

## **Annexure 1 - Process Flow**

### **1. Client Registration:**

- Members may note to update client details as per the Revised client master structure vide circular ref no NSE/NMF/51961 dated April 08, 2022 failing which any new transactions will not be accepted and even the ongoing SIP installments for respective clients will get rejected

### **2. New Mandate Registration:**

- Currently, members are allowed to register mandate for their clients with any of the banks which are not a part of the Client Master. With effect from July 1, 2022, members shall be able to register mandates for only those banks registered in Client Master
- System will auto populate the registered bank details as per the account no. selected by the member in the mandate registration page
- In case the bank details are not available in Client Master, member will not be allowed to register mandate
- Similarly for mandate registration through Bulk upload and API, in case the member has uploaded the mandate registration with a different bank, system will show an error in response in case the bank account details do not match with Client Master
- All mandates on Exchange shall be registered in the name 'NSE Clearing Ltd MFSS'. i.e ; NCL effective from 1<sup>st</sup> July 2022
- In case of any mismatch, the mandate is liable to be rejected in the initial stage
- Mandates will be allowed to get registered only for the banks supported by the service providers and may vary from time to time

### **3. Lumpsum Purchase Transaction:**

- All Purchase transactions will have to be mandatorily flagged as DPC transactions failing which the transactions will get rejected
- Members will have an option to use the exchange infrastructure for collecting funds from investors account to NSE Clearing Account whereby the member will enter an order at the exchange and a payment link will get generated by the exchange. The investor can click on the link, select the mode of payment, select the registered bank account through which payment needs to be made and accordingly proceed to make the payment
- Exchange will be facilitating the below modes of payment and will be updated from time to time
  - a) Online/Netbanking
  - b) OTM (One Time Mandate)
  - c) NEFT/RTGS
  - d) UPI
  - e) Cheque
- For Online / Netbanking , only the banks supported by service provider for third party validation will be allowed. The list is updated by the service provider from time to time
- For OTM, the service providers are expected to pass the source bank account details of the investor failing which the transaction will get failed for third party validation and accordingly NCL will initiate refund for such transactions to the payment aggregator
- For NEFT/RTGS mode of payments, the funds need to be transferred to below account of NCL
  - a) Go to your Net banking page and go to the Fund Transfer Page

- b) Click Add Beneficiary
- c) Investor having bank account with HDFC bank can select 'Transfer to e-CMS account' option, while investors having bank account other than HDFC bank click on 'Transfer to other bank'
- d) Enter the Beneficiary account number with below combination  
Prefix (NSEMF1) + TM code (5digit) + Client code (10 digit)  
Eg: 'NSEMF1TM001UCC001' While Prefix & TM code is mandatory, client code can be optional, however providing the client code will make the reconciliation process more efficient
- e) Other than HDFC bank customers can enter the beneficiary IFSC code as HDFC0000060
- f) Beneficiary name to be given is "NSE CLEARING NORMAL SETTLEMENT ACCOUNT MFS"
- g) Further to order placement and transfer to funds, members are expected to update the UTRN number for the transaction through bulk file format as per the structure mentioned in Annexure 2
- h) Any mismatch in the UTRN number for a transaction submitted by member and the UTRN reflecting in the bank statement will lead to delay or rejection in processing of the order
- For UPI, only the banks supported by service provider for third party validation will be allowed. The list is updated by the service provider from time to time
- For Cheque as the mode of payment, the cheque should be issued in the name of "NSE CLEARING NORMAL SETTLEMENT ACCOUNT MFS"
  - a) Please generate deposit slip from the exchange website which will have prefilled details including the CMS account number (**Manually filled cheques will not be considered**)
  - b) Cheque along with the CMS deposit slip can be submitted to any branch of HDFC Bank (CMS or non-CMS branch)
- Alternately, the members can continue using the existing services of payment aggregator for collection of funds from investors account while crediting NSE Clearing account as stated in section "Payment modes" of circular reference no NSE/NMF/51746 dated 24<sup>th</sup> March 2022. Members may also take a note of circular ref no NSE/NMF/51656 dated 17<sup>th</sup> March 2022 for providing the required PG/Bank reference no for reconciling the funds received from payment aggregators in such cases as per Annexure 3. Members may note that the menu name to upload the PG/Bank reference number is Transaction -> Batch Import New -> Upload Type = Direct Credit transaction
- Existing process of Credit Confirmation file upload shall be discontinued

#### 4. SIP Registration:

- Members will have an option to register a new mandate on exchange platform in favor of NSE Clearing limited as mentioned in point 2 above or continue using the existing mandates as specified in circular ref no NSE/NMF/51656 dated 17<sup>th</sup> March 2022
- Members opting to use existing mandates can continue to register SIP on exchange platform without mapping of any exchange registered mandate with SIP
- Members opting to register new mandates on exchange can map the SIP to mandate at the time of SIP registration or separately through a bulk file upload as per the structure mentioned in Annexure 4

- Even for ongoing SIP (without mandate registered on exchange) members can register a new mandate for their respective investors and once the mandate is activated, member can map the new mandate with ongoing SIP as per the structure mentioned in Annexure 4 so that the subsequent instalments for ongoing SIP can be collected through the new mandate registered on exchange platform

**5. Redemption Fund payout:**

- Redemption fund payout will be given to the default bank account mapped to the client

**6. API structure:**

- No changes in the existing NNF API ver 2.26 as available on NSE India website
- Members may refer the API specifications for the revised functionalities as listed above as per Annexure 5

**Annexure 2 – File format for submission of UTRN**

**Menu Name:** Transaction -> Batch Import New -> Upload Option = UTRN Bulk File upload

**File structure:**

| Field Sequence | Field Name    | Data type       | Mandatory | Description                                                                                                                                  |
|----------------|---------------|-----------------|-----------|----------------------------------------------------------------------------------------------------------------------------------------------|
| 1              | Client code   | Varchar (10)    | Mandatory | Client code                                                                                                                                  |
| 2              | Bank name     | Varchar2(100)   | Mandatory | Should match with one of the bank account mapped with Client                                                                                 |
| 3              | Account No    | Varchar2(20)    | Mandatory | Account no should be one of the bank account no mapped with Client                                                                           |
| 4              | IFSC Code     | Varchar2(20)    | Mandatory | IFSC code should be one of the bank account no mapped with Client as mentioned in above field                                                |
| 5              | UTRN No       | Varchar2(30)    | Mandatory | As received from Bank                                                                                                                        |
| 6              | Transfer Date | Date DD-MM-YYYY | Mandatory | Date of fund transfer to NCL                                                                                                                 |
| 7              | Order No      | Varchar2(80)    | Mandatory | Order should be a valid order. In case of multiple orders for a single UTRN, multiple rows will be present in the file i.e one row per order |

File format to be txt and pipe to be the separator of file. File to be without header

### Annexure 3 – File format for submission of PG/Bank Reference no

**Menu Name:** Transaction -> Batch Import New -> Upload Option = Direct Credit transaction

**File structure:**

| Field Sequence | Field Name           | Length | Data type |
|----------------|----------------------|--------|-----------|
| 1              | Exchange Order no    | 12     | Numeric   |
| 2              | PG/Bank Reference No | 25     | Var Char  |
| 3              | PA code              | 15     | Var Char  |
| 4              | Filler 1             | 25     | Var Char  |
| 5              | Filler 2             | 25     | Var Char  |

File will be without headers. File in txt, csv as well as without extension should be accepted. Pipe will be the separator

### Annexure 4 – File Format for Mapping SIP and UMRN

**Menu Name:** Transaction -> Batch Import New -> Upload Option = Mapping SIP and UMRN

**File structure:**

| Field Sequence | Field Name              | Data type    | Mandatory | Description                                                 |
|----------------|-------------------------|--------------|-----------|-------------------------------------------------------------|
| 1              | Client code             | Varchar (10) | Mandatory | Client code                                                 |
| 2              | SIP registration number | Varchar (15) | Mandatory | Should be valid SIP registration number for the client code |
| 3              | UMRN                    | Varchar (20) | Mandatory | Valid UMRN as received from bank                            |