**PART C**

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# Example of netted obligation computation

1. Obligation in Capital Market Segment

| **CM Code** | **TM Code** | **Client Code** | **Symbol** | **Buy Qty** | **Buy Value** | **Sell Qty** | **Sell Value** | **Obligation in CM Segment** | |
| --- | --- | --- | --- | --- | --- | --- | --- | --- | --- |
| **Quantity to +Receive / -Deliver** | **Amount +Receivable / -Payable** |
| M00001 | TM1 | AAA | XYZ | 0 | 0 | 80 | 20400 | -80 | 20400 |
| M00001 | TM1 | BBB | XYZ | 80 | 20400 | 0 | 0 | 80 | -20400 |
| M00001 | TM1 | CCC | XYZ | 0 | 0 | 100 | 25500 | -100 | 25500 |
| M00001 | TM2\* | DDD | XYZ | 0 | 0 | 80 | 20400 | -80 | 20400 |

1. Obligation in Futures & Options Segment

| **CM Code** | **TM Code** | **Client Code** | **Symbol** | **F&O Positions on Expiry** | | | | | **Obligation in F&O Segment** | |
| --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- |
| **Option Type** | **Long Qty** | **Short Qty** | **Strike Price** | **Set Price** | **Quantity to +Receive / -Deliver** | **Amount +Receivable / -Payable** |
| M00001 | TM1 | AAA | XYZ | CE | 100 |  | 250 | 260 | 100 | -25000 |
| M00001 | TM1 | BBB | XYZ | CE |  | 100 | 250 | 260 | -100 | 25000 |
| M00001 | TM1 | CCC | XYZ | CE | 100 |  | 250 | 260 | 100 | -25000 |
| M00002 | TM2\* | DDD | XYZ | CE | 100 |  | 250 | 260 | 100 | -25000 |

\*TM2 is clearing through different Clearing member in CM and F&O segment

1. Netted Obligation
2. At Client Level

| **CM Code** | **TM Code** | **Client Code** | **Obligation in CM Segment** | | **Final Obligation in F&O** | | **Netted Obligation** | |
| --- | --- | --- | --- | --- | --- | --- | --- | --- |
| **Quantity to + Receive / -Deliver** | **Amount + Receivable / -Payable** | **Quantity to + Receive / -Deliver** | **Amount + Receivable / -Payable** | **Quantity to + Receive / -Deliver** | **Amount + Receivable / -Payable** |
| M00001 | TM1 | AAA | -80 | 20400 | 100 | -25000 | 20 | -4600 |
| M00001 | TM1 | BBB | 80 | -20400 | -100 | 25000 | -20 | 4600 |
| M00001 | TM1 | CCC | -100 | 25500 | 100 | -25000 | 0 | 500 |
| M00001 | TM2 | DDD | -80 | 20400 | 0 | 0 | -80 | 20400 |
| M00002 | TM2 | DDD | 0 | 0 | 100 | -25000 | 100 | -25000 |

1. At TM Level

| **CM Code** | **TM Code** | **Obligation in CM Segment** | | **Final Obligation in F&O** | | **Netted Obligation** | |
| --- | --- | --- | --- | --- | --- | --- | --- |
| **Quantity to + Receive / -Deliver** | **Amount + Receivable / -Payable** | **Quantity to + Receive / -Deliver** | **Amount + Receivable / -Payable** | **Quantity to + Receive / -Deliver** | **Amount + Receivable / -Payable** |
| M00001 | TM1 | -100 | 25500 | 100 | -25000 | 0 | 500 |
| M00001 | TM2 | -80 | 20400 | 0 | 0 | -80 | 20400 |
| M00002 | TM2 | 0 | 0 | 100 | -25000 | 100 | -25000 |

1. At CM Level

| **CM Code** | **Obligation in CM Segment** | | **Final Obligation in F&O** | | **Netted Obligation** | |
| --- | --- | --- | --- | --- | --- | --- |
| **Quantity to + Receive / -Deliver** | **Amount + Receivable / -Payable** | **Quantity to + Receive / -Deliver** | **Amount + Receivable / -Payable** | **Quantity to + Receive / -Deliver** | **Amount + Receivable / -Payable** |
| M00001 | -180 | 45900 | 100 | -25000 | -80 | 20900 |
| M00002 | 0 | 0 | 100 | -25000 | 100 | -25000 |

# Format for intimation of pool account to the Clearing Corporation

* 1. **Intimation of pool account in CDSL**

Letter to be given to CDSL

(letter should be duly stamped by CDSL and copy to be sent to NSE Clearing Ltd)

Date:

From:

[Clearing Member Name and address]

To:

[Central Depository Services (I) Ltd. and address]

Dear Sirs,

Sub: Operation of Depository for NSE Clearing Limited

Ref: Our Depository Account No: with [CDSL, address].

With reference to the above, we note that:

1. NSE Clearing Ltd. has established a clearing and settlement system, whereby its members will be able to undertake the clearing and settlement of deals admitted.

1. Central Depository Services (I) Limited (CDSL) has been appointed by NSE Clearing Ltd. as a Settling Depository for the purpose of settlement of securities in dematerialised form.

1. Now I/We do hereby irrevocably authorize CDSL to block/earmark the balances in my/our Depository account and to debit/credit my/our above account as the case maybe as per the instructions received from NSE Clearing Ltd. Additionally I/We authorize CDSL to report balances and give any other information as and when required to NSE Clearing Ltd. relating to my/our above mentioned account. This irrevocable undertaking will be effective from the date of commencement of operation by NSE Clearing Ltd.

1. I/We further hereby undertake to abide by such other or further guidelines / instructions as may be communicated / devised by the NSE Clearing Ltd.

Yours faithfully

Authorised Signatory.

cc to NSE Clearing Ltd

cc to DP

Format of Account opening confirmation (to be sent duly filled to NSE Clearing Ltd.)

T.M.Code :

T.M.Name : \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Account No.:

(by CDSL)

DP Id :

Signature: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Stamp :\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Date :\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

* 1. **Intimation of pool account in NSDL**

Letter to be given to NSE Clearing Ltd.

Date:

From:

[Clearing Member Name and address]

To:

[NSE Clearing and address]

Dear Sirs,

Sub: Pool Account in NSDL

Ref: Our Depository Account No:

With reference to the above, we request you to kindly note our pool account number in NSDL as under and as per the attached client master list.

|  |  |  |
| --- | --- | --- |
| CMID | CMBP ID | Account Number |
|  |  |  |

Existing Pool Account details in case of change in pool account:

|  |  |  |
| --- | --- | --- |
| CMID | CMBP ID | Account Number |
|  |  |  |

Yours faithfully

Authorised Signatory and Stamp.

Date:

Enclosed: Client Master List of New Account

# Designated Clearing Banks

|  |  |  |
| --- | --- | --- |
| Clearing Bank | Address | Contact Person & Numbers |
| AXIS BANK LTD. | Axis House Wadia International Center,  Pandurang Budhkar Marg, Worli,  Mumbai - 400025 | **Srinath S Nair,** Vice President 022 68723819 / +91 9082800674  **Melwyn John Pereira** Assistant Vice President 022 68723818/ +91 9821320861  email: [cmd.fundsettlments@axisbank.com](mailto:cmd.fundsettlments@axisbank.com) |
| BANK OF INDIA LTD. | Stock Exchange Branch, P.J.Towers  Dalal Street, Fort  Mumbai - 400001 | **Amit Kumar**  Assistant General Manager  022 22722400/022 22721787/ +91 9811627907  **Sandeep Kumar Yadav**  **Senior Manager** 022 22721623/ +91 9389806970  email: [stockexchange.mumbaisouth@bankofindia.co.in](mailto:stockexchange.mumbaisouth@bankofindia.co.in) |
| CANARA BANK LTD. | Canara Bank Stock and Commodity Exchange Branch  No. 115, 11th Floor, Atlanta Building, Nariman Point,  Mumbai - 400021 | **Abhishek Pagare** Senior Manager 022 22023166 / 022 22023167 / +91 9893738877  email: [cb2426@canarabank.com](mailto:cb2426@canarabank.com) |
| CITIBANK N.A. | Corporate Banking, First International Financial Centre (FIFC),  Bandra Kurla Complex, Bandra East, Mumbai - 400098 | **Tejas Zarapkar**  Senior Vice President  022 61756856  **Dhiraj Lohiya**  Vice President  022 61755267/ +91 8879996462  email: [mumbai.cash@citi.com](mailto:mumbai.cash@citi.com) |
| THE HONGKONG & SHANGHAI BANKING CORPORATION LTD. | 2nd Floor,  52/60, M G Road,Fort  Mumbai - 400001 | **Rajendra Naik**  Senior Vice President  +91 9820414281  **Vipin Dorlikar**  Vice President  +91 9004867369  Email : [nsebse@hsbc.co.in](mailto:nsebse@hsbc.co.in) |
| ICICI BANK LTD. | Dinshaw Vachha Road  Backbay Reclamation, Churchgate  Mumbai – 400 020 | **Avinash Kansal**  Head Capital Market Group  022 26536505 ; +91 9836068214  **Kiran Hejmadi**  Chief Manager  +91 9930061446  email: [smsfas@icicibank.com](mailto:smsfas@icicibank.com) |
| HDFC BANK LTD. | HDFC Bank 2nd floor, Zenith House, K K Road  Arya Nagar, Opp Racecourse Mahalaxmi,  Mumbai - 400034 | |  | | --- | |  |   **Satish Jathan**  Senior Vice President  +91 9819903129  **Chetan Anam** Vice President+91 9323292987  email: [ccmoperations@hdfcbank.com](mailto:ccmoperations@hdfcbank.com) |
| IDBI BANK LTD. | Capital Market Services  Annex Building, CBD Belapur,  Navi Mumbai - 400614 | **Anchan Vandana Kariya Malathi**  Assistant General Manager  022 66588124 / +91 8108101070  **Guddu Kumar Sah**  Manager  022 66700671 / + 91 9892590260  Email: [anchan.vandana@idbi.co.in](mailto:anchan.vandana@idbi.co.in) ; [sah.guddu@idbi.co.in](mailto:sah.guddu@idbi.co.in) |
| INDUSIND BANK LIMITED | 4th floor, PNA House,  MIDC, Andheri (East),  Mumbai - 400093 | **Hetal Divanji** Head Capital Market Operations+91 9820062805  **Kaushik Chatterjee** Deputy Vice President  +91 9920209335  email: [nseclg@indusind.com](mailto:nseclg@indusind.com) |
| KOTAK MAHINDRA BANK LTD. | Kotak Infiniti, 2nd Floor, Zone II, Building No. 21, Infinity Park, Off W.E. Highway, General AK Vaidya Marg, Goregaon (E),  Mumbai - 400097 | **Sachin Samant**  **President**  022 61660307  **Vickram Valecha**  Senior Vice President  022 66056027  email: [clgbank@kotak.com](mailto:clgbank@kotak.com) |
| STANDARD CHARTERED BANK | Crescenzo, 5th Floor , C 38 / 39 G Block.  Bandra Kurla Complex.  Mumbai - 400051 | **Yohan Palia**  Associate Director  022 48852087/ 9821282849  **Abhir Adyanthaya**  Director and Financial Institutions Banker  022 61157769 / 9967595310  email: [nse.mumbaipayments@sc.com](mailto:nse.mumbaipayments@sc.com) |
| UNION BANK OF INDIA | M S Marg Branch 66/80 Mumbai Samachar Marg, Fort, Mumbai 400023 | **Ashwini Tripath**  Asst. General manager  022 22629303 / +91 9628674999  **Sumit Kumar Jain**  Chief Kumar Jain  +91 7974563530  email: [kashyapcmcmsm@unionbankofindia.bank](mailto:kashyapcmcmsm@unionbankofindia.bank) |
| STATE BANK OF INDIA | Mumbai Main Branch, 1st floor International Banking Division  Mumbai Samachar Marg  Mumbai - 400023 | **Rishikesh Karn**  Deputy Manager  Contact: 022 22719121 / +91 7903179570  **Munmun Hazra** Asst. ManagerContact No.: 022- 22719121 / +91 9699369414  email: [settlement.11777@sbi.co.in](mailto:settlement.11777@sbi.co.in) |
| YES BANK LIMITED | 6th Floor(South) YES Bank House,  Off Western Express Highway, Santacruz East,  Mumbai - 400055 | **Kiran Shirke**  Senior Vice President  022 65077478 / +91 7045472600  **Surbhi Wahi**  Segment Head  022 50919571 / + 91 9833880050  email: [dl\_settlement\_banking@yesbank.in](mailto:dl_settlement_banking@yesbank.in) |
| J P MORGAN CHASE BANK | J.P. Morgan Tower,  Off. C.S.T. Road,  Kalina,  Santacruz – East,  Mumbai 400098 | **Rahul Palan**  Executive Director  022 61573752  **Nikita Tambday**  Executive Director  022 61573710  email: [mumbai.cash.operation@jpmorgan.com](mailto:mumbai.cash.operation@jpmorgan.com) |

The latest list of designated clearing banks and their contact details are available on the web-site, www.nseindia.com

# Format of Letters for Operation of Clearing Account with Clearing Bank

|  |  |
| --- | --- |
| **Purpose** | **Document to be submitted** |
| New Member Enablement  New Settlement Account | Letter as per 4.1 and 4. 2 |
| Change in Settlement Account | Letter as per 4.1, 4.2, 4.3 and 4.4 |
| Closure of Settlement Account | Letter as per 4.5 |
| Name Change in Settlement Account | Letter as per 4.6 |

*4.1 FORMAT OF AUTHORISATION LETTER TO BE SUBMITTED BY THE MEMBER TO THE CLEARING BANK FOR OPERATION OF CLEARING ACCOUNT*

On Letter Head of Clearing Member

Date:

From: [Clearing Member name and address]

To: [Clearing bank name and address]

Dear Sirs,

**Sub: Operation of Clearing Bank for NSE Clearing Limited [Segment Name: ……..]**

Ref: Our Primary / Secondary\* Clearing Bank Account No:\_\_\_\_\_\_\_\_\_ with [Clearing Bank name & address]

With reference to the above, we note that:

1. NSE Clearing Ltd. has established a clearing and settlement system, whereby its members will be able to undertake the clearing and settlement of deals admitted.
2. The bank has been nominated / appointed as a Clearing Bank for the purpose of Clearing and Settlement by NSE Clearing Ltd.
3. As per the Byelaws, Rules and Regulations of NSE Clearing Ltd., the member shall authorise the Clearing Bank to access their clearing account for debiting & crediting their accounts as per the instructions received from NSE Clearing Ltd. from time to time. The member further shall authorise NSE Clearing Ltd. to debit the Clearing Bank Account for the purpose of appropriating the dues payable to Exchange, SEBI or such other regulatory authority as maybe specified from time to time.
4. Having due regard to the above, we hereby irrevocably authorise the Clearing bank to debit and credit our above referred clearing bank account from time to time as per the instructions received from NCL. Further, we authorise the Clearing Bank to report balances and other information relating to this account to NCL as may be required by NCL from time to time. This irrevocable undertaking will be with immediate effect.
5. We further hereby undertake to abide by such other or further guidelines / instructions as may be communicated / decided by NCL.

Yours faithfully,

Authorised Signatory and Stamp

Name: Designation:

\* Strike out whichever is not applicable

**Acknowledgement from Bank**

Name of Bank :

Name & Designation of Official :

Sign and Stamp :

*4.2 ACCOUNT CONFIRMATION LETTER FROM CLEARING BANK TO CLEARING MEMBER*

On Letter Head of Clearing Bank

Date:

To,

Manager

NSE Clearing Ltd.

Exchange Plaza,

Bandra Kurla Complex

Bandra East

Mumbai 400051

Sub: - Confirmation of Account with our Bank

Dear Madam/Sir,

This is to certify that …………….. member holds the below mentioned bank accounts at …………………. Bank.

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| Account Name | Account Number | Account Opening date | Account Status | Branch Name & Address |
|  |  |  |  |  |

Yours faithfully,

Authorised Signatory and Stamp

Name:

Designation:

*4.3 FORMAT FOR NOC FROM CLEARING BANK TO CLEARING MEMBER FOR CHANGE OF BANK*

On Letter Head of Clearing Bank

Date:

To,

Manager

NSE Clearing Ltd.

Exchange Plaza,

Bandra Kurla Complex

Bandra East

Mumbai 400051

Subject: NOC for Account Shifting

Dear Sir,

We hereby confirm that we have no objection whatsoever in shifting of below mentioned account of ………………… from our bank to any another bank.

|  |  |
| --- | --- |
| ACCOUNT NAME | ACCOUNT NUMBER |
|  |  |

Thanking you.

Yours faithfully,

Authorised Signatory and Stamp

Name:

Designation:

*4.4 FORMAT OF REQUEST LETTER FROM CLEARING MEMBER TO CLEARING CORPORATION FOR CHANGE OF SETTLEMENT ACCOUNT*

On Letter Head Of Clearing Member

Date:

To,

Manager

NSE Clearing Ltd.

Exchange Plaza,

Bandra Kurla Complex

Bandra East

Mumbai 400051

Subject: Request for change in bank account ….. (Member Code) ………. (Member Name)

Dear Sir/Madam,

We, request you to change our settlement A/c as per details given below with effect from ………. .

|  |  |
| --- | --- |
| Segment |  |
| Existing Account Name |  |
| Bank |  |
| Account Number |  |

|  |  |
| --- | --- |
| Segment |  |
| New Account |  |
| Name New Bank |  |
| New Account Number |  |

Enclosed:

1. Authorisation letter as per Annexure 3.1

2. Confirmation of Account Letter from Bank as per Annexure 3.2

3. NOC for existing bank for account shifting as per Annexure 3.3

Yours faithfully,

Authorised Signatory and Stamp

Name:

Designation

*4.5 FORMAT FOR NOC FOR CLOSURE OF EXISTING SETTLEMENT ACCOUNT FROM CLEARING MEMBER TO CLEARING CORPORATION*

On Letter Head Of Clearing Member

Date:

To,

Manager

NSE Clearing Ltd.

Exchange Plaza,

Bandra Kurla Complex

Bandra East

Mumbai 400051

Dear Sir/Madam,

Sub: - Request for NOC for Closure of Settlement Account ………. (Member Code) …………(Member Name)

We wish to close our account with ………….. bank having account number …………… As the account is mapped with NSE Clearing Ltd as settlement account we request for NOC. The details of account are as under:

|  |  |
| --- | --- |
| Segment |  |
| Account Name |  |
| Bank |  |
| Account Number |  |

Yours faithfully,

Authorised Signatory and Stamp

Name:

Designation:

*4.6 FORMAT FOR CHANGE OF NAME FROM CLEARING BANK TO CLEARING CORPORATION*

On Letter Head Of Clearing Bank

Date:

To,

Manager

NSE Clearing Ltd.

Exchange Plaza,

Bandra Kurla Complex

Bandra East

Mumbai 400051

Subject: Name Change in Settlement Account

Dear Sir/Madam,

We wish to inform you that the ……………. has intimated us their change in name from M/s. (Old Member Name) to (New Member Name) and have requested us to confirm to you the continuation of the below stated accounts in their new name.

We therefore, hereby confirm that the accounts referred below on behalf of M/s.(Old Member Name) shall be deemed to have been in the new name (New Member Name) and shall continue to be valid and enforceable in spite of the change in name as above and we undertake to honour any claim or demand from you on account (New Member Name) either in the name of (Old Member Name) or (New Member Name).

|  |  |  |
| --- | --- | --- |
| Account No | Old Account Name | New Account Name |
|  |  |  |

Yours faithfully,

Authorised Signatory and Stamp

Name:

Designation:

# Format of letter for Auto Delivery Out

From: [Clearing Member Name and address]

To: [NSE Clearing and address]

Dear Sirs,

Sub: Availing the facility of Automatic Delivery Out in NSDL / CDSL

With reference to the above, we note that:

1. NSE Clearing Limited (NCL) has facility for automating the delivery out instructions.

2. We wish to avail of this facility for the following depository and settlement types. (Please mark 'YES' against the depository and settlement type for which this facility is desired and 'NO' against the depository and settlement type for which this facility is not required)

|  |  |  |  |
| --- | --- | --- | --- |
| **NSDL** | **YES / NO** | **CDSL** | **YES / NO** |
| Normal market / Settlement Type 'M', Market Type 49 | YES / NO | Normal market Settlement Type 'M', Market Type 23 | YES / NO |
| Auction market (Cash) Settlement Type 'A', Market Type 14, Auction market (SLB RL Auction) Settlement Type 'Q', Market Type 25 | YES / NO | Auction market (Cash) Settlement Type 'A', Market Type 01, Auction market (SLB RL Auction) Settlement Type 'Q', Market Type 44 | YES / NO |
| Normal market Settlement Settlement Type 'Z', Market Type 50 | YES / NO | Settlement Type 'Z', Market Type 24 | YES / NO |

3. We do hereby irrevocably authorize NCL to provide NSDL / CDSL with the details of the delivery obligations, including the security details and the quantities to deliver for all the above settlement types and any other details which may have to be given to NSDL / CDSL with respect to the above subject. This irrevocable undertaking will be effective from the date of this letter.

4. We understand that in the case of pari-passu shares and multiple ISINs, Auto DO instructions will be generated for only the primary ISIN. We also understand that in case an IDO / EARLY PAY-IN is given, the Auto DO instructions for the same will be monitored by us and any changes desired to be made in the Auto DO instructions will be done by us accordingly.

5. In case of shifting of our CM pool account / CM settlement account in NSDL / CDSL, we undertake to monitor the delivery instructions including the Auto DO instructions generated by NSCCL. We understand that NCL will be generating Auto DO instructions for a single CM pool account / CM settlement account only, even if two CM pool accounts / CM settlement accounts are operating at the same time.

6. NCL will not be responsible for any short or excess shares being transferred from our depository account with NSDL / CDSL on account of Auto DO.

7. In case we fail to comply with the specified requirements of NSDL / CDSL, resulting into short deliveries and consequential close out, NCL will in no way be responsible.

8. We further hereby undertake to abide by such other or further guidelines / instructions as may be communicated / devised by NCL from time to time.

Yours faithfully

Signature of

(Member/Partner of Partnership firm/Director of a Corporate Member)

(Member code)

# Direct Payout to Investors Account

1. Members shall be required to provide files in a specific structure (given as under) to the Clearing Corporation for effecting payout directly to the client’s beneficiary accounts.
2. Additionally, the clearing member can provide own settlement account details if the clearing member intends to receive full or part payout of securities, which is not identified for direct client account payout, in the settlement account with specific depository. This information can be provided in the same file. The clearing member is required to provide depository participant ID and depository participant client ID if the settlement account is with NSDL or CM Settlement account number if the settlement account is with CDSL.
3. The files would have to be sent by the members to the clearing corporation by 9:30 a.m on the settlement day for T+1 and by 3:00 p.m.for T+0
4. The files shall be uploaded by Clearing Corporation in its system and returned with the indication of the success/rejection of the file and the records. This shall be purely a validation of the correctness of the file and record formats.
5. In case Clearing Members intend to modify the data in a file, which has been already submitted to Clearing Corporation, the Clearing Member would be having an opportunity to submit the full file after carrying out the modifications (before the cut off time announced by Clearing Corporation). With the submission of this full file the file submitted earlier shall be ignored and not considered. This would mean that the data provided in the latest batch shall be duly considered final and complete and the file submitted earlier shall be totally ignored.
6. Clearing Members will have to submit all the files in a running sequence of batch numbers. If Clearing Members fail to submit an earlier batch file then the subsequent batches will not be processed. However, if the earlier file was completely rejected, the same batch number should be used for the subsequent corrected file.
7. The total quantity of securities to be credited to the account of various constituents shall not exceed the net pay out by Clearing Corporation to the Clearing Member.
8. The Clearing Members shall provide the details of beneficiary account of the constituents of the Trading Members in any one of the depositories.
9. If for any record, the quantity requested to be credited to the account of the constituent is more than the balance available for pay out to the Clearing Member in that depository, the quantity available in that depository shall only be directly credited to the constituent.
10. Where the Clearing Members fail to provide the details of the beneficiary account or where the credit to the beneficiary accounts of the constituents fail, or any account whatsoever the remaining quantity received from other depository as pay out shall be credited to the CM Pool / Clearing account of the Clearing Member with the respective depositories
11. The credit to the beneficiary account of the constituent shall be pursuant to the file and in conformity with the details provided by the Clearing Member requesting Clearing Corporation to directly credit the accounts of the constituent. Hence execution of such electronic instructions of passing the credit to the account of the constituents shall mean and be pay out to the Clearing Members
12. Clearing Members shall be provided a return file after completion of pay out confirming the details of the accounts, which have been credited by the depositories (CM Pool a/c and or Beneficiary accounts).
13. Clearing Corporation shall consider the data provided by the Clearing Members as final and correct and shall not be responsible for any incorrect data provided by the Clearing Members. The Clearing Members shall be fully responsible for any erroneous data provided to Clearing Corporation.
14. The files must be placed in the extranet server in the directory, Clearing \CPD\dnld.
15. Clearing members shall upload separate client direct payout (CPD) request for T+0

Members may note that this is only a facility offered to the members in terms of the SEBI circular in this regard. However, where Members are unable to provide the data in respect of clients to Clearing Corporation for direct credit to the account of the clients the securities would be credited to the respective pool account of the members and the resultant guidelines of the SEBI in respect of holdings in the pool account shall apply.

It may also be noted here that that the requirements specified by SEBI / Exchange in relation to release of funds / securities to the respective clients is within one day of declaration of pay -out by the respective Exchange / Clearing Corporation.

**File structure** **for** **Payout to Client**

File format: Comma Separated

Location: CPD\UPLD

Naming Convention of the file: CPD<SYYYYYYYD>.Xnn

CPD File type

S Settlement Type

YYYYYYY Settlement Number

D Delivery Type (It shall be N)

X File Indicator

T File coming from the member

S Success File sent to the trading members

R Reject File sent to the trading members

nn Batch number (is a running sequence)

Control record Format:

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| Sr. No. | Field | Length | Mandatory/ Optional | Description |
| 1. | Record Type | CHAR(2) | Mandatory | Value = 10 |
| 2. | File Type | CHAR(3) | Mandatory | Value = CPD |
| 3. | Member Type | CHAR(1) | Mandatory | 'M' For Clearing Member  'C' - For Custodians |
| 4. | Member Code | CHAR(5) | Mandatory | Member Code |
| 5. | Settlement type | CHAR(1) | Mandatory |  |
| 6. | Settlement number | CHAR(7) | Mandatory |  |
| 7. | Delivery Type | CHAR(1) | Mandatory |  |
| 8. | Batch Number | Number(2) | Mandatory | Batch Number in running sequence |
| 9. | Total No. of Records | Number(7) | Mandatory | Total number of records in file |
| 10. | Total quantity | Number(9) | Mandatory |  |

Detail Record Format

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| Sr. No. | Field | Length | Mandatory/ Optional | Description |
| 1. | Record Type | CHAR(2) | Mandatory | Value = 20 |
| 2. | Depository Id | CHAR(5) | Mandatory | Value = NSDL / CDSL |
| 3. | ISIN |  | CHAR(12) |  |
| 4. | Beneficiary Account No | CHAR(16) | Mandatory | In case of CDSL the Beneficiary a/c. In case of NSDL the 1st 8 digit shall be the DP Id and the next 8 digits shall be the beneficiary a/c, in that order |
| 5. | Quantity | Number(9) | Mandatory |  |

# Format for availing the facility of directing the payout to preferred depository

(To be given on the member’s letterhead / signed by the Member /any one Partner

of Partnership firm or Director of a Corporate Member and stamped)

Date:

From: [Clearing Member Name and address]

To: [NSE Clearing and address]

Dear Sirs,

Sub: Availing the facility of directing the payout to Preferred Depository-Capital Market Segment.

With reference to the above, we note that:

1. NSE Clearing Limited (NCL) has facility for providing payout to the specified pool account in either of the depositories viz NSDL or CDSL.

2. We do hereby irrevocably authorize NCL to provide the payout in following depository pool account (Please mark ‘Y’ and mention the respective active pool account against the depository for which this facility is desired and 'N' against the depository for which this facility is not required)

Depository 'NSDL', Y/N [‘Depository Account No’]

Depository ‘CDSL’ Y/N [‘Depository Account No’]

3. We understand that the payout to the above specified preferred depository shall be made after giving effect to any client direct payout instructions which may have been provided by us for the respective security for the respective settlement.

4. We undertake to provide the new pool account details in case of any closure of the said account.

1. We understand that NCL will not be responsible for any failed payouts to the said account due to lack of intimation of change in pool account or any other reason.
2. We undertake to continue to maintain pool account in both NSDL in CDSL, while availing facility for Preferred Depository.

6. We further hereby undertake to abide by such other or further guidelines / instructions as may be communicated / prescribed by NCL from time to time.

Yours faithfully

Signature of

(Member/Partner of Partnership firm/Director of a Corporate Member)

(TM Code: )

Encl: Copy of client master list of NSDL/CDSL pool account

# Format of uploading securities pay-in/pay-out shortages

Members may note the below:

* The file is to be uploaded only in case of securities Pay-in / Pay-out shortages (including internal shortages).
* The reporting is not applicable for Custodians.
* Trading Members (TMs) clearing trades through other clearing members are required to report details of securities pay-in / pay-out shortages (including internal shortages) for their clients. TMs clearing trades through own clearing member (self- clearing members), need to report the security shortages as applicable to TMs.
* Members may upload the file in respective segment or in any one of the segments as a single file.
* Members need to ensure the correctness of details of client UCC in UCI database.
* The files in the specified format shall be uploaded by the members to the clearing corporation from S+1 day onwards, till S+5 working day basis, where ‘S’ is the settlement date for the respective settlement. File shall be rejected if uploaded on S day.
* For every valid file uploaded by member, return file shall be generated with the indication of the success/rejection of the file and the records. This shall be purely a validation of the correctness of the file format.
* In case members intend to modify the data in a file, which has been already submitted to Clearing Corporation, the member would be having an opportunity to submit the revised file after carrying out the modifications before the cut-off date.
* Members will have to submit all the files in a running sequence of batch numbers across segments. If members fail to submit an earlier batch file then the subsequent batches will not be processed. However, if the earlier file was completely rejected, the same batch number should be used for the subsequent corrected file. If some of the records of the of the file are rejected due to incorrect data the entire file is rejected and successful records are not considered. Members should exclude such erroneous records and upload file with same batch number.
* Members shall ensure to specify correct symbol and ISIN specified in latest applicable Symbol file provided by clearing corporation.
* Clearing Corporation shall consider the data provided by the members as final and correct and shall not be responsible for any incorrect data provided by the members. Members shall be fully responsible for any erroneous data provided to Clearing Corporation.
* Members should note that non-reporting/ wrong reporting shall be treated as a non-compliance
* Members are required to report only one entry for same market type, settlement number, UCC, ISIN, symbol and transaction type in the shortage file. In case the member reports multiple entries, the last reported entry shall be considered

File format for reporting of securities Pay-in / Pay-out shortages data by Members

File format: Comma Separated (csv)

*Location on extranet: /<MemberCode>/SEC\_SHRT/Upld*

Naming Convention of the file: Shortage\_reporting\_ddmmyyyy.Xnn

where,

ddmmyyyy = Settlement date

X = File Indicator (T = File coming from the member, S = Success File sent to the members, R = Reject File sent to the members)

nn = incremental batch no. for settlement date starting with ‘01’

**Control record Format:**

|  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- |
| Sr. No. | Field | Length | Mandatory/ Optional | Description | Expected sample value |
| 1. | Record Type | CHAR(2) | Mandatory | Value = 10 | 10 |
| 2. | Settlement Date | DATE | Mandatory | Same as date in filename | DDMMYYYY |
| 3. | Total No. of Records | Number(7) | Mandatory | Total number of records in file |  |

**Detail Record Format:**

|  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- |
| Sr. No. | Field | Length | Mandatory/Optional | Description | Expected sample value |
| 1. | Record Type | CHAR(2) | Mandatory | Value = 20 | 20 |
| 2. | Market Type | CHAR(2) | Mandatory | 01 -Normal (T+1)  02 - T2T (T+1)  03 – Auction  04 – SLBM  05- T+0 | 01 or 02 or 03 or 04 |
| 3. | Settlement No. | CHAR(8) | Mandatory | Example: XNNNNNNN  Where  X = Settlement Type  NNNNNNN = Settlement Number  Values for settlement type = M/Z/A/L/P/Q/5 Description  ,M = Normal  ,Z= Trade for Trade  A= Auction  L= SLB First leg  P= Reverse Leg (SLB)  Q= Reverse Leg Auction (SLB)  5= T+0 Settlement | M2018100 |
| 4. | Unique Client code (UCC) | CHAR(10) | Mandatory |  |  |
| 5. | ISIN | CHAR(12) | Mandatory |  |  |
| 6. | Symbol | CHAR(10) | Mandatory |  |  |
| 7. | Transaction Type | CHAR(1) | Mandatory | Value B /S (Description : Buy/Sell) | B or S |
| 8. | Quantity delivered short in the settlement including Internal Shortage (A) | Number (12,3) | Mandatory | 999999999.999 | Decimal not required if value is a whole number |
| 9. | Quantity cleared in subsequent auction conducted at CC (B) | Number (12,3) | Mandatory | 999999999.999 | Decimal not required if value is a whole number |
| 10. | Quantity cleared in subsequently byclose out by CC and member (C) | Number (12,3) | Mandatory | 999999999.999 | Decimal not required if value is a whole number |
| 11. | Balance to be reconciled - Qty settled by member internally (D)  (D = A – (B+C)) | Number (12,3) | Mandatory | 999999999.999 | Decimal not required if value is a whole number |
| 12. | Reconciliation (E) | CHAR(1) | Mandatory | 1 - Purchased by member in own account  2 - Purchased by member in client account  0 - Nil quantity to reconcile | 1 or 2 or 0 |

Note:

1. Field 9 “Quantity cleared in subsequent auction conducted at CC” Members should report shortage quantity delivered by Clearing Corporation in auction including voluntary auction conducted by Clearing Corporation for internal shortages.

2. Field 10 “Quantity cleared in subsequently by close out by CC and member” Members should report quantity cleared by close-out done at Clearing Corporations and/or by member.

3. Field 12 “Reconciliation” Members should report either value 1 or 2 or 0 (1 - Purchased by member in own account or 2 - Purchased by member in client account or 0 – Nil quantity to reconcile)

List of error codes and in case of a failure of file or record shall be as under

|  |  |  |
| --- | --- | --- |
|  |  | **Control Record** |
| **Sr. No.** | **Reason Code** | **Description** |
| 1 | 11 | No of fields in Control record is not equal to 3 |
| 2 | 12 | Size of any of the fields in control records is greater than maximum allowed size. -Record type length : 2 - Batch date length : 8 (DDMMYYYY)  - Total records length : 7 (9999999) |
| 3 | 13 | Any field of control record is null |
| 4 | 14 | Value of control record type is not '10' |
| 5 | 15 | batch date in control record and date in file name does not match |
| 6 | 16 | Total number of records in file does not matches with 'Total records' field in file |
|  |  |  |
|  |  | **Data Record** |
| **Sr. No.** | **Reason Code** | **Description** |
| 1 | 21 | Total No of fields in data record is not equal to 12 |
| 2 | 22 | Size of any of the fields in control records is greater than maximum allowed size. -Record type length : 2  - Market Type length : 2  - settlement no length : 8 - Unique Client code length : 10 - ISIN length: 12 - Symbol length : 10 - Transaction Type length : 1 (B or S) - Quantity delivered short length : 12 (999999999.999) - Quantity cleared in subsequent auction length : 12 (999999999.999) - Quantity cleared in subsequent auction Quantity by close out by CC : 12 (999999999.999) - Balance to be reconciled : 12 (999999999.999) - Reconciliation flag length : 1 (0 or 1 or 2 ) |
| 3 | 23 | Any field of data record is null except Reconciliation flag |
| 4 | 24 | Value of data record type is not '20' |
| 5 | 25 | Market Type not in (01,02,03,04,) |
| 6 | 26 | Settlement Type not in (M,Z,A,5, L,P,Q) |
| 7 | 27 | Settlement Number not valid |
| 8 | 28 | Symbol-ISIN combination not present in Securities table |
| 9 | 29 | Transaction Type not valid (other than B - Buy OR S - Sell) |
| 10 | 30 | validation for Short quantity, Auction quantity, closeout quantity & reconcile quantity for proper format(999999999.999) |
| 11 | 31 | validation : Reconcile quantity = Short quantity – (Auction quantity + Close out quantity) |
| 12 | 32 | Reconciliation flag value is invalid (other than 0,1,2) |
| 13 | 33 | Client obligation validation (Obligation of client for given security on given settlement type and number is not valid) |
| 14 | 34 | File uploaded beyond stipulated time of S+5 days |

Example for Shortage Reporting

The examples below are only for understanding purpose. Members are requested to refer to the file format provided in the circular.

**Example 1:**

|  |  |
| --- | --- |
| Settlement Type | M |
| Settlement Number | 2020001 |
| TM Code | 12345 |
| UCC | C1 |
| Buy/Sell | Buy |
| Net Deliverable Quantity | 1000 |
| Quantity Short Delivered | 400 |
| Quantity traded in Auction | 300 |
| Quantity Closed Out | 100 |

|  |  |
| --- | --- |
| Record Type | 20 |
| Market Type | 01 |
| Settlement No. | M2020001 |
| Unique Client code (UCC) | C1 |
| ISIN | INE012X05555 |
| Symbol | ABCD |
| Transaction Type | B |
| Quantity delivered short in the settlement including Internal Shortage (A) | 400 |
| Quantity cleared in subsequent auction by delivery by CC (B) | 300 |
| Quantity cleared in subsequent auction by close out by CC (C) | 100 |
| Balance to be reconciled - Qty settled by member internally (D)  (D = A – (B+C)) | 0 |
| Reconciliation (E)\* | 0 |

**Example 2:**

|  |  |
| --- | --- |
| Settlement Type | M |
| Settlement Number | 2020001 |
| TM Code | 12345 |
| UCC | C2 |
| Buy/Sell | Sell |
| Net Deliverable Quantity | 500 |
| Quantity Short Delivered | 500 |
| Quantity traded in Auction | 500 |
| Quantity Closed Out | 0 |

|  |  |
| --- | --- |
| Record Type | 20 |
| Market Type | 01 |
| Settlement No. | M2020001 |
| Unique Client code (UCC) | C2 |
| ISIN | INE012X05555 |
| Symbol | ABCD |
| Transaction Type | S |
| Quantity delivered short in the settlement including Internal Shortage (A) | 500 |
| Quantity cleared in subsequent auction by delivery by CC (B) | 500 |
| Quantity cleared in subsequent auction by close out by CC (C) | 0 |
| Balance to be reconciled - Qty settled by member internally (D)  (D = A – (B+C)) | 0 |
| Reconciliation (E)\* | 0 |

**Example 3:**

|  |  |
| --- | --- |
| Settlement Type | M |
| Settlement Number | 2020001 |
| TM Code | 12345 |
| UCC | C3 |
| Buy/Sell | Sell |
| Net Deliverable Quantity | 500 |
| Quantity Short Delivered (Internal Shortage) | 500 |
| Quantity traded in Auction | 0 |
| Quantity Closed Out | 0 |
| Purchased by member in client account | 500 |

|  |  |
| --- | --- |
| Record Type | 20 |
| Market Type | 01 |
| Settlement No. | M2020001 |
| Unique Client code (UCC) | C2 |
| ISIN | INE012X05555 |
| Symbol | ABCD |
| Transaction Type | S |
| Quantity delivered short in the settlement including Internal Shortage (A) | 500 |
| Quantity cleared in subsequent auction by delivery by CC (B) | 0 |
| Quantity cleared in subsequent auction by close out by CC (C) | 0 |
| Balance to be reconciled - Qty settled by member internally (D)  (D = A – (B+C)) | 500 |
| Reconciliation (E)\* | 2 |

\*Reconciliation (E)

1 - Purchased by member in own account

2 - Purchased by member in client account

# File format for voluntary auction

1. File to be uploaded by the member

File nomenclature: CM\_SA\_<DDMMYYYY>\_nn.csv

Where DDMMYYYY = Auction Date

and nn is batch number of file (example 01)

File upload path on Member portal/extranet\_upld/SA/upld File

File Format:

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| **Sr.No** | **Field Name** | **Data Type** | **Size** | **Remarks** |
| 1 | Settlement Type | Char | 1 | M (Normal Market) |
| 2 | Settlement Number | Number | 7 |  |
| 3 | Security Symbol | Char | 10 |  |
| 4 | Security Series | Char | 2 |  |
| 5 | CM Code | Char | 6 | Clearing member code for e.g M12345 |
| 6 | TM Code | Char | 5 | Primary member code of Trading member for eg. 12345 |
| 7 | Filler |  |  | NULL |
| 8 | Quantity for auction | Number | 7 | Not exceeding the internal shortage |

If file uploaded is successful and any revisions are to be made, members should upload file with next consecutive batch number. If file is revised by member, only latest uploaded and processed file shall be considered by NCL. If the earlier file is rejected, then file should be uploaded with same batch number. Members should ensure that every file should contain all records.

1. Return File to member

File nomenclature: <Primary Member Code>\_CM\_SA\_<R/S>\_DDMMYYYY\_nn.csv

Where DDMMYYYY = Auction Date

and nn is batch number of file (example 01)

path on Member portal/extranet\_dnld/SA/dnld File

File Format:

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| **Sr.No** | **Field Name** | **Data Type** | **Size** | **Remarks** |
| 1 | Settlement Type | Char | 1 |  |
| 2 | Settlement Number | Number | 7 |  |
| 3 | Security Symbol | Char | 10 |  |
| 4 | Security Series | Char | 2 |  |
| 5 | CM Code | Char | 6 |  |
| 6 | TM Code | Char | 5 |  |
| 7 | Filler |  |  | NULL |
| 8 | Quantity for auction | Number | 7 |  |
| 9 | Response Code | Char | 2 |  |
| 10 | Valuation Amount in Rupees | Number | (7,2) |  |

|  |  |
| --- | --- |
| **Rejection Code** | **Rejection Reason** |
| 1 | Member not permitted for auction |
| 2 | Settlement type mentioned in detailed record is not eligible for auction. |
| 3 | Mismatch in file nomenclature date and auction start date for mentioned settlement type number combination in detail record |
| 4 | Invalid Batch Number |
| 5 | Obligation not yet generated for mentioned settlement type number combination in detail record |
| 6 | Symbol series combination mentioned in detail record not valid on T day |
| 7 | Security not eligible for auction at permitted Exchange |
| 8 | Invalid CM code or Primary Member Code |
| 9 | Invalid quantity mentioned in file |
| 10 | Quantity mentioned not in accordance with market lot |
| 11 | Invalid detail record format |
| 12 | Window closed for settlement type and number |
| 13 | Security not eligible in auction |
| 14 | Duplicate Record |

# List of Approved Banks for issuance of Fixed Deposits Receipts & Bank Guarantees

|  |  |  |
| --- | --- | --- |
| **Sr. No** | **Bank Name** | **E-BG/E-FD** |
| 1 | AUSTRALIA AND NEW ZEALAND BANKING GROUP LTD. |  |
| 2 | AXIS BANK LTD | E-FDR & E-BG |
| 3 | BANK OF AMERICA, N.A. |  |
| 4 | BANK OF BARODA |  |
| 5 | BANK OF INDIA |  |
| 6 | BANK OF MAHARASHTRA |  |
| 7 | BARCLAYS BANK PLC | E-FDR |
| 8 | BNP PARIBAS |  |
| 9 | CANARA BANK |  |
| 10 | CENTRAL BANK OF INDIA |  |
| 11 | CITIBANK N.A. |  |
| 12 | CITY UNION BANK LTD. |  |
| 13 | CREDIT SUISSE AG |  |
| 14 | DBS BANK LTD | E-FDR |
| 15 | DCB BANK LTD |  |
| 16 | DEUTSCHE BANK AG |  |
| 17 | FEDERAL BANK LTD | E-FDR |
| 18 | HDFC BANK LTD | E-FDR & E-BG |
| 19 | HONGKONG AND SHANGHAI BANKING CORPORATION LTD | E-FDR |
| 20 | ICICI BANK LTD | E-FDR & E-BG |
| 21 | IDBI BANK LIMITED | E-FDR & E-BG |
| 22 | IDFC FIRST BANK LTD | E-FDR & E-BG |
| 23 | INDIAN BANK |  |
| 24 | INDIAN OVERSEAS BANK |  |
| 25 | INDUSIND BANK LTD | E-FDR |
| 26 | JAMMU & KASHMIR BANK LTD |  |
| 27 | JP MORGAN CHASE BANK, N.A. |  |
| 28 | KARNATAKA BANK LTD |  |
| 29 | KARUR VYSYA BANK LTD |  |
| 30 | KOTAK MAHINDRA BANK LTD | E-FDR & E-BG |
| 31 | PUNJAB & SIND BANK |  |
| 32 | PUNJAB NATIONAL BANK |  |
| 33 | RBL BANK LTD | E-FDR |
| 34 | SOCIETE GENERALE |  |
| 35 | SOUTH INDIAN BANK LTD | E-FDR |
| 36 | STANDARD CHARTERED BANK | E-FDR |
| 37 | STATE BANK OF INDIA | E-FDR |
| 38 | TAMILNAD MERCANTILE BANK LTD |  |
| 39 | MUFG BANK LTD |  |
| 40 | UCO BANK |  |
| 41 | UNION BANK OF INDIA |  |
| 42 | YES BANK LTD | E-FDR & E-BG |
| 43 | AU SMALL FINANCE BANK | E-FDR |
| 44 | UJJIVAN SMALL FINANCE BANK LTD\*\* |  |
| 45 | EQUITAS SMALL FINANCE BANK LTD\*\* |  |
| 46 | BANDHAN BANK LTD |  |
| 47 | FIRST ABU DHABI BANK\*\* |  |
| 48 | SUMITOMO MITSUI BANKING CORPORATION | E-FDR |
| 49 | MIZUHO BANK LTD\*\* |  |
| 50 | CSB BANK LTD |  |
| 51 | UTKARSH SMALL FINANCE BANK \*\* |  |

\*\* Only for issuance of Fixed Deposit Receipts

# List of Approved Custodians

|  |  |  |  |
| --- | --- | --- | --- |
| **Sr. No** | **Name of Custodian** | **Address** | **Phone/Fax** |
| 1 | HDFC Bank Ltd. | Lodha I Think Techno Campus Alpha Building, 8th Floor Office Opp Crompton Greaves , Next to Kanjurmarg Railway Station ,Kanjurmarg – East,Mumbai - 400042 | Phone Nos :  022-30752877 Fax : 022-30752846 |
| 2 | Stock Holding Corporation of India Ltd. (SHCIL) | DP Operations (Pledge - NSCCL Margin) Plot no. P -51, T.T.C. Industrial Area, MIDC, Mahape Navi Mumbai 400 710 | Phone Nos.: 022-27785532 Fax :  022-61778533 |
| 3 | ICICI Bank Ltd. | Securities Market Services, Empire Complex, 1st Floor 414 Senapati Bapat Marg Lower Parel, Mumbai 400 013 | Phone Nos.: 022-66672005 022-66672082  04041056049 Fax :  022-66672740 |
| 4 | AXIS Bank Limited (AXIS) | Jeevan Prakash Building,  Sir P.M.Road,Fort,  Mumbai – 400 001 | Phone No -40867512/11  Fax No -40867541/42 |

# Format of letter requesting activation of account in Collateral Interface for Members

Date:

The Manager

Collaterals Department

NSE Clearing Ltd

Dear Sir/ Madam,

**Sub: Application for activation of account in Collateral Interface for Members**

We are interested in availing the facilities provided through the Collateral Interface for Member (CIM). We therefore request you to activate our account and provide us necessary access in the said interface.

Please find below the necessary details as required:

|  |  |  |
| --- | --- | --- |
| **S No** | **Particulars** | **To be filled by the Member** |
|  | Trading Member Code |  |
|  | Member Name |  |
|  | Segment for which application is being made (Cash/F&O/CDS/SLBS/DEBT) |  |
|  | Contact Person (The account details will be sent to this person) |  |
|  | Address for Communication with Pin Code |  |
|  | Phone Number with STD Code |  |
|  | Mobile number of contact person |  |
|  | Fax Number with STD Code |  |
|  | Email id for correspondence in matters related to the interface ( preferably a corporate mail id) |  |
|  | No of User Ids required |  |

We hereby authorize NSE Clearing Limited to act upon the instructions sent through the interface and we shall be solely responsible for any errors pertaining to data entry from our end.

We would request you to advise us the account details allotted to us for this purpose at the above mentioned address.

Yours sincerely,

Authorized Signatory

Name:

Designation:

Note:

1. Since the CIM application is common for the CM, CDS, SLBS, DEBT, F&O and Commodity segments, user accounts shall be common for members across the segments. Hence once enabled in a segment, member need not request for an account in other segment.
2. With respect to cash deposits, the rejected records, if any, that have not been received by the Clearing Corporation will be visible to the member at the front end application.
3. The benefit to /release of the total liquid assets shall be carried out subject to successful receipt of the request at the Clearing Corporation and the relevant policies as applicable from time to time.

# Format of letter by member for submission of FDR to Custodian

(To be typed on member's letter head)

To Date:

Name & Address of custodian

Dear Sir,

As per requirements of NSE Clearing Limited (NCL) and in compliance of prescribed norms of NCL, I/we hereby furnish you:

**Deposit Type : □ Margin Deposit □ Security Deposit**

Accordingly, I hereby furnish you the same in the form of FDR favouring

”*Name of Custodian*” **A/c “** *Member Name***”**

**FDR No :**

**Bank Name :**

**Amount (INR) :** Rs (Rupees\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_Only)

**Segment : □ Capital Market**

**□ Currency Derivatives**

**□ Futures & Options**

**□ Debt Market**

**□ Commodity Derivatives**

**Clearing Member Code** **:** **M / C\_\_\_\_\_\_**

**Trading Member Code :** \_\_\_\_\_\_\_\_

I/We hereby agree and consent that you shall have an irrevocable authority to encash the said FDR and to withdraw the said FDR amount at any time, even prior to maturity, without notice to me/us for recovery/adjustment of NCL dues and we have no objections whatsoever for the same.

I/We agree that you may renew the FDR for periods of one year each time till the FDR is released by you.

I/we agree that on the encashment of FDR, you will be entitled to the interest accrued on the said FDR and you are hereby authorised to receive the accrued interest from the Bank along with the principal amount (FDR amount) payable.

Yours faithfully,

Authorised Signatory ***(Seal and Signature)***

# Format of letter by member for submission of FDR to Clearing Corporation

(To be typed on Member’s letter head)

To Date:

NSE Clearing Limited

Exchange Plaza

Bandra Kurla Complex

Bandra (E)

Mumbai-400 051

Dear Sir,

As per requirements of NSE Clearing Limited (NCL) and in compliance of prescribed norms of NCL, I/we hereby furnish you :

**Deposit Type : □ Margin Deposit □ Security Deposit**

Accordingly, I hereby furnish you the same in the form of FDR favouring

**NSE Clearing Ltd A/c “** *Member Name***”**

**FDR No :**

**Bank Name :**

**Amount (INR) :** Rs (Rupees\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_Only)

**Segment : □ Capital Market**

**□ Currency Derivatives**

**□ Futures & Options**

**□ Debt Market**

**□ Commodity Derivatives**

**Clearing Member Code** **:** **M / C\_\_\_\_\_\_**

**Trading Member Code :** \_\_\_\_\_\_\_\_

I/We hereby agree and consent that you shall have an irrevocable authority to encash the said FDR and to withdraw the said FDR amount at any time, even prior to maturity, without notice to me/us for recovery/adjustment of NCL dues and we have no objections whatsoever for the same.

I/We agree that you may renew the FDR for periods of one year each time till the FDR is released by you.

I/we agree that on the encashment of FDR, you will be entitled to the interest accrued on the said FDR and you are hereby authorised to receive the accrued interest from the Bank along with the principal amount (FDR amount) payable.

Yours faithfully,

Authorised Signatory ***(Seal and Signature)***

# Format of letter to be provided by Bank issuing FDR to the custodian

(To be typed on bank’s letter head)

To Date:

Name & Address of the Custodian

Dear Sir,

We refer to the fixed deposit receipt (FDR) bearing no. \_\_\_\_\_\_\_\_\_\_\_\_\_\_ issued for Rs.\_\_\_\_\_\_\_\_\_\_\_ ( Rs in words) in your name A/c. “*Member's name*”

We hereby agree and confirm that

1. There is no lock in period for encashment of the said FDR.
2. The amount under the said FDR would be paid to you on demand, at any point of time without any reference to the **above member.**
3. Encashment whether premature or otherwise would not require any clearance from any other authority / person.
4. On encashment of the FDR by you, the interest accrued thereon will also be released to you.
5. The FDR will be renewed for such periods as may be instructed by you.
6. The FDR is payable at Mumbai (In case FDR is issued from places other than Mumbai, Delhi, Kolkata, Chennai, Ahmedabad and Hyderabad)

Yours faithfully,

**Authorised Signatory**

\_\_\_\_\_\_\_\_ Bank Ltd.

# Format of letter to be provided by Bank issuing FDR to the Clearing Corporation

(To be typed on bank’s letter head)

To Date:

NSE Clearing Limited

Exchange Plaza

Bandra Kurla Complex

Bandra (E)

Mumbai-400 051

Dear Sir,

We refer to the fixed deposit receipt (FDR) bearing no. \_\_\_\_\_\_\_\_\_\_\_\_\_\_ issued for Rs.\_\_\_\_\_\_\_\_\_\_\_ , ( Rs in words) in your name A/c *“Member's name”*

We hereby agree and confirm that

1. There is no lock in period for encashment of the said FDR.
2. The amount under the said FDR would be paid to you on demand, at any point of time without any reference to the **above member.**
3. Encashment whether premature or otherwise would not require any clearance from any other authority / person.
4. On encashment of the FDR by you, the interest accrued thereon will also be released to you.
5. The FDR will be renewed for such periods as may be instructed by you.
6. The FDR is payable at Mumbai (In case FDR is issued from places other than Mumbai, Delhi, Kolkata, Chennai, Ahmedabad and Hyderabad)

Yours faithfully,

Authorised Signatory

\_\_\_\_\_\_\_\_ Bank Ltd.

# Format of letter to be provided by Bank for Auto renewal of FDR to the custodian - when there is change in FDR number

(To be typed on Bank’s letter head)

To Date:

Name & Address of the Custodian

Dear Sir,

We refer to the fixed deposit receipt (FDR) issued, in the name of ”*Name of Custodian*” - A/c *“Member Name”*. Details are as under.

|  |  |  |  |
| --- | --- | --- | --- |
| **FDR No** | **Issue Date** | **Amount (in Rs.)** | **Maturity Date** |
|  |  |  |  |

The above FDR has been renewed for further period of \_\_\_\_\_months under the auto-renewal facility on the request of the member. Details are as follows.

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| **New FDR No** | **Renewal Date** | **New Maturity Date** | **Amount (in Rs.)** | **New Interest Rate** |
|  |  |  |  |  |

We hereby agree and confirm that

1. There is no lock in period for encashment of the said FDR.
2. The amount under the said FDR would be paid to you on demand, at any point of time without any reference to the **above member.**
3. Encashment whether premature or otherwise would not require any clearance from any other authority / person.
4. On encashment of the FDR by you, the interest accrued thereon will also be released to you.
5. The FDR will be renewed for such periods as may be instructed by you.
6. The FDR is payable at Mumbai. (In case FDR is issued from places other than Mumbai, Delhi, Kolkata, Chennai, Ahmedabad, and Hyderabad)
7. Old instrument will remain valid unless revoked.

Yours faithfully,

Authorised Signatory

\_\_\_\_\_\_\_\_\_\_ Bank Ltd

# Format of letter to be provided by Bank for Auto renewal of FDR to the custodian - when there is no change in FDR number

(To be typed on Bank’s letter head)

To Date:

Name & Address of the Custodian

Dear Sir,

We refer to the fixed deposit receipt (FDR) issued, in the name of ”*Name of Custodian*” - A/c *“Member Name”*. Details are as under.

|  |  |  |  |
| --- | --- | --- | --- |
| **FDR No** | **Issue Date** | **Amount (in Rs.)** | **Maturity Date** |
|  |  |  |  |

The above FDR has been renewed for further period of \_\_\_\_\_months under the auto-renewal facility on the request of the member. Details are as follows.

|  |  |  |  |
| --- | --- | --- | --- |
| **Renewal Date** | **New Maturity Date** | **Amount (in Rs.)** | **New Interest Rate** |
|  |  |  |  |

We hereby agree and confirm that

1. There is no lock in period for encashment of the said FDR.
2. The amount under the said FDR would be paid to you on demand, at any point of time without any reference to the **above member.**
3. Encashment whether premature or otherwise would not require any clearance from any other authority / person.
4. On encashment of the FDR by you, the interest accrued thereon will also be released to you.
5. The FDR will be renewed for such periods as may be instructed by you.
6. The FDR is payable at Mumbai. (In case FDR is issued from places other than Mumbai, Delhi, Kolkata, Chennai, Ahmedabad, and Hyderabad)
7. Old instrument will remain valid unless revoked.

Yours faithfully,

Authorised Signatory

\_\_\_\_\_\_\_\_\_\_ Bank Ltd

# Format of letter to be provided by Bank for Auto renewal of FDR to the Clearing Corporation - when there is change in FDR number

(To be typed on Bank’s letter head)

To Date:

NSE Clearing Ltd

Exchange Plaza,C-1, Block G,

Bandra Kurla Complex,

Bandra (East)

Mumbai 400 51

Dear Sir,

We refer to the fixed deposit receipt (FDR) issued, in the name of NCL - A/c *“Member Name”*. Details are as under.

|  |  |  |  |
| --- | --- | --- | --- |
| **FDR No** | **Issue Date** | **Amount (in Rs.)** | **Maturity Date** |
|  |  |  |  |

The above FDR has been renewed for further period of \_\_\_\_\_months under the auto-renewal facility on the request of the member. Details are as follows.

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| **New FDR No** | **Renewal Date** | **New Maturity Date** | **Amount (in Rs.)** | **New Interest Rate** |
|  |  |  |  |  |

We hereby agree and confirm that

1. There is no lock in period for encashment of the said FDR.
2. The amount under the said FDR would be paid to you on demand, at any point of time without any reference to the **above member.**
3. Encashment whether premature or otherwise would not require any clearance from any other authority / person.
4. On encashment of the FDR by you, the interest accrued thereon will also be released to you.
5. The FDR will be renewed for such periods as may be instructed by you.
6. The FDR is payable at Mumbai. (In case FDR is issued from places other than Mumbai, Delhi, Kolkata, Chennai, Ahmedabad, and Hyderabad)
7. Old instrument will remain valid unless revoked.

Yours faithfully,

Authorised Signatory

\_\_\_\_\_\_\_\_\_\_ Bank Ltd

# Format of letter to be provided by Bank for Auto renewal of FDR to the Clearing Corporation - when there is no change in FDR number

(To be typed on Bank’s letter head)

To Date:

NSE Clearing Ltd

Exchange Plaza,C-1, Block G,

Bandra Kurla Complex,

Bandra (East)

Mumbai 400 51

Dear Sir,

We refer to the fixed deposit receipt (FDR) issued, in the name of NCL - A/c *“Member Name”*. Details are as under.

|  |  |  |  |
| --- | --- | --- | --- |
| **FDR No** | **Issue Date** | **Amount (in Rs.)** | **Maturity Date** |
|  |  |  |  |

The above FDR has been renewed for further period of \_\_\_\_\_months under the auto-renewal facility on the request of the member. Details are as follows.

|  |  |  |  |
| --- | --- | --- | --- |
| **Renewal Date** | **New Maturity Date** | **Amount (in Rs.)** | **New Interest Rate** |
|  |  |  |  |

We hereby agree and confirm that

1. There is no lock in period for encashment of the said FDR.
2. The amount under the said FDR would be paid to you on demand, at any point of time without any reference to the **above member.**
3. Encashment whether premature or otherwise would not require any clearance from any other authority / person.
4. On encashment of the FDR by you, the interest accrued thereon will also be released to you.
5. The FDR will be renewed for such periods as may be instructed by you.
6. The FDR is payable at Mumbai. (In case FDR is issued from places other than Mumbai, Delhi, Kolkata, Chennai, Ahmedabad, and Hyderabad)
7. Old instrument will remain valid unless revoked.

Yours faithfully,

Authorised Signatory

\_\_\_\_\_\_\_\_\_\_ Bank Ltd

# Format of Bank Guarantee for Margin Deposit and Security Deposit (Fungible)

*BG NO:* ***\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_***

*Date :* ***\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_***

To:

NSE Clearing Limited

Exchange Plaza, Plot C-1, G Block,

Bandra Kurla Complex,

Bandra (East),

Mumbai – 400 051.

Dear Sirs:

This guarantee bearing No. \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ is issued by \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_, a body corporate constituted under the Companies Act 1956, having its Head Office at \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ (hereinafter referred to as the “Bank” which term shall wherever the context so permits includes its successors and assigns) in favour of NSE Clearing Limited (Formerly known as National Securities Clearing Corporation Limited), a company incorporated under the Companies Act, 1956 and having its registered office at Exchange Plaza, Plot C-1, G Block, Bandra Kurla Complex, Bandra (East), Mumbai – 400 051 (hereinafter referred to as “NCL” which expression shall include its successors and assigns).

Whereas

a. Mr./Ms.\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ s/o / d/o / w/o \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_,residing at \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_and having his/her office at \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_(Complete Address), (hereinafter referred to as the “Clearing Member”, which expression shall include his/her successors and assigns) /\* is/are a Clearing Member of NCL.

OR

M/s \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_, a partnership firm registered under the Indian Partnership Act, 1932 and having their office at \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ (Complete Address), (hereinafter referred to as the “Clearing Member”, which expression shall include their successors and assigns ) /\* is/are a Clearing Member of NCL.

OR

*BG NO:* ***\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_***

*Date :* ***\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_***

M/s\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_., incorporated as a company under the Companies Act, 1956 and having its registered office at \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_(Complete Address), (hereinafter referred to as the “Clearing Member”, which expression shall include its successors and assigns ) \* is/are a Clearing Member of NCL.

b. One of the conditions of Clearing Membership of NCL is that a Clearing Member may maintain with NCL \*security deposit/ margin deposit of a value of Rs. \_\_\_\_\_\_\_, inter alia, in the form of a bank guarantee issued by a bank approved by NCL, for the relevant clearing segment.

c. Since, the Bank is a bank approved by NCL and the bank guarantees issued by it are accepted by NCL, the Clearing Member has requested the Bank to furnish to NCL a guarantee for Rs.\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_.

Therefore these presents:

1. This guarantee shall be governed by the terms and conditions of the Master Agreement dated \_\_\_\_\_\_\_\_ executed between the Bank and NCL and the same shall form a part and parcel of this guarantee as though the same have been incorporated in this guarantee.
2. The liability of the Bank under this guarantee shall not exceed Rs.\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_.
3. This Bank Guarantee is given at the request of the Clearing Member towards fulfilling the obligations/liabilities of the Clearing Member arising out of such clearing segment as may be determined by NCL from time to time without demur/protest or reference to the Clearing Member. The Bank agrees that the Clearing Member is admitted to the membership of various clearing segments of NCL and that the Bank Guarantee amount specified in the following clause is available for meeting the obligations/liabilities of any of the clearing segments to which the Clearing Member is admitted as a Clearing Member.
4. This guarantee shall be valid for a period of \_\_\_\_\_\_\_\_\_ months i.e. upto \_\_\_\_. However, the Bank is liable to pay the guaranteed amount if NCL serves upon Bank a written claim or demand on or before \_\_\_\_\_\_\_\_\_\_\_\_ (i.e. within \_\_\_ \_\_\_\_\_ after the date of expiry of the bank guarantee as mentioned in this clause).

Executed this \_\_\_\_ day of \_\_\_\_\_\_\_\_\_\_\_\_\_\_ at \_\_\_\_\_\_\_\_\_\_

For \_\_\_\_\_\_\_\_(Bank)

Authorized Signatories

Seal of the Bank

\*Strike out whichever is not applicable

\*\* Type whichever is applicable

*Instructions:*

1. *The above printed format is required to be used. Strike out / delete Security Deposit or Margin deposit whichever is not applicable in clause b*
2. *The Bank Guarantee to be stamped for Rs.100/- or the value prevailing in the State where executed, whichever is higher. Bank Guarantee to be executed on Non-Judicial stamp paper(s) or on paper franked from Stamp Office*
3. *All the blanks in the format are required to be duly filled by the issuing bank along with the signature of the authorised signatory and stamp of the bank.*
4. *Each page of the bank guarantee should bear the bank guarantee number and issue date and should be signed by two authorised signatories of the bank unless the bank has specifically intimated NCL that only one authorised signatory shall sign the bank guarantees issued by them in favour of NCL*

# Format of Bank Guarantee for Margin Deposit and Security Deposit (Non Fungible)

*BG NO:* ***\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_***

*Date :* ***\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_***

To:

NSE Clearing Limited

Exchange Plaza, Plot C-1, G Block,

Bandra Kurla Complex,

Bandra (East),

Mumbai – 400 051.

Dear Sirs:

This guarantee bearing No. \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ is issued by \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_, a body corporate constituted under the Companies Act 1956, having its Head Office at \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ (hereinafter referred to as the “Bank” which term shall wherever the context so permits includes its successors and assigns) in favour of NSE Clearing Limited (Formerly known as National Securities Clearing Corporation Limited), a company incorporated under the Companies Act, 1956 and having its registered office at Exchange Plaza, Plot C-1, G Block, Bandra Kurla Complex, Bandra (East), Mumbai – 400 051 (hereinafter referred to as “NCL” which expression shall include its successors and assigns).

Whereas

a. Mr./Ms.\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ s/o / d/o / w/o \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_,residing at \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_and having his/her office at \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_(Complete Address), (hereinafter referred to as the “Clearing Member”, which expression shall include his/her successors and assigns) /\* is/are a Clearing Member of NCL.

OR

M/s \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_, a partnership firm registered under the Indian Partnership Act, 1932 and having their office at \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ (Complete Address), (hereinafter referred to as the “Clearing Member”, which expression shall include their successors and assigns ) /\* is/are a Clearing Member of NCL.

OR

*BG NO:* ***\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_***

*Date :* ***\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_***

M/s\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_., incorporated as a company under the Companies Act, 1956 and having its registered office at \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_(Complete Address), (hereinafter referred to as the “Clearing Member”, which expression shall include its successors and assigns ) \* is/are a Clearing Member of NCL.

b. One of the conditions of Clearing Membership of NCL is that a Clearing Member may maintain with NCL \*security deposit/ margin deposit of a value of Rs. \_\_\_\_\_\_\_ ,inter alia, in the form of a bank guarantee issued by a bank approved by NCL, for **Capital Market** Segment.

c. Since, the Bank is a bank approved by NCL and the bank guarantees issued by it are accepted by NCL, the Clearing Member has requested the Bank to furnish to NCL a guarantee for Rs.\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_.

Therefore these presents:

1. This guarantee shall be governed by the terms and conditions of the Master Agreement dated \_\_\_\_\_\_\_\_ executed between the Bank and NCL and the same shall form a part and parcel of this guarantee as though the same have been incorporated in this guarantee.
2. The liability of the Bank under this guarantee shall not exceed Rs.\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_.
3. This Bank Guarantee is given at the request of the Clearing Member towards fulfilling its obligations/liabilities as a Clearing Member of NCL of **Capital Market** Segment of NCL.
4. This guarantee shall be valid for a period of \_\_\_\_\_\_\_\_\_ months i.e. upto \_\_\_\_. However, the Bank is liable to pay the guaranteed amount if NCL serves upon Bank a written claim or demand on or before \_\_\_\_\_\_\_\_\_\_\_\_ (i.e. within \_\_\_ \_\_\_\_\_ after the date of expiry of the bank guarantee as mentioned in this clause).

Executed this \_\_\_\_ day of \_\_\_\_\_\_\_\_\_\_\_\_\_\_ at \_\_\_\_\_\_\_\_\_\_

For \_\_\_\_\_\_\_\_(Bank)

Authorized Signatories

Seal of the Bank

\*Strike out whichever is not applicable

\*\* Type whichever is applicable

*Instructions:*

1. *The above printed format is required to be used. Strike out / delete Security Deposit or Margin deposit whichever is not applicable in clause b*
2. *The Bank Guarantee to be stamped for Rs.100/- or the value prevailing in the State where executed, whichever is higher. Bank Guarantee to be executed on Non-Judicial stamp paper(s) or on paper franked from Stamp Office*
3. *All the blanks in the format are required to be duly filled by the issuing bank along with the signature of the authorised signatory and stamp of the bank.*
4. *Each page of the bank guarantee should bear the bank guarantee number and issue date and should be signed by two authorised signatories of the bank unless the bank has specifically intimated NCL that only one authorised signatory shall sign the bank guarantees issued by them in favour of NCL*

# Format of Member Letter for submission of Fungible Bank Guarantee to Clearing Corporation

(To be typed on Member’s letter head)

Date:

To

NSE Clearing Limited

Exchange Plaza

Bandra Kurla Complex

Bandra (E)

Mumbai-400 051

Dear Sir,

As per requirements of NSE Clearing Limited (Formerly Known as National Securities Clearing Corporation Limited) (NCL) and in compliance of prescribed norms of NCL we have to furnish you security/margin deposit and accordingly furnishing you the same in the form of Bank Guarantee (BG No.\_\_\_\_) issued by \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Bank (Bank) for Rs. \_\_\_\_\_\_\_\_ towards \_\_\_\_\_ segment.

This bank guarantee is given by the Bank at the request of me/us towards fulfilling the above conditions towards such clearing segment as may be intimated by me/us to NCL from time to time through such mode as specified by NCL from time to time.

I/We hereby agree and consent that you shall have an irrevocable authority to invoke the said bank guarantee and to withdraw the said bank guarantee amount at any time, even prior to maturity/ last claim period, without notice to me/us for recovery/adjustment of NCL dues and I/we have no objections whatsoever for the same.

Yours faithfully,

Authorised Signatory

\_\_\_\_\_\_\_\_ Member Code

# Format of renewal of bank guarantee towards margin deposit and security deposit

Date : \_\_\_\_\_\_\_\_\_\_\_

To,

NSE Clearing Limited (NCL)

Exchange Plaza, Plot C-1, G Block,

Bandra Kurla Complex,

Bandra (East),

Mumbai – 400 051.

We, \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ (Bank) having our registered office at \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_and our branch office at \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ refer to the Bank Guarantee number : \_\_\_\_\_\_\_\_\_ executed by us on the \_\_\_\_\_\_\_\_\_\_\_ day of \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ 20\_ at \_\_\_\_\_\_\_\_\_\_ (hereinafter referred to as “said guarantee”) on account of Mr. / Ms./ M/s. \_\_\_\_\_\_\_\_\_\_\_\_ \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ having his/her/ its/registered office at \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ (hereinafter referred to as a ‘Clearing Member’) for a sum of Rs \_\_\_\_\_\_\_\_\_\_\_\_\_\_ (Rupees \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_only) in your favour.

The validity of the said guarantee was upto \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_.

With reference to the same we state as hereunder:

At the request of the Clearing Member, we extend the period of the validity of the said guarantee upto \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_.

The said guarantee may be invoked by NCL in part(s) without affecting its rights to invoke the said guarantee for any liabilities that may devolve later.

Notwithstanding anything mentioned herein above,

1. the liability of the Bank under this guarantee shall not exceed Rs. \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ (Rupees \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ only)
2. This guarantee shall be valid for a period of \_\_\_\_\_months i.e. upto \_\_\_\_\_\_\_\_\_\_\_\_\_.
3. The bank is liable to pay the guaranteed amount only if NCL serves upon the Bank a written claim or demand on or before \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_(i.e. within \_\_\_ months after the date of expiry of the bank guarantee as mentioned in clause b above).

We hereby affirm and confirm that save and except to the extent as provided for herein above, the said guarantee together with all other terms and conditions therein shall remain operational and in full force and effect till \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_.

Executed this \_\_\_\_day of\_\_\_\_\_\_\_\_\_\_\_\_ at \_\_\_\_\_\_\_\_\_\_\_\_\_ (place).

FOR \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_(BANK)

\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_(BRANCH)

**AUTHORIZED SIGNATORIES**

SEAL OF THE BANK

*Instructions:*

1. *The above printed format is required to be used.*
2. *The Bank Guarantee to be stamped for Rs.100/- or the value prevailing in the State where executed, whichever is higher. Bank Guarantee to be executed on Non-Judicial stamp paper(s) or on paper franked from Stamp Office*
3. *All the blanks in the format are required to be duly filled by the issuing bank along with the signature of the authorised signatory and seal of the bank.*
4. *Each page of the bank guarantee should bear the bank guarantee number and issue date and should be signed by two authorised signatories of the bank unless the bank has specifically intimated NCL that only one authorised signatory shall sign the bank guarantees issued by them in favour of NCL.*

# Format of deed of pledge

* 1. **For clearing members for deposit of securities for security deposit**

*To Be Executed On Non Judicial Stamp Paper Of Rs.600/- Or In Accordance With The Prevailing Rates Applicable In The Place Of Execution, Whichever Is Higher.*

This Deed of Pledge (hereinafter referred to as “the Deed”) is executed at \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ on this \_\_\_ day of \_\_\_\_\_\_\_\_\_ 20\_\_\_ by

\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_, S/o / d/o / w/o \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ residing at \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ and having his office at \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ \*

\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_, a partnership firm registered under the Indian Partnership Act, 1932 and having its office at \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\*

\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_Ltd., incorporated as a company under the Companies Act, 1956/ 2013 and having its registered office at \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\*

\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_, a limited liability partnership firm registered under the Limited Liability Partnership Act, 2008 and having its office at \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\*

(hereinafter referred to as “Clearing Member” which expression shall unless repugnant to the context thereof include successors, administrators and assigns) in favour of NSE Clearing Limited (Formerly known as National Securities Clearing Corporation Limited), a company incorporated under the Companies Act, 1956 and having its registered office at Exchange Plaza, Bandra-Kurla Complex, Bandra (East), Mumbai - 400051 (hereinafter referred to as “NCL” which expression shall unless repugnant to the context thereof, include its successors and assigns).

WHEREAS

a) The Clearing Member is admitted to the Clearing Membership of NCL.

b) One of the requirement of the clearing Membership is that the Clearing Member shall maintain with NCL security deposits in the form of cash, bank guarantees or securities for the due performance and fulfillment by him/it of his/its engagements, commitments, operations, obligations or liabilities as a Clearing Member including any sums due by him/it to NCL or any other party as decided by NCL arising out of or incidental to any contracts made, executed, undertaken, carried out or entered into by him/it.

c) The securities to be deposited by the Clearing Member shall be securities in dematerialised form and as may be approved by NCL from time to time to an extent of Rs. \_\_\_\_\_\_\_\_ /- (Rupees \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ only) or of such value as may be specified by NCL from time to time.

d) The Clearing Members may deposit the securities with such custodians acting as depository participants as may be determined by NCL from time to time or in the alternative the Clearing Members may also make available the dematerialised securities by creating a pledge on the said securities with any depository participant in favour of NCL.

NOW THIS DEED WITNESSETH AS FOLLOWS:

1. In consideration of NCL having agreed to accept approved dematerialised securities as a security deposit to an extent of Rs.\_\_\_\_\_\_\_\_\_\_\_\_ /- (Rupees \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ only), or of such value as may be specified by NCL from time to time, the Clearing Member hereby pledges securities (hereinafter referred to as “Said Securities”) with NCL as security for due performance and fulfillment by him/it of all engagements, commitments, operations, obligations or liabilities as a Clearing Member of NCL including any sums due by him/it to NCL or National Stock Exchange of India Limited (hereinafter referred to as “NSEIL”) or any other party as decided by NCL arising out of or incidental to any contracts made, executed, undertaken, carried out or entered into by him/it.

2. The Clearing Member if so determined by NCL shall place the Said Securities in the absolute disposition of such custodian/depository participant in such manner as decided by NCL and such possession and disposition may be apparent and indisputable notwithstanding the fact that the Clearing Member may be permitted to have access to the Said Securities in the manner and subject to such terms and conditions as determined by NCL and provided further that during such time the Clearing Member confirms, affirms and covenants with NCL that he/it shall do all such acts and things, sign such documents and pay and incur such costs, debts and expenses as may be necessary without prejudice to any other obligations, liabilities, duties which he/it owes as a Clearing Member.

3. In case where the Clearing member are not using the facility of such custodians acting as depository participants as may be determined by NCL from time to time, the clearing member’s shall ensure creation of pledge on said securities as per the depository mechanism by the depository participant where such securities are held

4. For the purpose of the clauses (1) (2) and (3), and for the purpose of this Deed, the term “Said Securities” shall mean all the securities lying in the Depository Account No. \_\_\_\_\_\_\_\_\_\_\_ (hereinafter referred to as “Account”) with the custodian/depository participant and shall include all securities given in addition, substitution or replacement of the securities in the said Account. All securities lying in the said Account shall be deemed to have been pledged at all times with NCL by virtue of this Deed.

5. The Clearing Member declares and assures that all the Said Securities are in existence, owned by him/it and free from any prior charge, lien or encumbrance and further that all the Said Securities over which pledge may be created in future would be in existence and owned by him/it at the time of creation of such pledge and that all the Said Securities to be given in future as security to NCL would likewise be unencumbered, absolute and disposable property of the Clearing Member.

6. The Clearing Member agrees that he/it shall not without NCL’s prior written permission create any charge, lien or encumbrance of any kind upon or over the Said Securities hereby pledged except to NCL, that he/it shall not suffer any such charge, lien or encumbrance to affect the Said Securities or any part thereof and further that he/it shall not do or allow anything to be done that may prejudice the Said Securities while he/it remains liable to NCL in any manner without the prior written permission of NCL.

7. The Clearing Member agrees, declares and undertakes that he/it shall be bound and abide by the terms and conditions of the Scheme for the Deposit of securities in dematerialised form as formulated and determined by NCL, for security deposit either in their existing form or as modified/changed/altered /amended from time to time pursuant to requirement/ compliance of Clearing Membership.

8. If in the opinion of NCL, the Clearing Member has failed to perform and / or fails to fulfil his/its engagements, commitments, operations, obligations or liabilities as a Clearing Member of NCL including any sums due by him/it to NCL or to any other party arising out of or incidental to any contracts made, executed, undertaken, carried out or entered into by him/it, then the Clearing Member agrees that NCL on giving one working day notice to the Clearing Member on its own as a pledgee, shall be empowered/entitled to invoke the pledge, sell, dispose of or otherwise effect any other transfer of the Said Securities in such manner and subject to such terms and conditions as it may deem fit and that the money if any realised from such pledge/sale/disposal/or other transfer shall be utilised/disbursed by NCL in such manner and subject to terms and conditions as it may deem fit and further the Clearing Member shall do all such things, deeds, acts and execute all such documents as are necessary to enable NCL to effect such pledge/sale/disposal/or other transfer. The decision of NCL as to the obligations or liabilities or commitments of the Clearing Member and the amount claimed shall be final and binding on the Clearing Member. The Clearing Member understood and agrees that one working day notice mentioned above shall be deemed to be a reasonable notice, as this pledge of securities is being accepted as security deposit by NCL in lieu of cash deposits or bank guarantees, which can be invoked and appropriated in a days time and also due to the nature of transactions on NCL.

9. The Said Securities pledged as security shall be available at the disposal of NCL as a continuing security and remain available in respect of the obligations, liabilities or commitments of the Clearing Member jointly or severally and may be utilised as such in the discretion of NCL, as if each of the obligations, liabilities or commitments is secured by the Said Securities. This Deed shall not be considered as cancelled or in any way affected on its utilisation for meeting any specific obligation, liability or commitment by NCL but shall continue and remain in operation in respect of all subsequent obligations, liabilities or commitments of the Clearing Member.

10. The Clearing Member shall be released from his/its obligations, liabilities under this Deed only when NCL, in writing, expressly provides for the release of the Said Securities.

11. The Clearing Member agrees that NCL shall be entitled to sell, negotiate or otherwise transfer the Said Securities and to execute transfer documents and/or any other necessary documents, wherever applicable or other endorsements for this purpose and that NCL shall be entitled to receive from him/it all expenses incurred by NCL/Custodian for the aforesaid purposes.

12. The Clearing Member agrees to execute such further documents whether of a legal nature or otherwise as may be required by NCL for the purpose of giving effect to the provisions of this Deed and also the Scheme for the Deposit of securities in dematerialised form.

13. The Clearing Member agrees that the deposit of the ‘Said Securities’ and the pledge thereof shall not be affected in any manner whatsoever if NCL takes any action against the Clearing Member including suspension or expulsion or declaration of the Clearing Member as a defaulter.

14. The Clearing Member agrees that NCL shall not be under any liability whatsoever to the Clearing Member or any other person for any loss, damage, expenses, costs etc, arising out of the deposit of the Said Securities, in any manner, due to any cause whatsoever, irrespective of whether the Said Securities shall be in the possession of the NCL or not at the time of such loss or damage or the happening of the cause thereof. The Clearing Member shall at all times indemnify and keep indemnified NCL from and against all suits, proceedings, costs, charges, claims and demands whatsoever that may at any time arise or be brought or made by any person against NCL in respect of any acts, matters and things lawfully done or caused to be done by NCL in connection with the Said Securities or in pursuance of the rights and powers of NCL under this Deed.

15. The Clearing Member undertakes that the deposit of the ‘Said securities’ and the pledge thereof shall be binding on him/it as continuing and that it shall not be prejudiced by his/its failure to comply with the Rules, Bye-laws or Regulation of NCL or any other terms and conditions attendant to the Clearing membership of NCL and that NCL shall be at liberty, without thereby affecting his/its rights against him/it hereunder or in relation to the ‘Said securities’ or to any other security now or hereafter held or taken at any time to vary, amend change or alter any terms or conditions of its Rules, Bye laws or Regulations of NCL in general or as applicable to him / it in particular.

Executed at \_\_\_\_\_\_\_\_\_\_\_\_\_ on the day, month and year above mentioned.

Signed, sealed and delivered by the within named \*\*

Clearing Member.

\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

in the presence of witnesses

1.

2.

\* strike out whichever is not applicable

\*\* To be signed by

the Clearing member in case of individual.

all partners in case of a Partnership firm

by any two of the following persons in the case of a Company:

i. Managing Director

ii. Whole-time Director

iii. Directors

* 1. **For clearing members for deposit of securities for margin deposit**

*To Be Executed On Non Judicial Stamp Paper Of Rs.600/- Or In Accordance With The Prevailing Rates Applicable In The Place Of Execution, Whichever Is Higher.*

This Deed of Pledge (hereinafter referred to as “the Deed”) is executed at \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ on this \_\_\_ day of \_\_\_\_\_\_\_\_\_ 20\_\_\_ by

\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_, S/o / d/o / w/o \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ residing at \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ and having his office at \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ \*

\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_, a partnership firm registered under the Indian Partnership Act, 1932 and having its office at \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\*

\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_Ltd., incorporated as a company under the Companies Act, 1956/ 2013 and having its registered office at \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\*

(hereinafter referred to as “Clearing Member” which expression shall unless repugnant to the context thereof include successors, administrators and assigns) in favour of NSE Clearing Limited (Formerly known as National Securities Clearing Corporation Limited), a company incorporated under the Companies Act, 1956 and having its registered office at Exchange Plaza, Bandra-Kurla Complex, Bandra (East), Mumbai - 400051 (hereinafter referred to as “NCL” which expression shall unless repugnant to the context thereof, include its successors and assigns).

WHEREAS

a) The Clearing Member is admitted to the Clearing Membership of NCL.

b) One of the requirement of the Clearing Membership is that the Clearing Member if desirous of availing additional exposure, shall maintain with NCL margin deposit in the form of cash, bank guarantees or securities for the due performance and fulfilment by him/it of his/its engagements, commitments, operations, obligations or liabilities as a Clearing Member including any sums due by him/it to NCL or any other party as decided by NCL arising out of or incidental to any contracts made, executed, undertaken, carried out or entered into by him/it.

c) The securities to be deposited by the Clearing Member shall be securities in dematerialised form and as may be approved by NCL from time to time.

d) The Clearing Members shall deposit the securities with such custodians acting as depository participants as may be determined by NCL from time to time or in the alternative the Clearing Members may also make available the dematerialised securities by creating a pledge on the said securities with any depository participant in favour of NCL.

NOW THIS DEED WITNESSETH AS FOLLOWS:

1. In consideration of NCL having agreed to accept approved dematerialised securities as margin deposit to an extent of Rs.\_\_\_\_\_\_\_\_\_ /- (Rupees \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_only), the Clearing Member hereby pledges securities(hereinafter referred to as “Said Securities”) with NCL as security for due performance and fulfillment by him/it of all engagements, commitments, operations, obligations or liabilities as a Clearing Member of NCL including any sums due by him/it to NCL or National Stock Exchange of India Limited (hereinafter referred to as “NSEIL”) or any other party as decided by NCL arising out of or incidental to any contracts made, executed, undertaken, carried out or entered into by him/it.

2. The Clearing Member if so determined by NCL shall place the Said Securities in the absolute disposition of such custodian/depository participant in such manner as decided by NCL and such possession and disposition may be apparent and indisputable notwithstanding the fact that the Clearing Member may be permitted to have access to the Said Securities in the manner and subject to such terms and conditions as determined by NCL and provided further that during such time the Clearing Member confirms, affirms and covenants with NCL that he/it shall do all such acts and things, sign such documents and pay and incur such costs, debts and expenses as may be necessary without prejudice to any other obligations, liabilities, duties which he/it owes as a Clearing Member.

3. In case where the Clearing member are not using the facility of such custodians acting as depository participants as may be determined by NCL from time to time, the clearing member’s shall ensure creation of pledge on said securities as per the depository mechanism by the depository participant where such securities are held

4. For the purpose of the clauses (1) (2) and (3), and for the purpose of this Deed, the term “Said Securities” shall mean all the securities lying in the Depository Account No. \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ (hereinafter referred to as “Account”) with the custodian/depository participant and shall include all securities given in addition, substitution or replacement of the securities in the said Account. All securities lying in the said Account shall be deemed to have been pledged at all times with NCL by virtue of this Deed.

5.

1. In respect of the Said Securities owned by him / it, the Clearing Member declares and assures that they are in existence, owned by him/it and/or are free from any prior charge, lien or encumbrance and further that the Said Securities over which the pledge may be created in future would be in existence and owned by him/it at the time of creation of such pledge and that the Said Securities to be given in future as security to NCL would likewise be unencumbered, absolute and disposable property of the Clearing Member.
2. The Clearing Member is permitted to pledge the securities owned by clients in accordance with the provisions of the SEBI Circular Ref: SEBI/HO/MIRSD/DOP/CIR/P/2020/28 dated February 25, 2020 and such other circulars issued by SEBI in this regard from time to time. Such pledged securities belonging to clients shall be dealt with by NCL in accordance with the provisions of the SEBI Circulars.

6. The Clearing Member agrees that he/it shall not without NCL’s prior written permission create any charge, lien or encumbrance of any kind upon or over the Said Securities hereby pledged except to NCL, that he/it shall not suffer any such charge, lien or encumbrance to affect the Said Securities or any part thereof, and further that he/it shall not do or allow anything to be done that may prejudice the Said Securities while he/it remains liable to NCL in any manner without the prior written permission of NCL.

7. The Clearing Member agrees, declares and undertakes that he/it shall be bound and abide by the terms and conditions of the Scheme for the Deposit of securities in dematerialised form as formulated and determined by NCL, for margins, considered as margin deposit, either in their existing form or as modified/changed/altered /amended from time to time pursuant to requirement / compliance of Clearing Membership.

8. If in the opinion of NCL, the Clearing Member has failed to perform and / or fails to fulfil his/its engagements, commitments, operations, obligations or liabilities as a Clearing Member of NCL including any sums due by him/it to NCL or to NSEIL or to any other party arising out of or incidental to any contracts made, executed, undertaken, carried out or entered into by him/it, then the Clearing Member agrees that NCL on giving one working day notice to the Clearing Member on its own as a pledgee, shall be empowered/entitled to invoke the pledge, sell, dispose of or otherwise effect any other transfer of the Said Securities in such manner and subject to such terms and conditions as it may deem fit and that the money if any realised from such pledge/sale/disposal/or other transfer shall be utilised/disbursed by NCL in such manner and subject to terms and conditions as it may deem fit and further the Clearing Member shall do all such things, deeds, acts and execute all such documents as are necessary to enable NCL to effect such pledge/sale/disposal/or other transfer. The decision of NCL as to the obligations or liabilities or commitments of the Clearing Member and the amount claimed shall be final and binding on the Clearing Member. The Clearing Member understood and agrees that one working day notice mentioned above shall be deemed to be a reasonable notice, as this pledge of securities is being accepted as margin deposit by NCL in lieu of cash deposits or bank guarantees, which can be invoked and appropriated in a day’s time and also due to the nature of transactions on NCL.

9. The Said Securities pledged as security shall be available at the disposal of NCL as a continuing security and remain available in respect of the obligations, liabilities or commitments of the Clearing Member jointly or severally and may be utilised as such in the discretion of NCL, as if each of the obligations, liabilities or commitments is secured by the Said Securities. This Deed shall not be considered as cancelled or in any way affected on its utilisation for meeting any specific obligation, liability or commitment by NCL but shall continue and remain in operation in respect of all subsequent obligations, liabilities or commitments of the Clearing Member.

10. The Clearing Member shall be released from his/her obligations, liabilities under this Deed only when NCL, in writing, expressly provides for the release of the Said Securities.

11. The Clearing Member agrees that NCL shall be entitled to sell, negotiate or otherwise transfer the Said Securities and to execute transfer documents and/or any other necessary documents, wherever applicable or other endorsements for this purpose and that NCL shall be entitled to receive from him/her all expenses incurred by NCL/Custodian for the aforesaid purposes.

12. The Clearing Member agrees to execute such further documents whether of a legal nature or otherwise as may be required by NCL for the purpose of giving effect to the provisions of this Deed and also the Scheme for the Deposit of securities in dematerialised form.

13. The Clearing Member agrees that the deposit of the ‘Said Securities’ and the pledge thereof shall not be affected in any manner whatsoever if NCL takes any action against the Clearing Member including suspension or expulsion or declaration of the Clearing Member as a defaulter.

14. The Clearing Member agrees that NCL shall not be under any liability whatsoever to the Clearing Member or any other person for any loss, damage, expenses, costs etc, arising out of the deposit of the Said Securities, in any manner, due to any cause, whatsoever, irrespective of whether the Said Securities shall be in the possession of the NCL or not at the time of such loss or damage or the happening of the cause thereof. The Clearing Member shall at all times indemnify and keep indemnified NCL from and against all suits, proceedings, costs, charges, claims and demands whatsoever that may at any time arise or be brought or made by any person against NCL in respect of any acts, matters and things lawfully done or caused to be done by NCL in connection with the Said Securities or in pursuance of the rights and powers of NCL under this Deed.

15. The Clearing Member undertakes that the deposit of the ‘Said securities’ and the pledge thereof shall be binding on him/them as continuing and that it shall not be prejudiced by his/its failure to comply with the Rules, Bye-laws or Regulation of NCL or any other terms and conditions attendant to the Clearing membership of NCL and that NCL shall be at liberty, without thereby affecting its rights against him/ it hereunder or in relation to the ‘Said securities’ or to any other security now or hereafter held or taken at any time to vary, amend change or alter any terms or conditions of its Rules, Bye laws or Regulations of NCL in general or as applicable to him / it in particular.

Executed at \_\_\_\_\_\_\_\_\_\_\_\_\_ on the day, month and year above mentioned.

Signed, sealed and delivered by the within named \*\*

Clearing Member.

in the presence of witnesses

1.

2.

\* strike out whichever is not applicable

\*\* To be signed by

the Clearing member in case of individual.

all partners in case of a Partnership firm

by any two of the following persons in the case of a Company:

i. Managing Director

ii. Whole-time Director

iii. Director

# Format of covering letter for pledge through NSDL

To Date

NSE Clearing Ltd

Collaterals Department

Capital Market Segment

Mumbai

Sub: Registration for placing securities as collateral

Dear Sir,

1. We <<member name>> (Member Code) are clearing member in capital market segment and would wish to avail the facility to place securities as collaterals in Capital Market segment from our below-mentioned depository account
2. Details of depository account

|  |  |  |
| --- | --- | --- |
| DP ID | DP Name | Beneficiary account |
|  |  |  |

1. The securities shall be placed towards

|  |  |
| --- | --- |
| Deposit Type | Please mark “Y” or “N” |
| Security Deposit |  |
| Margin Deposit |  |

1. We confirm that above mentioned account shall be solely used for the purpose of pledging securities in favour of NSE Clearing Ltd (NCL)
2. Following documents are enclosed herewith
3. Client master for above mentioned depository account
4. Pledge deed for security deposit *(Strike out if not applicable)*
5. Pledge deed for margin deposit *(Strike out if not applicable)*
6. List of authorized signatories who are authorized to sign deed of pledge
7. We further hereby undertake to abide by such other or further guidelines / instructions as may be communicated / prescribed by NCL from time to time.

Yours faithfully

Authorised Signatory

<<Member name>>

<<Member Code>>

Encl – as above

# Format of covering letter for pledge through CDSL

To Date

NSE Clearing Ltd

Collaterals Department

Capital Market Segment

Mumbai

Sub: Registration for placing securities as collateral

Dear Sir,

1. We <<member name>> (Member Code) are clearing member in Capital Market Segment and would wish to avail the facility to place securities as collaterals in Capital Market Segment from our below-mentioned depository account
2. Details of depository account

|  |  |
| --- | --- |
| DP Name | Beneficiary account |
|  |  |

1. The securities shall be placed towards

|  |  |
| --- | --- |
| Deposit Type | Please mark “Y” or “N” |
| Security Deposit |  |

1. We confirm that above mentioned account shall be solely used for the purpose of pledging securities in favour of NSE Clearing Ltd (NCL)
2. Following documents are enclosed herewith
3. Client master for above mentioned depository account
4. Pledge deed for security deposit *(Strike out if not applicable)*
5. Pledge deed for margin deposit *(Strike out if not applicable)*
6. List of authorized signatories who are authorized to sign deed of pledge
7. We further hereby undertake to abide by such other or further guidelines / instructions as may be communicated / prescribed by NCL from time to time.

Yours faithfully

Authorised Signatory

<<Member name>>

<<Member Code>>

Encl – as above

# Format of covering letter for Margin pledge

To Date

NSE Clearing Ltd

Collaterals Department

Capital Market Segment

Mumbai

Sub: Registration for placing securities using margin pledge facility

Dear Sir,

1. We <<member name>> (Member Code) are clearing member in Capital Market segment and would wish to avail the facility to place securities as collaterals using margin pledge facility of depositories in Capital Market segment from our below-mentioned depository account
2. Details of depository account

|  |  |  |
| --- | --- | --- |
| DP ID | DP Name | Beneficiary account |
|  |  |  |

1. We confirm that above mentioned account is used for the purpose of pledging/re-pledging securities only as specified in SEBI circular SEBI/HO/MIRSD/DOP/CIR/P/2020/28 dated February 25, 2020
2. Following documents are enclosed herewith
3. Client master for above mentioned depository account
4. Pledge deed for margin deposit
5. Copy of Board Resolution with List of authorized signatories who are authorized to sign deed of pledge
6. We further hereby undertake to abide by such other or further guidelines / instructions as may be communicated / prescribed by NCL from time to time.

Yours faithfully

Authorised Signatory

<<Member name>>

<<Member Code>>

Encl – as above

# Format of agreement for providing G-sec/T-bill as collaterals

This Agreement is made and executed at Mumbai on this \_\_\_ day of \_\_\_\_ 20...

**Between:**

NSE Clearing Limited (Formerly known as National Securities Clearing Corporation Limited), a company incorporated under the provisions of the Companies Act, 1956, having its registered office at\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_, hereinafter referred to as **“NCL”** (which expression shall unless repugnant to the context or meaning thereof be deemed to mean and include its successors and assigns) of the **One Part**;

And

Mr./Ms./M/s. \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_, an individual/ a partnership firm / a body corporate, registered/ incorporated under the provisions of the Indian Partnership Act, 1932 / Companies Act, 1956, having his /her / its office / registered office at \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_, hereinafter referred to as **“Constituent”** (which expression shall, unless repugnant to the context or meaning thereof, be deemed to mean and include his/her heirs, executors and administrators / the partners of the said firm for the time being, the survivor or survivors of them and the heirs, executors and administrators of such last survivor / its successors and legal representatives, as the case may be) of the **Other Part**.

**WHEREAS**:

Reserve Bank of India (RBI) has allowed NCL to open Constituent Subsidiary General Ledger Account (SGL Account) with it which NCL shall use for the benefit of its constituents by opening sub-accounts (SGL Sub Account) in the name of its constituents in its books of accounts.

The Constituent being a Clearing Member of NCL, has requested NCL to open a SGL Sub Account in its books of accounts for the purpose of transferring government securities to the SGL Account as collateral towards margin/security deposit and NCL has agreed to open a SGL Sub Account in the name of the Constituent in the SGL Account maintained by it with RBI subject to the terms and conditions as mentioned herein and terms and conditions specified by NCL in its Circulars issued from time to time.

The parties hereto are desirous of recording the terms and conditions subject to which NCL shall open and maintain a SGL Sub Account of the Constituent.

NOW THERFORE, IT IS HEREBY MUTUALLY AGREED UPON BETWEEN THE PARTIES HERETO AS FOLLOWS:

**1. Opening of the SGL Sub Account:**

NCL shall open a SGL Sub Account in the name of the Constituent in its SGL Account with RBI.

Only government securities in electronic form shall be permitted to be transferred to the SGL Account.

The government securities transferred to the said SGL Account as collateral shall not be permitted by NCL to be used by the Constituent for any purpose other than as collateral towards margin/security deposit and therefore the Constituent is barred from creating any encumbrance with respect to the government securities transferred in any manner whatsoever including by way of pledge, hypothecation or lien.

The government securities transferred to the said SGL Account shall be dealt with by NCL as a Clearing Corporation in accordance with the Rules, Byelaws, Regulations and the Circulars issued there under from time to time.

The Constituent agrees and consents that NCL shall have an irrevocable authority to sell the government securities through its designated brokers at any time, even prior to maturity without notice to the constituent for recovery/adjustment of NCL dues, in case of default of the Constituent in meeting its obligations as a member/ custodian of NCL.

The Constituent agrees to abide by the Business Rules laid down by the NCL from time to time regarding the SGL Sub Account and as specified by NCL in its Circulars issued from time to time.

If RBI deducts any income tax at source (TDS) on the interest payable at the rate applicable to NCL the same will be passed on to the constituent, who may have a different tax rate. In case the Constituent desires to avail of any concession from TDS it will have to submit all requisite forms/documents to NCL within such time as required by NCL/RBI for the purpose. In such cases, NCL will try on a best effort basis to get the interest payment without the deduction.

Operation of the SGL Sub Account will be carried out on the written instructions received from the authorised signatories of the Constituents received by NCL at its designated office(s) as may be intimated by NCL. A facsimile received by NCL for this purpose shall also be considered a conclusive evidence of instruction.

NCL shall issue daily statements to the Constituent from time to time with respect to the security balances of the Constituent. The Constituent agrees to point out any discrepancies to NCL within 2 days of the receipt of the statement or else NCL shall assume the balances to be correct.

The Constituent shall pay the charges as may be intimated to the Constituent by NCL from time to time for the opening and maintenance of the SGL Sub Account.

On the failure of the Constituent to pay the charges within the prescribed time NCL shall debit the same from Constituent’s Clearing Bank account.

NCL shall be bound by any instruction or direction it receives with regard to operation of the SGL Account or SGL Sub Account from any regulatory, judicial or any other competent authority (s) and the opening and maintenance of the SGL Account shall be subject to the provisions of the Government Securities Act, 2006 and the Regulations made thereunder.

NCL shall have the right to give any information to any regulatory, judicial and/or any other competent authority whenever so required in respect of the dealings and the SGL Sub Account of the Constituent.

The Constituent authorises NCL to execute/submit all deeds /agreements/drafts /forms etc which NCL may have to enter into/submit on behalf of the Constituent for the proper functioning of the SGL Account or SGL Sub Account.

The Constituent hereby requests and fully authorises NCL to execute any indemnity, declarations, undertakings and any other deed or documents as desired by RBI or any other competent authority in respect of dematerialisation, rematerialisation, settlement, corporate action or any other action in connection with the SGL Sub Account.

The Constituent shall execute in favour of NCL such declarations, undertakings and any deeds including power of attorney as may be required by NCL from time to time.

Incase of any dispute/difference between NCL and the Constituent with respect to this agreement, the same shall be settled as per the procedure prescribed by NCL in its Circulars issued from time to time.

In case a Constituent maintains an account with any bank designated as a Clearing Bank by NCL, then the Constituent shall authorise NCL to debit and/or it’s funds account maintained with the designated Clearing Banks(s) from time to time for the operations in the SGL Sub Account or recovery or any other amounts due to it as and when required.

While handling, corporate actions, NCL shall provide credit for government securities / funds to the Constituent, as the case may be only after the same has been provided by RBI in the SGL Account of NCL.

**2. Liabilities and Indemnities**

The Constituent shall indemnify and keep NCL indemnified and save harmless at all times from and against all claims, actions, demands, proceedings, costs, charges, expenses whatsoever which may be caused or caused to be incurred, suffered or paid by the NCL for any act of commission or omission by Constituent pursuant to this agreement.

NCL shall have a lien or charge on all the government securities in the SGL Sub Account of the Constituent for all the monies payable and due to NCL under this agreement.

**3. Termination of the Agreement:**

**3.1** This Agreement will terminate automatically if the NCL or the Constituent are declared insolvent or any order of the court like liquidation, execution, distress or any other orders results in the assets/property of the NCL or the Constituent being attached or any Receiver appointed for the assets.

**3.2** This Agreement will terminate automatically if any arrangement is made by either party with their creditors.

**3.3** This Agreement may be terminated if either party fails to comply with or deviates from any of the declarations, representations, undertakings which they had originally agreed to do so. Either party shall give the other party 15 days written notice for termination of this agreement. However if the breach/default can be rectified then the non breaching party should give the other party atleast 30 days to rectify the same.

**3.4** The Agreement can be terminated by any of the parties giving a notice in writing for any reason/s other than the reasons stated above. Such notice needs to be given atleast 2 months in advance.

**3.5** Upon termination of the agreement and subject to the constituent paying all sum dues from it to the NCL, NCL may arrange for transfer of government securities belonging to the Constituent, if the Constituent makes alternative arrangements for holding its government securities or in such other manner as may be specified by NCL in its Circulars issued from time to time.

**4. Notice:**

Any notice or communication to be given by either party to the other party shall be given by personal delivery, courier, registered post, fax to the designated address mentioned in this agreement.

1. **Jurisdiction and Governing Law:**

Both the parties agree that the disputes if any shall be subject to the exclusive jurisdiction of the Civil Courts of Mumbai. This agreement shall be subject to the laws of India and in particular to the Government Securities Act 2006 and the Regulations made thereunder from time to time.

1. **Counterparts:**

This agreement may be entered into in two counterparts and by each party hereto on separate counterparts, each of which when so executed and delivered, shall be an original, but all the counterparts shall together constitute one and the same instrument.

IN WITNESS WHEREOF, the parties hereto have caused this Agreement to be executed as of the day and year first above written, in two counterparts, one such counterpart to be retained by the Constituent and the other by NCL.

**Signed and Delivered by**

The Constituent represented by their authorised officials as authorised under Board resolution dated \_\_\_\_\_\_

Authorised signatories

1.

2.

Witnesses

1.

2.

**Signed and Delivered by**

NSE Clearing Limited (Formerly known as National Securities Clearing Corporation Limited) represented by their authorised signatories.

Authorised signatories

1.

2.

Witnesses

1.

2.

**Note:-**

To be executed on a non-judicial stamp paper of Rs.600/- or the value as applicable in the state where executed

Page no.1 to be retyped on the stamp paper as above

3. Page no. 2 –6 should be attached to the stamp pape

# Format of letter to be given by the member for request of G-Sec / T-bills addition

(To be typed on Members letter head)

Date:

To,

NSE Clearing Ltd.

Exchange Plaza,

Bandra Kurla Complex,

Bandra (E)

Mumbai – 400 051

Dear Sir / Madam, **Member Code: \_\_\_\_\_\_\_\_\_**

**E–Kuber ref** **no**:\_\_\_\_\_\_\_\_\_

**Re: Request for Addition of Securities (G-Sec / T-bills) as Collaterals**

We would like to deposit below mentioned G-Sec / T-bill as margin/security deposit in Capital Market Segment:

Details are as under:

|  |  |  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- | --- |
| **Member Code** | **Member Name** | **Source SGL A/c No.** | **Source SGL A/c Holder Name** | **Instrument details** | **Nomenclature** | **ISIN No.** | **Maturity Date** | **Quantity of Securities (Rs. in face value)** |
|  |  |  |  |  |  |  |  |  |

Further we have initiated transfer of securities to SGL-II account of NSE Clearing Ltd vide margin transfer through E-KUBER. You are requested to confirm the same and considered the above G-Sec / T-bills towards our margin/security deposit.

Thanking You,

Yours Faithfully,

Authorised Signatory

# Format of letter to be given by the member for request of G-Sec / T-bills release

(To be typed on Members letter head)

Date:

To,

NSE Clearing Ltd.

Exchange Plaza,

Bandra Kurla Complex,

Bandra (E)

Mumbai – 400 051

Dear Sir / Madam, **Member Code: \_\_\_\_\_\_\_\_\_**

**Re: Request for release of Securities (G-Sec / T-bills)**

Please release the below mentioned G-Sec / T-bills provided as margin/security deposit in Capital Market Segment.

Details are as under:

|  |  |  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- | --- |
| **Member Code** | **Member Name** | **ISIN No.** | **Instrument details** | **Nomenclature** | **Quantity of Securities (Rs in face value)** | **Maturity Date** | **Target SGL A/c No.** | **Target SGL A/c Holder Name** |
|  |  |  |  |  |  |  |  |  |

The G-Sec / T-bills may be transferred to our above mentioned SGL account.

Thanking You,

Yours Faithfully,

Authorised Signatory

# File Format for Requesting Collateral Releases

File name: C\_RRQ\_DDMMYYYY\_NN.CSV

Where C is Segment indicator

RRQ is release request

DDMMYYYY is the request date which should be current date

NN is sequential file batch number

The file should be CSV file with the following *columns*

The file should be uploaded under the option CIM →Collateral Release →File Upload

|  |  |
| --- | --- |
| Segment Indicator | C |
| Member Code | Member Code |
| Type of Collateral | BC /ABC |
| Instrument Type | CSH/BGN/FDP/SDP/NMF/CMF/GMF/OMF |
| Instrument Id | Applicable only for BGN/FDP |
| Custodian code | To be provided only in case of SDP/CMF/NMF/OMF/GMF |
| Security symbol | To be provided only in case of SDP/CMF/NMF/OMF/GMF |
| Requested Quantity | To be provided only in case of SDP/CMF/NMF/OMF/GMF |
| Requested amount | To be provided only in case of BGN/FDP/CSH in Rs. Incase of SDP/CMF/NMF/OMF/GMF it should be typed as NA |
| ISIN Code | To be provided only in case of Corporate Bond/OMF/GMF. In case of BGN/FDP/CSH/SDP/CMF/NMF it should be typed as NA |
| TM Code | To be provided only in case of SDP/CMF/NMF/OMF/GMF TM prop security release / else NA |
| Client / CP Code | To be provided only in case of SDP/CMF/NMF/OMF/GMF CP / TM client security release / else NA |
| Bank Code | Mandatory for instrument type CHQ. NA for rest. |
| Fungibility Flag | Y/N |

Notes:

1. Member code stands for the member code (5 digit) / custodian code.
2. CSH stands for cash, BGN for bank guarantee, FDP for Fixed deposit receipt, SDP for securities, NMF for non cash component mutual funds, CMF for cash component mutual funds, GMF for gilt mutual funds and OMF for other than gilt mutual funds
3. Instrument ID stands for the NCL Ref no as is available in the latest MG05 report. For eg the instrument id for NCL.Ref no ABC/BG/39288 will be 39288
4. Non Applicable fields should be blank or as specified in table above
5. The return files giving the status of the acceptance/rejection of the release request will be available through the collateral interface for members (CIM) at the following path Collateral Release > Download Return File. The file naming convention for the same will be C\_RRR\_Member Code\_DDMMYYYY\_NN.csv.
6. The details of the releases for the day will be available as an annexure to MG05 report.

**File format for Instruction wise release request of securities as collateral**

File name: C\_RRT\_DDMMYYYY\_NN.CSV

Where C is Segment indicator

RRT is release request

DDMMYYYY is the request date which should be current date

NN is sequential file batch number

The file should be CSV file with the following *columns*

The file should be uploaded under the option CIM →Collateral Release →Instruction wise File Upload

|  |  |
| --- | --- |
| Segment Indicator | C |
| Member Code | Member Code |
| Type of Collateral | BC /ABC |
| Instrument Type | SDP/NMF/CMF/GMF/OMF |
| Instrument Id/ Mode | Blank for SDP/NMF/CMF/OMF  Depository for GSE |
| Custodian code | CDSL or NSDL, in case of SDP/CMF/NMF/OMF/GMF  NSCCL in case of GSE |
| Security symbol | To be provided only in case of SDP/CMF/NMF/OMF/GMF/GSE |
| Requested Quantity | To be provided only in case of SDP/CMF/NMF/OMF/GMF/GSE |
| Requested amount | To be provided only in case of GSE in Rs. In case of SDP/CMF/NMF/OMF/GMF it should be typed as NA |
| ISIN Code | To be provided only in case of Corporate Bond/OMF/GMF. In case of SDP/CMF/NMF it should be typed as NA |
| TM Code | TM Code else NA |
| Client / CP Code | Client or CP code else NA |
| Bank Code/ Gsec Ac No | NA for SDP/NMF/CMF/OMF  Custodian Code NSDL/CDSL for GSE |
| MPR/PSN | To be provided only in case of SDP/CMF/NMF/OMF/GMF |
| DP ID | To be provided only in case of SDP/CMF/NMF/OMF/GMF |
| Fungibility Flag | Y/N |

Notes:

1. The file format is only applicable for instruction wise release of securities pledged as collateral.
2. Member code stands for the member code (5 digit) / custodian code
3. NMF for non cash component mutual funds, CMF for cash component mutual funds, GMF for gilt mutual funds , OMF for other than gilt mutual funds and GSE for Government Securities
4. Non Applicable fields should be blank or as specified in table above
5. The return files giving the status of the acceptance/rejection of the release request will be available through the collateral interface for members (CIM) at the following path Collateral Release > Download Return File. The file naming convention for the same will be C\_RTR\_Member Code\_DDMMYYYY\_NN.csv.

# File Format for transfer of fungible securities

File name: C\_TRQ\_DDMMYYYY\_NN.CSV

Where C is Segment indicator

TRQ is release request

DDMMYYYY is the request date which should be current date

NN is sequential file batch number

The file should be CSV file with the following *columns*

The file should be uploaded under the option CIM →Collateral Release →File Upload

|  |  |
| --- | --- |
| Segment Indicator | C |
| Member Code | Member Code |
| Type of Collateral | ABC |
| Instrument Type | SDP/NMF/CMF/GMF/OMF |
| Instrument Id/ Mode | Blank for SDP/NMF/CMF/OMF  Depository for GSE |
| Custodian code | CDSL or NSDL, in case of SDP/CMF/NMF/OMF/GMF/GSE |
| Security symbol | To be provided only in case of SDP/CMF/NMF/OMF/GMF/GSE |
| Available Quantity | To be provided only in case of SDP/CMF/NMF/OMF/GMF/GSE |
| Amount | To be provided only in case of GSE in Rs. In case of SDP/CMF/NMF/OMF/GMF it should be typed as NA |
| ISIN Code | To be provided only in case of Corporate Bond/OMF/GMF/GSE. In case of SDP/CMF/NMF it should be typed as NA |
| TM Code | TM Code else NA |
| Client / CP Code | Client or CP code else NA |
| Bank Code/ Gsec Ac No | NA for SDP/NMF/CMF/OMF  Custodian Code NSDL/CDSL for GSE |
| Fungibility Flag | Y |
| Destination segment | C/F/X/O//D/S. To be provided for Destination segment transfer |

**File format for Instruction wise release request of securities as collateral**

File name: C\_TRT\_DDMMYYYY\_NN.CSV

Where C is Segment indicator

TRT is release request

DDMMYYYY is the request date which should be current date

NN is sequential file batch number

The file should be CSV file with the following *columns*

The file should be uploaded under the option CIM →Collateral Release →Instruction wise File Upload

|  |  |
| --- | --- |
| Segment Indicator | C |
| Member Code | Member Code |
| Type of Collateral | BC /ABC |
| Instrument Type | SDP/NMF/CMF/GMF/OMF |
| Instrument Id/ Mode | Blank for SDP/NMF/CMF/OMF  Depository for GSE |
| Custodian code | CDSL or NSDL, in case of SDP/CMF/NMF/OMF/GMF  NSCCL in case of GSE |
| Security symbol | To be provided only in case of SDP/CMF/NMF/OMF/GMF/GSE |
| Available Quantity | To be provided only in case of SDP/CMF/NMF/OMF/GMF/GSE |
| Amount | To be provided only in case of GSE in Rs. In case of SDP/CMF/NMF/OMF/GMF it should be typed as NA |
| ISIN Code | To be provided only in case of Corporate Bond/OMF/GMF. In case of SDP/CMF/NMF it should be typed as NA |
| TM Code | TM Code else NA |
| Client / CP Code | Client or CP code else NA |
| Bank Code/ Gsec Ac No | NA for SDP/NMF/CMF/OMF  Custodian Code NSDL/CDSL for GSE |
| MPR/PSN | To be provided only in case of SDP/CMF/NMF/OMF/GMF |
| DP ID | To be provided only in case of SDP/CMF/NMF/OMF/GMF |
| Fungibility Flag | Y |
| Destination segment | C/F/X/O//D/S. To be provided for Destination segment transfer |

# Format for allocation of collateral

* All Cash, FDR and fungible BGs placed towards margin deposited by Clearing Members (CMs) shall be available as common pool for allocation to CM Prop/Trading Member (TM) Prop/Custodial Participant (CP)/Clients.
* CMs can use the file upload mechanism as per the format specified below for allocation of collateral from common pool to CM Prop/TM Prop/CP/Clients in any segment where the member is a CM.
* The amount mentioned in the file would be the final allocation requested amount for the mentioned combination. Accordingly, the value provided in the file shall replace the previous values for the mentioned combination.
* Any amount added as collateral and not allocated shall remain as un-allocated collateral in the common pool. No exposure for the same shall be provided to any entity for such unallocated collateral.
* CMs shall provide records for allocation only where there is change in the value of allocation. In order to avoid rejections of file/API CMs shall ensure that records where there is no change in value of allocation are not included.
* CMs shall upload the file allocation in NMASS in Collateral Management module under File allocation menu. CMs shall use intra-day/immediate options for change in allocation.
* Cash, FDR and BG provided towards Exchange membership deposit shall be allocated to respective CM/TM Prop collateral in the respective segment
* In case of non-fungible BGs the same shall be permitted to be allocated by the CMs to CM Prop/TM Prop/CP/Clients in the same segment where the BG has been added Procedure for allocating

**G-Sec placed through E-Kuber system**

* CM at time of placing request for addition of G-Sec in Collateral Interface for Members (CIM) shall also be required to allocate the face-value of such G-Sec to CM Prop/TM Prop/CP/Client in respective segment.
* The net-value based on the valuation price and post haircut of such face-value of G-Sec allocated to CM Prop/TM Prop/CP/Client shall be added to the allocated collateral of the respective CM Prop/TM Prop/CP/Client in the respective segment.

**File Format for allocation**

1. **Allocation File Format**

Member will load the allocation file in NMASS application

* 1. File Format – Comma separated
  2. File nomenclature -

<MEMCODE>\_ALLOC\_<DDMMYYYY>.T<batchno>

MEMCODE – Primary member code

DDMMYYYY – Current business date

Batch No – Batch no will be unique four digit no

* 1. File Structure:

|  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- |
| **Sr. No.** | **Field Details** | **Data Type** | **Length** | **Description** | **Sample Value** |
| 1 | Current Date | String | 11 | DD-MON-YYYY | 01-NOV-2021 |
| 2 | Segment | String | 3 | CM – Cash Market  FO – Future & Options  CD– Currency derivatives  DT– Debt  CO– Commodity  SLB– Securities Lending & Borrowing  TPR– Triparty  OFS– Offer for sale | CM |
| 3 | CM Code | String | 6 | Primary Member Code of Clearing Member | 22222 |
| 4 | TM Code | String | 5 | Trading Member Code |  |
| 5 | CP Code | String | 12 | Custodial Participant Code |  |
| 6 | Cli Code | String | 10 | Client Code |  |
| 7 | Account Type | String | 1 | Prop – P, Client - C | P |
| 8 | Amount | Number | 15,2 | Amount | 10000 |
| 9 | Filler1 | String | 20 | Filler. Reserved for future. |  |
| 10 | Filler2 | String | 20 | Filler. Reserved for future. |  |
| 11 | Filler3 | String | 20 | Filler. Reserved for future. |  |
| 12 | Filler4 | String | 20 | Filler. Reserved for future. |  |
| 13 | Filler5 | String | 20 | Filler. Reserved for future. |  |
| 14 | Filler6 | String | 20 | Filler. Reserved for future. |  |
| 15 | Action \* | String | 1 | U- Upward, D-Downward | D |

**Note:**

1. Max 10000 records will be accepted in allocation file.
2. The amount mentioned in the file would be the final allocation requested amount for the mentioned combination. Accordingly, the value provided in the file shall replace the previous values for the mentioned combination.
3. In case of allocation to CM Prop, values in TM Code, CP Code, Cli Code will be blank
4. In case of allocation to TM Prop, values in CP Code, Cli Code will be blank
5. In case of allocation to CP, values in TM Code, Cli Code will be blank
6. Examples of various records are as under

|  |  |  |
| --- | --- | --- |
| Sr.no | Particulars | Record Format |
| 1 | CM Prop allocation record | 01-NOV-2021,CM,22222,,,,P,1000,,,,,,,U |
| 2 | TM Prop allocation record | 01-NOV-2021,CM,22222,11111,,,P,1000,,,,,,,U |
| 3 | CP allocation record | 01-NOV-2021,CM,22222,,ABCD,,C,1000,,,,,,,U |
| 4 | Client allocation record | 01-NOV-2021,CM,22222,11111,,XYZ,C,1000,,,,,,,U |
| 5 | Increasing client allocation from 1000 to 2000 | 01-NOV-2021,CM,22222,11111,,XYZ,C,2000,,,,,,,U |
| 6 | Reducing client allocation from 2000 to 1000 | 01-NOV-2021,CM,22222,11111,,XYZ,C,1000,,,,,,,D |
| 7 | Reducing client allocation to 0 | 01-NOV-2021,CM,22222,11111,,XYZ,C,0,,,,,,,D |

\*Change in allocation request shall be processed irrespective of the flag populated in the action field. Change in allocation resulting in increase in allocation value shall be processed only if sufficient amount is available in collateral pool

1. **Return File**

On receiving the return file, member would be able to view the final status of the request. Member will get the return file with same batch no with extension starts with ‘S’ as a response in NMASS application.

* 1. Return file for Allocation
     1. File Format – Comma separated
     2. File Nomenclature -

<MEMCODE>\_ALLOC\_<DDMMYYYY>.S<BATCHNO>

* + 1. File format of status enquiry file for Allocation –

|  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- |
| **Sr. No.** | **Field Details** | **Data Type** | **Length** | **Description** | **Sample Value** |
| 1 | Current Date | String | 11 | DD-MON-YYYY | 01-NOV-2021 |
| 2 | Segment | String | 3 | CM – Cash Market  FO – Future & Options  CD– Currency derivatives  DT– Debt  CO– Commodity  SLB– Securities Lending & Borrowing  TPR– Triparty  OFS– Offer for sale | CM |
| 3 | CM Code | String | 6 | Primary Member Code | 22222 |
| 4 | TM Code | String | 5 | TM Code |  |
| 5 | CP Code | String | 12 | CP Code |  |
| 6 | Cli Code | String | 10 | Cli Code |  |
| 7 | Account Type | String | 1 | Prop – P, Cli - C | P |
| 8 | Amount | Number | 15,2 | Amount | 10000 |
| 9 | Filler1 | String | 20 | Filler. Reserved for future. |  |
| 10 | Filler2 | String | 20 | Filler. Reserved for future. |  |
| 11 | Filler3 | String | 20 | Filler. Reserved for future. |  |
| 12 | Filler4 | String | 20 | Filler. Reserved for future. |  |
| 13 | Filler5 | String | 20 | Filler. Reserved for future. |  |
| 14 | Filler6 | String | 20 | Filler. Reserved for future. |  |
| 15 | Action | String | 1 | U- Upward, D-Downward | D |
| 16 | Error Code | Number | 8 | Error code | 01050100 |

**Validations**

* Response code shall be populated in the field “**Error Code**” in the return file.It shall be of below format
* First four characters (Field Identifier):  refers to specific field or the entire message
* Next characters (Validation code): refers to specific validation failure or success. Success code shall be populated only on successful acceptance of the record.

**Field Identifier**

| **Sr. No.** | **Field Name** | **Field Code** |
| --- | --- | --- |
| 1 | Entire Record | 0105 |
| 2 | Current Date | 0107 |
| 3 | Segment | 0108 |
| 4 | CM Code | 0109 |
| 5 | TM Code | 0110 |
| 6 | CP Code | 0111 |
| 7 | Client Code | 0112 |
| 8 | Account Type | 0113 |
| 9 | Amount | 0114 |
| 10 | Action | 0115 |
| 11 | Filler1 | 0116 |
| 12 | Filler2 | 0117 |
| 13 | Filler3 | 0118 |
| 14 | Filler4 | 0119 |
| 15 | Filler5 | 0120 |
| 16 | Filler6 | 0121 |

**Validation Codes:**

| **Sr. No.** | **Validation** | **Validation Type** | **Validation**  **Code** | **Validation performed on Field** |
| --- | --- | --- | --- | --- |
| 1 | Submitted to server successfully. | Message Level | NA | NA |
| 2 | Status  Request Rejected due to higher margin utilization - 0103  Request partially accepted due to higher margin utilization – 0104  Request accepted successfully - 0100  Processing - 0102 | Request level | 0103  0104  0100  0102 | Entire request |
| 3 | Minimum Required Length | Generic | 0201 | All Fields \* |
| 4 | Maximum Required Length | Generic | 0202 | All Fields \* |
| 5 | Range validation | Generic | 0203 | All Fields \* |
| 6 | Mandatory Field | Generic | 0204 | All Fields \* |
| 7 | Special Characters not allowed | Generic | 0205 | All Fields \* |
| 8 | Data Format like Msg Id or File Name/ Date Format | Generic | 0206 | All Fields \* |
| 9 | Minimum allowed value | Generic | 0207 | All Fields \* |
| 10 | Maximum allowed value | Generic | 0208 | All Fields \* |
| 11 | Invalid Value | Generic | 0209 | All Fields\* |
| 12 | Duplicate MsgID /File Name | Generic | 0210 | All Fields \* |
| 13 | Service Unavailable | Generic | 0212 | NA |
| 14 | System Error | Generic | 0213 | NA |
| 15 | Number of records | Generic | 0214 | Number of records submitted is greater than configured allowed records per request |
| 16 | Current Date | Field | 0217 | Current Date |
| 17 | Segment  Valid segment  CM  FO  CD  DT  SLB | Field | 0218 | Segment |
| 18 | Primary Member Code | Field | 0219 | CM Code |
| 19 | Trading Member Code  Should be the part of valid CM-TM link of specified segment | Field | 0220 | TM Code |
| 20 | CP code  Should be the part of valid CM-TM link of specified segment | Field | 0221 | CP Code |
| 21 | Account Type  P – Prop  C - Cli | Field | 0222 | Account Type |
| 22 | Upward or downward | Field | 0224 | Action |
| 23 | No Margin Found | Field | 0122 |  |
| 24 | Insufficient allocation amount | Field | 0123 | Amount |

1. Examples for allocation of fresh collateral

CM adds following collateral

Cash – Rs 1,00,00,000

FDR - Rs.5,00,00,000

BG – Rs 3,00,00,000

Total – Rs 9,00,00,000

Current and Proposed Allocation

|  |  |  |
| --- | --- | --- |
| **Entity** | **Amount already Allocated** | **Amount Proposed to be allocated** |
| CM 1 Prop | 10,00,00,000 | 11,00,00,000 |
| CP 1 | 3,00,00,000 | 3,50,00,000 |
| TM XYZ Prop | 4,00,00,000 | 5,00,00,000 |
| TM XYZ Cli ABC | 0 | 1,00,00,000 |
| TM XYZ Cli DEF | 50,00,000 | 1,00,00,000 |
| TM 123 Prop | 5,00,00,000 | 7,00,00,000 |
| TM 123 Cli 456 | 50,00,000 | 3,50,00,000 |
| **Total** | **23,00,00,000** | **32,00,00,000** |

The file to be uploaded by the CM shall have following records

|  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- |
| **Current Date** | **Seg** | **CM Code** | **TM Code** | **CP Code** | **Cli Code** | **Acc Type** | **Amount** | **Filler1** | **Filler2** | **Filler3** | **Filler4** | **Filler5** | **Filler6** | **Action** |
| 01-Mar-22 | CM | CM1 |  |  |  | P | 11,00,00,000 |  |  |  |  |  |  | U |
| 01-Mar-22 | CM | CM1 |  | CP1 |  | C | 3,50,00,000 |  |  |  |  |  |  | U |
| 01-Mar-22 | CM | CM1 | XYZ |  |  | P | 5,00,00,000 |  |  |  |  |  |  | U |
| 01-Mar-22 | CM | CM1 | XYZ |  | ABC | C | 1,00,00,000 |  |  |  |  |  |  | U |
| 01-Mar-22 | CM | CM1 | XYZ |  | DEF | C | 1,00,00,000 |  |  |  |  |  |  | U |
| 01-Mar-22 | CM | CM1 | 123 |  |  | P | 7,00,00,000 |  |  |  |  |  |  | U |
| 01-Mar-22 | CM | CM1 | 123 |  | 456 | C | 3,50,00,000 |  |  |  |  |  |  | U |

# Example for collateral valuation

Consider the following example of collateral provided by various entities under a CM. Suppose the securities are pledged in the same sequence as the rows in the following table.

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| **Entity** | **Cash-equivalent**  **(A)** | **Non-cash  (B)** | **Excess cash-eq.**  **If(A>B,A-B,0)** | **Excess noncash**  **If(B>A,B-A,0)** |
| CM Prop | 100 | 40 | 60 | 0 |
| TM-1 Prop | 0 | 0 | 0 | 0 |
| TM-1 Cli-1 | 200 | 250 | 0 | 50 |
| TM-1 Cli-2 | 70 | 10 | 60 | 0 |
| TM-1 Cli-3 | 70 | 100 | 0 | 30 |
| TM-2 Prop | 300 | 200 | 100 | 0 |
| TM-2 Cli-4 | 70 | 90 | 0 | 20 |
| TM-2 Cli-5 | 50 | 100 | 0 | 50 |

Considering TM-1, the excess cash-equivalent collateral of TM-1 Cli-2 cannot be used to offset the excess non-cash collateral of TM-1 Cli-1 and TM-1 Cli-3. Therefore, there will be excess non-cash collateral to the extent of 80 (50 for Cli-1 and 30 for Cli-3) under TM-1.

Considering TM-2, the excess proprietary cash-equivalent collateral of TM-2 can be used to offset the excess non-cash collateral of TM-2 Cli-4 and TM-2 Cli-5. Therefore, there will be no excess noncash collateral under TM-2.

Summary of excess cash-equivalent and excess non-cash collateral under CM prop, TM-1 and TM-2 would be as under:

|  |  |  |
| --- | --- | --- |
| **Entity** | **Excess Cash-eq** | **Excess noncash** |
| CM Prop | 60 | - |
| TM-1 | - | 80 |
| TM-2 | 30 | - |

The excess cash-equivalent collateral of TM-2 cannot be used to offset the excess non-cash collateral of TM-1. However, the excess cash-equivalent collateral of CM Prop can be used to offset excess non-cash collateral of TM-1. Therefore, the overall excess non-cash collateral will be 20, for TM-1.

|  |  |
| --- | --- |
| **Entity** | **Excess noncash** |
| TM-1 | 20 |

The benefit of this excess non-cash collateral (20) will not be available under TM-1. The entities who will get benefit would be identified on FIFO basis of margin utilisation. Accordingly, considering the clients trade in order as Cli 3 first and Cli 1 second then collateral considered as per margin utilisation shall be as under

|  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- |
| **Entity** | **Cash-equivalent**  **(A)** | **Non-cash  (B)** | **Margins** | **Collateral considered** | **Collateral Not considered** |
| TM-1 Cli-3 | 70 | 100 | 170 | 170 | 0 |
| TM-1 Cli-1 | 200 | 250 | 450 | 430 | 20 |

# Example for change in collateral allocation

1. **Examples for checking for change in allocation**

Suppose a SCM has following collateral:

|  |  |
| --- | --- |
| **Entity** | **Cash (Rs)** |
| SCM Prop | 200 |
| Cli-1 | 200 |
| Cli-2 | 200 |

Out of the total available cash of Rs 600, suppose the SCM has provided an FDR of Rs 400 to the CC (with Rs 200 cash remaining with the member). Suppose, the FDR provided to the CC is allocated by the SCM as follows. Here, the SCM has chosen not to allocate any collateral to Cli-2 in the total collateral placed with the CC:

|  |  |
| --- | --- |
| **Entity** | **Collateral allocated (Rs)** |
| SCM Prop | 200 |
| Cli-1 | 200 |

Suppose the margin requirement is as follows:

|  |  |  |
| --- | --- | --- |
| **Entity** | **Collateral (Rs)** | **Margin blocked (Rs)** |
| CM Prop | 200 | 160 |
| Cli-1 | 200 | 150 |

Change in allocation: Example 1

The member shall be permitted to change the allocation as follows (i.e. the member chooses to consider the cash retained with it to be as Rs 50 belonging to Cli-1 and Rs 150 belonging to Cli-2):

|  |  |
| --- | --- |
| **Entity** | **Collateral (Rs)** |
| CM Prop | 200 |
| Cli-1 | 150 |
| Cli-2 | 50 |

Change in allocation: Example 2

The member shall not be permitted to change the allocation as follows (i.e. the member chooses to consider the cash retained with it to be as Rs 100 belonging to each client):

|  |  |
| --- | --- |
| **Entity** | **Collateral (Rs)** |
| CM Prop | 200 |
| Cli-1 | 100 |
| Cli-2 | 100 |

This allocation shall not be permitted since Cli-1 has a margin requirement of Rs 150.

1. **Examples for change in allocation to other segments and for release**

|  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- |
| **Current** | | | **Proposed** | | |
| **Entity** | **Seg** | **Amount** | **Entity** | **Seg** | **Amount** |
| CM 1 Prop | CM | 10,00,00,000 | CM 1 Prop | CM | 5,00,00,000 |
| CM 1 Prop | FO | 3,00,00,000 | CM 1 Prop | FO | 6,00,00,000 |
| TM XYZ Prop | CM | 4,00,00,000 | TM XYZ Prop | CM | 2,00,00,000 |
| TM XYZ Cli ABC | CM | 0 | TM XYZ Cli ABC | FO | 2,00,00,000 |
| TM XYZ Cli DEF | CM | 50,00,000 | TM XYZ Cli DEF | FO | 50,00,000 |
| TM 123 Prop | CM | 5,00,00,000 | TM 123 Prop | CM | 2,50,00,000 |
| TM 123 Cli 456 | CM | 50,00,000 | TM 123 Cli 456 | CM | 0 |
| Unallocated | - | 0 | Unallocated (For release) | - | 5,00,00,000 |
| Total |  | 23,00,00,000 |  |  | 23,00,00,000 |

**Records to be uploaded in file/API shall be**

|  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- |
| Current Date | Seg | CM Code | TM Code | CP Code | Cli Code | Acc Type | Amount | Filler1 | Filler2 | Filler3 | Filler4 | Filler5 | Filler6 | Action |
| 01-Mar-22 | CM | CM1 |  |  |  | P | 5,00,00,000 |  |  |  |  |  |  | D |
| 01-Mar-22 | CM | CM1 | XYZ |  |  | P | 2,00,00,000 |  |  |  |  |  |  | D |
| 01-Mar-22 | CM | CM1 | XYZ |  | DEF | C | 0 |  |  |  |  |  |  | D |
| 01-Mar-22 | CM | CM1 | 123 |  |  | P | 2,50,00,000 |  |  |  |  |  |  | D |
| 01-Mar-22 | CM | CM1 | 123 |  | 456 | C | 0 |  |  |  |  |  |  | D |
| 01-Mar-22 | FO | CM1 |  |  |  | P | 6,00,00,000 |  |  |  |  |  |  | U |
| 01-Mar-22 | FO | CM1 | XYZ |  | ABC | C | 2,00,00,000 |  |  |  |  |  |  | U |
| 01-Mar-22 | FO | CM1 | XYZ |  | DEF | C | 50,00,000 |  |  |  |  |  |  | U |

All downward allocation records to be sent/kept before the upward allocation records

1. **Change in allocation and release for G-sec place thru E-Kuber**

* CMs shall be permitted change allocation of G-sec placed thru E-Kuber. CMs shall upload a file in NMASS – Collateral Management – Gsec Reallocation module.
* Change in G-Sec allocation shall be done subject to margin check as mentioned above.
* The format of the file to be uploaded shall be as under:

1. *Request File Format:*

* Nomenclature

<MEMCODE>\_GSEALLOC\_<DDMMYYYY>.T<batchno>

Where Member code – Primary Member Code

DDMMYYYY - Current business date

Batch No – Unique four digit no. This batch no will be sequential (incremental) for the day across segments.

* *File structure:*

|  |  |  |  |
| --- | --- | --- | --- |
| **Sr. No.** | **Field Details** | **Length** | **Description** |
| 1 | Current Date | 11 | DD-MON-YYYY |
| 2 | Source Segment | 3 | CM, FO, CD, DT, CO, SLB |
| 3 | Source TM Code | 5 | TM Code |
| 4 | Source CP Code | 12 | CP Code |
| 5 | Source Cli Code | 10 | Cli Code |
| 6 | Source CM Code | 5 | Primary Member Code |
| 7 | ISIN | 12 |  |
| 8 | Face Value | (13) | Amount |
| 9 | Target Segment | 3 | CM, FO, CD, DT, CO, SLB |
| 10 | Target TM Code | 5 |  |
| 11 | Target CP code | 12 |  |
| 12 | Target Cli Code | 10 |  |
| 13 | Target CM Code | 5 | Primary Member Code |

**Response Return File format:**

|  |  |  |  |
| --- | --- | --- | --- |
| **Sr. No.** | **Field Details** | **Length** | **Description** |
| 1 | Current Date | 11 | DD-MON-YYYY |
| 2 | Source Segment | 3 | CM, FO, CD, DT, CO, SLB |
| 3 | Source TM Code | 5 | TM Code |
| 4 | Source CP Code | 12 | CP Code |
| 5 | Source Cli Code | 10 | Cli Code |
| 6 | Source CM Code | 5 | Primary Member Code |
| 7 | ISIN | 12 |  |
| 8 | Face Value | (13) | Amount |
| 9 | Target Segment | 3 | CM, FO, CD, DT, CO, SLB |
| 10 | Target TM Code | 5 |  |
| 11 | Target CP code | 12 |  |
| 12 | Target Cli Code | 10 |  |
| 13 | Target CM Code | 5 | Primary Member Code |
| 14 | Error Code | 8 |  |

**Validations:**

* Response code shall be populated in the field “**Error Code**” in the response return file.
* It shall be of below format
* First four characters (Field Identifier): refers to specific field or the entire message
* Next characters (Validation code): refers to specific validation failure or success. Success code shall be populated only on successful acceptance of the message.
  1. Field Identifier

|  |  |  |
| --- | --- | --- |
| **Sr. No.** | **Field Name** | **Field Identifier** |
| 1 | Entire Record | 0105 |
| 2 | Current Date | 0107 |
| 3 | Face Value | 0314 |
| 4 | Target Segment | 0315 |
| 5 | Target TM Code | 0316 |
| 6 | Target CP code | 0317 |
| 7 | Target Cli Code | 0318 |
| 9 | Target CM Code | 0319 |

* 1. Validation Codes

|  |  |  |  |
| --- | --- | --- | --- |
| **Sr. No.** | **Validation** | **Validation**  **Code** | **Validation performed on Field** |
| 1 | Submitted to server successfully. | NA | NA |
| 2 | Status  Request Rejected due to higher margin utilization - 0103  Request partially accepted due to higher margin utilization – 0104  Request accepted successfully - 0100  Processing – 0102 | 0103  0104  0100  0102 | Entire request |
| 3 | Minimum Required Length | 0201 | All Fields |
| 4 | Maximum Required Length | 0202 | All Fields |
| 5 | Range validation | 0203 | All Fields |
| 6 | Mandatory Field | 0204 | All Fields |
| 7 | Special Characters not allowed | 0205 | All Fields |
| 8 | Data Format like Msg Id or File Name/ Date Format | 0206 | All Fields |
| 9 | Minimum allowed value | 0207 | All Fields |
| 10 | Maximum allowed value | 0208 | All Fields |
| 11 | Invalid Value | 0209 | All Fields |
| 12 | Duplicate MsgID /File Name | 0210 | All Fields |
| 13 | Service Unavailable | 0212 | NA |
| 14 | System Error | 0213 | NA |
| 15 | Number of records | 0214 | Number of records submitted is greater than configured allowed records per request. |
| 16 | Current Date | 0217 | Current Date |
| 17 | Face Value  Should be multiple of hundreds. | 0423 | Face Value |
| 18 | Segment  Valid segment  CM  FO  CD  DT  SLB | 0424 | Target Segment |
| 19 | Primary Member Code | 0425 | Target CM Code |
| 20 | Trading Member Code  Should be the part of valid CM-TM link of specified segment | 0426 | Target TM Code |
| 21 | CP code  Should be the part of valid CM-TM link of specified segment | 0427 | Target CP Code |
| 22 | Invalid/wrong source information. | 0428 | Source Segment  Source TM code  Source CP code  Source Cli code  Source CM code  Source ISIN |

Note: The segment to be selected while uploading the file shall be the segment where the G-sec is currently allocated

For release of G-sec placed thru E-Kuber CMs shall select the records in CIM and the same shall be released subject to margin checks.

# Methodology for computation of MTM Margin

1. **End of Day MTM**

For a Client A, his MTM profit/ loss would be calculated separately for his positions on T-1 and T day (two different rolling settlements). For the same day positions of the client, his losses in some securities can be set off/netted against profits of some other securities. Thus, we would arrive at the MTM loss/profit figures of the two different days T and T-1. These two figures cannot be netted. Any loss will have to be collected and same will not be setoff against profit arising out of positions of the other day.

Thus, as stated above MTM profits / losses would be computed for each of the clients; Client A, Client B, Client C etc. As regards collection of margin from the broker, the MTM would be grossed across all the clients i.e. no setoff of loss of one client with the profit of another client. In other words, only the losses will be added to give the total MTM loss that the broker has to deposit with the exchange.

|  |  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- |
| Client | Security | T-1 day | T day |  | Total profit/loss of Client |  | MTM for broker |
| Client A | Security X | 800 | 300 |  |  |  |  |
|  | Security Y | -500 | -1200 |  |  |  |  |
|  | Total | 300 | -900 |  | -900 |  |  |
|  |  |  |  |  |  |  |  |
| Client B | Security Z | 700 | -400 |  |  |  |  |
|  | Security W | -1000 | 800 |  |  |  |  |
|  | Total | -300 | 400 |  | -300 |  |  |
|  |  |  |  |  |  |  |  |
| Client C | Security X | 1000 | 500 |  |  |  |  |
|  | Security Z | -1500 | -800 |  |  |  |  |
|  | Total | -500 | -300 |  | -800 |  |  |
|  |  |  |  |  |  |  |  |
| Client D | Security Y | 700 | -200 |  |  |  |  |
|  | Security R | -300 | 800 |  |  |  |  |
|  | Total | 400 | 600 |  | 1000 |  |  |
|  |  |  |  |  |  |  |  |
| Member |  |  |  |  |  |  | -2000 |

In this example, the broker has to deposit MTM Margin of Rs 2000.

1. **INTRADAY CRYSTALLISED MARK TO MARKET LOSSES (ICMTM)**

|  |  |  |  |  |  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- |
| Client | Security | Trade Date | | | | | | | | | Scenario |
| Buy Qty | Buy Value | Sell Qty | Sell Value | Net Qty | Squared Off Qty | Crystallised  Profit/ (-) Loss) | Profit/(-) Loss of Client | ICMTM for Member |
| Client A | Security X | 800 | -80000 | 0 | 0 | 800 | 0 | 0 | 0 | -48000 | No Square off quantity |
|  | Security Y | 800 | -120000 | -800 | 120000 | 0 | 800 | 0 | Full Square off Qty-No Loss |
|  |  |  |  |  |  |  |  |  |  |  |
| Client B | Security Z | 800 | -80000 | -800 | 96000 | 0 | 800 | 16000 | -24000 | Full Square off Qty- Profit |
|  | Security W | 800 | -120000 | -800 | 80000 | 0 | 800 | -40000 | Full Square off Qty- Loss |
|  |  |  |  |  |  |  |  |  |  |  |
| Client C | Security X | 800 | -80000 | -500 | 60000 | 300 | 500 | 10000 | 35000 | Partial Square off Qty- Profit |
|  | Security Z | 500 | -50000 | -800 | 120000 | -300 | 500 | 25000 | Partial Square off Qty- Profit |
|  |  |  |  |  |  |  |  |  |  |  |
| Proprietary | Security Y | 800 | -80000 | -1000 | 120000 | -200 | 800 | 16000 | -24000 | Partial Square off Qty- Profit |
|  | Security R | 800 | -120000 | -1000 | 100000 | -200 | 800 | -40000 | Partial Square off Qty- Loss |

# Example for computation of Gross positions of a member

Value in Rs

|  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- |
| **Client** | **Security** | **Settlement** | **Buy Value** | **Sell Value** | **Net Value** |
| Client A | Security X | 2005001 | 1000 | 1100 | -100 |
|  | Security Y | 2005002 | 3000 | 2550 | 450 |
|  |  |  |  |  |  |
| Client B | Security Z | 2005001 | 1500 | 1650 | -150 |
|  | Security Y | 2005002 | 3000 | 1650 | 1350 |
|  |  |  |  |  |  |
| Client C | Security X | 2005001 | 4500 | 2400 | 2100 |
|  | Security Z | 2005002 | 7000 | 10450 | -3450 |
|  |  |  |  |  |  |
| Proprietary Position | Security Y | 2005001 | 250 | 1200 | -950 |
|  | Security Z | 2005002 | 1050 | 0 | 1050 |
|  |  |  |  |  |  |
| Member’s Gross Position |  |  |  |  |  |
|  | Security X | 2005001 |  |  | 2200 |
|  | Security Y | 2005001 |  |  | 950 |
|  | Security Z | 2005001 |  |  | 150 |
|  | Security X | 2005002 |  |  | 0 |
|  | Security Y | 2005002 |  |  | 1800 |
|  | Security Z | 2005002 |  |  | 4500 |

# Format of application form for new CDSL EPI accounts

Date:

The Manager

Securities Department

NSE Clearing Ltd

Dear Sir,

Sub: Account for early pay-in of securities through CDSL

We are interested in making early pay-in of securities through CDSL. We therefore request you to open an early pay-in account based on the details given hereunder:

|  |  |  |
| --- | --- | --- |
| **S No** | **Description** |  |
|  | Name of the Member |  |
|  | 5 digit Trading Member Code |  |
|  | SEBI Registration Number |  |
|  | Address (for Communication) |  |
|  | City |  |
|  | State |  |
|  | Country |  |
|  | Pin code |  |
|  | CDSL Clearing Account No. | (Copy of client master of CDSL pool account) |
|  | PAN No. | (Copy of PAN card should be enclosed for verification) |
|  | Dividend Bank account details | (Copy of cancelled cheque for updation) |
|  | Mobile Number |  |
|  | Email ID |  |
|  | Income Range | Upto Rs.100000; Upto Rs.500000; Upto Rs.1000000; Upto Rs. 2500000; More than Rs.2500000 |

We hereby authorise NSE Clearing Ltd (NCL) to operate the above stated account on our behalf and execute transactions as may be deemed necessary. Further, we hereby authorise NCL to debit our account towards any charges that may be levied by CDSL on account of transactions in this account.

We would request you to advise us the account number allotted to us for this purpose.

Yours Sincerely

**Authorised Signatory**

**Name:**

**Designation:**

# Format for Client level early pay-in files for securities

Format of files to be uploaded by the member giving client & quantity details

The file should be in CSV format.

**Naming convention:**

CLNTEPI\_YYYYMMDD.Ynn

where,

XXXXX - Is the member code

YYYYMMDD - Date in YYYYMMDD format

Y - The file indicator (T in this case for upload)

nn - The batch number of file to be uploaded.

**Control record:**

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| **Sr. No.** | **Field** | **Length** | **Mandatory/**  **Option** | **Description** |
| 1. | Record Type | CHAR(2) | Mandatory | Value = 01 |
| 2. | File Type | CHAR(4) | Mandatory | Value = CLEP |
| 3. | Member Type | CHAR(1) | Mandatory | Member Type |
| 4. | Member Code | CHAR(5) | Mandatory | Member code for which file generated/received |
| 5. | Batch Date | CHAR(8) | Mandatory | Format : DDMMYYYY  Should be same as that in the file name. |
| 6. | Batch number | Number(2) | Mandatory | The batch number of the file sent. |
| 7. | Number of records | Number(7) | Mandatory | Total number of records in the file |

**Detail record:**

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| **Sr. No.** | **Field** | **Length** | **Mandatory/**  **Option** | **Description** |
| 1. | Record Type | CHAR(2) | Mandatory | Value = 20 |
| 2. | Symbol | CHAR(10) | Mandatory |  |
| 3. | Series | CHAR(2) | Mandatory |  |
| 4. | TM Code/CP Code | CHAR (12) | Mandatory |  |
| 5. | Client Code | CHAR(20) | Mandatory | Value should be same as TM code for PRO position.  Value should be same as CP code for CP positions |
| 6. | Settlement Type | CHAR(1) | Mandatory |  |
| 7. | Settlement No | CHAR(7) | Mandatory |  |
| 8. | Early Payin Quantity | NUMBER | Mandatory |  |

**Return file**

In case the file uploaded by the member gets rejected, then the file extension ‘Tnn’ will get replaced with ‘Rnn’ and the return file will be downloaded to the members in CEP directory. The control record in the file will have R appended.

The naming convention for return files will be:

<XXXXX>\_CLNTEPI\_YYYYMMDD.Rnn

In case the file is accepted (success) then the file extension ‘Tnn’ will get replaced with ‘Snn’ and the return file will be downloaded to the members in CEP directory. The return file with extension ‘Snn’ will have S appended for successful records and R appended for rejected records.

The naming convention for return files will be:

<XXXXX>\_CLNTEPI\_YYYYMMDD.Snn

**Note:**

1. Member should mention the total quantity for the clients to whom EPI needs to be allocated. If member wants to change the EPI once allocated to a client, the same needs to be provided in the next file with the revised quantity and the old quantity will get updated with the revised quantity. If member wants to remove the EPI benefit given earlier to a client, a record needs to be sent in the subsequent file with the revised quantity as zero. Where the quantity is specified for a client as zero the client will become eligible for random allocation.
2. Wherever allocation is specified by the member for a client -security-settlement type- settlement number, EPI will be specifically allocated to that client irrespective whether the client has any outstanding sell position or not and such clients shall not be considered for random allocation. Even if the client is allocated excess EPI, the excess will not be considered in the pool for random allocation.
3. Where the member has to provide EPI for his proprietary position, he has to specify client code as his member code, and in case he wants to specify EPI for OTR Un-allocation and non-contraction he has to specify the client code as PRO\_Memcode.
4. At the end of the day EPI allocation will be done on the same lines as intra day i.e. first specific and then random.
5. Specific client level EPI should be given only for all open settlements
6. Members are requested to verify the benefit received in the EPI report downloaded.

**EPI Allocation details downloaded to the trading members - File format**

A file will be downloaded to the members in the CEP directory providing the following details. The file name shall be

<XXXXX>\_CEPYYYYMMDD.Dnn

XXXXX - Is the member code

YYYYMMDD - Date in YYYYMMDD format

D - The file indicator

nn - The batch number of file to be uploaded.

Report file structure is as follows:

**Control record**

10,DDMMYYYY, Member Code, Number of Records

**Detail record (Allocated Quantity)**

20, Settlement Type, Settlement Number, Symbol, Series, Client Code, Quantity Requested, Quantity Allocated

**Detail record (Balance Quantity)**

30, Settlement Type, Settlement Number, Symbol, Series, Balance Quantity

**EPI Allocation details downloaded to the clearing members - File format**

<XXXXX>\_C\_CEPYYYYMMDD.Dnn

XXXXX - Is the member code (of clearing member)

C - Indicator for additional CP file for TM-CM and PCM in CM segment

YYYYMMDD - Date in YYYYMMDD format

D - The file indicator

nn - The batch number of file to be uploaded.

* **File Content**

Control record

10, DDMMYYYY, Member Code, Number of Records

Detail record (Allocated Quantity)

20, Settlement Type, Settlement Number, Symbol, Series, TM Code, Client Code, Quantity Requested, Quantity Allocated

Detail record (Balance Quantity)

30, Settlement Type, Settlement Number, Symbol, Series, Balance Quantity

# Format for client level early pay-in files for funds

The file shall be in CSV format.

**Naming convention:**

CLNTEPF\_N\_XXXXXXX\_YYYYMMDD.Ynn

where,

N - Settlement type (Should be N for normal segment and W for trade for trade segment)

XXXXXXX - Settlement number (e.g “2008001”)

YYYYMMDD - Date in YYYYMMDD format

Y - The file indicator (T in this case for upload)

nn - The batch number of file to be uploaded.

**Control record:**

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| **Sr. No.** | **Field** | **Length** | **Mandatory/**  **Option** | **Description** |
|  | Record Type | CHAR(2) | Mandatory | Value = 01 |
|  | File Type | CHAR(7) | Mandatory | Value = CLNTEPF |
|  | Member Code | CHAR(5) | Mandatory | Member code for which file generated/received |
|  | Batch Date | CHAR(8) | Mandatory | Format : YYYYMMDD  Should be same as that in the file name. |
|  | Batch number | Number(2) | Mandatory | The batch number of the file sent. |
|  | Settlement Type | CHAR(1) | Mandatory | Settlement type for which EPI is made. Should be N for normal segment and W for trade for trade segment |
|  | Settlement No | CHAR(7) | Mandatory | Settlement number (e.g “2008001”) |
|  | Number of records | Number(7) | Mandatory | Total number of records in the file |
|  | Total value of EPI | Number (15,2) | Mandatory | Total amount of early pay-in across all clients |

**Detail record:**

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| **Sr. No.** | **Field** | **Length** | **Mandatory/**  **Option** | **Description** |
|  | Record Type | CHAR(2) | Mandatory | Value = 20 |
|  | TM Code/CP Code | CHAR (12) | Mandatory |  |
|  | Client Code | CHAR(12) | Mandatory | Value should be same as TM code for PRO position.  Value should be same as CP code for CP positions |
|  | Amount of funds early pay-in (in Rs.) | Number (15,2) | Mandatory |  |

**Return file**

In case the file uploaded by the member gets rejected, then the file extension ‘Tnn’ will get replaced with ‘Rnn’ and the return file will be downloaded to the members in CEP directory in extranet. The control record in the file will have R appended.

The naming convention for return files will be:

<XXXXX>\_CLNTEPF\_N\_XXXXXXXX\_YYYYMMDD.Rnn

In case the file is accepted (success) then the file extension ‘Tnn’ will get replaced with ‘Snn’ and the return file will be downloaded to the members in CEP directory in extranet. The return file with extension ‘Snn’ will have S appended for successful records and R appended for rejected records.

The naming convention for return files will be:

<XXXXX>\_CLNTEPF\_ N\_XXXXXXXX\_YYYYMMDD.Snn

# Example for blocking of margins

Suppose the total collateral (allocated collateral plus securities collateral placed through margin pledge/ repledge to CC) available against various entities are as given below.

|  |  |
| --- | --- |
| **Entity** | **Collateral (Rs)** |
| CMTM Prop | 1000 |
| TM-1 Prop | 500 |
| TM-1 Cli-1 | 300 |
| TM-1 Cli-2 | 300 |

* Trade-1: TM-1 Cli-2 trades with margin requirement of Rs 100. Blocking of margin shall be as follows:

|  |  |  |
| --- | --- | --- |
| **Entity** | **Collateral (Rs)** | **Blocking (Rs)** |
| CMTM Prop | 1000 | 0 |
| TM-1 Prop | 500 | 0 |
| TM-1 Cli-1 | 300 | 0 |
| TM-1 Cli-2 | 300 | 100 |

* Trade-2: TM-1 Cli-1 trades with margin requirement of Rs 600. Blocking shall be as follows:

|  |  |  |
| --- | --- | --- |
| **Entity** | **Collateral (Rs)** | **Blocking (Rs)** |
| CMTM Prop | 1000 | 0 |
| TM-1 Prop | 500 | 300 |
| TM-1 Cli-1 | 300 | 300 |
| TM-1 Cli-2 | 300 | 100 |

* Trade-3: TM-1 Cli-2 trades with revised margin requirement for Cli-2 of Rs 600. Blocking shall be as follows:

|  |  |  |
| --- | --- | --- |
| **Entity** | **Collateral (Rs)** | **Blocking (Rs)** |
| CMTM Prop | 1000 | 100 |
| TM-1 Prop | 500 | 500 |
| TM-1 Cli-1 | 300 | 300 |
| TM-1 Cli-2 | 300 | 300 |

* Trade-4: TM-1 Cli-2 trades with revised margin requirement for Cli-2 of Rs 900. Blocking shall be as follows:

|  |  |  |
| --- | --- | --- |
| **Entity** | **Collateral (Rs)** | **Blocking (Rs)** |
| CMTM Prop | 1000 | 400 |
| TM-1 Prop | 500 | 500 |
| TM-1 Cli-1 | 300 | 300 |
| TM-1 Cli-2 | 300 | 300 |

In the above examples, the collateral of Rs 500 blocked from the TM1-Prop, and the collateral of Rs 400 blocked from CMTM Prop, shall be deemed to be allocated to TM-1 Cli-1 and TM-1 Cli-2. The deemed allocation would be as follows:

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| **Client** | **Margin (Rs)** | **Blocked from client collateral (Rs)** | **Deemed allocation from TM-1 Prop (Rs)** | **Deemed allocation from CMTM Prop to TM-1 Prop (Rs)** |
| TM-1 Cli-1 | 600 | 300 | 300 | 400 |
| TM-1 Cli-2 | 900 | 300 | 600 |

To clarify, the deemed allocation from CMTM Prop to TM-1 Prop is Rs 400, therefore the total TM-1 Prop collateral (including deemed allocated) would be Rs 900 (Rs 500 + Rs 400). Out of this, the excess client margin would be considered to be deemed allocated to the respective client

# Example for monitoring of risk reduction mode

Suppose the total collateral (allocated collateral plus securities collateral placed through margin pledge/ repledge to CC) available against various entities, along with their margin obligations, are as given below.

|  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- |
| **CM** | **TM** | **Client** | **Collateral (Rs)** | **Margin (Rs)** | **CliMrgn>90% (Rs)** |
| CM-1 | - | Prop | 1200 | 800 | - |
| CM-1 | TM-1 | Prop | 500 | 400 | - |
| CM-1 | TM-1 | Client-1 | 800 | 780 | 60 |
| CM-1 | TM-1 | Client-2 | 500 | 450 | 0 |
| CM-1 | TM-1 | Client-3 | 400 | 380 | 20 |
| CM-1 | TM-2 | Prop | 500 | 200 | - |
| CM-1 | TM-2 | Client-4 | 1000 | 920 | 20 |
| CM-1 | TM-2 | Client-5 | 1000 | 880 | 0 |

TM level monitoring

In the above table, “CliMrgn>90%”, or client margin in excess of 90%, has been calculated as margin for the client less 90% of the client collateral. Risk reduction mode monitoring for TM shall be based on assessment of [TM Prop Margin + CliMrgn>90%] against the [TM Prop collateral]. Accordingly, margin utilization percentage of TM1 and TM2 would be as under:

* Margin utilization percentage of TM1 = [400 + (60 + 0 + 20)] /500 = 96%

* Margin utilization percentage of TM2 = [200 + (20 + 0)] /500 = 44%

In other words, for TM1 margin of Rs 30 is in excess of 90% of its prop collateral, while there is no excess margin for TM2 against its prop collateral. The same have been tabulated below:

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| **TM** | **Total CliMrgn>90% (Rs)** | **Prop Margin (Rs)** | **90% of TM prop collateral (Rs)** | **TMMrgn>90% (Rs)** |
| TM-1 | 80 | 400 | 450 | 30 |
| TM-2 | 20 | 200 | 450 | 0 |

CM level monitoring

In the above table, “TMMrgn>90%”, or TM Margin in excess of 90%, has been calculated as [CliMrgn>90% + TM Prop margin] in excess of 90% of TM prop collateral. Risk reduction mode monitoring for CM shall be based on assessment of [CM Prop Margin + TMMrgn>90%] against the [CM Prop Collateral]. Accordingly, margin utilization percentage of CM1 would be as under:

* Margin utilization percentage of CM1 = [800 + (30 + 0)]/1200 = 69.1%

# Example of computation of offsetting positions

Example: A hypothetical Index Q with constituent underlying stocks A & B have weight-ages as stated below. Based on the weight-ages the number of units required to be considered as a complete replica is computed as under:

|  |  |  |
| --- | --- | --- |
| Underlying | Weight% | Units Required |
| Index Q |  | 50 |
| Stock A | 60 | 30 |
| Stock B | 40 | 20 |

The portfolio will be considered as a complete replica if the client has Long 50 units of Index Q Futures and Short positions in Stock A/Stock Futures A to extent of 30 units and short positions in Stock B/Stock Futures B to the extent of 20 units.

Assuming a client has the following positions in his portfolio.  A (+) sign indicates a long position and (-) indicates a short position.

|  |  |  |
| --- | --- | --- |
| Underlying | Expiry / Month | Open Position |
| Index Q Futures | Jan 09 | +50 |
| Feb 09 | -75 |
| Stock futures of A | Jan 09 | -20 |
| Feb 09 | +70 |
| Stock futures of B | Jan 09 | -60 |
| Feb 09 | +10 |
| Position in Stock A (CM Segment) |  | -50 |
| Position in Stock B (CM Segment) |  | +30 |

The cross margin benefit shall be provided as under:

Index Futures to Constituent Stocks/Stock Futures positions

|  |  |  |
| --- | --- | --- |
| Underlying | Expiry Month | Benefit qty |
| Index Q Futures | Jan 09 | 50 |
| Stock futures of A | Jan 09 | -20 |
| Position in Stock A (CM Segment) |  | -10 |
| Stock futures of B | Jan 09 | -20 |
|  |  |  |
| Index Q Futures | Feb 09 | -50 |
| Stock futures of A | Feb 09 | 30 |
| Stock futures of B | Feb 09 | 10 |
| Position in Stock B (CM Segment) |  | 10 |

Stock Futures to Stocks

|  |  |  |
| --- | --- | --- |
| Underlying | Expiry Month | Benefit qty |
| Stock futures of A | Feb 09 | 40 |
| Position in Stock A (CM Segment) |  | -40 |
| Stock futures of B | Jan 09 | -20 |
| Position in Stock B (CM Segment) |  | 20 |

# Format of files to be uploaded by the clearing member giving client wise details

The file shall be in CSV format.

Naming convention: CMPYYYYMMDD.Tnn

where:

<YYYYMMDD> is the current date

and ‘nn’ is the batch number of the file

The files are required to be uploaded in the following path on the NSCCL –MASS - Cross Margin> File upload

**Control record:**

|  |  |  |  |
| --- | --- | --- | --- |
| **Sr. No.** | **Field** | **Length** | **Description** |
| 1. | Record Type | CHAR(2) | Value = 01 |
| 2. | File Type | CHAR(3) | Value = CMP |
| 3. | Member Code | CHAR(5) | Primary Member code of the clearing member |
| 4. | Batch Date | CHAR(8) | Format : YYYYMMDD  Should be same as that in the file name |
| 5. | Number of records | Number(7) | Total number of records in the file |

**Detail record:**

|  |  |  |  |
| --- | --- | --- | --- |
| **Sr. No.** | **Field** | **Length** | **Description** |
| 1. | Record Type | CHAR(2) | Value :  10 for proprietary code  20 for retail client code  30 for Custodial Participant code |
| 2. | Code | CHAR(12) | Value :  For proprietary code it shall be PRO\_TMCODE  For retail client code it shall be client code allotted to the client and used during order execution  For Custodial Participant code it shall be 12 digit alphanumeric code allotted by NSCCL for such custodial participant |

**Return files:**

The files uploaded by the member shall be processed and return files shall be downloaded in NSCCL -MASS. Members can check the return files at

Home Page> Cross Margin> File download

In case the file uploaded by the member gets rejected, then the file extension ‘Tnn’ will get replaced with ‘Rnn’

The naming convention for return files will be:

<XXXXX>\_CMPYYYYMMDD.Rnn

Where XXXXX shall be the Primary member code

<YYYYMMDD> is the trade date

and ‘nn’ is the batch number of the file

In case the file is accepted (success) then the file extension ‘Tnn’ will get replaced with ‘Snn’ and the return file will be downloaded to the members on NSCCL -MASS. The return file with extension ‘Snn’ will have S appended for successful records and F appended for rejected records.

The naming convention for return files will be:

<XXXXX>\_CMPYYYYMMDD.Snn

Where XXXXX shall be the Primary member code

<YYYYMMDD> is the trade date

and ‘nn’ is the batch number of the file

Members are required to take note of following whilst uploading the client codes eligible for cross margining-

1. Members shall upload all eligible client codes in a single file only.
2. If any modification or deletion is required in the file then the member will upload new file with all records.
3. The latest file uploaded by the member shall be considered as final

# Format of agreement between member, custodian & constituent

This agreement is made on this \_\_\_\_ day of \_\_\_\_ 2010

**Between**

\_\_\_\_\_\_\_\_\_\_\_\_\_\_, a company/ partnership firm/ individual having its registered office/ office/ residence at \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ (hereinafter referred to as  “the  Member”) which expression shall unless repugnant to the context or meaning thereof include its successors, legal representatives and permitted assigns) of the First Part

**And**

\_\_\_\_\_\_\_\_\_\_\_\_\_, a company incorporated under the Companies Act, 1956 and having its registered office at, \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ and its corporate office at \_\_\_\_\_\_\_\_\_\_\_\_\_(hereinafter referred to as  “the Custodian”) which expression shall unless repugnant to the context or meaning thereof include its successors, legal representatives and permitted assigns) of the Second Part

**And**

\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_, a company/ partnership firm/ individual having its registered office/ office/ residence at \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ (hereinafter called “the Constituent”) which expression shall unless repugnant to the context or meaning thereof include its successors, legal representatives and permitted assigns) of the Third Part.

**WHEREAS,**

1.                  Securities and Exchange Board of India (hereinafter referred to as “SEBI”) vide its Circular No. SEBI/DNPD/Cir-44/2008 dated 2nd December 2008 has decided to extend cross margining facility across cash and derivatives segments to all categories of market participants.

2.                  Pursuant to the said direction of SEBI, in order to facilitate cross margining, the inter-se distribution of liability/responsibility in the event of default are to be laid down in the agreements.

3.                  The Member is registered as a Clearing Member of NSE Clearing Limted (Formerly Known as National Securities Clearing Corporation Ltd). (hereinafter referred to as “NCL”) and has agreed to clear & settle the trades done by the Constituent through a trading member or trading members of Specified Exchange subject to the provisions contained in the Rules, Bye Laws, Regulations and Circulars of NSE Clearing (Futures & Options Segment) and the terms and conditions contained herein.

4.                  The Custodian is registered as a Clearing Member of NCL. The Custodian clears and settles the trades done by the Constituent in the Capital Market Segment as a Clearing Member of NCL.

5.                  The Constituent is desirous of availing the cross margining facility and has approached the Member and the Custodian.

6.                  The Member and the Custodian has agreed to request NCL to provide the benefit of cross margining to the Constituent subject to the terms and conditions contained herein.

**Now therefore this agreement witnesseth and it is hereby agreed by and between the parties hereto as under**

1.                  The Member and the Constituent entered into Custodial Participant Agreement (hereinafter referred to as Custodial Participant Agreement) on \_\_\_\_\_\_\_\_\_\_\_ at \_\_\_\_\_\_\_ wherein the Member at the request of the Constituent, agreed to clear & settle the trades done by the Constituent through a trading member or trading members of Specified Exchanges subject to the provisions contained in the Rules, Bye Laws and Regulations of NSE Clearing (Futures & Options Segment) and the terms and conditions contained therein.

2.                  The Custodian and the Constituent entered into an Custodian and Client Agreement (hereinafter to as Custodian Agreement) on \_\_\_\_\_\_\_\_\_\_\_ at \_\_\_\_\_\_\_ wherein the Constituent has engaged the services of Custodian.

3.                  In addition to the provisions contained in the Custodial Participant Agreement and the Custodian Agreement and notwithstanding anything contained in the said agreements, the parties agrees to be bound by the following provisions which are specific to cross margining.

4.                  **Cross Margining**

4.1        The  Member and the Custodian have agreed to request NCL to extend cross margining facility to the Constituent subject to the terms and conditions as contained herein and the Constituent agree to avail the same.

4.2        The parties agree to be bound by SEBI Circular No SEBI/DNPD/Cir-44/2008  dated 2nd December, 2008 and Circulars issued by SEBI from time to time with respect to cross margining.

4.3        The parties agree to be bound by the Rules, Byelaws, Regulations and Circulars issued from time to time by NCL including provisions with respect to cross margining.

4.4        The parties agree that cross margin benefit shall be for such positions in one or more trading segments/clearing segments and shall be subject to such terms and conditions as may be prescribed by NCL if any from time to time.

4.5        In case of default by the Clearing Members arising out of the positions in one or more clearing segments, the Constituent agrees and understands that NCL may utilise the margins or any other monies furnished in any clearing segment by its Clearing Members, who clears and settles the deals pertaining to the Constituent, in order to meet the obligations arising out of such positions.

4.6        In case of default by the Clearing Members arising out of the positions in one or more clearing segments, the Constituent agrees and understands that the outstanding positions of Clearing Members, who clears and settles the deals pertaining to the Constituent, in any or all clearing segments may be closed out by NCL in accordance with Rules, Byelaws, Regulations and Circulars issued from time to time by NCL.

IN WITNESS THEREOF, the parties to agreement have caused these presents to be executed as of the day and year first above written.

Signed for and on behalf of

**MEMBER                                         :**

By                                                       :

Signature                                           :

Title                                                    :

Witness                                              :

Signed for and on behalf of

**CUSTODIAN                                   :**

By                                                       :

Signature                                           :

Title                                                    :

Witness                                              :

Signed for an on behalf of

**CONSTITUENT** :

By                                                       :

Signature                                           :

Title                                                    :

Witness                                              :

**Instruction**

1) The agreement to be stamped for Rs.600/- or the value prevailing in the State where executed, whichever is higher. Agreement to be executed on Non-Judicial stamp paper(s) or on paper franked from Stamp Office

2) All the blanks in the format are required to be duly filled and signed by the signatories to the agreement

# Amendment agreement to the clearing member – trading member agreement

This agreement is made on this \_\_\_\_ day of \_\_\_\_ 2010

**Between**

\_\_\_\_\_\_\_\_\_\_\_\_\_\_, a company/partnership firm/individual having its registered office/office/residence at \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ and having SEBI Registration No. \_\_\_\_\_\_\_\_\_\_\_\_ (hereinafter called the Clearing Member) which expression shall unless repugnant to the context or meaning thereof include its successors, legal representatives and permitted assigns)

**And**

\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_, a company/partnership firm/individual having its registered office/office/residence at \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ and having SEBI Registration No. \_\_\_\_\_\_\_\_\_\_\_\_ (hereinafter called the Trading Member) which expression shall unless repugnant to the context or meaning thereof include its successors, legal representatives and permitted assigns).

**WHEREAS,**

1.                  The  Clearing Member and the  Trading Member entered into Clearing Member and Trading Member Agreement (hereinafter referred to as “Agreement”) on \_\_\_\_\_\_\_\_\_\_\_ at \_\_\_\_\_\_\_ ,wherein the Clearing Member has undertaken to the total exclusion of the Trading Member, the obligation of clearing and settlement of the deals of the Trading Member executed/done on the Futures & Options Segment of Specified Exchange and to do all the acts, deeds and activities incidental to the clearing and settlement of the deals.

2.                  Securities and Exchange Board of India (hereinafter referred to as “SEBI”) vide its Circular No. SEBI/DNPD/Cir-44/2008 dated 2nd December 2008 has decided to extend cross margining facility across cash and derivatives segments to all categories of market participants.

3.                  Pursuant to the said direction of SEBI, in order to facilitate cross margining, the inter-se distribution of liability/responsibility in the event of default are to be laid down in the agreements. Accordingly, amendments are required to be carried out in the Agreement entered into by the Clearing Member and the Trading Member.

4.                  The Trading Member is desirous of availing the cross margining facility and has approached the Clearing Member.

5.                  The Clearing Member has agreed to request NSE Clearing Limited (NCL) to provide the same subject to the terms and conditions contained herein.

6.                  In view of the above, therefore the parties hereto are desirous of amending the Agreement for the purpose of including certain specific provisions for the purpose of availing cross margin benefit.

**Now therefore this agreement witnesseth and it is hereby agreed by and between the parties hereto as under:**

1.                  Both the parties agree that after clause 5 the following clause shall be inserted as clause 5A in the Agreement.

5A       **Cross Margining**

* + 1. The Clearing Member agrees to request NCL to extend cross margining facility to the Trading Member/constituents of the Trading Members subject to the terms and conditions as contained herein.
    2. The Trading Member agrees to intimate to the Clearing Member from time to time the constituents  to whom the cross margin benefit shall be provided.
    3. The parties agree to be bound by SEBI Circular No SEBI/DNPD/Cir-44/2008  dated 2nd December, 2008 and Circulars issued by SEBI from time to time with respect to cross margining.
    4. The parties agree to be bound by the Rules, Byelaws, Regulations and Circulars issued from time to time by Specified Exchange/NCL including provisions with respect to cross margining.
    5. The parties agree that cross margin benefit shall be for such positions in one or more trading segments/clearing segments and shall be subject to such terms and conditions as may be prescribed by Specified Exchange/NCL if any from time to time.
    6. In case of default by the  Clearing Member arising out of the positions in one or more clearing segments, the Trading Member agrees and understands that NCL may utilise the margins or any other monies furnished in any clearing segment by its Clearing Members, in order to meet the obligations arising out of such positions.
    7. In case of default by the  Clearing Member arising out of the positions in one or more clearing segments, the Trading Member agrees and understands that the outstanding positions of such Clearing Members, may be closed out by NCL in accordance with Rules, Byelaws, Regulations and Circulars issued from time to time by NCL.
    8. In case of default by the Trading Member arising out of the positions in one or more clearing segments, the Clearing Member  shall be entitled to utilise the margins or any other monies of the Trading Member in any other clearing segment in order to meet the obligations arising out of such positions.
    9. In case of default by the Trading Member arising out of the positions in one or more clearing segments, the Clearing Member shall be entitled to close-out the positions of the Trading Member  in any or all clearing segments in accordance with Rules, Byelaws,  Regulations and Circulars issued from time to time by NCL.
    10. The parties agree that notwithstanding anything contained in the Agreement to the contrary, the parties shall be bound by the above provisions with respect to cross margining.

IN WITNESS THEREOF, the parties to this agreement have caused these presents to be executed as of the day and year first above written.

Signed for and on behalf of

**CLEARING MEMBER                  :**

By                                                       :

Signature                                           :

Title                                                    :

Witness                                              :

Signed for an on behalf of

**TRADING MEMBER** :

By                                                       :

Signature                                           :

Title                                                    :

Witness                                              :

**Instruction**

1) The agreement to be stamped for Rs.600/- or the value prevailing in the State where executed, whichever is higher. Agreement to be executed on Non-Judicial stamp paper(s) or on paper franked from Stamp Office

2) All the blanks in the format are required to be duly filled and signed by the signatories to the agreement

# Agreement between Member and Client

This agreement is made on this \_\_\_\_ day of \_\_\_\_ 2xxx

**Between**

Mr./Ms/M/s.\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_, an individual/a sole proprietary concern/a partnership firm/a body corporate, registered/incorporated under the provisions of the Indian Partnership Act, 1932/the Companies Act, 1956, being a member of Specified Exchange, and having his /her/its registered office at \_\_\_\_\_\_\_\_\_\_\_ (hereinafter called “the  Stock Broker”) which expression shall, unless repugnant to the context or meaning thereof, be deemed to mean and include himself in the capacity of a trading member while trading in the derivatives segment, his/her heirs, executors, administrators and legal representatives/the partners for the time being of the said firm, the survivor or survivors of them and their respective heirs, executors, administrators and legal representatives/its successors, as the case may be, of the One Part;

**And**

Mr./Ms/M/s.\_\_\_\_\_\_\_\_\_\_\_\_\_, an individual/a sole proprietary concern/a partnership firm/a body corporate, registered/incorporated, under the provisions of the IndianPartnership Act, 1932/the Companies Act, 1956, having his/her/its residence/registered office at \_\_\_\_\_\_\_\_\_\_\_(hereinafter called “the Client”) whichexpression shall, unless repugnant to the context or meaning thereof, be deemedto mean and include his/her heirs, executors, administrators and legalrepresentatives/the partners for the time being of the said firm, the survivor orsurvivors of them and their respective heirs, executors, administrators and legalrepresentatives/its successors, as the case may be, of the Other Part;

**WHEREAS,**

1.                  The Stock Broker and the Client entered into a Stock Broker and Client Agreement (hereinafter referred to as Client Agreement) on \_\_\_\_\_\_\_\_\_\_\_ at \_\_\_\_\_\_\_ wherein the Client has engaged the Stock Broker to deal in securities and/or deal in derivatives contracts and to execute the Client orders through the Stock Broker.

2.         Securities and Exchange Board of India (hereinafter referred to as “SEBI”) vide its Circular No. SEBI/DNPD/Cir-44/2008 dated 2nd December 2008 has decided to extend cross margining facility across cash and derivatives segments to all categories of market participants.

3.         Pursuant to the said direction of SEBI, in order to facilitate cross margining, the inter-se distribution of liability/responsibility in the event of default are to be laid down in the agreements. Accordingly, amendments are required to be carried out in the Client Agreement entered into by the Stock Broker and the Client.

4.         The Client is desirous of availing the cross margining facility and has approached the Stock Broker.

5.         The Stock Broker is registered as a Clearing Member of NSE Clearing Ltd. (hereinafter referred to as “NCL”) and has agreed to facilitate provision of the benefit of cross margining in the Capital Market Segment as well as Futures and Options Segment and such other segment as may be specified by SEBI and NCL from time to time to the Client subject to the terms and conditions contained herein.

6.         In view of the above, therefore the parties hereto are desirous of amending the Client Agreement for the purpose of including certain specific provisions for the purpose of availing cross margin benefit.

**Now therefore this agreement witnesseth and it is hereby agreed by and between the parties hereto as under**

1.      Both the parties agree that after clause 21 the following clause shall be inserted as clause 21A in the Client Agreement

21A.    **Cross Margining**

a.         The Stock Broker agrees to request NCL to extend cross margining facility to the Client in the Capital Market Segment subject to the terms and conditions as contained herein and the Client agree to avail the same.

b.         The parties agree to be bound by SEBI Circular No SEBI/DNPD/Cir-44/2008  dated 2nd December, 2008 and Circulars issued by SEBI from time to time with respect to cross margining.

c.         The parties agree to be bound by the Rules, Byelaws, Regulations and Circulars issued from time to time by Specified Exchange/NCL including provisions with respect to cross margining.

d.         The parties agree that cross margin benefit shall be for such positions in one or more trading segments/clearing segments and shall be subject to such terms and conditions as may be prescribed by Specified Exchange/NCL if any from time to time.

e.         In case of default by the Stock Broker arising out of the positions in one or more clearing segments, the Client agrees and understands that NCL may utilise the margins or any other monies furnished in any clearing segment by its Clearing Members, who are clearing and settling the transactions pertaining to the Client, in order to meet the obligations arising out of such positions.

f.          In case of default by the  Stock Broker arising out of the positions in one or more clearing segments, the Client agrees and understands that the outstanding positions of the Stock Broker in any or all clearing segments may be closed out by NCL in accordance with Rules, Byelaws, Regulations and Circulars issued from time to time by NCL.

g.         In case where cross margin benefit is to be availed by the Client for transactions executed in Futures and Options Segment, the Client agrees that the Stock Broker shall request the Clearing Member of NCL to avail the cross margin benefit  for such transactions on behalf of the Client and such cross margin benefit shall also be subject to the terms and conditions mentioned in Clearing Member and Trading Member agreement entered into between the Clearing Member and the Stock Broker through whom transactions are cleared and settled by the Stock Broker in Futures and Options Segment and terms and conditions mentioned hereinabove shall be applicable for cross margining in Futures and Options Segment also.

h.         The parties agree that notwithstanding anything contained in the Client Agreement to the contrary, the parties shall be bound by the above provisions with respect to cross margining.

IN WITNESS THEREOF, the parties to this agreement have caused these presents to be executed as of the day and year first above written.

Signed for and on behalf of

**STOCK BROKER                           :**

By                                                       :

Signature                                           :

Title                                                    :

Witness                                              :

Signed for an on behalf of

**CLIENT** :

By                                                       :

Signature                                           :

Title                                                    :

Witness                                              :

**Instruction**

1) The agreement to be stamped for Rs.600/- or the value prevailing in the State where executed, whichever is higher. Agreement to be executed on Non-Judicial stamp paper(s) or on paper franked from Stamp Office

2) All the blanks in the format are required to be duly filled and signed by the signatories to the agreement

# Details to be provided by F&O clearing member in case where client/entity is clearing through different members in Cash and F&O segment

## 1. Format of letter to be provided by Clearing member in F&O segment for availing cross margin benefit for their client

Date:

Manager

Risk Management Group

NSE Clearing Limited

Exchange Plaza,

Bandra Kurla Complex,

Bandra (East), Mumbai 400 051

Dear Sir,

**Sub: Details of client/entity to be made eligible for cross margining**

This is with reference to your circular no. NSE/CMPT/11975 dated February 04, 2009, in respect of cross margining. In accordance with the provisions contained in this circular you are requested to provide cross margining for following client(s) clearing through us in F&O Segment.

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| **Trading Member/Custodian Code/ Name** | **Client Code/CP Code in F&O Segment** | **Client Code/CP Code in Cash Segment** | **Client/ CP Name** | **Permanent Account Number(PAN) of Client** |
|  |  |  |  |  |

We have executed the necessary agreement as specified in the above mentioned circular with the trading member/custodian

Thanking you,

Yours sincerely

Authorised Signatories

Clearing Member Name :

Clearing Member Code :

Name:

Designation

Encl:

1. Copy of agreement
2. Attested copy of PAN
3. Letter from trading member/Custodian

## 2. Format of letter to be provided by the custodian in case the client/entity clears through custodian in Cash segment

Date:

Manager

Risk Management Group

NSE Clearing Limited

Exchange Plaza,

Bandra Kurla Complex,

Bandra (East), Mumbai 400 051

Dear Sir,

**Sub: Details of client/entity to be made eligible for cross margining**

This is with reference to your circular no.NSE/CMPT/11976 dated February 04, 2009, in respect of cross margining. In accordance with the provisions contained in this circular you are requested to provide cross margining for following client clearing through us in Cash Segment.

|  |  |  |  |
| --- | --- | --- | --- |
| **Clearing Member Code /Name in F&O Segment** | **CP Code in Cash Segment** | **CP Name** | **Permanent Account Number(PAN) of Client** |
|  |  |  |  |

We have executed the necessary agreement as specified in the above mentioned circular with the clearing member and constituent

Thanking you,

Yours sincerely

Authorised Signatories

Custodian Name :

Custodian Code :

Name:

Designation

## 3. Format of letter to be provided by trading member for availing cross margin benefit to client

Date:

To,

Clearing Member Name

Clearing Member Code

Dear Sir,

**Sub: Details of client/entity to be made eligible for cross margining**

This is with reference to NSE Clearing Ltd (NCL) circular no.NSE/CMPT/11975 dated February 04, 2009, in respect of cross margining. In accordance with the provisions contained in this circular we would like to provide cross margining for the following clients in the Cash and F&O segment.

|  |  |  |  |
| --- | --- | --- | --- |
| **Client Code in F&O Segment** | **Client Code in Cash Segment** | **Client Name** | **Permanent Account Number(PAN) of Client** |
|  |  |  |  |

We have executed the agreement as specified by NCL with our clients. We request you to intimate the details of the above clients to NCL for availing the cross margin facility.

Thanking you,

Yours sincerely

Authorised Signatories

TM Name :

TM Code :

Name:

Designation

# Format of letter to be provided by member of CM segment for availing cross margin benefit to client for position in Capital Market segment only

Date:

Manager

Risk Management Group

NSE Clearing Limited

Exchange Plaza,

Bandra Kurla Complex,

Bandra (East), Mumbai 400 051

Dear Sir,

**Sub: Details of client/entity to be made eligible for cross margining in CM segment only**

This is with reference to your circular no. NSE/CMPT/25041 dated November 19, 2013, in respect of cross margining. In accordance with the provisions contained in this circular we would like to provide cross margining for the following clients only in respect of their position in the CM segment.

|  |  |
| --- | --- |
| **Client Code in CM Segment** | **Client Name** |
|  |  |

Thanking you,

Yours sincerely

Authorised Signatories

Member Name :

Member Code :

Name:

Designation

# Format of Letter requesting activation of user in NCMS

Date:

The Manager

Securities Department

NSE Clearing Ltd

Exchange Plaza

Mumbai - 400051

Dear Sir/ Madam,

**Sub: Activation of account in NSE Clearing Management System (NCMS)**

We are interested in availing the facilities provided through the NSE Clearing Management System (NCMS). We therefore request you to activate our account and provide us necessary access in the said interface.

Please find below the necessary details as required:

|  |  |  |
| --- | --- | --- |
| **S No** | **Particulars** | **To be filled by the Member** |
|  | Trading Member Code |  |
|  | Member Name |  |
|  | Contact Person (The account details will be sent to this person) |  |
|  | Address for Communication with Pin Code |  |
|  | Phone Number with STD Code |  |
|  | Mobile number of contact person |  |
|  | Company e-mail address |  |
|  | Fax Number with STD Code |  |

Note: This application is only for administrator login in NCMS – CM segment.

We hereby authorize NCL to act upon the instructions sent through the interface and we shall be solely responsible for any errors pertaining to data entry from our end.

We would request you to advise us the account details allotted to us for this purpose at the above mentioned address.

Yours sincerely,

Authorized Signatory

Name:

Designation:

# List of Error/Rejections Codes for NCMS

| **ERROR CODE** | **REASON** |
| --- | --- |
| R1 | INVALID FILENAME |
| R2 | INVALID FORMAT |
| R3 | FILE NOT OPENING |
| R4 | EMPTY FILE |
| R5 | ERROR FOR NO OF RECS |
| R6 | INCORRECT RECORD TYPE |
| R7 | INCORRECT FILE TYPE |
| R8 | INCORRECT BATCH NUMBER |
| R9 | INCORRECT TRADE DATE |
| R10 | INCORRECT ORDER NUMBER |
| R11 | INCORRECT TRADE NUMBER |
| R12 | INCORRECT OTR NO |
| R13 | INCORRECT MEMBER CODE |
| R14 | INCORRECT MEMBER TYPE |
| R15 | INCORRECT SYMBOL |
| R16 | INCORRECT SERIES |
| R17 | MISMATCH IN QUANTITY |
| R18 | MISMATCH IN VALUE |
| R19 | ERROR IN CP CODE |
| R21 | ERROR IN SPCP |
| R22 | ERROR IN SETTLEMENT TYPE |
| R23 | ERROR IN SETTLEMENT NUMBER |
| R24 | ERROR IN BUY SELL FLAG |
| R25 | ERROR IN WAREHOUSE CODE |
| R26 | ERROR SETTLEMENT NOT FOUND |
| R27 | ERROR CAN NOT MODIFY PRO ORDERS |
| R28 | SETTLEMENT WINDOW CLOSED |
| R29 | OTR SETTLEMENT WINDOW CLOSED |
| R30 | ERROR CONTRACT NOTE NUMBER |
| 1 | MODIFY ORDER DOES NOT EXISTS IN TRADES |
| 2 | ADMIN MODIFICATION – TRADE NO NOT NULL |
| 3 | ORDER MODIFICATION – MEMBER DISABLED |
| 4 | ORDER MODIFICATION – MEMBER ID MISSMATCH |
| 5 | ADMIN MODIFY - SEQUENCE NO NOT NULL |
| 6 | MODIFY ORDER - ALREADY CONFIRMED |
| 7 | MODIFY ORDER – INVALID NEW CUP CODE |
| 8 | MODIFY ORDER – INVALID OLD CUP CODE |
| 9 | ORDER MODIFICATION WINDOW DISABLED |
| 11 | MODIFY CP – CLIENT CODE NOT NULL |
| 12 | MODIFY CP – NOT LATEST IMAGE |
| 13 | MODIFY CP – STPW\_INST |
| 14 | MODIFY CP – CUP CODE NOT ACTIVE |
| 15 | MODIFY ORDER – BUY SELL FLG MISMATCH |
| 16 | MODIFY CP – OLD NEW CP CODE SAME |
| 17 | MODIFY CP – INCORRECT LENGTH |
| 18 | MODIFY CP – MARGIN INDICATOR |
| 51 | MODIFY OTR – NOT EXIST IN TABLE |
| 52 | MODIFY OTR – TM CD MISMATCH |
| 54 | MODIFY OTR – INVALID CONTRACT NO |
| 55 | MODIFY OTR – BUY SELL FLAG MISMATCH |
| 56 | MODIFY OTR – CUP CD MISMATCH |
| 57 | MODIFY OTR – QTY EXCEEDS TOTAL QTY |
| 58 | MODIFY OTR – VALUE EXCEEEDS TOTAL VAL |
| 59 | MODIFY OTR – TRADE DATE MISMATCH |
| 60 | MODIFY OTR – MODIFATION TIMING DISABLED |
| 61 | MODIFY OTR – ALREADY CONFIRMED |
| 62 | MODIFY OTR – MAX VAL QTY MISMATCH |
| 63 | MODIFY OTR – CUPCD NOT ACTIVE |
| 64 | MODIFY OTR – INVALID QTY VAL ACTYTYPE |
| 65 | MODIFY OTR – ALLOCTION TO INST NOT VALID |
| 66 | MODIFY OTR – SEC SYMBOL SERIES MISMATCH |
| 67 | MODIFY OTR – SEC TOKEN MISMATCH |
| 68 | MODIFY OTR – INVALID ACTYTYPE |
| 69 | MODIFY OTR –ALREADY UNALLOCATED |
| 70 | MODIFY OTR – DB UPDATE EXCEPTION |
| 91 | INVALID CP MOD ACTTYPE NORMAL |
| 93 | INVALID PARTIAL CP MOD ACTTYPE NORMAL |
| 94 | INVALID PARTIAL CLICP MOD ACTTYPE NORMAL |
| 98 | MODIFY OTR –QTY NOT IN MULTIPLES OF LOT SIZE |

# File structure for CP code modifciation

**File naming convention**:

XXXXX\_YYYYMMDD.Tnn

Where

XXXXX - Member code

YYYYMMDD - date in YYYYMMDD format (trade date)

T - file indicator

nn - batch number of file

The file format should be comma separated variables (csv). The file shall be loaded in NCMS through the menu ‘View> File Upload’ by selecting the file type as ‘CP Code Modifications’.

**Control Record Format:**

| **Field** | **Description** | **Data Type** | **Length** | **Remarks** |
| --- | --- | --- | --- | --- |
| Record Type | Header record | NUMBER | 2 | Value = 01 |
| Member Type | Member Type | CHAR | 1 | Value = M |
| Member Code | Member code | CHAR | 5 |  |
| Batch Date | Format : DDMMYYYY | CHAR | 8 | Should be same as that in the file name. |
| Batch number | The batch number of the file sent | Number | 7 | Should be the same as that in the file name. |
| Number of records | Total number of records in the file | Number | 6 | Should be equal to the number of detail records |

**Detail record Format:**

| **Field** | **Description** | **Data type** | **Length** | **Remarks** |
| --- | --- | --- | --- | --- |
| Record Type | Detailed Record | Number | 2 | Value = 20 |
| CP Code | CP code | CHAR | 12 | CP Code, INST (institutional order) or blank (Member’s own trade) |
| Warehouse code | Warehouse code | CHAR | 1 | To be left blank |
| Buy/Sell flag | Buy/Sell order | CHAR | 1 | Mandatory Values B– Buy order S – Sell order |
| Trade Number | Trade Number | Number | 16 | To be left blank |
| Order Number | Order Number | Number | 16 | Buy or Sell order number |

# File structure for return file for CP code modification

On loading of the file, a return file shall be generated in either ‘Success’ or ‘Failure’ folder in the following path in the member’s local computer:

C:\NCMSData\Upload\ (in case the set up drive is C drive).

**File naming convention:**

In case of success – XXXXX \_YYYYMMDD,DDMONYYYY,HH MM-SS.Snn

In case of failure - XXXXX \_YYYYMMDD,DDMONYYYY,HH-MM-SS.Rnn

Where

XXXXX - Member code

YYYYMMDD – Trade Date

T - File Indicator

DDMONYYYY – Date-Month-Year

HH-MM-SS – Hrs-Mins-Sec

R - File is Rejected

S - File is successful

nn - Batch no.

A success (S) or reject (R) indicator is appended at the end of each record in the case of a return file. In case of rejected records a rejection code shall be appended

# Format of file for status of CP confirmation

File can be downloaded from Order Inquiry Screen in NCMS- CM. The format shall be

**File structure:**

|  |  |  |
| --- | --- | --- |
| **Sr. No.** | **Particular** | **Values** |
| 1 | Record Type | 20 |
| 2 | Buy/Sell Flag | B – Buy S – Sell |
| 3 | Settlement Type |  |
| 4 | Settlement Number |  |
| 5 | Security Symbol |  |
| 6 | Security Series |  |
| 7 | Order Number |  |
| 8 | Custodial Participant Code |  |
| 9 | Order quantity |  |
| 10 | Order Value |  |
| 11 | Confirmation Flag |  |
| 12 | Exchange Indicator |  |

# OTR file generated from ncms database by members

Members shall first download the OTR files using ‘OTR Modification Screen’ in NCMS. Post download of OTR file can be generated by members from their NCMS local database through the menu ‘View> File generation’ by selecting the file type as ‘OTR’ file. The name of the file can be defined by the user.

File format shall be as under:

**Control Record Format:**

|  |  |  |
| --- | --- | --- |
| **Sr. No.** | **Control Record Field** | **Values** |
| 1 | Control Record Type | 01 |
| 2 | File Indicator | OTR |
| 3 | Member Type | Value – M |
| 4 | Member Code | Value – TM code |
| 5 | Batch Date | Trade date in format YYYYMMDD |
| 6 | Batch No | Value – 01 |
| 7 | No of Records | Total no of records in the file |

**Detail Record Format:**

|  |  |  |
| --- | --- | --- |
| **Sr. No** | **Field** | **Values** |
| 1 | Record Type | Value = 10 records for which action is to be taken by members Value = 20,30 indicates for information only |
| 2 | Buy/Sell flag | Value B- Buy side, S – Sell side |
| 3 | Settlement Type | Settlement Type |
| 4 | Settlement Number | Settlement Number |
| 5 | Security Symbol | Security Symbol |
| 6 | Security series | Security series |
| 7 | CP code | for record type 10 – the value will be INST for record type 20,30 the value will be CP code , INST respectively |
| 8 | Obligation Quantity | Total Obligation quantity |
| 9 | Obligation Value | Total Obligation value |
| 10 | Contract Note Number | Contact Note Number as given by TM (will be given for record type 20 only and where the member has allocated to a CP code) |
| 11 | OTR No | A unique OTR no. generated ( will be given for record type 20 only) |
| 12 | Confirmation flag | value = ‘Y’/’N’ or null ( will be given for record type 20 only) This indicates the status of the record for which allocation is completed. Y indicates custodian confirmation, N indicates custodian reject, blank indicates no action taken by custodian as yet |
| 13 | Exchange Flag | N’ for NSE, ‘B’ for BSE and ‘M’ for MSE |

# OTR allocation file to be uploaded by members in NCMS

Members are required to upload records in the following file format for the purpose of allocating ‘INST’ transactions to respective CP codes.

**File naming convention:**

XXXXX\_OTYYYYMMDD.Nnn

Where

XXXXX - Member code

OT- File type

YYYYMMDD – Trade Date

N - File Indicator

nn- Batch number

The file format should be comma separated variables (csv). The file shall be loaded in NCMS through the menu ‘View> File Upload’ by selecting the file type as ‘OTR Allocations’.

File format shall be as under:

**Control Record Format:**

|  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- |
| **Sr. No** | **Field** | **Description** | **Data type** | **Length** | **Remarks** |
| 1 | Record type | Header Record | CHAR | 2 | Value = 01 |
| 2 | File Type | File Type | CHAR | 4 | Value = OTR |
| 3 | Member Type | Member Type | CHAR | 1 | Member Type ( Value = M) |
| 4 | Member Code | Member Code | CHAR | 5 | Member code for which file generated/received (Value = TM Code) |
| 5 | Batch Date | Format : YYYYMMDD | CHAR | 8 | Should be same as that in the file name |
| 6 | Batch number | The batch number of the file sent | Number | 2 | Should be same as that in the file name |
| 7 | Number of records | Total number of records in the file | Number | 7 | Should be equal to the number of detailed records |

**Detail Record Format:**

|  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- |
| **Sr. No** | **Field** | **Description** | **Data type** | **Length** | **Remarks** |
| 1 | Record type | Detailed record | CHAR | 2 | Value – 10 for OTR Allocation Record. |
| 2 | Buy/Sell flag | Buy/Sell order | CHAR | 1 | Value B – Buy side , S – sell side |
| 3 | Settlement type | Settlement type | CHAR | 1 | Settlement type |
| 4 | Settlement Number | settlement Number | Number | 7 | settlement Number |
| 5 | Security symbol | Security symbol | CHAR | 10 | Security symbol |
| 6 | Security series | Security series | CHAR | 2 | Security series |
| 7 | CP code | CP code | CHAR | 12 | The value will be INST |
| 8 | Allocated qty | Allocated qty | Number | 9 | Quantity to be allocated to a CP |
| 9 | Allocated Value | Allocated Value | Number | 15,2 | Value of the allocated qty |
| 10 | Custodian Participant Code | Custodian Participant Code | CHAR | 12 | The custodial participant code to which the qty and value is to be allocated |
| 11 | Contract note number | Contract note number | CHAR | 10 | This number is mandatory if the quantity, value is allocated to a valid CP |
| 12 | Exchange flag | Exchange indicator | CHAR | 1 | ‘N’ for NSE, ‘B’ for BSE and ‘M’ for MSE |
| 13 | OTR No | Number in the return file | Char | 10 | This is required to be given if the TM desires to modify a record already allocated. |

# OTR allocation return file

On loading of the file, a return file shall be generated in either ‘Success’ or ‘Failure’ folder in the following path in the member’s local computer:

C:\NCMSData\Upload\ (in case the set up drive is C drive) .

OTR Output File Name (Return File):

In case of success – XXXXX \_OTYYYYMMDD,DDMONYYYY,HH-MM-SS.Snn

In case of failure - XXXXX \_OTYYYYMMDD,DDMONYYYY,HH-MM-SS.Rnn

Where

XXXXX - Member code

OT – File Type

YYYYMMDD - Trade Date

DDMONYYYY – Date-Month-Year

HH-MM-SS – Hrs-Mins-Sec

R - File is Rejected

S - File is successful

nn - Batch no.

A success (S) or reject (R) indicator is appended at the end of each record in the case of a return file. In case of rejected records a rejection code shall be appended.

# Format for providing information regarding related FPI

|  |  |
| --- | --- |
| **Naming Convention** | FPI\_DDMMYYYY.csv |
| **Menu** | FPI Client Mapping – File Upload |
| **File Format** | comma separated file format (CSV) |

| **Column No** | **Headers** | **Field Characteristics** | **Details** |
| --- | --- | --- | --- |
| 1 | Group no | VARCHAR2 (10) | Alpha numeric 10 character unique code |
| 2 | CP Code | VARCHAR2 (12) | CP code (main/ Sub) allocated by NSCCL |
| 3 | Client code Or UCC | VARCHAR2 (10) | Code used at the time of order entry |
| 4 | Addition / Deletion Flag | VARCHAR2 (1) | ‘A’ for addition of record and ‘D’ for deletion of record |

Note: If a member is trading using both UCC and client code, two records (of the same CP) should be provided in the file

# Format of return file for information of related FPI

|  |  |
| --- | --- |
| Naming Convention | <Member Code>\_RET\_FPI\_DDMMYYYY\_TIMESTAMP.csv.gz |
| Menu | FPI Client Mapping – File Download |
| File Format | comma separated file format (CSV) |

| **Column No** | **Headers** | **Field Characteristics** | **Details** |
| --- | --- | --- | --- |
| 1 | Group no | VARCHAR2 (10) | Provided in the file uploaded |
| 2 | CP Code | VARCHAR2 (12) | Provided in the file uploaded |
| 3 | Client code Or UCC | VARCHAR2 (10) | Provided in the file uploaded |
| 4 | Addition / Deletion Flag | VARCHAR2 (1) | Provided in the file uploaded |
| 5 | Status | VARCHAR2 | Success – S  Failure – Reason for failure |

# File format for application of Custodial Participant code in NSCCL -MASS

**File naming convention:**

C\_<MEMBERCODE>\_CPCODE\_YYYYMMDD.Tnn

Where,

MEMBER CODE- Primary code of Custodian

YYYYMMDD- current date

nn- Batch number of the file

File format shall be as under

| **Column No.** | **Headers** | **Field Characteristics** | **Details** |
| --- | --- | --- | --- |
| 1 | Custodial Participant Category | CHAR(11) |  |
| 2 | FPI III category type | CHAR(1) | ‘Y’ – FPI category II, who are Corporate bodies, Individuals or Family offices  ‘N’ - FPI category II, other than Corporate bodies, Individuals or Family offices  Keep field blank for other categories. |
| 3 | Investment Category | CHAR(1) | ‘Y’ – FPIs registered with SEBI as Sovereign Wealth Funds (SWFs), Multilateral Agencies, Endowment Funds, Insurance Funds, Pension Funds and Foreign Central Banks  ‘N’ – FPIs not registered in any of above categories  Keep field blank for other categories. |
| 4 | CP code of main FPI | CHAR(12) | Only in case of client category –  LNK -FPI-I & LNK -FPI-II |
| 5 | Client Name | CHAR(300) |  |
| 6 | Permanent Account Number | CHAR(10) |  |
| 7 | Client Registration No / Passport No in case of NRI/ PIO | CHAR(25) |  |
| 8 | Compliance officer | CHAR(30) | Compliance officer of Custodian |
| 9 | Country | CHAR(25) | Country of Origin/ residence |
| 10 | UCC Generated | CHAR(10) | UCC allotted by any of the Exchanges (Mandatory for - FPI-I, FPI-II, MF, PNF, INS, DFI, BNK. MFSCH, PNSCH & INSCH)  Blank – If UCC not allotted to any of the above categories  ‘NA- Other client Categories |
| 11 | POA (in case of UCC) | CHAR(1) | Y - If UCC not allotted  (Mandatory for - FPI-I, FPI-II, MF, PNF, INS, DFI, BNK. MFSCH, PNSCH & INSCH)  NA- If UCC provided/ Other client Categories |
| 12 | Net worth Declaration | CHAR(2) | ‘NA’ – For all client categories |

* In case of Custodial Participant wish to shift from one Custodian clearing member to another Custodian clearing member, application shall be made to Clearing Corporation by both Custodian clearing members as per request letter provided belowfor deactivation and activation of custodial participant code. The incoming custodian shall also provide NOC to the clearing member applying for mapping of CP code in segments other than Capital market.

FORMAT OF APPLICATION FOR ACTIVATION / DEACTIVATION OF CP CODE/ UCC CODE

(To be given by the Custodian/Clearing Member on the letter head)

Date:

NSE Clearing Limited

Exchange Plaza, Bandra Kurla Complex,

Bandra (East), Mumbai 400 051

Dear Sir,

**Sub: Application - Custodial Participant Code/ UCC code**

|  |  |  |
| --- | --- | --- |
| **Segment** (Select as per requirement) | (CM/FO/CD/SLB/DEBT) | |
| **Type :**  1. New / Activation  2. Deactivation  3. Modification/ Transition (Name/ Category/Custodian/Clearing Member) | | |
| **Particulars** | **Applicable to ,“Type”** | **Details** |
| Category (FPI/FII/FIISA/MF/MF- Scheme /INS/ BNK/ DFI/ PF/ NRI/PMS/AIF/DBC/OTH) | 1,2,3 |  |
| FPI/FII Category (I or II) | 1 |  |
| FPI type (Select any one)  Corporate bodies=Y  Individuals=Y  Family offices=Y  Other=N | 1 | (Y/N) |
| Client Name (Please mention new name and old name in case of name change) | 1,2,3 |  |
| Client Reg. No (FPI/ MF) | 1 |  |
| Client Existing CP code/ UCC code (If obtained) | 1,2,3 |  |
| Name of Main/ Related FII / MF | 1,2,3 |  |
| Registration no of Main/ Related FII /MF | 1,2,3 |  |
| CP code/ UCC code of Main FII/MF (If Any) | 1,2,3 | CP code/ UCC code |
| Permanent Account Number (PAN) | 1 |  |
| Passport No. (For NRI) & expiry date | 1 |  |
| Certification (DBC) | 1 | Annexure -A |
| For Change in Custodian/ Clearing Member | 3 | Old Cust/Clg Mem: (Name)  Old CP Code/ UCC code |
| Deactivation/ Modification/ Transition Effective Dt. | 2,3 |  |
| Power of attorney | 1 | For UCC code only |

The information furnished above is true to the best of my/our knowledge and belief and I/we undertake to inform that all KYC checks have been performed by us.

I/we undertake that I/we shall settle all the transactions done by the above client until deactivation and comply with such requirements as stipulated by the Exchange/Clearing Corporation from time to time.

CM/Custodian Code:

TM Code:

Thanking You,

Authorized Signatory

Annexure -A

To be provided by Custodian/ Clearing member on letter head

|  |  |
| --- | --- |
| Name of Client |  |
| Networth certification.( Min. networth Rs.1 cr ) | Confirmed |

I/We certify that in addition to the standard KYC checks we have collected the above documents and the client meets the Net-worth criterion stipulated above.

Authorised Signatory

Stamp

# File format for upload of post trade allocation data

File Nomenclature: C\_PTA\_DDMMYYYY\_nn.csv

Where:

DDMMYYYY is the Trade Date

nn is the batch number e.g. 01

Format:

|  |  |  |
| --- | --- | --- |
| **Sr.no** | **Column Header** | **Field Level Validation** |
| 1. | Trade Date | DD-MON-YYYY  Shall not be a trade date already signed off |
| 2. | Order Number | As per trade report |
| 3. | Exchange Code | Expected Values  “N” for NSE  “B” for BSE  “M” for MSE  As per trade report |
| 4. | Security Symbol | As per trade report |
| 5. | Security Series | As per trade report |
| 6. | Buy / Sell Flag | “B” for Buy and “S” for Sell |
| 7. | CP Code | Valid CP Code |
| 8. | Quantity | Numeric |

All the fields are mandatory.

# Example for upload of post trade allocation data

**Executed INST Orders**

Following Buy orders were executed by Member for a security series at an exchange

|  |  |  |  |
| --- | --- | --- | --- |
| **Order No.** | **Client code** | **CP Code** | **Executed Qty** |
| 1000000012194444 | ABCD | INST | 500 |
| 1000000012198888 | ABCD | INST | 500 |

**Allocations**:

A single OTR of 1000 quantity will be created by CC. This was allocated as follows to 3 CPs by member. Some quantity was unallocated and unconfirmed.

|  |  |  |
| --- | --- | --- |
| **CP Code** | **Allocated Qty** | **Action by Custodian** |
| ABCD00002683 | 300 | Confirmed |
| XYZ000001234 | 300 | Confirmed |
| LMNO00001235 | 300 | Confirmed |
| Non-Allocated | 25 | NA |
| ABCD00001234 | 75 | Rejected |

**Member Reporting:**

The member shall report CP against order number to CC in following manner.

|  |  |  |
| --- | --- | --- |
| **Order No.** | **CP Code** | **Allocated Qty** |
| 1000000012194444 | ABCD00002683 | 300 |
| 1000000012194444 | XYZ000001234 | 200 |
| 1000000012198888 | XYZ000001234 | 100 |
| 1000000012198888 | LMNO00001235 | 300 |
| 1000000012198888 | INST | 100 |

# File format of return file for post trade allocation data

File Nomenclature: C\_PTA\_DDMMYYYY\_Rnn.csv or C\_PTA\_DDMMYYYY\_Snn.csv

Where:

DDMMYYYY is the Trade Date

nn is the batch number e.g. 01

File Path /CMFTP/C/PTA/DNLD

Format:

|  |  |  |
| --- | --- | --- |
| **Sr.no** | **Column Header** | **Values** |
| 1. | Trade Date | DD-MON-YYYY |
| 2. | Order Number | As per upload file |
| 3. | Exchange Code | As per upload file |
| 4. | Security Symbol | As per upload file |
| 5. | Security Series | As per upload file |
| 6. | Buy / Sell Flag | As per upload file |
| 7. | CP Code | As per upload file |
| 8. | Quantity | As per upload file |
| 9. | Success / Reject | “S” – For successfully processed Record  “R” – For Rejected Records |
| 10 | Rejection Reason | Rejection Code is Expected eg ‘01’ |

Following error code shall be provided in return file

|  |  |
| --- | --- |
| **Error Code** | **Reason** |
| 01 | Trade date sign-off already done or Future trade date |
| 02 | Invalid date format |
| 03 | Invalid Order format |
| 04 | Invalid Exchange code |
| 05 | Invalid Symbol |
| 06 | Invalid series |
| 07 | B/S flag not valid |
| 08 | CP code is invalid |
| 09 | Invalid record format |
| 10 | Excess Quantity reported |
| 11 | Excess Quantity reported |
| 12 | Invalid Quantity |

# Format for activation of N-MASS

The Manager Date:

NSE Clearing Ltd

Dear Sir/ Madam,

**Sub: Application for activation of account in NSCCL-MASS**

We are interested in availing the facilities provided through the NSCCL’s Members Application & Services System (**N**SCCL**-MASS**). We therefore request you to activate our account and provide us necessary access in the said interface.

Please find below the necessary details as required:

|  |  |  |
| --- | --- | --- |
| **Sr No** | **Particulars** | **To be filled by the Member** |
| 1 | Trading / Clearing / Custodian Code |  |
| 2 | Trading / Clearing / Custodian Member Name |  |
| 3 | User ID for Super Admin |  |
| 4 | Contact Person (The account details will be sent to this person) |  |
| 5 | Official mail ID of Super Admin (Communication related to this account will be sent to this mail ID) |  |
| 6 | Address for Communication with Pin Code |  |
| 7 | Phone Number with STD Code |  |
| 8 | Mobile number of contact person |  |
| 9 | Fax Number with STD Code |  |
| 10 | Email id for correspondence in matters related to the interface ( preferably a corporate group mail id) |  |

**Note:** This application is only for super admin login in **N**SCCL**-MASS**.

We hereby authorize NSE Clearing to act upon the instructions sent through the interface and we shall be solely responsible for any errors pertaining to data entry from our end. We understand that we have been granted User Management access through frontend application ‘**N**SCCL-**MASS**’ and we agree and understand that we shall be solely responsible for User Management activities undertaken by us.

We would request you to advise us the account details allotted to us for this purpose at the above mentioned address.

Yours sincerely,

Authorized Signatory

Name:

Designation:

# Format for upload of non settlement related payments

File Path: NMASS-File Management-Upload

Naming Convention:

<Custodian Code>\_NSP\_DDMMYYYY.csv

DDMMYYYY specifies the current date

The file for a Custodian shall contain the following Settlement\_Type

Settlement\_Number

TM\_Code

CP\_Code

Amount

Exchange Indicator (B – BSE; N – NSE; M -MSEI)

The Custodian shall provide the information pertaining to the headers mentioned

above with respect to TMs and Custodial Participants (CPs) for which non settlement

transactions need to be created.

# Format for download of non settlement related payments

REPORT TO CLEARING MEMBER

File Path: MEMBER CODE – NSP

Naming Convention:

<Member Code>\_NSP\_DDMMYYYY.csv

DDMMYYYY specifies the current date.

The file for a Trading Member shall contain the following header

Settlement\_Number

TM Code

Custodian\_Code

CP\_Code

Amount

REPORT TO TRADING MEMBER

File Path: Member Code – NSP

Naming Convention:

<Member Code>\_T\_NSP\_DDMMYYYY.csv

DDMMYYYY specifies the current date.

The file for a Trading Member shall contain the following header

Settlement\_Number

Custodian\_Code

CP\_Code

Amount

# Format of letter for trading member charges for clients opted for trading supported by blocked amount

On Letter Head of Trading Member

Date:

The Manager

NSE Clearing Ltd

Dear Sir/ Madam,

**Sub: Trading Member Charges**

We are interested in availing the facilities provided by NSE Clearing Ltd to collect the trading member charges from our clients who have opted for trading supported by blocked amount in accordance with the circulars issued by NSE Clearing Ltd from time to time.

We agree that NSE Clearing Ltd. shall not have any responsibility whatsoever in respect of trading member charges or any disputes related thereto. We shall abide by the circulars issued by NSE Clearing Ltd issued from time to time in this regard.

We therefore request you to activate for facility. Please find below the necessary details as required:

|  |  |  |
| --- | --- | --- |
| S No | Particulars | To be filled by the Member |
| 1. | Trading Member Code |  |
| 2. | Trading Member Name |  |
| 3. | Segment for which application is being made |  |
| 4. | Percentage of Trading Member Charges |  |

Yours sincerely,

Authorized Signatory

Name:

Designation:

Signed copy of the letter shall be sent to nsccl\_funds@nsccl.co.in subject “Trading Member Charges-<TMCODE>”

# File format for providing actual charges on daily basis by trading member to clearing corporation

File Name: <TMCODE>\_ TMCHARGES\_DDMMYYYY\_nn.csv

nn is the batch member.

In case of any change member shall provide complete file (not incremental) within the cutoff time.

File format:

|  |  |
| --- | --- |
| Trade Date | DD-MM-YYYY Example: 02-01-2024 |
| TM Code | Trading Member Code |
| UCC | Client Code |
| Amount | In Rupees upto 2 decimals |

Instructions for providing the file:

• File shall be uploaded on member portal File Upload Path:-

<MEMBER CODE>/TMCHARGES/Upld

• Original file or revised file should be sent by 6:00 PM