

National Stock Exchange of India

Circular

Department: Compliance	
Download Ref No: NSE/COMP/50520	Date: December 07 , 2021
Circular Ref. No: 106/2021	

To All Members,

Sub: Submission of Annual Returns for the Financial year 2020-21

This has reference to the submission of Annual Returns to the Exchange for the financial year ended on 31st March 2021 and Exchange circular NSE/COMP/49809 dated October 01, 2021. Members of the Exchange are hereby advised to submit the Annual Returns i.e. Audited Balance sheet, Profit & Loss Account, details in respect of shareholding, directors, Networth Certificate etc., as may be applicable, for the financial year ended on 31st March 2021, through the new enhanced digital portal (<https://digitalexchange.nseindia.com>), on or before **December 31, 2021**.

In order to increase the efficiency and accuracy of the submission, we have introduced the following changes in the process:

- Functionality for making the submission in XBRL for which Members will have to download the utility from the portal.
- Facility for certification by the respective auditors of the Members before submission to the Exchange.
- Net worth to be filled by the Auditor and submission to the Exchange after certification.

All Members are hereby informed that submission of Annual Returns for the financial year ended on 31st March 2021, shall be done only through the said digital portal from December 08, 2021, onwards. The existing functionality for submission through ENIT will be disabled and will not be available. As informed in our circular NSE/CC/49580 dated September 14, 2021, Members are advised to create the user IDs for membership compliance users, using the self-help feature in the new digital portal, in order to access the said modules.

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Further, as per Enhanced Supervision guidelines mentioned in SEBI circular reference no. SEBI/HO/MIRSD/MIRSD2/CIR/P/2016/95 dated September 26, 2016, members are required to submit financial statements in the format as prescribed under Companies Act, 2013 irrespective of whether they fall under the purview of Companies Act, 2013 or not.

The manuals for accessing the portal and for making the submission are enclosed as under:

1. Steps to login and create new users on the digital portal- **Annexure-A**
2. Manual for submission for Annual Returns: **Annexure-B**

For other important instructions, kindly refer to the following Annexures:

- i. Actions for Non-Compliance: **Annexure C**
- ii. Guidelines for Statutory Auditor: **Annexure D**

We are also pleased to provide a video of the submission process which can be accessed at <https://youtube.com/playlist?list=PLtBIDPlcswPWc0iUoWkoiEfZ93kU3UMGE>. Members are advised to go through the same as well as the user manuals before making the submission through the digital portal.

Members are required to take note of the above and submit the Annual Returns on or before **December 31, 2021**.

For any support, please reach out to the helpdesk on 1800 266 0050 (Select IVR option 3) or email at memcompliance_support@nse.co.in.

For and on behalf of
National Stock Exchange of India Limited

Srijith Menon
Associate Vice President