Procedure to be followed for opening of Portfolio Management Services (PMS) Pool Account

A) Process for making an application for PMS-BP-ID in respect of PMS Pool account for PMS providers :

1. For opening of PMS Pool account, the PMS provider will be required to make an application to their Participants.

2. PMS provider is required to open Pool account(s) per Clearing Corporation (CC) viz., NCL, ICCL, MCCIL. Further, if PMS provider require, they can open scheme wise PMS pool account per CC.

3. PMS provider will submit request letter to Participants for obtaining PMS BP ID for opening PMS pool account(s) in the format as enclosed below at Annexure A. Single request letter from PMS provider is sufficient for opening multiple Pool accounts, if the authorized signatories are same for all the PMS pool accounts.

4. On request of Portfolio manager for PMS BP ID(s), NSDL shall use the details viz., demographic, financial, authorized signatories etc. of existing Portfolio Manager account(s) (i.e, demat account(s) of PMS provider) maintained in NSDL depository system and create the PMS BP ID(s) in NSDL depository system.

5. If the existing PMS account holder is registered on SPEED-e facility and the new PMS pool account holder wish to opt for SPEED-e facility for operating the PMS pool account, then the PMS provider will provide the confirmation to Participant as mentioned in **Annexure A**.

6. Based on the aforesaid request received from PMS provider, Participant will send consolidated excel sheet containing the PMS provider details for opening of PMS pool account as per format prescribed at **Annexure B** to NSDL on Email ID viz., ccinterface@nsdl.co.in.

7. As per the confirmation received from the Participant through aforesaid email, the PMS BP ID(s) for PMS pool account would be activated in NSDL depository system using the details of existing PMS demat account(s) maintained in NSDL depository system.

8. The details of PMS pool account(s) would be forwarded to the Participant for opening of PMS pool account(s).

B) Application for opening PMS Pool account(s) in DPM system by Participant:

1. PMS Provider will be required to make an application to Participant for opening of PMS pool account(s) by submitting the application form as enclosed at **Annexure A**. If PMS provider is opening the PMS pool account(s) with the existing Participant, then no additional documents will be required to be enclosed along with the application form. However, if PMS Provider opts to open PMS pool account(s) with any other Participant, then PMS Provider will be required to follow the process of Clearing Member Pool account opening prescribed in NSDL Master Circular on Account opening. Participants are advised to maintain the aforesaid forms with them and make provision to produce the same as and when required by NSDL.

2. If PMS Provider is opening the PMS pool account(s) with the existing Participant based on the aforesaid Annexure A submitted by PMS provider, the Participant shall open PMS pool account(s) in Local DPM system using the PMS BP ID(s) provided by NSDL. The Participant shall use the following details of existing PMS BO account(s) while opening of PMS pool account(s) in Local DPM system :

   a. Client Details viz., PAN, Address etc.
   b. Financial Details
   c. Signatory Details

For further information / clarification, Participants are requested to contact Mr. Furquan Ansari Tel: (022) 2499 4628 (email: furquana@nsdl.co.in) / Mr. Pravin Vitankar Tel:(022) 2499 4358 (email: pravinv@nsdl.co.in).

To,
<Participant Name>

Subject: Request for opening PMS Pool account

Madam / Dear Sir,

With reference to captioned subject, I / We **< PMS Provider Name >** request you to open PMS Pool account in <**Participant name**>. Further, I/We **< PMS Provider Name >** hereby authorise <**Participant Name**> for sending the request to NSDL for creation of new PMS BP ID(s) for opening of PMS pool account in respect of below mentioned existing PMS Provider account maintained with <**Participant name**>.

Sr. No.	DP ID	DP Name	Client ID	SEBI Registration No.	Confirmation for Registration on SPEED-e facility for PMS Pool Account* (Yes/No)
1					
2					
3					

For **< PMS Provider Name>**

Signature of the PMS Provider:
Name of Authorised Signatory:
Date:

* Note:

It may be mentioned that the SPEED-e users of aforesaid existing PMS depository account(s) alongwith the Digital Signature Certificate (DSC) of existing users shall be mapped to the newly opened PMS pool account. The new User ID for operating the aforesaid PMS pool account will be existing '**User ID**' + '**p**'.

For Example: If User ID of existing PMS depository account on SPEED-e is "userm" and "userc" then new User ID for operating PMS pool account will be "userm**p**" and "userc**p**" respectively.

Participants are required to provide the details of existing demat account of PMS Provider as per the below mentioned format to NSDL at Email ID viz., ccinterface@nsdl.co.in for creation of new PMS BP ID for opening of PMS pool account.

(Details of existing demat accounts of PMS to be provided by Participants to NSDL)

Sr. No.	DP ID	DP Name	Client ID	SEBI Registration No.	Confirmation for Registration on SPEED-e facility for PMS pool account* (Yes/No)
1					
2					
3					