



**Demat by NSDL**

*Towards a secure future*

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*For  
private circulation only*

**February 2003**

### Appointment of common agency for share registry work

Keeping in view the delay in dematerialisation and the possibility of non-reconciliation of share holding due to lack of proper co-ordination among the concerned agencies or departments of Issuers/ Registrars & Transfer (R & T) Agents, Securities & Exchange Board of India (SEBI) vide its Circular dated D&CC/FITTC/CIR-15/2002 dated December 27, 2002 has directed that all work relating to share registry of Issuers, in terms of both physical and electronic should be maintained at a single point i.e. either in-house by the company or by a SEBI registered R & T Agent. These instructions are required to be implemented latest by February 1, 2003. This has been communicated to the all Issuers/R&T Agents vide NSDL Circular No. NSDL/JS/061/2002 dated December 31, 2002.

### SEBI Directive On Reconciliation Of Capital

SEBI vide its Circular No. D&CC/FITTC/CIR-17/2002 dated December 31, 2002, has directed all R & T Agents that:

1. They shall maintain records of all the shares dematerialised, rematerialised and details of all securities declared to be eligible for dematerialisation in the depositories and ensure that dematerialisation of shares shall be confirmed / created only after an in-principle approval of the stock exchange(s) where the shares are listed and the admission of the said share with the depositories have been granted.
2. They shall have proper systems and procedures in place to verify that the securities tendered for dematerialisation have not been dematerialised earlier.
3. They shall ascertain, reconcile daily and confirm to the depositories that the total number of shares held in NSDL, CDSL and in the physical form tallies with the admitted, issued and listed capital of the issuer company; and
4. They shall confirm that the dematerialisation requests have been processed within 21 days and shall also state the reasons for shares pending confirmation for more than 21 days from the date of request.

This has been communicated to the all Issuers/R & T Agents vide NSDL Circular No. NSDL/JS/001/2003 dated January 1, 2003.

\* National Electronic Settlement and Transfer

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### **SEBI Directive On Secretarial Audit Of Issuer Companies**

SEBI vide its Circular No. D&CC/FITTC/Cir-16/2002 dated December 31, 2002 has directed that all the Issuer companies shall subject themselves to a secretarial audit to be undertaken by a qualified Chartered Accountant or a Company Secretary, for the purpose of reconciliation of the total admitted capital with both the depositories and the total issued and listed capital. This has been communicated to all Issuers/R & T Agents vide NSDL Circular No. NSDL/JS/002/2003 dated January 2, 2003.

### **Trading of Government Securities on Stock Exchanges**

Reserve Bank of India (RBI) vide its Press Release: 2002-2003/749 dated January 16, 2003, has informed that, in order to facilitate easier access and wider participation in the government securities markets, a facility is being provided to buy and sell government securities through the stock exchanges. This facility will be in addition to the present system of dealing in government securities. To begin with, all outstanding and newly issued Government of India dated securities would be traded on the eligible stock exchanges with effect from January 16, 2003. Other eligible securities like State Government Bonds and Treasury Bills would be added in phases. SEBI has permitted National Stock Exchange (NSE), Bombay Stock Exchange (BSE) and Over the Counter Exchange of India (OTCEI) as eligible exchanges to provide such trading platform. Like equities, the government securities would be traded on the permitted exchanges on a T +3 rolling settlement basis. The Honorable Union Finance Minister inaugurated retail trading in Government Securities by initiating the first deal on January 16, 2003. Government Securities will be traded in a minimum of Rs.1000 (face value), i.e., 10 units of the face value Rs. 100 each and multiples of Rs. 1000.

### **Vijaya Bank Joins NSDLAs Depository Participant**

Vijaya Bank has been made operational as a Depository Participant (DP) on January 14, 2003. It will conduct its depository operations from Bangalore. The DP Id allotted is IN302806.

This takes the total number of operational DPs to 213.

## **Performance Summary**

### **Investors :**

**Table 1**

Month - Year	Client Accounts
	No. of Accounts (lakhs)
Jan-01	32.58
Jan-02	36.77
Jan-03	38.20

As on January 31, 2003, there are 38,20,211 Investor accounts from within the country and abroad. 3,554 clearing member accounts have been opened to facilitate trading and settlement of demat shares in the stock exchanges connected to NSDL. Table 1 shows the growth in investor accounts over a period of three years.

### **Dematerialisation :**

As on February 1, 2003, 6,424 cr. securities having a value of Rs. 5,55,027 cr. were dematerialised. Table 2 shows the dematerialisation figures over the last three years.

**Table 2**

Month - Year	Demat Quantity (Cr.)	Demat Value (Rs. Cr.)
Jan-01	3,107	419,717
Jan-02	4,834	397,552
Jan-03	6,424	5,55,027

**Settlement :**

**Table 3**

Month - Year	Settlement Quantity (Cr.)	Settlement Value (Rs. Cr.)
Jan-01	105	20,636
Jan-02	100	13,230
Jan-03	123	12,456

In January 31, 2003, a total quantity of 123 cr. shares having a value of Rs. 12,456 cr. were settled in demat form in the stock exchanges connected to NSDL. Table 3 shows the settlement figures over the past three years.

**Companies :**

**EQUITY**

As on January 31, 2003, 4,691 companies are available for demat. Table 4 indicates the increase in the number of companies joined NSDL over a period of three years.

**Table 4**

Month - Year	No. of Companies Operational
Jan-01	2,442
Jan-02	3,954
Jan-03	4,691

**DEBENTURES / BONDS**

**Table 4A**

Month - Year	No. of Issuers	No. of active Instruments	Demat Value (Rs. Cr.)
Nov-02	456	5,707	161,998
Dec-02	469	5,894	176,783
Jan-03	478	6,175	187,522

As on January 31, 2003, 478 issuers have issued 8,573 debentures/bonds in demat form. 2,398 instruments have been redeemed and 6,175 instruments are available for dematerialisation. Table 4 A shows the growth over A period of last three months.

**COMMERCIAL PAPER**

As on January 31, 2003, 314 issuers have issued 3,451 commercial papers in demat form. 2,882 instruments have been redeemed and 569 commercial papers are available for dematerialisation. Table 4 B shows the growth over a period of last three months.

**Table 4B**

Month - Year	No. of Issuers	No. of active Instruments
Nov-02	302	619
Dec-02	309	607
Jan-03	314	569

**Depository Participants :**

**Table 5**

Month - Year	No. of DPs
Jan-01	183
Jan-02	210
Jan-03	213

As on January 31, 2003, 213 Depository Participants are offering depository services. DP services are provided from 1718 locations across the length and breadth of the country. Table 5 shows the steady increase in the number of DPs.

## Corporate Action Statistics

Sr. No.	Security Type	During January 2003		For the FY 2002-2003 (upto January 2003)	
		No. of Allottees	No. of Securities	No. of Allottees	No. of Securities
1.	Equity Shares	78,210	47,01,54,825	19,52,781	5,10,13,38,087
2.	Preference Shares	1	10,00,000	21,303	23,35,35,858
3.	Bonds & Debentures	732	2,33,24,738	67,668	41,34,66,893
4.	Commercial Papers	157	42,780	1,198	3,91,976
5.	Certificates of Deposit	47	18,223	356	77,571
6.	Pass Through Certificates	48	1,056	357	3,28,22,733
7.	Mutual Fund Units	21,402	82,18,04,913	28,017	1,08,08,51,644
8.	Government Securities	1,951	4,01,38,942	1,951	4,01,38,942
9.	Warrants	0	0	765	2,94,259
	<b>Grand Total</b>	<b>1,02,548</b>	<b>1,35,64,85,477</b>	<b>20,74,396</b>	<b>6,90,29,17,963</b>

## List of Companies That Have Changed Names

*(During January 2003)*

Sr. No.	Old Name	New Name
1.	Aventis CropScience India Limited (Formerly known as Agrevo India Limited)	Bayer Cropscience India Ltd.
2.	Bestcorp Securities Limited	Multimedia & Entertainment Ltd.
3.	GESCO Corporation Limited	Mahindra Gesco Developers Ltd.
4.	KPIT Infosystems Limited (formerly KPIT Systems Limited)	KPIT Cummins Infosystems Ltd.
5.	Laser Eye Care Limited (formerly known as Adyat Madeep Eye Foundation Limited)	Boston Bio Systems Ltd.
6.	Orchid Print India Limited (formerly RR Donnelley (India) Limited & RR Donnelley (India) Private Limited)	Tata Consultancy Services Ltd.
7.	Shriyam Securities and Finance Limited	Shardul Securities Ltd.
8.	The Vysya Bank Limited	ING Vysya Bank Ltd.



## Securities admitted for Dematerialisation during January 2003

COMPANY	ISIN	COMPANY	ISIN
Adani Container (Mundra) Terminals Limited	INE864F01010	Radaan Mediaworks (India) Limited	INE874F01019
Bartronics India Limited	INE855F01018	Satyam Shivam Trade Links Private Limited	INE860F01018
Buildwell Engineering Private Limited	INE856F01016	Shree Maheshwar Hydel Power Corporation Limited	INE875F01016
Cable Video (India) Ltd	INE857F01014	Shree Radhey Software Solutions Private Limited	INE861F01016
Fiat Sundaram Auto Finance Limited	INE433F01014	SICOM Limited	INE569E01018
GVK Jaipur-Kishangarh Expressway Private Limited	INE871F01015	Simran Tradelinks Private Limited	INE862F01014
Nitco Tiles Limited	INE858F01012	Subhash Kabini Power Corporation Limited	INE865F01017
Pratiksha Mercantile Private Limited	INE859F01010	Vertex Technosoft Limited	INE863F01012

## Topic of Interest

### NSDL Website

The information relating to NSDL changes rapidly with new securities getting eligible for dematerialisation, new branches of DPs opening, new investors joining and so on. All users of the depository system look forward to the latest information on such developments. Internet is an excellent communication media to meet the needs of the users. The availability of important facts, figures, statistics and processes in the public domain improves transparency, trust and confidence in the system.

Recognizing this, NSDL launched its website [www.nsdl.co.in](http://www.nsdl.co.in) in July 1998. It is observed that the following classes of users regularly access NSDL website:

#### **A. Business Partners of NSDL**

1. Depository Participants, including their franchisees
2. Clearing Corporations
3. Clearing Members
4. Issuers
5. Share Registrars

#### **B. Investors**

#### **C. Other Visitors**

1. Institutions doing due diligence, say FIIs, etc.
2. Researchers
3. Students (for information)

The website is designed to cater to the specific needs of all these classes of users with appropriate search facilities. While designing the site, it is attempted to setup the folders (links) with as many pull down screens and guided tours as possible to make it user friendly. The following paragraphs describe section-wise (link-wise) information available on the website.

#### **About Us**

This section introduces visitors to NSDL, the applicable legal framework, its organization structure, the milestones achieved by NSDL, business partners of NSDL and the safety and benefits offered by the NSDL system. (webpage: <http://www.nsdl.co.in/about/index.html>)

#### **Basic Services**

NSDL offers various depository services like account opening, dematerialisation of securities, rematerialisation of securities, account transfer, off-market transfer, inter-depository transfers, corporate actions and transmission/nomination. This section describes the procedural aspects of each of these services. (webpage: <http://www.nsdl.co.in/services/index.html>)

### Special Services

Apart from the basic services, NSDL provides value-added services like pledge of demat securities, Auto Delivery Out for clearing members, securities lending and borrowing, SPEED (Internet based facility for clearing members) and SPEED-e (Internet based instruction delivery mechanism). These facilities are explained in detail on the website. (webpage: <http://www.nsdl.co.in/value/index.html>)

### NCFM Certification

In order to provide quality depository services to clients, NSDL has made it mandatory that all DP branches should have atleast one person qualified in NCFM – Depository Operations Module. Details of the module, syllabus, test centers, test schedules, examination brochure and study material have been made available on the website for prospective candidates. Visitors can also take a sample test on the website. (webpage: <http://www.nsdl.co.in/certification/index.html>)

### Frequently Asked Questions

This section hosts detailed FAQs which attempt to answer various queries that an investor may have in relation to the NSDL system, account opening and maintenance, nomination, transmission etc. A separate FAQ for NRI investors is also available in this section. (webpage: <http://www.nsdl.co.in/faq.html>)

### Related Links

This section provides links to the websites of other capital market participants like DPs, Registrar & Transfer Agents, Stock Exchanges, regulatory bodies and depositories in other parts of the world. (webpage: <http://www.nsdl.co.in/related/deprt.html>)

### Guided Tours for Investors/ Brokers/ DPs/ Issuer and Registrar & Transfer Agents

Detailed guided tours have been designed for various users of the depository system. These tours familiarize the users with the relevant aspects of the NSDL system, the safety features and benefits, various depository services offered, the requirements and cost aspects. (webpage: [www.nsdl.co.in](http://www.nsdl.co.in)).

### Joining NSDL

The site hosts detailed legal, procedural, systematic and financial aspects of joining NSDL system by Investors / Brokers / DPs / Issuers and Registrar & Transfer Agents/ Clearing House or Clearing Corporations. The entities willing to avail of NSDL services can browse through this link to understand the procedures and technical aspects. (webpage: <http://www.nsdl.co.in/joining/index.html>)

### Downloadables

The site provides free download of various useful documents and NSDL publications. These include the following:

Information	Available on Web-page
Depositories Act, 1996	<a href="http://www.nsdl.co.in/publications/legal.html">http://www.nsdl.co.in/publications/legal.html</a>
SEBI ( Depositories and Participants) Regulations, 1996	<a href="http://www.nsdl.co.in/publications/legal.html">http://www.nsdl.co.in/publications/legal.html</a>
Bye Laws of NSDL	<a href="http://www.nsdl.co.in/publications/legal.html">http://www.nsdl.co.in/publications/legal.html</a>
Business Rules of NSDL	<a href="http://www.nsdl.co.in/publications/legal.html">http://www.nsdl.co.in/publications/legal.html</a>
Compliance Manual for DPs - A subject wise compilation of applicable legal/ regulatory/ procedural/ contractual requirements for DPs	<a href="http://www.nsdl.co.in/publications/public.html">http://www.nsdl.co.in/publications/public.html</a>
Investors Guide to depository operations – provides answers to all the common queries of investors	<a href="http://www.nsdl.co.in/publications/public.html">http://www.nsdl.co.in/publications/public.html</a>
A clearing members' guide to trading and settlement – The depository way	<a href="http://www.nsdl.co.in/publications/public.html">http://www.nsdl.co.in/publications/public.html</a>
NEST Update – Monthly Information magazine of NSDL	<a href="http://www.nsdl.co.in/publications/nest.html">http://www.nsdl.co.in/publications/nest.html</a>
Annual Reports of NSDL	<a href="http://www.nsdl.co.in/publications/annual.html">http://www.nsdl.co.in/publications/annual.html</a>

### Business Partners Interface

This section is designed specifically for Business Partners i.e. Depository Participants, Issuers and Registrar & Transfer Agents. This section contains Important circulars issued by NSDL, system operations manuals, various forms required by business partners at the time of joining NSDL, schedule for Investor - Depository Meets and schedule for various training programmes conducted by NSDL and company address book. (webpage: <http://www.nsdl.co.in/business/index.html>)

**Recently introduced features include links to the following facilities:**

**SPEED:** SPEED (Securities Position Easy Electronic Dissemination) is an Internet facility which enables the clearing members to monitor their pool accounts on the Internet, sitting in their office itself. The NSDL website details the facility and also hosts a link to the SPEED facility.

**SPEED-e:** SPEED-e is an Internet based instruction delivery mechanism introduced by NSDL for investors and clearing members. The NSDL website hosts a direct link to the SPEED-e website.

**STEADY:** STEADY is an Internet based facility which enables brokers to deliver/submit contract notes to custodians/ fund managers electronically by transmitting digitally signed trade information with encryption. The NSDL website gives features and benefits of STEADY facility.

**Details of Companies with high Demat requests pending**

Details of 100 companies who have highest demat pendency is displayed on the website. The list hints the investors to be careful with demat requests of these companies. (webpage: <http://www.nsdl.co.in/downloadables/list-comp.html>)

**Debt Instruments at NSDL**

This section guides the Issuers about the process of admitting their debt instruments to the NSDL system and the necessary documents required. The section also hosts *frequently asked questions* for Issuers as well as investors. **Detailed list of debt instruments available on the NSDL system is made available in this section.** (<http://www.nsdl.co.in/downloadables/list-debt.html>).

**Details of Commercial Paper**

In view of the increased interest in the commercial paper segment, details of various commercial papers issued and their redemption dates are made available on the website. The investors can also view the commercial papers that are due for redemption. (webpage: <http://www.nsdl.co.in/redemschedule2002.xls>)

**Details of companies which have changed names**

List of companies who have informed name change information to NSDL, is made available on the website. This information is particularly useful to the investors in submitting dematerialisation requests and corresponding with them. (webpage: <http://www.nsdl.co.in/downloadables/list-comchange.html>)

**The home page of the site also features the following sections:**

**Company Search**

This section hosts a lot of useful information related to securities which are available for dematerialisation with NSDL. The user can either search upon the information as per search facility made available or can download the entire database. The information includes the following:

1. List of Securities available for dematerialisation with their ISIN nos.
2. Details of Issuers/Registrar and Transfer Agent, where dematerialisation requests are to be sent.
3. List of companies specified by SEBI for compulsory settlement in demat form
4. List of companies offering transfer cum demat facility
5. SEBI specified scrips for Compulsory Rolling Settlement
6. Top Demat scrips
7. Companies with maximum overdue demat requests
8. Companies that have joined one time custody fees payment scheme
9. Name change by Companies

The details are updated on a weekly basis. This section can be accessed at <http://www.nsdl.co.in/cpsych.html>

**DP Search**

This section hosts the details of DPs that are providing DP services from different parts of the country. Investors can search for DPs providing services in their area as well as search for any particular DP. This section has links to the list of DP Direct Connectivity Centers and list of DP Service Centers. Information related to the above is available at <http://www.nsdl.co.in/dpsch.html>

**Statistics**

The home-page of the website features statistics such as number of investor accounts, demat custody (number of shares and their value), number of companies available for dematerialisation with NSDL and settlement effected at stock exchanges through NSDL system in the recently ended week. The information helps the users to gauge the progress of the depository system.

The website offers a facility to the investors to seek more information/ clarification through the e-mail helpline ([info@nsdl.co.in](mailto:info@nsdl.co.in)).

## NSDL Calendar of Events

### Investor Depository Meets

February 1. 2003	Patiala	February 15. 2003	New Delhi
February 6. 2003	Palakkad	February 20. 2003	Jabalpur
February 7. 2003	Kottayam	February 21. 2003	Ujjain
February 8. 2003	Bangalore	February 21. 2003	Cuttack
February 13. 2003	Gurgaon	February 22. 2003	Kolkata
February 14. 2003	Noida	February 22. 2003	Raipur

### Business Partner Training

February 4 - 6, 2003	Depository Participant Training
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## NSDL offices

### Head Office

#### ***Mumbai***

Trade World, A wing,  
4<sup>th</sup> & 5<sup>th</sup> Floors,  
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Email: vijayg@nsdl.co.in

#### ***Kolkata***

5<sup>th</sup> Floor, The Millenium  
Flat No. 5W, 235/2A,  
Acharya Jagdish Chandra Bose  
Road (AJC Bose Road),  
Kolkata - 700 020  
Tel: (033) 22814661 / 22814662  
Fax: (033) 2240 9783  
Email: anshumanc@nsdl.co.in

#### ***New Delhi***

409/410, Ashoka Estate Building,  
4<sup>th</sup> floor, Barakhamba Road,  
Connaught Place,  
New Delhi 110 001.  
Tel: (011) 23353815/23353817  
Fax: (011) 23353756  
Email: harpinders@nsdl.co.in

### Branch Offices

### Investor Relationship Cell

*Officer-In-Charge,*

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Trade World, A Wing, 5<sup>th</sup> floor,  
Kamala Mills Compound,  
Senapati Bapat Marg, Lower Parel,  
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### NSDL Certification Program

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