

Circular No.: NSDL/POLICY/2024/0059

May 13, 2024

**Subject: Submission of Annual System Audit Report – Guidelines for risk categorization of non-complied points**

Attention of Participants is invited to Circular No. NSDL/POLICY/2024/0050 dated April 18, 2024 wherein the guidelines were issued with reference to the audit scope and timelines for submission of audit report / subsequent action taken report (ATR).

<b>Audit Period</b>	<b>Due date for submission of audit report (preliminary) to NSDL</b>	<b>Action Taken Report (ATR) Submission (if applicable)</b>
April 01, 2023 to March 31, 2024	June 30, 2024	August 31, 2024

Participants are advised to submit the action taken report (ATR) for 'non-compliant' points to NSDL at [dpaudit@nsdl.com](mailto:dpaudit@nsdl.com)

Additionally, Participants (DPs) are hereby requested to take note of the following :

- For each instance of non-compliance reported, auditors must assign a risk rating of 'High', 'Medium', or 'Low'. This is a mandatory requirement.
- The criteria for determining the risk rating will be made available on the e-PASS portal.
- In view of aforesaid, the e-PASS portal will undergo updates to introduce the risk rating system for non-compliance instances.
- The portal will be available to accept submissions for the risk rating of non-compliant points from **May 16, 2024**.

Participants are also requested to take note of the above and ensure compliance with the updated requirements.

For any clarifications on the circular, Participants can send email at [dpaudit@nsdl.com](mailto:dpaudit@nsdl.com).

**For and on behalf of  
National Securities Depository Limited**

**Arockiaraj  
Manager**



### FORTHCOMING COMPLIANCE

Particulars	Deadline	Manner of sending	Reference
Investor Grievance Report <b>(Monthly)</b>	By 10 <sup>th</sup> of the following month	Through e-PASS	1. Para 20 of NSDL Master Circular for Participants on 'Grievance Redressal' chapter. 2. Circular No.: NSDL/POLICY/2023/0161 dated November 13, 2023
Artificial Intelligence /Machine Learning Reporting Form (if offering or using such technologies as defined) <b>(Annually)</b>	Within three months of the end of the financial year	Through e-PASS	Circular No.: NSDL/POLICY/2024/0003 dated January 05, 2024
Internal/ Concurrent Audit Report <b>(Half yearly)</b>	By May 15 <sup>th</sup>	Through e-PASS	Para 20.4 of NSDL Master Circular for Participants on 'Internal Controls/Reporting to NSDL/SEBI' chapter and Circular No.: NSDL/POLICY/2024/0042 dated April 08, 2024

