

PART B
DETAILED CONSOLIDATED CIRCULAR

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ITEM 1: PARTICIPANT ELIGIBILITY

All clearing members of NSE Clearing Limited (NCL) including Banks and Custodians, hereinafter referred to as ‘Participant’, are eligible to participate in Securities Lending and Borrowing Scheme (SLBS). In order to become eligible to participate in SLBS, clearing members have to register as participants in SLBS.

For this purpose, the eligible persons are required to follow the registration procedure as specified by NCL. The format of agreement to be executed between Participant and NCL is enclosed in **Part C (1)**

Participants desirous of lending or borrowing securities can do so either on their own account or on behalf of their clients. Prior to undertaking lending or borrowing of securities on account of clients, the Participant shall mandatorily share the rights and obligation document for SLB as provided in **Part C (2)** with each client. The ‘Rights and obligation document for Securities lending and Borrowing scheme’ shall be attached as addendum to Annexure IV-‘Rights and Obligation document’ of uniform documentation specified in NSE circular no. NSE/INSP/18677 dated August 22, 2011.

The Participant shall apply to NCL for allotment of a unique client ID for each client who desires to participate in SLBS.

1.1 Procedure for Participant registration

Following is required to be registered as a Participant -

- i. Application in writing to NCL on letter head of the clearing member
- ii. Agreement with NCL as specified above.
- iii. Minimum deposit of Rs. 10 lakhs to be given as demand draft favouring NSE Clearing Ltd.
- iv. Fulfill such other conditions as may be prescribed by NCL
- v. Open an account with CDSL for SLBS settlement. Acknowledged copy of the undertaking letter (as per Format in **Part C (3)**) addressed to CDSL to be provided to NCL.

1.2 Circumstances under which person shall cease to be Participant

A person shall cease to be a Participant, if one or more apply:

1. by resignation
2. by death
3. by surrender of membership of NSE /NCL
4. by expulsion in accordance with the provisions contained in the Byelaws, Rules and Regulations of the Stock Exchange and / or Clearing Corporation of which it is a member



5. by being declared a defaulter in accordance with the provisions contained in the Byelaws, Rules and Regulations of the of the Stock Exchange and / or Clearing Corporation of which it is a member
6. by dissolution in case of partnership firm
7. by winding up or dissolution of such company in case of a limited company



ITEM 2: UNIQUE CLIENT ID

2.1 Unique Client ID

Participants desirous of lending or borrowing securities can do so either on their own account or on behalf of their clients. The participant shall request for allotment of Unique Client IDs for client's as per following procedure.

2.2 Procedure for allotment of Unique Client ID

As required under the Securities Lending and Borrowing scheme of SEBI, Unique IDs are allotted to all clients who have registered with a Participant who in turn has registered with NCL for the purpose.

It is mandatory for the Participants to use the Unique Ids while placing orders on behalf of their clients under SLBS.

In order to facilitate allotment of Unique IDs, the following electronic application process has been put in place:

1. Participants who have entered into an agreement with the NCL as required under the scheme will only be allowed to electronically apply for Unique IDs for the clients.
2. Participants can apply for Unique IDs for any of their clients only after completing KYC formalities.
3. Participants shall not enter orders on behalf of their clients under the SLBS unless they have obtained Unique ID.
4. Participants are required to login on UCI Online using the following url: <https://www.connect2nse.com/MemberPortal/>. Participant can create user id for UCI login, using Member Portal. The Admin id and password for Member Portal will be provided by membership.
5. Participants are required to select the SLB segment on successful login to UCI Online to upload client code details for the SLB segment. The client code details can be uploaded through Insert or Upload details on UCI Online.
6. Structure for the file to be uploaded is provided in Annexure D in the User Manual available on UCI Online in the "Help" menu.
7. Subsequently, a file containing Unique IDs allotted by NCL for all successful records shall be provided on the following path UCI Online>Download>Unique ID for SLB
8. For all clients, Participants are required to collect, verify PAN details before applying for Unique IDs.



9. In addition, for all institutional clients (that is FIIs, Mutual Funds, Domestic Financial Institutions, Banks, Insurance Companies etc), Participants also have to provide Unique Client Code (UCC) allotted by NCL/BSE, along with PAN.
10. Institutional clients who do not have Unique Client Code (UCC) allotted by NCL/BSE may be advised to immediately approach NCL/BSE through their custodian for the same.

2.3 Mandatory use of Unique Client ID

It is mandatory for the participants to use the Unique Ids while placing orders on behalf of their clients under SLBS

2.4 Client code Modification Facility

A facility of client code modification to facilitate the correction of client code is being made available. Participants, who desire to correct the client codes and/or CP Codes shall upload file as given in **Part C (4)**

The file shall be uploaded up to 5:15 pm on trade day or as per cut off time stipulated by NCL from time to time. Client code/CP Code modification shall be done for each transaction at order level. The facility shall not be applicable for modification of client codes/CP code of Repay, Recall, Rollover transactions. Further the facility cannot be used to modify any proprietary transactions. It may be noted that the said facility has been provided to allow modifications of client code only to rectify a genuine error in entry of client code at the time of placing/modifying the related order. NCL may take disciplinary action for client code modification as may be decided from time to time. Participants are required to take adequate precautions while placing the orders.

Notwithstanding the above, an exceptional charge shall be levied on the use of client code modification facility. The said charge shall be levied on a monthly basis on all client code modifications of non- institutional trades.

a' as % of 'b'	Penalty as % of 'a'
≤ 5	1
> 5	2

Where,

a = Value (Lending Fee) of non-institutional trades where client codes have been modified by a trading member in SLB scheme during a month.

b = Value (Lending Fee) of non-institutional trades of the trading member in the SLB Scheme during the month.

The exceptional charges collected from a Participant for a month shall be subject to minimum of Rs.500 per month



ITEM 3: ELIGIBLE SECURITIES

Securities lending and borrowing is permitted in dematerialized form only. Following securities are presently allowed for transactions in SLBS.

1. Securities available for trading in F&O segment of NSE
2. Index based ETF that has traded on at least 80% of the days over the past 6 months and its impact cost over the past 6 months is less than or equal to 1%.
3. Scrips that fulfill the following criteria:
 - a) Scrip classified as 'Group I security' as per SEBI circular MRD/DoP/SE/Cir-07/2005 dated February 23, 2005;
AND
 - b) Market Wide Position Limit (MWPL) of the scrip, as defined at para 12 (a) of Annexure 2 of the MRD/DoP/SE/Dep/Cir-14/2007 dated December 20, 2007, shall not be less than Rs.100 crores;
AND
 - c) Average monthly trading turnover in the scrip in the Cash Market shall not be less than Rs.100 crores in the previous six months.

NCL announces the list of securities eligible under SLBS from time to time. Currently list of eligible securities is reviewed on monthly basis.



ITEM 4: ORDER MATCHING PLATFORM

NCL provides an automated, screen based, order matching platform to the participant to execute lending and borrowing transactions. The Participant is allowed to put Borrow/Lend/Recall/Repay orders.

Details of the order matching platform being provided for SLBS transactions are enclosed as in **Part C (5)**.

ITEM 5: CLEARING DAYS AND SCHEDULED TIME

5.1 Tenure of SLBS transactions

The tenure of lending and borrowing is up to a maximum period of 12 months. Currently, the transactions are based on fixed monthly tenures with specified reverse leg settlement dates and the tenure ranging from 1 month up to 12 months. The reverse leg settlement date is the first Thursday of the respective month or such other day as specified by NCL from time to time. If the first Thursday is not a working day then the reverse leg settlement shall happen on the next working day. Accordingly the return of securities by borrower shall be scheduled on the respective reverse leg settlement date. The respective series shall be available for SLBS transactions upto 3 working days prior to the corresponding reverse leg settlement date. The reverse leg settlement dates and the available tenures shall be announced by NCL from time to time.

Rollover contracts in SLBS: Refer Item 13 for Rollover Contracts

5.2 Lending and Borrowing Calendar

The settlement calendar with respect to SLBS for a lending and borrowing transaction is mentioned below:

Activities	Timings/ schedules
Transaction (T) Day	
SLBS transaction session	9:15am – 5:00 pm
CP code modification	5:15 pm
Custodial confirmation	6:00 pm
Final obligation to Participants/ Custodians	7:00 pm
T+1 day	
Pay-in of securities/funds first leg (Settlement Type L)	9:30 am
Pay- out of securities/funds first leg	11:30 am
Reverse leg Settlement day	
Pay-in of securities of reverse leg (Settlement Type P)	9:30 am
Pay-out of securities/funds of reverse leg	11:30 am
Buy-in auction for failure of borrower to return securities	2:00 pm
Auction obligation download	4:30 pm
Reverse leg Settlement day + 1 day	
Pay-in of securities for auction settlement (Settlement Type Q)	9:30 am
Pay-out of securities/funds for auction settlement	11:30 am



ITEM 6: CLEARING AND SETTLEMENT

6.1 Transactions cleared and settled by Custodians

Custodians wishing to provide clearing and settlement of SLBS transactions are required to provide a minimum interest free deposit of Rs. 10 lakhs to NCL. The deposit shall be by way of a demand draft payable at Mumbai, favouring NSE Clearing Ltd.

Custodians are required to maintain accounts with both depositories i.e NSDL and CDSL. The pool account currently used by Custodians in NSDL for effecting securities pay-in and pay-out in the Capital Market segment is used for settlement under SLBS. In case of CDSL the custodian is required to open an account with CDSL for SLB settlement. Acknowledged copy of the undertaking letter addressed to CDSL as specified in **Part C (3)** shall be provided to NCL.

The Custodians are required to take Custodial Participant (CP) codes for those clients whose SLBS transactions they would like to clear and settle. Custodians shall log in to NSCCL –MASS application by using their existing log-in details for mapping of CP Codes.

The CP codes mapped shall be activated with effect from the next trading day. The Custodians shall continue to perform KYC of the clients and maintain necessary documentation of client for whom CP code is activated. The facility to deactivate CP code is also provided through NSCCL –MASS. Acceptance of deactivation request shall be subject to approval by NCL.

In case of Custodial Participant wish to shift from one Custodian to another Custodian, application shall be made to NCL by both Custodian as per request letter provided in **Part C (6)**. NCL shall allot a CP code and intimate the same to the Custodian.

Where participants have input transactions for clients which shall be cleared and settled by Custodians the same shall be indicated by a CP code. Custodians are required to confirm transactions of their clients by the specified time on the lending/ borrowing day.

The client transactions shall be confirmed on the basis of the CP code enabled for SLBS. Margins and other levies shall become applicable to the Custodians on confirmation of the transactions by the Custodians.

The custodians shall be required to adhere to the specified procedures for clearing and settlement as specified by NCL from time to time and shall be bound by the NCL rules, regulations, byelaws as amended from time to time.

6.2 CP code modification

CP code modification shall be allowed through file upload till 5.15 pm on the transaction date (T day) or as per the timing stipulated by NCL from time to time. The details of file



to be uploaded including structure of the file for purpose of CP code modification are enclosed in **Part C (4)**.

6.3 Clearing

NCL shall compute obligations based on the transactions executed on the order matching platform. All obligations shall be on a gross basis i.e there shall be no netting of transactions. Transactions under SLBS segment shall be identified based on different settlement types as intimated by NCL for the first leg and reverse leg settlements.

6.4 Auto Delivery

A facility has been provided to Participants/ Custodians wherein the securities made available in the pool account shall be automatically utilized towards the pay-in delivery obligations. The facility shall be provided only to those Participants/ Custodians who have requested for the said facility. Participants/ Custodians desirous of availing this facility shall send a letter to NCL in the format provided in **Part C (7)**.

6.5 Settlement

6.5.1 First leg

The first leg of the transactions across all series including early recall/repay transactions shall be settled on T+1 day on a gross basis. The obligation for a borrow transaction and an early recall transaction shall be the lending fee. The obligation for a lend transactions and an early repay transaction shall be the securities agreed to lend/relend. In case of early repay transactions, the securities transferred by the Participants/ Custodian in NCL repayment account shall be automatically utilized towards pay-in of the respective transaction on T+1 day.

In case of early recall/ repay transaction, the existing position for which early recall/repay transaction has been executed shall cease to exist on successful completion of the first leg settlement of the transaction.

6.5.2 Reverse leg

The reverse leg settlement shall be conducted on the reverse leg settlement date of the respective series. Participants/ Custodians who have a borrow position shall return the securities on the reverse leg settlement date as specified by NCL for the respective series. In case of early pay-in of securities in reverse leg in the NCL repayment account which have not being further lent, the securities shall be automatically utilized towards pay-in on the respective reverse leg settlement date.

6.5.3 Funds Settlement

The pay-in and pay-out of funds shall be through the designated bank accounts of the Participants/ Custodian. For this purpose the existing bank account currently used by Participant for settlement of funds in the Capital Market segment shall be the designated bank account for giving effect to funds debits/credits under SLBS.

6.5.4 Securities Settlement

Participants/ Custodians shall be required to maintain accounts with both depositories i.e NSDL and CDSL. The pool account currently used by Participants/ Custodians in NSDL for effecting securities pay-in and pay-out in the Capital Market segment shall be used for settlement under SLBS.

In case of CDSL, Participants/ Custodians shall require to open a separate settlement account for effecting securities pay-in and pay-out under SLBS.

6.5.5 Client direct payout facility:

The facility of crediting the payout of securities directly to clients account shall be made available to the Participants/ Custodians. In order to avail of this facility, Participants/ Custodians are required to provide a file in the specified format containing details of the beneficiary accounts to which direct credit is to be given. The format for the file to be uploaded is provided in **Part C (8)**.

6.5.6 Preferred Depository:

The “Facility of directing the pay-out to Preferred Depository” shall be made available to the Participants/Custodians for first leg and reverse leg settlement. Under this facility, all the Participants/Custodians can specify the pool account in either of the depositories viz. NSDL or CDSL wherein they want the pay out to be done.

Participants/Custodians are requested to take note of the following:

- The securities pay-out shall be after giving effect to any client direct payout instructions which may have been provided by Participants/Custodians for the respective security for the respective settlement.
- In the event of a failure of a client pay-out instruction at the depository, the pay-out shall be effected to the respective depository pool account.



- Participants/Custodians shall ensure that they get their account details updated in case of shifting /change of account etc. to ensure that the pay-out happens to the preferred depository pool account.
- Participants/Custodians may avail the said facility by providing details in the form of a letter as enclosed in **Part C (9)**. Also, the same letter has to be provided in case of closure of the said preferred depository pool account.
- Participants/Custodians may take note that they shall continue to maintain pool accounts in both the depositories viz., NSDL and CDSL.

ITEM 7: PROCEDURE FOR RECALL AND REPAY OF SECURITIES

Participants/ Custodians shall take note of the following with regards to recall/repay requests

- i. Participants can enter recall/repay requests only if they have existing reverse leg positions i.e. only after successful completion of the first leg settlement of the original SLBS transaction. The request can also be made for partial quantity.
- ii. Participants can enter recall/repay requests till three working days prior to the reverse leg settlement date of the respective SLBS transaction or as per the timelines specified by NCL.
- iii. In case of repay, the participant/ custodian shall first transfer the securities in NCL repayment account with NSDL and provide details of client specific allocation of the early pay-in of securities. Participant can enter repay request on trading system, after successful allocation of early pay-in of securities to specific clients as per allocation details provided. The procedure for transfer of securities into NCL repayment account (early pay-in of securities for reverse leg) is provided in **Part C (10)**.
- iv. The lending fee for recall/repay requests shall be at market determined rates. Therefore participants shall quote the lending fee per share that they wish to forego/accept for the balance tenure of lending/borrowing at the time of entering recall/repay requests.
- v. Custodial transactions in case of recall shall be confirmed by the custodian as per the existing procedure. In case of repay, the custodial transaction shall be automatically confirmed. Custodial participant code modification shall not be allowed in case of recall/repay transactions.
- vi. The orders shall only be entered for the eligible securities list for recall/ repay. The eligible securities for recall/repay shall be announced along with the existing eligible securities list for SLBS.
- vii. Recall/ Repay requests shall not be permitted during the shutdown period for corporate actions. The period of corporate action shall be announced by NCL from time to time.
- viii. Repay/ Recall requests shall be facilitated on a best effort basis. In case of EPI of securities in Reverse Leg, if the repay request is not successful till the reverse leg date, the borrower shall have to forego the lending fee for the balance period. If the participant does not wish to further lend the securities and only wants the benefit towards margins, the participant/ Custodian shall transfer the securities in the NCL repayment account as per procedure specified above.

ITEM 8: ACTION ON SHORTAGES

8.1 Securities pay-in shortages by the lender in first leg settlement

In case of lender fails to deliver the security the transaction shall be closed out at a price which shall be higher of:

- 25% of closing price of the security on T+1 day (closing price for the security in the capital market segment of NSEIL), or
- (Maximum trade price of the security in the capital market segment of NSEIL from T to T+1 day) - (T+1 day closing price of the security in capital market segment of NSEIL)

8.2 Securities pay-in shortage by the borrower in reverse leg settlement

Failure to deliver securities shall result in a buy-in auction on the reverse leg settlement day. The auction settlement for the same shall be conducted on Auction + 1 day.

In case of no-offer in buy-in auction/failure to deliver in auction settlement the transaction shall be closed out at a price which shall be higher of

- Maximum trade price in the capital market segment of NSEIL from (reverse leg settlement day – 1 day) to reverse leg settlement day, or
- 25% above the closing price of the security in the capital market segment on the reverse leg settlement day.

A report shall be downloaded to participants and custodians in case of security shortage in first leg and reverse leg settlement. The Format of the report is provided in Part D.

8.3 Fund Shortages

In the event of funds shortage by the borrower, the SLBS transactions shall be cancelled, or such other action as may be decided by NCL. Accordingly, securities shall be returned to the lenders along-with lending fees.

Actions in case of funds shortages shall also be applicable to recall/repay transactions.

8.4 Close out for rejection/ non-confirmation of rollover transaction by Custodian

Refer item 13.5 for Close out for rejection/ non-confirmation of rollover transaction by Custodian

8.5 Fines and Penalties

In all cases of shortages, NCL may initiate various actions including withdrawal of access to the order matching platform, withhold of the securities/funds pay-out due to the Participant or any other action as may be intimated by NCL from time to time.

NCL shall impose fines and penalties on the Participants for defaults in delivery / return of securities, or payment of fund obligations or payment of margin or violation of unique client code or any other reason as may be specified by NCL from time to time.



8.6 Shortage reporting

Participants shall be required to upload details of securities pay-in/pay-out shortages on a daily basis to NCL. The detailed procedure and file format for the same has been specified in **Part C (11)** –‘Format of uploading securities pay-in / pay-out shortages’

ITEM 9: LIQUID ASSETS

A Participants/ Custodian, may deposit liquid assets in the form of cash, bank guarantees, fixed deposit receipts and any other form of collateral as may be prescribed from time to time.

9.1 Collaterals by the participants/custodians

Participants may provide collateral in form of:

- i) Cash
- ii) Fixed Deposit Receipts (FDRs) issued by approved Banks as per list provided in **Part C (12)**.
- iii) Bank Guarantee in favour of NSE Clearing Ltd. from approved banks as per list provided in **Part C (13)**.
- iv) Government of India Securities/T-Bills as per list specified by NCL.
- v) Equity shares of companies and units of Exchange Traded funds in demat form approved custodians **Part C (14)**, as per list provided by NCL or pledged in favour of NSE Clearing Ltd from any any other Depository Participant of NSDL or CDSL
- vi) Open ended Mutual Funds Units in demat form deposited with approved custodians, as per list provided by NCL or pledged in favour of NSE Clearing Ltd from any other Depository Participant of NSDL or CDSL

9.2 Guidelines for Submission of Collaterals

9.2.1 Cash

Participants/ Custodians may submit deposit in the form of cash by making the required amount available in their respective clearing bank account and sending an authorization to NCL for debiting the said amount from their clearing account. The same shall be provided through a web based facility called Collateral Interface for Members (CIM) which enables the Participant/ custodians to log in through internet. Participant/ custodians shall log in through specific user-ids and passwords into CIM. To obtain a Login User ID, Participant/ custodians are required to send their request to NCL in the format provided in **Part C (15)**.

The benefit of such cash deposit requests shall be subject to receipt of bank confirmation with the correct details from the respective clearing bank by NCL. A participant who has authorised NCL to debit his clearing account as above shall ensure due performance of the commitment. Non-fulfillment of such obligation will be treated as a violation and/ or non-performance of obligations and shall attract consequences, penalty and/ or penal charges as specified by NCL from time to time.

9.2.2 Fixed Deposit Receipt

NSE Clearing Limited (Formerly known as National Securities Clearing Corporation Limited) | Exchange Plaza, C-1, Block G, Bandra Kurla Complex, Bandra (E), Mumbai – 400 051, India | +91 22 26598100 | www.nscclindia.com | CIN U67120MH1995PLC092283

9.2.2.1 Submission of Fixed Deposit

Participants may furnish deposits in the form of FDR as mentioned above, subject to inter-alia, the compliance of the following:

- i. The FDR shall be issued in favour of "NCL A/c Participant/ Custodian name" and shall be deposited with NCL.
- ii. Participants are required to issue a letter to NCL agreeing that NCL has an irrevocable authority to encash the FDR and to withdraw the FDR amount (including accrued interest) at any time, even prior to maturity of FDR without notice to the Participant/ Custodian, for recovery/adjustment of its dues. The format of the letter is given in **Part C (16)**.
- iii. Participant/ Custodians are required to submit a letter from the bank issuing the FDR to NCL in the format given in **Part C (17)**.
- iv. The minimum value of FDR that may be accepted shall be Rs.1 lakh. The FDR shall have a validity period of minimum 3 months.
- v. The FDR shall be payable at any of the branches of approved banks situated in cities of: Mumbai, New Delhi, Chennai, Kolkata, Ahmedabad and Hyderabad.
- vi. Participant/ custodians can additionally provide FDR's in electronic formats. The Procedure is as below:
 - a. Participant/ custodian approaches and requests the bank to create FDR and mark lien in favour of NCL, the process is same as for physical FDR.
 - b. Participant/ custodian shall submit required documents to the bank for creation of FDR and marking the lien, the process is same as for physical FDR. Additional information to be provided by the Participant/ custodian to the bank is given below:
 - a. Participant/ custodian code of the Segment
 - b. Segment for which the FDR is required
 - c. Margin Deposit (MD)
 - c. Bank shall issue FDR and mark lien in favour of NCL
 - d. Bank shall send the FDR information in electronic form to NCL
 - e. NCL shall validate and if found correct passes on the benefit of the same to the Participant/ custodian
 - f. NCL shall send a system generated e-mail and sms to Participant/ custodian.
 - g. To get intimation for addition and renewal of instrument through e-mail and sms, Participant/ custodians are requested to register their e-mail ids and/or mobile number under CIM module and subscribe for "Add/Renew Electronic FDR" under CIM-Email or CIM-SMS.

The List of banks approved for issuance of E-FDR is provided in **Part C (12)**.

9.2.2.2 Renewal of Fixed Deposit Receipt

In case of renewal of FDRs, the Participant/ custodians shall furnish the renewal documents strictly in the prescribed format. The format of the letter to be given by the

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Bank in case of renewal where there is change in FDR number is given in **Part C (18)** and the format for letter to be given by the Bank in case of renewal where the FDR number is not changed is given in **Part C (19)**.

The procedure of renewal of E-FDR is as below

- i. Participant/ custodian shall request bank to renew the FDR
- ii. Participant/ custodian can also request banks to renew existing physical FDRs in electronic form.
- iii. Participant/ custodian shall submit the required documents to the bank for renewal of FDR, the process is same as for physical FDR. Additional information to be provided by the Participant/ custodian to the bank is given below.
 - a. Participant/ custodian Code of the Segment
 - b. Segment for which the FDR is required
 - c. Margin Deposit (MD)
- iv. Bank shall renew the FDR.
- v. Bank shall send the renewed FDR information in electronic form to NCL
- vi. NCL shall validate and if found correct renews the FDR
- vii. NCL shall send a system generated e-mail and sms to Participant/ custodian.

9.2.3 Bank Guarantees

9.2.3.1 Limits

The acceptance of the bank guarantees by NCL shall be subject to the bank-wise and Participant/ custodian-wise limits as are stipulated from time to time. The maximum value of bank guarantees that can be given from the issuing bank per Participant/ custodian is as provided below

Net worth of the issuing bank *	Applicable total limit per clearing member across all segments
Rs. 1000 crores <= NW < Rs.2000 crores	Rs 25 Crore
Rs. 2000 crores <= NW < Rs.3000 crores	Rs 35 Crore
>=3000 crores **	

*In respect of bank guarantees issued by the designated Clearing Banks, the maximum value of bank guarantees that can be accepted from each of these designated clearing banks shall be set at the next higher slab in which they would have ordinarily been, compared with their net worth.

**Over Rs. 3000 crores, for each Rs.1000 crores of net worth, an incremental limit of Rs.10 crores per participant/custodian is allowed.

Based on the category of the member the above limits shall be subject to a maximum amount as mentioned below:

Category of member	Applicable total limit per clearing member across all segments
Professional Clearing Members in F&O segment / Custodian Clearing Members in Capital Market	Rs. 250 crores
Trading Cum Clearing Members in F&O segment	Rs.125 crores
Other categories of the members	Rs. 50 crores

Further, the maximum value of bank guarantees that can be issued by the primary clearing bank on behalf of their clearing member shall be as under:

Category of member	Applicable total limit per clearing member across all segments
Professional Clearing Members in F&O segment / Custodian Clearing Members in Capital Market	Rs.312.50 crores
Trading Cum Clearing Members in F&O segment	Rs.156.25 crores
Other categories of the members	Rs.62.50 crores

In addition to the above based on category of the member the below mentioned maximum value of bank guarantee limit shall be applicable across all segments /schemes:

Category of member	Applicable total limit per clearing member across all segments
Professional Clearing Members in F&O segment / Custodian Clearing Members in Capital Market	Rs. 2500 crores
Trading Cum Clearing Members in F&O segment	Rs. 1000 crores
Other categories of the members	Rs. 500 crores

Participant/ custodian are advised to check their applicable limit before getting their bank guarantees issued.

9.2.3.2 Submission of Bank guarantee

At the time of deposit of the bank guarantee, Participant/ custodian is required to ensure the following:

- i. The bank guarantee is strictly as per the format prescribed by the NCL. The format of bank guarantee is provided in **Part C (20)**.
- ii. The bank guarantee shall have a validity period of minimum 3 months. In case the issuing bank does not provide for a specific claim period beyond the expiry date in the bank guarantee, the maturity period of such bank guarantee shall be reduced by 7 days, which would be considered as the claim period of the bank guarantee.
- iii. While filling the details in a bank guarantee, Participant/ custodians shall ensure that:
 - a) No relevant portion is left blank
 - b) All handwritten corrections and blanks are attested by the bank by affixing the bank seal / stamp duly authorised
 - c) All irrelevant portions struck off on the printed format should also be authenticated by the bank by affixing the bank seal / stamp duly authorised.
 - d) Each page of the bank guarantee should bear the bank guarantee number, issue date, stamp of the bank and should be signed by at least two authorised signatories.
 - e) The Participant/ custodian shall also ensure that the bank guarantee is free from any discrepancy before the same is submitted to NCL.
 - f) The stamp paper shall be issued in the name of the Participant/ custodian or the bank, no third party stamp papers are permissible
 - g) The stamp paper shall not be older than six months from the executed date of the bank guarantee/ renewal.

In case the bank guarantee does not strictly conform to the above-mentioned conditions, the same shall not be accepted by NCL and benefit for the same shall be made available only upon the bank guarantee being strictly in conformity with the prescribed requirements.

9.2.3.3 Renewal of Bank guarantee

In case of renewal of bank guarantees, the Participant/ custodians shall furnish the renewal document strictly in the prescribed format before the date of expiry / maturity date of the bank guarantee. The format for renewal of bank guarantee is provided in **Part C (21)**. The Participant/ custodians may also opt to give a fresh bank guarantee in favour of NCL instead of renewing the expired bank guarantees.

9.2.3.4 Reminder Letters through extranet

Reminder letters shall be downloaded on a monthly basis through the extranet in respect of the Bank Guarantees and Fixed deposit receipts those are due for renewal in the

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following month. This is being provided as an additional facility only and Participant/ custodians are advised to submit the renewals of the bank guarantees and fixed deposit receipts within the stipulated period. The Participant/ custodians shall be responsible for the renewal of Bank Guarantee and fixed deposit receipts expiring in the month.

9.2.4 Securities

9.2.4.1 Eligible securities

Participants are permitted to deposit shares of companies and ETFs as communicated to the participants from time to time, in electronic form ('demat securities') in the designated depository accounts maintained with the Approved Custodians or through any other depository participants of NSDL or CDSL. These securities shall be pledged in favour of NSE Clearing Limited.

The valuation of the securities shall be in accordance with the norms prescribed by NCL from time to time. The securities shall be valued based on the closing price of the security on NSEIL. The value of the securities shall be reduced by such haircut as may be prescribed by NCL from time to time to arrive at the collateral value of the security. Only the value net of applicable haircuts shall be considered as the value of the securities pledged. Valuation of securities shall be done by the custodians at such periodic intervals as may be specified by NCL from time to time.

A report containing details of closing price and applicable haircut for the respective security shall be downloaded to common folder of member on FTP and on the Exchange website. The report nomenclature will be "APPSEC_COLLVAL_ddmmmyyyy.csv".

The quantity of security acceptable by NCL from a participant shall be restricted in quantity and value terms. The list of approved securities, the acceptable quantity (Market wide limit and member level limit) of the security and applicable hair cut for the respective security shall be as per the Circular issued by NCL for the respective month. Further the quantum of each security acceptable shall be restricted to certain percentage of cash equivalent collateral placed by member, with NCL and the same shall be specified in list of approved securities.

A report containing security wise utilization of market wide permissible limit shall also be downloaded to common folder of clearing member on FTP. The report nomenclature will be "SEC_OL_ddmmmyyyy.csv"

NCL may revise the list of approved securities and, the haircuts from time to time. Participants who have deposited securities which have been discontinued from the list of approved securities, shall be required to take due care to replace such securities.

9.2.4.2 Securities not approved for acceptance

The following securities shall not be accepted as liquid assets:

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- a) Partly paid securities
- b) Securities subject to any lock in period, buy back scheme any charge or lien, encumbrance of any kind, or such other limitations or title is questioned before the court or any regulatory body.
- c) Participants whose company shares are acceptable as approved securities shall not be permitted to place the same towards their liquid assets requirement.

9.2.4.3 Ownership of Securities

The securities that may be deposited shall be subject to the beneficial ownership of the participant/ spouse, any of the partners/ their spouses or any of the directors, in case of individual, partnership or corporate participants respectively, as the sole/ first joint holder, provided no depositor of securities should be a minor as on the date of deposit thereof.

In case of reconstitution / restructuring or any change in the partners /directors of the member, as applicable, a member shall be required to replace the securities belonging to such outgoing partners /directors immediately. The approved custodians shall be required to exercise due care for such replacement of securities and reporting thereof to NCL.

9.2.4.4 Acceptance of securities through approved custodians

Participants are required to open a separate depository account with the approved custodians for the purpose of deposit of securities. Participants who are interested in availing of this facility may get in touch with the approved custodians, to ascertain the modalities with regard to deposit of securities.

Participants may provide demat securities by marking a pledge of the securities in favour of NSE Clearing Ltd. Participant shall be required to submit all such documents as may be required by NCL and the approved custodian from time to time including the Deed of Pledge as per the specified formats as mentioned in **Part C (22)**

Participant shall give the necessary pledge instruction(s) to the approved custodian for the securities to be pledged in favour of NCL. Once the securities are accepted and duly pledged by the approved custodian, the approved custodian shall inform NCL the valuation of the securities after adjusting the relevant hair-cuts. On the basis of the approved custodian's advice, benefit towards securities pledged shall be provided to the member.

9.2.4.5 Acceptance of securities through any other depository participant of NSDL

9.2.4.5.1 Registration

- a. Participant shall be required to open a separate beneficial owner demat account ("designated account") with any Depository Participant of NSDL. Participant who is a Depository Participant of NSDL can open demat account under its own DP or any other DP of its choice.

- b. Participant can open and maintain demat account for depositing securities in respect of collateral with NCL under account type “Body Corporate/Resident” and sub-type “Stock Broker-Collateral” available in NSDL depository system.
- c. The aforesaid designated account shall be permitted for pledging of securities across all segments/schemes of NCL.
- d. Participant shall ensure that designated account is solely used for the purpose of pledging securities in favour of NCL. Any other use of designated account shall be treated as non-compliance and shall be dealt with accordingly.
- e. Participant shall submit the following information to NCL:
 - Covering letter as per format provided in **Part C (23)**
 - Client master of the designated account
 - Pledge deed as per the specified format provided in **Part C(22)**
 - List of authorized signatories who are authorized to sign deed of pledge
- f. On submission of necessary documents as specified above NCL shall enable the designated account for acceptance of pledge.

9.2.4.5.2 Pledging of securities

- a. Participant shall be required to subscribe for SPEED-e facility of NSDL to submit the pledge request in favour of NCL.
- b. Participant shall initiate a pledge instruction from the designated account in favour of the requisite beneficial owner account of NCL using SPEED-e facility of NSDL.
- c. Participant may note that **only** those pledges which are created through SPEED-e facility of NSDL shall be accepted towards collateral purpose.
- d. Details of NCL accounts in whose favour the pledge have to be created for different deposit type are as under:

Scheme	Deposit type	DP ID	Account number
SLBS	Margin Deposit	IN001002	10009085

- e. Participant shall ensure that correct account is selected while initiating the pledge instructions as these pledges will be confirmed automatically in favour of NCL.
- f. Pledge instructions created in favour of NCL for securities which are not accepted as collateral or in favour of segment/type of deposit for which participant is not registered shall not be auto confirmed and instruction will remain in the status ‘Pending Pledge Confirmation’. Participant shall have to cancel such pledge instructions. Participant can request to Depository Participant to cancel the instruction.

- g. Pledge instructions in respect of approved securities and in favour of segment/type of deposit for which participant is registered shall be accepted.
- h. Participant shall be levied a consolidated charges for the above facility by NSDL on the value of securities pledged in favour of NCL through aforesaid facility. The charges shall be collected by NSDL from the participants. Participants may refer to instructions issued by NSDL in this regard.
- i. Of the total charges levied as mentioned above, NCL charges shall be @ 0.003% on the value of securities pledged in favour of NCL subject to maximum of Rs.300 per transaction

9.2.4.6 Acceptance of securities through any other depository participant of CDSL

9.2.4.6.1 Registration

- Participant shall be required to have a separate beneficial owner demat account (“designated account”) with any Depository Participant of CDSL. Participant who is a Depository Participant of CDSL can have a demat account under its own DP or any other DP of its choice.
- Participant shall have and maintain demat account for depositing securities in respect of collateral with NCL under account type “Corporate/Individual/HUF/LLP” and sub-type “CM/TM-Collateral Account” available in CDSL depository system.
- The aforesaid designated account shall be permitted for pledging of securities across all segment/schemes of NCL.
- Participant shall ensure that designated account is solely used for the purpose of pledging securities in favour of NCL. Any other use of designated account shall be treated as non-compliance and shall be dealt with accordingly.
- Participant shall submit the following information to NCL for pledging of securities in favour of NCL:
 - Covering letter as per format provided in **Part C (24)**
 - Client master of the designated account
 - Pledge deed as per the as format provided in **Part C (22)**
 - List of authorized signatories who are authorized to sign deed of pledge
- On submission of necessary documents as specified above NCL shall enable the designated account for acceptance of pledge.

9.2.4.6.2 Pledging of securities

- Participant shall initiate a pledge instruction from the designated account in favour of the requisite beneficial owner account of NCL
- Participant can register the designated account for “easiest” facility provided by CDSL whereby it can electronically submit the pledge request in favor of NCL. Alternately, participant can also follow the existing procedure of submission of pledge instructions to its DP. Thus, pledge created through “easiest” facility of CDSL

or through submission of instruction to the DP by using existing procedure shall be accepted for collateral purpose.

- Details of NCL accounts in whose favour the pledge have to be created for different deposit type are as under :

Scheme	Deposit type	Account number
SLBS	Margin Deposit	1100001100020375

- Participant shall ensure that correct account is selected while initiating the pledge instructions as these pledges will be confirmed automatically in favour of NCL.
- Pledge instructions created in favour of NCL for securities which are not accepted as collateral or in favour of segment/type of deposit for which participant is not registered shall not be accepted by CDSL system.
- Pledge instructions in respect of approved securities and in favour of segment/type of deposit for which participant is registered shall be accepted.
- Participant shall be levied charges for the above facility on the value of securities pledged in favour of NCL through aforesaid facility. The charges shall be levied on a monthly basis and collected by NCL by debiting from the members settlement account. No additional charges shall be levied by CDSL.
- The charges shall be @ 0.003% on the value of securities pledged in favour of NCL subject to maximum of Rs.300 per transaction (plus applicable taxes)

9.2.5 Government of India Securities as Collaterals

Securities in form of Central Government of India Securities (G-Sec) and Treasury bills (T-bills) are also accepted as approved collaterals. G-Sec/ T-Bill can be provided through E-Kuber or through creation of pledge in demat account.

The procedure for submitting G-Sec/T-Bills as collateral shall be as under:

- Participant/ custodian desirous of providing G-Sec/T-Bills shall enter into an agreement with NCL as per the format as specified in **Part C (25)**.
- NCL shall prescribe list of G-Sec/T-Bills that shall be eligible for acceptance as collateral from time to time.
- G-sec/T-bill shall be accepted as collateral only in electronic form. The Participant/ custodians desirous of providing G-Sec/T-Bills as collateral shall be required to enter the transaction through its custodian/bank on E-Kuber under Margin Transfer Module by 3.30 pm. The participant is required to submit request for addition as per prescribed format in **Part C (26)**. NCL shall confirm the transaction entered on the E-Kuber, based on the information received from Participant/ custodian through fax.
- The details of NSCCL - SGL-II account is as follows:
 - Name of the Account: National Securities Clearing Corporation Limited
 - Member ID BYA00168
 - SGL – II A/c No. SG020168

- v. The benefit of G-Sec/T-bills provided as collaterals shall be passed on to the Participant/ custodian on G-Sec/T-Bills being transferred to the SGL-II account of NCL
- vi. For release of G-Sec / T-bills, the Participant/ custodian shall send request to NCL as per the format as provided in **Part C (27)**. The release of G-Sec/T-Bill shall be processed only at end of day. The G-sec/T-bill released by NCL shall be entered on E-Kuber under Margin Transfer Module. The Participant/ custodian shall ensure that such transactions are approved on E-Kuber by their custodian/Banks.
- vii. G-Sec/ T-Bill can be alternatively provided to NCL in dematerialized form through creation of pledge in demat account.
- viii. The valuation of G-Sec/T-Bill shall be based on previous day's MTM prices as specified by CCIL.
- ix. A hair cut of 10% shall be applied on the value of G-Sec/T-bill provided as collateral by the Participant/ custodian. The value after applying the hair cut shall be added to the cash component of the liquid assets of the Participant/ custodian.
- x. Periodic coupon / Redemption payments received on the G-Sec/T-Bills provided by the Participant/ custodian shall be passed on to the Participant/ custodian by NCL immediately/ next working day, upon receipt of relative interest from Reserve Bank of India.

9.2.6 Open ended mutual fund units

Units of mutual funds shall be accepted as in dematerialized form as collaterals. The list of eligible open ended mutual fund schemes alongwith the marketwide acceptable quantity shall be disseminated by NCL on monthly basis alongwith the approved list of securities. The valuation of units of the mutual funds shall be done on daily basis based on the NAV of the mutual fund scheme. The value of the units of the mutual fund shall be reduced by such haircut as may be prescribed by NCL from time to time. The process for acceptance of mutual fund units as collaterals is similar to acceptance of securities as collateral as mentioned in point 9.2.4

The total value of mutual fund debt schemes provided as non-cash portion of the liquid assets shall not exceed 35% of the total liquid assets of the respective participant. The total value of other mutual fund schemes (non-debt) provided as non-cash portion of the liquid assets shall not exceed 25% of the total liquid assets of the respective participant.

9.3 Release of Collaterals

Participant/ custodian may request NCL to release collateral held by them. Such requests may be considered, if NCL chooses not to exercise its lien and subject to availability after due adjustments for the due fulfillment of all obligations and liabilities arising out of or incidental to any transactions entered into by such Participant/ custodian and subject to the agreement between NCL and Participant/ custodian or anything done in pursuance thereof, or as per circulars issued by NCL from time to time.

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The web based facility of Collaterals Interface for Participant/ custodians (CIM) is provided for submission of release requests of collaterals. The Participant/ custodians may select the desired available collaterals for release. Release requests though CIM can also be placed using a file upload facility. The format of file is prescribed in **Part C (28)**.

9.3.1 Collection of released collaterals

The representative of the Participant/ custodians coming to collect released FDR/ BG is required to carry an authorization letter. The released FDRs/ BGs under immediate release mode can be collected on same working day of the release from regional office where as FDRs/ BGs released under value date release mode can be collected on requested value date of the release from regional office.

9.4 Transfer of Collateral

Participant/ custodians are permitted to avail the minimum deposit of Rs. 10 lakhs provided in SLB scheme as collaterals towards margins in Capital Market, Futures & Options and Currency derivatives segment.

Participant/ custodians may specify the amount and the segment where they wish to avail the benefit as per the formats specified in **Part C (29)**.

Participants shall be permitted to transfer collaterals from/to SLBS to/from other segment on an intraday basis using the facility provided in Collateral Interface for Member (CIM). The modalities for intraday transfer are mentioned below:

- The facility of intra-day transfer shall be available for Cash and Fixed Deposit Receipt provided towards margin deposit
- Transfer request received from the members via CIM shall be treated as request from the members and no separate transfer letter need to be submitted
- Intra-day transfer shall be subject to maintenance of minimum deposits as per regulatory requirement and current applicable parameters
- Participants may verify the details of the request for transfer and its status in CIM under menu option “Collateral Release – New Request/inquiry- Transfer Inquiry”.

ITEM 10: MARGINS

All transactions under SLBS shall be subject to margins. Following margins shall be applicable for transactions under SLBS

10.1 Margins on Borrow transaction on Transaction Day (T Day)

The borrower shall be levied only a fixed percentage of Lending fee as margins on T day. The fixed percentage shall be 100% or as may be specified by NCL from time to time.

10.2 Margins on Lend transaction on T Day

The following margins shall be levied on the Participants for lend transactions on T Day:

1. Mark to Market Margins (as specified in **10.3.3**)
2. Fixed percentage of lending price. The fixed percentage shall be 25% or as may be specified by NCL from time to time.

No margins shall be levied on lend transactions if early pay-in of securities has been received from the lender.

10.3 Margins for Reverse Leg transactions

No margins shall be levied to the lender of securities for the reverse leg transaction.

The borrower of securities shall be levied following margins in respect of reverse leg transactions:

1. Value at Risk Margins
2. Extreme Loss Margins
3. Mark to Market Margins
4. Fixed percentage (100%) of lending price

10.3.1 Value at Risk Margin (VaR Margin)

- VaR margin rate as applicable to the security in the capital market segment shall be applicable in the SLBS.
- The VaR margin shall be collected on upfront basis by adjusting against the collateral of the Participant/ Custodian.
- The VaR margin shall be collected on the gross open position of the Participant/ Custodian. The gross open position for this purpose would mean the gross of all positions across all the clients of a Participant/ Custodian including its proprietary position
- VaR margin rate for each security shall be disseminated to the Participants/ Custodians through the Extranet and on the website
- The VaR margin so collected shall be released on completion of pay-in of the respective settlement.

10.3.2 Extreme Loss Margin

- Extreme Loss margin rate as applicable to the security in the capital market segment shall be applicable in the SLBS
- The Extreme Loss margin shall be collected on upfront basis by adjusting against the collateral of the Participant/ Custodian.
- The Extreme Loss margin shall be collected on the gross open position of the Participant/ Custodian. The gross open position for this purpose would mean the gross of all positions across all the clients of a Participant/ Custodian including its proprietary position
- The Extreme Loss margin so collected shall be released on completion of pay-in of the respective settlement.

10.3.3 Mark to Market Margin

- Mark to market loss shall be calculated by marking each transaction in security to the closing price of the security at the end of day in the capital market segment of NSEIL. In case the security has not been transacted on a particular day in the capital market segment, the latest available closing price at NSEIL shall be considered as the closing price.
- The mark to market margin (MTM) shall be collected from the Participant/ Custodian before the start of the SLBS session of the next day.
- The MTM margin shall also be collected/ adjusted from/against the collateral deposited by the Participant/ Custodian.
- The MTM margin shall be collected on the gross open position of the Participant/ Custodian. The gross open position for this purpose would mean the gross of all positions across all the clients of a Participant/ Custodian including its proprietary position.
- There would be no netting off of the positions and setoff against MTM profits across two settlements. However, for computation of MTM profits/losses for the day, netting or setoff against MTM profits would be permitted.
- The MTM margin so collected shall be released on completion of pay-in of the respective settlement.

10.3.4 Fixed Percentage of lending price

- A fixed percentage of lending price shall be levied as margin on the Participant/ Custodians for the borrow transaction. The fixed percentage shall be 100% of the lending price or as may be specified by NCL from time to time.
- This shall be collected upfront basis by adjusting against the collateral of the Participant/ Custodian after first leg settlement. In case Participant/ Custodian fails to bring the Lending price, the corresponding SLB transactions shall be cancelled and no pay-out of securities shall be provided to Borrower.
- This shall be collected on the gross open position of the Participant/ Custodian. The gross open position for this purpose would mean the gross of all positions across all the clients of a Participant/ Custodian including its proprietary position

- The margin so collected shall be released on completion of pay-in of the respective settlement.
- The lending price shall be the previous day closing price of the security in the capital market segment of NSEIL

10.4 Margins for Early Recall/ Early Repay and Rollover transactions

- In case of early repay request being successful no margins shall be levied on such transaction.
- In case of early recall transactions the lending fee shall be levied as upfront margins.
- Refer Item 13.3 for margin for Rollover Transactions

10.5 Exemption from margins

In cases where early pay-in of securities is made prior to the securities pay-in, such positions for which early pay-in (EPI) of securities is made shall be exempt from margins.

10.5.1 Procedure for making early pay-in of securities for first leg transaction

Early pay-in of securities facility to avail margin benefits shall be made available to all Participants/ Custodians. Participants/ Custodians can make early pay-in through either of the depositories viz. NSDL and CDSL. Participants/ Custodians desirous of making early pay-in of securities through CDSL need to open a separate SLBS EPI account. Early pay-in of security can be made only for the first leg. The format for application to open SLBS EPI account for CDSL is enclosed in **Part C (30)**. The early pay-in received shall be allocated to the clients with delivery positions on a random basis.

Additionally, Participants/ Custodians can specify the clients in respect of which early pay-in benefit should be provided. For this Participants/ Custodians shall provide Client EPI instruction file for First Leg as per format specified in **Part C (31)**. On receipt of early pay-in of securities from depositories, and successful processing of Client EPI instruction file, the same shall be allocated to clients for whom the details have been provided.

10.5.2 Procedure for making early pay-in of securities for reverse leg transaction

Early pay-in of securities for the reverse leg settlement shall be made as per the procedure specified in **Part C (10)**. Participants/ Custodians or their constituents who are desirous of getting the margins released and would not like to further re-lend the securities shall also transfer the securities in the early repayment account. NCL shall allocate the securities deposited in the NCL early repayment account towards pay-in on the respective reverse leg settlement date.

10.6 Margins for Custodial transactions

In respect of transactions entered by a Participant which is to be settled by a custodian, the margins from the time of transactions till confirmation by the custodian shall be



levied on the Participant. On confirmation of the said transactions by the custodian, the custodian shall be levied the margins applicable on such transactions.

In case of rejection by the custodian, the margins on the transaction rejected shall continue to be levied on the Participant.

10.7 Short fall of margins

In case the borrower fails to meet the margin obligations, NCL shall obtain securities and square off the position of such defaulting borrower, failing which there shall be a financial close-out.

10.8 Margins from the Client

Participants/ Custodians should have a prudent system of risk management to protect themselves from client default. Margins are likely to be an important element of such a system. The same shall be well documented and be made accessible to the clients and NCL. However, the quantum of these margins and the form and mode of collection are left to the discretion of the Participants/ Custodians.

ITEM 11: POSITION LIMITS

11.1 Market Wide Position Limits :

Market Wide Position Limits for SLBS transactions shall be 10% of the free-float capital of the company in terms of number of shares i.e. 10% of the number of shares held by non-promoters in the relevant security.

NCL shall specify the market wide position limits on the last working day of the month which shall be reckoned for this purpose during the next month.

The market wide position limit shall be monitored on the combined position across exchanges.

Violation of such limits shall attract action as specified by NCL from time to time.

11.2 Participant wise Position Limits :

The Participant position limits in a security shall be 10% of the market-wide position limits (in terms of number of shares)

NCL shall specify the Participant wise position limits on the last working day of the month which shall be reckoned for this purpose during the next month.

Violation of such limits shall attract action as specified NCL from time to time.

11.3 Position Limits For Institutional Investor :

The position limit applicable for Institutional Investor in a security is same as of a Participant i.e. 10% of the market-wide position limits

Following are defined as Institutional investor:

- i. Foreign Institutional Investors registered with SEBI.
- ii. Mutual Funds registered with SEBI.
- iii. Public Financial Institutions as defined under Section 4A of the Companies Act, 1956.
- iv. Banks, i.e., a banking company as defined under Section 5(1) (c) of the Banking Regulations Act, 1949.
- v. Insurance companies registered with IRDA.
- vi. Pension Funds regulated by Pension Fund Regulatory and Development Authority (PFRDA).

11.4 Client Level Position Limits

The client level position limits for a security for each specific client shall not be more than 1% of the market-wide position limits.

NCL shall specify the client wise position limits on the last working day of the month which shall be reckoned for this purpose during the next month.

11.4.1 Unique Client ID Position Monitoring

The client level positions limits shall be monitored at the unique client code level based on the PAN allotted to the Participants. The client level position limits shall be applicable on the combined positions for the same clients transacting through different participants, as well.

In all the above cases, Participants shall ensure that client-level position limits are kept within the permissible limits. In the event of a violation, the Participant shall be required to ensure that the client does not take fresh positions.

Violation of such limits shall attract action as specified by NCL from time to time.

11.5 Position Limit communication to Market

Position Limits applicable for the next month are computed and informed to market participants on the last trading day of the month. These limits shall be applicable from the first Thursday of the month i.e. after the reverse leg settlement of the subsequent month.

ITEM 12: ADJUSTMENTS FOR CORPORATE ACTIONS

12.1 Adjustment for Corporate Actions

In case of any corporate actions during the tenure of lending/borrowing the following procedure would be followed by NCL depending upon the type of corporate actions.

- i. **Dividend:** The dividend amount received on the borrowed shares shall be collected from the borrower and paid out to the lender on book closure start date or record date plus one working day as the case may be. In case of early pay-in of securities in reverse leg of securities where the securities have not been further lend the dividend amount shall be collected from the borrower and passed on to the lender. This amount shall be paid back by NCL to the borrower on receipt of such dividend.
- ii. **Stock split:** The positions of the borrower would be proportionately adjusted and the lender would receive the revised quantity of shares at the time of reverse leg
- iii. **Other corporate actions:** In case of other corporate actions such as bonus/ merger/ amalgamation / open offer etc, the transactions shall be foreclosed on ex-date. The lending fee shall be returned by the lender on a pro-rata basis which shall be returned to the borrower by NCL.

12.2 Foreclosure of Transactions

Transactions in securities where there is a corporate action of other than dividend and stock split shall be foreclosed on ex-date.

The lending fees for the balance period shall be collected on pro rata basis from the lenders based on the lending fees received by them. The amount so collected shall be passed on to the borrowers in the ratio of their contribution to the pro rata lending fees receivable by them based on the lending fees paid by them.

12.2.1 Foreclosure in the event of AGM/EGM

There shall be two set of contracts i.e. series for each security available for trading:-

- a. Contracts which shall be mandatorily foreclosed on the Ex-date in the event of AGM/EGM
- b. Contracts which shall not be foreclosed in the event of AGM/EGM.

a. Contracts which shall be mandatorily foreclosed in the event of AGM/EGM

The regular set of contracts (identified by series as mentioned in **Part C (32)**) available for trading shall be mandatorily foreclosed in the event of all corporate actions including AGM/EGM except Dividend and Stock Splits.

b. Contracts which shall not be foreclosed in the event of AGM/EGM.



An additional set of contracts (identified by series as mentioned in **Part C (32)**) available for trading shall not be foreclosed in the event of AGM/EGM. However these contracts shall continue to be foreclosed for other corporate actions other than dividend and stock split.

The functioning and features of the new series of regular and rollover contracts shall be same as applicable to current series of regular and rollover contracts. The only difference shall be that the new series of contracts shall not be foreclosed in the event of AGM/EGM corporate actions and the contracts shall continue till the respective expiry.

12.2.2 Foreclosure Report

In case of foreclosure of transactions, NCL shall specify the settlement schedule for the purpose of pay-in/pay-out of transactions from time to time. NCL shall provide 'SLB Foreclosure report' (Foreclosure_SLB_YYYYMMDD.csv) on website under daily report. The report shall be give details of shut period, series, foreclosure date and settlement number of corporate actions resulting in foreclosure of transaction. Participants/ Custodians shall track corporate action as per announcement date and ensure that security and funds obligation are met on foreclosure date and foreclosure settlement number mentioned in the report.

12.2.3 Reverse Leg Early Pay-In

NCL shall provide additional file to Participants in the event of corporate action such as AGM/EGM wherein Reverse Leg Early Pay-in is done by Participants. The new series shall not be foreclosed and hence, the Reverse Leg Early Pay-in already done by Participants shall be split on the Shut period start date so as to partially utilize it towards the regular series (which is being foreclosed) with new reverse leg settlement number and continue the balance in the new series in existing reverse leg settlement number. The following report shall be additionally downloaded on shut period start date.

SLB Reverse Leg Early Pay-In Split Report

File Naming convention: < Participant code>_MEMEPI_ddmmyyyy.csv

File Location: slbftp\reports

File details and format: Comma separated File (CSV)

Field Name	Value
Security Symbol	
Settlement Type	P
Settlement No	7 digits
Quantity	

12.3 Shut Period

The shut period for all corporate actions in respect of securities shall be as given below or as specified by NCL from time to time.



- i. In case of dividend or stock split corporate actions, the shut period start date shall be Ex-date minus 1, excluding settlement holidays.
- ii. For other corporate actions, resulting in foreclosure, shut period start date shall be Ex-date-7 days, excluding settlement holidays or as defined by NCL from time to time. Foreclosure amount computation shall be done as per the existing methodology.
- iii. The shut period end date for all corporate actions shall be Book closure start date or record date of the corporate action.
- iv. During shut period no transactions, including rollover shall be allowed in the security

ITEM 13: ROLLOVER IN SLBS

SEBI vide circular CIR/MRD/DP/ 30 /2012 dated November 22, 2012, issued guidelines for introduction of Rollover in Securities Lending and Borrowing Scheme. The features of Rollover is as follows:

13.1 Rollover Contracts

- i. As stipulated by SEBI, rollover of an original contract shall be permitted multiple times subject to one condition i.e. the total duration of the contract after taking into account rollovers shall not exceed 12 months from the date of the original contract.

Example:

If the position has been taken on 08-Dec-2017 the total tenure of the contract shall not exceed 12 months i.e. 08-Dec-2018. Thus the Permissible month of contract beyond which rollover would not be allowed would be DEC-18.

In a scenario if the position was taken on 01-Dec-2017, then the permissible month of contract beyond which rollover would not be allowed would be NOV-18 (as DEC-18 Expiry falls on 06-Dec-2018 which is beyond 01-Dec-2018)

- ii. Forty eight contracts for rollover shall be available. 24 rollover contracts shall be used to rollover positions taken in contracts which shall not be foreclosed in the event of AGM/EGM.
- iii. The rollover contract shall be identified by a 2 digit alphabetical series in case of regular contracts and alphanumeric series in case of the newly introduced contracts. Each rollover series represents a source series, which participant wants to rollover and the target series. The details of rollover series are provided in **Part C (33)**.
- iv. At any point in time rollover contracts shall be available only for near month series. Rollover contract for near month series shall be introduced from next day of expiry of previous monthly series. For example - Rollover from June (06) and (X6) to July (07) and (X7) - JL and U1 or from June (06) and (X6) to August (08) and (X8) - JA and U2 shall be available from next day of expiry of May (05) and (X5).
- v. The last trading day of rollover contracts shall be the 4th working day prior to expiry of respective near month series, excluding settlement holidays. For example: the last trading day of rollover contracts JL and U1 and JA and U2 shall be 4th working day, excluding settlement holidays, before expiry of June (06) and (X6) series.
- vi. In case of corporate actions in a security resulting in foreclosure, no rollover shall be allowed from the series getting foreclosed, of the security. For example-
 - a. If foreclosure date of a security is July 16, 2018, series starting from August (08) and (X8) are foreclosed. In this condition rollover shall be allowed from June (06) and (X6) to July (07) and (X7) and June (06) and (X6) to August (08) and (X8).

- b. If foreclosure date of a security is May 16, 2018, series starting from June (06) and (X6) are foreclosed. In this condition no rollover shall be allowed from June (06) and (X6) to July (07) and (X7) or June (06) and (X6) to August (08) and (X8).
- vii. During shut period no rollover shall be allowed in the security.

13.2 Rollover order Validation

- i. To execute Lend rollover, participant shall select order type 'Lend' and the appropriate rollover series.
- ii. To execute Borrow rollover, participant shall select order type 'Borrow' and the appropriate rollover series.
- iii. Rollover shall be allowed for existing reverse leg positions only.
- iv. The information of maximum permissible month shall be provided in 'Additional Final Delivery/ Fund obligation report for reverse leg' as per format in **Part D**
- v. The rollover indicator shall be used to identify Expiry Month till which the rollover of a reverse leg position shall be allowed.
- vi. Lend rollover orders can be placed upto the maximum permissible month to the extent of available reverse leg lend position (as per point iv)
- vii. Borrow rollover orders can be placed upto the maximum permissible month to the extent of available reverse leg borrow position (as per point iv). Further no borrow rollover shall be allowed in the reverse leg borrow position to the extent of EPI provided against such reverse leg borrow position.

13.3 Margins

- i. Lend rollover transactions for clients other than custodial participants: No margin
- ii. Lend rollover transactions for Custodial Participant clients: Margin as per VaR rate of the security shall be levied upfront on participant. The Margin will be levied on participant till custodial confirmation. No margin shall be levied on custodian, post confirmation.
- iii. Borrow rollover transactions for clients other than custodial participants: Rollover fee shall be levied upfront on participants. The margin will be levied till settlement on T+1.
- iv. Borrow rollover Transactions for Custodial Participant clients: Rollover fee shall be levied upfront on participant till custodial confirmation. The margin will be levied on custodian, post confirmation, till settlement on T+1.
- v. Margin report:
 - a. The rollover margin details shall be provided to participant/ custodians in detailed margin report (MG02). The rollover transactions shall be margined in settlement type L and identified by 'series' of rollover transaction.

- b. Lending price payable by participant/ custodians on T+1 for normal borrow transactions of T day, shall be provided in MG01 report. The format of MG01 is attached in **Part D**.

13.4 Obligation to Participants and Custodians

- i. No CP code modification shall be allowed for rollover transaction
- ii. The rollover obligation shall be provided to Participant/ Custodians in existing obligation reports for first leg. The rollover transactions shall be identified by 'series' of rollover transaction. There is no change in structure of such reports.
- iii. In case of Custodial Participant transactions the provisional obligation shall be sent to both Participant and Custodians. Post confirmation of rollover Obligation by Custodian, the final obligation shall be sent only to Custodian.

13.5 Close out for rejection/ non-confirmation of rollover transaction by Custodian

- i. In case of rejection/ non-confirmation of rollover obligation by Custodian, rollover transactions shall be cancelled and a close out shall be levied on the participant. The Close out amount shall be paid to the counter party Participant/ Custodian of the transaction. The close-out amount shall be computed as follows:
 - a. Rejection of Lend rollover: Close out to lending participant shall be VaR rate on closing price of the security on Trading day.
 - b. Rejection of Borrow rollover: Close out to borrowing participant shall be rollover fee of the transaction.
- ii. A report shall be provided to both the counter parties of such transaction, for the close out amount to be paid or received. The report format is provided in **Part D**.

13.6 Settlement and action for settlement shortages

- i. The fund obligations shall be settled on T+1 on existing lines, in settlement type 'L' (First leg) and respective settlement number, as communicated in monthly settlement circular.
- ii. In case of Fund shortage by borrower, rollover transaction shall be cancelled and applicable close out amount shall be passed on to the lender.
- iii. Based on successful rollover transactions, obligations shall be rolled over to corresponding expiry

ITEM 14: DEALINGS WITH CLIENTS

14.1 Confirmation memo

Participants shall issue confirmation memos as per the format specified in **Part C (34)** for all the transactions executed on order matching platform, on the date of transaction and shall maintain proof of delivery of the same to the clients.

Participants may also issue confirmation memos in digital format with the consent of the client. It should be in encrypted, non tamperable format and digitally signed as per the IT Act, 2000 and shall be delivered to the email id provided by the client. Further, logs of the same should be preserved.

14.2 Funds and Securities:

14.2.1 Client's Funds and Securities:-

Participants/ Custodians shall route clients' funds / securities through client bank / constituents demat account only. Clients' funds / securities shall be used for the purpose of respective clients only.

14.2.2 Receipt and delivery of Securities

Participants/ Custodians shall ensure that securities are received from / delivered to the respective clients' demat accounts only.

14.2.3 Receipt and Payment of Funds

Participants/ Custodians shall ensure that funds shall be received from / paid to the respective clients' bank accounts only. Further, receipt and payment of funds should be made by account payee crossed cheques / demand drafts or by way of direct credit in to the bank account through EFT or any other mode allowed by RBI.

14.3 Quarterly Statement of accounts for funds and securities

Participants/ Custodians shall send complete statement of accounts for both funds and securities in respect of each of its clients in such periodicity not exceeding three months (calendar quarter) within a month of the expiry of the quarter. The statement shall also state that the client shall report errors, if any, in the statement within thirty days of receipt thereof, to the participant.

14.4 Books of accounts, Records and Documents

Participants shall maintain and preserve books of account, records and registers separately as may be necessary and make them available to NCL as and when required.

14.5 Processing Charges

Participants shall charge processing charges within the limit as may be prescribed by NCL / SEBI from time to time.



14.6 Arbitration

All claims, differences or disputes between the Participants and their clients arising out of transactions in SLBS shall be subjected to arbitration mechanism as intimated by NCL from time to time.



ITEM 15: TRANSACTION CHARGES

The effective charge structure for all transactions i.e. fresh Lend, fresh Borrow and Rollover transactions shall be as given below:-

Slabs (*Value of Total lending fees in Rs)	Effective Rate (%)
Upto 10 lacs	2.00%
Above 10 lacs less than 50 lacs	1.75%
Above 50 lacs - 1 crore	1.25%
Above 1 crore	0.50%

*Value of total lending Fees shall be the monthly aggregate of lending fee pertaining to both borrow and lend transactions executed by a Participant.

Additionally, transaction charges applicable on all fresh lend, fresh borrow and Rollover trades will be capped at Rs.250 per trade.



ITEM 16: SELF TRANSACTIONS

Self-Transactions would be transactions resulting from matching between a buy and a sell order entered in the same order book by a Participant for the same client code originating from same or different trading terminals of the Participants. This includes proprietary and client transactions. Participants are notified to ensure non-execution of Self-Transactions in the Securities Lending & Borrowing Scheme.