residence of a party, or location of a transaction or situs of an asset to a place other than provided in the arrangement;
- Looking through the arrangement by disregarding any corporate structure; or
- Reallocating and re-characterizing equity into debt, capital into revenue, etc.

### ***VIII Multilateral Convention to implement tax treaty related measures to prevent Base Erosion and Profit Shifting ('MLI')***

The Organisation of Economic Co-operation and Development ('OECD') released the Multilateral Convention to implement Tax Treaty related measures to prevent Base Erosion and Profit Shifting ('MLI'). The MLI, amongst others, includes a "principal purpose test", wherein Tax Treaty benefits can be denied if one of the principal purpose of an arrangement or a transaction was to, directly or indirectly, obtain tax benefit. The MLI has also expanded the scope of permanent establishment to include agent (excluding an independent agent) playing principal role, leading to routine conclusion of contracts without material modification. For this purpose, an agent is not considered independent if it acts exclusively or almost exclusively on behalf of one or more closely related enterprises. India has been an active participant in the entire discussion and its involvement in the BEPS project has been intensive. In a ceremony held in Paris on 7 June 2017, various countries including India, signed the MLI.

## ***IX FATCA guidelines***

According to the Inter-Governmental Agreement read with the Foreign Account Tax Compliance Act ('FATCA') provisions, foreign financial institutions in India are required to report tax information about US account holders to the Indian Government. The Indian Government has enacted rules relating to FATCA reporting in India. A statement is required to be provided online in Form 61B for every calendar year by 31 May. The Reporting Financial Institution is expected to maintain and report the following information with respect to each reportable account:

- the name, address, taxpayer identification number [TIN (assigned in the country of residence)] and date and place of birth [DOB, POB (in the case of an individual)];
- where an entity has one or more controlling persons that are reportable persons:
  - the name and address of the entity, TIN assigned to the entity by the country of its residence; and
  - the name, address, DOB, POB of each such controlling person and TIN assigned to such controlling person by the country of his residence;
- account number (or functional equivalent in the absence of an account number);
- account balance or value (including, in the case of a cash value insurance contract or annuity contract, the cash value or surrender value) at the end of the relevant calendar year;
- the total gross amount paid or credited to the account holder with respect to the account during the relevant calendar year; and
- in case of any account held by a non-participating financial institution (NPFI), for the calendar years 2015 and 2016, the name of NPFI and aggregate amount of such payments.

Further, it also provides for specific guidelines for conducting due diligence of reportable accounts, viz. US reportable accounts and other reportable accounts

## ***X Goods and Service Tax***

GST shall be applicable on services provided by the Investment Manager and Trustee to the Fund. GST rate on such services is currently 18%. Accordingly, GST at the rate of 18% would be levied on fees if any, payable towards investment management fee and Trusteeship Fees payable by the Fund to the Investment Manager and Trustee, respectively.

## **B. Legal Information**

### **i. Nomination Facility:**

Pursuant to Regulation 29A of the SEBI (MF) Regulations, SEBI Circular dated June 15, 2022 and July 29, 2022, investors subscribing to mutual fund units on or after October 1, 2022, shall have the choice of:

- a. Providing nomination in the format specified in fourth schedule of SEBI (Mutual Funds) Regulations, 1996 (or)
- b. Opting out of nomination through a signed Declaration form.

The investors have an option to submit either the nomination form or the declaration form for opting out of nomination in physical or online. In case of physical option, the forms shall carry the wet signature of all the unit holder(s) and in case of online option, instead of wet signature(s) of all the unit holder(s), the forms shall be validated:

- i. using e-Sign facility recognized under Information Technology Act, 2000; or
- ii. through two factor authentication (2FA) in which one of the factor shall be a One-Time Password sent to the unit holder at his/her email/phone number registered with the AMC/RTA records / provided as part of the transaction; or
- iii. Upload of wet-signed Nomination form.

#### **(a) In case of physical application:**

The Unit Holder/s can at the time an application is made or by subsequently writing to Official Point of Acceptance of transactions, request for a Nomination Form or the opt-out form in order to nominate or opt-out. An Unit Holder can nominate one/more person/s (multiple nominations) to receive the Units upon his/ her death subject to the completion of the necessary formalities. To enable the AMC to transfer the unit holdings in the name of the Nominee upon death of a Unitholder, the AMC shall call for requisite documents from the Nominee (for list of documents please refer to section on 'Transfer and Transmission of units').

AMC / RTA shall validate the correctness and completeness of the Nomination form / Opt-out form submitted with the application form or filled as part of the application form including availability of signature of all unit holders.

If the nominee / opt-out details are incomplete or the mandatory information is not provided, the form shall be considered as 'Not in good order' (NIGO) and the investor shall be notified promptly to remediate the same.

#### **(b) In case of Online/Digital transactions (AMC/ RTA website / digital platforms):**

1. Nomination / opt-out details shall be mandatory as part of new folio creation
2. Valid email and/or mobile phone number of (all) applicant(s) for new folio creation + family declaration shall be mandatory.
3. Where nomination form / opt-out form is e-Signed or a scanned copy of wet-signed Nomination form is uploaded or done using 2FA (OTP), it is required to have signatures of all the applicants/ holders or OTP confirmation from all the applicants/ holders, irrespective of the mode of holding.
4. If the contact details provided as part of the transaction are matched with contact details of the distributor / AMC or RTA employee email / mobile master, such contact information should not be accepted, if family declaration has not been not provided or the distributor is not part of the folio as First holder / Joint Holder / Guardian.

(c) In case of Online/Digital platforms (Channel Partners, Exchange (Non-Demat), MFU) – collectively referred as ‘Intermediaries’:

1. Intermediaries shall use the standard feed format prescribed by RTAs.
2. Nomination / opt-out details shall be mandatory for new folio creation, by either providing e-Signed form or scanned copy of wet-signed Form or via 2FA (OTP) validated for all the unit holders (including joint holders) on their registered email/phone number submitted along with the fresh purchase/folio creation.
3. For transactions where 2FA has been used as mode of validation, valid email and/or mobile of the respective holder(s) with family declaration shall be mandatory.
4. Intermediaries shall upload the e-Signed document / scanned copy of wet-signed document along with the transaction to RTA for each new folio creation or latest by 6 p.m. on the same day of reporting the transaction.
5. Where 2FA is used for validation of Nomination/Opt-out details, intermediaries shall validate by sending OTP to all the holders in the transaction. Contacts of all holders, used for sending OTP, shall be given as part of the transaction feed.
6. Wherever intermediaries have used 2FA for validation, RTA shall independently send the transaction confirmation email/SMS to all the holders, based on the contact details given in the transaction feed and track for delivery status. Transaction will be accepted subject to successful delivery of communication to at least one of the contacts.
7. If both email and SMS transaction confirmation delivery fails, such transaction shall be considered for processing subject to availability of complete e-Signed / Wet-signed nomination form.
8. If the contact details provided as part of the transaction are matched with distributor details/AMC/RTA employee email/mobile master, such contact information shall not be updated in the system, unless family declaration has been provided or the distributor is one of the holders in the folio. In such circumstances, the transaction will be subjected to availability of valid e-Signed / Wet-signed nomination form.

9. AMC/RTA shall ensure appropriate mechanism for validation of e-Signed document by matching Name(s) as per e-Signed document and Name(s) as per the folio and only valid e-Signed form by all unit holder(s) shall be treated as valid application.

Nomination will be maintained at the folio or account level and will be applicable for investments in all schemes in the folio or account.

Where the Units are held by more than one person jointly, the joint Unit holders may together nominate a person(s) in whom all the rights in the Units shall vest in the event of death of all the joint Unit holders. In such cases, all joint holders should sign the request for nomination/cancellation of nomination, even if the mode of holding is not "Joint".

Non-individuals including society, trust, body corporate, partnership firm, Karta of Hindu Undivided Family, holder of Power of Attorney cannot nominate. Nomination will be not allowed in a folio held on behalf of a minor. The Nominee shall not be a trust other than a religious or charitable trust, society, body corporate, partnership firm, Karta of Hindu Undivided Family or a Power of Attorney holder.

A non-resident Indian can be a Nominee subject to the exchange controls in force from time to time. Minor(s) can be nominated and in that event, the name and address of the guardian of the minor nominee shall be provided by the Unit holder. However, in such cases, the unit holder(s) cannot be the guardian of the nominated minor. Nomination can also be in favour of the Central Government, State Government, a local authority, any person designated by virtue of his office or a religious or charitable trust.

Nomination can be made for maximum of three nominees. In case of multiple nominees, the percentage of allocation / share in favour of each of the nominees should be indicated against their name and such allocation / share should be in whole numbers without any decimals making a total of 100 percent. In the event of Unitholders not indicating the percentage of allocation / share for each of the nominees, the Mutual Fund / AMC, by invoking default option shall settle the claim equally amongst all the nominees.

Nomination in respect of the Units stands rescinded upon the redemption of Units. Every new nomination for a folio/account will overwrite the existing nomination. Cancellation of nomination can be made only by those individuals who hold Units on their own behalf singly or jointly and who made the original nomination. On cancellation of the nomination, the nomination shall stand rescinded and the Mutual Fund /AMC shall not be under any obligation to transfer the Units in favour of the nominee(s).

The nomination facility extended under the Scheme is subject to existing laws. The AMC shall, subject to production of such evidence which in their opinion is sufficient, proceed to effect the payment to the Nominee(s). Transfer of Units / payment to the nominee(s) of the sums shall discharge the Mutual Fund / AMC of all liability towards the estate of the deceased Unit holder and his/her/their successors/legal heirs.

#### **Nomination in case of Units held in Electronic (Demat) Mode**

For units of the Scheme(s) held in electronic (demat) form with the Depository, the nomination details provided by the Unit holder to the depository will be applicable to the Units of the Scheme. Such nomination including any variation, cancellation or substitution of Nominee(s) shall be governed by the rules and bye-laws of the Depository. Payment to the nominee of the sums shall discharge the Mutual Fund of all liability towards the estate of the deceased Unit holder and his/her legal successors/legal heirs. In case nomination has been made for DP account with joint holders, in case of death of any of the joint holder(s), the securities will be transmitted to the surviving holder(s). Only in the event of death of all the joint holders, the securities will be transmitted to the nominee. In case nomination is not made by the sole holder of DP account, the securities would be transmitted to the account of legal heir(s), as may be determined by an order of the competent court.

**ii. Prevention of Money Laundering and Know Your Customer (KYC) requirements:**

Please refer note on 'Prevention of Money Laundering and Know Your Customer (KYC) requirements under section II -'How to apply'.

**iii. Transfer and Transmission of units:**

The Mutual Fund will be repurchasing (subject to completion of Lock-in Period, if any) and issuing units of the Schemes on an ongoing basis and hence the transfer facility is found redundant. Any addition / deletion of name from the folio of the Unit holder is deemed as transfer of Units. In view of the same, additions / deletions of names will not be allowed under any folio of the Scheme. The said provisions in respect of deletion of names will not be applicable in case of death of a Unit holder (in respect of joint holdings) as this is treated as transmission (transfer of units by operation of law) of Units and not transfer.

If a transferee becomes a holder of the Units by operation of law or upon enforcement of a pledge, then the AMC shall, subject to production of such evidence and submission of such documents, which in their opinion is sufficient, proceed to effect the transfer, if the intended transferee is otherwise eligible to hold the Units.

**• Deletion of names of the deceased unit holders in case of death of 2nd and/or 3rd Holder:**

- i. Request Form from surviving unitholder(s) requesting for Deletion of Name of Deceased 2nd and/or 3rd Holder.
- ii. Death Certificate in original or photocopy duly attested by a Notary Public or a Gazetted Officer.
- iii. Fresh Bank Mandate Form along with cancelled cheque of the new bank account (only if there is a change in existing bank mandate)
- iv. Fresh Nomination Form in case there is no nomination or a change in existing nomination is desired by the surviving unit holders.
- v. KYC Acknowledgment OR KYC Form of the surviving unit holder(s), *if not KYC compliant*.

- **Transmission of Units to surviving unit holder(s) in case of death of the 1st holder:**

- i. Transmission Request Form for Transmission of Units to the surviving unitholder/s.
- ii. Death Certificate of the deceased unitholder(s) in original OR photocopy duly attested by a Notary Public or a Gazetted Officer.
- iii. Copy of PAN Card of the Surviving Joint Holder(s) (*if PAN is not provided already*)
- iv. Cancelled cheque of the new first unitholder, with the claimant's name pre-printed **OR** Recent Bank Statement/Passbook (not more than 3 months old) of the new first holder.
- v. KYC Acknowledgment OR KYC Form of the surviving unit holder(s), if not KYC compliant

- **Transmission of Units to the registered Nominee/s in case of death of Sole or All unitholders:**

- i. Transmission Request Form (TRF) for Transmission of Units in favour of the Nominee(s).
- ii. Death Certificate of the deceased unitholder(s) in original OR photocopy duly attested by a Notary Public or a Gazetted Officer.
- iii. Copy of Birth Certificate, in case the Nominee is a minor.
- iv. Copy of PAN Card of the Nominee(s) / Guardian (in case the Nominee is a minor)
- v. KYC Acknowledgment OR KYC Form of the Nominee(s) / Guardian (where Nominee is a Minor)
- vi. Cancelled cheque with the Nominee's name pre-printed OR Copy of the Nominee's recent Bank Statement/Passbook (which is not more than 3 months old).
- vii. If the transmission amount is upto Rs. 2 Lakh, Nominee's signature attested by the Bank Manager. In case the Nominee is a Minor, signature of the Guardian (as per the bank account of the Minor or the joint account of the Minor with the Guardian) shall be attested. If the transmission amount is for more than Rs. 2 Lakh, as an operational risk mitigation measure, signature of the Nominee shall be attested by a Notary Public or a Judicial Magistrate First Class (JMFC) in the space provided for signature attestation in the TRF itself below the signature of the claimant.

- **Transmission of Units to the Claimant/s on death of Sole unitholder or All unitholders, where there is no nomination registered:**

- i. Transmission Request Form for Transmission of Units to the Claimant
- ii. Death Certificate of the deceased unitholder(s) in original OR photocopy duly attested by a Notary Public or a Gazette Officer.
- iii. Copy of Birth Certificate in case the Claimant is a minor.
- iv. Copy of PAN Card of the Claimant / Guardian (in case the Claimant is a minor).

- v. KYC Acknowledgment OR KYC Form of the Claimant / Guardian (in case the Claimant is a Minor)
- vi. Cancelled cheque with the claimant's name pre-printed OR Copy of the Claimant's recent Bank Statement/Passbook (which is not more than 3 months old).

- **If the transmission amount is up to Rs. 2 Lakh –**

- a. Bank Attestation of signature of the Claimant by the Bank Manager. In case the Claimant is a Minor, the signature of the Guardian (as per the bank account of the Minor or the joint account of the Minor with the Guardian) shall be attested.
- b. Any appropriate document evidencing relationship of the claimant/s with the deceased unitholder/s.
- c. Bond of Indemnity to be furnished by Legal Heirs for Transmission of Units without production of Legal Representation.

Provided that in case the legal heir(s)/claimant(s) is submitting the Succession Certificate or Probate of Will or Letter of Administration wherein the claimant is named as a beneficiary, an affidavit from such legal heir/claimant(s) alone would be sufficient; i.e., Bond of Indemnity is not required.

- d. Individual Affidavits to be given by each legal heir.
- e. NOC from other Legal Heirs, where applicable.

- **If the transmission amount is more than Rs. 2 Lakh –**

- a. Signature of the Claimant duly attested by a Notary Public or a Judicial Magistrate First Class (JMFC) in the space provided for signature attestation in the TRF itself below the signature of the claimant. In case the Claimant is a Minor, the signature of the Guardian (as per the bank account of the Minor or the joint account of the Minor with the Guardian) shall be attested.

- b. Individual Affidavits to be given each legal heir.

- c. Any one of the documents mentioned below:

- Notarised copy of Probated Will; OR
- Succession Certificate issued by a competent court; OR
- Letter of Administration or court decree, in case of Intestate Succession.

- **Change of Karta upon death of the Karta of Hindu Undivided Family (HUF)**

If the case of a HUF, the property of the HUF is managed by the Karta and the HUF does not come to an end in the event of death of the Karta. In such a case, the members of the HUF will need to appoint a new Karta, who needs to submit following documents for transmission:

- i. Request Form for change of Karta upon demise of the registered Karta.
- ii. Death Certificate of the deceased Karta in original OR photocopy duly attested by a Notary Public or a Gazette Officer.

- iii. Bank's letter certifying that the signature and details of new Karta have been updated in the bank account of the HUF & attesting the Signature of the new Karta.
- iv. KYC Acknowledgment OR KYC Form of the new Karta and the HUF, if not KYC compliant.
- v. Indemnity Bond signed by all surviving coparceners (including new Karta).
- vi. If the transmission amount is upto Rs.2 Lakh, any appropriate document evidencing relationship of the new Karta and the other coparceners with the deceased Karta.

- **Transmission of Units to the Claimant/s upon death of the Karta of HUF, where there is no surviving co-parcener or the HUF has been dissolved/partitioned after demise of the Karta**

- i. Transmission Request Form for Transmission of Units to the Claimant.
- ii. Death Certificate of the deceased Karta in original OR photocopy duly attested by a Notary Public or a Gazette Officer.
- iii. Copy of Birth Certificate in case the Claimant is a minor.
- iv. Copy of PAN Card of the Claimant(s) / Guardian (in case the Claimant is a minor)
- v. KYC Acknowledgment OR KYC Form of the Claimant(s) / Guardian (in case the Claimant is a Minor)
- vi. Cancelled cheque with the claimant's name pre-printed OR Copy of the Claimant's recent Bank Statement/Passbook (which is not more than 3 months old).
- vii. If the transmission amount is upto Rs. 2 Lakh, attestation of signature of the claimant by Bank Manager as per Annexure-Ia. In case the claimant is a Minor, the signature of the Guardian (as per the Minor's bank account / Minors joint account with the Guardian) shall be attested.

If the transmission amount is for more than Rs. 2 Lakh, signature of the claimant shall be attested by a Notary Public or a Judicial Magistrate First Class (JMFC) in the space provided for signature attestation in the TRF itself below the signature of the claimant.

- viii. Bond of Indemnity to be furnished by the Claimant.
- ix. If the HUF has been dissolved/partitioned by the surviving members after demise of the Karta, the transmission of units should be effected only on the basis of any of the following documents:
  - Notarized copy of Settlement Deed, OR
  - Notarized copy of Deed of Partition, OR
  - Notarized copy of Decree of the relevant competent Court.

**Notes:**

- a. In case of death of the 1st holder, if there are two surviving joint holders, the surviving 2nd holder will be treated as the new primary / 1st holder.

b. PAN card copy of the nominee /claimant/s need not be insisted separately, if the same is available in KYC data. In case of residents of Sikkim, appropriate Id. proof shall be collected in lieu of PAN card.

c. Where the units are to be transmitted to a claimant who is a minor, various documents like KYC, PAN, Indemnity should be of the Guardian of the minor nominee / legal heir. Bank Attestation of the Signature of the Guardian of the minor shall be as per the bank account of the Minor or the joint account of the Minor with the Guardian.

d. In case of multiple nominees/ claimants, the monetary threshold of more than Rs.2 lakh for the purpose of obtaining the Indemnity Bond shall be determined on the basis of the aggregate value of the Units under all the folios for which the claim is being submitted as per the latest NAV as on the date of receipt of the claim, before dividing / splitting the claim amongst multiple nominees or claimants/ surviving coparceners.

e. Also, where there are more than one nominees / legal heirs (claimants) in a folio or set of folios, the nominees / legal heirs should submit the Transmission request together, so that all the Units held by the deceased unitholder(s) could be transmitted in one-go to for operational efficiency and convenience.

f. If the deceased unitholder(s) held units in several folios, as 1st holder(s) in some folios and as joint holder in other(s), a single claim form may be accepted for operational ease, *provided the all the deceased holders are common across the multiple folios* (irrespective of the order of names) and the nominee(s) / claimant(s) is/are also common/same across all the folios.

g. Once a transmission request is received, it is incumbent upon the AMC/RTA to determine if the deceased unitholder had any unit holdings under any other scheme / folio, and put a flag in the system against all other folios of the deceased unitholder, basis PAN / PEKRN with a suitable communication to the surviving unitholders / nominee/s (if any, registered against the folios) to submit the claim form with reqd. documents in respect of the remaining folios.

h. In such cases where the deceased was the 1<sup>st</sup> holder in respect any one of the folios/funds, units in all other holdings across all other folios/schemes, where the deceased was the 1<sup>st</sup> unitholder shall be 'Stop' marked/blocked against any further transactions basis PAN or PEKRN.

g. The process and documentation for transmission of units where the claimant / nominee is a mentally unsound person, shall be the same as applicable to a Minor claimant, except that the Guardian shall be a court appointed guardian. Additionally, a Medical Certificate from an appropriate registered medical practitioner may be obtained regarding the Mentally unsound person.

h. Copies of all supporting documents submitted for settlement of the claim, such as the Death Certificate of the deceased, Birth certificate of the minor, Probate of Will, Succession Certificate, Letter of Administration shall be duly attested by a Notary Public or a Gazette Officer.

i. If the transmission amount is for more than Rs. 2 Lakh, as an operational risk mitigation measure, the signature of the Nominee/ Claimant shall be attested only by a Notary Public or a Judicial Magistrate First Class (JMFC) in lieu of banker's attestation. For this purpose, space has been provided for signature in the TRF itself below the signature of the claimant.

AMCs shall not process any requests for redemption from a claimant pending completion of the transmission of units in favour of the claimant.

AMCs shall adopt proper due diligence and request for appropriate documents depending on the circumstances of each case and apply the general principles enumerated in sections above before transmitting the units in favour of the claimant/s.

**iv. Units held in Electronic (Demat) Mode:**

For units of the Scheme(s) held in electronic (demat) form, the Units will be freely transferable (subject to lock-in period, if any) and will be subject to the transmission facility in accordance with the provisions of SEBI (Depositories and Participants) Regulations, 1996 as may be amended from time to time.

The delivery instructions for transfer of units will have to be lodged with the DP in the requisite form as may be required from time to time and transfer will be effected in accordance with such rules/regulations as may be in force governing transfer of securities in dematerialized form.

**v. Applicability of Stamp Duty on Mutual Fund Transactions:**

Pursuant to Notification No. S.O. 4419(E) dated December 10, 2019, notification no. G.S.R. 19 (E) dated the January 8, 2020, Notification No. G.S.R. 226(E) dated March 30, 2020 issued by Department of Revenue, Ministry of Finance, Government of India, read with Part I of Chapter IV of Notification dated February 21, 2019 issued by Legislative Department, Ministry of Law and Justice, Government of India on the Finance Act, 2019, a stamp duty @ 0.005% of the transaction value would be levied on mutual fund transactions including switches(excluding redemptions), with effect from July 01, 2020. Accordingly, pursuant to levy of stamp duty, the number of units allotted on purchase transactions (including reinvestment of Income Distribution cum Capital Withdrawal) to the unitholders would be reduced to that extent. Further eligible transfer of dematerialised units will attract a stamp duty @0.015%.

**vi. Process for Investments made in the name of a Minor through a Guardian:**

1. For all fresh purchases including Lumpsum, new Systematic Investment Plan (SIP) registrations in the name of minor will be accepted only from the bank account of minor, parent or legal guardian of the minor, or from a joint account of the minor with parent or legal guardian only.
2. Existing unitholders/guardians with folios in the name of minor, should ensure to update a bank account in the name of minor (or a joint account of the minor with parent or legal guardian only) as a payout bank in the folio, before placing any redemption in such folio.
3. In case of any redemption received in the folio of a minor where the bank account of the minor is not updated, such redemption will be rejected.
4. Upon the minor attaining the status of major, the minor in whose name the investment was made is required to provide all the KYC details, updated bank account details including cancelled original cheque leaf of the new account. No further transactions shall be allowed till the status of the minor is changed to major.

**vii. Investments of the minor investor on attaining majority:**

Upon the minor attaining the status of major, the minor in whose name the investment was made, shall be required to provide all the KYC/FATCA details, updated bank account details including cancelled original cheque leaf of the new account and his/her specimen signature duly authenticated by banker/guardian. Investors shall additionally note that, upon the minor attaining the status of major, no further transactions shall be allowed till the status of the minor is changed to major. The standing instructions registered for Systematic Investment Plan (SIP), Systematic Transfer Investment Plan (STP), Systematic Withdrawal Plan (SWP), etc., shall be suspended when the minor attains majority, till the status is changed to major.

Prior to minor attaining majority, the Mutual Fund may send an advance notice to the registered correspondence address advising the guardian and the minor to submit an application form along with prescribed documents to change the status of the account to "major".

List of standard documents to change account status from minor to major as are follows:

- a. Service Request form, duly filled and containing details like name of major, folio numbers, etc.
- b. New Bank mandate where account changed from minor to major,
- c. Signature attestation of the major by a manager of a scheduled bank / Bank Certificate / Letter,
- d. KYC acknowledgement of the major.

**viii. Change in Guardian:**

When there is a change in guardian either due to mutual consent or demise of existing guardian, the following documents are required to be submitted prior to registering the new guardian:

- a. Request letter from the new guardian,
- b. No Objection Letter (NoC) or Consent Letter from existing guardian or Court Order for new guardian, in case the existing guardian is alive.
- c. Notarized copy or attested copy of the Death Certificate of the deceased guardian, where applicable. The attestation may also be done by a special executive magistrate, AMC authorised official or manager of a scheduled bank.
- d. The new guardian must be a natural guardian (i.e. father or mother) or a court appointed legal guardian.
  - In case of natural guardian, a document evidencing the relationship shall be obtained.
  - In case of court appointed legal guardian, supporting documentary evidence shall be obtained.
- e. Bank attestation attesting the signature of the new guardian in a bank account of the minor where the new guardian is registered as the guardian.
- f. Proof of the KRA complied status as obtained from KRA agencies or their website.

**viii. Duration of the Scheme/Winding up**

**a. Duration of the Scheme:**

**• Close - ended Scheme(s):**

Each closed-ended Scheme/ Plan will have a maturity date / final redemption date and will be compulsorily and without any act by the unit holder(s) redeemed on maturity date/final redemption

date. On maturity/final redemption date of the Scheme/ Plan, the units will be redeemed at the Applicable NAV.

- **Open - ended Scheme(s):**

An Open-ended / Interval Scheme has a perpetual life. However, in terms of SEBI (MF) Regulations, the Scheme may be wound up as provided in (b) below.

- **Close-ended Scheme(s) with automatic conversion into Open-ended Scheme upon maturity:**

Such scheme(s) will remain Close - ended for the period mentioned in the SID and subsequently the Scheme will automatically be converted into an Open- ended Scheme without any further reference from the Mutual Fund/ Trustee/ AMC/ Unit holders. Thereafter, the duration of the Scheme is perpetual. However, in terms of SEBI (MF) Regulations, the Scheme may be wound up as provided in (b) below.

In case of Close-ended Scheme(s), the Mutual Fund may convert the Scheme/ Plans under the Scheme after the maturity date / final redemption date into an Open-ended Scheme/ Plan and this shall be in accordance with the SEBI (MF) Regulations.

The Units of Close-ended Scheme/ Plan may be converted into Open-ended Scheme -

- if the Scheme Information Document (SID) / Offer Document (OD) of such Scheme discloses the option and the period of such conversion; or
- the Unit holders are provided with an option to redeem their units in full.

A Close-ended Scheme shall be fully redeemed at the end of the maturity period.

Provided that a Close ended Scheme may be allowed to be rolled over if the purpose, period and other terms of the roll over and all other material details of the Scheme including the likely composition of assets immediately before the roll over, the net assets and net asset value of the Scheme, are disclosed to the Unit holders and a copy of the same has been filed with SEBI.

Provided further, that such roll over will be permitted only in case of those Unit holders who express their consent in writing and the Unit holders who do not opt for the roll over or have not given written consent shall be allowed to redeem their holdings in full at net asset value based price.

**b. Winding Up:**

A Closed-ended Scheme/ Plan shall be wound up on the expiry of duration fixed in the Scheme/ Plan on the redemption of the Units unless it is rolled-over for a further period under sub-regulation (4) of regulation 33 of the SEBI (MF) Regulations.

(i) A scheme of a Mutual Fund is to be wound up –

- a. on the happening of any event which, in the opinion of the Trustee, requires the scheme to be wound up; or
- b. if seventy-five per cent of the Unit holders of a Scheme pass a resolution that the Scheme be wound up; or
- c. if SEBI so directs in the interest of the Unit holders.

Further in case of non-fulfillment of SEBI Circular SEBI/ IMD/CIR No. 10/22701/03 dated December 12, 2003 relating to Minimum Number of Investors in Scheme(s)/ Plans of Mutual Funds, the provisions of Regulation 39(2) (c) of SEBI (Mutual Funds) Regulations, 1996 would become applicable automatically without any reference from SEBI.

Further, an average AuM of Rs. 20 crores on half yearly rolling basis has to be maintained for all open ended debt oriented schemes. in case of breach of this provision, the AMC shall scale up the AuM of such scheme within prescribed period so as to comply with the provisions, failing which the provisions of Regulation 39(2)(c) of the Regulations related to winding up of scheme would become applicable.

Accordingly, the Scheme(s) shall be wound up by following the guidelines laid down by SEBI.

(ii) Where a Scheme is to be wound up pursuant to sub clause (i) above, the Trustee shall give notice within one day, disclosing the circumstances leading to the winding up of the Scheme:

- a. to SEBI; and
- b. in two daily newspapers having circulation all over India and also in a vernacular newspaper circulating at the place where the Mutual Fund is formed.

Provided that where a scheme is to be wound up under clause (a) of sub-regulation (2) of SEBI Regulation, the trustees shall obtain consent of the unit holders participating in the voting by simple majority on the basis of one vote per unit and publish the results of voting within forty five days from the publication of notice under sub-regulation (3).

Provided further that in case the trustees fail to obtain the required consent of the unitholders under clause (a) of sub-regulation (2) of SEBI Regulation, the schemes shall be reopened for business activities from the second business day after publication of results of the voting.

#### Effect of Winding Up

On and from the date of the publication of the notice as stated above, the Trustee or the AMC as the case maybe, shall:

- a. Cease to carry on any business activities in respect of the Scheme so wound up;
- b. Cease to create or cancel Units in the Scheme;
- c. Cease to issue or redeem Units in the Scheme.

#### **Procedure and manner of winding up:**

In the event of the Scheme being wound up, the AMC shall proceed as follows:

1. The trustee shall call a meeting of the Unit holders of the Scheme to consider and pass necessary resolutions by simple majority of Unit holders present and voting at the meeting for authorising the Trustee or any other person / agency to take the steps for winding up of the Scheme.

Provided that a meeting of the Unit holders shall not be necessary if the Scheme is wound up at the end of the maturity period of the Scheme.

The Trustee or the person authorised as above, shall dispose off the assets of the Scheme concerned in the best interests of the Unit holders of that Scheme.

The proceeds of the sale made in pursuance of the above, shall in the first instance be utilised towards discharge of such liabilities as are due and payable under the Scheme and after making appropriate provision for meeting the expenses connected with such winding up, the balance shall be paid to the Unit holders in proportion to their respective interests in the assets of the Scheme as on the date when the decision for the winding up was taken.

2. On the completion of the winding up, the Trustee shall forward to SEBI and the Unit holders, a report on the winding up containing particulars such as circumstances leading to the winding up, the steps taken for disposal of assets of the Scheme before winding up, expenses of the Scheme for winding up, net assets available for distribution to the Unit holders and a certificate from the Auditors of the Mutual Fund.
3. Notwithstanding anything contained herein, the provisions of SEBI (MF) Regulations in respect of disclosures of half-yearly reports and annual reports shall continue to be applicable until the winding up is completed or the Scheme ceases to exist.
4. After the receipt of report referred to in (2) above, if SEBI is satisfied that all measures for winding up of the Scheme have been complied with, the Scheme shall cease to exist.

**ix. Unclaimed redemption and Income Distribution cum Capital Withdrawal Amount :**

In terms of SEBI circular SEBI/HO/IMD/DF2/CIR/P/2016/37 dated February 25, 2016, the unclaimed redemption amount and Income Distribution cum Capital Withdrawal amounts (the funds) may be deployed by the Mutual Fund in money market instruments and/or separate plan of liquid scheme / Money Market Mutual Fund scheme floated by Mutual Funds specifically for deployment of the unclaimed amounts only. Investors who claim the unclaimed amounts during a period of three years from the due date shall be paid initial unclaimed amount along-with the income earned on its deployment. Investors, who claim these amounts after 3 years, shall be paid initial unclaimed amount along-with the income earned on its deployment till the end of the third year. After the third year, the income earned on such unclaimed amounts shall be used for the purpose of investor education. The AMC will make a continuous effort to remind the investors through letters to take their unclaimed amounts. The details of such unclaimed redemption/ Income Distribution cum Capital Withdrawal amounts are made available to investors upon them providing proper credentials, on website of Mutual Funds and AMFI along with the information on the process of claiming the unclaimed amount and the necessary forms / documents required for the same. Further, the information on unclaimed amount along-with its prevailing value (based on income earned on deployment of such unclaimed amount), will be separately disclosed to investors through the periodic statement of accounts / Consolidated Account Statement sent to the

investors. Further, the investment management fee charged by the AMC for managing the said unclaimed amounts shall not exceed 50 basis points.

#### **x.Pledge of Units**

The Units under the respective Scheme(s) (subject to completion of Lock-in Period, if any) may be offered as security by way of a pledge / charge in favour of scheduled banks, financial institutions (FI), non-banking finance companies (NBFCs) or any other Body Corporate for raising loans (subject to conditions of the lending institution). The AMC/Registrar will take note of such pledge (by marking a lien etc.) / charge in its records. Lien shall be marked only upon receipt of duly completed form and requisite documents. Disbursement of such loans will be at the entire discretion of the bank / Financial Institution / Non Banking Financial Company(NBFC) or any other body concerned, and the Mutual Fund assumes no responsibility thereof. Lien will be marked on only the number of units mentioned in the request and not on any IDCWs or Bonus derived out of the lien marked units.

The Pledgor will not be able to redeem Units that are pledged until the entity to which the Units are pledged provides written authorization to the fund that the pledge/lien charge may be removed. As long as Units are pledged, the Pledgee will have complete authority to redeem such Units (subject to lock-in period, if any of the concerned Scheme). Decision of the AMC shall be final in all cases of lien marking.

In case of Units held in electronic form, the rules of Depository applicable for pledge will be applicable for Pledge/Assignment of the Units of the Scheme(s). Units held in electronic form can be pledged by completing the requisite forms/formalities as may be required by the Depository.

#### **xi.Payment of Maturity Proceeds:**

On maturity of the Scheme/respective Plan, the outstanding Units shall be redeemed at the NAV of the maturity date and proceeds will be paid to the Unit holders, without any further reference from the Unit holders. For the units held in electronic form, the units will be extinguished with the depository and the redemption amount will be paid on the maturity date, at the prevailing NAV on that date. The maturity amount will be paid to the Unit holders whose names appear on the Register of Unit holders on the respective maturity dates, at the prevailing NAV on that date.

#### **xii.Suspension of Purchase and / or Redemption of Units and Income Distribution cum Capital Withdrawal Distribution**

The Mutual Fund at its sole discretion reserves the right to suspend purchase and / or redemption of Units, temporarily or indefinitely, if in the opinion of the AMC the general market conditions are not favourable and /or suitable investment opportunities are not available for deployment of funds. The AMC, also reserves the right to suspend purchase of Units in the Scheme temporarily or indefinitely, if the AMC views that increasing the Scheme's size further may prove detrimental to the existing unit holders of the Scheme. However, the suspension of purchase /redemption either temporarily or indefinitely will be with the prior approval from the Board of Directors of AMC and the Trustee Company. The approval from the Board of

Directors of AMC and the Trustee Company giving details of the circumstances and justification for the proposed action shall be informed to SEBI in advance. Further, the AMC & Trustee, and subject to necessary communication to SEBI, may also decide to temporarily suspend determination of NAV of the Scheme(s), and consequently purchase/ redemption of Units, declaration and distribution of Income Distribution cum Capital Withdrawal in any of the following events:

1. When one or more stock exchanges or markets, which provide basis for valuation for a substantial portion of the assets of the Scheme are closed otherwise than for ordinary holidays or trading is restricted.
2. When, as a result of political, economic or monetary events or any circumstances outside the control of the Trustee and the AMC, the disposal of the assets of the Scheme is not reasonable, or would not reasonably be practicable without being detrimental to the interests of the Unit holders.
3. In the event of a breakdown in the means of communication used for the valuation of investments of the Scheme, without which the value of the securities of the Scheme cannot be accurately calculated.
4. During periods of extreme volatility of markets, which in the opinion of the AMC are prejudicial or detrimental to the interests of the Unit holders of the Scheme(s).
5. In case of natural calamities, strikes, riots and bandhs etc.
6. In the event of any force majeure or disaster that affects the normal functioning of the AMC or the Registrar or any of the CSCs.
7. During the period of Book Closure.
8. If so directed by SEBI

In the above eventualities, the normal time taken, for processing of requests for purchase and / or redemption of Units and/or distribution of Income Distribution cum Capital Withdrawal will not be applicable.

Further an order to purchase units is not binding on and may be rejected by the Trustee, the AMC or their respective agents until it has been confirmed in writing by the AMC or its agents and payment has been received.

Investors are requested to note that no redemption/ repurchase of units shall be allowed in a Close ended Scheme prior to the maturity of the Scheme. Unit holders who wish to exit may do so through the Stock Exchange mode

**xiii.Right to limit Redemption:**

The AMC may, in consultation with the Trustee, in the larger interest of the Unit holders of the Scheme and keeping in view the unforeseen circumstances/unusual market conditions, limit the total number of Units which may be redeemed on any Business day, to 5% of the total number of Units then issued and outstanding under any Scheme / Plan/ Option or such other percentage as the AMC may determine.

Restrictions may be imposed under the following circumstances that leads to a systemic crisis or event that severely constricts market liquidity or the efficient functioning of markets such as:

- a) Liquidity issues - When markets at large become illiquid affecting almost all securities rather than any issuer specific security.
- b) Market failures, exchange closures - When markets are affected by unexpected events which impact the functioning of exchanges or the regular course of transactions. Such unexpected events could also be related to political, economic, military, monetary or other emergencies.
- c) Operational issues - When exceptional circumstances are caused by force majeure, unpredictable operational problems and technical failures (e.g. a black out). Such cases can only be considered if they are reasonably unpredictable and occur in spite of appropriate diligence of third parties, adequate and effective disaster recovery procedures and systems.

Under the aforesaid circumstances, the AMC / Trustee may restrict redemption for a specified period of time not exceeding 10 working days in any 90 days period. Any imposition of restriction would require specific approval of Board of AMCs and Trustees and the same should be informed to SEBI immediately. Unitholders should note that the following provisions shall be applicable when redemption requests are placed during such restricted period.

- (i) No redemption requests upto Rs. 2 lakh shall be subject to such restriction and
- (ii) Where redemption requests are above Rs. 2 lakh, AMCs shall redeem the first Rs. 2 lakh without such restriction and remaining part over and above Rs. 2 lakh shall be subject to such restriction.

Any Units which by virtue of these limitations are not redeemed on a particular Business Day will be carried forward for Redemption to the next Business Day, in order of receipt. Redemptions so carried forward will be priced on the basis of the Applicable NAV (subject to the prevailing load) of the Business Day on which Redemption is made. Under such circumstances, to the extent multiple Redemption requests are received at the same time on a single Business Day, Redemption will be made on pro-rata basis, based on the size of each Redemption request, the balance amount being carried forward for Redemption to the next Business Day(s).

#### **xiv. Investor Data:**

360 ONE Asset Management Limited (the AMC) during the course of serving the investor(s), collects personal information from investors that may be sensitive in nature. The AMC recognizes the importance of securing such personal sensitive information and with an endeavor to protect the same, have established policies and procedures.

All the personal information collected and received either in physical mode or in electronic mode, shall be governed by the Privacy Policy available on website of the AMC i.e. [www.iiflmf.com](http://www.iiflmf.com) (the website). By subscribing/investing into the unit(s) of the schemes of the Fund online or otherwise, the investors are deemed to have consented for the usage of the personal information in accordance with the Privacy Policy. The Personal Information collected by the AMC in physical and electronic including online may be

converted and stored in an electronic form by the AMC and/or Registrar and Transfer Agent(s) of the Fund (the RTAs) at their sole discretion for the purposes mentioned in the Privacy Policy. Investors (s) are to note that the personal information which AMC and/or its Registrar collect may include information that is of a confidential nature (all such information being —Personal Information).

Personal Information shall mean and include any information that relates to a natural person, which, either directly or indirectly, is capable of identifying such person. The type of Personal Information collected from the investor shall include the Investor's full name, address, telephone number, e-mail address and any other information as defined in Rule 3 of the Information Technology (Reasonable security practices and procedures and sensitive personal data or information) Rules, 2011, as may be required by AMC and/or the RTAs from time to time in order to provide services to the Investors. The Personal Information of the Investors may be shared with third parties as more specifically detailed in the Privacy Policy from time to time. Notwithstanding anything contained in the Privacy Policy, the AMC may also share the Investors' Personal Information with any governmental authority including but not limited to the Reserve Bank of India or the Securities and Exchange Board of India, to the extent required by such governmental authority, without the Investors' consent. For any further information the investor is requested to please refer to the Privacy Policy displayed on the website.

## **C. General Information**

### **i. Power to Make Rules**

The Trustee may, from time to time, prescribe such terms and make such rules for the purpose of giving effect to the provisions of the Scheme(s) with power to the AMC to add to, alter or amend all or any of the terms and rules that may be framed from time to time.

### **ii. Power to Remove Difficulties**

If any difficulty arises in giving effect to the provisions of the Scheme(s), the Trustee may do anything not inconsistent with such provisions, which appear to them to be necessary, desirable or expedient, for the purpose of removing such difficulty.

### **iii. Scheme(s) to be binding on Investors/Unitholders**

In accordance with and subject to the Regulations, the Trustee may, from time to time, add to or otherwise vary or alter all or any of the features, and terms and conditions of the Scheme(s) / Fund, and wherever applicable, after obtaining the prior approval of SEBI and the Unit holders of the Scheme(s) / Fund and the same shall be binding on each Unit holder and any person(s) claiming through or under them as if each Unit holder or such person(s) expressly had agreed that such features, terms and conditions should be so binding.

### **iv. Underwriting by the Fund**

Subject to the Regulations, the Scheme may enter into underwriting agreements only after the Fund obtains a certificate of registration in terms of the Securities and Exchange Board of India (Underwriters) Rules and Securities and Exchange Board of India (Underwriters) Regulations, 1993, authorising it to carry on activities as underwriters.

The capital adequacy norms for the purpose of underwriting shall be the net assets of the Scheme and the underwriting obligation of the Scheme shall not at any time exceed the total net asset value of the Scheme.

#### **v. Stock Lending and borrowing by the Mutual Fund**

Subject to the SEBI Regulations as applicable from time to time, the Mutual Fund may, engage in Stock Lending. Stock Lending means the lending of stock to another person or entity for a fixed period of time, at a negotiated compensation in order to enhance returns of the portfolio. The securities lent will be returned by the borrower on the expiry of the stipulated period.

Such investments shall be made when in view of the Fund Manager, such investments could provide reasonable returns commensurate with risks associated with such investments and shall be made in accordance with the investment objective of the Scheme. The AMC will adhere to strict limits should it engage in Stock Lending. The lending transactions may require procurement of collateral which would exceed in value, the value of the securities lent. The collateral can be in the form of cash, bank guarantee, government securities or certificate of deposits or other securities as may be agreed upon with the approved intermediary.

As with other modes of extensions of credit, there are risks inherent to stock lending, including the risk of failure of the other party, in this case the approved intermediary, to comply with the terms of the agreement entered into between the lender of securities i.e. the scheme and the approved intermediary. Such failure can result in the possible loss of rights to the collateral put up by the borrower of the securities, the inability of the approved intermediary to return the securities deposited by the lender and the possible loss of any corporate benefits accruing to the lender from the securities deposited with the approved intermediary. The Mutual Fund may not be able to sell such lent out securities and this can lead to temporary illiquidity. The AMC with a view to enhance the returns of the Schemes, may increase exposure in stock lending activities as deemed fit from time to time.

If permitted by SEBI under extant regulations/guidelines, the scheme may also engage in stock borrowing. The Scheme may also enter into 'Repo/Reverse Repo' transactions, as may be permitted from time to time. Stock borrowing means the borrowing of stock from another person or entity for a fixed period of time, at a negotiated compensation. The securities borrowed will be returned to the lender on expiry of the stipulated period.

#### **vi. Borrowing by the Mutual Fund**

Under the Regulations, the Fund is allowed to borrow to meet the temporary liquidity needs of the Fund for the purpose of repurchase, redemption of Units or payment of interest or Income Distribution cum

Capital Withdrawal to the Unitholders. Further, as per the Regulations, the Fund shall not borrow more than 20% of the Net Assets of the Scheme and the duration of such borrowing shall not exceed a period of six months or as may be permitted by the Regulations from time to time. The Fund may raise such borrowings after approval by the Trustee from any of its Sponsors/Associate/Group companies/Commercial Banks in India or any other entity at market related rates prevailing at the time and applicable to similar borrowings. The security for such borrowings, if required, will be as determined by the Trustee. Such borrowings, if raised, may result in a cost, which would be dealt with in consultation with the Trustee.

**vii. Master Account / Folio:**

As an investor friendly measure, unless otherwise requested by the Unit holder, one Folio Number will be assigned for one unit holder having holdings in different Scheme(s) of the Mutual Fund, provided the name of the unit holder/s and order of unit holders (in case of more than one unit holder), nominees and the mode of holding match. In such a case, one consolidated Account Statement will be provided. The number of Units allotted/ redeemed will be reflected in his or her account and a statement to this effect will be issued to the Unit holder. The AMC reserves the right to assign the existing Folio Number against multiple applications and / or subsequent purchases under a new application form by an existing holder, with identical mode of holding and address.

**viii. Inter-Scheme Transfer of Investments:**

Transfers of investments from one scheme to another scheme in the same mutual fund shall be allowed only if -

- a. Such transfers are done at the prevailing market price for quoted instruments on spot basis.  
*Explanation: "spot basis" shall have same meaning as specified by stock exchange for spot transactions.*
- b. The securities so transferred shall be in conformity with the investment objective of the scheme to which such transfer has been made and
- c. The transfer is in conformity with additional safeguards as prescribed by SEBI Circular No. SEBI/HO/IMD/DF4/CIR/P/2020/202 dated October 08, 2020

**ix. Associate Transactions:**

The AMC may, from time to time, for the purpose of conducting its normal business, use the services of and / or enter into transactions with the Sponsors, its associates/ subsidiaries, established or to be established at a later date in case such an associate company (including its employees or relatives) is in a position to provide the requisite services to the AMC. The AMC will conduct its business with the aforesaid companies (including its employees or relatives) on commercial terms and on arm's length basis to the extent permitted under the applicable laws / rules / regulations (including the SEBI Regulations), after an evaluation of the competitiveness of the pricing offered by the associate companies and the services to be provided by them.

The Scheme(s) of the Fund may invest in the securities of the group companies of the Sponsors subject to the limits under the Regulations.

Services of the group /associate companies may include broking, distribution, investment and other advice etc. Further, while dealing with the aforementioned associate companies, the Scheme will adhere to SEBI Regulations pursuant to which, Scheme(s) of 360 ONE Mutual Fund shall not make any investment in:

- any unlisted security of an associate or group company of the Sponsors; or
- any security issued by way of private placement by an associate or group company of the Sponsors; or
- the listed securities of group companies of the Sponsors which is in excess of 25% of the net assets.

### **Dealings with associates companies**

#### **1. Investment in Group Companies of the Sponsor and the AMC**

The AMC will, before investing in the securities of the group companies of the Sponsor and the AMC, evaluate such investments, the criteria for the evaluation being the same as is applied to other similar investments to be made under the Scheme. Investments under the Scheme in the securities of the group companies of the Sponsor will be subject to the limits under the Regulations.

#### **2. Underwriting obligations undertaken by the Scheme(s) of the Fund with respect to issues of Associate Companies:**

360 ONE Mutual Fund under its Scheme(s) may enter into underwriting contracts with respect to any public issues of securities made by any of the associate companies in accordance with the applicable regulatory requirements. Appropriate disclosures in relation to the same, shall be made, as required by the SEBI Regulations.

#### **3. Subscription by the Scheme(s) in issues lead managed by the associate companies:**

The Scheme(s) of 360 ONE Mutual Fund may subscribe to issues lead managed by the associate companies. Such subscriptions shall be in accordance with the applicable regulatory requirements. Disclosures pertaining to such subscriptions shall be made as required by the SEBI Regulations.

#### **4. Brokerage and Commission paid to associates / related parties/ group companies of sponsor/ AMC:**

360 ONE Mutual Fund may utilise the services of the Sponsor / associate companies for broking and / or sale and distribution services. Following are the associates of the sponsor and AMC with which the Mutual Fund proposes to have dealings, transactions and those whose services may be used for marketing and distributing the scheme and the commissions that may be paid to them. The AMC may also utilize the services of other associates for the mutual fund transactions and for distributing the units of the scheme.

Following are the associate / group companies as on March 31, 2023 whose services are utilized by 360 ONE Mutual Fund for broking and / or sale and distribution services:

- 360 ONE Prime Limited (Formerly known as IIFL Wealth Prime Limited)
- 360 ONE Distribution Services Limited (Formerly known as IIFL Wealth Distribution Services Limited)

- IIFL Wealth Capital Markets Limited\*
- Spaisa Capital Limited
- IIFL Securities Limited

\*IIFL Wealth Capital Markets Limited as a company stood amalgamated and dissolved w.e.f. March 14, 2023 and transferred to 360 ONE Distribution Services Limited.

**Associate Transactions (for period April 01, 2020 - March 31, 2021)**

**Transaction in Securities of Associate(s) by 360 ONE Mutual Fund: (figures - in Rs. Crore)**

| Associate in whose security transaction done | Purchase | Sale | Type of Security |
|--|----------|------|------------------|
|  | NIL      |      |                  |

**Securities Transactions with Associate(s) by 360 ONE Mutual Fund as a Counterparty :( figures - in Rs. Crore)**

| Associate with whom transaction done (Counterparty) | Scheme which transacted | Purchase | Sale | Type of Security |
|---|-------------------------|----------|------|------------------|
|   | NIL                     |          |      |                  |

**Commission paid to Associate(s) for distribution of units (figures in Rs. Crore):**

| Name of associate /related parties/ group companies of Sponsor/ AMC | Nature of Association/ Nature of relation | Period covered             | Business given (in crores) | Business given (in % of total business received by the fund) | Commission paid (in crores) | % of total Commission paid by the fund |
|---|---|----------------------------|----------------------------|--|-----------------------------|--|
| IIFL Securities Ltd.  | Associate                                 | 01-Apr-2020 to 31-Mar-2021 | 29.73                      | 3.77   | 1.12                        | 27.22                                  |
| 360 ONE WAM Limited   | Sponsor                                   | 01-Apr-2020 to 31-Mar-2021 | 622.85                     | 106.85   | 5.63                        | 134.96                                 |
| 5PAISA CAPITAL LIMITED  | Associate                                 | 01-Apr-2020 to 31-Mar-2021 | 0.03                       | 0.00*  | 0.00*                       | 0.04                                   |
| 360 ONE Prime Limited   | Associate                                 | 01-Apr-2020 to 31-Mar-2021 | 0.15                       | 0.03   | 0.00*                       | 0.01                                   |

|                                      |           |                            |       |      |      |      |
|--------------------------------------|-----------|----------------------------|-------|------|------|------|
| IIFL Wealth Capital Markets Limited^ | Associate | 01-Apr-2020 to 31-Mar-2021 | 34.28 | 5.58 | 0.07 | 1.58 |
|--------------------------------------|-----------|----------------------------|-------|------|------|------|

\*denotes amount less than 0.01 crore

^ IIFL Wealth Capital Markets Limited as a company stood amalgamated and dissolved w.e.f. March 14, 2023 and transferred to 360 ONE Distribution Services Limited.

**Brokerage paid to Associate(s) for carrying out secondary market transactions (figures in Rs. Crore):**

| Associate to whom Brokerage Paid | Nature of Association / Relation | Value of Transaction done through Associate |   | Brokerage Paid to Associate |                                       |
|----------------------------------|----------------------------------|---|---|-----------------------------|---------------------------------------|
|                                  |                                  | Amount                                      | % of total value of transaction of the Fund | Amount                      | % of total brokerage paid by the Fund |
| IIFL Securities Limited          | Associate                        | 469,131,588                                 | 1.66  | 468,736                     | 3.03                                  |

The details of subscription to issues lead managed by the Sponsor or any of its Associates are as follows:

| Name of scheme | Name of security | Type of Security | Applied (Rs. in crores) | Allotted (Rs. in crores) |
|----------------|------------------|------------------|-------------------------|--------------------------|
|                |                  | NIL              |                         |                          |

**Associate Transactions (for period April 01, 2021 - March 31, 2022)**

**Transaction in Securities of Associate(s) by 360 ONE Mutual Fund : (figures - in Rs. Crore)**

| Associate in whose security transaction done | Purchase | Sale | Type of Security |
|--|----------|------|------------------|
|  | NIL      |      |                  |

**Securities Transactions with Associate(s) by 360 ONE Mutual Fund as a Counterparty :( figures - in Rs. Crore)**

| Associate with whom transaction done (Counterparty) | Scheme which transacted | Purchase | Sale | Type of Security |
|---|-------------------------|----------|------|------------------|
|   | NIL                     |          |      |                  |

**Commission paid to Associate(s) for distribution of units (figures in Rs. Crore):**

| Name of associate /related parties/ group companies of Sponsor/ AMC | Nature of Association/ Nature of relation | Period covered                 | Business given (in crores) | Business given (in % of total business received by the fund) | Commission paid (in crores) | % of total Commission paid by the fund |
|---|---|--------------------------------|----------------------------|--|-----------------------------|--|
| IIFL Securities Ltd.  | Associate                                 | April 1, 2021 to March 31,2022 | 76.55                      | 1.67   | 1.55                        | 11.07                                  |
| 360 ONE Prime Limited   | Associate                                 | April 1, 2021 to March 31,2022 | 589.88                     | 12.89  | 8.38                        | 59.80                                  |
| 5Paisa Capital Limited  | Associate                                 | April 1, 2021 to March 31,2022 | 0.15                       | 0.00*  | 0.00*                       | 0.01                                   |
| IIFL Wealth Capital Markets Limited^                                | Associate                                 | April 1, 2021 to March 31,2022 | 21.99                      | 0.48   | 0.27                        | 1.96                                   |

^ IIFL Wealth Capital Markets Limited as a company stood amalgamated and dissolved w.e.f. March 14, 2023 and transferred to 360 ONE Distribution Services Limited.

\*denotes amount less than 0.01 crore

**Brokerage paid to Associate(s) for carrying out secondary market transactions (figures in Rs. Crore):**

| Associate to whom Brokerage Paid | Nature of Association / Relation | Value of Transaction done through Associate |   | Brokerage Paid to Associate |                                       |
|----------------------------------|----------------------------------|---|---|-----------------------------|---------------------------------------|
|                                  |                                  | Amount                                      | % of total value of transaction of the Fund | Amount                      | % of total brokerage paid by the Fund |
| IIFL Securities Limited          | Associate                        | 38,19,47,155                                | 1.05  | 3,81,591                    | 1.89                                  |

The details of subscription to issues lead managed by the Sponsor or any of its Associates are as follows:

| Name of scheme | Name of security | Type of Security | Applied (Rs. in crores) | Allotted (Rs. in crores) |
|----------------|------------------|------------------|-------------------------|--------------------------|
|                |                  | NIL              |                         |                          |

**Associate Transactions (for period April 01, 2022 - March 31, 2023)**

**Transaction in Securities of Associate(s) by 360 ONE Mutual Fund: (figures - in Rs. Crore)**

| Associate in whose security transaction done | Purchase | Sale | Type of Security |
|--|----------|------|------------------|
|  | NIL      |      |                  |

**Securities Transactions with Associate(s) by 360 ONE Mutual Fund as a Counterparty :( figures - in Rs. Crore)**

| Scheme which transacted | Purchase | Sale | Type of Security |
|-------------------------|----------|------|------------------|
| NIL                     |          |      |                  |

**Commission paid to Associate(s) for distribution of units (figures in Rs. Crore):**

| Name of associate /related parties/ group companies of Sponsor/ AMC | Nature of Association / Nature of relation | Period covered                   | Business given |   | Commission paid |  |
|---|--|----------------------------------|----------------|---|-----------------|--|
|   |  |                                  | (in crores)    | (in % of total business received by the fund) | (in crores)     | % of total Commission paid by the fund |
| IIFL Securities Ltd.  | Associate                                  | April 01, 2022 to March 31, 2023 | 31.95          | 0.76  | 1.81            | 10.81                                  |
| 360 ONE Prime Limited (Formerly known as IIFL Wealth Prime Limited) | Associate                                  | April 01, 2022 to March 31, 2023 | 327.56         | 7.84  | 9.18            | 54.69                                  |
| 5Paisa Capital Limited  | Associate                                  | April 01, 2022 to March 31, 2023 | 0.05           | 0.00*   | 0.00*           | 0.00*                                  |
| IIFL Wealth Capital Markets Limited^                                | Associate                                  | April 01, 2022 to March 31, 2023 | 13.99          | 0.33  | 0.24            | 1.42                                   |

^ IIFL Wealth Capital Markets Limited as a company stood amalgamated and dissolved w.e.f. March 14, 2023 and transferred to 360 ONE Distribution Services Limited.

\*denotes amount less than 0.01 crore

**Brokerage paid to Associate(s) for carrying out secondary market transactions (figures in Rs. Crore):**

| Associate to whom Brokerage Paid | Nature of Association / Relation | Value of Transaction done through Associate |   | Brokerage Paid to Associate |                                       |
|----------------------------------|----------------------------------|---|---|-----------------------------|---------------------------------------|
|                                  |                                  | Amount                                      | % of total value of transaction of the Fund | Amount                      | % of total brokerage paid by the Fund |
| IIFL Securities Limited          | Associate                        | 3.13  | 0.10  | 0.00*                       | 0.28                                  |

\*denotes amount less than 0.01 crore

**The details of subscription to issues lead managed by the Sponsor or any of its Associates are as follows:**

| Name of scheme   | Name of security           | Type of Security | Applied (Rs. in crores) | Allotted (Rs. in crores) |
|--|----------------------------|------------------|-------------------------|--------------------------|
| 360 ONE Focused Equity Fund (formerly known as IIFL Focused Equity Fund) | Data Patterns (India) Ltd. | Equity           | 15                      | 15                       |

**xii. Documents Available for Inspection**

The following documents will be available for inspection at the office of the Mutual Fund at, 360 ONE Centre, 6<sup>th</sup> floor, Kamala City, Senapati Bapat Marg, Lower Parel, Mumbai-400 013 during business hours on any day (excluding Saturdays, Sundays and public holidays):

- Memorandum and Articles of Association of the AMC
- Investment Management Agreement
- Trust Deed and amendments thereto, if any
- Mutual Fund Registration Certificate
- Agreement between the Mutual Fund and the Custodian
- Agreement with Registrar and Share Transfer Agents
- Consent of Auditors to act in the said capacity
- Securities and Exchange Board of India (Mutual Funds) Regulations, 1996 and amendments from time to time thereto.
- Indian Trusts Act, 1882.

**xiii. Investor Services and Investor Grievances Redressal Mechanism**

Investor can approach the AMC or Investor Service Centers of Registrar for redressal of their Grievances. The AMC has designated Mr. Sushil Sharma as Investor Service Officer.

In order to protect confidentiality of information, the customer service representatives may require personal information of the investor for verification of the investor's identity.

The AMC will at all times endeavour to handle transactions efficiently and resolve investor grievances promptly

Investors can contact the Investor Relations Officer of the AMC as per the below given details:

Mr. Sushil Sharma

**360 ONE Asset Management Limited**

360 ONE Centre, 6<sup>th</sup> floor, Kamala City,

Senapati Bapat Marg, Lower Parel,

Mumbai-400 013

Phone: 022-48765558

Toll Free: 1800-2108-606

E-mail: service@360.one

For any grievances with respect to transactions through BSE and/ or NSE, the Investors/Unit Holders should approach either the stock broker or the investor grievance cell of the respective stock exchange.

#### Complaints received during April 2020 – March 2021:

| Complaint code | Type of complaint   | (a) No. of complaints pending at the beginning of the year | Action on (a) and (b)                          |                 |            |             |                 |                |            |            |            |             |
|----------------|---|--|--|-----------------|------------|-------------|-----------------|----------------|------------|------------|------------|-------------|
|                |   |  | (b) No. of complaints received during the year | Resolved        |            |             |                 | Non Actionable | Pending    |            |            |             |
|                |   |  |  | With in 30 days | 30-60 days | 60-180 days | Beyond 180 days |                | 0-3 months | 3-6 months | 6-9 months | 9-12 months |
| I A            | Non-receipt of Income Distribution cum Capital Withdrawal on Units        | -  | -  | -               | -          | -           | -               | -              | -          | -          | -          | -           |
| I B            | Interest on delayed payment of Income Distribution cum Capital Withdrawal | -  | -  | -               | -          | -           | -               | -              | -          | -          | -          | -           |
| I C            | Non-receipt of Redemption Proceeds  | -  | -  | -               | -          | -           | -               | -              | -          | -          | -          | -           |
| I D            | Interest on delayed payment of Redemption                                 | -  | -  | -               | -          | -           | -               | -              | -          | -          | -          | -           |
| II A           | Non-receipt of Statement of Account/Unit Certificate                      | -  | -  | -               | -          | -           | -               | -              | -          | -          | -          | -           |

|              |  |   |          |          |   |   |   |   |   |   |   |   |
|--------------|--|---|----------|----------|---|---|---|---|---|---|---|---|
| II B         | Discrepancy in Statement of Account                                      | - | 2        | 2        | - | - | - | - | - | - | - | - |
| II C         | Data corrections in Investor details                                     | - | -        | -        | - | - | - | - | - | - | - | - |
| II D         | Non-receipt of Annual Report/Abridged Summary                            | - | -        | -        | - | - | - | - | - | - | - | - |
| III A        | Wrong switch between Schemes   | - | -        | -        | - | - | - | - | - | - | - | - |
| III B        | Unauthorized switch between Schemes                                      | - | -        | -        | - | - | - | - | - | - | - | - |
| III C        | Deviation from Scheme attributes   | - | -        | -        | - | - | - | - | - | - | - | - |
| III D        | Wrong or excess charges/load   | - | -        | -        | - | - | - | - | - | - | - | - |
| III E        | Non updation of changes viz. address, PAN, bank details, nomination, etc | - | -        | -        | - | - | - | - | - | - | - | - |
| IV           | Others   | - | -        | -        | - | - | - | - | - | - | - | - |
| <b>Total</b> |  | - | <b>2</b> | <b>2</b> | - | - | - | - | - | - | - | - |

#### Complaints received during April 2021 – March 2022:

| Complaint code | Type of complaint   | (a) No. of complaints pending at the beginning of the year | Action on (a) and (b)                          |                 |            |             |                 |                |            |            |            |                  |
|----------------|---|--|--|-----------------|------------|-------------|-----------------|----------------|------------|------------|------------|------------------|
|                |   |  | (b) No. of complaints received during the year | Resolved        |            |             |                 | Non Actionable | Pending    |            |            |                  |
|                |   |  |  | With in 30 days | 30-60 days | 60-180 days | Beyond 180 days |                | 0-3 months | 3-6 months | 6-9 months | Beyond 12 months |
| IA             | Non-receipt of Income Distribution cum Capital Withdrawal on Units        | -  | -  | -               | -          | -           | -               | -              | -          | -          | -          | -                |
| IB             | Interest on delayed payment of Income Distribution cum Capital Withdrawal | -  | -  | -               | -          | -           | -               | -              | -          | -          | -          | -                |
| IC             | Non-receipt of Redemption Proceeds  | -  | 8  | 8               | -          | -           | -               | -              | -          | -          | -          | -                |
| ID             | Interest on delayed payment of Redemption                                 | -  | 2  | 2               | -          | -           | -               | -              | -          | -          | -          | -                |

|              |  |   |           |           |   |   |   |   |   |   |   |   |
|--------------|--|---|-----------|-----------|---|---|---|---|---|---|---|---|
| II A         | Non-receipt of Statement of Account/Unit Certificate                     | - | 2         | 2         | - | - | - | - | - | - | - | - |
| II B         | Discrepancy in Statement of Account                                      | - | 2         | 2         | - | - | - | - | - | - | - | - |
| II C         | Data corrections in Investor details                                     | - | 2         | 2         | - | - | - | - | - | - | - | - |
| II D         | Non-receipt of Annual Report/Abridged Summary                            | - | -         | -         | - | - | - | - | - | - | - | - |
| III A        | Wrong switch between Schemes   | - | -         | -         | - | - | - | - | - | - | - | - |
| III B        | Unauthorized switch between Schemes                                      | - | -         | -         | - | - | - | - | - | - | - | - |
| III C        | Deviation from Scheme attributes   | - | -         | -         | - | - | - | - | - | - | - | - |
| III D        | Wrong or excess charges/load   | - | -         | -         | - | - | - | - | - | - | - | - |
| III E        | Non updation of changes viz. address, PAN, bank details, nomination, etc | - | 1         | 1         | - | - | - | - | - | - | - | - |
| III F        | Delay in allotment of Units  | - | -         | -         | - | - | - | - | - | - | - | - |
| III G        | Unauthorized Redemption  | - | -         | -         | - | - | - | - | - | - | - | - |
| IV           | Others   | - | -         | -         | - | - | - | - | - | - | - | - |
| <b>Total</b> |  | - | <b>36</b> | <b>36</b> | - | - | - | - | - | - | - | - |

### Complaints received during April 2022 – March 2023:

| Complaint code | Type of complaint | (a) No. of complaints pending at the beginning of the year | Action on (a) and (b)                          |                 |            |             |                 |                |            |            |            |             |  |
|----------------|-------------------|--|--|-----------------|------------|-------------|-----------------|----------------|------------|------------|------------|-------------|--|
|                |                   |  | (b) No. of complaints received during the year | Resolved        |            |             |                 | Non Actionable | Pending    |            |            |             |  |
|                |                   |  |  | With in 30 days | 30-60 days | 60-180 days | Beyond 180 days |                | 0-3 months | 3-6 months | 6-9 months | 9-12 months |  |
|                |                   |  |  |                 |            |             |                 |                |            |            |            |             |  |

|              |   |   |          |          |   |   |   |   |   |   |   |   |
|--------------|---|---|----------|----------|---|---|---|---|---|---|---|---|
| I A          | Non-receipt of Income Distribution cum Capital Withdrawal on Units        | - | -        | -        | - | - | - | - | - | - | - | - |
| I B          | Interest on delayed payment of Income Distribution cum Capital Withdrawal | - | -        | -        | - | - | - | - | - | - | - | - |
| I C          | Non-receipt of Redemption Proceeds  | - | 1        | 1        | - | - | - | - | - | - | - | - |
| I D          | Interest on delayed payment of Redemption                                 | - | -        | -        | - | - | - | - | - | - | - | - |
| II A         | Non-receipt of Statement of Account/Unit Certificate                      | - | 2        | 2        | - | - | - | - | - | - | - | - |
| II B         | Discrepancy in Statement of Account                                       | - | -        | -        | - | - | - | - | - | - | - | - |
| II C         | Data corrections in Investor details                                      | - | -        | -        | - | - | - | - | - | - | - | - |
| II D         | Non-receipt of Annual Report/Abridged Summary                             | - | -        | -        | - | - | - | - | - | - | - | - |
| III A        | Wrong switch between Schemes  | - | -        | -        | - | - | - | - | - | - | - | - |
| III B        | Unauthorized switch between Schemes                                       | - | -        | -        | - | - | - | - | - | - | - | - |
| III C        | Deviation from Scheme attributes  | - | -        | -        | - | - | - | - | - | - | - | - |
| III D        | Wrong or excess charges/load  | - | -        | -        | - | - | - | - | - | - | - | - |
| III E        | Non updation of changes viz. address, PAN, bank details, nomination, etc  | - | 1        | 1        | - | - | - | - | - | - | - | - |
| IIIF         | Delay in allotment in units   | - | 1        | 1        | - | - | - | - | - | - | - | - |
| IIIG         | Unauthorized redemption   | - | -        | -        | - | - | - | - | - | - | - | - |
| IV           | Others  | - | 3        | 3        | - | - | - | - | - | - | - | - |
| <b>Total</b> |   | - | <b>8</b> | <b>8</b> | - | - | - | - | - | - | - | - |

**LIST OF DESIGNATED COLLECTION CENTRES**

**AMC OFFICES**

**Mumbai:** 360 ONE Asset Management Ltd (Formerly IIFL Asset Management Company Ltd.), 360 ONE Centre, 6th Floor , Kamala City, Senapati Bapat Marg, Lower Parel, Mumbai - 400 013

**CAMS COLLECTION CENTRES**

Ahmedabad: 111- 113, 1 st Floor- Devpath Building Off C G Road Behind Lal Bungalow, Ellis Bridge, Ahmedabad Gujarat 380006 Bangalore: Trade Centre, 1st Floor45, Dikensen Road ( Next to Manipal Centre ), Bangalore, Karnataka, 560042 Bhubaneswar: Plot No -111, Varaha Complex Building3rd Floor, Station Square, Kharvel Nagar, Unit 3-Bhubaneswar-Orissa-751001 Chandigarh: Deepak TowerSCO 154-155, 1st Floor-Sector 17-Chandigarh-Punjab-160017 Chennai: Ground Floor No.178/10, Kodambakkam High Road, Opp. Hotel Palmgrove, Nungambakkam-Chennai-Tamilnadu-600034 Cochin: CAMS SERVICE CENTER, Building Name Modayil, Door No. 39/2638 DJ, 2nd Floor 2A M.G. Road, Cochin - 682 016 Coimbatore: CAMS SERVICE CENTRE, No.1334, Thadagam Road, Thirumurthy Layout, R.S.Puram, Behind Venketeswara Bakery, Coimbatore-641002 Durgapur: CAMS SERVICE CENTRE, Plot No.3601, Nazrul Sarani, City Centre, Durgapur-713216 Goa: CAMS SERVICE CENTER, Office No.103, 1st Floor, Unitech City Centre, M.G.Road, Panaji Goa, Goa-403001 Secunderabad (Hyderabad): 208, II FloorJade ArcadeParadise Circle, Hyderabad, Telangana, 500003 Indore: 101, Shalimar Corporate Centre, 8-B, South Tukogunj, Opp.Greenpark, Indore, MadhyaPradesh, 452001 Jaipur: R-7, Yudhisthir Marg C-SchemeBehind Ashok Nagar Police Station, Jaipur, Rajasthan, 302001 Kanpur: I Floor 106 to 108City Centre Phase II, 63/2, The Mall Kanpur Uttarpradesh-208001 Kolkata: CAMS SERVICE CENTRE, 2/1, Russell Street, 2nd Floor, Kankaria Centre, Kolkata-700071 Lucknow: CAMS SERVICE CENTER, Office No.107, 1st Floor, Vaisali Arcade Building, Plot No 11, 6 Park Road, Lucknow-226001 Ludhiana: U/ GF, Prince Market, Green Field, Near Traffic Lights, Sarabha Nagar Pulli, Pakhowal Road, Ludhiana, Punjab, 141002 Madurai: Shop No 3 2nd Floor Surya Towers, No 272/273 Goodshed Street, Madurai - 625001 Mangalore: No. G 4 & G 5, Inland MonarchOpp. Karnataka Bank Kadri Main Road, Kadri, Mangalore, Karnataka, 575003 Mumbai: Rajabhadur Compound, Ground FloorOpp Allahabad Bank, Behind ICICI Bank30, Mumbai Samachar Marg, FortMumbai, Maharashtra, 400023 Nagpur: 145 , Lendra, New Ramdaspath, Nagpur, Maharashtra, 440010 New Delhi: 7-E, 4th FloorDeen Dayaal Research Institute Building Swami Ram Tirath Nagar, Near Videocon Tower Jhandewalan Extension, New Delhi, NewDelhi, 110055 Patna: G-3, Ground Floor, OM ComplexNear Saket Tower, SP Verma Road, Patna, Bihar, 800001 Pune: CAMS SERVICE CENTER, Vartak Pride, 1st Floor, Survey No.46, City Survey No.1477, Hingne budruk, D.P.Road, Behind Dinanath mangeshkar Hospital, Karvenagar, Pune-411052 Surat: CAMS SERVICE CENTRE, Shop No.G-5, International Commerce Center, Nr.Kadiwala School, Majura Gate, Ring Road, Surat-395002 Vadodara: 103 Arias Complex, Bpc Road, Off R.C.Dutt Road, Alkapuri, Vadodara, Gujarat, 390007 Vijayawada: 40-1-68, Rao & Ratnam Complex, Near Chennupati Petrol Pump, M.G Road, Labbipet, Vijayawada, AndhraPradesh, 520010 Visakhapatnam (Vizag): CAMS SERVICE CENTRE, Door No 48-3-2, Flat No 2, 1st Floor, Sidhi Plaza, Near Visakha Library, Srinagar, Visakhapatnam- 530 016 Agra: No. 8, II Floor Maruti Tower Sanjay Place , Agra, Uttarpradesh-282002 Ajmer: AMC No. 423/30 Near ChurchOpp T B Hospital, Jaipur Road, Ajmer, Rajasthan, 305001 Allahabadi: 30/2, A&B, Civil Lines Station Besides , Vishal Mega Mart Strachey Road, Allahabad , Uttarpradesh-211001 Alwar: 256A, Scheme No-1, Arya Nagar, Alwar, Rajasthan, 301001 Amaravati: 81, Gulsham Tower, 2nd Floor, Near Panchsheel Talkies, Amaravati, Maharashtra, 444601 Amritsar: CAMS SERVICE CENTER, 3rd Floor, Bearing Unit No-313, Mukut House, Amritsar-143001 Anand: 101, A.P. Tower, B/H, Sardhar Gunj, Next to Nathwani Chambers, AnandGujarat388001 Asansol: Block – G 1st Floor, P C Chatterjee Market Complex Rambandhu Talab PO, Ushagram Asansol Westbengal Pin No 713303 Aurangabad: CAMS SERVICE CENTRE, 2nd Floor, Block No.D-21-D-22, Motiwala Trade Centre, Nirala Bazar, New Samarth Nagar, Opp.HDFC Bank, Aurangabad-431001 Belgaum: CAMS SERVICE CENTRE, Classic Complex, Block No.104, 1st Floor, Saraf Colony, Khanapur Road, Tilakwadi, Belgaum-590006 Berhampur: CAMS SERVICE CENTER, Kalika temple Street, Ground Floor, Beside SBI BAZAR Branch, Berhampur-760002 Bhavnagar:501 – 503 , Bhayani Skyline, Behind Joggers Park, Atabhai Road,, BhavnagarGujarat364001 Bhilai: CAMS SERVICE CENTRE, 1st Floor, Plot No.3, Block No.1, Priyadarshini Pariswar west, Behind IDBI Bank, Nehru Nagar, Bhilai-490020 Bhillwara: C/o Kodwani Associates Shop No 211-213 2nd floor Indra Prasth Tower syam Ki Sabji Mandi Near Mukerjee Garden Bhillwara-311001 (Rajasthan) Bhopal: Plot no 10, 2nd Floor, Alankar Complex, Near ICICI Bank, MP Nagar, Zone II, Bhopal, MadhyaPradesh462011 Bokaro: Mазzanine FloorF-4, City Centre, Sector 4, Bokaro Steel City, Bokaro, Jharkhand, 827004 Burdwan: CAMS SERVICE CENTER, No.399, G T Road, Basement, Talk of the town , , BurdwanWestbengal713101 Calicut: 29/97C 2nd Floor, S A Arcade, Mavoor Road, Arayidathupalam, CalicutKerala-673016 Cuttack: Near Indian Overseas BankCantonment Road, Mata Math, Cuttack, Orissa, 753001 Davangere: 13, 1st Floor, Akkamahadevi Samaj ComplexChurch Road, P.J.Extension, Davangere, Karnataka, 577002 Dehradun: 204/121 Nari Shilp Mandir Marg(1st Floor) Old Connaught Place, Chakrata Road, Dehradun, Uttarakhand, 248001 Dhanbad: Urmila Towers, Room No: 111(1st Floor) Bank More, Dhanbad, Jharkhand, 826001 Erode: 197, Seshaiyer Complex, Agraharam Street, Erode, Tamilnadu, 638001 Faridabad: B-49, 1st Floor, Nehru Ground, Behind Anupam Sweet House NIT, Faridabad, Haryana, 121001 Ghaziabad: CAMS SERVICE CENTER, 1st Floor, C-10 RDC Rajnagar, Opp Kacheri Gate No.2, Ghaziabad-201002 Gorakhpur: CAMS SERVICE CENTRE, Shop No.5 & 6, 3Rd Floor, Cross Road The mall, A D Tiraha, bank Road, Gorakhpur-273001 Guntur: CAMS SERVICE CENTER, Door No.31-13-1158, 1st floor, 13/1, Arundelpet, Ward No.6, Guntur-522002 Gurgaon: SCO - 16, Sector - 14, First floor, Gurgaon, Haryana, 122001 Guwahati: CAMS SERVICE CENTRE, Piyali Phukan Road, K.C.Path, House No.1, Rehbari, Guwahati-781008 \*Gwalior: G-6 Global Apartment, Kailash Vihar Colony, Opp. Income Tax Office, City Centre Gwalior Madhya Pradesh-474002\* Hubli: No.204 - 205, 1st Floor' B 'Block, Kundagol ComplexOpp. Court, Club Road, Hubli, Karnataka, 580029 Jabalpur: 8, Ground Floor, Datt Towers, Behind Commercial Automobiles, Napier Town, Jabalpur, MadhyaPradesh, 482001 Jalandhar: CAMS SERVICE CENTER, 144, Vijay Nagar, Near Capital Small Finance Bank, Football Chowk, Jalandar City-144001 Jalgaon: Rustomji Infotech Services70, NavipethOpp. Old Bus StandJalgaon, Maharashtra, 425001 Jamnagar: 207, Manek Centre, P N Marg, Jamnagar, Gujarat, 361001 Jamshedpur: Millennium Tower, "R" Road, Room No:15 First Floor, Bistupur, Jamshepur, Jharkhand, 831001 Jodhpur: 1/5, Nirmal Tower, 1st Chopasani Road, Jodhpur, Rajasthan, 342003 Kolhapur: 2 B, 3rd Floor, Ayodhya Towers, Station Road, Kolhapur, Maharashtra, 416001 Kota: B-33 'Kalyan Bhawan, Triangle Part, Vallabh Nagar, Kota, Rajasthan, 324007 Kottayam: CAMS SERVICE CENTER, 1307 B, Puthenparambil Building, KSACS Road, Opp.ESIC Office, Behind Malayala Manorama Muttambalam P O, Kottayam-686501 Meerut: 108 1st Floor Shivam Plaza, Opp: Eves Cinema, Hapur Road, Meerut, Uttarpradesh, 250002 Moradabad: H 21-22, 1st Floor, Ram Ganga Vihar Shopping Complex, Opposite Sale Tax Office, Moradabad-244001 Muzaffarpur: Brahman Toli, DurgasthanGola Road, Muzaffarpur, Bihar, 842001 Mysore: No.1, 1st Floor, CH.26 7th Main, 5th Cross (Above Trishakthi Medicals), Saraswati Puram, Mysore, Karnataka, 570009 Nasik: CASM SERVICE CENTRE, 1st Floor, "Shradhdha Niketan", Tilak Wadi, Opp Hotel City Pride, Sharanapur Road, Nasik-422002 Nellore: 97/56, I Floor, Immadisetti TowersRanganayakulapet Road, Santhapet, Nellore, AndhraPradesh, 524001 Panipat: SCO 83-84, First Floor, Devi Lal Shopping Complex, Opp RBL Bank, G.T.Road, Panipat, Haryana, 132103 Patiala: CAMS SERVICE CENTRE, No.35 New Lal Bagh, Opp.Polo Ground, Patiala-147001 Pondicherry: S-8, 100, Jawaharlal Nehru Street(New Complex, Opp. Indian Coffee House), Pondicherry, Pondicherry, 605001 Raipur: HIG, C-23 Sector -1Devendra Nagar, Raipur, Chattisgarh, 492004 Rajahmundry: Door No: 6-2-12, 1st Floor, Rajeswari Nilayam, Near Vamsikrishna Hospital, Niyapathi Vari Street, T Nagar, Rajahmundry, AndhraPradesh, 533101 Rajkot: Office 207 - 210, Everest BuildingHarihar ChowkOpp Shastrji Maidan, Limda Chowk, Rajkot, Gujarat, 360001 Ranchi: 4, HB Road No: 206, 2nd Floor Shri Lok ComplexH B Road Near Firayalal, Ranchi, Jharkhand, 834001 Rourkela: CAMS SERVICE CENTRE, 2nd Floor, J B S Market Complex, Udit Nagar, Rourkela-769012 Salem: No.2, I Floor Vivekananda Street, New Fairlands, Salem, Tamilnadu, 636016 Sambalpur: C/o Raj Tibrewal & Associates, Opp.Town High School, Sansarkar Sambalpur, Orissa, 768001 Siliguri: CAMS SERVICE CENTER, No.78, Haren Mukherjee Road, 1st Floor, Beside SBI Hakimganj, Siliguri-734001 Tirupur: (11), Binny Compound, II Street, Kumaran Road, Tirupur, Tamilnadu, 641601 Tirunelveli: CAMS SERVICE CENTRE, No.F4, Magnan Surakasa Apatments, Tiruvananthapuram Road, Tirunelveli-627002 Trichur: Room No. 26 & 27Dee Pee Plaza, Kokkalai, Trichur, Kerala, 680001 Trichy: No 8, I Floor, 8th Cross West Extn, Thillainagar, Trichy, Tamilnadu, 620018 Trivandrum: R S Complex, Opp of LIC Building, Pattom PO, Trivandrum, Kerala, 695004 Udaipur: CAMS SERVICE CENTRE, No.32, Ahinsapuri, Fatephura Circle, Udaipur-313001 Valsad: 3rd floor, Gita Nivas, opp Head Post Office, Halar Cross LaneValsad, Gujarat, 396001 Varanasi: Office no 1, Second floor, Bhawani Market, Building No. D-58/2-1, Rathyatra Beside Kuber Complex, Varanasi, Uttarpradesh-221010 Vellore: CAMS SERVICE CENTRE, AKT Complex, 2nd Floor, No.1, 3, New Sankaranpalayam Road Tolgate, Vellore-632001 Warangal: Hno. 2-4-641, F-7, 1st Floor, A.B.K Mall, Old Bus Depot Road, Ramnagar, Hanamkonda, Warangal.Telangana- 506001 Balasore: B C Sen Road, Balasore, Orissa, 756001 Jammu: JRDS Heights, Lane Opp. S&S Computers Near RBI Building, Sector 14, Nanak Nagar Jammu, Jammu & Kashmir, 180004 Ballari: CAMS SERVICE CENTER, No.18/47/A, Govind Nilaya, Ward No.20, Sangankal Moka Road, Gandhinagar, Ballari-583102 Navsari: CAMS Service Centre, 214-215, 2nd floor, Shivani Park, Opp.Shankeswar Complex, Kaliawadi, Navsari -396445, Gujarat" Rohtak: CAMS SERVICE CENTRE, SCO 06, Ground Floor, MR Complex, Near Sonipat Stand Delhi Road, Rohtak-124001 Tirupati: Shop No : 6, Door No: 19-10-8, (Opp to Passport Office), AIR Bypass Road, Tirupati-517501, AndhraPradesh "Kalyani: A - 1/50, Block A Kalyani - Nadia Dt, PIN- 741235" Bhuji: CAMS SERVICE CENTRE, Office No.4-5, First Floor, RTO Relocation Commercial Complex-B, Opp.Fire Station, Near RTO Circle, Bhuji-Kutch-370001 Solapur: Flat No 109, 1st FloorA Wing, Kalyani Tower126 Siddheshwar Peth, Near Pangal High SchoolSolapur, Maharashtra, 413001 Junagadh: "Aastha Plus", 202-A, 2nd FloorSardarbag Road, Nr. AlkapuriOpp. Zansi Rani Statue, Junagadh Gujarat-362001 Ankleshwar: Shop No - F-56First Floor, Omkar ComplexOpp Old Colony, Nr Valia Char Rasta, GIDC, Ankleshwar, Gujarat, 393002 Kollam: CAMS SERVICE CENTRE, Uthram Chambers(Ground Floor), Thamarakulam, Kollam-691006 Jhansi: No.372/18D, 1st Floor Above IDBI Bank, Beside V-Mart, Near RAKSHAN, Gwalior Road, Jhansi-284001 Aligarh: City Enclave, Opp. Kumar Nursing Home Ramghat Road Aligarh Uttarpradesh-202001 Satara: 117 / A / 3 / 22, Shukrawar Peth, Sargam Apartment, Satara, Maharashtra, 415002 Kumbakonam: Jailani Complex47, Mutt Street, Kumbakonam, Tamilnadu, 612001 Bhagalpur: CAMS SERVICE CENTRE, Ground Floor, Gurudwara Road, Near Old Vijaya Bank, Bhagalpur - 812001 Bareilly: CAMS SERVICE CENTRE, F-62-63, 2nd Floor, Butler Plaza Commercial Complex Civil Lines Bareilly Uttarpradesh-243001 Akola: Opp. RLT Science CollegeCivil Lines, Akola, Maharashtra, 444001 Yamuna Nagar: 124-B/R, Model TownYamunanagar, Yamuna Nagar, Haryana, 135001 Deoghar: S S M Jalan RoadGround floorOpp. Hotel Ashoke, Caster Town, Deoghar, Jharkhand, 814112 Karimnagar: HNo.7-1-257, Upstairs S B H mangammathota, Karimnagar, Telangana, 505001 Kadapa: Bandi Subbaramaiah Complex, D.No:3/1718, Shop No: 8, Raja Reddy Street, Kadapa, AndhraPradesh, 516001 Shimla: I Floor, Opp. Panchayat Bhawan Main gateBus stand, Shimla, HimachalPradesh, 171001 Kannur: Room No.PP.14/435Casa Marina Shopping CentreTalap, Kannur, Kerala, 670004 Mehšana: 1st Floor, Subhadra ComplexUrban Bank RoadMehšana, Gujarat, 384002 Hazaribag: Municipal MarketAnnanda Chowk, Hazaribag, Jharkhand, 825301 Anantapur: 15-570-33, I FloorPallavi Towers, Subash RoadOpp.Canara Bank, Anantapur, AndhraPradesh, 515001 Kurnool: CAMS SERVICE CENTRE, Shop No.26 and 27, Door No.39/265A and 39/265B, Second Floor, Skanda Shopping Mall, Old Chad Talkies, Vaddageri, 39th Ward, Kurnool-518001 Hisar: CAMS SERVICE CENTRE, No-12, Opp. HDFC Bank, Red Square Market, Hisar, Haryana, 125001 Sri Ganganagar: 18 L BlockSri Ganganagar, Rajasthan, 335001 Bhatinda: 2907 GH, GT Road, Near Zila Parishad, Bhatinda, Punjab, 151001 Shimoga: No.65 1st FloorKishnappa Compound1st Cross, Hosmane Extn, Shimoga, Karnataka, 577201 Palakkad: 10 / 688, Sreedevi Residency, Mettupalayam Street, Palakkad, Kerala, 678001 Margao: CAMS SERVICE CENTRE, F4-Classic Heritage, Near Axis Bank, Opp.BPS Club, Pajifond, Margao, Goa-403601 Karur: 126 G, V.P.Towers, Kovai Road, Basement of Axis BankKarur, Tamilnadu, 639002 Bikaner: Behind rajasthan patrika In front of vijaya bank 1404, amar singh pura Bikaner.334001 Kakinada: CAMS SERVICE CENTRE, D No.25-4-29, 1st floor, Kommireddy yari street, Beside Warf Road, Opp swathi medicals, Kakinada-533001 Bilaspur: CAMS SERVICE CENTRE, Shop No.B-104, First Floor, Narayan Plaza, Link Road, Bilaspur(C.G.)-495001 Vapi: 208, 2nd Floor HEENA ARCADE, Opp. Tirupati TowerNear G.I.D.C. Char Rasta, Vapi, Gujarat, 396195 Ambala: CAMS SERVICE CENTRE, SCO 48-49, Ground floor, opp peer, Bal Bhawan Road, Near HDFC Bank, Ambala City, Haryana - 134 003 Agartala: Advisor Chowmuhani (Ground Floor), KrishnanagarAgartala, Tripura, 799001 Saharanpur: I Floor, Krishna ComplexOpp. Hathi GateCourt Road, Saharanpur, Uttarpradesh, 247001 Kharagpur: CAMS SERVICE CENTRE, "Silver Palace" OT Road, Inda-Kharagpur, G-P-Barakola, P.S.Kharagpur Local, Dist West Midnapore-721305

Tiruvalla: CAMS SERVICE CENTER, 1st Floor, Room No-61(63), International shopping Mall, Opp.ST Thomas Evangelical Church, Above Thomsan Bakery, Manjady, Thiruvalla-689105 "Alleppey: Doctor's Tower Building, Door No. 14/2562, 1st floor, North of Iorn Bridge, Near Hotel Arcadia Regency, AlleppeyKerala, 688001" Noida: CAMS SERVICE CENTER, Commercial Shop No.GF 10 & GF 38, Ground Floor, Ansal Fortune Arcade, Plot No. K-82, Sector -18,, Noida-201301 Thane: CAMS SERVICE CENTER, Dev Corpora, 1st Floor; Office No.102, Cadbury Junction, Eastern Express Way, Thane-400601 Andheri: CAMS Pvt Ltd, No.351, Icon, 501, 5th Floor, Western Express Highway, Andheri East, Mumbai-400069 Sangli: Jiveshwar Krupa BldgShop. NO.2, Ground Floor, Tilak ChowkHarbhat Road, Sangli, Maharashtra-416416 Jalna: Shop No 6, Ground Floor, Anand Plaza Complex, Bharat Nagar, Shivaji Putla Road, Jalna, Maharashtra, 431203 Ghatkopar: CAMS SERVICE CENTRE, Platinum Mall, Office No.307, 3rd Floor, Jawahar Road, Ghatkopar East, Mumbai-400077 Borivali: CAMS PVT LTD, Hirji Heritage, 4th Floor, Office No.402, L.T.Road, Borivali, Mumbai-400092 Vashi: CAMS SERVICE CENTRE, BSEL Tech Park, B-505, Plot No.39/5 & 39/5A, Sector 30A, Opp.Vashi Railway StationVashi, Navi Mumbai-400705 Pitampura: CAMS SERVICE CENTER, Number G-8, Ground Floor, Plot No C-9, Pearls Best Height - II, Netaji Subhash Place, Pitampura-110034 Tambaram: CAMS SERVICE CENTER, 3rd Floor, B R Complex, No.66, Door No.11A, Ramakrishna Iyer Street, Opp.National Cinema Theatre, West Tambaram, Chennai-600045 Janakpuri: CAMS Service CentreOffice Number 112, 1st FloorMahatta Tower, B Block Community Centre, Janakpuri, New Delhi -110058Bangalore(Wilson Garden): CAMS SERVICE CENTER, First Floor, No.17/1, -(272) 12Th Cross Road, Wilson Garden, Bangalore-560027 Bharuch: CAMS SERVICE CENTRE, A-111, First Floor, R K Casta, Behind Patel Super Market, Station Road, Bharuch-392001 Karnal: No.29, Avtar Colony, Behind vishal mega mart, Karnal-132001 Mapusa (Parent ISC : Goa): CAMS COLLECTION CENTRE, Office No.503, Buildmore Business Park, New Canca By pass Road, Ximer, Mapusa Goa-403507 Nadiad: F 134, First Floor, Ghantakarna Complex Gunj Bazar, Nadiad, Gujarat, 387001 Bhusawal (Parent: Jalgaon TP): 3, Adelade Apartment, Christain Mohala, Behind Gulshan-E-Iran Hotel, Amardeep Talkies Road, Bhusawal, Maharashtra, 425201 Gondal (Parent Rajkot): A/177, Kailash Complex Opp. Khedut Decor Gondal, Gujarat, 360311 Vasco (Parent Goa): No DU 8, Upper Ground Floor, Behind Techoclean Clinic, Suvidha Complex Near ICICI Bank, Vasco, Goa, 403802 New Delhi-CC: Flat no.512, Narian Manzil, 23 Barakhamba Road Connaught Place, NewDelhi, 110001 Kolkata-CC (Kolkata Central): 2A, Ganesh Chandra AvenueRoom , No.3A, Commerce House"(4th Floor), Kolkata, Westbanga 700013 Chennai-Satelite ISC: No.158, Rayala Tower-1, Anna salai, Chennai-600002 Ahmednagar: CAMS SERVICE CENTER, Office No.3.1st Floor, Shree Parvati, Plot No.1/175, Opp. Mauli Sabhagruh, Zopadi Canteen, Savedi, Ahmednagar-414003 "Basti: CAMS C/O RAJESH MAHADEV & CO SHOP NO 3, 1st Floor JAMIA COMLEX STATION ROAD BASTI PIN 272002" Chhindwara: CAMS SERVICE CENTER, 2nd Floor, Parasia Road, Near Surya Lodge, Sood Complex, Above Nagpur CT Scan, Chhindwara, MadhyaPradesh 480001 Chittorgarh: 3, Ashok Nagar, Near Heera Vatika, Chittorgarh, Rajasthan 312001 Darbhanga: Ground Floor , Belbhadrapur, Near Sahara Office, Laheriasarai Tower Chowk, Laheriasarai, Darbhanga- 846001. Dharmapuri: 16A/63A, Pidamaneri Road, Near Indoor Stadium, Dharmapuri, Tamilnadu 636701 Dhule: House No 3140, Opp Liberty Furniture, Jammnal Bajaj Road, Near Tower Garden, Dhule, Maharashtra 424001 Faizabad: CAMS SERVICE CENTRE, 1/13/196, A, Civil Lines, Behind Tripati Hotel, Faizabad, Uttarpradesh-224001 Gandhidham: CAMS SERVICE CENTER, Shyam Sadan, First Floor, Plot No.120, Sector 1/A, Gandhidham-370201 Gulbarga: Pal Complex, 1st Floor, Opp. City Bus Stop, SuperMarket, Gulbarga, Karnataka 585101 Haldia: MOUZA-BASUDEVPUR, J.L. NO. 126, Haldia Municipality, Ward No 10, Durgachak, Haldia - 721602 Haldwani: Durga City Centre, Nainital Road, Haldwani, Uttarakhand-263139 Himmatnagar: D-78, First Floor, New Durga Bazar, Near Railway Crossing, Himmatnagar, Gujarat 383001 Hoshiarpur: Near Archies Gallery, Shimla Pahari Chowk, Hoshiarpur , Punjab 146001 Hosur: CAMS SERVICE CENTER, Survey No.25/204, Attibeale Road, HCF Post, Mathigiri, Above Time Kids School, Oppsite To Kuttys Frozen Foods, Hosur-635110 Jaunpur: 248, Fort Road Near Amber Hotel, Jaunpur Uttarpradesh-222001 Katni: 1st Floor; Gurunanak dharmakanta, Jabalpur Road, Bargawan, Katni, MadhyaPradesh 483501 Khammam: Shop No: 11 - 2 - 31/3, 1st floor, Philips Complex, Balajinagar, Wyr Road, Near Baburao Petrol Bunk, Khammam, Telangana 507001 Malda: Daxhinapan Abasan, Opp Lane of Hotel Kalinga, SM Pally, Malda, Westbanga 732101 Manipal: CAMS SERVICE CENTER, Shop No-A2, Basement floor, Academy Tower, Opposite Corporation Bank, Manipal, Karnataka 576104 Mathura: 159/160 Vikas Bazar Mathura Uttarpradesh-281001 Moga: CAMS SERVICE CENTRE, No.9, New Town, Opp.Jaswal Hotel, Daman Building, Moga-142001 Namakkal: 156A / 1, First Floor, Lakshmi Vilas BuildingOpp. To District Registrar Office, Trichy Road, Namakkal, Tamilnadu 637001 Palanpur: CAMS SERVICE CENTER, Gopal Trade center, Shop No.13-14, 3rd Floor, Nr.BK Mercantile bank, Opp.Old Gunj, Palanpur-385001 Rae Bareli: 17, Anand Nagar Complex Opposite Moti Lal Nehru Stadium SAI Hostel Jail Road Rae Bareilly Uttar pradesh -229001 Rajapalayam: No 59 A/1, Railway Feeder Road(Near Railway Station)RajapalayamTamilnadu626117 Ratlam: Dafria & Co, No.18, Ram Bagh, Near Scholar's School, Ratlam, MadhyaPradesh 457001 Ratnagiri: CAMS SERVICE CENTRE, Orchid Tower, Gr Floor, Gala No.06, S.V.No.301/Paiki 1/2, Nachane Munciple Aat, Arogya Mandir, Nachane Link Road, At, Post, Tal.Ratnagiri Dist.Ratnagiri-415612 Roorkee: 22, Civil Lines, Ground Floor, Hotel Krish Residency, Roorkee, Uttarakhand 247667 Sagar: Opp. Somani Automobile, s Bhagwanganj Sagar, MadhyaPradesh 470002 Shahjahanpur: Bijlipura, Near Old Distt Hospital, Jail Road , Shahjahanpur Uttarpradesh-242001 Sirsa: Ground Floor of CA Deepak Gupta, , M G Complex, Bhawna marg, Beside Over Bridge, bansal Cinerma Market, Sirsa Haryana, 125055 Sitapur: Arya Nagar Near Arya Kanya School Sitapur Uttarpradesh-261001 Solan: 1st Floor, Above Sharma General Store, Near Sanki Rest house, The Mall, Solan, Himachal Pradesh 173212 Srikakulam: Door No 4—4-96, First Floor.Vijaya Ganapathi Temple Back Side, Nanubala Street , Srikakulam, AndhraPradesh 532001 Sultanpur: 967, Civil Lines Near Pant Stadium Sultanpur Uttarpradesh-228001 Surendranagar: Shop No. 12, M.D. Residency, Swastik Cross Road, Surendranagar - 363001 Tinsukia: CAMS Transaction Point, Bhowal Complex Ground Floor, Near Dena Bank, Rongagora Road PO / Dist - Tinsukia Assam PIN -786 125 Tuticorin: 4B/A16, Mangal Mall Complex, Ground Floor, Mani Nagar, TuticorinTamilnadu628003 Ujjain: 123, 1st Floor, Siddhi Vinayaka Trade Centre, Saheed Park, UjjainMadhyaPradesh456010 Yavatmal: Pushpam, Tilakwadi, Opp. Dr. Shrotri Hospital, Yavatmal, Maharashtra 445001 Kukatpally: CAMS SERVICE CENTRE, No.15-31-2M-1/4, 1st floor, 14-A, MIG, KPBB colony, Kukatpally, Hyderabad-500072

**NOT OFFICIAL POINT OF ACCEPTANCE**

**AMC OFFICES**

**Pune:** 360 ONE Asset Management Limited (Formerly known as IIFL Asset Management Limited), office No 801, eight floor, vikram monarch, university road, Shivajinagar, Pune, Maharashtra – 411016. **Hyderabad:** 360 ONE Asset Management Limited (Formerly known as IIFL Asset Management Limited), G4 & G5, Roxan Fortune Tower, Road No.12, Banjara Hills, Hyderabad, Andhra Pradesh – 500034. **Chennai:** 360 ONE Asset Management Limited (Formerly known as IIFL Asset Management Limited), 5th Floor, Kothari Building, 114, Mahatma Gandhi Road, Nungambakkam, Chennai - 600 034. **Ahmedabad:** 360 ONE Asset Management Limited (Formerly known as IIFL Asset Management Limited), 704, 7th Floor, One42 South Tower, Next to Ashok Vatika Bopal Ambli Road, Ahmedabad, Gujarat – 380058. **Bengaluru:** 360 ONE Asset Management Limited (Formerly known as IIFL Asset Management Limited), Level 3, Prestige Nebula-1.8-12, Cubbon road, FMC Cariappa Colony, Shivanchetti Gardens, Bengaluru, Karnataka - 560001. **Delhi:** 360 ONE Asset Management Limited (Formerly known as IIFL Asset Management Limited), Second Floor, D-3 GYS Platinum, Saket District Center, New Delhi – 110017. **Kolkata:** 360 ONE Asset Management Limited (Formerly known as IIFL Asset Management Limited), Unit 3, Level 3, Camac Square, 24, Camac Street, Kolkata, West Bengal – 700016. **Mumbai:** 360 ONE Asset Management Limited (Formerly known as IIFL Asset Management Limited), 360 ONE Centre, 6th Floor , Kamala City, Senapati Bapat Marg, Lower Parel, Mumbai - 400 013. **Chandigarh:** 360 ONE Asset Management Limited (Formerly known as IIFL Asset Management Limited), SCO 135-136, 1<sup>st</sup> floor sector 9C Madhya Marg Chandigarh – 160009 **Vadodara:** 360 ONE Asset Management Limited (Formerly known as IIFL Asset Management Limited), A-301, Sahyog Attrium Above IDFC Bank, Old Padra Road Behind Jagdish Farsan Vadodara – 390 007. **Lucknow:** 360 One Asset Management Limited (formerly known as IIFL Asset Management Limited) Cyber heights, 5th floor, Vibhuti Khand, Lucknow, Uttar Pradesh – 226010.

| <b>360 ONE Mutual Fund (Formerly known as IIFL Mutual Fund) Customer Service Centers and Official Points of Acceptance</b>  | <b>Registrar and Transfer Agent</b>   | <b>CMS Collection Bankers</b>  |
|---|---|--|
| 360 one Asset Management Limited (Formerly known as IIFL Asset Management Ltd.)<br>Registered Office:360 ONE Centre, 6th Floor, Kamala City, S.B. Marg, Lower Parel, Mumbai - 400 013<br>www.iiflmf.com | Computer Age Management Services Limited (CAMS)<br>Registered Office:<br>New No. 10, Old No. 178, M.G.R. Salai, Nungambakkam, Chennai - 600 034<br>www.camsonline.com | HDFC Bank Limited<br>Registered Office:<br>HDFC Bank House, Senapati Bapat Marg, Lower Parel, Mumbai - 400 013<br>www.hdfcbank.com India.u |