

NATIONAL STOCK EXCHANGE OF INDIA LIMITED

DEPARTMENT : INSPECTION	
Download Ref.No.: NSE/INSP/36239	Date : November 03, 2017
Circular Ref.No.: 322/2017	

All Trading Members and Clearing Members

Sub: Issuance of Audio/ Video Tutorial for Internal Audit Submission.

This has reference to Exchange circular NSE/INSP/36088 dated October 11, 2017, requiring all the members to carry out complete Internal Audit for the half year ended September 30, 2017 and submit the report electronically through the inspection module in the Member Portal.

As a part of our continuous effort to facilitate our members in the submission process, Exchange is pleased to provide a tutorial for Internal Audit Submission in an Audio/ Video format. The tutorial provides a step by step instruction for submission of Internal Audit Report and the same is available in the Member Portal (under Help Document Menu) at the below mentioned path:

For Members- Member Portal-Inspection- Internal Audit-Help Document-Audio/ Video Tutorial for Submission- Audio/ Video Tutorial for Trouble Shooting

For Internal Auditor-Member Portal-Inspection_Internal Audit-Internal Audit- Help Document- Audio/ Video Tutorial for Submission- Audio/ Video Tutorial for Trouble Shooting

Kindly find an illustrative screen short pertaining to the Audio/ Video tutorial as **Annexure A**.

In case of any clarifications, Members may contact our below offices:

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Kolkata	033-40400411/ 406	inspection_kolkata@nse.co.in
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Help Desk	1800 220051	Compliance_assistance@nse.co.in

For and on behalf of
National Stock Exchange of India Limited

Srijith Menon
Senior Manager
Encl-Annexure A

Annexure-A

