

**Scope of the Policy**

The policy incorporates the criteria in case facsimile signatures/ Scanned signatures are used on physical contract notes or any documents sent to clients.

**Definition of facsimile signatures**

For the purpose of this policy, facsimile signatures are signature produced by mechanical means or scanned signature for physical documents but recognized as valid by law for many banking, financial, and business transactions

**Activities done by**

At present, we have not use facsimile signatures/ Scanned signatures on any documents sent to the clients.

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