

# National Stock Exchange of India Limited

## Circular

DEPARTMENT: INSPECTION	
Download Ref No: NSE/INSP/72141	Date: January 02, 2026
Circular Ref. No: 02/2026	

To All Trading Members,

**Sub: Submission of Half-Yearly Reporting for usage of Software as a Services (SaaS) based solutions/applications**

This is with reference to SEBI Circular No. SEBI/HO/MIRSD2/DOR/CIR/P/2020/221 dated November 03, 2020, on “Advisory for Financial Sector Organizations regarding Software as a Service (SaaS) based solutions.”

Trading members availing/utilizing Software as a Services (SaaS) based solutions/applications are required to submit compliance to above-mentioned SEBI circular/advisory on a half-yearly basis. Accordingly, to facilitate the submission for half yearly period **July 01, 2025 to December 31, 2025**, Exchange has developed a portal for submission of SaaS-related compliance/ information. Trading members are requested to submit the details through the Member Portal using the following path on or before **January 31, 2026**.

**Log in to Member Portal → Inspection → SaaS → Submit SaaS Report.**

In case trading member is not utilizing or availing any SaaS services please select the ‘NO’ option in the SaaS report menu and provide an appropriate comment or remark.

The detailed guidelines for submission are provided in the user manual enclosed as Annexure – A.

Further, in view of NSE Circular Ref no- NSE/INSP/70505 dated September 29, 2025, for trading members of NSE who are also registered with any other exchange(s) (BSE/MSEI/MCX/NCDEX), NSE shall share these submissions/report (including data/documents) with other exchange(s) where the member is also registered.

Trading Members are requested to take note of above and comply.

**For and on behalf of  
National Stock Exchange of India Limited**

**Prashant Aier  
Chief Manager – Inspection**

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## National Stock Exchange of India Limited

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

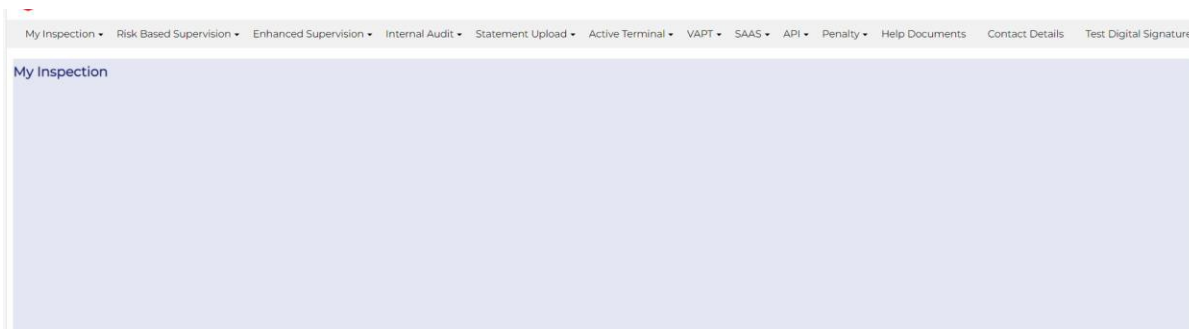
Regional Office	E MAIL ID	CONTACT NO.
Ahmedabad (ARO)	inspectionahm@nse.co.in	079- 49008632
Chennai (CRO)	inspection_cro@nse.co.in	044- 66309915 / 17
Delhi (DRO)	delhi_inspection@nse.co.in	011- 23459127 / 38 / 46
Kolkata (KRO)	inspection_kolkata@nse.co.in	033- 40400411 / 405
Mumbai (WRO)	compliance_wro@nse.co.in	022-26598200 / 022-61928200
Central Help Desk	compliance_assistance@nse.co.in	

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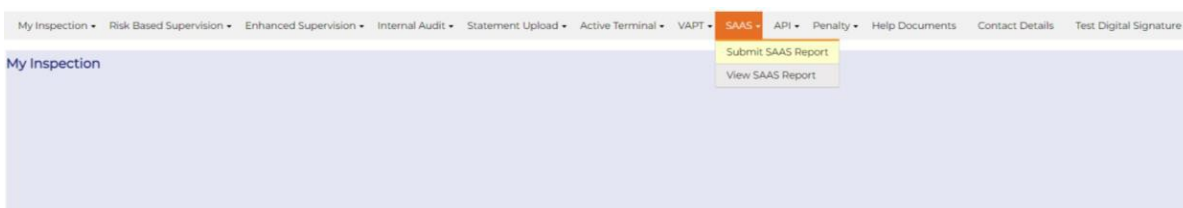
## Annexure A

### User guide to submit SAAS Report for Member

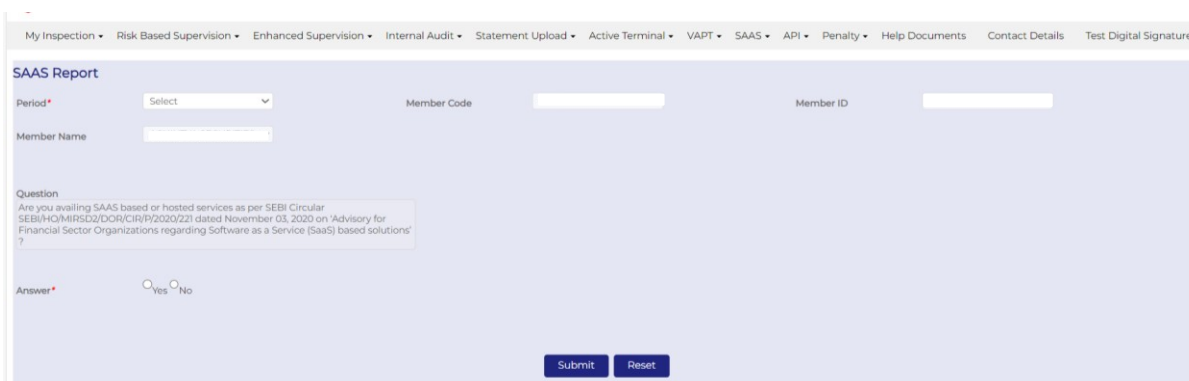
Step 1: Trading Member needs to log in to the member portal then click on Inspection. After clicking on Inspection, user will get the below screen.



Step 2: Click on SAAS > Submit SAAS Report for submission.

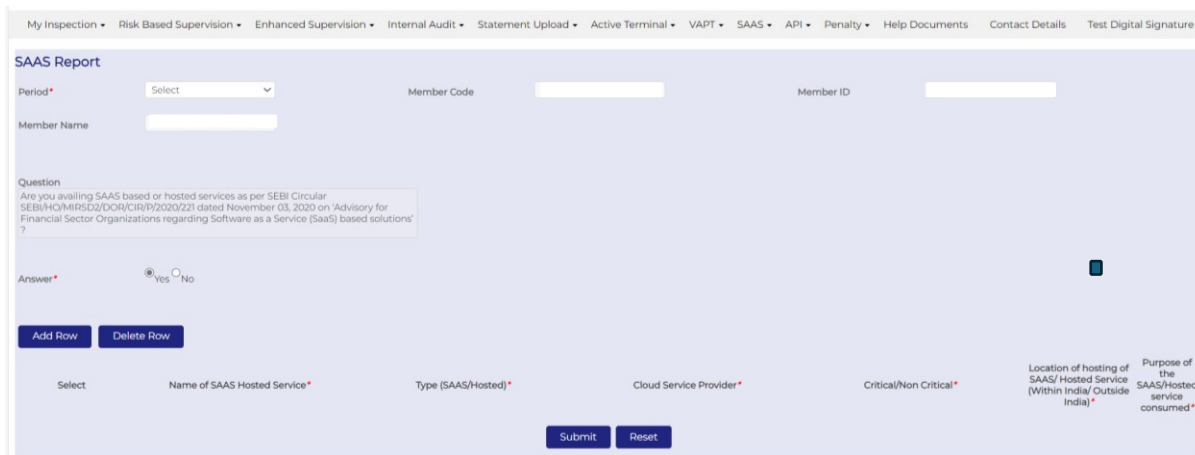


Step 3 : After clicking on “Submit SAAS Report” select the period of submission. If you are availing the SAAS service then Click on “Yes”

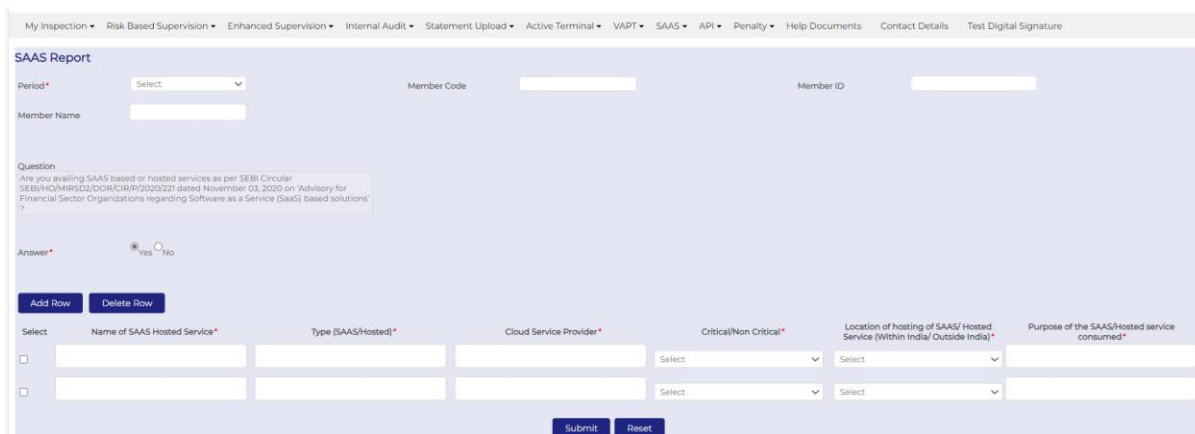


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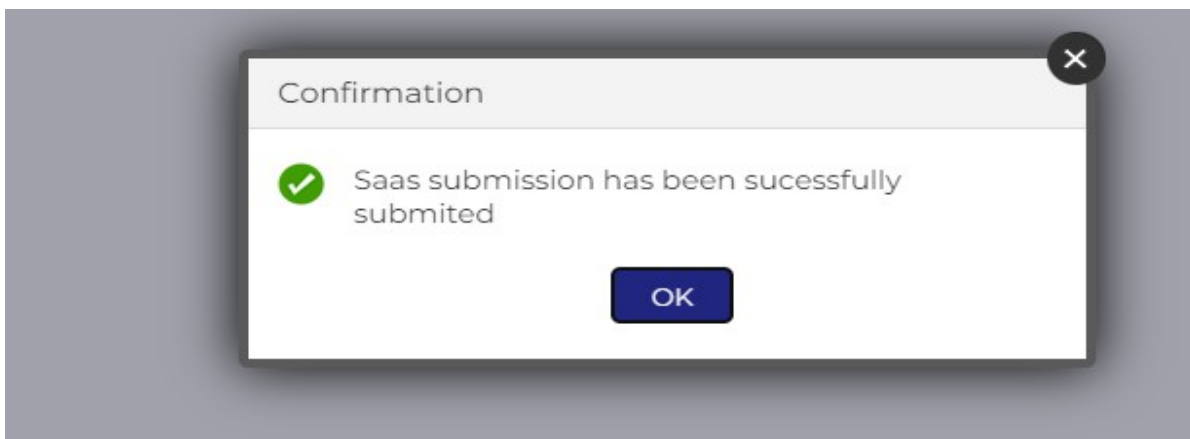
Step 4: On selecting “Yes” user will get the below screen. Click on Add row.



Step 5: Fill the required details and click on submit.



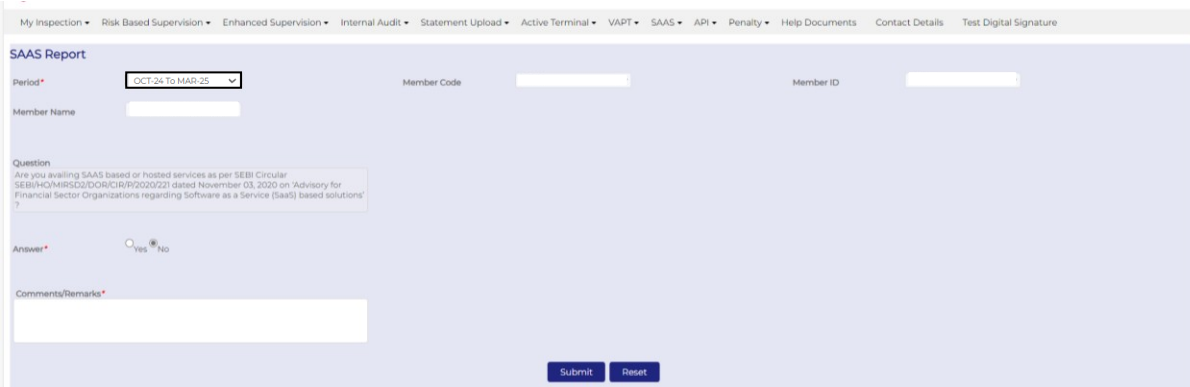
After clicking on submit, user will get the below screen with pop up message “SAAS Submission has been successfully submitted”.



## National Stock Exchange of India Limited

### In case Member is not availing SAAS Service

Step 1: After clicking on “Submit SAAS Report” select the period of submission. If you are not availing the SAAS service then click on “No” and mention your remark/Comments then click on Submit.



After clicking on submit, user will get the below screen with pop message “SAAS Submission has been successfully submitted”.

