

NSDL Database Management Ltd

KYC Registration Agency Circular



NDML/POLICY/2025-0004

Date:- May 20, 2025

MANDATORY PROOF NUMBER - KYC PROCESS FOR SEBI REGISTERED INTERMEDIARIES ("SRIs")

This circular is issued as an update to NDML circular ref. no. NDML/POLICY/2025-0001 dated January 27, 2025 whereby advance information was given that in order to reduce possibility of errors and better risk management, NDML KRA system will be improvised so that details of POI / POA document type, document number and expiry date will become mandatory and will be verified by KRA while processing the KYC registration and modification requests. KYC requests with incomplete / incorrect details may face errors.

Accordingly, NDML had implemented the above changes for screen based uploads of KYC registration and modification requests directly uploaded to NDML KRA system (details as per Annexure A).

Further, the above facility for uploads directly done to NDML KRA System through API mode will be made live on **May 31, 2025**. Details for the changes are enclosed herewith as Annexure B. SRIs using API based uploads are requested to ensure that changes are duly incorporated in their system and tested with NDML KRA system before the go live date.

In case any assistance is required, please get in touch with the NDML KRA helpdesk on info.kra@ndml.in or contact NDML helpdesk [022-49142600/01/02/04/05/06](tel:022-49142600).

For and on behalf of NSDL Database Management Limited

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Vijay Gupta
Executive Vice President