



## Statement of Additional Information

Name of Mutual Fund	Name of Asset Management Company	Name of Trustee Company
Bajaj Finserv Mutual Fund	Bajaj Finserv Asset Management Limited	Bajaj Finserv Mutual Fund Trustee Limited
Address: 8 <sup>th</sup> floor, E-core, Solitaire Business Park, Viman Nagar, Pune – 411014	Address: S. No. 208/1B, Lohagaon, Viman Nagar, Pune – 411014 (registered office) 8 <sup>th</sup> floor, E-core, Solitaire Business Park, Viman Nagar, Pune – 411014 (corporate office)  CIN - U65990PN2021PLC205292	Address: S. No. 208/1B, Lohagaon, Viman Nagar, Pune – 411014 (registered office) 8 <sup>th</sup> floor, E-core, Solitaire Business Park, Viman Nagar, Pune – 411014 (corporate office)  CIN - U65990PN2021PLC205098
<a href="http://www.bajajamc.com">www.bajajamc.com</a>	<a href="http://www.bajajamc.com">www.bajajamc.com</a>	<a href="http://www.bajajamc.com">www.bajajamc.com</a>

This Statement of Additional Information (SAI) contains details of Bajaj Finserv 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 October 31, 2023.

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## I. DEFINITIONS

In this Statement of Additional Information (SAI), the following words and expressions shall have the meaning specified herein, unless the context otherwise requires:

“AMC” or “Asset Management Company” or “Investment Manager”	Bajaj Finserv Asset Management Limited, incorporated under the provisions of the Companies Act, 2013 and approved by the Securities and Exchange Board of India under Regulation 21 (2) to act as the Asset Management Company for the scheme(s) of Bajaj Finserv Mutual Fund.
“Applicable NAV”	Applicable NAV is the Net Asset Value for the day on which the subscription or redemption or switch is undertaken by the Investor and determined by Bajaj Finserv Mutual Fund.
“Business Day”	<p>A day other than:</p> <ol style="list-style-type: none"> <li>Saturday or Sunday</li> <li>a day on which the Reserve Bank of India and Banks in Mumbai are closed for business or clearing</li> <li>a day on which there is no RBI clearing / settlement of securities</li> <li>a day on which the Stock Exchange, Mumbai and National Stock Exchange are closed</li> <li>a day on which the Redemption of Units is suspended by the Trustee / AMC</li> <li>a day on which normal business could not be transacted due to storms, floods, other natural calamities, bandhs, strikes or such other events or as the AMC may specify from time to time.</li> </ol> <p>The AMC reserves the right to declare any day as a Business Day or otherwise at any or all locations and/or Official points of acceptance of transactions.</p> <p>Further, in case of Bajaj Finserv Liquid Fund &amp; Bajaj Finserv Overnight Fund, the day(s) on which the money markets are closed / not accessible, shall not be treated as Business Day(s).</p>
“Consolidated Account Statement (CAS)”	CAS is a single/combined account statement which shows details of all transactions made by an investor during a month across all mutual funds. It shows all details pertaining to subscription, redemption, switches, payout of Income Distribution cum Capital Withdrawal option (IDCW), reinvestment of IDCW, Systematic Investment Plan (SIP), Systematic Withdrawal Plan (SWP) and Systematic Transfer Plan (STP) etc. along with transaction charges incurred, if any.
“Custodian”	Deutsche Bank A. G. acting as the custodian to the scheme or any other Custodian as may be appointed by the Trustees of the Mutual Fund.
“Depository”	Depository as defined in the Depositories Act, 1996 (22 of 1996) and refers to National Securities Depository Ltd (NSDL) and Central Depository Services Ltd (CDSL).
“Depository Participant” or “DP”	Depository Participant’ means a person registered as such under subsection (1A) of section 12 of the Securities and Exchange Board of India Act, 1992.

“Derivative”	Derivative includes (i) a security derived from a debt instrument, share, loan whether secured or 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.
“Direct Plan”	A Plan for investors who wish to invest directly without routing the investment through any distributor. This Plan shall have a lower expense ratio excluding distribution expenses, commission, etc and no commission for distribution of Units will be paid/ charged under the Direct Plan.
“IDCW” (Income Distribution cum Capital Withdrawal)	Income distributed on Mutual Fund Units from the distributable surplus, which may include a portion of the 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) in the Scheme books}.
“Equity Related Instruments”	Equity Related Instruments includes convertible bonds and debentures, convertible preference shares, warrants carrying the right to obtain equity shares, equity derivatives and any other like instrument as may be specified by SEBI from time to time.
“Foreign Portfolio Investors” or “FPI”	Foreign Portfolio Investors registered under SEBI (Foreign Portfolio Investors) Regulations, 2019.
“Foreign Securities”	Securities as specified in the SEBI circular- SEBI/IMD/CIR No.7/104753/07 dated September 26, 2007 and any subsequent amendments thereto specified by SEBI and/or RBI from time to time.
“Investment Management Agreement”	The agreement dated February 11, 2022 entered into between Bajaj Finserv Mutual Fund Trustee Limited and Bajaj Finserv Asset Management Limited, as amended from time to time.
“Investor Service Centres” or “ISCs”	Offices of Bajaj Finserv Asset Management Limited or such other centres / offices whether of the RTA or AMC as may be designated by the AMC from time to time.
“Mutual Fund” or “the Fund”	Bajaj Finserv Mutual Fund (“the Fund” or “the Mutual Fund” or “Bajaj Finserv Mutual Fund”) has been constituted as a trust in accordance with the provisions of the Indian Trust Act, 1882. The Fund is registered with SEBI vide registration no. MF/078/23/04 dated March 01, 2023.
“Net Asset Value” or “NAV”	Net Asset Value of the units of the scheme(s) calculated on every Business Day in the manner described in the respective Scheme Information Document or as may be prescribed by regulations from time to time.
“Non-Resident Indian” or “NRI”	A person resident outside India who is either a citizen of India or a person of Indian origin.
“Official Points of Acceptance” or “OPA”	All applications for subscription/redemption of units should be submitted by investors at the official point of acceptance of transactions at the office of the registrar and/or AMC as may be notified from time to time. For details, please refer to the application form and/or website of the Mutual Fund at <a href="http://www.bajajamc.com">www.bajajamc.com</a> .
“Person of Indian Origin” or “PIO”	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 grand parents 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).
“Registrar and Transfer Agent” or “RTA”	KFIN Technologies Limited, currently acting as registrar to the Scheme, or any other registrar appointed by the AMC from time to time.
“Regular Plan”	Regular Plan is for investors who purchase /subscribe units through a distributor in a Scheme.
“Regulatory Authority”	Government of India, SEBI, RBI or any other authority or agency entitled to issue or give any directions, instructions or guidelines to the Mutual Fund.
“Redemption / Repurchase”	Repurchase / Redemption of units of the scheme, as permitted in the Scheme Information Document. Repurchase/redemption shall also include sale of units by the investor.
“Sale / Subscription”	Sale or allotment of Units to the Unit holder upon subscription by the investor / applicant under the Scheme(s) of Bajaj Finserv Mutual Fund.
“Scheme(s)” or “Scheme”	Scheme(s) of Bajaj Finserv Mutual Fund (including, as the context permits, the Plans and Options thereunder), collectively referred to as ‘the Scheme(s)’ and individually, as the context permits, as ‘the Scheme’.
“Scheme Information Document” or “SID”	The document issued by Bajaj Finserv Mutual Fund setting forth concisely the information about offering of Units by Scheme(s) / Plan(s) for subscription that a prospective investor ought to know before investing
“Securities Consolidated Account Statement (‘SCAS’)”	Securities Consolidated Account Statement (‘SCAS’) is a statement sent by the Depository that shall contain details relating to all the transaction(s) viz. purchase, redemption, switch, payout / reinvestment under IDCW Option, systematic investment plan, systematic withdrawal advantage plan, systematic transfer plan, bonus transactions, etc. carried out by the Beneficial Owner(s) (including transaction charges paid to the distributor) across all schemes of all mutual funds and transactions in securities held in dematerialized form across demat accounts, during the month and holdings at the end of the month.
“Self Certified Syndicate Bank” or “SCSB”	The 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">www.sebi.gov.in</a> .
“Statement of Additional Information” or “SAI”	This document issued by Bajaj Finserv Mutual Fund, containing details of Bajaj Finserv Mutual Fund, its constitution, and certain tax, legal and general information. SAI is legally a part of the SID.
“SEBI”	Securities and Exchange Board of India, established under the Securities and Exchange Board of India Act, 1992.
“Sponsor” or “Settlor”	Bajaj Finserv Limited
“Trust Deed”	Deed of Trust dated 03 <sup>rd</sup> February 2022 entered between Bajaj Finserv Limited and Bajaj Finserv Mutual Fund Trustee Limited and Supplementary Deed of Trust dated October 12, 2022.

"Unit"	The interest of the Unit holder which consists of each Unit representing one undivided share in the assets of the Scheme of Bajaj Finserv Mutual Fund
"Unit holder" or "Investor"	A person holding Unit(s) in any of the Scheme(s) of the Bajaj Finserv Mutual Fund.

### Interpretation

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

- 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 "dollars" or "\$" refer to United States Dollars and "Rs." refer to Indian Rupees. A "crore" means "ten million" and a "lakh" means a "hundred thousand".
- all references to timings relate to Indian Standard Time (IST).
- all references to "day" means "calendar day including non Business Day".
- please note that words, expressions and abbreviations used in the SAI but not defined will have the same meaning as assigned to them in the SID of the respective Schemes of Bajaj Finserv Mutual Fund.

## II. INFORMATION ABOUT SPONSOR, AMC AND TRUSTEE COMPANIES

### A. Constitution of the Mutual Fund

Bajaj Finserv Mutual Fund (the Fund) has been constituted as a trust in accordance with the provisions of the Indian Trusts Act, 1882, as per the terms of the trust deed dated February 03, 2022 and amended from time to time, with Bajaj Finserv Limited as the Sponsor / Settlor and Bajaj Finserv Mutual Fund Trustee Limited, as the Trustee. The Trust Deed has been registered under the Indian Registration Act, 1908. The Mutual Fund has been registered with SEBI under registration code MF/078/23/04 on March 01, 2023.

### B. Sponsor

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The Fund is sponsored by Bajaj Finserv Limited. The Sponsor are the Settlor of the Mutual Fund Trust. Bajaj Finserv Limited contributed Rs. 1,00,000/- to the Trustee as the initial contribution towards the corpus of the Mutual Fund.

Bajaj Finserv Ltd, an unregistered Core Investment Company (CIC) under Core Investment Companies (Reserve Bank) Direction, 2016, as amended, is one of India's leading promoters of financial services with consolidated total income over Rs. 77,000 crore for calendar year 2022.

Bajaj Finserv serves over a 100 million customers with its diversified portfolio that helps meet financial needs and build an individual's financial resilience. Its suite of financial solutions includes savings products, consumer and commercial loans, mortgages, auto financing, securities brokerage services, general and life insurance, and investments.

Bajaj Finserv holds 52.49% stake in Bajaj Finance Ltd., a listed non-bank with the strategy and structure of a bank. It holds 74% stake each in Bajaj Allianz General Insurance Company Ltd. and Bajaj Allianz Life Insurance Company Ltd. Subsidiaries of Bajaj Finance Ltd. include Bajaj Housing Finance Ltd., offering a range of housing finance solutions, and Bajaj Financial Securities Ltd, an all-in-one digital platform combining demat, broking and margin trade financing for retail and HNI clients on a predominantly B2C platform. Bajaj Finserv holds an 80.13% stake in Bajaj Finserv Direct Limited, a diversified financial services and e-commerce open architecture marketplace for loans, cards, insurance, investments, payments and lifestyle products. Bajaj Finserv's wholly owned subsidiaries include Bajaj Finserv Health Ltd., Bajaj Finserv Ventures Ltd., Bajaj Finserv Asset Management Ltd., and Bajaj Finserv Mutual Fund Trustee Ltd.

Financial Performance of the Sponsor (past three years):

(Rs. In crore)

Particulars	Year ended March 31, 2023	Year ended March 31, 2022	Year ended March 31, 2021
Net worth	5,248.07	4,368.20	3,800.92
Total Income	1,147.61	729.00	392.03
Profit After Tax	732.52	424.23	178.78
Assets under Management	NA	NA	NA

Note: Above numbers are standalone numbers of Bajaj Finserv Limited (Sponsor)

### C. The Trustee

Bajaj Finserv Mutual Fund Trustee Limited (the "Trustee"), through its Board of Directors, shall discharge its obligations as trustee of Bajaj Finserv Mutual Fund. The Trustee ensures that the transactions entered into by the AMC are in accordance with the "SEBI (MF) Regulations" and will also review the activities carried on by the AMC.

## Details of Trustee Directors:

Name	Age / Qualifications	Brief Experience and other Directorship held
Mr. Rajagopalan (Associate Director)	67 years  Chartered accountant, Cost accountant and Company Secretary with a degree in law	Mr. Rajagopalan has 44 years of experience in finance and financial services having exposure to Taxation, Mergers and Amalgamations, Corporate Advisory Services, Corporate Finance and International Tax.
Mr. Ravi Venkatraman (Independent Director)	63 years  CA, ICWA and B.Com. from University of Madras	Mr. Venkatraman retired on July 2020 as the ED & CFO of Mahindra & Mahindra Financial Services Ltd (MMFSL). Associated with MMFSL since its inception and has played significant role in shaping up the organisation for more than 28 years.
Mr. Sridhar Jayaraman (Independent Director)	68 years  FCA, FCS, LLB from New Law College, MMS from Symbiosis Institute of Business Management	Mr. Jayaraman was CS & CFO of Maharashtra Scooters Ltd., a listed company of Bajaj Group for 22 years from 1979-2001 and Company Secretary of Bajaj Auto Ltd since 2001. He has rich experience in the field of finance & financial services.
Mr. Mahendrakumar Amritlal Gohel (Independent Director)	63 years  Holds a B.Com degree and is a CA	Mr. Gohel is a Practicing Chartered Accountant – Specializing in Taxation and Audit since 1989. Partner at M/s. AMJ & Co. Chartered Accountants, Mumbai.

**Rights, Obligations, Responsibilities and Duties of the Trustee under the Trust Deed and the SEBI (MF) Regulations**

Pursuant to the Trust Deed dated February 11, 2022 and Supplementary Deed of Trust dated October 12, 2022, constituting the Mutual Fund, and in terms of the SEBI (MF) Regulations, the rights, obligations, responsibilities and duties of the Trustee are as under:

1. The trustees and the asset management company shall with the prior approval of SEBI enter into an investment management agreement.
2. The investment management agreement shall contain such clauses as are mentioned in the Fourth Schedule and such other clauses as are necessary for the purpose of making investments.
3. The trustees shall have a right to obtain from the asset management company such information as is considered necessary by the trustees.



4. The trustees shall ensure before the launch of any scheme that the asset management company, 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 trustees, 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;
  - h) obtained, wherever required under SEBI (Mutual Funds) Regulations, 1996, prior in principle approval from the recognised stock exchange(s) where units are proposed to be listed.
5. The trustees shall ensure that an asset management company has been diligent in empanelling the brokers, in monitoring securities transactions with brokers and avoiding undue concentration of business with any broker.
6. The trustees shall ensure that the asset management company has not given any undue or unfair advantage to any associates or dealt with any of the associates of the asset management company in any manner detrimental to interest of the unit holders.
7. The trustees shall ensure that the transactions entered into by the asset management company are in accordance with the Regulations and the scheme.
8. The trustees shall ensure that the asset management company 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.
9. The trustees shall ensure that all the activities of the asset management company are in accordance with the provisions of the Regulations.
10. Where the trustees have reason to believe that the conduct of business of the mutual fund is not in accordance with SEBI (Mutual Funds) Regulations, 1996 and the scheme they shall forthwith take such remedial steps as are necessary by them and shall immediately inform the Board of the violation and the action taken by them.
11. Each trustee shall file the details of his transactions of dealing in securities with the Mutual Fund on a quarterly basis. The same shall be filed by the trustees within one month from the end of respective quarters (March, June, September and December).
12. The trustees 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 the Regulations and the provisions of trust deed.
13. The trustees shall take steps to ensure that the transactions of the mutual fund are in accordance with the provisions of the trust deed.
14. The trustees 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 the Regulations and the trust deed.
15. The trustees 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 trustees decide to wind up or prematurely redeem the units.

16. The trustees 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. An application has been made with SEBI and views/comments of SEBI are sought on the proposal for fundamental attribute changes;
  - ii. An addendum to the existing SID shall be issued and displayed on AMC website;
  - iii. 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;
  - iv. the unit holders are given an option to exit at the prevailing Net Asset Value without any exit load and
  - v. SID shall be revised and updated immediately after completion of duration of the exit option (not less than 30 days);
17. The trustees shall call for the details of transactions in securities by the key personnel of the asset management company in his own name or on behalf of the asset management company and shall report to the Board, as and when required.
18. The trustees shall quarterly review all transactions carried out between the mutual fund, asset management company and its associates.
19. The trustees shall on a quarterly basis review the networth of the asset management company to ensure compliance with the threshold clause (f) of sub-regulation (1) of regulation 21.
20. The trustees 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.
21. The trustees shall ensure that there is no conflict of interest between the manner of deployment of its networth by the asset management company and the interest of the unit holders.
22. The trustees shall periodically review the investor complaints received and the redressal of the same by the asset management company.
23. The trustees shall abide by the Code of Conduct as specified in the Fifth Schedule.
24. The trustees shall furnish to SEBI on a half-yearly basis,
  - a) report on the activities of the mutual fund;
  - b) a certificate stating that the trustees have satisfied themselves that there have been no instances of self-dealing or front running by any of the trustees, directors and key personnel of the asset management company;
  - c) a certificate to the effect that the asset management company 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 have been undertaken by the asset management company and has taken adequate steps to ensure that the interests of the unit holders are protected.
25. The independent trustees referred to in sub-regulation (5) of regulation 16 shall give their comments on the report received from the asset management company regarding the investments by the mutual fund in the securities of group companies of the sponsor.
26. No amendments to the Trust Deed shall be carried out without the prior approval of SEBI and Unit holders approval/ consent will be obtained where it affects the interests of Unit holders as per the procedure / provisions laid down in the Regulations.
27. Notwithstanding anything contained in SEBI (MF) Regulations, the trustees shall not be held liable for acts done in good faith if they have exercised adequate due diligence honestly.
28. The independent directors of the trustees or asset management company shall pay specific attention to the following, as may be applicable, namely:—
  - the Investment Management Agreement and the compensation paid under the agreement,
  - service contracts with affiliates, whether the asset management company has charged higher fees than outside contractors for the same services,

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- selections of the asset management company's independent directors,
- securities transactions involving affiliates to the extent such transactions are permitted,
- selecting and nominating individuals to fill independent directors vacancies,
- code of ethics must be designed to prevent fraudulent, deceptive or manipulative practices by insiders in connection with personal securities transactions,
- the reasonableness of fees paid to sponsor, asset management company and any others for services provided,
- principal underwriting contracts and their renewals,
- any service contract with the associates of the asset management company

#### **Specific and General due diligence**

##### **▪ Specific due diligence**

The Trustees shall:

- i. obtain internal audit reports at regular intervals from independent auditors appointed by the Trustees,
- ii. obtain compliance certificates at regular intervals from the asset management company,
- iii. hold meeting of trustees more frequently,
- iv. consider the reports of the independent auditor and compliance reports of asset management company at the meetings of trustees for appropriate action,
- v. maintain records of the decisions of the Trustees at their meetings and of the minutes of the meetings,
- vi. prescribe and adhere to a code of ethics by the Trustees, asset management company and its personnel,
- vii. communicate in writing to the asset management company of the deficiencies and checking on the rectification of deficiencies.

##### **▪ General Due Diligence:**

- i. The Trustees shall be discerning in the appointment of the directors on the Board of the asset management company.
- ii. Trustees shall review the desirability or continuance of the asset management company if substantial irregularities are observed in any of the schemes and shall not allow the asset management company to float new schemes.
- iii. 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.
- iv. The Trustee shall ensure that all service providers are holding appropriate registrations from the Board or concerned regulatory authority.
- v. The Trustees shall arrange for test checks of service contracts.
- vi. Trustees shall immediately report to SEBI of any special developments in the mutual fund.

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#### **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 direct reporting line to the Board of Directors of the Trustee Company. The Board Meeting of the Trustee 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. The quorum for a Board meeting of the Trustee shall not be constituted unless such number of independent directors as may be prescribed under SEBI (MF) Regulations from time to time are present at the meeting.

The Board Meeting of the Trustee Company has been held twice during the period April 1, 2023 to as on date of SAI.

The Audit Committee of Trustee Company met once during the period April 1, 2023 to as on date of SAI.

#### D. The Asset Management Company (AMC)

Bajaj Finserv Asset Management Limited is a public limited company incorporated under the Companies Act, 2013 on October 18, 2021 having its Registered Office at S. No. 208/1B, Lohagaon, Viman Nagar, Pune – 411014. Bajaj Finserv Asset Management Limited has been appointed as the Asset Management Company of Bajaj Finserv Mutual Fund by the Trustee vide Investment Management Agreement (IMA) dated February 11, 2022, executed between Bajaj Finserv Mutual Fund Trustee Limited and Bajaj Finserv Asset Management Limited.

Bajaj Finserv Limited along with its nominees holds 100% of the share capital of the AMC.

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#### Details of AMC Directors:

Name	Age / Qualification	Brief Experience and other Directorship held
Mr. Sanjivnayan Rahul Kumar Bajaj  (Associate Director)	53 years  B.E. (Mech) from the University of Pune, M.Sc. (Manufacturing Systems Engg) from the University of Warwick, UK and MBA from Harvard Business School, US	Mr. Bajaj is Chairman and Managing Director of Bajaj Finserv Ltd. He is the Chairman of Bajaj Finance Ltd., Bajaj Allianz Life Insurance Co. Ltd. and Bajaj Allianz General Insurance Co. Ltd. He is the Managing Director of Bajaj Holdings & Investment Ltd. which is a holding and investment company.
Mr. Sandesh Madhukar Kirkire (Independent Director)	59 years  B.E. (Mech) from Regional Engineering College, Durgapur and MBA from Jamnalal Bajaj Institute of Management Studies	Mr. Kirkire is a visiting faculty at Jamnalal Bajaj Institute of Management Studies in the role of Teaching and Research. He was also CEO of Kotak Mahindra Asset Management Ltd. from 2005 – 2014.
Mr. Ganesh Mohan (Associate Director)	48 years  B.Tech. (Chemical) from IIT Kharagpur and MBA (Finance and Strategy) from IIM Calcutta	Mr. Mohan is appointed as Associate Director & Chief Executive Officer of the Company. Prior to this he was Group Head of Strategy of Bajaj Finserv Ltd. since 2015 till October 2021. Previously he was a partner & Managing Director of The Boston Consulting Group from 1998 – 2014. He has in-depth experience of working with clients across retail & commercial investment banks, asset management, insurance and wealth management.
Ms. Malvika Sahni Sinha (Independent Director)	63 years  Masters' Degree in Public Administration from Princeton University, US,	Ms. Sinha was working with Reserve Bank of India from 1982 – 2020. During the period 2017 - 2020 she was designated as ED in-charge of DICGC, Foreign Exchange Dept., Internal Debt Dept., HRM and Department of Govt. and Bank Accounts.

Name	Age / Qualification	Brief Experience and other Directorship held
	Masters' Degree in Arts from Mumbai University, and is a Certified Associate of the Indian Institute of Banking	

### **Powers, Duties and Obligations of the AMC**

#### **A. Powers of the AMC**

The AMC, in the course of managing the affairs of the Mutual Fund, has the power, inter-alia:

- a) to invest in, acquire, hold, manage or dispose of all or any securities and to deal with, engage in and carry out all other functions and to transact all business pertaining to the Fund;
- b) to keep the moneys belonging to the Trust with scheduled banks and Custodians as it may deem fit;
- c) to issue, sell and purchase Units under any Scheme;
- d) to repurchase the Units that are offered for repurchase and hold, reissue or cancel them;
- e) to formulate strategies, lay down policies for deployment of funds under various Schemes and set limits collectively or separately for privately placed debentures, unquoted debt instruments, utilized debts and other forms of variable securities which are to form part of the investments of the Trust Funds;
- f) to arrange for investments, deposits or other deployment as well as disinvestment or refund out of the Trust Funds as per the set strategies and policies;
- g) to make and give receipts, releases and other discharges for moneys payable to the Trust and for the claims and demands of the Trust;
- h) to get the Units under any scheme listed on any one or more stock exchanges in India or abroad;
- i) to open one or more bank accounts for the purposes of the Fund, to deposit and withdraw money and fully operate the same;
- j) to pay for all costs, charges and expenses, incidental to the administration of the Trust and the management and maintenance of the Trust property, Custodian and/or any other entities entitled for the benefit of the Fund, audit fee, management fee and other fees;
- k) to furnish compliance reports to the Trustees as prescribed by SEBI;
- l) to provide or cause to provide information to SEBI and the Unit holders as may be specified by SEBI and
- m) to generally do all acts, deeds, matters and things which are necessary for any object, purpose or in relation to the Bajaj Finserv Mutual Fund in any manner or in relation to any scheme of the Bajaj Finserv Mutual Fund.

The Asset Management Company shall maintain high standards of integrity and fairness in all their dealings and in the conduct of their business.

The Asset Management Company shall render at all times high standards of service, exercise due diligence, ensure proper care and exercise independent professional judgment.

The independent directors of the Asset Management Company 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 affiliates – whether the company has charged higher fees than outside contractors for the same services.

- iii. Securities transactions involving affiliates to the extent such transaction are permitted.
- iv. Code of ethics must be designed to prevent fraudulent, deceptive or manipulative practices by insiders in connection with personal securities transactions.
- v. The reasonableness of fees paid to sponsor, asset management company and any others for services provided.
- vi. Principal underwriting contracts and renewals
- vii. Any service contracts with the associates of the company.

#### **B. Duties and Obligations of the AMC**

1. The asset management company 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 the Regulations and the trust deed.
2. The asset management company 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 asset management company shall obtain, wherever required under SEBI (Mutual Funds) Regulations, 1996, prior in-principle approval from the recognized stock exchange(s) where units are proposed to be listed.
4. The asset management company shall be responsible for the acts of commissions or omissions by its employees or the persons whose services have been procured by the asset management company.
5. The asset management company shall submit to the trustees quarterly reports of each year on its activities and the compliance with the Regulations.
6. The trustees at the request of the asset management company may terminate the assignment of the asset management company at any time:  
Provided that such termination shall become effective only after the trustees have accepted the termination of assignment and communicated their decision in writing to the asset management company
7. Notwithstanding anything contained in any contract or agreement or termination, the asset management company 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 his designation may be) of the asset management company shall ensure that the mutual fund complies with all the provisions of SEBI (Mutual Funds) Regulations, 1996 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. Chief Executive Officer (whatever be the designation) shall also ensure that the Asset Management Company 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 SEBI (Mutual Funds) Regulations, 1996 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 Asset Management Company and Trustees.
10. The fund managers (whatever the designation may be) 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 (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.
12. The Dealers (whatever be the designation) 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 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 the 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.]

14. (a) An asset management company shall not, through any broker associated with the sponsor, 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 sub-regulation, aggregate purchase and sale of securities shall exclude sale and distribution of units issued by the mutual fund. Provided further that the aforesaid limit of 5% shall apply for a block of any three months.

(b) An asset management company shall not purchase or sell securities through any broker 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 asset management company has recorded in writing the justification for exceeding the limit of 5% and reports of all such investments are sent to the trustees on a quarterly basis. Provided that the aforesaid limit shall apply for a block of three months.

15. An asset management company shall not utilize the services of the sponsor or any of its associates, employees or their relatives, for the purpose of any securities transaction and distribution and sale of securities:

Provided that an asset management company may utilize 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 funds shall disclose at the time of declaring half yearly and yearly results;

- i. any underwriting obligations undertaken by the schemes of the mutual fund with respect to issue of securities associate companies,
  - ii. devolvement, if any,
  - iii. subscription by the schemes in the issues lead managed by associate companies
  - iv. 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 asset management company shall file with the trustees the details of transactions in securities by the key personnel of the asset management company in their own name or on behalf of the asset management company and shall also report to SEBI, as and when required by SEBI.
17. In case the asset management company enters into any securities transactions with any of its associates a report to that effect shall be sent to the trustees 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 same mutual fund in that company or its subsidiaries shall be brought to the notice of the trustees by the asset management company 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 asset management company shall file with the trustees and SEBI –
- i. detailed bio-data of all its directors alongwith their interest in other companies within fifteen days of their appointment; and
  - ii. any change in the interests of directors every six months.
  - iii. a quarterly report to the trustees giving details and adequate justification about the purchase and sale of the securities of the group companies of the sponsor or the asset management company as the case may be, by the mutual fund during the said quarter.
20. Each director of the Asset Management Company shall file the details of his transactions of dealing in securities with the trustees on a quarterly basis in accordance with guidelines issued by SEBI.
21. The asset management company 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 asset management company 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 trustees shall be obtained and reasons for charging higher rates shall be disclosed in the annual accounts.

23. The asset management company shall abide by the Code of Conduct as specified in the Fifth Schedule.
24. The asset management company shall not invest in any of its scheme unless full disclosure of its intention to invest has been made in the Scheme Information Documents. Provided that an asset management company shall not be entitled to charge any fee on its investment in that scheme
25. The asset management company shall not carry out its operations including trading desk, unit holder servicing and investment operations outside the territory of India.
26. The asset management company shall 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.
27. The asset management company 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.
28. The asset management company shall report and disclose all the transactions in debt and money market securities, including inter scheme transfers, as may be specified by the Board.

E. Information on Key personnel of the AMC

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<b>Name / Designation</b>	<b>Age / Qualification</b>	<b>Brief Experience</b>
Mr. Ganesh Mohan Chief Executive Officer	48 years BTech (IIT Kharagpur) MBA (IIM Calcutta)	Mr. Mohan is appointed as Associate Director & Chief Executive Officer of the Company. Prior to this he was Group Head of Strategy of Bajaj Finserv Ltd. since 2015 till October 2021. Previously he was a partner & Managing Director of The Boston Consulting Group from 1998 – 2014. He has in-depth experience of working with clients across retail & commercial investment banks, asset management, insurance and wealth management.
Mr. Nimesh Chandan Chief Investment Officer	45 years B. Com MMS (Finance)	Mr. Chandan has over 22 years of experience in the Indian Capital Markets. He has spent 17 years in Fund Management- managing and advising domestic and international investors, retail as well as institutional. Prior to joining Bajaj Finserv Asset Management Ltd, he has worked with Canara Robeco Asset Management as Head Investments, Equities (Domestic and Offshore). He has also worked with other asset management companies including Birla Sunlife Asset Management, SBI Asset Management and ICICI Prudential Asset Management.
Mr. Aniruddha Chaudhuri Business Head – Retail and Institutional Sales	47 years B.Com, ACA, AICWA	Mr. Chaudhuri joined Bajaj Finserv Asset Management Limited in August 2022. Mr. Chaudhuri has over 22 years of work experience in banking and mutual fund industry in the Sales profile. Prior to this, Mr. Chaudhuri was associated with ICICI Asset Management Limited, ICICI Bank Limited, Kotak Mahindra Bank and SHICL.



<b>Name / Designation</b>	<b>Age / Qualification</b>	<b>Brief Experience</b>
Mr. Nilesh Chonkar Head – Operations and Finance	47 years Masters’ In Finance Management (MFM), Diploma In Management Studies (DMS), Masters’ In Commerce (M. Com.)	Mr. Chonkar is Head of Operations & Finance for Bajaj Finserv Asset Management Limited. Mr. Chonkar has diverse experience of spear heading functions like Custody, Fund Accounting & Administration, Registrar and Transfer Agency Operations, Branch Operations, Customer Service across Mutual Funds, Portfolio Management Services (PMS), AIFs and SMA / Offshore offerings. During his career spanning of more than two decades, he has worked with leading brands like AIG Investments, Principal Financial Group, IIFL Wealth & Asset Management & Motilal Oswal Group.
Mr. Harish Iyer Head – Compliance, Legal & Secretarial (Compliance Officer)	40 years, B.COM, ACS, LL.B.	Mr. Iyer joined Bajaj Finserv Asset Management Limited in May 2022. Mr. Iyer has 16 years of work experience across various Asset Management Companies in the Compliance, Legal & Secretarial profile. Mr. Iyer has overseen implementation of processes and controls under various laws and regulations across various Asset Management Companies. Prior to this, Mr. Iyer was associated with IDFC Asset Management Company Limited as Senior Vice President - Legal & Compliance. Mr. Harish Iyer has also worked with ICICI Prudential Asset Management Company Limited, Principal Pnb Asset Management Company Private Limited (now ceased to exist) and SBI Funds Management Limited.
Mr. Vaibhav Date Head - Human Resource	42 years MBA	Mr. Date joined Bajaj Finserv Asset Management Limited in May 2022. Mr. Date has over 17 years of work experience across various Companies in the Human Resources profile. Prior to this, Mr. Date was associated with Bajaj Finserv Ltd., Future Group, People Metrics Pvt Ltd (Part of Thomas Assessment Pvt Ltd).
Mr. Vardhman Kochar Chief Risk Officer	42 years MBA (IIT Kanpur), BE (CSE, University of Rajasthan)	Mr. Kochar joined Bajaj Finserv Asset Management Limited in April 2023. Mr. Kochar has over 16 years of work experience in financial companies across various functions in Risk Management, Investment Risk, Market Risk Advisory and consulting profile. Prior to BFAML, Mr. Kochar was earlier associated with Baroda BNP Paribas AMC, Invesco India Pvt Ltd. and Polaris Financial Technology.

<b>Name / Designation</b>	<b>Age / Qualification</b>	<b>Brief Experience</b>
Mr. Niranjan Vaidya Head – Information Technology (IT)	47 years B. Sc in Business Information Systems, Diploma in Computer Technology, Higher Diploma in Software Engineering	Mr. Vaidya joined Bajaj Finserv Asset Management Limited in May 2022. Mr. Vaidya has over 22 years of work experience across various financial services Companies in the Information Technology. Prior to this, Mr. Vaidya was associated with Bajaj Alliance General Insurance Company Limited. Mr. Vaidya headed Digital Transformation and Innovation where he used technologies like Cloud Computing and Artificial Intelligence to deliver key projects for business. He was also the head of API services where he created an ecosystem to link up Banks, Brokers and Agents for Insurance distribution on a common API based platform.
Mr. Royston Netto Head – Marketing	40 years MBA (Marketing), B.Com	Mr. Netto joined Bajaj Finserv Asset Management Limited in October 2022. Mr. Netto has over 17 years of work experience across various companies in the Marketing domain spanning practices such as Brand Management, Advertising, Research, Content & Social Media Marketing. Prior to BFAML, Mr. Netto was associated with Bajaj Finance Ltd., BBH Communications, Contract Advertising and Coca-Cola.
Mr. Amit Verma Head - Product	43 years MMS in Marketing	Mr. Verma joined Bajaj Finserv Asset Management Limited in January 2023. Mr. Verma has over 17 years of work experience across various Mutual Fund Companies in the Product profile. Prior to this, Mr. Verma was associated in Product role with Mirae Asset Mutual Fund and Kotak Mutual Fund.
Mr. Aashish Ranjan Chief Information Security Officer (CISO)	34 Years MBA (Information Technology)	Mr. Ranjan joined Bajaj Finserv Asset Management Limited in August 2022. Mr. Ranjan has over 8 years of work experience across various companies in the Information Security profile. Prior to BFAML, Mr. Ranjan was associated with T-Systems ICT Limited, TIAA, Infosys Limited and Opus Consulting Solutions.
Mr. Ankur Gupta Investor Relations Officer (Upto June 30, 2023)	29 years MBA (Finance) B. Tech (Mechanical)	Mr. Gupta joined Bajaj Finserv Asset Management Limited in February 2022. Mr. Gupta has over 6 years of work experience across various companies in the Strategy, Lending - Operations & Services and Product Management profile. Prior to BFAML, Mr. Gupta was associated with Bajaj Finserv Limited and Verity Knowledge Solutions.

<b>Name / Designation</b>	<b>Age / Qualification</b>	<b>Brief Experience</b>
Mr. Sameer Nesarikar Investor Relations Officer (w.e.f. July 01, 2023)	46 years MBA – Finance (ICFAI), B.Com.	Mr. Nesarikar joined Bajaj Finserv Asset Management Limited in March 2023. Mr. Nesarikar has over 20 years of work experience across various functions in Investor Relations and Products – Mutual Fund. Prior to BFAML, Mr. Nesarikar was earlier associated with Kotak Mahindra Asset Management Company Limited and National Securities Depository Limited (NSDL).

## Investment Team: Equity

<b>Name / Designation</b>	<b>Age / Qualification</b>	<b>Brief Experience</b>
Mr. Sorbh Gupta Senior Fund Manager – Equity	43 years CA, CFA, BCOM	Mr. Gupta has over 15 years of experience in the Indian Capital Markets. Since November 2022, he was appointed as Senior Fund Manager – Equity at Bajaj Finserv Asset Management Limited. Prior to joining Bajaj Finserv Asset Management Limited he was associated with Quantum Asset Management Company Private Ltd. He has also worked with other financial Companies such as Siddhesh Capital Markets Pvt. Ltd. & Pranav Securities Pvt. Ltd.
Mr. Ilesh Savla Senior Dealer – Equity	45 years MBA (Finance)	Mr. Savla joined Bajaj Finserv Asset Management Limited in April 2023. Mr. Savla has over 23 years of work experience across various functions in Equity Dealing and Sales Trading / Dealing profile. Prior to BFAML, Mr. Savla was associated with Reliance Nippon Life Insurance, Equirus Securities and Maybank KimEng Securities.
Mr. Chetan Chavan Dealer – Equity	43 years B.Com	Mr. Chavan joined Bajaj Finserv Asset Management Limited in March 2023. Mr. Chavan has over 20 years of work experience across various functions in Equity Dealing profile. Prior to BFAML, Mr. Chavan was earlier associated with Mahindra Manulife Investment Management Private Limited and Invesco Asset Management (India) Private Limited.

## Investment Team: Fixed Income

<b>Name / Designation</b>	<b>Age / Qualification</b>	<b>Brief Experience</b>
Mr. Siddharth Chaudhary Senior Fund Manager – Fixed Income	41 years / B. Com, PGPSM from UTI Institute of Capital Markets	Mr. Chaudhary joined the Company in July 2022 as Senior Fund Manager – Fixed Income. Prior to this he was associated with Sundaram Asset Management Co. Ltd from April 2019 - July 2022 as Head Fixed Income – Institutional Business, from April 2017 – March 2019 as Senior Fund Manager – Fixed Income, from August 2010 – March 2017 as Fund Manager – Fixed Income. During June 2006 – September 2010 he was working as Senior Manager, Treasury Deptt in Indian Bank

<b>Name / Designation</b>	<b>Age / Qualification</b>	<b>Brief Experience</b>
Mr. Chirag Shah Dealer- Fixed Income	34 years Post Graduation Degree in Management (Finance), B.Com in banking & Insurance	Mr. Shah joined Bajaj Finserv Asset Management Limited in April 2023. Mr. Shah has over 11 years of work experience across various companies in Debt Dealing profile. Prior to BFAML, Mr. Shah was earlier associated with Edelweiss Securities Ltd (Nuvama) and NVS Brokerage.
Mr. Sourish Chatterjee Dealer – Fixed Income	37 years Post Graduate Diploma In Management (PGDM – Finance ) B-Tech – Electrical Engineering	Mr. Chatterjee joined Bajaj Finserv Asset Management Limited in May 2023. Mr. Chatterjee has over 11 years of work experience across various functions in Investments and Broking. Prior to BFAML, Mr. Chatterjee was earlier associated with Maxlife Insurance Co Ltd, LKP Securities and Mata Securities.

**Procedure followed for Investment decisions**

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1. The AMC has put in place an Investment Policy which provides a framework for undertaking investments for various schemes managed by Bajaj Finserv Asset Management Limited. The Investment Policy prescribes framework for undertaking investments in equity, fixed income securities and such other securities as specified in the Scheme Information Document of various schemes and as permitted by SEBI from time to time.
2. The Fund Manager of the concerned scheme(s) shall be responsible for undertaking buy/sell decisions of securities in portfolio of various scheme(s). Investment decisions taken by the Fund Manager shall be guided by the framework prescribed in the Investment Policy. Research Reports shall be prepared for undertaking investments in various securities. The Fund Manager shall be responsible for performance of various mutual fund scheme(s).
3. Investment decisions taken for various scheme(s) shall be recorded in accordance with the requirements prescribed in SEBI MF Regulations and applicable Circulars/Guidelines.
4. The Investment Committee shall meet periodically and shall undertake review of fund management activities including scheme(s) performance, portfolio of the scheme(s), asset allocation etc. The Investment Committee will be headed by the Chief Executive Officer.
5. Review of scheme(s) performance will also be undertaken by the Board of Directors of AMC and Trustee Company in the Board Meeting. Scheme(s) performance will also be compared with the respective scheme(s) benchmark.
6. The AMC shall ensure that all investment decisions are taken in the interest of unit holders of the scheme(s) and in compliance with SEBI MF Regulations and various Circulars, Guidelines etc issued from time to time pertaining to investments.

F. Service Provider

**Custodian:**

Deutsche Bank AG  
SEBI Registration No. – IN/CUS/003  
Address: Deutsche Bank House,  
Hazarimal Somani Marg, Fort,  
Mumbai 400001

**Registrar and Transfer Agent:**

KFIN Technologies Limited  
SEBI Registration - INR000000221  
Address – Selenium Building, Tower-B, Plot No. 31 & 32,  
Financial District, Nanakramguda, Serilingampally,  
Hyderabad, R. R. District, Telangana 500 032

**Statutory Auditor for the Mutual Fund**

M/s. Kirtane & Pandit LLP, Chartered Accountant

**Legal Counsel**

There is no retained legal counsel to the mutual fund or AMC. The AMC uses such services, if need arises.

**Fund Accountant**

Deutsche Bank AG  
Address: Deutsche Bank House,  
Hazarimal Somani Marg, Fort,  
Mumbai 400001

**Collecting Bankers (for New Fund Offer):**

Name of Bank	Registered Office	SEBI Registration Number
HDFC Bank Limited	HDFC Bank House, Senapati Bapat Marg, Lower Parel(W), Mumbai - 400 013	INBI00000063

G. Condensed financial information (CFI)

Bajaj Finserv Mutual Fund has not yet launched any scheme. Hence this section is not applicable.

### III. HOW TO APPLY?

Application Forms will be available at the corporate office of the AMC, the office of the Registrar and/or also collection center(s), branches of designated bank(s) and distributors of the AMC. The same will also be available on digital assets of the AMC / Mutual Fund including website viz. [www.bajajamc.com](http://www.bajajamc.com).

Applications complete in all respects, may be submitted before closure of the New Fund Offer Period before the closure of the business hours, at Official Point of Transactions locations mentioned in the Application Form.

**Kindly retain the acknowledgement slip initialled/stamped by the branch.**

#### **Facility to purchase / redeem units of the Scheme(s) through Stock Exchange(s)**

A Unit holder may purchase / redeem units of eligible schemes through the Stock Exchange infrastructure. The purchase/redemption of units will be available to both existing and new investors. The investors will be eligible to only purchase / redeem units of the eligible schemes. The list of eligible schemes is subject to change from time to time. Investors have an option to hold the units in physical or dematerialized form. In order to facilitate transactions in mutual fund units through the stock exchange infrastructure, BSE has introduced BSE STAR MF Platform and NSE has introduced NSE Mutual Fund Platform (NMF). NFO may or may not be available on Exchange Platforms. Switch transactions are also permitted through stock exchange platform provided by BSE Limited (BSE), subject to such operating guidelines, terms and conditions as may be prescribed by BSE and NSE from time to time.

Additionally, the units of the Scheme are permitted to be transacted through Clearing Members of the registered Stock Exchanges. Further, the Depository Participants of registered Depositories are permitted to process only redemption request of units held in demat form.

Mutual fund Distributors (MF Distributors) registered with Association of Mutual Funds in India (AMFI) and permitted by the concerned recognized stock exchanges shall be eligible to use the recognized stock exchange's infrastructure to purchase and redeem mutual fund units in demat and non-demat mode on behalf of the investors, directly from Bajaj Finserv Asset Management Limited (the AMC)/ the Fund. The MF distributors shall not handle payout and pay in of funds as well as units on behalf of investor. Pay in will be directly received by recognised clearing corporation and payout will be directly made to investor account. In the same manner, units shall be credited and debited directly from the demat account of investors. The facility of transacting in mutual fund schemes through stock exchange infrastructure is available subject to such operating guidelines, terms and conditions as may be prescribed by the respective Stock Exchanges from time to time.

#### **Applications Supported by Blocked Amount (ASBA) Facility During New Fund Offer (NFO) of Schemes**

In accordance with SEBI Circular No. SEBI/IMD/CIR No. 18/198647/2010 dated March 15, 2010, ASBA facility shall be provided to investors as a supplementary facility in addition to existing facility through cheques/demand drafts or any other mode of electronic payment for subscribing to the units of scheme(s) during the New Fund Offer period. Please note that ASBA facility is purely optional and not mandatory.

ASBA is an application containing an authorization given by the Investor to block application money in his specified bank account towards the subscription of Units offered during the NFO of the Scheme. If an investor is applying through ASBA facility, the application money towards the subscription of Units shall be debited from his specified bank account only if his/her application is selected for allotment of Units.

To avail of the ASBA Facility, an investor must be holding a Bank account with Self Certified Syndicate Bank (SCSB). SCSB means a banker to an issue registered with the SEBI, which offers the facility of ASBA. ASBA applications can be accepted only by SCSBs at their designated branches, whose names appear on the list of SCSBs displayed in SEBI's website (<http://www.sebi.gov.in/pmd/scsb.pdf>).

The SCSB shall then block the application money in the bank account specified in the ASBA, on the basis of an authorisation to this effect given by the account holder in the ASBA. The application money shall remain blocked in the bank account till the allotment of the issue or till withdrawal/rejection of the application, as the case may be. ASBA facility will be available to all the category of investors mentioned under "Who can invest" section of the respective SID. An investor, who is eligible for ASBA facility, has the option of making application through ASBA or through the existing facility of applying with cheque / demand draft as mentioned in the SID.

Investors should note that ASBA facility shall be made available to investors only for subscribing to the units of scheme during the New Fund Offer period.

#### Salient Features of ASBA Facility:

1. An ASBA investor shall submit a duly filled up ASBA Application form, physically or electronically, to the SCSB with whom the bank accounts to be blocked, is maintained.
  - a. In case of ASBA application in physical mode, the investor shall submit the ASBA Form at the Bank branch of SCSB, which is designated for the purpose and the investor must be holding a bank account with such SCSB.
  - b. In case of ASBA application in electronic form, the investor shall submit the ASBA Form either through the internet banking facility available with the SCSB, or such other electronically enabled mechanism for subscribing to units of Mutual Fund scheme authorising SCSB to block the application money in a bank account.
2. Investors shall correctly mention the Bank Account number in the ASBA Application Form and ensure that funds equal to the application amount are available in the bank account maintained with the SCSB before submitting the same to the designated branch.
3. Upon submission of an ASBA Form with the SCSB, whether in physical or electronic mode, investor shall be deemed to have agreed to block the entire application amount specified and authorized the Designated Branch to block such amount in the Bank Account.
4. On the basis of an authorisation given by the account holder in the ASBA application, the SCSB shall block the application money in the Bank Account specified in the ASBA application. The application money shall remain blocked in the Bank Account (till receipt of instructions for enabling allotment or till rejection as the case maybe).
5. If the Bank Account specified in the ASBA application does not have sufficient credit balance to meet the application money, the ASBA application shall be rejected by the SCSB.
6. The ASBA Form should not be accompanied by cheque, demand draft or any mode of payment other than authorisation to block application amount in the Bank Account.
7. All grievances relating to the ASBA facility may be addressed to the AMC / Registrar to the Issue, with a copy to the SCSB, giving full details such as name, address of the applicant, application 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.
8. ASBA facility extended to investors shall operate in accordance with the SEBI guidelines in force from time to time.

#### Resident Investors - Mode of Payment:

Investors may make payments for subscription to the Units of the Scheme by local cheque/bank draft, drawn on any bank branch or RTGS/NEFT and/or such other electronic transfer of funds in favour of MF



Collection account. Cheques/demand drafts should be drawn in favour of “Bajaj Finserv \_\_\_\_\_” as provided in the Scheme Information Document (SID) of respective schemes and must be crossed “Account Payee Only”.

The cheque/demand draft should be payable at the Centre where the application is lodged. The cheque/demand draft should be drawn on any Bank which is situated at and is a member/sub-member of the Bankers’ Clearing House. Cheques/demand drafts drawn on a Bank not participating in the Clearing House will not be accepted.

**Payments by Stock invest/out-station and/or post-dated cheques will not be accepted.**

Investors may please note that in case any application is made through Demand Draft (DD), Demand Draft charges will not be reimbursed by the AMC. The Demand Draft charges shall be borne by investors.

For the payments made through Demand Draft, the amount should be debited from the registered bank account with Bajaj Finserv Mutual Fund. The investor requires to submit any of the following documents along with such pre-funded instruments: (i) a proof of debit to the investor’s bank account in the form of a bank manager’s certificate with details of account holder’s Name, bank account number and PAN as per bank records, if available; or (ii) a copy of the acknowledgement from the bank, wherein the instructions to debit carry the bank account details and name of the investor as an account holder are available; or (iii) a copy of the passbook/bank statement evidencing the debit for issuance of a DD

The Trustee shall have absolute discretion to accept/reject any application for purchase of Units, if in the opinion of the Trustee, increasing the size of Scheme’s Unit capital is not in the general interest of the Unit holders, or the Trustee for any other reason believes it would be in the best interest of the Schemes or its Unit holders to accept/reject such an application.

**Mode of Payment for SIP:**

In case of SIP transaction where, the mode of payment is through Standing Instructions/ Direct Debit facility (offered by select banks) or NACH, investors are not required to do an initial purchase transaction for the minimum amount as applicable. However, investors are required to submit SIP request at least 30 days prior to the date of first instalment.

Investors shall be required to submit a cancelled cheque or a photocopy of a cheque of the bank account for which the debit mandate is provided. SIP facility shall be available on any date of the month for SIP registrations. In case the date chosen for SIP falls on a Non-Business Day or on a date which is not available in a particular month, the SIP will be processed on the immediate next Business Day. In addition, investors are requested to peruse and understand the instructions mentioned on specific application forms and scheme specific Scheme Information Documents.

**Facility of National Automated Clearing House (NACH) Platform in Systematic Investment Plan (SIP):**

In addition to existing facility available for payments through Direct Debits/ Standing Instructions for investments in SIP, the NACH facility can also be used to make payment of SIP instalments.

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 Easy Pay Debit Mandate Form and as prescribed by NPCI from time to time.

**Investments by NRIs (Non-Resident Indian), FIIs (Foreign Institutional Investors) and Foreign Investors:**

**NRIs (Non-Resident Indian):**

In terms of Schedule 5 of Notification no. FEMA 20/2000 dated May 3, 2000, RBI has granted general permission to NRIs to purchase, on repatriation basis units of domestic mutual funds. Further, the general permission is also granted to NRIs to sell the units to the mutual funds for repurchase or for the payment of maturity proceeds, provided that the units have been purchased in accordance with the conditions set out in the aforesaid notification.

For the purpose of this section, the term “mutual funds” is as referred to in Clause (23D) of Section 10 of Income-Tax Act 1961.

However, NRI investors, if so desired, also have the option to make their investment on a non-repatriable basis. In case of NRI investments, the applications and the rupee draft have to be accompanied by the debit certificate from the bank on which cheque is drawn.

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 organised 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, systematic transactions 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 Bajaj Finserv Asset Management Limited (the AMC)/ Bajaj Finserv Mutual Fund Trustee Limited (the Trustee) 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 Trustee. 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.

Persons of Canada will not be permitted to make any fresh purchases/additional purchases/switches/SIPs in any Schemes of Bajaj Finserv Mutual Fund (via internet or otherwise). However, any investment made before becoming person(s) of Canada will be allowed to be redeemed. In case the debit certificate is not provided, the AMC reserves the right to reject the application of the NRI investors.

**FPI (Foreign Portfolio Investors):**

In terms of Schedule 5 of Notification no. FEMA 20/2000 dated May 3, 2000, RBI has granted general permission to a registered FII to purchase on a repatriation basis units of domestic mutual funds subject to the conditions set out in the aforesaid notification. Further, the general permission is also granted to FIIs to sell the units to the mutual funds for repurchase or for the payment of maturity proceeds, provided that the units have been purchased in accordance with the conditions set out in the aforesaid notification.

For the purpose of this section, the term “mutual funds” is as referred to in Clause (23D) of Section 10 of Income-Tax Act 1961.

Further, Foreign Portfolio Investor can transact in the schemes of the Fund subject to applicable guidelines. Foreign Portfolio Investor means a person who satisfies the eligibility criteria prescribed under regulation 4 of the Securities and Exchange Board of India (Foreign Portfolio Investors) Regulations, 2019 as amended from time to time.

The Rupee Draft in case of NRI and FPI investments should be drawn in favor of – “Respective Scheme Name – NRI/FPI A/c”

#### **Mode of Payment on Repatriation basis**

FPIs may pay their subscription amounts either by way of inward remittance through normal banking channels or out of funds held in Foreign Currency Account or Non-resident Rupee Account maintained by the FII with a designated branch of an authorized dealer with the approval of the RBI subject to the terms and conditions set out in the aforesaid notification.

In case Indian rupee drafts are purchased abroad or from Foreign Currency Accounts or Non-resident Rupee Accounts an account debit certificate from the Bank issuing the draft confirming the debit shall also be enclosed.

In case of NRIs and persons of Indian origin residing abroad, payment may be made by way of Indian Rupee drafts purchased abroad and payable at the collecting bank branch locations of HDFC Bank and/or any other bank or by the way of cheques drawn on Non-Resident (External) (NRE) Accounts payable at designated HDFC Bank Collection Centres and/or any other bank collection centre or at specified AMC branches.

All cheques/drafts should be made out in favour of the Scheme name as provided in the Scheme Information Documents (SID) of respective schemes – NRI /FII A/C” and crossed “Account Payee Only”. 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 shall also be enclosed.

#### **Mode of payment on Non-Repatriation basis**

In case of NRIs /Persons of Indian origin seeking to apply for Units on a non repatriation basis, payments may be made by cheques/demand drafts drawn out of Non-Resident Ordinary (NRO) accounts/ Non-Resident Special Rupee (NRSR) accounts and Non Resident Non-Repatriable (NRNR) accounts payable at the city where the Application Form is accepted and/or branch of designated bank(s).

#### **Application under Power of Attorney/ Body Corporate/ Registered Society/ Partnership/ Sole Proprietorship Account.**

Every investor, depending on the category under which he/she/ it falls, is required to provide the relevant documents along with the application form as may be prescribed by AMC.

In case of an application under the Power of Attorney or by a limited company, body corporate, registered society or partnership etc., the relevant Power of Attorney or the relevant resolution or authority to make the application as the case may be, or duly certified copy thereof, along with the memorandum and articles of association/bye-laws must be lodged at the Registrar’s Office at the time of submission of application.

In case an investor has issued Power of Attorney (POA) for making investments, switches, redemptions etc. under his folio, both the signature of the investor and the POA holder have to be clearly captured in the POA document to be accepted as a valid document. At the time of making redemption / switches the fund would not be in a position to process the transaction unless, POA holder's signature is available in the POA.

Original or certified true copies of the following documents should be submitted by Companies/Bodies Corporate/PSUs/Banks and Financial Institutions along-with the application form:

- Board resolution authorizing the investment
- List of authorized officials to make such investment along with the specimen signature of such authorized officials
- KNOW YOUR CLIENT(KYC), FATCA, CRS & Ultimate Beneficial Ownership (UBO) Self Certification

The onus of authentication of the documents shall be on the Investors and the AMC/Fund will accept and act on these in good faith wherever the documents are not expressly authenticated. Submission of these documents by such Investors shall be full and final proof of the corporate investors' authority to invest and the AMC/Fund shall not be liable under any circumstances for any defects in the documents so submitted.

In case of fresh/additional purchases from the sole proprietorship account, Bajaj Finserv Asset Management Limited (the AMC) shall process the application after matching the name and signature of the applicant on the application form/transaction slip and the payment instrument/cheque.

In case the name of an applicant mentioned in the application form/transaction slip differs from the name on payment instrument/cheque, then the AMC may process the application and allot units at the applicable Net Asset Value, after obtaining self declaration certificate from the applicant, as prescribed by the AMC. In case the self-declaration is not furnished by the applicant, the AMC reserves the right to process/reject the application form without any reference to the applicant after carrying out necessary diligence, as deemed appropriate by the AMC.

### **Joint Applicants**

In the event an account has more than one registered owner, the first-named holder (as determined by reference to the original Application Form) shall receive the Account Statement, all notices and correspondence with respect to the Account, as well as the proceeds of any redemption requests or IDCW or other distributions. In addition, such Unit holders shall have the voting rights, as permitted, associated with such Units, as per the applicable guidelines.

Applicants can specify the 'mode of holding' in the Application Form as 'Jointly' or 'Anyone or Survivor'. In the case of holding specified as 'Jointly', redemptions and all other requests relating to monetary transactions would have to be signed by all joint holders. However, in cases of holding specified as 'Anyone or Survivor', any one of the Unit holders will have the power to make redemption requests, without it being necessary for all the Unit holders to sign. However, in all cases, the proceeds of the redemption will be paid to the first-named holder.

### **Investments on Behalf of Minor**

In addition to the existing procedures, the following procedures shall apply to the investments made on behalf of Minors:-

- i. The minor shall be the sole Unit holder in a folio. Joint holders will not be registered.
- ii. The minor Unit holder should be represented either by a natural parent (i.e. father or mother) or by a legal guardian i.e., a court appointed guardian.

- iii. Copies of birth certificate/passport evidencing the date of birth of the minor, relationship proof of the natural parent/ Court Order appointing the legal guardian (as the case may be) should be mandatorily provided while placing a request for subscription on behalf of a minor investor.
- iv. The AMC/ Mutual Fund will register standing instructions like SIP/ STP etc. for a folio held by a minor Unit holder (either for existing folio or new folio) from the parent/ legal guardian only till the date when the minor Unit holder attains the age of majority, even though such instructions may be for a period beyond that date.

Investors should note that for all purchases in the folio of minors the payment shall be made 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, else the transaction is liable to get rejected. However, 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.

#### **Change of Status from Minor to Major:**

Prior to the minor unit holder attaining the age of majority, the AMC/ Mutual Fund will send a notice to the minor unit holder at the registered correspondence address /email id advising such minor unit holder to submit, on attaining the age of majority, an application form along with prescribed documents to change the status of the folio/s from 'minor' to 'major'. Upon attainment of majority by the minor unit holder, the folio/s should be regularized forthwith. The AMC may specify such procedures for regularisation of the Folio/s, as it may deem appropriate from time to time. Till the receipt of such intimation/information from the minor turned major Unit holder, existing contract as signed by the parent/legal guardian of the minor Unit holder will continue. However, from the date of attainment of majority, Folio/s of the minor unit holder will be frozen for operation by the representing guardian and all transactions will be suspended. No transactions will be permitted in the Folio(s) till the regularization of the Folio/s in a manner prescribed by the AMC / Mutual Fund.

The AMC/ Mutual Fund will register standing instructions like SIP/ STP etc. for a folio held by a minor unit holder from the parent/ legal guardian only till the date when the minor unit holder attains the age of majority, even though the instructions may be for a period beyond that date.

#### **Change of Guardian:**

In case of change of natural parent/legal guardian of a minor unit holder, the new parent/legal guardian must submit the documents prescribed by the AMC/Mutual Fund, including the following:

- a) No Objection Certificate (NoC) or Consent Letter from existing parent or Court Order appointing new legal guardian for the benefit of the minor Unit holder.
- b) KYC Acknowledgment Letter of new parent/legal guardian.

#### **Pledge/Lien of Mutual Fund units**

The Units standing to the credit of the unit holder under the Scheme(s) (subject to completion of Lock-in Period, if any) may be offered by the Unit holder as security in favour of scheduled banks, financial institutions, nonbanking finance companies (NBFC's) or any other persons ("Lender") subject to applicable SEBI Regulations and other laws, provided such Lenders are eligible to hold the Units. Upon a specific authorisation request made by the unit holder (to be signed by all unit holders, in case the mode of holding is joint or either or survivor) and completion of necessary documentary formalities, the Mutual Fund/AMC will instruct the Registrar to mark a pledge/ lien on the Units in favour of the Lender on the Units as may be requested by the Unit holder. A standard form for this purpose is available on request from any of the Investor Service Centres. Disbursement/ sanctioning of loans/facilities will be at the sole discretion of the

Lender and the Mutual Fund/AMC assumes no responsibility thereof. The Unit holder will not be able to redeem/switch out the Units that are pledged/ lien marked in favour of the Lender until the Mutual Fund/AMC receives a written authorization from the Lender that the Unit holder has been absolved of the financial obligations and that the pledge / lien may be removed/vacated. As long as the Units are pledged/ lien marked, the Lender will have complete authority to redeem/ transact in respect of such Units. If by enforcing the pledge / lien, the Lender seeks to transfer the Units in its own name, then in such event the Mutual Fund/ AMC shall be obliged to comply with the said request, provided the Lender or such other entity, as the case may be, is eligible to hold the units and all the necessary documentary evidence is made available to the satisfaction of the Mutual Fund/AMC. Upon such transfer, the Mutual Fund/AMC shall be discharged of all its liabilities in respect of the Units towards the Unit holder.

An intimation of the invocation of the pledge/ lien will be sent to the Unit holder. The Mutual Fund/AMC thereafter shall not be responsible for any claims made and/or losses incurred by the Unit holder and/or any third party in this regard. In case the Units of close-ended scheme are under pledge/ lien, then at the time of maturity of the scheme if the Units are still under pledge/lien, then on the failure to receive any instructions from the Lender and the Unit holder, the Mutual Fund/AMC reserves the right to pay the maturity proceeds to the Lender. The AMC/ Mutual Fund shall also not be liable/responsible for any delay in payment of the maturity proceeds in such an event. Upon such payment, the Mutual Fund/AMC will be discharged of all its liabilities towards such Unit holder.

The distribution of income in the nature of IDCW payouts declared on Units under pledge/ lien shall always be paid to the Unit holder. The Mutual Fund/AMC reserves the right to change the operational guidelines for this facility offered by the AMC from time to time.

**Cash Investments:**

The AMC would not accept cash for investment in the scheme.

**Transactions received through fax**

**FAX INDEMNITY FOR APPLICATIONS RECEIVED THROUGH FAX**

A transaction will be deemed to be a valid transaction only where the transaction slip and supporting payment instrument is received before the applicable cut off time. In case an investor chooses to transact through fax with the Mutual Fund, the following terms and conditions shall apply and the investor would be deemed to have agreed and accepted the following terms and conditions and the following shall be deemed to be representations and warranties made by the investor on the basis of which the facility is being provided by the Mutual Fund through the AMC:

1. The Investor may from time to time submit applications, supporting documents and instructions with respect to Purchase / Repurchase / Switch and other Nonfinancial transactions by facsimile, or similar method of transmission in the manner specified herein and at the specific numbers mentioned herein or in such other manner as may be expressly communicated by the AMC from time to time.
2. The AMC will provide to the Investor a fax number to which the Investor may transmit Fax submission. The Investor shall accept the fax number to make 'Fax Submission'.
3. At the request of the Investor the AMC is hereby requested and authorised, but is not obliged to process the transactions as per Fax Submissions received from time to time from Investors and otherwise to rely upon and act in accordance with any Fax Submission which is signed, or is believed to have been signed by any person authorised by the agreements governing the arrangement between the AMC and the Investor.
4. The AMC in good faith will treat any Fax Submission as issued and fully authorised and the same shall be binding on the Investor. The AMC shall take necessary steps in connection with or in reliance upon

any Fax Submission as the AMC may in good faith consider appropriate regardless of the value involved and notwithstanding any error/errors in transmission or reception or ambiguity or lack of clarity of any nature in terms of such Fax Submission, the AMC will not be responsible for the above contingencies of nature.

5. In case there is a variance between the particulars mentioned in the fax received as against the original application which may be received thereafter, the AMC reserves the right to process the transaction as per the particulars of the fax received and the pecuniary loss if any due to any such variance shall be entirely borne by the Investor and the AMC shall under no circumstances be liable for such losses.
6. It is unconditionally agreed by the Investor that the Investor is bound and liable for the transactions processed by the AMC on the basis of instructions received on Fax Submission. The Investor will hold the AMC harmless for any loss if any suffered by the Investor for processing any transaction on the basis of Fax Submission.
7. It is agreed between the parties that the terms and conditions of this document shall be in addition to but subject to the terms and conditions specified in the Scheme Information Document of the respective Schemes of the Mutual Fund. If any inconsistency exists between various documents, then the terms as specified in the Scheme Information Document shall prevail.
8. It is further mutually agreed that if any other permission is required under the provisions of law for processing such requests / instructions, the Investor shall be solely liable and responsible for any failure to comply with such provisions of laws and regulations. The Investor will keep the AMC fully absolved and indemnified with respect to any violation of such laws and regulations and consequences thereafter in case of such violation mentioned hereinabove.
9. It is agreed by the parties that the AMC need not confirm (whether orally in writing or otherwise) any Fax Submission or verify the Identity of the person making or giving or purporting to make or give any Fax Submission of the signature appearing on the Fax Submission. The AMC shall be under no duty to prescribe or adopt any procedures for the purpose of such confirmations or verification and any such procedure prescribed or adopted by AMC shall not impose upon the AMC any obligation to adopt or comply with the same in any or every instance.
10. It is agreed and confirmed by the Investor that in consideration of the AMC acting in accordance with the request and authority conferred herein, the Investor agrees that the AMC shall not be liable for any losses or damage which the Investor may suffer as a consequence of the AMC acting in accordance with, or in reliance upon any Fax Submission or otherwise in accordance with the request and authority conferred herein.
11. It is agreed and confirmed by the Investor that the Investor shall indemnify the AMC on demand from and against any and all claims, liability, loss, damage, cost and expenses incurred by the AMC arising out of or relating to:
  - AMC acting pursuant to, in accordance with or in reliance upon any Fax Submission or otherwise in accordance with the request and authority conferred herein.
  - Any submission received by the AMC that AMC in good faith believes to be a Fax Submission and
  - Any unauthorised or fraudulent facsimile transmission to AMC. The Investor also agrees, undertakes to execute any other documents indemnifying the AMC.
12. It is agreed by the parties that no provision herein shall be deemed to require or obligate the AMC to maintain any facilities for the receipt of any Fax Submission or to ensure the continued operations or availability of any facsimile facilities or equipment.
13. The Investor acknowledges that it is in the nature of telecommunication services that transmissions may not be properly received and may be inadvertently read or may be made known to unauthorised persons. Investor agrees that the risk of misunderstanding and errors shall be borne by the Investor and the AMC shall not be responsible for such breach of confidentiality. The AMC shall not be liable for any claims, liability, loss, damage, cost or expenses arising from such misunderstanding or errors in transmission or from such breach of confidentiality.
14. It is also mutually agreed that the AMC is requested and shall be entitled to treat any Fax Submission as issued and fully authorised by and binding upon the Investor and the AMC shall be entitled (but not



be bound) to take any steps in connection with or in reliance upon any Fax Submission as AMC may in good faith consider appropriate regardless of the amount of money involved and notwithstanding any error in transmission or reception of such Fax Submission or any misunderstanding and ambiguity or lack of clarity in the terms of such Fax Submission.

15. It is agreed and confirmed that the AMC will not be liable for any loss, damages of any nature either to the Investor or to any third party. The Investor agrees irrevocably and unconditionally that in availing of the facilities mentioned hereinabove in detail and in consideration thereof the Investor has agreed to unconditionally and absolutely indemnify and keep indemnified the AMC against all losses, costs, charges, sums, damages, expenses of any nature which the AMC may incur or suffer due to the act of not / wrong processing of any Fax Submission. The Investor further agrees to indemnify and to keep indemnifying the AMC against all loss, costs, charges, sums, damages, expenses of any nature which the AMC may incur or suffer due to any act of the Investor in availing the aforesaid facility and the AMC shall not be responsible or liable to the third party / parties and for which the Investor undertakes to indemnify and keeps the AMC indemnified against any third party claim or loss or damage of any nature.
16. It is mutually agreed that the facility may be terminated by the AMC upon advance written notice in the form of a notice / addendum. Any termination shall not affect anything done and any rights or liability accrued or incurred prior to the termination. The provisions of clauses hereinabove shall survive any termination.

**FOR E-MAIL SERVER DECLARED AS AN OFFICIAL POINT OF ACCEPTANCE OF TRANSACTION (OPAT):**

The facility of carrying out commercial transactions through Designated E-mail, in units of Bajaj Finserv Mutual Fund Schemes, is available for the following categories of Investors, subject to the following terms and conditions. BAJAJ FINSERV AMC declares its Designated E-mail server as one of the Officials Points of Acceptance of transactions. Following investors may transact through designated email, who are KYC (Know Your Client) Compliant:

- (i) a body corporate including a company formed under the Companies Act, 1956/2013 or established under State or Central Law for the time being in force;
- (ii) a bank including a scheduled bank, a regional rural bank, a co-operative bank;
- (iii) an eligible trust under the relevant scheme;
- (iv) an eligible society under the relevant scheme;
- (v) any other institution;
- (vi) Army/Navy/Air Force/Paramilitary Fund and
- (vii) Any other category of investors, as may be decided by Bajaj Finserv AMC from time to time.

Only Commercial transactions i.e. Purchase, Redemption and Switches shall be accepted through designated email.

When the investor transacts through designated email, the following terms and conditions shall apply to the financial/commercial transactions received through this mode, which shall be irrevocable and binding on the investor:

1. Investor agrees that based on the scanned image of application for purchase, redemption or switches, the transaction will be processed subject to receipt of the subscription amount in case of purchase and subject to signature verification in case of purchase, redemption and switches. The receipt of such scanned image by Bajaj Finserv AMC at designated email id shall be deemed sufficient for effecting the transaction. Investor further agrees to keep in its records, the original application and provide the original application.

2. All transaction requests will be deemed to be valid, where applications, transaction slips, forms, supporting documents are received at the designated email id. Documents received on emails shall only be accepted if they are in PDF or JPG format. The AMC may not acknowledge the receipt of the email requests.

3. The timestamp will get generated and affixed on the transaction request once it is received on the server/system of the Bajaj Finserv AMC.

4. This facility will be provided subject to provisions of cut off timing for applicability of NAV and time stamping requirements, as amended by Securities and Exchange Board of India (SEBI) from time to time and any other applicable laws, rules and regulations as may be enforced from time to time.

For the purpose of determining the applicable NAV in accordance with SEBI (Mutual Funds) Regulations, 1996, the system generated date and time on the transmitted email received at server / system of the Bajaj Finserv AMC and / or its RTA and availability of funds for utilization for the same shall be considered.

5. The Bajaj Finserv AMC reserves the right to change/add the Designed email id(s) from time to time. Transaction requests can be sent to designated email id ([transaction@bajajamc.com](mailto:transaction@bajajamc.com)), which will be dedicated for receiving all the transaction requests.

6. The BAJAJ FINSERV AMC shall act in good faith and shall take necessary steps in connection with the email requests received regardless of the value involved and the same shall be binding on the investor. The BAJAJ FINSERV Mutual Fund (BAJAJ FINSERV MF), BAJAJ FINSERV Mutual Fund Trustee Ltd. (Trustee) or BAJAJ FINSERV AMC will not be held responsible/liable for any loss, if any, suffered by the investor or any other person for processing such transactions.

7. The investor acknowledges that it is in the nature of telecommunication services that transmissions may not be properly received and may be inadvertently read or may be erroneous or made known to unauthorised persons. Investor agrees that all the risks, errors or breaches shall be borne by the investor and the BAJAJ FINSERV MF, Trustees, BAJAJ FINSERV AMC shall not be responsible/liable for any claims, liability, loss, damage, cost or expenses arising from such risks, errors or breach of confidentiality.

8. At the request of the investor, BAJAJ FINSERV AMC is hereby requested and authorised, but is not obliged, to process the transactions as per email submissions received from time to time from investors and otherwise to rely upon and act in accordance with email Submission which is signed, or is believed to have been signed by any person authorised by the documents governing the arrangement between the BAJAJ FINSERV AMC and the Investor.

9. It is further mutually agreed that if any other permission is required under the provisions of law for processing such requests / instructions, the investor shall be solely liable and responsible for any failure to comply with such provisions of laws, rules and regulations. The investor will keep the BAJAJ FINSERV MF, Trustee, BAJAJ FINSERV AMC fully absolved and indemnified with respect to any violation of such laws, rules and regulations and consequences thereafter in case of such violation mentioned hereinabove.

10. It is agreed by the parties that the BAJAJ FINSERV AMC need not confirm (whether orally, in writing or otherwise) any email Submission or verify the identity of the person making or giving or purporting to make or give any email Submission.

11. Investor agrees that security procedures adopted by BAJAJ FINSERV AMC may include signature verification, telephonic call backs or a combination of the same, that may be recorded by tape recording device and investor consents to such recording and agrees to co-operate with the BAJAJ FINSERV AMC to enable confirmation of such electronic transactions. However, the BAJAJ FINSERV AMC shall be under no



duty to prescribe or adopt any procedures for the purpose of such confirmations or verification and any such procedure prescribed or adopted by BAJAJ FINSERV AMC shall not impose upon the BAJAJ FINSERV AMC any obligation to adopt or comply with the same in any or every instance.

12. In case there is a variation between the documents received vide email as against the original/physical documents which will be received thereafter, the AMC reserves the right to process the transaction as per the documents received vide email and the pecuniary loss if any, due to any such variation shall be entirely borne by the Investor and the AMC shall under no circumstances be liable for such losses.

13. Investor irrevocably and unconditionally agrees to fully indemnify and save harmless the BAJAJ FINSERV MF, Trustee and the BAJAJ FINSERV AMC from and against all claims, liability, loss, damage, costs, expenses or any other outgoings incurred by them arising out of or relating to:

(a) BAJAJ FINSERV AMC acting in good faith, pursuant to, in accordance with or relying upon any email requests received or BAJAJ FINSERV AMC not acting/processing or wrong processing of the email requests for any reason.

(b) Any submission received by the BAJAJ FINSERV AMC that BAJAJ FINSERV AMC in good faith believes to be a email submission from the investor and

(c) Any unauthorised or fraudulent email request received by the BAJAJ FINSERV AMC.

Further, the facility to carry out financial transactions through designated Email is available to all non-institutional investors (including individuals) subject to following additional clauses: -

1. This facility is available for all open-ended schemes except Exchange Traded Funds.

2. Only additional purchase, redemption and switch transactions shall be accepted on the designated email id.

3. The additional purchase/redemption/switch request shall be received from the registered email ID of the investor. In case such request is received from an unregistered email id, BAJAJ FINSERV AMC may, its sole discretion, process the same after carrying out necessary validations/ due diligence or can even reject such transactions received from an unregistered email id.

4. Transaction requests can be sent to designated email id ([transaction.bajajmf@kfintech.com](mailto:transaction.bajajmf@kfintech.com)), which will be dedicated for receiving all the transaction requests. BAJAJ FINSERV AMC reserves the right to change/add the Designated email ID(s) from time to time, and the same shall be updated on our website [www.bajajamc.com](http://www.bajajamc.com).

5. In case of additional purchase request, funds will have to be received through electronic mode only such as NEFT/RTGS/Bank Transfer in the designated bank account of the scheme, and transactions will have to be accompanied with proof of transfer of funds from existing registered bank account of the unit holder.

6. Investors shall co-operate with additional security procedures, as may be specified by BAJAJ FINSERV AMC from time to time.

7. Investors shall abide with such terms and conditions, as may be specified by BAJAJ FINSERV AMC from time to time.

Investors must note that the AMC reserves the right to terminate this arrangement of receiving transactions through email at its own discretion without any prior notice or intimation to the Investors.

#### **ADDITIONAL OFFICIAL POINT OF ACCEPTANCE OF TRANSACTIONS THROUGH MF UTILITIES:**

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 the Fund can be done through MFU at the authorized Points of Service (“POS”) of MFUI. The list of POS of MFUI published on the website of MFUI at [www.mfuindia.com](http://www.mfuindia.com) as may be updated from time to time will be considered as Official Points of Acceptance of transactions (OPAT) for transactions in the Scheme(s) of the Fund. Additionally, such transactions can also be carried out electronically on Online Transaction Portal i.e. [www.mfuonline.com](http://www.mfuonline.com) and that this portal will also be considered as OPAT for transactions in the Scheme(s) of the Fund.

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 OPATs 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 through MFUI. However, investors should note that transactions through MFUI shall be subject to the eligibility of the investors, any terms & conditions as stipulated by MFUI / the 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 and necessary documents at the MFUI POS. The AMC and / or its Registrar and Transfer Agent 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 website of MFUI i.e. [www.mfuindia.com](http://www.mfuindia.com) to download the relevant forms. Investors transacting through MFU shall be deemed to have consented to exchange of information viz. personal and/or financial (including changes, if any) between the Fund/the AMC and MFUI and/or its authorized service providers for validation and processing of transactions carried out through MFU.

For any queries or clarifications related to MFU, investors are requested to 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).

#### **MF CENTRAL**

AS OFFICIAL POINTS OF ACCEPTANCE (OPA) FOR TRANSACTIONS As per SEBI circular no SEBI/HO/IMD/IMD-II DOF3/P/CIR/2021/604 dated July 26, 2021, Kfin Technologies Private Limited (“KFintech”) and Computer Age Management Services Limited (“CAMS”) have jointly developed MF Central - A digital platform for transactions/ service requests by Mutual Fund investors. Accordingly, MF Central will be considered as an Official Point of Acceptance (OPA) for transactions in the Scheme.

#### **COMPLETION OF TRANSACTION DOCUMENTS IN THE CASE OF CORPORATE DOCUMENTS**

1. This is with reference to the investments and transactions being made by Corporate investors through fax from time to time in various Schemes (present and future) of Bajaj Finserv Mutual Fund (the Fund). In case it is duly authorised by the Memorandum and Articles of Association, Board Resolution and Authorised signatory list authorizing company officials to give instructions for purchases, additional purchase/redemption/switch/change of bank mandate/change of address on behalf of the company under the above-said folios/schemes, in present and in future to Bajaj Finserv Asset Management Ltd. (AMC) are already registered with the AMC, where due to internal exigencies such Corporate investors may choose to fax the transactions on the basis of only one of the signatures of the signatories(mentioned in Board Resolution/Authorised Signatory list), the AMC will at its option and at the entire risk of the Corporate be eligible to commence processing of such transactions subject to receipt of signatures in original subsequently at its Official Point of Transaction which are fully in

compliance with the terms of the Board Resolution of the respective Corporate Investors. In case originals are not sighted within a reasonable time subsequently and in any case before pay-outs, the transactions are liable to be summarily rejected by the AMC.

2. In consideration of the AMC agreeing to process transactions on the basis of instructions issued by any one of the signatories given in the Board Resolution/ Authorised Signatory List, the Corporate investors shall at all times hereafter save, defend and keep harmless and indemnified the AMC and its officials, Trustees of the Fund and its employees, Directors, Officers against any losses, damages, costs or expenses including all legal costs and/or regulatory action/penalties that the AMC/the Fund/the Trustees may incur. The Corporate Investors agree that it is only upon the above assertion being made by them that the AMC has been and is agreeing to process the transactions and undertake that this Indemnity shall be enforceable against the Corporate investors and their respective Successors and Assigns and the benefits of this Indemnity shall inure for the benefit of the AMC, its successors and assigns and shall be irrevocable until discharge by them of all obligations devolving upon thereunder.

#### **REQUIRED PERSONAL INFORMATION OF INVESTORS IN ACCORDANCE WITH THE PRIVACY POLICY**

Bajaj Finserv 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 recognize 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.bajajamc.com](http://www.bajajamc.com) (the website). The AMC may delegate to another entity/ third party service provider including to its Sponsor, its subsidiaries, associates, or any group company of the Sponsor, either established or to be established at a later date the processing of the Personal Information and/or distributor communications, to the extent permitted by the applicable laws and SEBI Regulations.

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 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 and / or as required under relevant laws, without the Investors' consent. The AMC can also share Investors' Personal Information with its associates or Group companies of the Sponsor or any other Organisations / Authorities / Bodies for compliance with any legal or regulatory

requirements, including, but not limited to, compliance with anti-money laundering, sanctions and / or any other financial crime control risk management requirements

To the extent required or permitted under law, the AMC may share Personal Information for the following purposes with the below mentioned third parties:

- a. **Service Providers:** We share personal data with companies and entities that provide services on our behalf such as Registrar and Transfer Agent, Custodian, Fund Accountant, Legal Counsel, Auditors, Banks, Depositories, Stock Exchanges, Distributors, Investment Advisors, sub-brokers, website hosting, data storage, software services, email services, marketing, fulfilling investors transaction requirements, providing payment services, data analytics, providing customer services, and conducting surveys. These companies may be located within or outside India, but in any case are obligated to protect your data.

We may also share information with employees, data processors, consultants, vendors, business partners and technology partners on a need to know basis. Such entities would be contractually obligated to maintain confidentiality in relation to your data.

- b. **Business Affiliates:** Subject to the provision of applicable laws, we may disclose, share or transfer some or all of your information to group companies, affiliates, associates, subsidiary, holding company of the Company, including foreign entities, business partners of BFSAMC and in particular group companies and affiliates who are involved in the provision of products and services, to the extent permitted by applicable law.

In the event of a merger, reorganization, acquisition, joint venture, assignment, spin-off, transfer, asset sale, or sale or disposition of all or any portion of our business, including in connection with any bankruptcy or similar proceedings, we may transfer any and all personal data to the relevant third party with the same rights of access and use.

- c. **Law Enforcement Agencies:** We may share information with law enforcement agencies, statutory and regulatory bodies including but not limited to Securities and Exchange Board of India, Reserve Bank of India, Income Tax Department, pursuant to lawful requests for information, and otherwise as required under any law applicable at the given time, both in India and outside India.

- d. **Other Third Parties:**

- (i) In case of any contests or surveys conducted by the Company in which you participate, your information may be disclosed to third parties, to the extent necessary for fulfilment of conditions of such contests or surveys etc.
- (ii) We may also disclose personal data if we determine in good faith that disclosure is reasonably necessary to protect our rights and pursue available remedies, enforce our terms and conditions, investigate fraud, or protect our operations or users.
- (iii) Anonymised, aggregated data that cannot re-identify you, may be shared with advertisers, research firms and other partners

- e. Any other organization for verifying the identity of investors for complying with anti-money laundering requirements.
- f. Post office, local and international couriers and other intermediaries for correspondence with the investor and for making payments to the investor by cheques, drafts, warrants, through Electronic Clearing Services (ECS), NEFT etc.

## **MANNER OF SUBMITTING TRANSACTION REQUESTS**

For any financial and non-financial transactions, investors shall use the standard request form(s) prescribed by the AMC, which are also available on its website/OPATs. Any request received in non-standard formats (other than one prescribed by AMC) are liable to be rejected and the AMC reserves the right to process such requests subject to completeness and unambiguity.

Investors are requested to provide details/instructions only in the space provided in the request form. In case, information/notings/instruction provided at a non-designated area of the standard form being used or any additional details for which space is not specified in the standard form, the AMC reserves the right to process such request.

Further, post processing of any financial or non-financial request, the AMC endeavors to inform the investor either through letter or email or SMS the information provided in the request form. Investors are requested to review the accuracy and completeness of such requests before start/effective date and contact the AMC/RTA in case of any discrepancy.

The investors shall check their demat accounts for allotment of Units within 2 working days of the NFO closure.

For processing of any financial and non-financial transactions, the AMC will endeavor to process such request within 10 business days from the receipt of such request, unless specified otherwise in SAI/ SIDs/ KIMs or SEBI/ AMFI guidelines.

## **APPLICATIONS THROUGH COMMON ONE TIME MANDATE REGISTRATION FACILITY (COTM FACILITY) OFFERED BY KFIN TECHNOLOGIES LIMITED (KFIN / REGISTRAR)**

Common One Time Mandate registration shall be registered against the PAN/PEKRN of the First Unit holder, which authorizes his/her bank to debit their account up to a certain specified limit per Transaction (subject to the statutory limits as applicable from time to time), as and when they wish to transact with the Fund, without the need of submitting cheque or fund transfer letter with every transaction thereafter. This Facility currently enables unit holder(s) of the Fund to start Systematic Investment Plan (SIP) or invest lump sum amounts in the schemes of the Fund wherever subscription is allowed. Currently, this facility is available for transactions made through physical mode and the Fund may, at its discretion, extend the same to other modes of transactions from time to time.

This facility can be availed only if the Investor's Bank is participating in the NACH (National Automated Clearing House) Platform and subject to investor's bank accepting ACH/OTM Registration mandate.

### **APPLICATION FROM SOLE PROPRIETORSHIP ACCOUNT:**

Applications for fresh/additional purchases from sole proprietorship accounts shall be processed after matching the name and signature of the applicant on the application form/transaction slip and the payment instrument/cheque.

In case the name of an applicant mentioned in the application form/transaction slip differs from the name on payment instrument/cheque, then the AMC may process the application and allot units at the applicable Net Asset Value, after obtaining self declaration certificate from the applicant, as prescribed by the AMC. In case the self-declaration is not furnished by the applicant, the AMC reserves the right to process/reject the application form without any reference to the applicant after carrying out necessary diligence, as deemed appropriate by the AMC.

#### IV. RIGHTS OF UNIT HOLDERS OF THE SCHEME

- Unit holders of the Scheme have a proportionate right in the beneficial ownership of the assets of the Scheme.
- When the Mutual Fund declares Income Distribution cum Capital Withdrawal (IDCW) under the Scheme/ Plan, the IDCW payment shall be despatched to the Unit holders within seven working days of the record date of such declaration of IDCW. In the event of failure of despatch of IDCW within the stipulated seven working days period, the AMC shall be liable to pay interest @ 15% per annum to the Unit holders for the delay in payment as computed from the Record Date or from such other date or for such period as may be advised by SEBI from time to time.
- On acceptance of a valid application/transaction request for subscription, an allotment confirmation specifying the number of units allotted by way of email and/or SMS within 5 Business Days from the date of receipt of application / transaction request/ closure of New Fund Offer shall be sent to the Unit holders registered e-mail address and/ or mobile number.
  - a. For unit holders having any security in dematerialised form and having Mutual Fund (MF) folios:
    - i. The depositories shall dispatch the Securities Consolidated Account Statement (SCAS) within ten days from the month end where there are transactions either in MF or Demat account based on the data provided by MF Registrar & Transfer Agent (RTA) in respect of MF units;
    - ii. In case of no transactions in either MF or demat accounts, SCAS shall be sent on a Half- yearly basis showing the holding details by the Depositories.
  - b. For investors having only mutual fund folios and no demat account a Consolidated Account Statement (CAS) shall be sent within ten days from the month end where there are transactions by mail/e-mail by the AMC/RTA.
  - c. Half-yearly CAS shall be issued at the end of every six months (i.e. September/ March) on or before 10th day of succeeding month, to all investors providing the prescribed details across all schemes of mutual funds and securities held in dematerialized form across demat accounts, if applicable.
  - d. Half yearly CAS will not be sent to those Unit holders who do not have any holdings in the schemes of mutual fund and where no commission against their investment has been paid to distributors, during the concerned half-year period.

Std. obs. 9

In case of non-availability of PAN, AMC send monthly account statement for any financial transactions undertaken during the month on or before 10th day of the succeeding month by mail/email and Half Yearly Statement of holding, if there are no transaction in the folio.

Units held in demat are freely transferable. If an applicant desires to transfer Units held in physical mode for e.g. in statement of account form, the AMC shall, upon receipt of valid and complete request for transfer together with the relevant documents, register the transfer within 30 days. Provided that the transferor(s) and the transferee(s) will have to comply with the procedure for transfer as may be laid down by the AMC or as required under the prevailing law from time to time including payment of stamp duty for transfer of Units, etc. Units held in Demat form are transferable in accordance with the provisions of Depositories Act, 1996 and the Securities and Exchange Board of India (Depositories and Participants) Regulations, 1996 as may be amended from time to time.

In case of Unit holders holding units in demat (electronic) mode, a demat statement will be sent by Depository Participant to the Unit holders.

For more details, please refer to section 'Account Statements' in 'Scheme Information Document' of respective scheme(s) of Bajaj Finserv Mutual Fund.

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 IDCW or other distributions.



In addition, such holder shall have the voting rights, as permitted, associated with such Units as per the applicable guidelines.

Std. obs. 9

- As per SEBI (MF) Regulations, the Mutual Fund shall dispatch Redemption proceeds within 3 Business Days from the date of redemption. For schemes investing atleast 80% of total assets in such permissible overseas investments, the transfer of redemption or repurchase proceeds to the unitholders shall be made within 5 Business Days from the date of redemption or repurchase. A penal interest of 15% p.a. or such other rate as may be prescribed by SEBI from time to time, will be paid in case the Redemption proceeds are not made within 3/5 Business Days (as the case may be) of the date of Redemption request. For more details please refer to section 'Redemption' in 'Scheme Information Document' of respective scheme(s) of Bajaj Finserv Mutual Fund.
- The Trustee is bound to make such disclosures to the Unit holders as are essential in order to keep them informed about any information known to the Trustee which may have a material adverse bearing on their investments.
- The appointment of the AMC for the Mutual Fund can be terminated by majority of the directors of the Trustee or by 75% of the Unit holders of the Scheme.
- 75% of the Unit holders of a Scheme can pass a resolution to wind-up a scheme.
- 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 on the requisition made by three-fourths of the Unit holders of the Scheme.
  - – when the Trustee decides to wind up the Scheme or prematurely redeem the Units.
- 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:
  - An addendum to the existing SID has been issued and displayed on AMC website immediately.
  - SID has been revised and updated immediately after completion of duration of the exit option (not less than 30 days from the notice date).
  - A public notice has been given in respect of such changes 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.

Std. obs. 8

In specific circumstances, where the approval of unit holders 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.

Std. obs. 12

#### **UNCLAIMED REDEMPTION / IDCW AMOUNT**

Std. obs. 13

The unclaimed Redemption amount and IDCW amounts may be deployed by the Mutual Fund in money market instruments and separate plan of Liquid scheme / Overnight scheme / Money Market 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/IDCW 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.



## V. INVESTMENT VALUATION NORMS FOR SECURITIES AND OTHER ASSETS

The Securities and Exchange Board of India (SEBI) has outlined investment valuation norms and accounting policies under SEBI (Mutual Funds) Regulations, 1996 as amended from time to time. The Investment Valuation Norms are defined in the Eighth Schedule of the regulations (regulation 47) and circulars issued by SEBI from time to time, prescribed the norms, methodology and guiding principles for valuation of investments held by Mutual Fund schemes. Valuation of securities shall be determined in conformity with these valuation norms.

The objective of this policy is to specify valuation methods and manner in which instruments and investments should be valued by BFSAML. The valuation policy specifies the valuation norms to be followed.

This Investment Valuation Policy & Procedures is subject to review and change from time to time.

In accordance with the SEBI Circular MFD/CIR No.010/024/2000 dated January 17, 2000 every AMC should have a valuation committee to review investment valuation practices. Valuation committee of AMC consists of: -

### A. Composition

Chief Executive Officer (CEO),  
Chief Investment Officer (CIO),  
Head of Operations and Finance,  
Head – Compliance,  
Head – Risk / Chief Risk Officer (CRO)

### B. Chairperson

CEO, in absence of CEO, as appointed by the Committee shall serve as a Chairperson to the Committee.

### C. Frequency of meetings

Annually or on need basis.

### D. Quorum

The quorum of the Valuation Committee shall consist of minimum three members of the Committee of which one at least one among the CIO and CEO shall always be present to complete the quorum. In absence of CEO, Head – Compliance and Head – Risk shall be present to complete the quorum and in absence of CIO, respective Fund Manager (Equity and Fixed Income) shall be present to complete the quorum. The CEO shall serve as the Chairperson of the Valuation Committee and in the absence the CIO shall chair the committee, in absence of both the quorum shall not be complete.

## I. EQUITY AND EQUITY RELATED SECURITIES

### A. TRADED SECURITIES

#### 1. Equity and Equity related securities

BFSAML has selected National Stock Exchange (NSE) as the Principal Stock Exchange for all its equity and equity related securities held by all the schemes. Appropriate stock exchange that would be considered for valuation is also specified in the Statement of Additional Information (SAI). In respect of the Index Funds, the Principal Stock Exchange would be the Exchange where the underlying benchmark index has been set up.

- a) Traded securities shall be valued at the day's closing price on the NSE.
- b) When, on a particular day a security is not traded on NSE, the closing price of the security on the Bombay Stock Exchange Limited (BSE) will be considered for valuation. When a security is not traded on any stock exchange on a particular valuation day, the value at which it was traded on the National Stock Exchange or the Bombay Stock Exchange, as the case may be, on the earliest previous day may be used, provided such date is not more than thirty days prior to the valuation date.
- c) 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 and should be valued as non-traded security as per the norms specified in the policy. In case of equity securities not listed on any stock exchange, the scrip is to be valued as per the norms specified in the policy.
- d) For Index Funds, valuation shall be done at the closing prices of the underlying index.

#### 2. Derivatives – Equity/Index Options and Futures

- a) Equity/Index Options
  - i. Market values of traded option contracts shall be determined with respect to the exchange on which it is contracted originally, i.e., if an option contracted on the NSE would be valued at the Settlement price on the NSE.
  - ii. The Exchanges give daily settlement prices in respect of all derivatives positions. These settlements prices would be adopted for valuing the positions, which are not traded.
- b) Equity/Index Futures
  - i. Market values of traded futures contracts shall be determined with respect to the exchange on which contracted originally, i.e., if futures position contracted on the NSE would be valued at the Settlement Price on the NSE.
  - ii. The Exchanges give daily settlement prices in respect of all derivatives positions. These settlements prices would be adopted for valuing the positions, which are not traded.

### B. NON-TRADED/THINLY TRADED SECURITIES

#### 1. Application Money for Primary Market Issue

These shall be valued as below :

- (i) Prior to allotment – at Bid Price.
- (ii) Post allotment but awaiting listing – at allotment price

#### 2. Non-Traded/Thinly Traded Equity

**Thinly Traded:** When trading in an equity/equity related security (such as convertible debentures, equity warrants, etc.) in a month is both less than ₹ 5,00,000 and the total volume is less than 50,000 shares, it shall be considered as a thinly traded security and valued accordingly. In order to consider a security as a thinly traded security, the volumes traded only on the NSE and the BSE shall be considered.

Where a security is identified as a “thinly traded” security by applying the above parameters for the preceding calendar month, the same will be valued by BFSAML as thinly traded security.

If the share is not listed on the stock exchanges which provide such information, then it will be obligatory on the part of the Fund to make its own analysis in line with the above criteria to check whether such securities are thinly traded which would then be valued accordingly.

Further, thinly traded securities would be monitored on calendar month basis and not on rolling basis. i.e., If a security in holding has been classified as thinly traded according to the criteria mentioned above, it would be fairly valued ignoring the primary and secondary stock exchange prices. This fair valuation would continue for the entire month even though, the volumes and value might have exceeded the limit in the current month.

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. If an equity security is suspended for trading for more than 30 days, then it would be considered as non-Traded and valued accordingly.

**Non-Traded:** If the equity securities are not traded on NSE and BSE for a period of thirty days prior to the valuation date, the scrip must be treated as 'non-traded' scrip.

**Equity Shares:**

Based on the latest available audited Balance Sheet, net worth shall be calculated as follows:

- i. Net Worth per share =  $[\text{Share Capital} + \text{Reserves (excluding Revaluation Reserves)} - \text{Misc. expenditure and Debit Balance in P\&L A/c}] / \text{No. of Paid-up Shares}$ . This shall be computed based on the latest available audited balance sheet.
- ii. Average capitalization rate (P/E ratio) for the industry based upon either NSE or BSE data (which should be followed consistently and changes, if any noted with proper justification thereof) shall be taken and discounted by 75% i.e., only 25% of the industry average P/E shall be taken as capitalization rate (P/E ratio). Earnings per share (EPS) of the latest audited annual accounts will be considered for this purpose.
- iii. The value as per the net worth value per share and the capital earning value calculated as above shall be averaged and further discounted by 10% for ill-liquidity so as to arrive at the fair value per share.
- iv. In case the EPS is negative, EPS value for that year shall be taken as zero for arriving at capitalized earning.
- v. In case where the latest balance sheet of the company is not available within nine months from the close of the year, unless the accounting year is changed, the shares of such companies shall be valued at zero.
- vi. In case an individual security accounts for more than 5% of the total assets of the scheme, an independent valuer shall be appointed for the valuation of the said security.
- vii. 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.

**Convertible Debentures:**

In respect of convertible debentures and bonds, the non-convertible and convertible portion would be valued separately. The non-convertible portion would be valued on the same basis

as is applicable to a debt instrument. The convertible component would be valued based on the same basis as would be applicable to an equity instrument.

If after conversion, the resultant equity instrument would be traded pari-passu with an existing equity instrument which is traded, the value of the later instrument can be adopted after an appropriate discount for the non-tradability of the instrument during the period preceding the conversion while valuing such instruments, the fact whether conversion is optional should also be factored in. The appropriate discount applied should be approved by the Committee and factored in.

The value of the optional conversion shall be determined as follows:

- If the option to exercise rests with the issuer, the lower of the value when exercised or value when not exercised shall be taken.
- If the option to exercise rests with the investor, the higher of the value when exercised or value when not exercised shall be taken. The valuation shall be approved by the Valuation Committee.

### 3. Unlisted Equity

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)

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

b)

- 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.  

$$[(\text{Net worth per share} + \text{Capitalised value of EPS}) / 2] * 0.85$$
  - 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 Valuation Committee and with the approval of the AMC and Trustee Board, unlisted equity scrip may be valued at a price lower than the value derived using the aforesaid methodology.

### 4. Suspended Security

- In case trading in an equity security is suspended for trading on the stock exchange, the last traded price would be considered for valuation of that security upto 30 days.
- If an equity security remains suspended for trading on the stock exchange for more than 30 days, then it would be considered as non-traded and valued accordingly.

## 5. Non-Traded Rights Entitlements

- a) Until they are traded, post the rights renunciation period, the value of the “rights” entitlement would be calculated as per the SEBI prescribed formula stated below:

$$V_r = n/m * (P_{ex} - P_{of})$$

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

*Ratio of Rights i.e. (n/m where n = No. of Rights offered and m = No. of original shares held) will be adjusted in the quantity directly while booking the Rights and hence not considered again for valuation.*

- b) Where the rights are not treated pari-passu with the existing shares, suitable adjustments would be made to the value of rights. Where it is decided not to subscribe for the rights but to renounce them and renunciations are being traded, the rights would be valued at the renunciation value.
- c) 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 not be recognised as investments.
- d) Where right entitlements are not traded and it was decided not to subscribe the rights, the right entitlements have to be valued at zero.
- e) Post payment of the subscription amount for the rights entitlement, it will be valued in line with the normal valuation methodology for valuation of equities.

## 6. Non-Traded Warrants

Warrants can be valued at the value of the share which would be obtained on exercise of the Warrant after applying appropriate discount as decided by valuation committee prorated on a monthly basis after reducing the exercise price / issuance price from the closing price of the underlying cash equity security.

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 underlying shares – exercise price).

## 7. Non-Traded Preference Shares

Non traded preference shares shall be valued in good faith depending upon the type of the preference Share and after considering illiquidity discount, if any. Valuation of non-traded preference shares would depend on the terms of issue of preference shares. i.e., convertible/non-convertible.

- Convertible preference shares should be valued like convertible debentures
- Non-convertible preference shares should be valued like non-convertible debentures.
- In case, dividend is not received, it would be treated as NPA.

## 8. Shares on De-merger

**On de-merger following possibilities arise which influence valuation**

Both the shares are traded immediately on de-merger: In this case, shares of both the Companies are valued at respective traded prices.

Shares of only one company continued to be traded on de-merger: In case one entity is demerged into two or more entities and one of those entities continues to be listed, the value

of unlisted entity(ies) will be difference between the closing price of the security on the ex-date (after demerger) and closing price of the security on previous trading day (before demerger) that continues to be listed. The difference in price of two dates will be the valuation price of the unlisted entity(ies) proportionately, till they are listed and traded on a stock exchange. The cost price of new entity/entities would be derived proportionately from the cost price of parent entity.

In case the value of the traded security of de-merged entity is equal to or in excess of the value of that entity before de-merger, then the security of the non-traded entity will be valued at zero.

In case an unlisted security is not listed within a period of 60 days from the ex-date, the valuation price derived for the demerged security will be reviewed on expiry of 30 days.

Both the shares are not traded on de-merger: The price of the shares of the Company one day prior to ex-date of de-merger will be bifurcated over the de-merged shares in the ratio of cost of shares of each demerged entity or on the basis of net assets transferred if the same is available from the Company and any other relevant factors.

In case shares of both the companies are not traded for more than 60 days, these are to be treated as unlisted security and valued accordingly.

On merger/demerger, in case the company specifies any regulations/ method for cost bifurcation or valuation the same will be adopted. In case the above methodology does not derive the fair valuation of de-merged entities; the same may be determined by the Valuation Committee on case-to-case basis.

#### **Merger/ Amalgamation:**

Valuation of resulting company would be determined by valuation of merging / amalgamating company immediately prior to the ex-date of merger / amalgamation

- In case merging / amalgamating companies being listed, valuation of resulting companies would be summation of valuation of entities immediately prior to merger date. Further if listed company merges into an unlisted surviving company, then the surviving company should be valued at the traded value of merging company immediately before merger.
- Example:
  1. If Company A and Company B merge to form a new Company C then Company C would be valued at the price equals to A+B
  2. If Company A which is a listed company merges into Company B which is an unlisted company would be valued at traded price of A immediately before merger.
- In case, one of the merging / amalgamating companies being unlisted, valuation of resulting companies would be valued on the principles of fair valuation as guided by the valuation committee.
- If the above companies remained unlisted for more than 3 months, illiquidity discount on the derived prices may be applied on the basis of the market capitalization of the issuer viz. at 5% ,10% and 15%, for Large cap, Mid cap, Small cap respectively.
- In case of the above listed, Valuation committee may decide fair value other than guided above, post considering facts on a case to case basis. Further guidance from valuation committee would be sought for any exceptional cases not covered above.

## 9. Partly Paid-up Equity Shares

*Non-traded:* Uncalled liability per share shall be reduced from the value of fully paid share, if traded, to derive price of non-traded partly paid shares.

If the fully paid-up shares are not traded, the valuation principles for valuing non- traded equity shares shall be followed for valuing the fully paid up on-traded shares (with suitable illiquidity discounts) and then reduced by the uncalled liability per share to arrive at the value of non-traded partly paid shares

*Thinly Traded:* Partly paid shares should be valued at the lower of the following two prices:

- Current closing price per share of fully paid-up shares less uncalled amount per share of partly paid shares, and,
- Closing price of the partly paid share if it has not been traded on any particular valuation day (not exceeding the last 30 days).

## 10. Infrastructure Investment Trust (InvIT) and Real Estate Investment (REIT)

- When units of InvITs and REITs are not traded on any stock exchange on a particular valuation day, the value at which these were traded on the selected stock exchange or any other stock exchange, as the case may be, on any day immediately prior to valuation day, shall be considered for valuation provided that such date is not more than thirty days prior to the valuation date.
- Where units of InvITs and REITs are not traded on any stock exchange for a continuous period of 30 days then the valuation for such units of InvITs and REITs will be determined by the Valuation Committee in consultation with the Internal Auditors or independent valuation agencies as deemed appropriate by the Valuation Committee from time to time.
- In addition to the above, if the valuation of units of InvITs and REITs is provided by the independent agency as approved by AMFI, AMC may get into an arrangement with such agency to provide security level price for Valuation.

## 11. To be listed equity shares and equity related instruments (pre-public offering)

Pending listing Such securities shall be valued as below:

- At cost, up to 2 months from the date of allotment.
- Valued as unlisted equity shares after 2 months.

## 12. Security Lending & Borrowing (SLB)

Security Lending & Borrowing (SLB) will be valued on the basis of amortization.

## 13. Other Instruments

In case of any other type of capital corporate action event, the same shall be valued at fair price on case-to-case basis after obtaining necessary approval from valuation committee / Board.



## II. INVESTMENT GRADE MONEY MARKET AND DEBT SECURITIES

### A. MONEY MARKET AND DEBT SECURITIES

Money Market and Debt instruments include CP, CD, Fixed Coupon Bonds, Zero Coupon Bonds and Pass-Through Certificates, Floating rate security (FRN), BRDS, etc.

Money Market and Debt Instruments shall be valued at average of security level prices obtained from valuation agencies i.e. CRISIL and ICRA as mandated by AMFI.

- In case security level prices given by valuation agencies are not available for a new security (which is currently not held by any Mutual Fund), then such security may be valued at purchase yield on the date of allotment / purchase.
- Abnormal situations and market disruptions where current market information may not be obtainable / adequate for valuation of securities, valuation Committee shall be responsible for monitoring these kinds of events. Abnormal situations and market disruptions cases shall be reported to the board from time to time.
- Any change in the policy on account of clarification or communication from AMFI or internal shall be communicated to the board from time to time.

### B. OTHER MONEY MARKET AND DEBT SECURITIES

#### 1. Government Securities

Central Government Securities (CGs), State Development Loans (SDLs), Treasury Bill, Cash Management Bill, etc. shall be valued on the basis of security level prices obtained from valuation agencies, in line with SEBI Regulation.

#### 2. Deposits

Deposits with banks shall be valued at cost plus accrual basis. In case of any prepayment penalty, accrual rate would be the rate applicable for that period less any prepayment penalty.

#### 3. Tri-Party Repo (TREPS)/Reverse Repo/Corporate Bond Repo with Residual Maturity of upto 30 days

Securities shall be valued at cost plus accrual basis. Whenever a security moves from 31 days' residual maturity to 30 days' residual maturity, the price as on 31st day shall be used for amortization from 30th day.

#### 4. Tri-Party Repo (TREPS)/Reverse Repo/Corporate Bond Repo with Residual Maturity of above 30 days

Securities shall be valued at average of security level prices obtained from valuation agencies. In case security level prices given by valuation agencies are not available (which is currently not held by any Mutual Fund), then such securities will be valued at purchase yield on the date of purchase.

#### 5. Securities purchased on Private Placement Basis

In case the security is purchased on private placement basis, the same would be valued at Purchase Yield on the date of purchase. Subsequently valuation would be carried out at average of security level prices obtained from valuation agencies.

#### 6. Securities with Put/Call Options

The option embedded securities would be valued as follows:

##### a) 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.

*b) 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.

*c) Securities with multiple put options present ab-initio*

In respect of valuation of securities with multiple put options present ab-initio wherein put option is factored into valuation of the security by the valuation agency. If put option is not exercised by the Fund, while exercising put option would have been in favour of the scheme:

- i. Justification for not exercising put option shall be provided by the MF to valuation agencies, BFSAML and Trustee Board on or before last date of notice period.
- ii. Valuation agencies shall not take into account remaining put options for the purpose of valuation of security.

Put option shall be considered in favour of the scheme if the yield of valuation price ignoring put option is more than contractual yield/coupon rate by 30 bps.

*d) Securities with both Put and Call option on the same day:*

Only securities with put / call options 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:

- i. 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.
- ii. 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.
- iii. 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 the put option is not exercised by a Mutual Fund, while exercising the put option would have been in favour of the scheme;

- i. A justification for not exercising the put option shall be provided by the Mutual Fund to the Valuation Agencies, Board of BFSAML and BFSMFTL on or before the last date of the notice period.
- ii. The Valuation Agencies shall not take into account the remaining put options for the purpose of valuation of the security.

The put option shall be considered as 'in favour of the scheme' if the yield of the valuation price ignoring the put option under evaluation is more than the contractual yield/coupon rate by 30 basis points.

## **7. AT-1 Bonds and Tier-2 Bonds**

SEBI, vide para 2 of SEBI circular No. SEBI/HO/IMD/DF4/CIR/P/2021/034 March 22, 2021, has specified the glide path for the purpose of valuation of existing as well as new bonds issued under Basel III framework w.r.t. implementation of para 8 of SEBI circular No. SEBI/HO/IMD/DF4/CIR/P/2021/032 dated March 10, 2021.

Further, AMFI, vide its letter No. 135/BP/91/2020-21, has issued the detailed guidelines under the directive of SEBI for being uniformly followed and implemented by all Mutual Funds.

### III. OTHER SECURITIES

#### 1. Mutual Fund Units

- Mutual Fund Units listed and traded would be valued at the closing traded price as on the valuation date.
- Unlisted Mutual Fund Units and listed but not traded Mutual Fund Units would be valued at the last declared NAV on AMFI website as on the valuation date.

#### 2. Interest Rate Futures (IRF)

- Market values of traded futures contracts shall be determined with respect to the exchange on which contracted originally, i.e., if futures position contracted on the NSE would be valued at the closing price on the NSE. The price of the same futures contract on the BSE cannot be considered for the purpose of valuation, unless the futures contract itself has been contracted on the BSE.
- The Exchanges give daily settlement prices in respect of all derivatives positions. These settlements prices would be adopted for valuing the positions, which are not traded.

#### 3. Market Linked Debenture and all OTC Derivatives including Interest Rate SWAPS (IRS)/Forward Rate Agreements (FRA)

Irrespective of the residual maturity, securities shall be valued at average of security level prices obtained from valuation agencies.

#### 4. Convertible Debentures and Bonds

As per Eighth Schedule of SEBI (Mutual Fund) Regulation method of valuation of convertible debentures is prescribed and will be followed by Bajaj Finserv Mutual Fund. In respect of convertible debentures and bonds, the non-convertible and convertible components shall be valued separately. The non-convertible component should be valued on the same basis as would be applicable to a debt instrument. The convertible component should be valued on the same basis as would be applicable to an equity instrument. If, after conversion the resultant equity instrument would be traded pari passu with an existing instrument which is traded, the value of the latter instrument can be adopted after an appropriate discount of the non-tradability of the instrument during the period preceding the conversion while valuing such instruments, the fact whether the conversion is optional should also be factored in.

#### 5. Illiquid Securities

- Aggregate value of “illiquid securities” of scheme, which are defined as nontraded, thinly traded and unlisted equity shares, shall 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.
- All funds shall disclose as on March 31 and September 30 the scheme-wise total illiquid securities in value and percentage of the net assets while making disclosures of half yearly portfolios to the unit holders. In the list of investments, an asterisk mark shall also be given against all such investments, which are recognized as illiquid securities.

#### 6. Valuation Policy for ADR & GDR and all Overseas Securities

- For the purpose of computation of NAV on the same day If the security/ETF is listed in a time zone ahead of ours then the same days price would be used for valuation. The price in the local currency would be obtained and the closing RBI reference rate would be used to calculate the closing price in INR. If the INR price for the security is available, then the same would be used for valuation.

- If the security/ETF is listed in a time zone behind ours then the previous day's price would be used for valuation. The price in local currency would be obtained and the closing RBI reference rate would be used to calculate the closing price. If the INR price for the security is available, then the same would be used for valuation.
- If the stock/ETF is listed in currency for which RBI reference rate is not available, the exchange rates available from Reuters (at 5.00 P.M IST) will be used. In case the direct exchange rates are not available on Reuters, then cross currency rate with USD would be considered and converted as per the INR/USD RBI reference rate.
- For the purpose of computation of NAV on the next day (T+1), the latest available closing price of the exchange on which the security is listed and RBI reference rate would be considered for valuation. If the stock is listed in a currency for which RBI reference rate is not available, the exchange rates available from Reuters (at 5.00 P.M IST) on T will be used. In case the direct exchange rates are not available on Reuters, then cross currency rate with USD would be considered and converted as per the INR/USD RBI reference rate.

#### **7. Valuation of Indian Depository Receipts**

- Valuation of IDR's listed on the Indian Stock Exchange would follow the principles similar to Listed Indian Equity Shares. In case the IDR's are classified as thinly traded, the criteria as laid above for Listed Indian Equity shares shall be applied taking into consideration the relevant company's balance sheet.

#### **8. Overseas Mutual Fund**

- Overseas mutual fund would be valued at the last published NAV as on the valuation day. The last published NAV of overseas Mutual Fund Units would be obtained at a cut-off of around 9 PM IST for schemes where the NAV is to be computed and disclosed on AMFI website on the same business day.
- In case of schemes wherein the NAV is to be computed and disclosed on AMFI website on the next business day, the NAV would be obtained at a cut-off of around 8 AM IST. In case if on any valuation day the overseas mutual fund is having a non-business day then previous day NAV would be considered for valuation.

#### **9. Valuation of gold & Silver ascertained as per SEBI guidelines:**

The gold & Silver held by an exchange traded fund schemes 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 & for Silver 999.0 parts per thousand, subject to the following:

- adjustment for conversion to metric measures as per standard conversion rates;
- 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
- addition of – (i) transportation, insurance and other charges that may be normally incurred in bringing such gold & Silver 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
- above may be made on the basis of a notional premium that is usually charged for delivery of gold & silver to the place where it is stored on behalf of the mutual fund: Provided further that where the gold & silver held by an exchange traded fund schemes has a greater fineness, the relevant LBMA prices of AM fixing shall be taken as the reference price under this subparagraph.

- If the Gold acquired by the 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 above-paragraph.

#### **10. Valuation of Exchange Traded Funds units:**

- Units listed and traded would be valued at the closing traded price as on the valuation date. Unlisted units and listed-but-not-traded units would be valued at the NAV as on the valuation date.

#### **11. Valuation of Sovereign Gold Bonds.**

- Sovereign Gold Bonds are listed on National Stock Exchange. Since these bonds are listed and traded on exchange, these bonds will be valued at closing price given by exchange. In case if these bonds are not traded on a particular day then previous day price will be considered.

#### **12. Deviation from valuation guidelines**

- As per the Principles of Fair Valuation specified in Eighth Schedule of SEBI (Mutual Funds) Regulations, 1996, the AMC shall be responsible for true and fairness of valuation and correct NAV. Considering the same, in case the AMC decides to deviate from the valuation price given by the valuation agencies, the detailed rationale for each instance of deviation 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 as per the valuation agencies 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 shall also be disclosed immediately and prominently, under a separate head on the website of AMC.
- Further, while disclosing the total number of instances of deviation in the monthly and half-yearly portfolio statements, AMCs shall also provide the exact link to their website for accessing the information.

#### **13. Money Market and Debt securities rated below Investment Grade/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.
- A money market or debt security shall be classified as “Default” if the interest and / or principal amount has not been received, on the day such amount was due or when such security has been downgraded to “Default” grade by a CRA. In this respect, Mutual Funds shall promptly inform to the valuation agencies and the CRAs, any instance of non-receipt of payment of interest and / or principal amount (part or full) in any security.

Para 2.0 of SEBI Circular No. SEBI/HO/IMD/DF4/CIR/P/2019/41 dated March 22, 2019 provides for valuation of money market and debt securities at prices provided by the valuation agencies notified by AMFI (currently, CRISIL and ICRA). Till the time scrip level valuation is not available from the valuation agencies, the securities are to be valued on the basis of indicative haircuts provided by the agencies. These haircuts shall be updated and refined as and when there is availability of material information which impacts the haircuts. During this period if there are trades in the security it may be considered for valuation if it is lower than the price post standard haircut. The minimum trade size in such cases will be determined by the valuation agencies.

The current indicative haircuts as determined by the valuation agencies and communicated by AMFI are:

**For senior, secured securities**

<b>Rating/ sector</b>	<b>Infrastructure, Regal Estate, Hotels, Loan against shares and Hospitals</b>	<b>Other Manufacturing and Financial Institutions</b>	<b>Trading, Gems Jewellery and Others</b>
BB	15%	20%	25%
B	25%	40%	50%
C	35%	55%	70%
D	50%	75%	100%

**For subordinated, unsecured or both**

<b>Rating/ sector</b>	<b>Infrastructure, Regal Estate, Hotels, Loan against shares and Hospitals</b>	<b>Other Manufacturing and Financial Institutions</b>	<b>Trading, Gems Jewellery and Others</b>
BB	25%	25%	25%
B	50%	50%	50%
C	70%	70%	70%
D	100%	100%	100%

In terms of the above circular, the determination of whether the rating is below investment grade will be performed by considering the most conservative rating on the instrument if it is rated by more than one rating agency.

The AMC may deviate from the indicative haircuts and/or the valuation price for money market and debt securities rated below investment grade provided by the valuation agencies subject to the following:

- i. The detailed rationale for deviation from the price post haircuts or the price provided by the valuation agencies shall be recorded by the Committee.
- ii. 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.
- iii. The rationale for deviation along with details shall also be disclosed to investors under a separate head on the website. Further, the total number of such instances shall also be disclosed in the monthly and half-yearly 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.

## 1. Changes in terms of Investment

While making any change to terms of an investment, Mutual Funds 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.

## 2. Approach for traded and non-traded money market and debt securities

SEBI, vide circular no. SEBI/HO/IMD/DF4/CIR/P/2019/102 dated September 24, 2019 on Valuation of money market and debt securities, has laid down the broad principles for considering traded yields for the purpose of valuation of money market and debt securities. In this regard, the following are the areas identified for issuing standard guidelines.

- a. Waterfall mechanism for valuation of money market and debt securities
- b. Definition of tenure buckets for similar maturity
- c. Process for determination of similar issuer
- d. Recognition of trades and outlier criteria
- e. Process for construction of spread matrix

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

#### a) 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 reissuances 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.

*b) 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.

<b>Residual Tenure of Bond to be priced</b>	<b>Criteria of similar maturity</b>
Upto 1 month	Calendar Weekly Bucket
< 1 month to 3 months	Calendar Fortnightly Bucket
< 3 months to 1 year	Calendar Monthly Bucket
< 1 year to 3 years	Calendar Quarterly Budget
< 3 years	Calendar Half-yearly or Greater Bucket

In addition to the above:

- i. 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.

- ii. 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.
- iii. 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.

*c) Process for determination of similar issuer*

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

- Issuers within same sector/industry and/or
- Issuers within same rating band and/or
- Issuers with same parent/ within same group and/or
- Issuers with debt securities having same guarantors and/or
- 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.

*d) Recognition of trades and outlier criteria*

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

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

Parameter	Minimum Volume Criteria for marketable lot
Primary	₹ 25 Cr for both Bonds/NCD/CP/CD and other money market instruments
Secondary	₹ 25 Cr for CP/CD, T-Bills and other money market instruments
Secondary	₹ 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	< 30 days
Liquid	30 bps	20 bps	10 bps
Semi-liquid	45 bps	35 bps	20 bps
Illiquid	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

- Trading Volume
- 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  $\geq$ 50% of trade days
- Semi liquid  $\geq$ 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.

e) Process for construction of spread matrix

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

Steps	Detailed Process
Step 1	<p>Segmentation of corporates: 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:</p> <ol style="list-style-type: none"> <li>1) Public Sector Undertakings/Financial Institutions/Banks;</li> <li>2) Non-Banking Finance Companies -except Housing Finance Companies;</li> <li>3) Housing Finance Companies;</li> <li>4) Other Corporates</li> </ol>
Step 2	<p>Representative issuers - 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. 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>
Step 3	<p>Calculation of benchmark curve and calculation of spread -</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>
Step 4	<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> </ol>

	<p>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.</p> <p>3) Residual tenure of the securities of representative issuers shall be used for construction of yield curve.</p>
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#### **Part B: Valuation of G-Secs (T-Bill, Cash management bills, G-Sec and SDL)**

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 quotes, 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.

### **3. Treatment of upfront fees on trades**

- Upfront fees on all trades (including primary market trades), by whatever name and manner called, shall be considered by the valuation agencies for the purpose of valuation of the security.
- Details of such 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 shall 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 shall be shared on a pro-rata basis across such schemes.

### **4. Investment in partly paid debentures**

- a) Mutual Fund schemes shall make investment in partly paid debentures only when payment of the remaining amount is linked to clear, pre-defined events (i.e., is subject to conditions precedent). For avoidance of doubt any event which is purely time based shall not be considered as a pre-defined event. Such conditions precedent should be clearly outlined in the Agreement for subscription of the debentures/ Offer Document for the issue, as the case may be. Conditions precedent mean the clearly defined obligations/ events that need to be fulfilled before calling upon the investor to make payment for the remaining portion of the subscription. Such obligations/ events, to name a few, could include achievement of certain milestones linked with the object for which the debentures were issued or linked to the enhancement of credit rating of the Issuer or linked to other financial or operating parameters of the Issuer or linked to the happening of an event. AMCs shall not resort to the practice of investing in partly paid debentures without any condition precedent.
  - There should not be any linkages across schemes while investing in partly paid debentures. For example: if the agreement for partly paid debentures also envisages investment in any other type of instrument such as a commercial paper, then the AMC should ensure that

subscription to the residual part of the issue/ the investment in the other instrument is made by the scheme which made the original investment in partly paid debentures.

- While investing in partly paid debentures, AMCs shall ensure that interest of one set of unit holders/ schemes is not compromised at the cost of another.
  - All regulatory limits have to be complied with at the time of each such part payment.
  - In order to avoid a situation where a MF scheme is unable to honor future part payments, AMCs should avoid excessive concentration in partly paid debentures.
- b) Any investment in partly paid debentures has to be disclosed in the monthly portfolio disclosures of the scheme. This should include, inter-alia, the amount that has been contracted but not yet paid by the scheme, the dates of such future pay-ins, triggers for future pay-ins as well as any other detail that in the fund house's view may be of material interest to its investors.

#### **5. Valuation of stressed issuers and perpetual bonds**

Financial stress on the issuer and capability to repay borrowings shall be reflected in valuation of securities from trigger date.

Maturity of all perpetual bonds shall be treated as 100 years from the date of issuance for the purpose of valuation

#### **6. Securities not covered under the current valuation policy**

In case of securities purchased by mutual fund does not fall within the current framework of the valuation of securities then the mutual fund shall report immediately to AMFI regarding the same. Further, at the time of investment AMCs shall ensure that the total exposure in such securities does not exceed 5% of the total AUM of the scheme.

AMFI has been advised that the valuation agencies should ensure that the valuation of such securities gets covered in the valuation framework within six weeks from the date of receipt of such intimation from mutual fund.

In the interim period, till AMFI makes provisions to cover such securities in the valuation of securities framework, the mutual fund shall value such securities using their proprietary model which has been approved by their independent trustees and the statutory auditors.

#### **7. Investment in new type of securities**

Investment in new type of securities/assets by the Bajaj Finserv MF scheme shall be made only after establishment of the valuation methodologies for such securities with the approval of the Board of the BFSAML.

#### **8. Inter-scheme transfers**

##### **a) Debt Securities:**

- AMCs shall seek prices for IST of any money market or debt security (irrespective of maturity), from the valuation agencies.
- AMFI, in consultation with valuation agencies shall decide a turn-around-time (TAT), within which IST prices shall be provided by the agencies.
- If prices from the valuation agencies are received within the pre-agreed TAT, an average of the prices so received shall be used for IST pricing.
- If price from only one valuation agency is received within the agreed TAT, that price may be used for IST pricing.
- If prices are not received from any of the valuation agencies within the agreed TAT, AMCs may determine the price for the IST, in accordance with Clause 3 (a) of Seventh Schedule of SEBI (Mutual Funds) Regulations, 1996.

Clause 3 (a) - such transfers are done at the prevailing market price for quoted instruments on spot basis.

b) Equity Securities

Inter-scheme transfer of equity securities would be affected at the prevailing spot market price of the security at the time the transfer is affected. For this purpose, at the time of affecting the inter-scheme transfer, a record of the prices for the security quoted in the relative stock exchange (i.e., NSE/BSE) or through the Bloomberg Terminal would be obtained, which would indicate the date, time and the currently quoted price. The price given in the quotation of the stock exchange would be the effective price for the inter-scheme transfer.

**9. Review of valuation policies**

The implemented 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.

**10. Consideration of price of same/similar securities**

CRISIL and ICRA shall consider the price of same/similar securities under Scrip Level Valuation as per the methodology discussed and agreed with the AMFI.

**11. Inter-day NAV computation methodology in case of debt ETF**

SEBI, vide circular no. SEBI/HO/IMD/IMD-I/DOF5/P/CIR/2021/0606 dated 30 July 2021 has clarified that for transactions by Authorised Participants / Large investors, directly with AMCs, intra-day NAV, based on the executed price at which the securities representing the underlying index or underlying commodity(ies) are purchased / sold, shall be applicable.

Refer Annexure-1 for detailed Intra-day NAV computation methodology in case of Debt ETF.

**12. Abnormal Events**

Following are the illustrative types of events which could be classified as Abnormal situations and market disruptions where current market information may not be obtainable / adequate for valuation of securities: -

- Significant volatility in the capital markets.
- Natural disasters or public disturbances that force the markets to close unexpectedly.
- Major policy announcements by the Central Bank, the Government or the Regulator.
- Large redemptions.

Valuation Committee shall be responsible for monitoring abnormal situations. Under above mentioned abnormal situations and market disruptions, Valuation Committee shall seek the guidance of the BFSAML Board/committee of the Board of Directors appointed for this purpose in deciding the appropriate methodology for Valuation of affected securities. Any such abnormal situations shall be reported to the board of the AMC at the subsequent meeting.

If the above-mentioned policies and procedures of valuation do not result in fair/ appropriate valuation, the Bajaj Finserv Asset Management Limited shall deviate from the above-mentioned policies and procedures in order to value the assets/securities at fair value.

Any deviation from the disclosed valuation policy and procedures may be with appropriate reporting to Board of Trustees and the Board of the Asset Management Company and appropriate disclosures to investors.



**ANNEXURE-1****INTRA-DAY NAV COMPUTATION METHODOLOGY IN CASE OF DEBT ETF**

BFSAML shall follow the following procedure to compute the intra-day NAV of Debt ETF as per aforesaid circular. The same will be applicable for all ongoing subscription/redemption transactions received through Authorized Participants and Large Investors.

1. BFSAML will execute the trade in index/similar securities (subject to regulatory limits) for valid large investor / Authorised participant transactions.
2. Trade shall be executed for the entire basket subscribed/redeemed by investor.
3. Executed trade value (at clean price) (brokerage and other transaction charges shall be appropriately adjusted) will be considered to compute the Intra-day NAV for the transaction.
4. In case of executed trade settlement at T+1 or more, the interest accrual amount shall be recovered/paid from/to investor from the trade date to settlement date.
5. Cash component will be the difference of number of basket subscribed/redeemed by investor, multiplied by value of per unit creation size as per previous day's NAV and total market value of securities (as per previous day's valuation prices) executed on the date of transaction.
6. The sum of amounts as mentioned in point 3, 4 and 5 will be divided by number of units subscribed/redeemed by investor to arrive at Intra-day NAV applicable for the transaction.
7. Additionally, Bajaj Finserv Mutual Fund shall also recover the statutory levy and incidental charges, if any pertain to transaction from the investor.
8. In case of trade execution in new security (new in Mutual Fund universe) where previous day's SLV prices are not available, shall be obtained from valuation agencies to compute previous day's market value for executed securities. In case price is received from one valuation agency only, such price will be considered. Trade executed price will be used in case if previous day's valuation prices are not received from both the valuation agencies.

## VI. TAX & LEGAL & GENERAL INFORMATION

### A. Taxation on Investing in Mutual Funds Std. obs. 14

The information furnished below outlines briefly the key income-tax implications applicable to the unit holders of the Scheme and to the Mutual Fund based on relevant provisions of the Income-tax Act, 1961 [as proposed to be amended by the Finance Bill, 2023 (FB 2023) and notice of amendment introduced on 22 March 2023] (collectively called 'the relevant provisions').

The information given is included only for general purpose and is based on advise received by the Asset Management Company (AMC) regarding the law and practice currently in force in India and the Investors / Unit holders should be aware that the relevant fiscal rules or their explanation may change. As is the case with any investment, there can be no assurance that the tax position or the proposed tax position prevailing at the time of an investment in the Scheme will endure indefinitely.

In view of the individual nature of tax consequences, each Investor / Unit holder is advised to consult his / her own professional tax advisor.

### INCOME-TAX

The income-tax rates indicated below are as per the relevant provisions:

#### A. FOR UNIT HOLDERS

##### (i) Securities Transaction Tax (STT)

At the time of sale of units of an equity-oriented fund<sup>1</sup> to the Mutual Fund (i.e. redemption/ repurchase of units by the Fund), the Unit holder is required to pay STT of 0.001% on the value of the transfer, which will be collected by the Mutual Fund and deposited into Government treasury. Where such units are purchased or sold on a recognised stock exchange in India, Unit holders would be required to pay STT at the rates mentioned in Table I below.

STT is not applicable to sale of units of funds which do not qualify as 'equity-oriented funds'.

##### (ii) Tax on Capital Gains

###### On units of Equity Oriented Funds:

###### (a) Long-term Capital Gains

Under section 2(29AA) read with section 2(42A) of the Income-tax Act, 1961 (Act), units of an equity oriented mutual fund held as capital assets are treated as long-term capital assets if

<sup>1</sup> An equity-oriented fund has been defined as:

- a) In case where the fund invests a minimum of 90% of the total proceeds in units of another fund, which is traded on recognized stock exchange, and such other fund also invests a minimum of 90% of its total proceeds in the equity shares of domestic companies listed on a recognized stock exchange; and
  - b) In any other case, a minimum of 65% of the total proceeds of such fund is invested in the equity shares of domestic companies listed on a recognized stock exchange.
- Provided that the percentage of equity shareholding or unit held in respect of the fund, as the case may be, shall be computed with reference to the annual average of the monthly averages of the opening and closing figures.

they are held for a period of more than 12 months preceding the date of transfer. The additional (bonus) units issued under any option under the Scheme and held as capital assets would be treated as a long-term capital assets if held for a period of more than 12 months from the date when such additional units were allotted.

Under the provisions of section 112A of the Act, in respect of transfer of a unit of an equity-oriented fund on or after 1 April 2018, tax at the rate of 10% (plus applicable surcharge and health and education cess) shall be levied on long-term capital gains, exceeding Rs 1,00,000, where STT has been paid on transfer of such unit of an equity oriented fund.

The long-term capital gains are required to be computed without giving effect to the first and second provisos to section 48 of the Act i.e. benefit of computation of capital gains in foreign currency and indexation in respect of cost of acquisition and improvement.

Further, for the purpose of computing capital gains in relation to a long-term capital asset, being a unit of an equity-oriented fund, acquired before 1 February 2018, the cost of acquisition is deemed to be the higher of:

- The cost of acquisition of such unit; and
- The lower of –
  - (a) the fair market value of the unit; and
  - (b) the full value of consideration received or accruing as a result of the transfer of the unit.

Fair market value has been defined to mean –

- a) in a case where the unit is listed on any recognized stock exchange, the highest price of the unit quoted on such exchange on 31 January 2018. However, where there is no trading in such unit on such exchange on 31 January 2018, the highest price of such unit on such exchange on a date immediately preceding the 31 January 2018 when such unit was traded on such exchange shall be the fair market value.
- b) in a case where the capital asset is a unit and is not listed on recognized stock exchange, the net asset value of such asset as on 31 January 2018.

*Tax rate for long-term capital gains on units of an equity-oriented fund*

**Table A**

Particulars	Rate of tax (Refer Note 1)
Resident unit holders	10% without indexation benefit
Non-resident unit holders	10% without foreign currency and indexation benefit

*(b) Short-term Capital Gains*

Under section 2(42A) of the Act, units of an equity-oriented mutual fund held as capital assets for a period of 12 months or less preceding the date of their transfer are regarded as short-term capital assets.

As per section 111A of the Act, short-term capital gains arising from the transfer of a unit of an equity-oriented fund, where such transaction is chargeable to STT, is taxable at the rate of 15% (plus applicable surcharge and health and education cess).

*Tax rate for short-term capital gains on units of an equity-oriented fund*

**Table B**

Particulars	Rate of tax (Refer Note 1)
Resident unit holders	15%
Non-resident unit holders – FPI	15% (without foreign currency benefit)
Non-resident unit holders – other than FPIs	15% (with foreign currency benefit)

On units of funds other than Equity Oriented Funds:

(a) *Long-term Capital Gains*

As per section 2(29AA) read with section 2(42A) of the Act, units of a Mutual Fund (other than an equity-oriented fund) shall be considered as a long-term capital asset where the same are held for a period of more than 36 months immediately preceding their date of transfer.

*Tax rate for long-term capital gains on units of a mutual fund (other than an equity-oriented fund)*

**Table C**

Sr. No.	Particulars	Rate of tax for long term units (other than units of Specified mutual fund) (Refer Note 1)
A	<i>Resident unit holders</i>	
A(i)	Listed or unlisted units	20% with indexation benefit
B	<i>Non-resident unit holders</i>	
B(i)	FPI (for listed or unlisted units)	10% without foreign currency and indexation benefit
B(ii)	Overseas financial organisation (referred under section 115AB of the Act)	10% (without indexation benefit)*
B(iii)	Others – Listed units	20% with indexation benefit
B(iv)	Others – Unlisted units	10% without foreign currency and indexation benefit

\*Where gross total income consists only of income from units or income by way of long-term capital gains from transfer of units.

(b) *Short-term Capital Gains*

Under section 2(42A) of the Act, units of mutual fund other than an equity-oriented fund) held as capital assets for a period of 36 months or less preceding the date of their transfer are regarded as short-term capital assets.

The Finance Bill, 2023 has introduced section 50AA, providing for computation of capital gains in relation to unit of a Specified Mutual Fund<sup>2</sup> acquired on or after the 1 April 2023. The gain so computed shall be deemed to be capital gains arising from transfer of a short-term capital asset.

Short-term capital gains earned on the transfer of units of funds other than equity-oriented funds is added to the total income of the assessee and taxed at the following tax rates:

**Table D**

<b>Particulars</b>	<b>Income slab</b>	<b>Rate of tax (Refer Note 1)</b>
Individual/ Hindu Undivided Family (HUF)/ AOP/ BOI <sup>#</sup>	Where total income for a tax year (April to March) is less than or equal to Rs 2,50,000* (the basic exemption limit)	Nil
	Where such total income is more than Rs 2,50,000* but is less than or equal to Rs 5,00,000	5% of the amount by which the total income exceeds Rs 2,50,000*
	Where such total income is more than Rs 5,00,000* but is less than or equal to Rs 10,00,000	Rs 12,500 plus 20% of the amount by which the total income exceeds Rs 5,00,000*
	Where such total income is more than Rs 10,00,000	Rs 1,12,500 plus 30% of the amount by which the total income exceeds Rs 10,00,000
Co-operative society	Where total income for a tax year (April to March) is less than or equal to Rs 10,000	10% of the total income
	Where such total income is more than Rs 10,000 but is less than or equal to Rs 20,000	Rs 1,000 plus 20% of the amount by which the total income exceeds Rs 10,000
	Where the total income exceeds Rs 20,000	Rs 3,000 plus 30% of the amount by which the total income exceeds Rs 20,000
Co-operative society availing concessional tax rate benefit (subject to prescribed conditions) under section 115BAD of the Act	22%	
Co-operative society availing concessional tax rate benefit (subject to prescribed conditions) under proposed section 115BAE of the Act	22%	

<sup>2</sup> "Specified Mutual Fund" means a Mutual Fund by whatever name called, where not more than 35%, of its total proceeds is invested in the equity shares of domestic companies. The % of equity shareholding held in respect of the Specified Mutual Fund shall be computed with reference to the annual average of the daily closing figures.

Domestic Corporate (where the total turnover or gross receipts of such company for financial year 2021-22 exceeds Rs 400 crores)/ Partnership firm/ LLP/ Local authority/ FPIs	30%
Domestic company, where the total turnover or gross receipts of such company for financial year 2021-22 does not exceed Rs 400 crores	25%
Domestic company availing concessional tax rate benefit (subject to prescribed conditions) under section 115BAA of the Act	22%
Domestic company engaged solely in the business of manufacture/ production and availing concessional tax rate benefit (subject to prescribed conditions) under section 115BAB of the Act	22%
AOP/ BOI	30% or such higher rate of tax applicable to the individual members of the AOP/ BOI
Foreign Corporates	40%
FPIs	30%

#Section 115BAC in the Act provides individuals and HUFs for new tax regime in respect of their total income at the following rates w.e.f 1 April 2023:

**Table E**

Income slab	Tax rate (refer Note 1)
Where total income for a tax year (April to March) is less than or equal to Rs 3,00,000 (the basic exemption limit)	Nil
Where such total income is more than Rs 3,00,000 but is less than or equal to Rs 6,00,000	5% of the amount by which the total income exceeds Rs 3,00,000
Where such total income is more than Rs 6,00,000 but is less than or equal to Rs 9,00,000	Rs 15,000 plus 10% of the amount by which the total income exceeds Rs 6,00,000
Where such total income is more than Rs 9,00,000 but is less than or equal to Rs 1,20,000	Rs 45,000 plus 15% of the amount by which the total income exceeds Rs 9,00,000

Where such total income is more than Rs 12,00,000 but is less than or equal to Rs 15,00,000	Rs 90,000 plus 20% of the amount by which the total income exceeds Rs 12,00,000
Where such total income is more than Rs 15,00,000	Rs 1,50,000 plus 30% of the amount by which the total income exceeds Rs 15,00,000

The above new tax regime shall be subject to conditions and other provisos laid down under the section 115BAC of the Act.

Further, individuals and HUFs who do not have business income or income from profession can opt for new tax regime on a year-on-year basis. However, taxpayers earning business income or income from profession can opt for new tax regime only once on irrevocable basis. Such option will apply to all subsequent tax years and in a case where such option is withdrawn by the taxpayer, he shall not be eligible to avail the concessional slab rates in subsequent years until he ceases to have business income or income from profession.

\*In case of resident individuals of age 60 years or more, but less than 80 years, the basic exemption limit is Rs 3,00,000. Income between Rs 3,00,000 and Rs 500,000 will be taxable at the rate of 5%.

In case of resident individuals of age 80 years or more, the basic exemption limit is Rs 5,00,000. Income exceeding Rs 5,00,000 but less than or equal to Rs 10,00,000 will be taxable at the rate of 20%.

#### **Consolidation of mutual fund schemes**

Section 47 of the Act deals with transactions not regarded as transfer for the purpose of computing capital gains chargeable to tax under the provisions of the Act.

Section 47(xviii) of the Act provides that transfer by a unit holder of units held by him on consolidation of schemes of a mutual fund shall not be treated as a transfer provided, they are allotted units in the consolidated scheme of the mutual fund. The aforesaid exemption is provided only where the consolidation is of two or more schemes of an equity-oriented fund or two or more schemes of a non-equity-oriented fund.

Further, as per section 2(42A)(hd), the period of holding of the units of the consolidated scheme shall include the period for which the units in the consolidating scheme were held by the assessee. Also, the cost of acquisition of the units of the consolidated scheme shall be deemed to be the cost of acquisition of the units in the consolidating scheme.

#### **Segregation of mutual fund schemes**

SEBI has, vide circular SEBI/HO/IMD/DF2/CIR/P/2018/160 dated 28 December 2018 permitted creation of segregated portfolio of debt and money market instruments by Mutual Fund schemes. As per the SEBI circular, all the existing unit holders in the affected scheme as on the day of the credit event shall be allotted equal number of units in the segregated portfolio as held in the main portfolio. Accordingly, on segregation, the unit holders hold same number of units in two schemes –the main scheme and segregated scheme.



Explanation 1 to Section 2(42A) of the Act relating to the period of holding provides that the period of holding of the units of the segregated scheme shall include the period for which the units in the main scheme were held by the assessee.

Similarly, sub-section (2AG) is inserted in section 49 of the Act to provide that the cost of acquisition of a unit or units in the segregated portfolio shall be the amount which bears to the cost of acquisition of a unit or units held by the assessee in the total portfolio, the same proportion as the net asset value of the asset transferred to the segregated portfolio bears to the net asset value of the total portfolio immediately before the segregation of portfolios.

Also, sub-section (2AH) of section 49 of the Act provides that the cost of the acquisition of the original units held by the unit holder in the main portfolio shall be deemed to have been reduced by the amount so arrived at under sub-section (2AG) of section 49 of the Act.

Separately, the provisions of the Act are silent on the tax neutrality of receipt of units of segregated portfolio. However, arguably, segregation of portfolio does not result in transfer as the investor continues to hold units of main portfolio and segregated portfolio.

### (iii) Tax on Income distributed by the Mutual Fund

Currently, the income distributed by Mutual Fund is taxable in the hands of the unitholders at the applicable tax rates, as below:

**Table F**

Particulars	Tax
Resident (Individuals/ Non-corporates/ Corporates)	Refer tax rates mentioned in Table D/ Table E above.
Non-residents (Individuals/ Non-corporates / Corporates)	Taxed in the hands of unitholders at the rate of 20% under section 115A/ 115AD of the Act (plus applicable surcharge and health and education cess).

Such income from units is taxable in the hands of investors after the deduction of interest expense incurred if any, and such deduction shall not exceed 20% of the dividend or income from units under section 57 of the Act.

Additionally, taxability in the hands of non-residents shall be subject to Double Taxation Avoidance Agreement (DTAA) benefits which can be claimed in the return of income to be filed by such investors. The investors should obtain specific advice from their tax advisors regarding the availability of the tax treaty benefits.

### (iv) Bonus stripping

Under the provisions of section 94(8) of the Act, where a person buys units (original units) within a period of three months before the record date, receives bonus units on such original units, and then sells (all or part of) the original units within a period of nine months from the record date and continues to hold the bonus units, then the loss incurred on the original units shall be ignored while computing the income chargeable to tax but shall be deemed to be the cost of acquisition of the bonus units.

**(v) Switching between options**

Switching from one option to another option of a Scheme will be effected by way of redemption of units of the relevant option and reinvestment of the redemption proceeds in the other option selected by the Unit holder. Hence switching will attract the same implications as applicable on transfer of such units.

**(vi) Tax on business income**

Under section 28 of the Act, profit arising on transfer of units of a mutual fund which are held as stock in trade or trading asset, is taxed under the head 'Profits and gains of business or profession'. Such profit is added to the total income of the assessee and taxed at applicable rates.

**(vii) Deduction of STT**

No deduction would be allowed for STT while calculating capital gains. However, where the units are treated as stock in trade and the profits arising from the sale of units are taxed under the head 'Profits and gains of business or profession', the STT paid by the Unit holder can be claimed as a deduction from such business profits under section 36(xv) of the Act.

**(viii) Tax on income from other sources**

Section 56(2)(x) in the Act provides that any property (includes mutual fund units) received without consideration or for consideration less than the Fair Market Value (FMV) is taxable in the hands of the recipient, being any person instead of limiting it to individuals and HUFs. Certain exceptions such as property received from prescribed persons like relatives, etc. or on prescribed occasions like marriage, etc. have been excluded from the purview of section 56(2)(x) of the Act. The following amounts would be taxable under the head 'Income from other sources' at the rates mentioned in Table D/ Table E above:

**Table G**

	<b>Taxable situation</b>	<b>Taxable amount</b>
(a)	Units received without any consideration where the aggregate fair market value of such units exceed Rs 50,000	The aggregate FMV of the units received
(b)	Units received for a consideration where the aggregate FMV of the units received exceeds the consideration by more than Rs 50,000	The difference between the aggregate FMV of the units and the consideration

For this purpose, the FMV means the value to be determined in accordance with the methods prescribed.

For the purpose of computing capital gains on transfer of such units received without consideration or for consideration less than the FMV, the cost of acquisition is deemed to be the value determined under (a) or (b) above, as the case may be.

**(ix) Deduction from total income**

In terms of the provisions of section 80C of the Act, an individual or a HUF is entitled to claim a deduction in respect of the amount of subscription made to any units of any Mutual Fund referred to in section 10(23D) of the Act, being a fund formulated in accordance with the Equity Linked Savings Scheme, 2005 notified by the Central Government in the Official Gazette vide notification no. SO 1563(E) dated 3 November 2005. The aggregate amount deductible under section 80C in respect of subscription to the units of the Mutual Fund (including the amount of dividend reinvested), being an equity linked savings scheme and other prescribed investments is restricted to Rs 1,50,000.

Further, a new tax regime for the taxpayers like individual and HUF is provided, where taxpayers are given an option to pay taxes at a concessional rate (new slab rates) from FY 2020-21 onwards (refer Table E above). Any individual/ HUF opting for such the new tax regime from FY 2020-21 onwards will have to discharge taxes on income at the concessional rate prescribed by forgoing specified exemptions and deductions (i.e. house rent allowance, deduction under Chapter VI-A other than the provisions of section 80CCD(2) and section 80JJAA of the Act, without set off of any losses) and satisfaction of certain conditions. Thus, individual or HUF opting for new concessional tax regime shall not be entitled to deduction under section 80C of the Act.

For the purpose of computing the eligible deduction under section 80C of the Act under the old regime, the total income of the assessee shall be reduced by the income earned in the nature of long-term capital gains and short-term capital gains on equity oriented mutual fund.

**(x) Exemption from long-term capital gains**

Under Section 54F(1) of the Act, subject to the conditions specified therein, in the case of an individual or a HUF, capital gains arising on transfer of a long term capital asset (not being a residential house) are not chargeable to tax if the entire net consideration received on such transfer is invested within the prescribed period in one residential house in India.

To avail this exemption, the investor should not own more than one residential house in addition to the proposed new residential house for which exemption is sought to be claimed. If part of such net consideration is invested within the prescribed period in one residential house, then such gains would not be chargeable to tax on a proportionate basis. For this purpose, net consideration means full value of the consideration received or accruing as a result of the transfer of the capital asset as reduced by any expenditure incurred wholly and exclusively in connection with such transfer.

Finance Bill, 2023 with effect from FY 2023-24 has proposed an amendment imposing a limit of INR 10 crores on the value of investment in residential house. Thus, any investment exceeding INR 10 crores shall not be taken into account while determining the exemption available under section 54F of the Act.

**(xi) Statement of Financial Transaction**

A trustee of a mutual fund or such other person managing the affairs of the mutual fund is required to file a Statement of Financial Transactions ('SFT') furnishing details of receipts from any person of an amount aggregating to Rs. 10 lakh or more in a financial year for acquiring units of one or more schemes of the Mutual Fund.

## (xii) Tax Deduction at Source

Table H

Particulars		TDS Rates under the Act (Refer Note 1)		
		Residents	FPIs	NRIs / Other foreign entities (excluding FPIs)
Short-term capital gains	Non equity-oriented fund	NIL	NIL	30% for foreign non-corporates 40% for foreign corporate entities
	Equity-oriented Fund	NIL	NIL	15%
Long-term capital gains	Non equity-oriented fund	NIL	NIL	10% for unlisted units/ 20% for others
	Equity-oriented Fund	NIL	NIL	10%
Business income	Non-equity and equity oriented mutual fund	NIL	Not Applicable	30%/ 40% for foreign non-corporates 40% for foreign corporate entities
Income distribution by Mutual Fund (other than capital gains)	-	10% <sup>§</sup>	20% <sup>#</sup>	20%*

<sup>§</sup>Section 194K of the Act provides that a person responsible for paying to a resident any income in respect of units of mutual fund specified under section 10(23D) of the Act shall withhold taxes at the rate of 10% provided such income exceeds Rs 5,000. Please note that, no surcharge and health and education cess shall be charged on the amount of tax to be deducted in case of resident individuals, non-corporates and corporates. Further, where any person furnishes a NIL/ lower withholding certificate obtained under section 197 of the Act/ certificate in Form 15G/ Form 15H of the Act under section 197A, the same can be considered for withholding tax purposes.

<sup>#</sup>Section 196D of the Act, which is specifically applicable in case of FPI/FII, the withholding tax rate of 20% (plus applicable surcharge and cess) on any income in respect of securities referred to in section 115AD(1)(a) credited/paid to FII shall apply. The proviso to section 196D(1) of the Act grants relevant tax treaty benefits at the time of withholding tax on income with respect to securities of FPIs, subject to furnishing of tax residency certificate and such other documents as may be required. As per section 196D(2) of the Act, no TDS shall be made in respect of income by way of capital gain arising from the transfer of securities referred to in section 115AD of the Act.

\*Section 196A of the Act (read with proposed amendment under FB 2023) provides that a person responsible for paying to a non-resident (other than FPI) any income in respect of units of mutual fund shall withhold taxes at the rate of 20% (plus applicable surcharge and cess) or rate provided in the relevant DTAA, whichever is lower, provided the payee furnishes a tax residency certificate and such other information and documents as may be prescribed to claim treaty benefit.

### ***Withholding on payment made to overseas financial organisation***

As per the provisions of Section 196B of the Act, tax is required to be deducted at source at the rate of 10% (plus applicable surcharge and cess), in the case of any income in respect of units referred to in section 115AB or by way of long term capital gains arising from the transfer such unit payable to an Offshore Fund.

### ***TDS rate on non-furnishing of Permanent account number (PAN)***

As per provisions of section 206AA of the Act, the payer would be obliged to withhold tax at penal rates of TDS in case of payments to investors who have not furnished their PAN to the payer. The penal rate of TDS higher of 20% or rate specified under the relevant provisions of the Act or rate in force (including surcharge and health and education cess), as may be applicable.

As per Rule 37BC Income-tax Rules, 1962 (Rules), the provisions of section 206AA of the Act shall not apply to non-residents in respect of payments in the nature of interest, royalty, fees for technical services, dividend and payment on transfer of capital assets provided the non-residents provide the following information to the payer of such income:

- Name, email-id, contact number;
- Address in the country or specified territory outside India of which the deductee is a resident;
- A certificate of his being resident in any country or specified territory outside India from the government of the other country or specified territory if the law of that country or specified territory provides for issuance of such certificate;
- Tax Identification Number of the deductee in the country or specified territory of his residence and in a case, no such number is available, then a unique number on the basis of which the deductee is identified by the Government of that country or the specified territory of which he claims to be a resident.

### ***TDS for non-filers of return of income at higher rates***

Section 206AB of the Act provides for higher rates of withholding tax where the recipient (being a specified person):

- has not filed the return of income for an assessment year (AY) relevant to the previous year immediately prior to the previous year in which tax is required to be deducted,
- has an aggregate of tax deducted at source and tax collected at source of Rs 50,000 or more in such previous year; and
- for whom the time limit of filing return of income under section 139(1) of the Act has expired.

Where the recipient qualifies as a specified person under section 206AB of the Act, withholding shall be higher of the following:

- twice the rate specified in the relevant provision of the Act; or
- twice the rate or rates in force; or
- the rate of 5%

Further, where provisions of section 206AA of the Act is applicable to a specified person, in addition to the provision of section 206AB, the tax shall be deducted at higher of the two rates provided in

section 206AB and in section 206AA of the Act.

However, it is pertinent to note that non-residents who do not have a permanent establishment in India have been excluded from the definition of specified person.

Further, FB 2023 has proposed to exclude a person who is not required to furnish the return of income for a previous year and is notified by the Central Government in the Official Gazette in this behalf from the definition of specified person.

### ***PAN becoming inoperative***

Section 139AA of the Act read with rule 114AAA of the Income-tax Rules, 1962 (Rules) provides that where a individual does not link his PAN with his Aadhaar number, then PAN of such a taxpayer shall become inoperative and consequences for not furnishing, intimating or quoting of PAN under the Act shall be applicable. However, PAN will again become operative as and when the taxpayer links it with the Aadhaar number.

In this regard, Central Board of Direct Taxes (CBDT) vide Notification No. 37/2017, F. No. 370133/6/2017-TPL, dated 11 May 2017 has clarified that provisions of section 139AA of the Act shall not apply to an individual who does not possess the Aadhaar number or the Enrolment ID and is a non-resident as per the Act.

### **Note 1:**

In case of resident individuals and HUF, where the total income as reduced by the long-term capital gains, is below the basic exemption limit, the long-term capital gains and short-term capital gains will be reduced to the extent of the shortfall and only the balance long-term capital gains and short-term capital gains will be subjected to the tax rates as discussed above.

The tax rates would need to be increased by below mentioned surcharge rate:

#### a) Individuals/ HUFs/ Association of People (AOP)/ Body of Individuals (BOI)

Income	Individual, HUF, AOP, BOI	Cess
(a) INR 50 lakh to INR 1 crore (including income under section 111A and 112A of the Act)	10%	4% on tax plus Surcharge, applicable in all cases
(b) Above INR 1 crore upto INR 2 crores (including income under section 111A and 112A of the Act)	15%	
(c) Above INR 2 crores upto INR 5 crores (excluding dividend (dividend received from domestic companies only) and capital gains income under section 111A, 112 and 112A of the Act)	25%	
(d) Above INR 5 crores (excluding dividend (dividend received <sup>3</sup> from domestic companies only) and capital gains income under section 111A, 112 and 112A of the Act)	37%*	
(e) Above INR 2 crores [including dividend income <sup>3</sup> (dividend received from domestic companies only) and capital gains income under section 111A, 112 and 112A of the Act but not covered in (c) & (d) above.	15%	

<sup>3</sup> Refers to dividend received from domestic companies and does not include income from units of Mutual Fund.

\*Surcharge rate shall not exceed 25% in case of individual and HUF opting for new tax regime under section 115BAC of the Act.

- b) 12% - in case of firms/ local authority/ where the total income exceeds Rs 1,00,00,000.
- c) Co-operative society
  - 7% - where the total income exceeds Rs 1,00,00,000 but does not exceed Rs 10,00,00,000.
  - 12% - where the total income exceeds Rs 10,00,00,000.
  - 10% - in case of resident co-operative society availing benefit under section 115BAD or 115BAE of the Act irrespective of total income.
- d) Domestic Companies
  - 7% - where the total income exceeds Rs 1,00,00,000 but does not exceed Rs 10,00,00,000.
  - 12% - where the total income exceeds Rs 10,00,00,000.
  - 10% – in case of domestic corporate Unit holders availing benefit under section 115BAA and 115BAB of the Act irrespective of total income.
- e) Foreign Companies
  - 2% - where the total income exceeds Rs 1,00,00,000 but does not exceed Rs 10,00,00,000.
  - 5% – where the total income exceeds Rs 10,00,00,000.

A health and education cess of 4% would be charged on amount of tax inclusive of the applicable surcharge for all Unit Holders.

Further, a tax rebate up to Rs 12,500 per annum would be available for resident individuals with total income up to Rs 5,00,000 per annum.

However, where individual has opted for new tax regime under section 115BAC, a rebate upto Rs 25,000 per annum would be available with total income upto Rs 7,00,000.

The amended Finance Bill 2023 further provides marginal relief to resident individuals whose net taxable income exceeds INR 7,00,000 and incremental income tax liability is higher than incremental income above INR 7,00,000.

In case of non-resident Unit Holders eligible for availing tax treaty benefits, please refer to paragraph (xiii) below.

**(xiii) Tax treaty**

In the case of a non-resident Unit Holder who is resident of a country with which India has signed a DTAA, which is in force, income-tax is payable at the rate provided in the Act or at the rate provided in such agreement, whichever is more beneficial to such non-resident Unit Holder.

Further, where the rate of tax prescribed under the relevant DTAA is lower than that prescribed under the Act, tax would be withheld at such lower rate.



Section 90(4) of the Act, provides that a taxpayer, not being a resident, to whom a DTAA applies, shall not be entitled to claim any relief under such DTAA unless a certificate of it being a resident (TRC) in any country outside India is obtained by it from the Government of that country.

Further, section 90(5), provides that the assessee referred to in section 90(4) of the Act, shall also provide such other documents and information, as may be prescribed. The Central Board of Direct Taxes (CBDT) has issued a Notification substituting Rule 21AB of the Rules and prescribing the format of information to be provided under section 90(5) of the Act, i.e. in Form No 10F. An assessee would be required to furnish Form No 10F, where the required information<sup>4</sup> is not explicitly mentioned in the aforementioned certificate of residency; in which case, the Notification additionally requires the assessee to keep and maintain such documents as are necessary to substantiate the information provided.

The non-residents shall be required to keep and maintain the aforesaid documents (i.e. TRC and Form No 10F) in order to substantiate the claim of tax treaty benefits. CBDT has issued notification No. 3/2022 dated 16 July 2022 requiring the non-resident payees to file certain forms electronically. The list also includes Form 10F as required to be furnished under section 90(5) of the Act r.w. Rule 21AB. The notification is effective from 16 July 2022.

As per the provisions of section 115A of the Act, where the income of a non-resident (not being a company) or a foreign company comprises of income only referred to in clause (a) and (b) of section 115A which *inter-alia* includes income received in respect of mutual fund units purchased in foreign currency and appropriate taxes have been withheld in accordance with the provisions of Chapter XVII-B of the Act on such income by the payer, such non-resident is not required to furnish the return of income under section 139(1) of the Act.

**(xiv) Set-off and carry forward of losses**

According to the provisions of the Act, the capital loss resulting from sale of units would be available for set off against other capital gains made by the investor and would reduce the tax liability of the investor to that extent. However, losses on transfer of units held as long-term capital assets would be allowed to be set-off only against gains from transfer of long-term capital assets. Where such losses arising from sale of units held as capital asset cannot be wholly set-off, the amount of losses not set-off can be carried forward for a period of eight years.

Under the Act, a loss resulting from the transfer of units held as stock in trade or trading asset would be available for set off against income under any other head other than income under the head 'Salaries'. Where such loss cannot be wholly set-off in accordance with the provisions of the Act, the amount remaining to be set-off can be carried forward for a period of eight years and set-off against income under the head 'Profits and gains of business or profession'.

The above provision shall be subject to Bonus Stripping provisions as discussed in para (iv) above.

<sup>4</sup> Status (individual, company, firm etc.) of the taxpayer;

- Nationality (in case of an individual) or country or specified territory of incorporation or registration (in case of others);  
 - Taxpayer's tax identification number in the country or specified territory of residence (In case there is no such number, then, a unique number on the basis of which the person is identified by the Government of the country or the specified territory of which the taxpayer claims to be a resident);  
 - Period for which the residential status, as mentioned in the certificate of residence is applicable; and  
 - Address of the taxpayer in the country or specified territory outside India, during the period for which the certificate is applicable.

**(xv) Minimum Alternate Tax (MAT)**

Section 115JB(1) of the Act provides that, if the tax payable by a company on the total income computed as per the provisions of the Act is less than 15% of its 'book profit', then notwithstanding anything contained in any other provision of the Act, the 'book profit' shall be deemed to be the total income of the tax payer, and the amount of tax payable shall be the amount of income-tax at the rate of 15% (plus applicable surcharge and health and education cess) on such total income. This tax prescribed on book profits under section 115JB is commonly referred to as MAT.

The above provisions of section 115JB of Act shall not be applicable to domestic companies opting for concessional rate of tax under section 115BAA and 115BAB of the Act.

Section 115JB(2) of the Act further provides that, every company shall, for the purposes of section 115JB of the Act, prepare its profit and loss account in accordance with Schedule III of the Indian Companies Act, 2013. Further, Explanation 1 to section 115JB(2) of the Act prescribes certain additions to/ deductions from the net profit/ loss to determine the 'book profit' within the meaning of section 115JB of the Act.

The amount of income accruing or arising to a foreign company from capital gains arising on transactions in securities or interest, dividend, royalty, or fees for technical services chargeable to tax at the rates specified in Chapter XII of the Act, shall be excluded from the purview of MAT, if such income is credited to the Profit and Loss Account and the income-tax payable thereon in accordance with the provisions of the Act (other than the MAT provisions), is at a rate less than the MAT rate of 15% (plus applicable surcharge and health and education cess). Also, corresponding expenses shall be excluded while computing MAT.

Further, the MAT provisions are not applicable to a foreign company:

- i. If such company is a taxpayer of a country with which India has a DTAA and the taxpayer does not have a Permanent Establishment in India in accordance with the provisions of such DTAA.
- ii. If such company is a resident of a country with which India does not have a DTAA and the taxpayer is not required to seek registration under any law in force relating to companies.

As per the provisions of section 115JAA of the Act, a company paying tax under section 115JB of the Act is eligible to claim tax credit. The tax credit is the difference between the tax payable under section 115JB of the Act and the tax payable under the normal provisions of the Act. Such tax credit shall be carried forward and set-off up to 15 succeeding AYs.

Further, as per section 115BAA and 115BAB of the Act, the domestic companies opting for concessional rate of tax will not be allowed to set off brought forward credit of taxes paid under the MAT provisions of the Act.

If tax is payable under MAT, Foreign Tax Credit shall be allowed against such tax in the same manner as is allowable against tax payable under normal provisions of the Act.

**(xvi) General Anti Avoidance Rules (GAAR)**

The General Anti Avoidance Rule (GAAR), effective from 1 April 2017, allows the Indian Revenue authorities to declare an arrangement entered into by an assessee as an impermissible avoidance arrangement, subject to specified terms and conditions therein and determine tax consequences as appropriate. Further, investments made up to 31 March 2017 would be protected from the applicability of GAAR.

**B. Tax Implications for the Mutual Fund:**

Bajaj Finserv Mutual Fund is a Mutual Fund registered with the Securities and Exchange Board of India and its entire income is exempt from tax under the provisions of section 10(23D) of the Act. The Mutual Fund will receive all Indian sourced income and the same shall not be subject to deduction of tax at source under the provisions of section 196(iv) of the Act.

Where the Fund receives any income from investments made in overseas jurisdictions, the same may be subject to withholding tax (or any other tax) in the relevant jurisdiction from where the income is received. As the Fund is exempted from its entire income (including foreign income) in India, credit/ refund in respect of such foreign taxes withheld/ paid by the fund will not be available.

**(i) STT**

Mutual Fund is required to pay the STT on purchases and sells of equity shares/ units/ derivatives, to the concerned Recognised Stock Exchange. The rates of STT have been listed below.

**Table I**

<b>Nature of Transaction</b>	<b>Payable by</b>	<b>Value on which tax shall be levied</b>	<b>Rates applicable (%)</b>
Delivery based purchase transaction in units of equity-oriented fund entered into in a recognized stock exchange	Purchaser	Value at which units are bought	Nil
Delivery based purchase transaction in equity shares or units of a business trust entered in a recognized stock exchange	Purchaser	Value at which shares/ units are bought	0.1
Delivery based sale transaction in equity shares or units of a business trust entered in a recognized stock exchange	Seller	Value at which shares/ units are sold	0.1
Delivery based sale transaction in units of equity-oriented fund entered into in a recognized stock exchange	Seller	Value at which units are sold	0.001
Non-delivery-based sale transaction in equity shares or units of equity-oriented fund or units of a business trust entered in a recognised stock exchange	Seller	Value at which shares/ units are sold	0.025
Transaction for sale of futures in securities	Seller	Value at which futures are traded	0.0125
Transaction for sale of an option in securities	Seller	The option premium	0.0625

Transaction for sale of an option in securities, where the option is exercised	Purchaser	The intrinsic value i.e. difference between the settlement price and the strike price as against the settlement price.	0.125
Sale of units of an equity-oriented fund to the mutual fund	Seller	Value at which units are sold	0.001
Sale of unlisted equity shares by any holder of such shares under an offer for sale to the public included in an initial public offer and where such shares are subsequently listed on a recognised stock exchange	Seller	Value at which shares are sold	0.2
Sale of unlisted units of a business trust under an offer for sale	Seller	Value at which shares are sold	0.2

**C. Other Considerations:**

- (i) **Wealth-tax:** Finance Act 2015 abolished the levy of wealth-tax under the Wealth-tax Act, 1957 with effect from the financial year 2015-16.
- (i) **Gift-tax:** The Gift-tax Act, 1958 has ceased to apply to gifts made on or after 1 October 1998. Gifts of units purchased in a scheme of the Mutual Fund would therefore, be exempt from gift-tax.
- (ii) 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.

**EACH INVESTOR IS ADVISED TO CONSULT HIS OR HER OWN TAX CONSULTANT WITH RESPECT TO THE SPECIFIC TAX IMPLICATIONS ARISING OUT OF HIS OR HER PARTICIPATION IN THE SCHEME.**

## B. Legal Information

### Nomination Facility

The SEBI (Mutual Funds) Regulations, 1996, notifies that the mutual fund shall provide for nomination facility to the unit holders to nominate a person in whose favour the units shall be transmitted in the event of death of the unit holder. In accordance, with the same, the AMC provides for the nomination facility as permitted under the Regulations. Nomination Forms are available alongwith the application forms at any of the Investor Service Centres and on the website of the AMC at [www.bajajamc.com](http://www.bajajamc.com). It may, however, be noted that in the event of death of the unit holder and in the event a nominee has been named, the nominee shall stand transposed in respect of the Units held by the Unit holder. Such nominee (new unit holder) will hold the Units in trust for and on behalf of the estate of the original unit holder and his / her legal heirs. All payments and settlements made to such nominee shall be a full and valid discharge of obligation by the AMC / Mutual Fund / Trustees. Pursuant to AMFI best practice circular following guidelines to be followed for in case of registration of nominee:

Investors subscribing to Mutual Fund units shall have choice of:

- a. Providing nomination as per the format prescribed in MF Regulations, 1996 (or)
  - b. Opting out of nomination through a signed declaration in the format prescribed
1. Nomination shall be maintained at folio level and shall be applicable for investment under all schemes in the folio.
  2. Where a folio has joint holders, all joint holders should sign the request for nomination/cancellation of nomination, even if the mode of holding is anyone or survivor or joint ". Nomination form/section cannot be signed by Power of attorney (PoA) holders.
  3. Every new nomination for a folio/account will overwrite the existing nomination.
  4. Investors subscribing to Mutual Fund units shall have choice of:
    - Providing nomination as per the format prescribed in MF Regulations, 1996 (or)
    - Opting out of nomination through a signed declaration in the format prescribed
  5. Nomination will not be allowed in a folio held on behalf of a minor.
  6. A minor can be nominated and in that event, the name, relationship and address of the guardian of the minor nominee shall be provided by the unit holder. Guardian of the minor should either be a natural guardian (i.e. father or mother) or a court appointed legal guardian. 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.
  7. 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.
  8. Nomination in respect of the units stands withdrawn upon the transfer of units.
  9. Transfer of units in favour of a Nominee shall be valid discharge by the Asset Management Company (AMC) against the legal heir.
  10. On cancellation of the nomination, the nomination shall stand withdrawn and the AMC shall not be under any obligation to transfer the units in favour of such Nominee.

The AMC shall have the right to ask for any additional information / documentation as it may deem necessary to satisfy itself as to the identity of the Nominee/ Claimant including but not limited to procuring an Indemnity Bond.

Where the units are held by more than one person jointly, the joint unit holders may together nominate a person in whom all the rights in the units shall vest in the event of death of all the joint unit holders.

Investors who want to make multiple nominations should give a separate request in the Form as prescribed by the AMC.

Std. obs. 16

Nomination can be made for maximum number of three nominees. In case of multiple nominees, the percentage of allocation/share in whole numbers and without decimals in favour of each of the nominees should be indicated against the name of the nominees. Such allocation/ share should total to 100 percent. In the event of the Unit holder(s) fail to indicate the percentage of allocation/share for each of the nominees, the Fund/ AMC, by invoking default option shall settle the claim equally amongst all the nominees.

In case of multiple nominees, on the death of one or more nominee, the transmission of units shall be made in favour of the remaining nominee(s).

As per SEBI circular dated June 15, 2022 read with SEBI Circular dated July 29, 2022 and SEBI circular dated March 28, 2023, Investors subscribing to Mutual Fund units shall have choice of:

- a. Providing nomination as per the format prescribed in MF Regulations, 1996 (or)
- b. Opting out of nomination through a signed declaration in the format prescribed

AMC shall provide an option to the unit holder(s) to submit either the nomination form or the declaration form for opting out of nomination in physical or online as per the choice of the unit holder(s). In case of physical option, the forms shall carry the wet signature of all the unit holder(s). In case of online option, instead of wet signature(s) of all the unit holder(s), AMCs shall validate the forms:

- 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

AMC shall provide an option to unit holders to submit either nomination form or declaration to opt out of nomination. This shall be provided either in physical or online mode as per choice of unit holder. For physical form, the form shall carry wet signature of all unit holders. For online option, the form shall be signed using e-Sign facility as recognised under Information Technology Act, 2000, instead of wet signature.

AMC to ensure adequate systems in place for providing e-Sign facility and take all necessary steps to maintain confidentiality and safety of client records.

After September 30, 2023, all existing individual unit holders holding units solely or joint mode the folios that have not complied with the above requirement shall be frozen for debit transaction.

#### **Requirements of Prevention of Money Laundering**

In terms of the Prevention of Money Laundering Act (PMLA), 2002, the Rules issued thereunder and the guidelines/circulars issued by the Securities and Exchange Board of India ('SEBI') and Association of Mutual Funds in India ('AMFI') regarding Anti Money Laundering ('AML Laws'), all intermediaries, including Mutual Funds, have to verify and maintain records of all its investors through the mandated Know Your Customer ('KYC') process with effect from February 01, 2008.

The AMC shall comply with the provisions notified under the PMLA Act, 2002 and the circulars issued by SEBI and AMFI from time to time.

### **Implementation of the Prevention of Money-laundering (Maintenance of Records) Second Amendment Rules, 2017 with respect to seeding of Aadhaar number:**

The Prevention of Money-laundering (Maintenance of Records) Second Amendment Rules, 2017 have come into force with effect from June 01, 2017. These Rules, inter alia, make it mandatory for investors to submit Aadhaar number issued by the Unique Identification Authority of India (UIDAI) in respect of their investments.

Further, pursuant to the notification on Prevention of Money-laundering (Maintenance of Records) Amendment Rules, 2019 dated February 14, 2019, Aadhaar can be accepted as a valid document for proof of address or proof of identity, provided the investor redact or blackout his Aadhaar number while submitting the applications for investments.

The aforesaid guidelines will be subject to change as per the directives issued by the concerned regulatory/government authority from time to time.

It may be noted that the requirement of submitting Form 60 as prescribed in the aforesaid notification is not applicable for investment in mutual fund units.

Further, the investors who have not provided their PAN or PAN Exempt KYC Reference Number (PEKRN) for their existing folios are requested to provide the same for updation.

### **KYC Requirements**

KYC (Know Your Customer) norms is mandatory for ALL investors (including existing investors and joint holders), who wish to make investments in Mutual Funds, irrespective of the amount of investment. Investments where KYC is not completed, is liable to be rejected.

KYC shall also be mandatory for:

- constituted Power of Attorney (PoA) holder(s), in case of investments through PoA.
- each of the applicants, in case of application in joint names.
- guardian investing on behalf of minor
- if an individual becomes an investor due to an operation of law, e.g., transmission of units upon death of an investor, the claimant / person(s) entering the Register of unit holders of the Fund will be required to KYC compliant before such transfer takes place.

### **Know your Customer (KYC) Procedure:**

All the prospective and existing investors / unit holders of the Fund are requested to note that, pursuant to SEBI Circular No. MIRSD/Cir- 26 /2011 dated December 23, 2011, SEBI KYC Registration Agency (KRA) Regulations, 2011 and SEBI Circular No. MIRSD/SE/Cir21/2011 dated October 5, 2011 regarding uniformity in KYC process in the securities market and development of a mechanism for centralization of the KYC records, the following KYC procedure is being carried out:

1. To bring uniformity in KYC process, SEBI has introduced a common KYC application form for all the SEBI registered intermediaries viz. Mutual Funds, Portfolio Managers, Depository Participants, Stock Brokers, Venture Capital Funds, Collective Investment Schemes etc. All the new investors are therefore requested to use the Common KYC application form to apply for KYC and mandatorily undergo In Person Verification (IPV) requirements with SEBI registered intermediaries including Mutual Funds. For Common KYC Application Form please visit our website [www.bajajamc.com](http://www.bajajamc.com).
2. The AMC shall perform the initial KYC of its new investors and upload the details of the investors on the system of the KYC Registration Agency (KRA), like CDSL Ventures Ltd ("CVL"). Registrar and Transfer



Agent (RTA) of the Fund may also undertake the KYC of the investors on behalf of the AMC. KRA shall send a letter to the client within 10 business days of the receipt of the initial/updated KYC documents from the AMC, confirming the details thereof. An investor can start investing with the Fund as soon as the initial KYC is done and other necessary information is obtained while the remaining process of KRA is in progress.

3. The AMC and the distributors, who comply with the certification process of National Institute of Securities Market (NISM) or Association of Mutual Funds in India (AMFI) and have undergone the process of 'Know Your Distributor (KYD)', can perform the IPV for the investors of the Fund. However, in case of applications received by the Fund directly from the investors (i.e. not through any distributor), the AMC may also rely upon the IPV (on the Common KYC form) performed by the scheduled commercial banks.
4. Once the investor has done the KYC with a SEBI registered intermediary, the investor need not undergo the same process again with another intermediary including Mutual Funds. However, the AMC reserves the right to carryout fresh KYC to the investors or undertake enhanced KYC measures commensurate with the risk profile of the investor.

In terms of the SEBI circular dated December 11, 2009, it is mandated by SEBI that, in case of transactions done through distributor, all KYC documents/Power of Attorney of the investors should be in the custody of AMC or RTA agents of AMC. The Trustees have been empowered to ensure compliance with the same.

The investor(s) and their attorney, if any, shall produce reliable, independent source documents such as photographs, certified copies of ration card/ passport/ driving license/PAN card, etc. and/or such documents or produce such information as may be required from time to time for verification of the identity, residential address and financial information of the investor(s) by the AMC/Mutual Fund. If the investor(s) or the person making payment on behalf of the investor(s), refuses / fails to provide the required documents/ information within the period specified in the communication(s) sent by the AMC to the investor(s) then the AMC, after applying appropriate due diligence measures, believes that the transaction is suspicious in nature within the purview of the Act and SEBI circulars issued from time to time and/or on account of deficiencies in the documentation, shall have absolute discretion to report suspicious transactions to FIU-IND and / or to freeze the folios of the investor(s), reject any application(s) / allotment of units and effect mandatory redemption of unit holdings of the investor(s) at the applicable NAV subject to payment of exit load, if any, in terms of the said communication sent by the AMC to the investor(s) in this regard. The KYC documentation shall also be mandatorily complied with by the holders by virtue of operation of law e.g. transmission, etc. Bajaj Finserv Mutual Fund, Bajaj Finserv Asset Management Limited, Bajaj Finserv Mutual Fund Trustee Limited and their Directors, employees and agents shall not be liable in any manner for any liability arising whatsoever 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 Act, SEBI circular(s) and KYC policy and / or where the AMC believes that transaction is suspicious in nature within the purview of the Act and SEBI circular(s) and reporting the same to FIU-IND.

It is mandatory for existing investors: -

- A. To update the beneficiary ownership details in order to continue to make additional subscriptions including switches in their existing folio.
- B. To provide / update additional KYC details as prescribed in Part-II of the Account Opening Forms of the Mutual Funds (Where such information was not provided earlier, to be able to continue to make additional subscription (including switches) in their existing folios with the respective schemes.
- C. To provide the missing information and complete IPV in order to continue to make additional subscriptions, including switches in their existing folios with the respective schemes.

Thus, 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.

Unit holders are advised to use the applicable KYC Form for completing the KYC requirements and submit the form at our nearest branch. Further, upon updation of PAN/KYC details with the KRA (KRA-KYC)/CERSAI (CKYC), the unit holders are requested to intimate us/our Registrar and Transfer Agent - KFIN Technologies Limited, their PAN information along with the folio details for updation in our records.

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 operationalisation 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, 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.bajajamc.com](http://www.bajajamc.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.

Central KYC Records Registry (CKYCR), in its communication no. CKYC/2020/11 dated January 04, 2021 has specified that since CKYCR is fully operational for individual clients, it has been 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, 2021 on to CKYCR in terms of Rule 9 (1A) of the Prevention of Money Laundering (Maintenance of Records) Rules, 2005.

### **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\* alongwith 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.

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 25% of shares or capital or profits of the juridical person, where juridical person is a company.
  - more than 15% of the capital or profits of the juridical person, where the juridical person is a partnership firm; or
  - more than 15% 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, 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 15% 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 Know Your Client requirements in case of foreign investors viz. Foreign Institutional Investors (FIIs)/ Foreign Portfolio Investors (FPIs), Sub accounts and Qualified Foreign Investors (QFIs) as specified in SEBI circular no CIR/MIRSD/11/2012 dated September 5, 2012 shall be considered for the purpose of identification of beneficial ownership of the investor.

### **Prevention of Tax evasion**

Foreign Account Tax Compliance Act (FATCA)

FATCA is a United States (US) Federal Law, to improve compliance of US tax citizens who have foreign financial assets and offshore accounts. In terms of FATCA, foreign financial institutions (FFIs) are required to report information about financial accounts held by US taxpayers (even if they hold only non-US assets), or held by foreign entities in which US taxpayers hold a substantial ownership interest.

The Government of India and US Government have signed an Inter-Governmental Agreement (IGA) on July 9, 2015 to implement FATCA. Pursuant to the reporting requirements mandated under FATCA, Bajaj Finserv Asset Management Limited (the AMC) would be required, from time to time:

- (i) To undertake necessary due diligence process by collecting information/documentary evidence about US/Non-US status of the investors/unit holders and identify US reportable accounts; and
- (ii) To disclose/report information about the holdings, investments returns pertaining to US reportable accounts to the specified US agencies and/or such Indian authorities as may be specified under FATCA guidelines or under any other guidelines issued by Indian Regulatory Authorities such as SEBI, Income Tax etc. (collectively referred to as 'the Guidelines').

FATCA due diligence will be applicable at each investor/unit holder (including joint holders) level and on being identified as reportable person/specified US person, all folios/accounts will be reported including their identity, direct or indirect beneficiaries, beneficial owners and controlling persons. Further, in case of folio(s)/account(s) with joint holder(s), the entire account value of the investment portfolio will be attributable under each such reportable person. Investor(s)/Unit holder(s) will, therefore, be required to comply with the request of the AMC/the Fund to furnish such information, in a timely manner as may be required by the AMC/the Fund to comply with the due diligence/reporting requirements stated under IGA and/or the Guidelines issued from time to time.

With respect to individuals, the US reportable accounts would cover those with US citizenship or US residency. One may note that in US, both US citizens and residents are taxed on their worldwide income. With respect to entities, FATCA requires reporting in relation to specified US persons (Eg. US partnerships, private corporations) as well as passive Non-financial foreign entities (NFFEs) in which controlling interest is held by specified US person.

The identification of US person will be based on one or more of the following "US indicia" –

- Identification of account holder as a US citizen or resident;
- Unambiguous indication of a US place of birth;
- Current US mailing or residence address (including a US post office box)
- Current US telephone number;
- Standing instructions to transfer funds to an account maintained in USA;
- Current effective power of attorney or signing authority granted to a person with a US address; or
- An "in-care of" or "hold mail" address that is the sole address that the Indian Financial Institution has on the file for the account holder.

FATCA provisions are relevant not only at on-boarding stage of investor(s)/unit holder(s) but also throughout the life cycle of investment with the AMC. In view of this, Investors should immediately intimate to the AMC, in case of any change in their status with respect to FATCA related declaration provided by them previously.

The AMC reserves the right to reject any application or redeem the units held directly or beneficially in case the applicant/investor(s) fails to furnish the relevant information and/or documentation in accordance with the FATCA provisions, notified.

Investor(s)/Unit holder(s) should consult their own tax advisors to understand the implications of FATCA provisions/requirements. Existing investors of the Fund are also advised to download the FATCA declaration form from the AMC's website ([www.bajajamc.com](http://www.bajajamc.com)) and submit the duly filled FATCA declaration form to the AMC or KFIN for necessary updation in the records.

### **Common Reporting Standard (CRS)**

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 holders “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 on the “resident” countries.

Appropriate rules have been notified to implement CRS and FATCA. In view of India’s commitment to implement the CRS on AEOI and also the IGA with USA, and with a view to provide information to other countries, necessary legislative changes have been made through Finance (No. 2) Act, 2014, by amending section 285BA of the Income Tax Act, 1961. Income tax Rules, 1962 were amended vide notification No. 62 of 2015 dated 7th August, 2015 by inserting Rules 114F to 114H and Form 61B to provide a legal basis for the Reporting Financial Institutions (RFIs) for maintaining and reporting information about the Reportable Accounts.

### **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 mis-selling 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 application forms/ transaction forms which will have spaces for the Sub broker ARN code and the EUIN.

**As per the directives issued by SEBI, it is mandatory for applicants to mention their bank account numbers in their applications for purchase or redemption of Units.**

If the Unit holder fails to provide the Bank mandate, the request for redemption would be considered as not valid and the Fund retains the right to reject/withhold the redemption until a proper bank mandate is furnished by the Unit holder and the provision with respect of penal interest in such cases will not be applicable/ entertained.

AMC reserves right to decide the mode of payment viz, Direct Credit /ECS/NEFT or cheque and no specific consent is required in case of electronic mode is opted.

### Payment of Maturity/ Redemption Proceeds to NRIs/FPIs

Credit balances in account of the NRI/FII will be subject to any procedures laid down by the RBI. Such maturity/ redemption proceeds will be paid by means of a rupee cheque payable to the designated NRE/NRO account of the unit holder.

Payment to NRI/FII unit holder will be subject to the relevant laws/guidelines of the Reserve Bank of India as are applicable from time to time (subject to deduction of tax at source as applicable).

- a. Wherever the investment is made on repatriation basis, the amount representing the IDCW and maturity proceeds may be remitted through normal banking channel or credited to NRE/FCNR/NRO/NRNR account of the non-resident investor.
- b. Where the investment is made by remittance from abroad through normal banking channel or by debit to NRE/FCNR/NRO account of the non-resident investor on non-repatriation basis, the IDCW and maturity proceeds may be credited to the NRO/NRNR account of the non-resident investor.
- c. Where the investment is made by debit to NRE/FCNR/NRO account of the non-resident investor, the IDCW and maturity proceeds shall be credited to NRE/FCNR/NRO account of the non-resident investor.
- d. In case of FIIs, IDCW and maturity proceeds will be paid by means of rupee payable to the Account maintained with a designated bank.

### Signature mismatch cases

While processing the redemption/switch out request in case the AMC / Registrar come across a signature mismatch, then the AMC/ Registrar reserves the right to process the redemption only on the basis of supporting documents confirming the identity of the investors on case to case basis.

### Transfer of units

The Units held in physical form are not transferable. In view of the same, additions/ deletion of names will not be allowed under any folio of the Scheme. However, pursuant to SEBI Circular no. CIR/IMD/DF/10/2010 dated August 18, 2010, investors/unit holders of the Schemes of Bajaj Finserv Mutual Fund are requested to note that units held in dematerialized form are freely transferable.

### Suspension of Sale and Redemption of Units

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Suspension or restriction of repurchase/ redemption facility under any scheme of the mutual fund shall be made applicable only after obtaining the approval from the Boards of Directors of the AMC and the Trustees.

Additionally, the following requirements would be undertaken before imposing restriction on redemptions:

- i. Restriction may be imposed when there are circumstances leading to a systemic crisis or event that severely constricts market liquidity or the efficient functioning of markets such as:
  - Liquidity issues - when market at large becomes illiquid affecting almost all securities rather than any issuer specific security.
  - 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.
  - 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.



- ii. Restriction on redemption may be imposed for a specified period of time not exceeding 10 working days in any 90 days period.
- iii. Any imposition of restriction would require specific approval of Board of AMC and Trustees and the same should be informed to SEBI immediately.
- iv. When restriction on redemption is imposed, the following procedure shall be applied:
  - No redemption requests up to Rs. 2 lakh shall be subject to such restriction.
  - Where redemption requests are above Rs. 2 lakh, the AMC 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.

#### **Right to Limit Redemptions**

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, Redemptions 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).

Suspension or restriction of repurchase/ redemption facility under any scheme of the mutual fund shall be made applicable only after obtaining the approval from the Boards of Directors of the AMC and the Trustees. After obtaining the approval from the AMC Board and the Trustees, an intimation would be sent to SEBI in advance providing details of circumstances and justification for the proposed action shall also be informed.

#### **Permanent Account Number (PAN)**

In accordance with SEBI Circular no. MRD/Dop/Cir/-05/2007 dated April 27, 2007 and its letter dated June 25, 2007, Permanent Account Number (PAN) has been made the sole identification number for all participants transacting in the securities market, irrespective of the amount of transaction, effective July 02, 2007. Permanent Account Number (PAN) is mandatory for all the purchases/additional purchases irrespective of the amount of investments for all the existing and prospective investors (including NRIs) including joint holders and guardians in case of investments by Minors.

In accordance with SEBI circular No. MRD/DoP/MF/Cir-08/2008 dated April 03, 2008, it has been notified to exempt investors residing in the state of Sikkim from the mandatory requirement of PAN for their investments in mutual funds also. However, this is subject to the Fund verifying the veracity of the claim of the investors that they are residents of Sikkim, by collecting sufficient documentary evidence. Mutual Funds are also advised to ensure strict compliance with the applicable 'Know Your Client' norms.

With effect from January 1, 2011, KYC norms are mandatory for ALL investors, who wish to make investments in Mutual Funds, irrespective of the amount of investment. Investments where KYC is not completed is liable to be rejected.

#### **Transmission of units**

In case Units are held in a single name by the Unit holder, units shall be transmitted in favour of the nominee(s), where the Unit holder has appointed nominee(s) upon production stipulated documents to AMC/Trustee or Registrar. If the Unit holder has not appointed nominee(s), the units shall be transmitted in favour of the Unit holder's executor/administrator of estate/Legal heir(s) as the case may be on production of stipulated documents. In case Units are held by more than one registered Unit holder, then



upon death of the first Unit holder, units shall be transmitted in favour of the second named Holder on production of stipulated documents.

The rights in the units will vest in the nominee(s) concerned upon the death of all Joint Unit holders upon the nominee producing stipulated documents. In case of close ended schemes, units shall be transmitted in favour of second holder/Nominee(s)/Unit holder's executor/administrator of estate/Legal heir(s) as the case may be, however, all payments/settlements/monetary claims will be made upon maturity of such scheme. Kindly note the redemption request given with transmission will not be processed and investors will have to submit a redemption request after the transmission is completed. We are creating new folios for transmission cases. New folio will be created even in case of transmissions to Nominee or legal heir.

For Death Certificate (DC) issued outside India: -

The DC should be attested by Indian Embassy located in the country issuing the DC or embassy of the country issuing DC located in India.

For transmission of units the Applicants/Claimants shall be required to submit the prescribed documents under various situations as stipulated below: -

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

- a. Request Form (Form T1) from surviving unit holder(s) requesting for Deletion of Name of Deceased 2nd and/or 3rd Holder.
- b. Death Certificate in original or photocopy duly attested by a Notary Public or a Gazetted Officer.
- c. Fresh Bank Mandate Form along with cancelled cheque of the new bank account (only if there is a change in existing bank mandate)
- d. Fresh Nomination Form in case there is no nomination or a change in existing nomination is desired by the surviving unit holders.
- e. KYC Acknowledgment OR KYC Form of the surviving unit holder(s), if not KYC compliant.
- f. FATCA/CRS for the surviving unit holder(s), if not compliant.

**2. Transmission to surviving unit holders in case of death of one or more unit holders:**

- a. Transmission Request Form (Form T2) for Transmission of Units to the surviving unit holder/s.
- b. Death Certificate of the deceased unit holder(s) in original OR photocopy duly attested by a Notary Public or a Gazetted Officer.
- c. Copy of PAN Card of the Surviving Joint Holder(s) (if PAN is not provided already)
- d. Cancelled cheque of the new first unit holder, with the claimant's name pre-printed OR Recent Bank Statement/Passbook (not more than 3 months old) of the new first holder.
- e. KYC Acknowledgment or KYC Form of the surviving unit holder(s), if not KYC compliant.
- f. Fresh Nomination Form in case there is no nomination or a change in existing nomination is desired by the surviving unit holders.
- g. FATCA/CRS for the surviving unit holder(s), if not compliant.

**3. Transmission to registered nominee/s in case of death of Sole or All unit holders:**

- a. Transmission Request Form (Form T3) for Transmission of Units in favour of the Nominee(s).
- b. Death Certificate of the deceased unit holder(s) in original OR photocopy duly attested by a Notary Public or a Gazetted Officer.
- c. Copy of Birth Certificate, in case the Nominee is a minor.
- d. Copy of PAN Card of the Nominee(s) / Guardian (in case the Nominee is a minor)
- e. KYC Acknowledgment OR KYC Form of the Nominee(s) / Guardian (where Nominee is a Minor)
- f. 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).

- g. If the transmission amount is upto ₹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.
- h. If the transmission amount is for more than ₹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.
- i. Fresh Nomination Form in case there is no nomination or a change in existing nomination is desired by the surviving unit holders.
- j. FATCA/CRS from the claimant

**4. Transmission to claimant/s, where nominee is not registered, in case of death of Sole or All unit holders:**

- a. Transmission Request Form (Form T3) for Transmission of Units to the Claimant.
- b. Death Certificate of the deceased unit holder(s) in original OR photocopy duly attested by a Notary Public or a Gazette Officer.
- c. Copy of Birth Certificate in case the Claimant is a minor.
- d. Copy of PAN Card of the Claimant / Guardian (in case the Claimant is a minor).
- e. KYC Acknowledgment OR KYC Form of the Claimant / Guardian (in case the Claimant is a Minor)
- f. 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).
- g. Fresh Nomination Form in case there is no nomination or a change in existing nomination is desired by the surviving unit holders.
- h. FATCA/CRS from the claimant

If the transmission amount is up to ₹2 Lakh –

- i. 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.
- ii. Any appropriate document evidencing relationship of the claimant/s with the deceased unit holder/s.
- iii. 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.
- iv. Individual Affidavits to be given by each legal heir
- v. NOC from other Legal Heirs, where applicable.

If the transmission amount is more than ₹2 Lakh –

- i. 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.
- ii. Individual Affidavits to be given each legal heir
- iii. 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.

**5. Transmission in case of HUF, due to death of Karta:**

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:

- a) Request Form (Form T4) for change of Karta upon demise of the registered Karta.
- b) Death Certificate of the deceased Karta in original OR photocopy duly attested by a Notary Public or a Gazette Officer.
- c) 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.
- d) KYC Acknowledgment OR KYC Form of the new Karta and the HUF, if not KYC compliant.
- e) Indemnity Bond signed by all surviving coparceners (including new Karta).
- f) If the transmission amount is upto ₹2 Lakh, any appropriate document evidencing relationship of the new Karta and the other coparceners with the deceased Karta.
- g) If the transmission amount is more than ₹2 Lakh, any one of the documents mentioned below:
  - Notarized copy of Settlement Deed, or
  - Notarized copy of Deed of Partition, or
  - Notarized copy of Decree of the relevant competent court.
- h) FATCA/CRS

**6. 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:**

1. Transmission Request Form (Form T5) for Transmission of Units to the Claimant.
2. Death Certificate of the deceased Karta in original OR photocopy duly attested by a Notary Public or a Gazette Officer.
3. Copy of Birth Certificate in case the Claimant is a minor.
4. Copy of PAN Card of the Claimant(s) / Guardian (in case the Claimant is a minor)
5. KYC Acknowledgment OR KYC Form of the Claimant(s) / Guardian (in case the Claimant is a Minor)
6. 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).
7. FATCA/CRS from the claimant.
8. If the transmission amount is upto ₹2 Lakh, attestation of signature of the claimant by Bank Manager. 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.
9. If the transmission amount is for more than ₹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.
10. Bond of Indemnity to be furnished by the Claimant.
11. 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.
12. Fresh Nomination Form in case there is no nomination or a change in existing nomination is desired by the surviving unit holders.

Please write to us at [service@bajajamc.com](mailto:service@bajajamc.com) or call us at kindly contact us on our customer care helpline at 18003093900 from 9 am to 6 pm, Monday to Friday.

Depending upon appropriateness, the AMC may consider seeking additional/alternative documents for necessary diligence of each case before transmitting the units in favour of the claimant/s.

In case of transmission of units, the investors are requested to visit the nearest branch of the AMC or RTA for specified format of documents required to be submitted.

#### **Non Acceptance / Processing of Purchase request(s) due to repeated Cheque Bounce**

With respect to purchase request submitted by any investor, if it is noticed that there are repeated instances of two or more cheque bounces, the AMC reserves the right to, not to accept/allot units for all future purchase of such investor(s).

#### **Investment through Third party cheque (s)/ pre funded instruments.**

Pursuant to AMFI Best Practice Guidelines Circular no. 135/BP/16/10-11 dated August 16, 2010 (the Circular), investors/unit holders of the Schemes of Bajaj Finserv Mutual Fund are requested to note that investment/subscription made through third party cheque(s) will not be accepted with effect from November 15, 2010.

For mitigation of the risk of third party payments:

1. The onus of compliance with PMLA provisions and not permitting usage of third party bank account payments continues to lie with the AMCs.
2. In order to ensure that the folio and source bank account belong to the same person, AMCs shall make sure that payment for Mutual Fund transactions are accepted through only such modes where independent traceability of end investor can be ensured and source account details are available as audit trail without relying on any other intermediary's records.

Third party cheque(s) for this purpose are defined as:

- (i) Investment made through instruments issued from an account other than that of the beneficiary investor,
- (ii) in case the investment is made from a joint bank account, the first holder of the mutual fund folio is not one of the joint holders of the bank account from which payment is made.

Third party cheque(s) for investment/subscription shall be accepted, only in exceptional circumstances, as detailed below:

- a. Payment by Employer on behalf of employee under Systematic Investment Plans or lumpsum/ one time subscription, through Payroll deductions or deductions out of expense reimbursements.
- b. Custodian on behalf of a Foreign Portfolio Investors (FPIs) or a client.
- c. Payment by an AMC to an empanelled Distributor on account of commission/incentive etc. in the form of the Mutual Fund units of the schemes managed by such AMC through SIP or lump sum/ one-time subscription, subject to compliance with SEBI Regulations and Guidelines issued by AMFI, from time to time.
- d. Payment by a 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 the form of the Mutual Fund Units through SIP or lump sum/one-time subscription, subject to compliance with SEBI Regulations and Guidelines issued by AMFI , from time to time.
- e. Payment by registered Stock brokers of recognized stock exchanges for their clients having demat accounts.

The above mentioned exception cases will be processed after carrying out necessary checks and verification of documents attached along with the purchase transaction slip/application form, as stated below:

- a. Determining the identity of the Investor and the person making payment i.e. mandatory Know Your Client (KYC) for Investor and the person making the payment.

- b. Obtaining necessary declaration from the Investor/unit holder and the person making the payment. Declaration by the person making the payment should give details of the bank account from which the payment is made and the relationship with the beneficiary.
- c. Verifying the source of funds to ensure that funds have come from the drawer's account only.

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.

In case of investment/subscriptions made via Pay Order, Demand Draft, Banker's cheque, RTGS, NEFT, ECS, bank transfer, net banking etc, following additional checks shall be carried out:

- a. If the investment/subscription is settled with pre-funded instruments such as Pay Order, Demand Draft, Banker's cheque, etc., a Certificate from the Issuing banker must accompany the purchase application, stating the Account holder's name and the Account number which has been debited for issue of the instrument. The funds should be debited from a pre-registered pay in account available in the records of the Mutual Fund or from the account of the first named unit holder. Additionally, if a pre-funded instrument issued by the Bank against cash, it shall not be accepted for investments of Rs. 50,000/- or more. Such prefunded instrument issued against cash payment of less than Rs. 50,000/- should be accompanied by a certificate from the banker giving name, address and PAN (if available) of the person who has requested for the demand draft.
- b. If payment is made by RTGS, NEFT, ECS, bank transfer, etc., a copy of the instruction to the bank stating the account number debited must accompany the purchase application. The account number mentioned on the transfer instruction should be from pay in account available in the records, or from the account of the first named unit holder.

Investors are requested to note that AMC reserves right to have additional checks of verification for any mode of payment received. AMC reserves the right to reject the transaction in case the payment is received an account not belonging to the first unit holder of the mutual fund.

In case of investors with multiple accounts, in order to ensure smooth processing of investor transactions, it is advisable to register all such accounts, as the investments/subscriptions received from the said multiple accounts shall be treated as first party payments.

For payments through net banking, AMCs shall 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 it is found that the payment is not made from a registered bank account or from an account not belonging to the first named unit holder, the AMC/R&TA shall reject the transaction with due intimation to the investor.

### **Stamp Duty**

Pursuant to Notification No. S.O. 1226(E) and 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 applicable mutual fund transactions, with effect from July 1, 2020. Accordingly, pursuant to levy of stamp duty, the number of units allotted on purchase transactions (including IDCW reinvestment) to the unit holders would be reduced to that extent.

### Transaction Charges

Pursuant to SEBI Circular No. Cir/ IMD/ DF/13/ 2011 dated August 22, 2011 the transaction charge per subscription of Rs.10,000/- and above may be charged in the following manner, in addition to trail fees charged by the AMC and upfront commission, if any:

- i. The existing investors of the mutual fund industry may be charged Rs.100/- as transaction charge per subscription of Rs.10,000/- and above;
- ii. A first time investor in any mutual fund may be charged Rs.150/- as transaction charge per subscription of Rs.10,000/- and above.

There shall be no transaction charge on subscription below Rs. 10,000/- and on transactions other than purchases/ subscriptions relating to new inflows.

However, the option to charge “transaction charges” is at the discretion of the distributors. Investors may note that distributors can opt to receive transaction charges based on ‘type of the Scheme’. Accordingly, the transaction charges would be deducted from the subscription amounts, as applicable.

In case of investment through Systematic Investment Plan (SIP), transaction charges shall be deducted only if the total commitment through SIP amounts to Rs. 10,000/- and above. The transaction charges in such cases shall be deducted in 3-4 instalments.

Transaction charges shall also be deducted on purchases/subscriptions received through non-demat mode from the investors investing through a valid ARN holder i.e. AMFI Registered Distributor (provided the distributor has opted-in to receive the transaction charges) in respect of transactions routed through Stock Exchange(s) platform viz. NSE Mutual Fund Platform (“NMF-II”) and BSE Mutual Fund Platform (“BSE STAR MF”).

The aforesaid transaction charge shall be deducted by the Asset Management Company from the subscription amount and paid to the distributor, as the case may be and the balance amount shall be invested subject to deduction of Goods & Service Tax. Unit holder’s statement of account will reflect subscription amount, transaction charges and net investments.

Transaction Charges shall not be deducted if:

- Purchase/Subscription made directly with the fund through any mode (i.e. not through any distributor/agent).
- Purchase/ subscription made in demat mode through stock Exchanges, irrespective of investment amount CAS/ Statement of account shall state the net investment (i.e. gross subscription less transaction charge) and the number of units allotted against the net investment.

### Consolidated Account Statement (CAS)

Pursuant to Securities and Exchange Board of India (Mutual Funds) (Amendment) Regulations, 2011 dated August 30, 2011 read with SEBI circular No. Cir/ IMD/ DF/16/ 2011 dated September 8, 2011 and No. SEBI/HO/IMD/DF2/CIR/P/2021/024 dated March 04, 2021, all the unit holders whose transactions\*\* have been accepted by the Fund shall note that—

1. The Consolidated Account Statement (CAS) for each calendar month will be issued on or before fifteenth day of succeeding month to the investors who have provided valid Permanent Account Number (PAN). Due to this regulatory change, AMC shall cease to send physical account statement to the investors after every financial transaction\*\* including systematic transactions. Further, CAS will be



sent via email where any of the folios consolidated has an email id or to the email id of the first unit holder as per KYC records.

\*\*The word 'financial transaction' shall include purchase, redemption, switch, IDCW payout, IDCW reinvestment, systematic investment plan, systematic withdrawal plan, systematic transfer plan and bonus transactions.

2. For folios not included in the Consolidated Account Statement (CAS), the AMC shall henceforth issue account statement to the investors on a monthly basis, pursuant to any financial transaction in such folios on or before fifteenth day of succeeding month. In case of a New Fund Offer Period (NFO), the AMC shall send confirmation specifying the number of units allotted to the applicant by way of a physical account statement or an email and/or SMS's to the investor's registered address and/or mobile number not later than five business days from the date of closure of the NFO.
3. The AMC shall send an allotment confirmation specifying the units allotted by way of email and/or SMS within 5 Business Days of receipt of valid application/transaction to the Unit holders registered e-mail address and/ or mobile number.
4. In case of a specific request received from the unit holder, the AMC shall provide the account statement to the investors within 5 business days from the receipt of such request.
5. In the case of joint holding in a folio, the first named Unit holder shall receive the CAS/account statement. The holding pattern has to be same in all folios across Mutual Funds for CAS.

Further, in case if no transaction has taken place in a folio during the period of six months ended September 30 and March 31, the CAS detailing the holdings across all Schemes of all mutual funds, shall be emailed at the registered email address of the unit holders on half yearly basis, on or before twenty first day of succeeding month, unless a specific request is made to receive the same in physical form.

The asset management company shall issue units in dematerialized form to a unit holder in a scheme within two working days of the receipt of request from the unit holder.

Each CAS issued to the investors shall also provide the total purchase value / cost of investment in each scheme.

Further, CAS issued for the half-year (September/ March) shall also provide:

- a. 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. The term 'commission' here refers to all direct monetary payments and other payments made in the form of gifts / rewards, trips, event sponsorships etc. by AMCs/MFs to distributors. 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 Goods & Service tax (wherever applicable, as per existing rates), operating expenses, etc.
- b. The scheme's average Total Expense Ratio (in percentage terms) along with the break up between Investment and Advisory fees, Commission paid to the distributor and Other expenses for the period for each scheme's applicable plan 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.

In case of the units are held in dematerialized (demat) form, the statement of holding of the beneficiary account holder will be sent by the respective Depository Participant periodically.

The AMC reserve the right to furnish the account statement in addition to the CAS, if deemed fit in the interest of investor(s).



### **CAS for investors having Demat account:**

- 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.
- 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 within fifteen days from the month end. 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.
- In case an investor has multiple accounts across two depositories, the depository with whom the account has been opened earlier will be the default depository.

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).

### **Annual Report/ Abridged summary**

Scheme wise Annual Report or an abridged summary thereof shall be mailed to all unit holders within four months from the date of closure of the relevant financial year i.e. 31st March each year as under:

- by email to the unit holders whose email address is available with the Mutual Fund.
- in physical form to the unit holders whose email address is not available with the Fund and/or to those Unit holders who have opted / requested for the same.

An advertisement shall also be published in all India edition of at least two daily newspapers, one each in English and Hindi, disclosing the hosting of the scheme wise annual report on the website of the AMC [www.bajajamc.com](http://www.bajajamc.com) and AMFI website [www.amfiindia.com](http://www.amfiindia.com). The physical copy of the scheme wise annual report or abridged summary shall be made available to the investors at the registered office of the AMC.

The AMC shall also provide a physical copy of abridged summary of the annual report without charging any cost, on specific request received from the unit holder. A copy of scheme wise annual report shall also be made available to unit holders on payment of nominal fees.

### **Option to hold units in Demat form**

Pursuant to SEBI circular No. CIR/IMD/DF/9/2011 dated May 19, 2011, with effect from October 1, 2011, the unit holders who wish to hold the units in the demat form should mention the demat account details of the first holder in the application form while subscribing for units and submit other necessary documents. In case if the demat details are not mentioned or details mentioned are incorrect, then the units will be issued in physical form. Investors may use the forms available at the branches for providing demat details, while subscription.

Investors are requested to note that holding of units through Demat Option is also available under all open-ended equity and debt schemes wherein SIP facility is available.

The units will be allotted based on the applicable NAV as per the SID and will be credited to investors' demat account on weekly basis upon realization of funds. For e.g. units will be credited to investors' demat account every Monday for realization status received in last week from Monday to Friday.

The option to hold the units in demat form shall not be available for daily/weekly/fortnightly IDCW options. Unit holders who intend to avail of the facility to trade in units in demat mode are required to have a demat account.

The investors shall note that for holding the units in demat form, the provisions laid in the Scheme Information Document (SID) of respective Scheme and guidelines/procedural requirements as laid by the Depositories (NSDL/CDSL) shall be applicable.

In case the unit holder wishes to convert the units held in non-demat mode to demat mode or vice versa at a later date, such request along with the necessary form should be submitted to their Depository Participant(s).

Units held in demat form will be freely transferable, subject to the applicable regulations and the guidelines as may be amended from time to time.

#### Bank Account details

It is mandatory for applicants to mention their bank account numbers in their applications for subscription or redemption of units of the Scheme. If the investor fails to provide the bank mandate, the request for redemption would be considered as not valid and the scheme retains the right to withhold the redemption until a proper bank mandate is furnished. Any provision with respect of penal interest in such cases will not be applicable.

#### Bank Mandate Requirement

For all fresh subscription transactions made by means of a cheque, if cheque provided alongwith fresh subscription/new folio creation does not belong to the bank mandate opted in the application form, any one of the following documents needs to be submitted.

- 1) Original cancelled cheque having the First Holder Name printed on the cheque.
- 2) Original bank statement reflecting the First Holder Name, bank account number and bank name as specified in the application.
- 3) Photocopy of the bank statement duly attested by the bank manager with designation, employee number and bank seal.
- 4) Photocopy of the bank pass book duly attested by the bank manager with designation, employee number and bank seal.
- 5) Photocopy of the bank statement/passbook/cheque duly attested by the AMC officials after verification of original bank statement/passbook shown by the investor or their representative.
- 6) Confirmation by the bank manager with seal, designation and employee number on the bank's letter head confirming the name of investor, account type, bank branch, MICR and IFSC code of the bank branch. The letter should not be older than 3 months.

This condition is also applicable to all subscription transactions made by means of a Demand Draft. In case the application is not accompanied by the aforesaid documents, the AMC reserves the right to reject the application, also the AMC will not be liable in case the redemption/IDCW proceeds are credited to wrong account in absence of above documents.

In case the bank account details are not mentioned or found to be incomplete or invalid in a subscription application, then the AMC may consider the account details as appearing in the investment amount cheque and the same shall be updated under the folio as the payout bank account for the payment of redemption/IDCW amount etc. The aforementioned updation of bank account shall however be subject to compliance with the third party investment guidelines issued by Association of Mutual Funds in India (AMFI) from time to time.

The AMC reserves the right to call for any additional documents as may be required, for processing of such transactions with missing/incomplete/invalid bank account details. The AMC also reserves the right to reject such applications.

**Updation of Bank details:**

- Updation of bank accounts in investor's folio shall be either through "Multiple Bank Account Registration Form" or a standalone separate "Change of Bank Mandate Form".
- Change of bank details or redemption request shall be accepted in two different standalone request forms and processed separately for all existing and new investors.
- In case of change of bank request, the investors shall be required to submit the below stated supporting documents to effect the change.

Documents required for updation of bank request:

Original of any one of the following documents or originals should be produced for verification or copy should be attested by the Bank:

- Cancelled original cheque of the existing and new bank mandate with first unit holder name and bank account number printed on the face of the cheque. Or
- Self attested copy of existing and new bank account statement issued by the concerned bank. (not older than 3 months). Or
- Bank passbook with current entries for new and existing bank account not older than 3 months. Or
- Bank letter, on the letterhead of the bank duly signed by branch manager/authorized personnel stating the investor's bank account number, name of investor, account type, bank branch, MICR and IFSC code of the bank branch. (the letter should be not older than 3 months).

Note:

- In case photocopies of the documents as stated above are submitted, investor must produce original for verification or a copy of the supporting documents duly attested by the concerned bank to any of the AMC branches or official point of acceptance of transactions.
- In absence of the old bank account proof, the unit holder shall visit the nearest AMC/ KFIN branch office for in person verification with above documents and identity proof.
- The AMC reserves the right to accept the request, subject to additional verifications, production of additional documents or In Person Verification of unit holder.

In case the bank account details are not mentioned or found to be incomplete or invalid in a purchase application, then Bajaj Finserv Asset Management Limited (the AMC) may consider the account details as appearing in the investment amount cheque and the same shall be updated under the folio as the payout bank account for the payment of redemption/ IDCW (IDCW) amount etc. The aforementioned updation of bank account shall however be subject to compliance with the third party investment guidelines issued by Association of Mutual Funds in India (AMFI) from time to time.

The AMC reserves the right to call for any additional documents as may be required, for processing of such transactions with missing/incomplete/invalid bank account details. The AMC also reserves the right to reject such applications. Investors are requested to take note of the aforesaid changes.

However, the valid redemption transaction will be processed and the payout would be released as per the specified service standards and the last registered bank account shall be used for all the purposes.

Except otherwise expressly requested by the investor, the AMC endeavors to credit investor's bank account in electronic mode for redemption proceeds or any other payouts. The AMC/ Registrar will not be responsible for wrongful credit or non-receipt of credit by the unit holders owing to incorrect bank account details provided by the unit holder. Unit holders are advised to take due care while providing the bank details in the application form. Further, the AMC reserves right to credit payout in any of the modes available in electronic domain or issue cheque/DD, which would be despatched through courier or registered post.

As per AMFI Best Practices Guidelines dated March 28, 2022 provision pertaining to Bank Mandate are as follows:

a. No bank account shall be registered in the investor account as part of account opening or subsequent addition or change of bank request unless a validation is undertaken through any one of the following modes whereby the investors name, account number /details are verified:

- i. Original cancelled cheque
- ii. Self-certified cheque copy & verified with the original by AMC / RTA
- iii. Self-certified copy of bank passbook and verified with the original by AMC/RTA
- iv. Penny Drop Facility or PAN based account validation facility provided by NPCI.
- v. Redemption proceeds shall be credited only to a verified Bank Mandate.
- vi. There shall be a cooling period of 10 days for acceptance of change of bank mandate digitally post change of both email ID and mobile number in an investor folio.

#### **Cooling Period:**

If the investor submits redemption request accompanied with a standalone request for change of Bank mandate or submits a redemption request within seven days from the date submission of a request for change of Bank mandate details, the AMC will process the redemption. The entire activity of verification of cooling period cases and release of redemption payment shall be carried out within the period of 10 business days from the date of redemption.

#### **Change of Address**

**KYC Complied Folios/Investors:** In case of change of address for KYC complied folios, the investors shall be required to submit the below stated documents to the designated intermediaries of the KYC Registration Agency:

- Proof of new address (POA) and,
- Any other document the KYC Registration Agency may specify from time to time.
- In case of folios created before the implementation of KYC norms as amended from time to time: In case of change of address for KYC not complied folios, the investors shall be required to submit the below stated documents:
  - Proof of new address and,
  - Proof of Identity (POI): Only PAN card copy, if PAN is updated in the folio. In case where PAN is not updated, copy of PAN card or the other POI as may be prescribed.

However, it is advisable to these investors to complete the KYC process.

**Note:**

- I. List of admissible documents for POA and POI as mentioned in the SEBI circular no. MIRSD/SE/Cir-21/2011 dated October 5, 2011 shall be considered or any other or additional documents as may be required by SEBI, AMFI or SEBI authorized KYC Registration Agency from time to time.
- II. In case, the original of any of the aforesaid documents are not produced for verification, then the copies should be properly attested/verified by the authorities who are authorized to attest as per SEBI circular no. MIRSD/SE/ Cir-21/2011 dated October 5, 2011.
- III. The AMC, if necessary, reserves the right to collect proof of old bank account or proof of investment (in case of Change of Bank) or proof of old address (in case of change of address) or do any additional verification depending upon case to case basis.
- IV. Pursuant to SEBI circular dated August 13, 2012 and October 08, 2013, the Aadhaar Letter issued by Unique Identification Authority of India (UIDAI) shall be admissible as Proof of Address in addition to its presently being recognized as Proof of Identity.

In consultation with Unique Identification Authority of India (UIDAI) and the market participants, it has now been decided to accept e-KYC service launched by UIDAI also, as a valid process for KYC verification. The information containing relevant client details and photograph made available from UIDAI as a result of e-KYC process shall be treated as sufficient proof of Identity and Address of the client. However, the client shall have to authorize the intermediary to access his data through UIDAI system. The Mutual Fund reserves right to change/modify any of the terms with respect to processing of transaction in line with guidelines issued by SEBI or AMFI from time to time.

**Process for validation of Email ID, Mobile Number & Two Factor Authentication for Redemptions:**

SEBI vide its Circulars dated October 4, 2021 and March 15, 2022 and AMFI vide its Best Practice Guidelines Circular No.97 /2021-22, dated March 28, 2022, has issued guidelines to strengthen control with respect to verification of key details of investors like email id, mobile number and Bank account details.

RTA shall carry out basic validations to check for correctness in terms of the syntax, invalid mobile number/email address/ domain, etc. RTA shall run a verification process to detect seeding of contact details of intermediaries (MFD, RIA, RTA, AMC) or their employees in folios which do not belong to such persons/entities and detect seeding of same contact details for more than one investor (based on First holder PAN), excluding the accounts which are flagged as "Family". RTA shall update only validated contact details in investor folio. RTAs shall take necessary steps to verify that the mobile number / email updated in the unit holder's account is accessible by sending an SMS / email directly to the unit holder at the email id and / or mobile number captured in the account.

The Circular further requires authentication of redemption transactions using Two-Factor Authentication (for digital or non-physical modes i.e. where signature verification is not possible including web, app, SMS, email, WhatsApp, etc.). Two Factor Authentication shall be undertaken by sending OTP to the contact details registered in the investor folio with the AMC with one of the factors being a One-Time Password (OTP) sent to the unit holder at his/ her email/ phone number registered with the AMC. 2FA shall be carried out at the time of investor placing the Subscription, Redemptions/ Switch outs/Systematic withdrawals request.

### C. General Information

- Soft Dollar Arrangements

In terms of Clause F of SEBI Circular No. SEBI/HO/IMD/ DF2/CIR/P/2016/42 dated March 18, 2016, soft dollar arrangements between the Asset Management companies and brokers should be limited to only benefits (like free research report, etc.) that are in the interest of investors and the same should be suitably disclosed. In this context, Bajaj Finserv Asset Management Limited / Bajaj Finserv Mutual Fund do not have any Soft dollar arrangement with brokers. However, brokers do provide information based services like free research reports etc. Also dedicated hot-lines may be set up by few brokers which are used for execution of trades. The hot lines aid execution of trades. Further, the Bajaj Finserv Asset Management Limited / Bajaj Finserv Mutual Fund are under no obligation to provide business to any broker in lieu of these services.

- Underwriting by the Mutual Fund

Subject to SEBI (MF) Regulations, the Scheme may enter into underwriting agreements after the Mutual 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 respective Scheme/ Plans and that the underwriting obligation of the respective Scheme/ Plans shall not at any time exceed the total net asset value of the respective Scheme/ Plans.

- Potential Risk Class (PRC) Matrix

Pursuant to the provisions of SEBI Circular no. SEBI/HO/IMD/IMD-II DOF3/P/CIR/2021/573 dated June 07, 2021, all debt schemes are required to be classified in terms of a Potential Risk Class matrix consisting of parameters based on maximum interest rate risk (measured by Macaulay Duration (MD) of the scheme) and maximum credit risk (measured by Credit Risk Value (CRV) of the scheme).

In accordance with SEBI circular no. SEBI/HO/IMD/DOF2/P/CIR/2022/69 dated May 23, 2022, at all points of time, positioning of the ETF / Index Fund in the Potential Risk Class (PRC) matrix shall be in the same cell as that of positioning of the index in the PRC matrix.

- Disclosure on swing pricing:

In terms of the SEBI circular no. SEBI/HO/IMD/IMD-II DOF3/P/CIR/2021/631 and SEBI/HO/IMD/IMD-II DOF3/P/CIR/2022/24 dated September 29, 2021 and February 25, 2022, respectively (the Circular), all open ended debt mutual fund schemes (except overnight funds, Gilt funds and Gilt with 10-year maturity funds) are required to follow Swing Pricing Framework with effect from May 01, 2022.

SEBI has prescribed swing pricing for scenarios related to net outflows from the schemes. Accordingly, a mandatory full swing price framework, during market dislocation times (as and when declared by SEBI), for high-risk open ended debt schemes will be introduced in scheme provisions of all Debt Schemes of the Fund.

The minimum swing factor as given below will be applicable. The NAV will be adjusted downwards for both the incoming and outgoing investors.

<b>Minimum swing factor for open ended debt schemes#</b>			
Credit Risk of scheme → Interest Rate Risk of scheme ↓	Class A (CRV* $\geq$ 12)	Class B (CRV $\geq$ 10)	Class C (CRV $<$ 10)
Class I: (MD $\leq$ 1 year)	Nil	Nil	1.50%
Class II: (MD $\leq$ 3 years)	Nil	1.25%	1.75%
Class III: Any Macaulay duration (MD)	1.00%	1.50%	2.00%
*CRV: Credit Risk Value			

# Scheme can levy higher swing factor, based on predetermined parameters such as redemption pressure, current portfolio of scheme, etc;

When swing pricing mechanism is triggered and swing factor is made applicable during market dislocation, both the incoming and exiting investors shall get NAV adjusted for swing pricing. Swing pricing shall be made applicable to all unit holders at PAN level, with an exemption for redemptions up to Rs. 2 lakh for each mutual fund scheme for market dislocation.

- Stock Lending by the Mutual Fund

Subject to the SEBI (MF) Regulations as applicable from time to time, the Mutual Fund may, if the Trustee permits, 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.

The exposure limits with regard to stock lending for various Schemes, shall be as specified in the respective Scheme Information Documents from time to time.

The Mutual Fund may not be able to sell such lent out securities and this can lead to temporary illiquidity.

- Borrowing by the Mutual Fund

Under the SEBI (MF) Regulations, the Mutual Fund is allowed to borrow to meet the temporary liquidity requirements of its Scheme(s) for the purpose of Repurchase or Redemption of Units or the payment of interest or IDCW to the Unit holders. Further, as per the SEBI (MF) Regulations, the Mutual 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.

The Mutual Fund may raise such borrowings after approval by the Trustee from Sponsor or any of their Associate / Group Companies or 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.

- Benchmarking of Performance of Schemes:

Pursuant to the provisions of SEBI circular no. SEBI/HO/IMD/DF3/CIR/P/2018/04 dated January 04, 2018, the performance of the schemes of Bajaj Finserv Mutual Fund shall be benchmarked to the Total Return variant of the Index (TRI) chosen as benchmark for the respective schemes. However, for schemes where TRI data is not available since inception of the scheme, the Mutual funds shall use a composite CAGR figure



of the performance of the PRI benchmark (till the date from which TRI is available) and the TRI (subsequently) to compare the performance of the schemes in case TRI is not available for that particular period(s).

- Segregation of Portfolio

The AMC may create a segregated portfolio of debt and money market instruments in a mutual fund scheme in case of a credit event and to deal with liquidity risk.

In this regard, the term 'segregated portfolio' shall mean a portfolio comprising of debt or money market instrument affected by a credit event, that has been segregated in a mutual fund scheme and the term 'main portfolio' shall mean the scheme portfolio excluding the segregated portfolio. The term 'total portfolio' shall mean the scheme portfolio including the securities affected by the credit event.

A segregated portfolio may be created in a mutual fund scheme in case of a credit event at issuer level i.e. downgrade in credit rating by a SEBI registered Credit Rating Agency (CRA), as under:

- a) Downgrade of a debt or money market instrument to 'below investment grade', or
- b) Subsequent downgrades of the said instruments from 'below investment grade', or
- c) Similar such downgrades of a loan rating.

In case of difference in rating by multiple CRAs, the most conservative rating shall be considered. Creation of segregated portfolio shall be based on issuer level credit events as detailed above and implemented at the ISIN level.

The AMC may also create a segregated portfolio of unrated debt and money market instruments of an issuer that does not have any outstanding rated debt or money market instruments in case of 'actual default' of either the interest or principal amount.'

#### **Process for creation of segregated portfolio**

1. The AMC shall decide on creation of segregated portfolio on the day of credit event, as per the process laid down below:
  - i. The AMC shall seek approval of Trustees, prior to creation of the segregated portfolio.
  - ii. The AMC shall immediately issue a press release disclosing its intention to segregate such debt and money market instrument and its impact on the investors. It shall also be disclosed that the segregation shall be subject to trustee approval. Additionally, the said press release shall be prominently disclosed on the website of the AMC.
  - iii. The AMC shall ensure that till the time the Trustee approval is received, which in no case shall exceed 1 business day from the day of credit event, the subscription and redemption in the scheme shall be suspended for processing with respect to creation of units and payment on redemptions.
2. Upon receipt of approval from Trustees:
  - i. The segregated portfolio shall be effective from the day of credit event.
  - ii. The AMC shall issue a press release immediately with all relevant information pertaining to the segregated portfolio. The said information shall also be submitted to SEBI.
  - iii. An e-mail or SMS should be sent to all unit holders of the scheme.
  - iv. The NAV of both segregated and main portfolio shall be disclosed from the day of the credit event.

- v. All existing investors in the scheme as on the day of the credit event shall be allotted equal number of units in the segregated portfolio as held in the main portfolio.
  - vi. No redemption and subscription shall be allowed in the segregated portfolio. However, in order to facilitate exit to unit holders in segregated portfolio, AMC shall enable listing of units of segregated portfolio on the recognized stock exchange within 10 working days of creation of segregated portfolio and also enable transfer of such units on receipt of transfer requests.
3. If the trustees do not approve the proposal to segregate portfolio, the AMC shall issue a press release immediately informing investors of the same.
  4. Notwithstanding the decision to segregate the debt and money market instrument, the valuation shall take into account the credit event and the portfolio shall be valued based on the principles of fair valuation (i.e. realizable value of the assets) in terms of the relevant provisions of SEBI (Mutual Funds) Regulations, 1996 and Circulars issued thereunder.
  5. All subscription and redemption requests for which NAV of the day of credit event or subsequent day is applicable will be processed as per the existing circular on applicability of NAV as under:
    - a. Upon trustees' approval to create a segregated portfolio -
      - Investors redeeming their units will get redemption proceeds based on the NAV of main portfolio and will continue to hold the units of segregated portfolio.
      - Investors subscribing to the scheme will be allotted units only in the main portfolio based on its NAV.
    - b. In case trustees do not approve the proposal of segregated portfolio, subscription and redemption applications will be processed based on the NAV of total portfolio.
  6. In order to enable the existing as well as the prospective investors to take informed decision, the following shall be adhered to:
    - a. A statement of holding indicating the units held by the investors in the segregated portfolio along with the NAV of both segregated portfolio and main portfolio as on the day of the credit event shall be communicated to the investors within 5 working days of creation of the segregated portfolio.
    - b. Adequate disclosure of the segregated portfolio shall appear in all scheme related documents, in monthly and half-yearly portfolio disclosures and in the annual report of the mutual fund and the scheme.
    - c. The Net Asset Value (NAV) of the segregated portfolio shall be declared on daily basis.
    - d. The information regarding number of segregated portfolios created in a scheme shall appear prominently under the name of the scheme at all relevant places such as SID, KIM-cum-Application Form, advertisement, AMC and AMFI website, etc.
    - e. The scheme performance required to be disclosed at various places shall include the impact of creation of segregated portfolio. The scheme performance should clearly reflect the fall in NAV to the extent of the portfolio segregated due to the credit event and the said fall in NAV along with recovery(ies), if any, shall be disclosed as a footnote to the scheme performance.
    - f. The disclosures at paragraph (d) and (e) above regarding the segregated portfolio shall be carried out for a period of at least 3 years after the investments in segregated portfolio are fully recovered/ written-off.
    - g. The investors of the segregated portfolio shall be duly informed of the recovery proceedings of the investments of the segregated portfolio. Status update may be provided to the investors at the time of recovery and also at the time of writing-off of the segregated securities.
  7. In order to ensure timely recovery of investments of the segregated portfolio, the Trustees to the fund would continuously monitor the progress and take suitable action as may be required.

8. TER for the Segregated Portfolio:

- a. AMC shall not charge investment and advisory fees on the segregated portfolio. However, TER (excluding the investment and advisory fees) can be charged, on a pro-rata basis only upon recovery of the investments in segregated portfolio.
- b. The TER so levied shall not exceed the simple average of such expenses (excluding the investment and advisory fees) charged on daily basis on the main portfolio (in % terms) during the period for which the segregated portfolio was in existence.
- c. The legal charges related to recovery of the investments of the segregated portfolio may be charged to the segregated portfolio in proportion to the amount of recovery. However, the same shall be within the maximum TER limit as applicable to the main portfolio. The legal charges in excess of the TER limits, if any, shall be borne by the AMC.
- d. The costs related to segregated portfolio shall in no case be charged to the main portfolio.

Investors may also note that the process followed by the AMC/Trust regarding creation of segregated portfolios shall be in accordance with the provisions laid down by SEBI in this regard, from time to time.

Numerical illustration explaining how segregated portfolios will work

Total Assets under Fixed Income instruments: Rs. 10 lakhs and Total 2 investors in the scheme:

Investors	Units	Amount (Rs.)	Portfolio	Value (Rs.)
A	30,000	3,75,000	Portfolio 1	5,00,000
B	50,000	6,25,000	Portfolio 2	3,00,000
			Portfolio 3	2,00,000
Total	80,000	10,00,000	Total	10,00,000

NAV Rs. 12.50 per unit

Credit Event: Security 2 downgrades and value falls from Rs. 3,00,000 to Rs. 280,000

Post Segregation (Main Portfolio):

Investors	Units	Amount (Rs.)	Portfolio	Value (Rs.)
A	30,000	2,62,500	Portfolio 1	5,00,000
B	50,000	4,37,500	Portfolio 3	2,00,000
Total	80,000	7,00,000	Total	7,00,000

NAV of main portfolio Rs. 8.75 per unit

Post Segregation (Segregated Portfolio):

Investors	Units	Amount (Rs.)	Portfolio	Value (Rs.)
A	30,000	1,05,000	Portfolio 2	2,80,000
B	50,000	1,75,000	-	-
Total	80,000	2,80,000	Total	2,80,000

NAV of segregated portfolio Rs. 3.50 per unit

Investors	Units	Main Portfolio	Segregated Portfolio	Amount (Rs.)
A	30,000	2,62,500	1,05,000	3,67,500
B	50,000	4,37,500	1,75,000	6,12,500
Total	80,000	7,00,000	2,80,000	9,80,000

Notes:

- Investors who invest / subscribe to the units of the scheme post creation of segregated portfolio shall be allotted units in the Main Portfolio only.
- Investors redeeming their units post creation of segregated portfolio will get redemption proceeds based on NAV of main portfolio and will continue to hold units in Segregated portfolio.
- No redemption and / or subscription shall be allowed in the Segregated Portfolio.
- Units of Segregated portfolio shall be listed on a recognised stock exchange

In order to ensure timely recovery of investments of the segregated portfolio, trustees shall ensure that:

- a. The AMC puts in sincere efforts to recover the investments of the segregated portfolio.
- b. Upon recovery of money, whether partial or full, it shall be immediately distributed to the investors in proportion to their holding in the segregated portfolio. Any recovery of amount of the security in the segregated portfolio even after the write off shall be distributed to the investors of the segregated portfolio.
- c. An Action Taken Report (ATR) on the efforts made by the AMC to recover the investments of the segregated portfolio is placed in every trustee meeting till the investments are fully recovered/ written-off.
- d. The trustees shall monitor the compliance of this circular and disclose in the half-yearly trustee reports filed with SEBI, the compliance in respect of every segregated portfolio created.

In order to avoid mis-use of segregated portfolio, trustees shall ensure to have a mechanism in place to negatively impact the performance incentives of Fund Managers, Chief Investment Officers (CIOs), etc. involved in the investment process of securities under the segregated portfolio, mirroring the existing mechanism for performance incentives of the AMC, including claw back of such amount to the segregated portfolio of the scheme.

#### Risks associated with segregated portfolio

- Liquidity risk – A segregated portfolio is created when a credit event / default occurs at an issuer level in the scheme. This may reduce the liquidity of the security issued by the said issuer, as demand for this security may reduce. This is also further accentuated by the lack of secondary market liquidity for corporate papers in India. As per SEBI norms, the scheme is to be closed for redemption and subscriptions until the segregated portfolio is created, running the risk of investors being unable to redeem their investments. However, it may be noted that, the proposed segregated portfolio is required to be formed within one day from the occurrence of the credit event.

Investors may note that no redemption and subscription shall be allowed in the segregated portfolio. However, in order to facilitate exit to unit holders in segregated portfolio, AMC shall list the units of the segregated portfolio on a recognized stock exchange within 10 working days of creation of segregated portfolio and also enable transfer of such units on receipt of transfer requests. For the units listed on the exchange, it is possible that the market price at which the units are traded may be at a discount to the NAV of such Units. There is no assurance that an active secondary market will develop for units of segregated portfolio listed on the stock exchange. This could limit the ability of the investors to resell them. There may be possibility that the security comprising the segregated portfolio may not realize any value.

- Valuation risk - The valuation of the securities in the segregated portfolio is required to be carried out in line with the applicable SEBI guidelines. However, it may be difficult to ascertain the fair value of the securities due to absence of an active secondary market and difficulty to price in qualitative factors.

- Consolidation of Folios

In case an investor holds investments in multiple folios under the Fund, the investor can opt for consolidation of such folios into one folio (Target folio) by sending a written request to the Mutual Fund/AMC. The Mutual Fund/AMC will process such requests subject to verification of criteria's viz. mode of holding, bank mandate, tax status, mode of operation and nomination details in the source Folio and other confirmations/requirements, etc. as may be requested from the investors.

- E-mail Communication

Unit holders who have provided an e-mail address, the AMC will send the communication by e-mail.

It is deemed that the Unit holder is aware of all security risks including possible third party interception of the documents and contents of the documents becoming known to third parties.

- Website and other digital assets

The website and other digital assets of the Fund/AMC is intended for the use of Resident Indians, Non Resident Indians, persons of Indian Origin and Foreign Institutional Investors registered with SEBI. It should not be regarded as a solicitation for business in any jurisdiction other than India. In particular, the information is not for distribution and does not constitute an offer to sell or the solicitation of an offer to buy securities in any jurisdiction where such activity is prohibited. Any persons resident outside India who nevertheless intend to respond to this material must first satisfy themselves that they are not subject to any local requirements, which restrict or prohibit them from doing so. Information other than that relating specifically to the AMC/ Fund and its products is for information purposes only and should not be relied upon as a basis for investment decisions. The Fund/AMC cannot be held responsible for any information contained in any website linked from the Mutual Fund website and other digital assets.

- Scheme(s) to be binding on the Unit holders

Subject to the SEBI (MF) Regulations, the Trustee may, from time to time, add or otherwise vary or alter all or any of the features of investment options/ facilities and terms of any of the Scheme(s) after obtaining the prior permission of SEBI and Unit holders (where necessary), and the same shall be binding on all the Unit holders of such Scheme(s) and any person or persons claiming through or under them as if each Unit holder or such person expressly had agreed that such features and terms shall be so binding. Any additions/variations/alterations shall be done in accordance with the SEBI (Mutual Funds) Regulations. Any change in fundamental attribute of the Scheme(s) shall be done only in accordance with Regulation 18(15A) of SEBI (MF) Regulations.

- Inter Scheme Transfer of Investments

Transfer of investments from one scheme to another scheme in the same Mutual Fund, shall be allowed only if: -

- a. such transfers are made at the prevailing market price for quoted Securities on spot basis  
Explanation: spot basis shall have the same meaning as specified by Stock Exchange for spot transactions. Provided that inter scheme transfer of money market or debt security (irrespective of maturity) shall take place based on prices made available by valuation agencies as prescribed by SEBI from time to time.
- b. the securities so transferred shall be in conformity with the investment objective of the scheme to which such transfer has been made.

c. Inter Scheme Transfers are effected in accordance with the guidelines specified by SEBI circular No. SEBI/ HO/ IMD/DF4/CIR/P/2020/202 dated October 08, 2020 as amended from time to time.

- Associate Transaction

**Underwriting obligations with respect to issues of Group/ Associate Companies:**

Bajaj Finserv Mutual Fund has not entered into any underwriting contracts in respect of any public issue made by any group / associate company of the Sponsor.

**Subscription to issues lead managed by Group / Associate Companies:**

No Scheme of Bajaj Finserv Mutual Fund has invested in any public issue lead managed by any Group/ Associate company of the Sponsor.

**Investment in Sponsor and its Group Companies:**

The Investment Manager from time to time, for the purpose of conducting its normal business, uses the services of the Sponsor and the subsidiaries and other associates of the Sponsor. The Investment Manager may utilise the services of the group companies and any other subsidiary or associate company of the Sponsor that may be established in case such an associate company is capable of providing the requisite services to the Investment Manager.

The Investment Manager will conduct its business with the companies on commercial terms, on an arms length basis and at prevailing market prices to the extent permitted under the applicable laws including the SEBI Regulations after an evaluation of the competitiveness of the pricing offered by the associate companies and services to be provided by them.

No Scheme of Bajaj Finserv Mutual Fund has invested in sponsor or its group companies.

**Disclosure regarding payment of commission for distribution of units and payment of brokerage for securities transactions (for the past three financial years) pursuant to SEBI Circular No. SEBI/IMD/CIR No. 18/198647/2010 dated March 15, 2010**

i. Commission paid to associates/related parties/group companies of sponsor/AMC

Nil

ii. Brokerage paid to associates/related parties/group companies of sponsor/AMC

Nil

iii. Dealing with Associates –

Nil

List of associates / Group Companies:

- Documents Available for Inspection

The following documents will be available for inspection at the office of the Mutual Fund at S. No. 208/1B, Lohagaon, Viman Nagar, Pune – 411014 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 Agent
  - Consent of Auditors to act in the said capacity
  - Consent of Legal Advisors 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.
- Investor Grievances Redressal Mechanism

Investors may contact any of the Investor Service Centres (ISCs) of the AMC for any queries / clarifications at telephone number 180030983900 (toll free), Fax number 020 67672550, e-mail: [grievances@bajajamc.com](mailto:grievances@bajajamc.com). Investors can also post their grievances/feedback/suggestions on our website [www.bajajamc.com](http://www.bajajamc.com) under the section "Write to us" appearing under 'Contact Us'. The Head Office of the AMC will follow up with the respective ISCs to ensure timely redressal and prompt investor services. Mr. Sameer Nesarikar (w.e.f. July 01, 2023), Investor Services can be contacted at 8th floor, E-core, Solitaire Business Park, Viman Nagar, Pune – 411014 at telephone number (Board) 020 67672500. His e-mail contact is: [service@bajajamc.com](mailto:service@bajajamc.com).

- Investor Complaint:

A. Given below is the status of complaints received directly by the mutual fund during the period July 5, 2023\* to September 30, 2023

Name of scheme	Complaints received	Complaints redressed	Complaints Pending
	July 5, 2023* to September 30, 2023	July 5, 2023* to September 30, 2023	July 5, 2023* to September 30, 2023
Bajaj Finserv Liquid Fund	-	-	-
Bajaj Finserv Overnight Fund	-	-	-
Bajaj Finserv Money Market Fund	-	-	-
Bajaj Finserv Flexi Cap Fund	-	-	-
Bajaj Finserv Arbitrage Fund	-	-	-

\*Since the allotment of first scheme

B. Given below is the status of complaints received from SEBI received during the period July 5, 2023\* to September 30, 2023

Period	Opening	Received	Redressed	Pending
July 5, 2023* to September 30, 2023	-	1	1	-

\*Since the allotment of first scheme



Notes:

1. The Statement of Additional Information ('SAI') will be uploaded by Bajaj Finserv Mutual Fund on its website ([www.bajajamc.com](http://www.bajajamc.com)) and on AMFI website ([www.amfiindia.com](http://www.amfiindia.com)). The printed copy of SAI will be made available to the investor on request.
2. SAI will be updated within 3 (three) months from the end of each financial year and filed with SEBI.
3. Any material changes to SAI will be made on an ongoing basis by Bajaj Finserv Mutual Fund by updating SAI on its website ([www.bajajamc.com](http://www.bajajamc.com)) and on AMFI website ([www.amfiindia.com](http://www.amfiindia.com)). SEBI will be intimated of all such changes within 7 (seven) days. The effective date for all such changes will be mentioned in the updated SAI.
4. Notwithstanding anything contained in this SAI, the provisions of SEBI (MF) Regulations, 1996 and circulars and the guidelines thereunder shall be applicable.

Std. obs. 18

**For and on behalf of the Board of Directors of  
Bajaj Finserv Asset Management Limited**

Sd/-

**Ganesh Mohan  
Chief Executive Officer**

**Place – Pune**

**Date – October 31, 2023**

### **Official Points of Acceptance of Bajaj Finserv Mutual Fund**

Pune – Bajaj Finserv Asset Management Limited, 8th Floor, E-Core, Solitaire Business Park (Formerly Marvel Edge), Viman Nagar, Pune – 411014.

Website – [www.bajajamc.com](http://www.bajajamc.com)

Email – [transaction@bajajamc.com](mailto:transaction@bajajamc.com)

### **Official Points of Acceptance of KFIN Technologies Limited**

Email - [transaction.bajajmf@kfintech.com](mailto:transaction.bajajmf@kfintech.com)

<b>S. No.</b>	<b>Branch Name*</b>	<b>State</b>	<b>Consolidated Current Address</b>
1	Anantapur	Andhra Pradesh	Kfin Technologies Ltd. #13/4 Vishnupriya Complex Beside Sbi Bank Near Tower Clock Ananthapur-515001.
2	Guntur	Andhra Pradesh	Kfin Technologies Ltd 2Nd Shatter 1St Floor Hno. 6-14-48 14/2 Lane Arundal Pet Guntur 522002
3	Kurnool	Andhra Pradesh	Kfin Technologies Ltd Shop No:47 2Nd Floor S Komda Shopping Mall Kurnool 518001
4	Rajahmundry	Andhra Pradesh	Kfin Technologies Ltd No. 46-23-10/A Tirumala Arcade 2Nd Floor Ganuga Veedhi Danavaipeta Rajahmundry East Godavari Dist Ap - 533103
5	Srikakulam	Andhra Pradesh	Kfin Technologies Ltd D No 4-4-97 First Floor Behind Sri Vijayaganapathi Temple Pedda Relli Veedhi Palakonda Road Srikakulam 532001
6	Tirupathi	Andhra Pradesh	Kfin Technologies Ltd Shop No:18-1-421/F1 City Center K.T.Road Airtel Backside Office Tirupathi - 517501
7	Vijayawada	Andhra Pradesh	Kfin Technologies Ltd Hno26-23 1St Floor Sundarammastreet Gandhinagar Krishna Vijayawada 520010
8	Visakhapatnam	Andhra Pradesh	Kfin Technologies Ltd Dno : 48-10-40 Ground Floor Surya Ratna Arcade Srinagar Opp Roadto Lalitha Jeweller Showroom Beside Taj Hotel Ladge Visakhapatnam 530016
9	Eluru	Andhra Pradesh	Kfin Technologies Ltd Dno-23A-7-72/73K K S Plaza Munukutla Vari Street Opp Andhra Hospitals R R Peta Eluru 534002
10	Guwahati	Assam	Kfin Technologies Ltd Ganapati Enclave 4Th Floor Opposite Bora Service Ullubari Guwahati Assam 781007
11	Silchar	Assam	Kfin Technologies Ltd N.N. Dutta Road Chowchakra Complex Premtala Silchar 788001
12	Gaya	Bihar	Kfin Technologies Ltd Property No. 711045129 Ground Floorhotel Skylark Swaraipuri Road - Gaya 823001
13	Patna	Bihar	Kfin Technologies Ltd 3A 3Rd Floor Anand Tower Exhibition Road Opp Icici Bank Patna 800001
14	Begusarai	Bihar	Kfin Technologies Ltd C/O Dr Hazari Prasad Sahu Ward No 13 Behind Alka Cinema Begusarai (Bihar) Begusarai 851117
15	Bhagalpur	Bihar	Kfin Technologies Ltd 2Nd Floor Chandralok Complexghantaghar Radha Rani Sinha Road Bhagalpur 812001
16	Darbhangha	Bihar	Kfin Technologies Ltd 2Nd Floor Raj Complex Near Poor Home Darbhanga - 846004

S. No.	Branch Name*	State	Consolidated Current Address
17	Muzaffarpur	Bihar	Kfin Technologies Ltd First Floor Saroj Complex Diwam Road Near Kalyani Chowk Muzaffarpur 842001
18	Bhilai	Chhattisgarh	Kfin Technologies Ltd Office No.2 1St Floor Plot No. 9/6 Nehru Nagar [East] Bhilai 490020
19	Bilaspur	Chhattisgarh	Kfin Technologies Ltd Shop.No.306 3Rd Floor Anandam Plaza Vyapar Vihar Main Road Bilaspur 495001
20	Raipur	Chhattisgarh	Kfin Technologies Ltd Office No S-13 Second Floor Reheja Tower Fafadih Chowk Jail Road Raipur 492001
21	Margoa	Goa	Kfin Technologies Ltd Shop No 21 Osia Mall 1St Floor Near Ktc Bus Stand Sgdpa Market Complex Margao - 403601
22	Panjim	Goa	Kfin Technologies Ltd H. No: T-9 T-10 Affran Plaza 3Rd Floor Near Don Bosco High School Panjim 403001
23	Ahmedabad	Gujarat	Kfin Technologies Ltd Office No. 401 On 4Th Floor Abc-I Off. C.G. Road - Ahmedabad 380009
24	Anand	Gujarat	Kfin Technologies Ltd B-42 Vaibhav Commercial Center Nr Tvs Down Town Shrow Room Grid Char Rasta Anand 380001
25	Baroda	Gujarat	Kfin Technologies Ltd 1St Floor 125 Kanha Capital Opp. Express Hotel R C Dutt Road Alkapuri Vadodara 390007
26	Bharuch	Gujarat	Kfin Technologies Ltd 123 Nexus Business Hub Near Gangotri Hotel B/S Rajeshwari Petroleum Makampur Road Bharuch 392001
27	Bhavnagar	Gujarat	Kfin Technologies Ltd 303 Sterling Point Waghawadi Road - Bhavnagar 364001
28	Gandhidham	Gujarat	Kfin Technologies Ltd Shop # 12 Shree Ambica Arcade Plot # 300 Ward 12. Opp. Cg High School Near Hdfe Bank Gandhidham 370201
29	Gandhinagar	Gujarat	Kfin Technologies Ltd 123 First Floor Megh Malhar Complex Opp. Vijay Petrol Pump Sector - 11 Gandhinagar 382011
30	Jamnagar	Gujarat	Kfin Technologies Ltd 131 Madhav Plazza Opp Sbi Bank Nr Lal Bunglow Jamnagar 361008
31	Junagadh	Gujarat	Kfin Technologies Ltd Shop No. 201 2Nd Floor V-Arcade Complex Near Vanzari Chowk M.G. Road Junagadh 362001
32	Mehsana	Gujarat	Kfin Technologies Ltd Ff-21 Someshwar Shopping Mall Modhera Char Rasta - Mehsana 384002
33	Nadiad	Gujarat	Kfin Technologies Ltd 311-3Rd Floor City Center Near Paras Circle - Nadiad 387001
34	Navsari	Gujarat	Kfin Technologies Ltd 103 1St Floore Landmark Mall Near Sayaji Library Navsari Gujarat Navsari 396445
35	Rajkot	Gujarat	Kfin Technologies Ltd 302 Metro Plaza Near Moti Tanki Chowk Rajkot Rajkot Gujarat 360001
36	Surat	Gujarat	Kfin Technologies Ltd Ground Floor Empire State Building Near Udhna Darwaja Ring Road Surat 395002
37	Valsad	Gujarat	Kfin Technologies Ltd 406 Dreamland Arcade Opp Jade Blue Tithal Road Valsad 396001
38	Vapi	Gujarat	Kfin Technologies Ltd A-8 Second Floor Solitaire Business Centre Opp Dcb Bank Gidc Char Rasta Silvassa Road Vapi 396191

S. No.	Branch Name*	State	Consolidated Current Address
39	Ambala	Haryana	Kfin Technologies Ltd 6349 2Nd Floor Nicholson Road Adjacent Kos Hospital Ambala Cant Ambala 133001
40	Faridabad	Haryana	Kfin Technologies Ltd A-2B 2Nd Floor Neelam Bata Road Peer Ki Mazar Nehru Groundnit Faridabad 121001
41	Gurgaon	Haryana	Kfin Technologies Ltd No: 212A 2Nd Floor Vipul Agora M. G. Road - Gurgaon 122001
42	Hissar	Haryana	Kfin Technologies Ltd Shop No. 20 Ground Floor R D City Centre Railway Road Hissar 125001
43	Panipat	Haryana	KFin Technologies Ltd Shop No. 20 1St Floor Bmk Market Behind Hive Hotel G.T.Road Panipat-132103 Haryana
44	Rohtak	Haryana	Kfin Technologies Ltd Office No:- 61 First Floor Ashoka Plaza Delhi Road Rohtak 124001.
45	Sonepat	Haryana	Kfin Technologies Ltd Shop No. 205 Pp Tower Opp Income Tax Office Subhash Chowk Sonepat. 131001.
46	Yamuna Nagar	Haryana	Kfin Technologies Ltd B-V 185/A 2Nd Floor Jagadri Road Near Dav Girls College (Uco Bank Building) Pyara Chowk - Yamuna Nagar 135001
47	Karnal	Haryana	Kfin Technologies Ltd 3 Randhir Colony Near Doctor J.C.Bathla Hospital Karnal ( Haryana ) 132001
48	Mandi	Himachal Pradesh	Kfin Technologies Ltd House No. 99/11 3Rd Floor Opposite Gss Boy School School Bazar Mandi 175001
49	Shimla	Himachal Pradesh	Kfin Technologies Ltd 1St Floor Hills View Complex Near Tara Hall Shimla 171001
50	Solan	Himachal Pradesh	Kfin Technologies Ltd Disha Complex 1St Floor Above Axis Bank Rajgarh Road Solan 173212
51	Jammu	Jammu & Kashmir	Kfin Technologies.Ltd 1D/D Extension 2 Valmiki Chowk Gandhi Nagar Jammu 180004 State - J&K
52	Bokaro	Jharkhand	Kfin Technologies Ltd City Centre Plot No. He-07 Sector-Iv Bokaro Steel City Bokaro 827004
53	Dhanbad	Jharkhand	Kfin Technologies Ltd 208 New Market 2Nd Floor Bank More - Dhanbad 826001
54	Jamshedpur	Jharkhand	Kfin Technologies Ltd Madhukunj 3Rd Floor Q Road Sakchi Bistupur East Singhbhum Jamshedpur 831001
55	Ranchi	Jharkhand	Kfin Technologies Ltd Room no 103, 1st Floor, Commerce Tower,Beside Mahabir Tower,Main Road, Ranchi -834001
56	Bangalore	Karnataka	Kfin Technologies Ltd No 35 Puttanna Road Basavanagudi Bangalore 560004
57	Belgaum	Karnataka	Kfin Technologies Ltd Premises No.101 Cts No.1893 Shree Guru Darshani Tower Anandwadi Hindwadi Belgaum 590011
58	Bellary	Karnataka	Kfin Technologies Ltd Ground Floor 3Rd Office Near Womens College Road Beside Amruth Diagnostic Shanthi Archade Bellary 583103
59	Davangere	Karnataka	Kfin Technologies Ltd D.No 162/6 1St Floor 3Rd Main P J Extension Davangere Taluk Davangere Manda Davangere 577002

S. No.	Branch Name*	State	Consolidated Current Address
60	Gulbarga	Karnataka	Kfin Technologies Ltd H No 2-231 Krishna Complex 2Nd Floor Opp. Opp. Municipal Corporation Office Jagat Station Main Road Kalaburagi Gulbarga 585105
61	Hassan	Karnataka	Kfin Technologies Ltd Sas No: 490 Hemadri Arcade 2Nd Main Road Salgame Road Near Brahmins Boys Hostel Hassan 573201
62	Hubli	Karnataka	Kfin Technologies Ltd R R Mahalaxmi Mansion Above Indusind Bank 2Nd Floor Desai Cross Pinto Road Hubballi 580029
63	Mangalore	Karnataka	Kfin Technologies Ltd Shop No - 305 Marian Paradise Plaza 3Rd Floor Bunts Hostel Road Mangalore - 575003 Dakshina Kannada Karnataka
64	Mysore	Karnataka	Kfin Technologies Ltd No 2924 2Nd Floor 1St Main 5Th Cross Saraswathi Puram Mysore 570009
65	Shimoga	Karnataka	Kfin Technologies Ltd Jayarama Nilaya 2Nd Corss Mission Compound Shimoga 577201
66	Calicut	Kerala	Kfin Technologies Ltd Second Floor Manimuriyil Centre Bank Road Kasaba Village Calicut 673001
67	Cochin	Kerala	Kfin Technologies Ltd Door No:61/2784 Second floor Sreelakshmi Tower Chittoor Road, Ravipuram Ernakulam-Kerala-682015
68	Kannur	Kerala	Kfin Technologies Ltd 2Nd Floor Global Village Bank Road Kannur 670001
69	Kollam	Kerala	Kfin Technologies Ltd Sree Vigneswara Bhavan Shastri Junction Kollam - 691001
70	Kottayam	Kerala	Kfin Technologies Ltd 1St Floor Csiascension Square Railway Station Road Collectorate P O Kottayam 686002
71	Palghat	Kerala	Kfin Technologies Ltd No: 20 & 21 Metro Complex H.P.O.Road Palakkad H.P.O.Road Palakkad 678001
72	Tiruvalla	Kerala	Kfin Technologies Ltd 2Nd Floorerinjery Complex Ramanchira Opp Axis Bank Thiruvalla 689107
73	Trichur	Kerala	Kfin Technologies Ltd 4Th Floor Crown Tower Shakthan Nagar Opp. Head Post Office Thrissur 680001
74	Trivandrum	Kerala	Kfin Technologies Ltd 1St Floor Marvel Building Opp SI Electricals Uppalam Road Statue Po Trivandrum 695001
75	Bhopal	Madhya Pradesh	Kfin Technologies Ltd Sf-13 Gurukripa Plaza Plot No. 48A Opposite City Hospital Zone-2 M P Nagar Bhopal 462011
76	Indore	Madhya Pradesh	Kfin Technologies Ltd. 101 Diamond Trade Center 3-4 Diamond Colony New Palasia Above Khurana Bakery Indore
77	Jabalpur	Madhya Pradesh	Kfin Technologies Ltd 2Nd Floor 290/1 (615-New) Near Bhavartal Garden Jabalpur - 482001
78	Sagar	Madhya Pradesh	Kfin Technologies Ltd li Floor Above Shiva Kanch Mandir. 5 Civil Lines Sagar Sagar 470002
79	Ujjain	Madhya Pradesh	Kfin Technologies Ltd Heritage Shop No. 227 87 Vishvavidhyalaya Marg Station Road Near Icici Bank Above Vishal Megha Mart Ujjain 456001
80	Gwalior	Madhya Pradesh	Kfin Technologies Ltd City Centre Near Axis Bank - Gwalior 474011

S. No.	Branch Name *	State	Consolidated Current Address
81	Morena	Madhya Pradesh	Kfin Technologies Ltd House No. Hig 959 Near Court Front Of Dr. Lal Lab Old Housing Board Colony Morena 476001
82	Rewa	Madhya Pradesh	Kfin Technologies Ltd Shop No. 2 Shree Sai Anmol Complex Ground Floor Opp Teerth Memorial Hospital Rewa 486001
83	Satna	Madhya Pradesh	Kfin Technologies Ltd 1St Floor Gopal Complex Near Bus Stand Rewa Roa Satna 485001
84	Shivpuri	Madhya Pradesh	Kfin Technologies Ltd A. B. Road In Front Of Sawarkar Park Near Hotel Vanasthali Shivpuri 473551
85	Nanded	Maharashtra	Kfin Technologies Ltd Shop No.4 Santakripa Market G G Road Opp.Bank Of India Nanded 431601
86	Solapur	Maharashtra	Kfin Technologies Ltd Shop No 106. Krishna Complex 477 Dakshin Kasaba Datta Chowk Solapur-413007
87	Akola	Maharashtra	Kfin Technologies Ltd Shop No 25 Ground Floor Yamuna Tarang Complex Murtizapur Road N.H. No- 6 Opp Radhakrishna Talkies Akola 444001 Maharashtra
88	Amaravathi	Maharashtra	Kfin Technologies Ltd Shop No. 21 2Nd Floor Gulshan Tower Near Panchsheel Talkies Jaistambh Square Amaravathi 444601
89	Aurangabad	Maharashtra	Kfin Technologies Ltd Shop No B 38 Motiwala Trade Center Nirala Bazar Aurangabad 431001
90	Dhule	Maharashtra	Kfin Technologies Ltd Ground Floor Ideal Laundry Lane No 4 Khol Galli Near Muthoot Finance Opp Bhavasar General Store Dhule 424001
91	Jalgaon	Maharashtra	Kfin Technologies Ltd 3Rd Floor 269 Jae Plaza Baliram Peth Near Kishore Agencies Jalgaon 425001
92	Nagpur	Maharashtra	Kfin Technologies Ltd Plot No. 2 Block No. B / 1 & 2 Shree Apratment Khare Town Mata Mandir Road Dharampeth Nagpur 440010
93	Nasik	Maharashtra	Kfin Technologies Ltd S-9 Second Floor Suyojit Sankul Sharanpur Road Nasik 422002
94	Kolhapur	Maharashtra	Kfin Technologies Ltd 605/1/4 E Ward Shahupuri 2Nd Lane Laxmi Niwas Near Sultane Chambers Kolhapur 416001
95	Mumbai	Maharashtra	Kfin Technologies Ltd 6/8 Ground Floor Crossley House Near Bse ( Bombay Stock Exchange)Next Union Bank Fort Mumbai - 400 001
96	Pune	Maharashtra	Kfin Technologies Ltd Office # 207-210 Second Floor Kamla Arcade Jm Road. Opposite Balgandharva Shivaji Nagar Pune 411005
97	Vashi	Maharashtra	Kfin Technologies Ltd Vashi Plaza Shop No. 324 C Wing 1St Floor Sector 17 Vashi Mumbai 400705
98	Vile Parle	Maharashtra	Kfin Technologies Ltd Shop No.1 Ground Floor Dipti Jyothi Co-Operative Housing Society Near Mtnl Office P M Road Vile Parle East 400057
99	Borivali	Maharashtra	Kfin Technologies Ltd Gomati Smutiground Floor Jambli Gully Near Railway Station Borivali Mumbai 400 092
100	Thane	Maharashtra	Kfin Technologies Ltd Room No. 302 3Rd Floorganga Prasad Near Rbl Bank Ltd Ram Maruti Cross Roadnaupada Thane West Mumbai 400602

S. No.	Branch Name*	State	Consolidated Current Address
101	Shillong	Meghalaya	Kfin Technologies Ltd Annex Mani Bhawan Lower Thana Road Near R K M Lp School Shillong 793001
102	New Delhi	New Delhi	Kfin Technologies Ltd 305 New Delhi House 27 Barakhamba Road - New Delhi 110001
103	Balasore	Orissa	Kfin Technologies Ltd 1-B. 1St Floor Kalinga Hotel Lane Baleshwar Baleshwar Sadar Balasore 756001
104	Berhampur (Or)	Orissa	Kfin Technologies Ltd Opp Divya Nandan Kalyan Mandap 3Rd Lane Dharam Nagar Near Lohiya Motor Berhampur (Or) 760001
105	Bhubaneswar	Orissa	Kfin Technologies Ltd A/181 Back Side Of Shivam Honda Show Room Saheed Nagar - Bhubaneswar 751007
106	Cuttack	Orissa	Kfin Technologies Ltd Shop No-45 2Nd Floor Netaji Subas Bose Arcade (Big Bazar Building) Adjusent To Reliance Trends Dargha Bazar Cuttack 753001
107	Rourkela	Orissa	Kfin Technologies Ltd 2Nd Floor Main Road Udit Nagar Sundargarh Rourekla 769012
108	Sambalpur	Orissa	Kfin Technologies Ltd First Floor; Shop No. 219 Sahej Plaza Golebazar; Sambalpur Sambalpur 768001
109	Pondicherry	Pondicherry	Kfin Technologies Ltd No 122(10B) Muthumariamman Koil Street - Pondicherry 605001
110	Amritsar	Punjab	Kfin Technologies Ltd Sco 5 2Nd Floor District Shopping Complex Ranjit Avenue Amritsar 143001
111	Bhatinda	Punjab	Kfin Technologies Ltd Mcb -Z-3-01043 2 Floor Goniana Road Opporite Nippon India Mf Gt Road Near Hanuman Chowk Bhatinda 151001
112	Ferozpur	Punjab	Kfin Technologies Ltd The Mall Road Chawla Bulding Ist Floor Opp. Centrail Jail Near Hanuman Mandir Ferozepur 152002
113	Hoshiarpur	Punjab	Kfin Technologies Ltd Unit # Sf-6 The Mall Complex 2Nd Floor Opposite Kapila Hospital Sutheri Road Hoshiarpur 146001
114	Jalandhar	Punjab	Kfin Technologies Ltd Office No 7 3Rd Floor City Square Building E-H197 Civil Line Next To Kalyan Jewellers Jalandhar 144001
115	Ludhiana	Punjab	Kfin Technologies Ltd Sco 122 Second Floor Above Hdfe Mutual Fun Feroze Gandhi Market Ludhiana 141001
116	Moga	Punjab	Kfin Technologies Ltd 1St Floordutt Road Mandir Wali Gali Civil Lines Barat Ghar Moga 142001
117	Pathankot	Punjab	Kfin Technologies Ltd 2Nd Floor Sahni Arcade Complex Adj.Indra Colony Gate Railway Road Pathankot Pathankot 145001
118	Patiala	Punjab	Kfin Technologies Ltd B- 17/423 Lower Mall Patiala Opp Modi College Patiala 147001
119	Ajmer	Rajasthan	Kfin Technologies Ltd 302 3Rd Floor Ajmer Auto Building Opposite City Power House Jaipur Road; Ajmer 305001
120	Alwar	Rajasthan	Kfin Technologies Ltd Office Number 137 First Floor Jai Complex Road No-2 Alwar 301001
121	Bhilwara	Rajasthan	Kfin Technologies Ltd Office No. 14 B Prem Bhawan Pur Road Gandhi Nagar Near Canarabank Bhilwara 311001



S. No.	Branch Name*	State	Consolidated Current Address
122	Bikaner	Rajasthan	Kfin Technologies Ltd 70-71 2Nd Floor   Dr.Chahar Building Panchsati Circle Sadul Ganj Bikaner 334003
123	Jaipur	Rajasthan	Kfin Technologies Ltd Office No 101 1St Floor Okay Plus Tower Next To Kalyan Jewellers Government Hostel Circle Ajmer Road Jaipur 302001
124	Jodhpur	Rajasthan	Kfin Technologies Ltd Shop No. 6 Gang Tower G Floor Opposite Arora Moter Service Centre Near Bombay Moter Circle Jodhpur 342003
125	Kota	Rajasthan	Kfin Technologies Ltd D-8 Shri Ram Complex Opposite Multi Purpose School Gumanpur Kota 324007
126	Sikar	Rajasthan	Kfin Technologies Ltd First Floorsuper Tower Behind Ram Mandir Near Taparya Bagichi - Sikar 332001
127	Sri Ganganagar	Rajasthan	Kfin Technologies Ltd Address Shop No. 5 Opposite Bihani Petrol Pump Nh - 15 Near Baba Ramdev Mandir Sri Ganganagar 335001
128	Udaipur	Rajasthan	Kfin Technologies Ltd Shop No. 202 2Nd Floor Business Centre 1C Madhuvan Opp G P O Chetak Circle Udaipur 313001
129	Chennai	Tamil Nadu	Kfin Technologies Ltd 9Th Floor Capital Towers 180 Kodambakkam High Road Nungambakkam   Chennai – 600 034
130	Coimbatore	Tamil Nadu	Kfin Technologies Ltd 3Rd Floor Jaya Enclave 1057 Avinashi Road - Coimbatore 641018
131	Erode	Tamil Nadu	Kfin Technologies Ltd Address No 38/1 Ground Floor Sathy Road (Vctv Main Road) Sorna Krishna Complex Erode 638003
132	Karur	Tamil Nadu	Kfin Technologies Ltd No 88/11 Bb Plaza Nrmp Street K S Mess Back Side Karur 639002
133	Madurai	Tamil Nadu	Kfin Technologies Ltd No. G-16/17 Ar Plaza 1St Floor North Veli Street Madurai 625001
134	Nagercoil	Tamil Nadu	Kfin Technologies Ltd Hno 45 1St Floor East Car Street Nagercoil 629001
135	Salem	Tamil Nadu	Kfin Technologies Ltd No.6 Ns Complex Omalur Main Road Salem 636009
136	Tirunelveli	Tamil Nadu	Kfin Technologies Ltd 55/18 Jeney Building 2Nd Floor S N Road Near Aravind Eye Hospital Tirunelveli 627001
137	Trichy	Tamil Nadu	Kfin Technologies Ltd No 23C/1 E V R Road Near Vekkaiammam Kalyana Mandapam Putthur - Trichy 620017
138	Tuticorin	Tamil Nadu	Kfin Technologies Ltd 4 - B A34 - A37 Mangalmal Mani Nagar Opp. Rajaji Park Palayamkottai Road Tuticorin 628003
139	Vellore	Tamil Nadu	Kfin Technologies Ltd No 2/19 1St Floor Vellore City Centre Anna Salai Vellore 632001
140	Hyderabad	Telangana	Kfin Technologies Ltd No:303 Vamsee Estates Opp: Bigbazaar Ameerpet Hyderabad 500016
141	Karimnagar	Telangana	Kfin Technologies Ltd 2Nd Shutterhno. 7-2-607 Sri Matha Complex Mankammathota - Karimnagar 505001
142	Warangal	Telangana	Kfin Technologies Ltd Shop No22 Ground Floor Warangal City Center 15-1-237 Mulugu Road Junction Warangal 506002

S. No.	Branch Name*	State	Consolidated Current Address
143	Khammam	Telangana	Kfin Technologies Ltd 11-4-3/3 Shop No. S-9 1St Floor Srivenkata Sairam Arcade Old Cpi Office Near Priyadarshini Collegenehru Nagar Khammam 507002
144	Hyderabad (Gachibowli)	Telangana	Kfin Technologies Ltd Selenium Plot No: 31 & 32 Tower B Survey No.115/22 115/24 115/25 Financial District Gachibowli Nanakramguda Serilimgampally Mandal Hyderabad 500032
145	Agartala	Tripura	Kfin Technologies Ltd Ols Rms Chowmuhan Mantri Bari Road 1St Floor Near Jana Sevak Saloon Building Traffic Point Tripura West Agartala 799001
146	Chandigarh	Union Territory	Kfin Technologies Ltd First Floor Sco 2469-70 Sec. 22-C - Chandigarh 160022
147	Agra	Uttar Pradesh	Kfin Technologies Ltd House No. 17/2/4 2Nd Floor Deepak Wasan Plaza Behind Hotel Holiday Inn Sanjay Place Agra 282002
148	Aligarh	Uttar Pradesh	Kfin Technologies Ltd 1St Floor Sevti Complex Near Jain Temple Samad Road Aligarh-202001
149	Allahabad	Uttar Pradesh	Kfin Technologies Ltd Meena Bazar 2Nd Floor 10 S.P. Marg Civil Lines Subhash Chauraha Prayagraj Allahabad 211001
150	Azamgarh	Uttar Pradesh	Kfin Technologies Ltd House No. 290 Ground Floor Civil Lines Near Sahara Office - Azamgarh 276001
151	Bareilly	Uttar Pradesh	Kfin Technologies Ltd 1St Floorrear Sidea -Square Building 54-Civil Lines Ayub Khan Chauraha Bareilly 243001
152	Deoria	Uttar Pradesh	Kfin Technologies Ltd K. K. Plaza Above Apurwa Sweets Civil Lines Road Deoria 274001
153	Ghaziabad	Uttar Pradesh	Kfin Technologies Ltd Ff - 31 Konark Building Rajnagar - Ghaziabad 201001
154	Ghazipur	Uttar Pradesh	Kfin Technologies Ltd House No. 148/19 Mahua Bagh Raini Katra- Ghazipur 233001
155	Gonda	Uttar Pradesh	Kfin Technologies Ltd H No 782 Shiv Sadan Iti Road Near Raghukul Vidyapeeth Civil Lines Gonda 271001
156	Gorakhpur	Uttar Pradesh	Kfin Technologies Ltd Shop No 8 & 9 4Th Floor Cross Road The Mall Bank Road Gorakhpur - 273001
157	Jhansi	Uttar Pradesh	Kfin Technologies Ltd 1St Floor Puja Tower Near 48 Chambers Elite Crossing Jhansi 284001
158	Kanpur	Uttar Pradesh	Kfin Technologies Ltd 15/46 B Ground Floor Opp : Muir Mills Civil Lines Kanpur 208001
159	Lucknow	Uttar Pradesh	Kfin Technologies Ltd Ist Floor A. A. Complex 5 Park Road Hazratganj Thaper House Lucknow 226001
160	Mathura	Uttar Pradesh	Kfin Technologies Ltd Shop No. 9 Ground Floor Vihari Lal Plaza Opposite Brijwasi Centrum Near New Bus Stand Mathura 281001
161	Meerut	Uttar Pradesh	Kfin Technologies Ltd Shop No:- 111 First Floor Shivam Plaza Near Canara Bank Opposite Eves Petrol Pump Meerut-250001 Uttar Pradesh India
162	Mirzapur	Uttar Pradesh	Kfin Technologies Ltd Triveni Campus Near Sbi Life Ratanganj Mirzapur 231001
163	Moradabad	Uttar Pradesh	Kfin Technologies Ltd Chadha Complex G. M. D. Road Near Tadi Khana Chowk Moradabad 244001

S. No.	Branch Name *	State	Consolidated Current Address
164	Noida	Uttar Pradesh	Kfin Technologies Ltd F-21 2Nd Floor Near Kalyan Jewelers Sector-18 Noida 201301
165	Renukoot	Uttar Pradesh	Kfin Technologies Ltd C/O Mallick Medical Store Bangali Katra Main Road Dist. Sonebhadra (U.P.) Renukoot 231217
166	Sitapur	Uttar Pradesh	Kfin Technologies Ltd 12/12 Surya Complex Station Road Uttar Pradesh Sitapur 261001
167	Sultanpur	Uttar Pradesh	Kfin Technologies Ltd 1St Floor Ramashanker Market Civil Line - Sultanpur 228001
168	Varanasi	Uttar Pradesh	Kfin Technologies Ltd D-64/132 Ka 2Nd Floor Anant Complex Sigra Varanasi 221010
169	Dehradun	Uttaranchal	Kfin Technologies Ltd Shop No-809/799 Street No-2 A Rajendra Nagar Near Sheesha Lounge Kaulagarh Road Dehradun-248001
170	Haldwani	Uttaranchal	Kfin Technologies Ltd Shoop No 5 Kmvn Shoping Complex - Haldwani 263139
171	Haridwar	Uttaranchal	Kfin Technologies Ltd Shop No. - 17 Bhatia Complex Near Jamuna Palace Haridwar 249410
172	Roorkee	Uttaranchal	Kfin Technologies Ltd Shree Ashadeep Complex 16 Civil Lines Near Income Tax Office Roorkee 247667
173	Asansol	West Bengal	Kfin Technologies Ltd 112/N G. T. Road Bhanga Pachil G.T Road Asansol Pin: 713 303; Paschim Bardhaman West Bengal Asansol 713303
174	Bankura	West Bengal	Kfin Technologies Ltd Plot Nos- 80/1/Anatunchati Mahalla 3Rd Floor Ward No-24 Opposite P.C Chandra Bankura Town Bankura 722101
175	Burdwan	West Bengal	Kfin Technologies Ltd Saluja Complex; 846 Laxmipur G T Road Burdwan; Ps: Burdwan & Dist: Burdwan-East Pin: 713101
176	Chinsura	West Bengal	Kfin Technologies Ltd No : 96 Po: Chinsurah Doctors Lane Chinsurah 712101
177	Durgapur	West Bengal	Kfin Technologies Ltd Mwav-16 Bengal Ambuja 2Nd Floor City Centre Distt. Burdwan Durgapur-16 Durgapur 713216
178	Jalpaiguri	West Bengal	Kfin Technologies Ltd D B C Road Opp Nirala Hotel Opp Nirala Hotel Opp Nirala Hotel Jalpaiguri 735101
179	Kharagpur	West Bengal	Kfin Technologies Ltd Holding No 254/220 Sbi Building Malancha Road Ward No.16 Po: Kharagpur Ps: Kharagpur Dist: Paschim Medinipur Kharagpur 721304
180	Kolkata	West Bengal	Kfin Technologies Ltd 2/1 Russel Street 4Thfloor Kankaria Centre Kolkata 70001 Wb
181	Malda	West Bengal	Kfin Technologies Ltd Ram Krishna Pally; Ground Floor English Bazar - Malda 732101
182	Siliguri	West Bengal	Kfin Technologies Ltd Nanak Complex 2Nd Floor Sevoke Road - Siliguri 734001

\*Visit the link [www.kfintech.com](http://www.kfintech.com) to view the complete details of designated collection centres / Investor Service centres of KFin Technologies Limited.

**MF CENTRAL**

AS OFFICIAL POINTS OF ACCEPTANCE (OPA) FOR TRANSACTIONS As per SEBI circular no SEBI/HO/IMD/IMD-II DOF3/P/CIR/2021/604 dated July 26, 2021, Kfin Technologies Private Limited (“Kfintech”) and Computer Age Management Services Limited (“CAMS”) have jointly developed MFCentral - A digital platform for transactions/ service requests by Mutual Fund investors. Accordingly, MF Central will be considered as an Official Point of Acceptance (OPA) for transactions in the Scheme.

**MF UTILITY ("MFU")**

POINTS OF SERVICE ("POS") OF MF UTILITIES INDIA PRIVATE LIMITED ('MFUI') AS OFFICIAL POINTS OF ACCEPTANCE (OPA) FOR TRANSACTIONS THROUGH MFUTILITY ("MFU") Both financial and non-financial transactions pertaining to scheme(s) of Bajaj Finserv Mutual Fund can be done through MFU at the authorized POS of MFUI. The details of POS published on MFU website at [www.mfuindia.com](http://www.mfuindia.com) will be considered as Official Point of Acceptance (OPA) for transactions in the Scheme.