

Circular No.: NSDL/POLICY/2021/0028

March 22, 2021

Subject: Clarification on downloading of the KYC Documents of Clients from KRA System

Participants are advised to refer Regulation 16 (b) of SEBI {KYC (Know Your Client) Registration Agency} Regulations, 2011 which inter alia states as mentioned below:

“When the client approaches another intermediary subsequently, the intermediary shall verify and download the client’s details from the system of KRA:

Provided that upon receipt of information on change in KYC details and status of the clients by the intermediary or when it comes to the knowledge of the intermediary, at any stage, the intermediary shall be responsible for uploading the updated information on the system of KRA and retaining the physical documents.”

In view of the above, Participants are requested to take note that where the Participant is opening an account online based on download of KYC details from the KRA, the KYC details as downloaded from the KRA shall be displayed to the client at the time of account opening where the client must confirm that there is no change in the particulars as downloaded from KRA and in case of any change, the client must be provided an option to provide latest details along with supporting documentation.

Further as per Regulation 16 (a) of SEBI {KYC (Know Your Client) Registration Agency} Regulations, 2011 which inter alia states as mentioned below:

“The intermediary shall perform the initial KYC/due diligence of the client, upload the KYC information with proper authentication on the system of the KRA, furnish the scanned images of the KYC documents to the KRA, and retain the physical KYC documents.”

Participants are requested to take note of the above and ensure compliance.

For and on behalf of

National Securities Depository Limited

Sd/-

Chirag Shah

Senior Manager



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
Charge Structure	April 30th every year.	By email at dpfees@nsdl.co.in	1. Circular No. NSDL/POLICY/2006/0064 dated December 26, 2006. 2. Circular No. NSDL/POLICY/2007/0003 dated January 8, 2007.