

NSDL Database Management Ltd

KYC Registration Agency Circular



NDML/POLICY/2025-0006

Date:- June 11, 2025

Registration of Clients with KRA

1. Attention of Intermediaries is drawn to KRA Regulations as well as SEBI's Master Circular (SEBI/HO/MIRSD/SECFATF/P/CIR/2023/169) dated October 12, 2023 on KYC which stipulates that after doing the initial KYC of the new clients, the intermediary shall forthwith upload the KYC information on the system of the KRA within 3 working days from the completion of the KYC process. Further, since 2023, as an enablement step, KRAs and Exchanges / Depositories have been syncing the KYC status of the investors so that KRA provides updated KYC status to the Exchanges / Depositories for verification.
2. While this exercise has been going on for new investors, now in order to align the entire investor base, KYC status of older investor records has also been checked between KRAs & Exchanges / Depositories. It has come to light that there are some legacy PANs with MIIs, where UCC has been created or Demat account has been opened but Investor record does not exist in KRA system.
3. The list of such PANs has been shared with MIIs. SRIs are required to identify such PANs where KRA process has not been completed and upload such PANs (KYC records) in KRA system at the earliest so as to avoid any inconvenience to the clients. The data and documents uploaded should be in line with the existing norms, to enable validation/registration. SRIs may use any of the currently available modes provided by the NDML KRA for uploading these records.
4. The list of non-compliant PANs i.e. where KYC record is not uploaded to any of the KRAs would be reported to SEBI regularly.

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