

Annexure – B(a)

Guidelines with respect to maintenance and uploading of Holding Statement

Generic File Name	Holding Statement
Nomenclature (File Name)	<MEM CODE>_HS_<DDMMYYYY>_<BATCH NO.>.csv Explanation: Member Code (5 digit)_HS(Report type- Holding Statement)_DDMMYYYY(Digit format)_Batch No.*(Starting from 01, in case of multiple files of same day)
Frequency of Reporting	Day-wise holding data on a weekly basis.
Last day of Submission	The Trading Members shall submit the day-wise Holding Statement data for all calendar days of the reporting week on or before the next four trading days of subsequent week.

Clarifications:

- Member(s) have to submit Holding Statement as per following format in CSV:

Member's Demat Account No.	Member Account Type	Unique Client Code (UCC)	Client Name	Client PAN	ISIN Code	Scrip Name	Security Type	Pledged Balance (Qty.)	Free Balance (Qty.)	Total (Qty.)

- Header should be in the exact format as specified in above format without having any row line space in file to be uploaded.
- The last two columns 'Closing Price' and 'Value' shall not be uploaded by the Members at the time of data submission.

S. No.	Field Name	Length (Max)	Description
1.	Member's Demat Account No.	• Char (16)	• Demat Account Number in 16 digit Alpha-numeric.
2.	Member Account Type	• Char (12)	• Value shall be any of the following: CLNTBENE COLL POOL CM COLL OWN EPI CLNTBENE-MTF (if applicable) COLL-MTF (if applicable)
3.	Unique Client Code (UCC)	• Char (20)	• Alpha Numeric Client code.
4.	Client Name	• Char (100)	• Alpha Numeric Client Name.

S. No.	Field Name	Length (Max)	Description
5.	Client PAN	• Char (10)	• Alpha Numeric Client PAN.
6.	ISIN Code	• Char (12)	• Alpha Numeric ISIN Code.
7.	Scrip Name	• Char (20)	• NSE scrip symbol for securities listed on NSE, if securities are not listed on NSE then BSE scrip code. (Alpha Numeric)
8.	Security Type	• Char (4)	• Security type shall be either of following: EQ MF BOND DEBT PREF IDR WT
9.	Pledged Balance (Qty.)	• Number (20)	• Quantity of securities in Numeric form. • Decimals shall be allowed upto 3 digits.
10.	Free Balance (Qty.)	• Number (20)	• Quantity of securities in Numeric form. • Decimals shall be allowed upto 3 digits.
11.	Total (Qty.)	• Number (20)	• Quantity of securities in Numeric form. • Decimals shall be allowed upto 3 digits. • Total of column No. 9 & 10.
