

**SPECIFIED UNDERTAKING OF UNIT TRUST OF INDIA**  
**NOTIFICATION**

Mumbai, the 26th November, 2009

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**SIGNIFICANT ACCOUNTING POLICIES**

**A. Income Recognition:**

- I. Dividend income is recognised on the following basis:
  - a. In respect of listed equity shares, dividend income is accrued on the "ex-dividend" date.
  - b. In respect of unlisted equity shares, dividend income is accrued on date of declaration.
  - c. In respect of preference shares, dividend income is accrued on the date of receipt.
- II. Interest on debenture and other fixed income investments is recognised as income on accrual basis.
- III. Profit or loss on sale of investments is recognised on the trade dates on the basis of weighted average cost.
- IV. Unit Scheme 1964 Bonds, which owns the fixed assets, recovers service charges on mutually agreed basis approved by the Board of Advisors, from UTI AMC Pvt. Ltd. for the usage of the said assets.

**B. Unit Premium Reserve:**

In respect of US64, where units are repurchased at a premium over the face value under the special package announced by Government of India, the premium is charged to Unit Premium Reserve. Wherever US 64 units are repurchased under the net asset value (NAV) related prices, the discount is credited to unit premium reserve.

**C. Expenses:**

These are accounted for on accrual basis.

**D. Investments**

- i. Investments are stated at cost or written down cost.
- ii. Purchase and Sale of Securities in Secondary market are accounted on trade dates.
- iii. The cost of investment includes brokerage, service tax and stamp charges
- iv. Subscription in primary market is accounted as Investments, upon allotment.
- v. Right entitlements are recognised as Investment on "ex-right" dates.
- vi. Bonus entitlements are recognised as Investment on "ex-bonus" dates.
- vii. Investments in debenture / bonds , loans and deposits are treated and disclosed as current assets from the redemption/due date.

**E. Valuation for Performing Investments****I. Equity and Equity related Securities:****a. Traded Securities**

When a security is traded on any stock exchange within a period of 30 days (including the valuation date) and the aggregate volume of trade during such period is more than 50,000 or if the trade value is greater than Rs.5,00,000 the security is treated as traded security. These are valued at the closing prices on BSE in absence of which closing price of NSE is taken.

**b. Non traded / Thinly traded / Unlisted securities:**

Investments in securities, which have not been traded on any stock exchange in the aforesaid manner, are stated at fair value as determined in accordance with SEBI Regulations.

**II. Debentures , bonds, term loans and transferable notes - Debt Securities:****a. Traded Securities:**

Investment in debentures and bonds are valued at the closing market rate as on the date of valuation and, in its absence, at the latest quote available

during a period of fifteen days prior to the valuation date provided there is an individual trade in that security in marketable lot (presently Rs.5 Crore) on the Principal Stock Exchange or any other Stock Exchange.

**b. Non-traded / Thinly traded securities:**

Investment in non traded / thinly traded securities is valued as under:

**i) Rated Debt Securities:**

**Debt securities with residual maturity of greater than 182 days:**

Investment in securities with residual maturity period of greater than 182 days are valued at Yield to Maturity (YTM) based on the matrix provided by CRISIL. The yield to maturity is marked up or down for illiquidity risk, in accordance with SEBI Regulations.

**Debt securities with residual maturity of up to 182 days:**

Investment in debt securities with residual maturity of up to 182 days are valued as on the valuation date on the basis of amortisation.

**Debt security with put/call options:**

Securities with call options are valued at the worst (lowest) of the call and securities with put options are valued at best (highest) of the put. Securities with both put and call options on the day are deemed to mature on the put/call day and are valued accordingly.

**Fully / Partly / Optionally Fully Convertible Debentures:**

i. Convertible portion of debentures, where the terms of conversion are available, is valued as equity at the closing market price or fair value applicable for, traded and thinly / non traded equity respectively less a discount of 10% towards liquidity.

ii. Non Convertible portion of Convertible debentures and the entire amount of convertible debentures where the terms of conversion are not

available, are valued as per the norms applicable for non-convertible debentures as per para E(II)

**ii) Unrated/ non investment grade Debt Securities:**

Investments in unrated / non investment grade debt securities are valued at a discount of 25 percent to face value while deep discount bonds are valued at a discount of 25 percent to carrying cost.

**III. Government Securities:**

Investment in Government securities are valued as on the valuation date at the prices released by CRISIL an agency notified by AMFI. For the securities whose prices are not provided by CRISIL the yield curve is used.

**IV. Unquoted warrants:**

Unquoted warrants are valued at the market rate of the underlying equity shares discounted for dividend element, if any, and reduced by the exercise price payable. In cases where the exercise price payable is higher than the value so derived, the value of warrants is taken as nil and where the exercise price is not available or the underlying equity is non traded/unlisted, such warrants are valued at cost.

**V. Rights entitlements:**

Rights entitlements for the shares are valued at the market price of the share, reduced by the exercise price payable, further discounted for dividend element, whenever applicable.

**VI. Money Market Instruments:**

Investments in Money Market Instruments are valued at cost plus accrued interest up to the valuation date.

**VII. Unquoted / thinly traded Preference shares:**

- i. In the absence of rating for Preference share, the ratings available for the debt instruments of a company is used for valuation.
- ii. Investment grade which are BBB – and above, are valued on Yield to Maturity (YTM) as per the rated given in CRISIL matrix / other rating agencies, with appropriate mark-up.
- iii. 'Unrated' and 'Below investment grade', preference shares are valued at a discount of 25% to the face value.
- iv. The cumulative convertible preference shares are valued as per the norms applicable for valuation of fully convertible debentures. If the details of conversion are not available, they are considered as ordinary preference shares and are valued accordingly.
- v. In case, dividend on preference is not received within 90 days, a discount of 15% is applied in the valuation. If the arrears continue for more than 1 year, the discount applied is 20%.
- vi. If the redemption value is not received within 90 days, 100% provision of the redemption receivable is made. If the redemption is in parts and proceeds are not received within 90 days, in addition to the provision for redemption receivable, the discount as given above is applied on the balance.
- vii. If there exists provision against a preference share and any other asset issued by the company is NPA such preference shares are valued at zero.

**F. Depreciation and Provision:****II. Depreciation in the value of investments:**

The aggregate value of investments as computed in accordance with norms above is compared to the aggregate cost of such investments and the resultant depreciation, if any is charged to revenue account. In case such aggregate value exceeds the aggregate cost or the aggregate value as at the end of the previous year,

the appreciation is credited to revenue account to the extent depreciation was previously adjusted.

### **III. Provisions for non performing asset: (NPA)**

- i. Provision is made in respect of outstanding interest income of the period prior to the date on which asset is classified as non-performing (NPA). An "asset" is classified as non-performing, if the interest and/or principal amount have not been received or remained outstanding for one quarter, i.e. 90 days or more from the day such income/ installment has fallen due. The interest and investment provision is made from the date the asset is classified as NPA.
- ii. Provision for NPA is charged to Revenue Account
- iii. Provision made as above is written back on receipt of dues, in phased manner.
- iv. Provision is made in respect of dividend, where it remains outstanding for more than 120 days from the ex-dividend date.

### **G. Inter scheme transactions (ISTs):**

- i. **Traded equity shares:** ISTs of traded securities are effected at the intra-day (spot price) as on the IST date and in its absence, at the latest closing market price available during the last 30 days.
- ii. **Non-traded/Thinly traded/unlisted equity shares:**

ISTs in respect of these securities in case of a maturing scheme (i.e., scheme maturing within a period of 45 days from the date of IST) are effected at the transfer price arrived at by the following methods:

  - a) If market quote is available in any recognised stock exchange for such equity, during a period of past 90 days as on IST date, the latest such market quote, discounted by 25% for illiquidity, is considered.

- b) Unquoted equity is valued at the fair value as per the methodology approved by the erstwhile Board of Trustees. The IST of unquoted equity is done at the fair value less discount of 50%.
- c) By calling for bids from other schemes and the IST is effected at the highest bid.
- d) If no scheme is willing to take, then the security is transferred to DRF at Re.0.01 per share.
- Transfer of these securities in case of a non-maturing scheme are effected at Re.0.01 to DRF per share.

iii. **Debentures/bonds:**

- a) ISTs of traded debentures and bonds are effected as per Policy E II (a).
- b) ISTs of thinly traded/non-traded debentures, bonds, term loans and transferable notes are effected as per Policy E II (b).
- c) Transfer of NPA securities to DRF are effected at Rs.1.00 per security.
- iv. ISTs of Government securities are effected as per policy E (III).
- v. Other investments- ISTs of other investments/assets are effected at the carrying cost of such investment.
- vi. Schemes borrowing funds, if any, internally pay interest at the approved rate.

**H. Custodian:**

Stock Holding Corporation of India (SHCIL) provides custodial services and their fees are accounted for on accrual basis.

**. Fixed Assets :**

Fixed Assets are stated at historical cost less accumulated depreciation, except in respect of land, buildings, premises and building improvements which are stated at revalued cost less accumulated depreciation. In the event of revaluation, the resultant surplus on revaluation is shown as revaluation reserve. Depreciation on the appreciated amount on account of revaluation is charged to Revaluation Reserve.