

Circular No.: NSDL/CIR/II/20/2020

Date: May 12, 2020

Sub: Relaxation from compliance with timelines prescribed for submission of Quarterly Investor Grievances Report and Half Yearly Internal Audit Report by Registrar and Transfer Agents (RTAs) in respect of its depository operations due to the COVID-19 pandemic.

All Issuers/R&T Agents are hereby informed that in view of the developments arising due to the spread of the COVID-19 pandemic, SEBI has decided that Depositories are permitted to relax the timelines for submission of the following reports to be submitted by RTAs. Accordingly, the Issuers/R&T Agents are requested to take note of the following relaxations:

- a) Timelines for submission of Quarterly Investor Grievances Report by RTAs to depository is extended for the period equivalent to the lock-down period declared by the Government of India. In the event of further extension in the lock down period as directed by Government of India / State Governments, additional relaxation in timelines shall be permitted to RTAs for the period equal to number of extended days in the lock down.
- b) Timelines for submission of Internal Audit Report by RTAs to depository in respect of its depository operations for half-year ended March 2020, is extended to June 30, 2020.

All Issuers/R & T Agents are requested to take note of the above and inform your client companies suitably.

For and on behalf of
National Securities Depository Limited

Rakesh Mehta
Vice President