Circular No.: NSDL/POLICY/2019/0066 October 1, 2019

Subject: Capturing relationship details in respect of off-market transfers executed with reason code 89 - 'Transfer between specified family members'.

Attention of Participants is invited to NSDL Circular no. NSDL/POLICY/2019/0053 dated August 14, 2019 regarding change in off-market transfer reason codes. In aforesaid circular, Participants were informed about the incorporation of new reason code i.e. '**89** – Transfer between specified family members'. It was also informed to Participants that requisite system changes to enable capturing the "Relation" shall be notified subsequently. In this regard, the DPM system will be enhanced to enable Participants to use the following relation codes while transferring securities between following specified family members:

Relation Code	Relation Description
01	Spouse
02	Father (including step-father)
03	Mother (including step-mother)
04	Son (including step-son)
05	Son's wife
06	Daughter
07	Daughter's husband
08	Brother (including step-brother)
09	Sister (including step-sister)
10	Members of same HUF

In this context, Participants are requested to take note of the following:

1) Participants are advised to obtain the "relation" between the transferor and transferee and keep the same on record, if the instruction(s) is for off-market transfer with reason code - **89**.

2) In case of the off-market instruction executed with reason code - **89** through Account Transfer / Inter Depository Transfer (IDT) screen of eDPM system, the system will prompt the user to mandatorily select the relationship from the newly incorporated drop down option under the field 'Remark/Purpose'.

3) In respect of file upload for Account Transfer and IDT with reason code - **89**, Participants are required to use Remark/Purpose field (*which will be mandatory for reason code 89*) to capture the relationship code i.e. "01" to "10" given in the aforesaid table against the Relationship Description. The instruction will be rejected, if invalid combination of reason code and relationship code is entered.

4) The details of the relationship code will also be reflected in the 'Remark/Purpose' field of the Changed Orders for the Day (COD) download file. The said details will be reflected in the last two characters of the existing 'Remark/Purpose' field of 22 characters.

The aforesaid enhancements in the DPM system will be made available at EOD of **October 1, 2019**.

For and on behalf of
National Securities Depository Limited

Chirag Shah
Senior Manager

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
Artificial Intelligence I/Machine Learning Reporting Form (if offering or using such technologies as defined) - (Quarterly)	By 15th of the following month.	By email at Participant-Interface@nsdl.co.in	Circular No. NSDL/POLICY/2019/0016 dated March 27, 2019
Cyber Security & Cyber Resilience framework of Depository Participants - (Quarterly)	By 15th of the following month.	By email at dpinfosec@nsdl.co.in	Circular No. NSDL/POLICY/2019/0039 dated July 9, 2019.
Networth Certificate and Audited Financial Statements (Yearly)	October 31st for financial year 2018-19.	By hard copy to Participant Interface Department.	1. Circular No. NSDL/PI/98/414 dated September 1, 1998. 2. Circular No. NSDL/POLICY/2019/0065 dated October 1, 2019
Risk Assessment Template (April - September)	October 31st, every year	Through e-PASS	Circular No. NSDL/POLICY/2018/0050 dated September 25, 2018
Internal/ Concurrent Audit Report (April - September)	November 15th every year	Through e-PASS	Circular No. NSDL/POLICY/2019/0063 dated September 25, 2019

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