

Circular No.: NSDL/POLICY/2022/152

November 03, 2022

Subject: Procedure for processing request for Transmission, Transfer Cum Closure and Closure of NIL balance demat accounts, where demat accounts are suspended for 6-KYC non-compliance.

Attention of Participants is invited to NSDL Circular No. NSDL/POLICY/2022/085 dated June 21, 2022 wherein it is advised that *Participants have to ensure that all 6 KYC attributes should be available in the demat account before removing the suspension of demat account from 6 KYC non-compliant accounts.*

In this regard, NSDL is in receipt of representations from Participants regarding procedure for unfreezing of demat accounts to process following type of requests where client's account has been suspended for 6-KYC non-compliance and unfreeze is not possible unless all 6 KYC attributes are updated.

1. Transmission requests.
2. Transfer cum Closure requests.
3. Closure of NIL balance Accounts.

To facilitate processing of above requests, a new check box named as '*Unfreezing done for processing Transmission/Transfer Cum-Closure/Closure of Nil Bal. a/c which is 6 KYC Non-Compliant*' is introduced in 'Account Unfreeze' module of e-DPM for unfreezing of demat accounts which are suspended for 6-KYC Non-compliance. Screenshot of check box is enclosed as **Annexure**.

After obtaining all the required documents/client request for Transmission, Transfer Cum-Closure and Closure of Nil balance account, Participants can unfreeze the demat account through 'Account Unfreeze' module of e-DPM by clicking on the abovementioned check box to remove suspension of 6-KYC non-compliance

Participants will be able to enable the above mentioned check box only for demat accounts which are suspended for 6 KYC non-compliance with Reason Code (37) 'Non-Compliant - 6 KYC Attributes'. In case, demat account is suspended for multiple reason codes (i.e. in addition to the Freeze Reason Code (37) 'Non-Compliant - 6 KYC Attributes'), then aforesaid check box will remain disabled until other freezes are lifted.

Further, Participants are advised to ensure that after processing of transmission/transfer cum closure requests in 6 KYC non-compliant accounts, the source account is closed (or suspended if non-transferrable securities is/are held in client's account).

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

For and on behalf of

National Securities Depository Limited

Arockiaraj

Manager

Enclosed: One

FORTHCOMING COMPLIANCE			
Particulars	Deadline	Manner of sending	Reference
Investor Grievance Report (Monthly)	By 10th of the following month.	Through e-PASS	Circular No. NSDL/POLICY/2015/0096 dated October 29, 2015
Internal/ Concurrent Audit Report (April - September)	November 15th every year	Through e-PASS	Circular No.: NSDL/POLICY/2022/136 dated October 03, 2022

Annexure

[Home](#)>[Client Maintenance](#)>[Account Unfreeze](#)>[New](#)

Unfreeze Instruction

[SQL](#) | [Signature](#)

[Search](#) | [New](#)

New	
*Indicates mandatory fields.	
BP Instruction ID: <input type="checkbox"/> Priority	DM Order No.: Status: Frozen
Client Details	
Client ID:	Client Name:
Unfreeze Level: Client Level Freeze Suspended For Debit	ISIN Name: NA
ISIN: NA	* Execution Date: <input type="text"/> / <input type="text"/> / <input type="text"/>
Quantity: NA	Unfreeze Description: <input type="text"/>
Unfreeze Reason: Account Holder related- Non Compliant- 6 KYC Attributes	<input type="checkbox"/> Unfreezing done for processing Transmission/Transfer Cum-Closure/Closure of Nil Bal. a/c which is 6 KYC Non-Compliant
Unfreeze Remarks: <input type="text"/>	