Circular No.: NSDL/POLICY/2015/0090 Date: October 9, 2015

Subject: Statement of Account through Electronic Mode and registration of email ID.

Attention of all Participants is invited to Circular No. NSDL/POLICY/2008/0036 dated May 21, 2008 and Business Rules 14.3.2, 14.3.3 and 14.3.4 regarding sending statement of account in electronic mode. All Participants are hereby informed that procedure for providing statement of account in electronic mode is revised and the same is given below:

1) Obtain a written or electronic request from Client. The electronic request can be obtained in any of the following modes provided controls as mentioned at Annexure A are implemented:
   a. Through registered email ID
   b. Through website of Participant
   c. Through IVRS system by using tele-pin
   d. Through ATM in case of Bank Participants

2) Inform Client about the following:
   a. Client must ensure the confidentiality of the password of email account.
   b. Client must promptly inform the Participant if the email address has changed.
   c. Client may opt to terminate this facility by giving 10 days prior notice. Similarly, Participant may also terminate this facility by giving 10 days prior notice.

Participants are hereby informed that NSDL has developed a new facility on NSDL CAS microsite (https://nsdlcas.nsdl.com/) whereby Clients can submit their requests to receive statement of account in electronic mode (i.e. eCAS) and also able to provide its email ID for the same.

Further, the NSDL CAS microsite facility will be enhanced by November 30, 2015 so that the updated email ID and the request to receive statement of account in electronic mode which is recorded on NSDL CAS microsite will be updated directly in the demat account of the Client. Participants will be informed about the procedure to update their back-office system with the new email ID and flag to receive statement of account in electronic mode subsequently.

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 10th of the following month.	By email at dp_igreport@nsdl.co.in. Alternatively, by hard copy to the Investor Relationship Cell.	1. Circular No. NSDL/PI/98/500 dated October 6, 1998. 2. Circular No. NSDL/PI/2004/1688 dated September 16, 2004.
Internal/ Concurrent Audit Report (April - September)	November 15th every year	Digitally signed report by email at nsdl-bp-inspection@nsdl.co.in. Alternatively, by hard copy to Inspection Department.	Circular No.: NSDL/POLICY/2015/0087 dated October 1, 2015 and Circular No. NSDL/POLICY/2010/0017 dated February 22, 2010..

Digitally signed by
Name : Samar Banwat
Date : 10/9/2015 5:55:09 PM
Reason : Authentication