

# National Stock Exchange of India Limited

## Circular

DEPARTMENT: INSPECTION	
<b>Download Ref No: NSE/INSP/50592</b>	<b>Date: December 13, 2021</b>
<b>Circular Ref. No: 61/2021</b>	

To All Members,

### **Sub: Changes in the reporting format of data towards 'Client Level Cash & Cash Equivalent Balances'**

This has reference to the NSE circular NSE/INSP/43488 dated February 10, 2020 wherein Members were directed to set aside the funds and securities in separate Client Bank/Client collateral Demat account for those clients for whom member is unable to settle their accounts due to non-availability of client's bank account & demat account details and non-traceability of client. Further, members in this regard were also required to submit UCC wise fund balance information to the Exchange along with details of client bank account where these unclaimed / untraced clients funds are parked.

Exchange, in order to enable members to upload details of such accounts has introduced two columns in the reporting formats of existing submission 'Cash & Cash Equivalent balances' as provided in NSE circulars NSE/INSP/46704 dated December 17, 2020, and NSE/INSP/46960 dated January 08, 2021. Further, in order to capture the details of cash collateral collected from client for MTF positions, one column has also been added. Revised format shall be applicable for the week ending on January 15, 2022, and onwards.

The revised format after incorporating the above requirements is attached as Annexure A.

The system, after incorporating the above-mentioned changes, shall be made available by the Exchange for testing, and the same shall be informed to the members through a separate circular, in due course. Members will have to submit the data for all calendar days of the week except Sunday on or before the next four trading days of subsequent week. The first submission with revised format shall have to be made for the week ending on January 15, 2022, the due date of which will be January 20, 2022, and for each week thereafter. Till such time, Members are advised to upload the 'Cash & Cash Equivalent Balances' as per the current process.

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Members are requested to take note of the contents of the circular and comply.

**For and on behalf of  
National Stock Exchange of India Limited**

**Naresh Sawana  
Senior Manager-Inspection**

In case of any clarifications, Members may contact our below offices:

<b>Regional Office</b>	<b>E MAIL ID</b>
Ahmedabad (ARO)	inspectionahm@nse.co.in
Chennai (CRO)	inspection_cro@nse.co.in
Delhi (DRO)	delhi_inspection@nse.co.in
Kolkata (KRO)	inspection_kolkata@nse.co.in
Mumbai (WRO)	compliance_wro@nse.co.in
Central Help Desk	compliance_assistance@nse.co.in

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## Annexure A

### Guidelines for Cash & Cash Equivalent Balances

<b>Nomenclature (File Name) for Client Level Cash &amp; Cash Equivalent Balances</b>	PAN_CE_DDMMYYYY_BATCH NO  Explanation: “PAN” shall be the Member’s PAN (Alpha Numeric 10 characters) Date shall be end of the reporting week (i.e. Saturday) Batch/Seq No. starts from 01, in case of multiple files of same week
<b>Frequency of Reporting</b>	Weekly basis {A single file for all days of the week (Monday to Saturday)}
<b>Last day of Submission</b>	Members have to submit the data for all calendar days of the week except Sunday on or before the next four trading days of subsequent week.

### Revised format of Cash & Cash Equivalent Balances:

TRADING MEMBER PAN	DATE	UNIQUE CLIENT CODE	CLIENT PAN	CLIENT NAME	MTF/ NON MTF INDICATOR	FINANCIAL LEDGER BALANCE-A	FINANCIAL LEDGER BALANCE (CLEAR)-B	PEAK FINANCIAL LEDGER BALANCE (CLEAR)-C	FINANCIAL LEDGER BALANCE-MCX	FINANCIAL LEDGER BALANCE-NCDEX	FINANCIAL LEDGER BALANCE-ICEX
					MTF						
					NON MTF						

BANK GUARANTEE (BG)	FIXED DEPOSIT RECEIPT (FDR)	GOVERNMENT OF INDIA SECURITIES (GSEC)	GILT FUNDS	CREDIT ENTRY IN LEDGER IN LIEU OF EPI	POOL ACCOUNT	UNCLEARED CHEQUES	VALUE OF COMMODITIES	CASH COLLATERAL FOR MTF POSITIONS	UNCLAIMED/UNSETTLED CLIENT FUNDS	CLIENT BANK ACCOUNT NO.	LAST SETTLEMENT DATE	ES INFORMATION TYPE	VALUE

Sr. No.	Field Name	Length (Max)	Description
1	Trading member PAN	Char (10)	Alpha-numeric trading member PAN

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2	Date	DD-MM-YYYY	DD-MM-YYYY Note: Date of holding the cash/cash equivalent collaterals
3	Unique Client Code	Char (20)	Alpha-numeric client code NA Note: "OWN" to be mentioned in case of proprietary balances
4	Client PAN	Char (10)	Alpha-numeric Client PAN NA
5	Client Name	Char (100)	Alpha-numeric Client Name NA
6	MTF/ NON MTF Indicator	Char (20)	Values shall be either of the following: NON MTF MTF NA Note: NON MTF means all other segments other than MTF (like CM, FO, CD, CO, SLB, MFSS and DEBT)
7	Financial Ledger balance-A	Number (20)	Value in Rs. (Decimals shall be allowed upto 3 digits) NA Note: Net across all segments & Exchanges. As per the financial ledger of the client.
8	Financial Ledger balance (Clear)-B	Number (20)	Value in Rs. (Decimals shall be allowed upto 3 digits) NA Note: Net across all segments & Exchanges. Financial ledger balance, after adjusting/reversal for open bills (open bills also contain 'value of credit entry posted in client ledger in lieu of successful EPI to CC') of the client, un-cleared cheques deposited or issued and the margin obligations posted in the client ledger, if any.
9	Peak Financial Ledger Balance (Clear)-C	Number (20)	Value in Rs. (Decimals shall be allowed upto 3 digits) NA Note: Highest net credit balance/lowest net debit balance across all segments & Exchanges during the day. Financial ledger balance, after adjusting/reversal for open bills (open bills also contain 'value of credit entry posted in client ledger in lieu of successful EPI to CC')

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			of the client, un-cleared cheques deposited or issued and the margin obligations posted in the client ledger, if any.
10	Financial Ledger Balance-MCX	Number (20)	Value in Rs. (Decimals shall be allowed upto 3 digits) NA  Note: Net balance of MCX ledger
11	Financial Ledger Balance-NCDEX	Number (20)	Value in Rs. (Decimals shall be allowed upto 3 digits) NA  Note: Net balance of NCDEX ledger
12	Financial Ledger Balance-ICEX	Number (20)	Value in Rs. (Decimals shall be allowed upto 3 digits) NA  Note: Net balance of ICEX ledger
13	Bank Guarantee (BG)	Number (20)	Value in Rs. (Decimals shall be allowed upto 3 digits) NA  Note: Value of BG created by client in favor of trading member
14	Fixed deposit receipt (FDR)	Number (20)	Value in Rs. (Decimals shall be allowed upto 3 digits) NA  Note: Value of FDR created by client in favor of trading member
15	Government of India Securities (GSEC)	Number (20)	Value in Rs. (Decimals shall be allowed upto 3 digits) NA  Note: GSEC value after appropriate haircut
16	Gilt funds	Number (20)	Value in Rs. (Decimals shall be allowed upto 3 digits) NA  Note: Gilt funds value after appropriate haircut
17	Credit entry in ledger in lieu of EPI	Number (20)	Value in Rs. (Decimals shall be allowed upto 3 digits) NA  Note: Value of credit entry posted in client ledger in lieu of successful EPI to CC, which is considered/eligible for margin at EOD.
18	Pool Account	Number (20)	Value in Rs. (Decimals shall be allowed upto 3 digits) NA

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			Note: Value of the securities, which are sold and available in the Pool account at EOD, which is considered for margin.
19	Uncleared Cheques	Number (20)	Value in Rs. (Decimals shall be allowed upto 3 digits) NA  Note: Value of cheques received from the clients, which are not cleared at EOD.
20	Value of Commodities	Number (20)	Value in Rs. (Decimals shall be allowed upto 3 digits) NA  Note: Commodity value after appropriate haircut
21	Cash Collateral for MTF Positions	Number (20)	Value in Rs. (Decimals shall be allowed upto 3 digits) NA  Note:-Cash collateral collected from clients for the MTF positions and available in books of accounts maintained for MTF. Value will be mentioned in MTF indicator only and Value will be NA for Non-MTF indicator.
22	Unclaimed/Unsettled Client Funds	Char (03)	YES  NO  NA  Note: In case a member is unable to settle the client account due to non-availability of client's bank accounts and non-traceability of client as per NSE Circular No. NSE/INSP/43488 dated February 10, 2020, then member shall write Yes, else No.
23	Client Bank Account No.	Char (20)	Alpha-numeric Bank Account No. NA  If Yes is mentioned in column number 22 then Bank account no. of member will be mentioned where unclaimed/untraced clients funds are parked else member shall write NA. Append Double Quotes ("" ) at the start and end of Bank account number to avoid the

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			auto rounding off e.g. "1234567890123456".
24	Last settlement date	DD-MM-YYYY	Last settlement date of the respective client. NA  Note: In case settlement is not applicable or settlement could not be done due to non-availability of client's bank accounts and non-traceability of client then member shall write "NA".
25	ES Information Type	Char (16)	Value shall be any of the following NA TOTAL CR BALANCE TOTAL DR BALANCE NON FUNDED BG TOTAL CR MARGIN FREE COLL AT CM
26	Value	Number (20)	Value in Rs. (Decimals shall be allowed upto 3 digits) NA

**Note:**

- i. **Column 25 and 26:** Both these columns are pertaining to weekly monitoring of client funds data (Annexure A of Exchange Circular NSE/INSP/44459 dated May 26, 2020). Out of 12 points, member needs to submit information of below mentioned 5 points in the column 25 and 26 of this submission:

Relevant point no. in Monitoring of client fund reporting under Enhanced supervision	Point Name	ES Information Type (Column no. 25)	Value (Column no. 26)
4	Total Credit Balance of all clients*	TOTAL CR BALANCE	Amount in Rs.
5	Total debit balance of all clients*	TOTAL DR BALANCE	Amount in Rs.
8	Value of Non funded portion of the Bank Guarantee	NON FUNDED BG	Amount in Rs.
10	Margin utilized for positions of Credit Balance Clients	TOTAL CR MARGIN	Amount in Rs.

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12	Free/unblocked Collateral deposited with Clearing Member	FREE COLL AT CM	Amount in Rs.
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\*Total credit/debit balance of clients should match with the aggregate client wise credit/debit balance reported in column 8.

- ii. "NA" value shall be accepted in the columns no. 3 to 26. Please refer below mentioned examples in this regard:

**Example-1:** While submitting data towards cash and cash eq. (column 1 to 24) then member needs to write "NA" in column no. 25 and 26.

TRADING MEMBER PAN	DATE	UNIQUE CLIENT CODE	CLIENT PAN	CLIENT NAME	MTF/ NON MTF INDICATOR	FINANCIAL LEDGER BALANCE-A	FINANCIAL LEDGER BALANCE (CLEAR)-B	PEAK FINANCIAL LEDGER BALANCE (CLEAR)-C	FINANCIAL LEDGER BALANCE-MCX	FINANCIAL LEDGER BALANCE-NCDEX	FINANCIAL LEDGER BALANCE-ICEX	BANK GUARANTEE (BG)	FIXED DEPOSIT RECEIPT (FDR)	GOVERNMENT OF INDIA SECURITIES (GSEC)	GILT FUNDS	CREDIT ENTRY IN LEDGER IN LIEU OF EPI	POOL ACCOUNT	UNCLEAR ED CHEQUES	VALUE OF COMMODITIES	CASH COLLATERAL FOR MTF POSITIONS	UNCLAIMED/UNSETTLED CLIENT FUNDS	CLIENT BANK ACCOUNT NO.	LAST SETTLEMENT DATE	ES INFORMATION TYPE	VALUE	
ABCDE1234M	09-03-2021	320001	ABCDE1235N	ABCDE	NON MTF	500	500	9	100	100	100	100	100	100	100	100	100	100	100	100	NA	YES	"455555555"	NA	NA	NA
ABCDE1234M	09-03-2021	320005	PQRST4567N	FGHIJ	NON MTF	500	500	9	100	100	100	100	100	100	100	100	100	100	100	100	NA	NO	NA	01-03-2021	NA	NA
ABCDE1234M	09-03-2021	320006	EFGH4567I	HUJL	MTF	-500	-500	-500	0	0	0	0	0	0	0	0	0	0	0	150	NO	NA	NA	NA	NA	

**Example 2:** While submitting data towards monitoring of client fund (column 25 and 26) then member needs to write "NA" in column no. 3 to 24

TRADING MEMBER PAN	DATE	UNIQUE CLIENT CODE	CLIENT PAN	CLIENT NAME	MTF/ NON MTF INDICATOR	FINANCIAL LEDGER BALANCE-A	FINANCIAL LEDGER BALANCE (CLEAR)-B	PEAK FINANCIAL LEDGER BALANCE (CLEAR)-C	FINANCIAL LEDGER BALANCE-MCX	FINANCIAL LEDGER BALANCE-NCDEX	FINANCIAL LEDGER BALANCE-ICEX	BANK GUARANTEE (BG)	FIXED DEPOSIT RECEIPT (FDR)	GOVERNMENT OF INDIA SECURITIES (GSEC)	GILT FUNDS	CREDIT ENTRY IN LEDGER IN LIEU OF EPI	POOL ACCOUNT	UNCLEAR ED CHEQUES	VALUE OF COMMODITIES	CASH COLLATERAL FOR MTF POSITIONS	UNCLAIMED/UNSETTLED CLIENT FUNDS	CLIENT BANK ACCOUNT NO.	LAST SETTLEMENT DATE	ES INFORMATION TYPE	VALUE
ABCDE1234M	09-03-2021	NA	NA	NA	NA	NA	NA	NA	NA	NA	NA	NA	NA	NA	NA	NA	NA	NA	NA	NA	NA	NA	NA	TOTAL CR BALANCE	5000

- All Debit ledger balances shall be reported with –ve sign.
- Bank account number which is reported as client bank account to Exchange under enhanced supervision shall be mentioned by member in column number 23 (Client Bank Account No.). Bank account number which is not reported or reported as non-client bank account to Exchange under enhanced supervision shall not be accepted by system.
- With respect to column number 24 (Last settlement date), last settlement date will be mentioned "NA" for the client PAN if "YES" is mentioned for said client PAN in column number 22 (Unclaimed/Unsettled Client Funds).
- File shall be in csv and zip format. One zip file shall contain one csv file only. Naming convention of zip file shall be same as of the csv file.
- In case of success file, Members will not be able to upload another file with the same nomenclature.
- **Deletion of Submitted Data:** In case of any error in the submitted data, member can delete the success file within the due date of the respective week. However, delete facility shall not be available after due date.



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- Data file can't be revised after the due date of submission and file with success status shall be considered as final submission.
- In case of non-applicability, a separate system for submission of a one-time declaration has been provided. However, as and when, members become eligible for submission, they will have to submit the data as per the requirements.
- Member shall not upload duplicate/multiple records of the same client.

**Client active in MTF and NON MTF (column 6):** Maximum two rows/entries (one for MTF and second for NON MTF) shall be reported of a particular client for a particular day.

**Client active either in NON MTF or MTF (column 6) only:** Only single rows/entries (for MTF or NON MTF) shall be reported of a particular client for a particular day.

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