National Securities Depository Ltd.

Participant Interface
Circular

Circular No.: NSDL/POLICY/2012/0101 Date: September 26, 2012

Sub: Operational Guidelines for Basic Services Demat Account (BSDA):

Attention of Participants is invited to SEBI Circular No. CIR/MRD/DP/22/2012 dated August 27, 2012 (*Ref.: Circular No. NSDL/POLICY/2012/0086 dated August 28, 2012*) regarding facility for Basic Services Demat Account (BSDA). In this context, Participants are advised to take note of the following:

1. As per point no. (3) of the aforementioned SEBI circular, the Participant shall give option to open BSDA / convert existing account into BSDA to eligible individuals. For this purpose, an illustrative format of the request to be given by the individual / existing Client to the Participant is enclosed as **Annexure**. If Participant wishes to incorporate such an option in Account Opening Form (AOF), it may do so [*Ref.: Point no. (1) of NSDL Circular No. NSDL/POLICY/2011/0103 dated December 5, 2011*].

2. After conversion of regular account into BSDA and vice-versa, the Participant should send a communication (*letter / email / Client Master Report generated from the DPM System or its back office or any other mode which the Participant may deem fit*) to such Client informing about the changes effected in the account of the Client.

3. At the time of opening BSDA/ converting existing account into BSDA, the Participant must provide to the Client the charges which will be applicable for the regular account in case the BSDA is converted into a regular account subsequently.

4. Comply with all the requirements of SEBI Circular No. CIR/MRD/DP/22/2012 dated August 27, 2012.

For and on behalf of
National Securities Depository Limited

Samar Banwat
Senior Vice President

Encl: a/a

FORTHCOMING COMPLIANCE				
Sr. No.	**Particulars**	**Deadline**	**Manner of sending**	**Reference**
1	Investor Grievance Report (Monthly)	By 10th of the following month.	By email at dp_igreport@nsdl.co.in. Alternatively, by hard copy to the Investor Relationship Cell.	Circular No. NSDL/PI/98/500 dated October 6, 1998 and Circular No. NSDL/PI/2004/1688 dated September 16, 2004.
2	Networth Certificate and Audited Financial Statements.	September 30th every year.	By hard copy to Participant Interface Department.	Circular No. NSDL/PI/98/414 dated September 1, 1998.

Signature Not Verified

Digitally signed by BANWAT SAMAR
Date: 2012.09.26 12:29:30 +05:30
Reason: Authentication
Location: NSDL, Mumbai