

Circular No.: NSDL/POLICY/DDP/0012

Date: October 13, 2020

Subject: Write-off of shares held by FPIs.

Attention of Participants who are registered with SEBI as Designated Depository Participants (DDPs) and Custodian of securities (Custodians) are invited to SEBI Circular No. SEBI/HO/IMD/FPI&C/CIR/P/2020/177 dated September 21, 2020 (copy enclosed) regarding write-off of shares held by FPIs.

DDP/Custodians are requested to note that NSDL is in process of bringing in new freeze reason code viz., **'Write-off of shares held by FPIs'** in respect of FPI clients in the NSDL DPM system. Till such time, the aforesaid new freeze reason code is not introduced in NSDL DPM system, DDPs/Custodians may continue to use **'Others'** freeze reason code on NSDL eDPM system along with remark being specified as 'Write-off of shares held by FPIs'. Subsequent to effecting of freeze as per abovementioned process, DDP/Custodians are requested to change the existing client type & client sub type of such frozen depository accounts held under FPI category as under:

Existing Client Type	Existing Client Sub Type	New Client Type	New Client Sub Type
Foreign Portfolio Investor (Corporate)	Category I	Body Corporate	Foreign Bodies
	Category II		
	Category III		
Foreign Portfolio Investor (Individual)	Category II	Foreign National	FN
	Category III		

NSDL shall provide facility for DDP/Custodians to modify the client type & client sub type as mentioned above on NSDL DPM system.

DDPs/Custodians are advised to take note of the same and ensure compliance.

For and on behalf of

National Securities Depository Limited

**Chirag Shah
Senior Manager**

Enclosed: One



FORTHCOMING COMPLIANCE			
Particulars	Deadline	Manner of sending	Reference
Investor Grievance Report (Monthly)	By 10 th of the following month.	Through e-PASS	Circular No. NSDL/POLICY/2015/0096 dated October 29, 2015
Artificial Intelligence I/Machine Learning Reporting Form (if offering or using such technologies as defined) - (Quarterly)	By 15th of the following month.	By email at Participant-Interface@nsdl.co.in	Circular No. NSDL/POLICY/2019/0016 dated March 27, 2019
Cyber Security & Cyber Resilience framework of Depository Participants - (Quarterly)	By 15th of the following month	Through e-PASS	1. Circular No. NSDL/POLICY/2019/0039 dated July 9, 2019. 2. Circular no. NSDL/POLICY/2020/0069 dated May 15, 2020
Networth Certificate and Audited Financial Statements for the FY 2019-20	October 31 st , 2020	By hard copy to Inspection Department	Circular No. NSDL/PI/98/414 dated September 1, 1998 Circular No. NSDL/POLICY/2020/0131 dated September 30, 2020
Risk Assessment Template (April - September)	October 31st, every year	Through e-PASS	Circular No. NSDL/POLICY/2018/0050 dated September 25, 2018
Internal/ Concurrent Audit Report (April - September)	November 15th every year	Through e-PASS	Circular No. NSDL/POLICY/2020/0045 dated April 7, 2020