Circular No.: NSDL/POLICY/2017/0058 Date: October 6, 2017

Subject: Changes in reason code for DIS Image Validation System (DIVS).

Attention of Participants is invited to Circular No: NSDL/POLICY/2014/0085 dated August 5, 2014 regarding scanning of Delivery Instruction Slip (DIS) containing the operating guidelines in respect of scanning of DIS, signing and posting of DIS images and tamper proof storage of DIS images.

In the aforesaid circular, it has been advised that Participants must digitally sign the scanned image of the DIS and post the same to DIVS for validation and affixing of digital signature by NSDL. In this context, Participants are currently permitted to replace the old image of a DIS with a new DIS image under certain exceptional circumstances and for which the Participants are required to specify the replacement reasons, as given below:

Replacement Reason Code	Replacement Reason
01	Wrong mapping of DIS image
02	Change in DIS based on the audit observation
03	Change in DIS based on the inspection observation
04	For FAX instruction original DIS is received
05	Scanned image not legible
99	Others

In this regard, Participants are hereby informed that a review of the process was carried out. Based on the review, the replacement reason codes are modified, as given below in track change mode:

Replacement Reason Code	Replacement Reason
01	Wrong mapping of DIS image
02	Change in DIS based on the audit observation
03	Change in DIS based on the inspection observation
04	For FAX instruction original DIS is received
05	Scanned image not legible
06	**Change in DIS based on Participant's internal review**
~~99~~	~~Others~~

As can be seen from above, a new reason code “06 – Change in DIS based on Participant’s internal review” is added and the reason code “99 – Others” is removed.

Accordingly, the necessary changes in the input (.in) & output (.out) file in track change mode for upload of replacement of original DIS image in DIVS is enclosed at **Annexure I**. Participants are advised to make necessary changes in their back office system with revised reason codes which will be made applicable in the **DPM System Version release 6.6** scheduled on **October 7, 2017**.

For any information / clarifications, Participants are requested to contact NSDL Help Desk at (022)-2499 4600 or email at helpdesk@nsdl.co.in

Participants are requested to take note of the above and ensure compliance.

For and on behalf of
National Securities Depository Limited

Ravindra Sahu
Senior 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.	October 31st for financial year 2016-17.	By hard copy to Participant Interface Department.	1. Circular No. NSDL/PI/98/414 dated September 1, 1998. 2. Circular No. NSDL/POLICY/2017/0055 dated September 25, 2017
Risk based supervision of Participants	October 23, 2017	Through e-PASS	Circular No. NSDL/POLICY/2017/0020 dated March 31, 2017
Internal/ Concurrent Audit Report (April - September)	November 15th every year	Through e-PASS	Circular No. NSDL/POLICY/2017/0041 dated July 5, 2017

Digitally signed by
Name : Ravindra Sahu
Date : 10/6/2017 4:08:42 PM
Reason : Authentication