

Circular No.: NSDL/POLICY/2022/009

January 15, 2022

Subject: Mandatory updation of certain attributes of KYC of clients

Attention of Participants is invited to NSDL Circular No. NSDL/POLICY/2021/0036 dated April 07, 2021 regarding mandatory updation of certain attributes of KYC of clients wherein at point no 6 (b) it was mentioned that *"In respect of all existing accounts, Participants must verify that all 6-KYC attributes are updated and wherever required, necessary communication is sent to their clients, to update the same on or before May 31, 2021"*.

Participants were intimated vide Circular No. NSDL/POLICY/2021/0132 dated December 31, 2021 regarding decision to extend the timeline for existing clients to March 31, 2022.

In this context, Participants are requested to display the advisory (copy enclosed) on their respective websites to create awareness about the updation of Mandatory 6 KYC attributes viz. Name, address, PAN, Valid mobile number, Valid email ID and Income Range.

The advisory is also displayed on the Depository website at following link:
<https://nsdl.co.in/downloadables/pdf/Advisory%20%E2%80%93%20KYC%20Compliance.pdf>

Participants are once again advised to take all possible measures so that the client accounts are compliant before the above mentioned timeline.

For and on behalf of

National Securities Depository Limited

**Gayak Jalan
Manager**

Enclosed : One

FORTHCOMING COMPLIANCE

Particulars	Deadline	Manner of sending	Reference
Investor Grievance Report (Monthly)	By 10th of the following month.	Through e-PASS	Circular No. NSDL/POLICY/2015/0096 dated October 29, 2015
Networth Certificate and Audited Financial Statements for the FY 2020-21	January 15th, 2022	By hard copy to Inspection Department	1. Circular No. NSDL/PI/98/414 dated September 1, 1998 2. Circular No. NSDL/POLICY/2021/0104 dated October 08, 2021
Compliance Certificate (July - December)	January 31, 2022	Through e-PASS	Circular No. NSDL/POLICY/2020/0152 dated November 19, 2020.
Artificial Intelligence /Machine Learning Reporting Form (if offering or using such technologies as defined) - (Quarterly)	By 15th of the following month.	Through e-PASS	1. Circular No. NSDL/POLICY/2019/0016 dated March 27, 2019 2. Circular No. NSDL/POLICY/2021/0102 dated October 04, 2021
Cyber Security & Cyber Resilience framework of Depository Participants - (Quarterly)	By 15th of the following month	Through e-PASS	1. Circular No. NSDL/POLICY/2019/0076 dated November 13, 2019. 2. Circular no. NSDL/POLICY/2020/0069 dated May 15, 2020.
Reporting of status of the alerts generated by Participants- (Quarterly)	By 15th of the following month	Through e-PASS	1. NSDL/POLICY/2021/0072 dated July 15, 2021 2. NSDL/POLICY/2022/001 dated January 03, 2022

Advisory – KYC Compliance

- All investors are requested to take note that 6 KYC attributes i.e. Name, PAN, Address, Mobile Number, Email id and Income Range have been made mandatory. Investors availing custodian services will be additionally required to update the custodian details.
- Investors may contact their respective stockbrokers / depository participants for updation of details in their trading / demat account.
- The last date to update KYC is **March 31, 2022**.
- Thereafter non-compliant trading accounts will be blocked for trading by the Exchange.
- The non-compliant demat accounts will be frozen for debits by Depository Participant or Depository.
- On submission of the necessary information to the stockbroker and updation of the same by the stockbroker in the Exchange systems and approval by the Exchange, the blocked trading accounts shall be unblocked by the Exchange on T+1 trading day.
- The demat account shall be unfrozen once the investor submits the deficient KYC details and the same is captured by the depository participant in the depository system.
- To ensure smooth settlement, investors are requested to ensure that both the trading and demat accounts are compliant with respect to the KYC requirement.
- Investors are hereby requested to comply with the regulatory guidelines issued by Exchanges and Depositories from time to time with regard to KYC compliance and related requirements.