

Circular No.: NSDL/POLICY/2014/0080

Date: July 4, 2014

**Subject: Delivery Instruction Slip (DIS) Issuance and Processing.**

All Participants are hereby informed that SEBI has vide its Circular No. CIR/MRD/DP/ 22 /2014 dated July 4, 2014 issued following clarification with respect to SEBI Circular No. CIR/MIRSD/01/2014 dated January 7, 2014 (Ref. Circular No.: NSDL/POLICY/2014/0004 dated January 8, 2014) regarding standardization of DIS, Monitoring of DIS and Scanning of DIS:

1. *In light of the difficulties expressed by the depositories and the depository participants (DPs) and considering their request, it has been decided to make the circular effective from October 01, 2014.*
2. *Further, with regard to the provision under para 14 that DPs shall not accept old DIS for execution from a Beneficial Owner (BO) who has been issued new DIS, it is clarified that a period of one month may be given for receipt of DIS by the BOs. The DPs may accept old DIS during this transit period. Further, while issuing new DIS the DPs shall intimate the BO that old DIS cannot be used after the new DIS is received.*

Copy of the SEBI circular dated July 4, 2014 is enclosed for information and compliance.

For and on behalf of  
**National Securities Depository Limited**

**Samar Banwat**  
**Senior Vice President**

Enclosed: One

| FORTHCOMING COMPLIANCE                  |   |   |  |
|---|---|---|--|
| Particulars                             | Deadline                                    | Manner of sending   | Reference  |
| Investor Grievance Report (Monthly)     | By 10 <sup>th</sup> of the following month. | By email at <a href="mailto:dp_igreport@nsdl.co.in">dp_igreport@nsdl.co.in</a><br>Alternatively, by hard copy to the Investor Relationship Cell.  | 1. Circular No. NSDL/PI/98/500 dated October 6, 1998.<br>2. Circular No. NSDL/PI/2004/1688 dated September 16, 2004.         |
| Compliance Certificate (January - June) | July 31 <sup>st</sup> every year            | Digitally signed compliance certificate by email at <a href="mailto:nsdl-bp-inspection@nsdl.co.in">nsdl-bp-inspection@nsdl.co.in</a><br>Alternatively, by hard copy to Inspection Department. | 1. Circular No. NSDL/ POLICY/2006/0023 dated July 6, 2006.<br>2. Circular No. NSDL/POLICY/2010/0017 dated February 22, 2010. |