

Circular No.: NSDL/POLICY/DDP/2014/0001

Date: May 7, 2014

**Subject: Infrastructure facilities and submission of periodic reports.**

Attention of Participants which are registered with SEBI as Designated Depository Participants (DDPs) is invited to SEBI Circular No. CIR/IMD/FIIC/ 09/ 2014 dated April 28, 2014 (copy enclosed) regarding Infrastructure facilities and submission of periodic reports by DDPs.

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

For any further information or assistance, the following officials may be contacted:

Name of Official	Contact No.	Email ID
Mr. Karan Mehta	(022) 2499 4662	<a href="mailto:karanm@nsdl.co.in">karanm@nsdl.co.in</a>
Mr. Surendra Kumar	(022) 2499 4288	<a href="mailto:surendrak@nsdl.co.in">surendrak@nsdl.co.in</a>
Mr. Sandesh Sawant	(022) 2499 4687	<a href="mailto:sandeshs@nsdl.co.in">sandeshs@nsdl.co.in</a>
Mr. Vishal Gajjar	(022) 2499 4237	<a href="mailto:vishalg@nsdl.co.in">vishalg@nsdl.co.in</a>

For and on behalf of

**National Securities Depository Limited**

**Samar Banwat**  
Senior Vice President

Enclosed: One

FORTHCOMING COMPLIANCE			
Particulars	Deadline	Manner of sending	Reference
Investor Grievance Report (Monthly)	By 10 <sup>th</sup> of the following month.	By email at <a href="mailto:dp_igreport@nsdl.co.in">dp_igreport@nsdl.co.in</a> . Alternatively, by hard copy to the Investor Relationship Cell.	1. Circular No. NSDL/PI/98/500 dated October 6, 1998. 2. Circular No. NSDL/PI/2004/1688 dated September 16, 2004.
Internal/ Concurrent Audit Report (October - March)	May 15 <sup>th</sup> every year	Digitally signed report by email at <a href="mailto:nsdl-bp-inspection@nsdl.co.in">nsdl-bp-inspection@nsdl.co.in</a> . Alternatively, by hard copy to Inspection Department.	1. Circular No.: NSDL/POLICY/2013/0094 dated July 24, 2013, NSDL/POLICY/2013/0097 dated July 30, 2013 and Circular No. NSDL/POLICY/2010/0017 dated February 22, 2010 .