

**National Stock Exchange Of India Limited****DEPARTMENT : INVESTIGATION**

Download Ref No: NSE/INVG/38956

Date : September 24, 2018

Circular Ref. No: 0132/2018

To All Members

**Procedure for uploading Unique Client Code (UCC) for Commodity Derivative Segment**

This is with reference to the approval received by Exchange from SEBI to launch Commodity Derivatives segment.

As per SEBI Circular SEBI/HO/CDMRD/DMP/CIR/P/2016/87 dated September 16, 2016, it is mandatory for trading members to use Unique Client Code (UCC) for all clients transacting in the Commodity Derivatives Segment. As per the above stated SEBI Circular, trading member shall ensure the following prior to execution of the trades:

- Collect copies of PAN cards issued to their existing as well as new clients after verifying with the original. Cross-check the aforesaid details collected from their clients with the details on the website of the Income Tax Department.
- Verify the documents with respect to the unique code and retain a copy of the document.
- Upload details of PAN so collected on 'UCI Online' system of the Exchanges as part of Unique Client Code submission.

Members are required to follow instructions provided in the user manual which is attached in **Annexure - I** (For New UCC structure). The same is also available on Member Portal> UCI-Online>Help option>Manuals. New UCC File Structure shall be effective from September 25, 2018.

Trading Members shall ensure that UCC details are submitted to the Exchange (i.e. uploaded in 'UCI On-line') at least on the previous trading day before 5:45 pm so as to be eligible for trading on the next trading day subject to the successful verification of **Name and PAN** at the Exchange end. Once it is uploaded, the status of the UCC shall be either of three as below:

- P – Pending** : Initial Status pending verification
- A – Approved** : Post verification if matching with Income Tax website details
- I – Incorrect** : Post verification if not matching with Income Tax website details

Members are required to note that only those Unique Client Codes with "**Active**" & "**Approved**" status shall be considered as valid UCC eligible to trade in the Commodity Derivatives Segment.

For and on behalf of  
National Stock Exchange of India Limited

**Janardhan Gujaran**  
**Vice President**

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