

Circular No.: NSDL/POLICY/2024/0086

June 18, 2024

Subject: Registration/ De-registration of Power of Attorney (POA) or Demat Debit and Pledge Instruction (DDPI).

Attention of Participants is invited to Circular No.: NSDL/POLICY/2023/0165 dated November 20, 2023, regarding compliance with below requirements with respect to registration/de-registration procedure of POA or DDPI:

1. POA or DDPI registration/ de-registration requests submitted by the Clients to Participants should be date stamped i.e. the date of receipt of the request from client should be mentioned and duly signed & stamped by the Participant on the client request document.
2. The aforesaid documents received from clients shall be verified and addition/ deletion/ modification of POA/ DDPI details in the Local DPM system shall be carried out, within seven days of receipt of request from client.

In this regard, Participants are hereby informed that further changes are implemented in 'Client Modification/download module' in Local DPM system. Accordingly, the file formats as mentioned below are enclosed as **Annexures**:

1. Client Modification v3.1
2. Power of Attorney (POA) Download v1.4

The Local DPM system will be enhanced with aforesaid changes to mandatorily capture the date of request received from clients for modifying/deleting the POA/DDPI holder(s) in the 'Client Modification/download module' in the Local DPM system from **EOD of July 29, 2024**. It may be noted that there is no change in client creation upload, as for cases wherein the POA/DDPI registration request is received along with client creation, the POA / DDPI registration date will be considered same as client creation date.

All Participants are advised to make necessary changes in their back-office system latest by **July 26, 2024**.



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

**Arockiaraj
Manager**

Enclosure: One

FORTHCOMING COMPLIANCE

Particulars	Deadline	Manner of sending	Reference
Investor Grievance Report (Monthly)	By 10 th of the following month	Through e-PASS	Para 22 of 'Grievance Redressal' chapter and Para 28 of 'Internal Controls/Reporting to NSDL/SEBI' chapter of NSDL Master Circular for Participants.
Artificial Intelligence /Machine Learning Reporting Form (Annually)	Within three months of the end of the financial year	Through e-PASS	Para 10 of 'Internal Controls/Reporting to NSDL/SEBI' chapter of NSDL Master Circular for Participants.
Annual System Audit Report (Yearly)	June 30 th	Through e-PASS	Para 20.5 of 'Internal Controls/Reporting to NSDL/SEBI' chapter of NSDL Master Circular for Participants.

