# Important Points to Note:

# BO Login:-

- > Access: Available to all CDSL Demat Beneficiary Owners of Anand Rathi DP
  - o Individual: Sole/Joint Holders, NRI, Minor
  - Non-Individual: Corporate, HUF, Trust, Partnership
- Best viewed through: Internet Explorer 9.00 and above
- Generation of PIN: Mandatory at 1<sup>st</sup> time login
- > This is internet basis services, BOs should not share their login credentials and/or PIN to Anyone.
- Holding/Transaction/Ledger is available since 1<sup>st</sup> April 2016.

# E-DIS Process:-

# Eligible BO and Points

- CDSL Beneficiary Owner –Sole Holder (Individual Single Holder)
- EDIS facility will not be available for NRI/Joint Holders / Corporate /HUF/ Trust/ Partnership/ Minor /Other Demat Account
- > There will be two PIN ,
  - PIN- one related to Login for 2 FA Authentication and (Login Purposes)
  - TPIN- another for Transaction PIN (TPIN) (Transaction Authorization) instead of OTP.
- BO needs to generate TPIN (Transaction PIN) 1<sup>st</sup> Time by giving Option and This TPIN will be generated from CDSL and BO need to remember this TPIN and this TPIN will be applicable for all transaction Authorisation. TPIN will be activated after 6 Minutes of Generated from CDSL. And will be valid till 90 Days. BO can regenerate at Any time if he forget but activation will takes 6 Minutes after generated.
- Please note: This is online facility; Investors are requested to don't share your login credential, PIN and TPIN with Anyone.
- Abbreviations:
  - o BOID- Beneficial Owner Identification Number or Demat Account Number
  - o DP- Depository Participant
  - PIN -Personal Identification No.
  - o TPIN- Transaction PIN
  - 2 FA Two Factor Authentication
  - o E-DIS Electronic Delivery Instruction Slip

# BO Login:- CDSL Demat Beneficiary Owner(BO) Login Procedure

Link for EDIS Login: <u>http://dpbackoffice.rathi.com/dmat/clientLogin.aspx</u>

or visit on <u>www.rathi.com</u> > Business > Investment Services > Login > CDSL Depository New

- A. Login with your 16 Digit DP BO ID with us. for Example my BO ID 1201060500097866.
- B. Password PAN no in capital letter (Which is updated in your Demat account). BO can change password.
- C. Enter the given captcha.

D-mat.	Member Login	
	Login	1201060500097866
	Menu View	
	9.2.7 Refred	927 Stemap@rath.com Commandor no 01 > Login

Now user enters for 2FA authentication.

 If user login first time then user have to 1<sup>st</sup> Time of Registration)

2FA Authentication Mode
Client Login PIN Enter PIN No.
Enter PAN Vorify and Login
Change your PIN I Forget your PIN
CDSL TPIN CDSL TPIN CDSL TPIN Change Your PIN(From CDSL Link) Change Your PIN(From CDSL Link) CDSL TPIN
Change Your PIN(From CDSL Link)

- 2. After click on Generate PIN (Login PIN) No for Authentication, New windows appear
  - A. BO can generate PIN No as per his/her choice
    - PIN should be minimum length 6 and maximum 10
    - PIN no. can be Alpha Numeric
  - B. BO can enter his/her choice PIN no. on Option "PIN NO."

- C. Re-enter PIN BO need to Re- enter the PIN which is enter in PIN No columns to re-verify
- D. Enter PAN no in capital letter (Which is updated in your Demat account)
- E. Then click on Generate OTP. OTP will be sent on BO registered Mobile/ Email ID.
- F. Enter the OTP in columns and click on create.
- G. PIN no. need be remembered by BO as BO always require this PIN for smooth login.

D-Mat - DP Backoffice So	lution Web page Dialogue		×
Generate PIN No for A	uthentication		
PIN No.			
Re-enter PIN			
PAN Details (in caps)			
Enter OTP		Send OTP	
	Create		

- 3. After generate the PIN, Page auto re-direct for 2FA Page login page and BO can login with below details.
  - A. Enter PIN No

- B. PAN no in capital letter (Which is updated in your Demat account)
- C. Click on Verify and Login.

	2FA Authentication Mode
Client Login P	N Enter PIN No. Enter PAN
	<< Back Verify and Login Change your PIN I Forget your PIN
	CDSL TPIN CDSL TPIN CDSL TPIN Change Your PIN(From CDSL Link) Change Your PIN(From CDSL Link) CDSL TPIN

4. Post successful login the BO will be able to see below image

😂 n-war - na eackeurce 2010 - v 🗂		
D-mat DP Backoffice Solution Hide Menu	Unique Feature - Combined Solution For NSDL & CDSL.	BO ID State
Client Personal Details Holding Statement Transaction Statement Client Ledger Bill Statement Client Grievances EDIS Change View		

The following options will be available for use by the BO:

- 1. Client Personal Details
- 2. Holding Statement
- 3. Transaction Statement
- 4. Client Ledger
- 5. Bill Statement
- 6. Client Grievances
- 7. EDIS
- 8. Change View

# 1. Client Personal Details-

- a. All information related to Client Master is available in this option as available in CMR of CDSL.
- b. Selection criteria will come auto fill
- c. Click on Show Button; all information will come as available in BOID.

# 2. Holding Statement

- a. Holding Statement
  - i. Blank ISIN- Holding for all ISIN
  - ii. Enter ISIN, if require to get one ISIN holding
- b. As on date or as per require date (Tick)
  - i. As on Date Current Date
  - ii. Enter the date Enter date as require holding
  - iii. Tick for with valuation (Holding Valuation ) or un-tick for without Valuation
  - iv. Report Type Detail or Summary

# 3. Transaction Statement

- a. Enter From date to date
- b. Tick for Withholding / un-tick for without holding

# 4. Client Ledger

a. Ledger available as financial year

#### 5. Bill Statement

a. Monthly Bill Statement with transaction charges

# 6. Client Grievances

- 7. EDIS (Electronic Delivery instruction Slip)
  - a. This facility is only available for Demat Accounts with Resident Individual Status and Single Mode of Holding only.
- 8. Change View
  - a. Horizontal or Vertical viewing Option

# E-DIS Registration & Transaction: - (This facility is Available only for Resident Individual -

Sole Holder (Individual Single Holder))

# Step for EDIS Registration & Transactions

- 1. E-DIS Registration
- 2. TPIN Generation from CDSL/Change TPIN
- 3. Beneficiary Account Addition/ Deletions
- 4. Transaction On Market/ Off market

# 1. E-DIS Registration

a. After successful login, Click on E – DIS option, to register for EDIS facility.

D-mat DP Backoffice Solutio Hide Menu	n
Client Personal Details	
Holding Statement	
Transaction Statement	
Client Ledger	
Bill Statement	
Client Grievances	
EDIS	
Change View	
Log Off	

- b. Declaration Message will pop up for Registration and click on "I Agree", OTP will be generated and sent to Client Registered EMAIL ID and Mobile No.
- 5. Enter the OTP for EDIS registrations, EDIS facility will be enable with below options

- a. Add a beneficiary
- b. Delete a beneficiary
- c. Off market
- d. On Market (Post Market)
- e. Transaction Deletion
- f. Transaction Log
- g. Inactive Beneficiary

DP Backoffice Solution	n			Saturday, August 1, 2020 10:5	2:01 PM
Hide Menu					
Client Personal Details					
Holding Statement	FIRST HOLDER	SUNITA SHARMA	SECOND HOLDER	THIRD HOLDER	
Transaction Statement	○ ADD A BENEFICIARY ○ DE	ELETE A BENEFICIARY O OFF MARKET O N MAR	KET(POST TRADE) C TRANSACTION DELETION TRAN	ISACTION LOG O INACTIVE BENEFICIARY	
Client Ledger					_
Bill Statement					
Client Grievances					
EDIS					
Change View					

- 2. TPIN Generation Process (From CDSL) Transaction PIN (Best supportive browser Google Chrome to Generate TPIN)
  - A. TPIN Generation from CDSL:- (TPIN (Transaction PIN) is require to Authorised all ON Market/ Off Market Transactions)
    - CDSL TPIN will be activated after 6 Minutes from Generated by CDSL and valid for 90 Days if not changed/ Regenerated
    - > Option for TPIN generation is available on EDIS 2FA Authentication (Second Login Page)
    - > TPIN will be 6 Digit Numeric code

To generate PIN (To generate CDSL TPIN) - (Best supportive explorer - Google Chrome to Generate CDSL TPIN)

Click on Generate PIN (From CDSL Link) or visit https://edis.cdslindia.com/home/generatepin

iter PIN No.				
Beak	Varify	and Login	-	
Change yo	our PIN I Forget y	your PIN	-	1
CDSL TPIN		to Generate	PIN No.	Client Login PIN
	CDSL TPI	CDSL TPIN Generate Change	CDSL TPIN Click to Generate Generate Your PIN(From Change Your PIN(From	CDSL TPIN Click to Generate PIN No. Generate Your PIN(From CDSL Link) Change Your PIN(From CDSL Link)

On Click on Generate PIN (From CDSL Link or visit on <u>https://edis.cdslindia.com/home/generatepin</u> then new window will open



Enter 16 Digit BO ID and PAN no. mapped in Demat Account and Click on Next Button

← → C					☆ \varTheta :
				India's Largest Depository	
Generate PIN Generates PIN for E-DIS Transactions.	BO Deta	hils	Enter OTP	Thank you	
	BO ID : PAN :	Enter BO ID Enter Pan			
				Next	

OTP will be sent on BO Registered Mobile No. as well as BO Registered Email ID as available on Demat Account



Enter the OTP on the Option and Click on Next Button



- > TPIN will sent on BO Registered Email & Mobile no. mapped in Demat Account by CDS:
- This TPIN need to remember by Investor & require to authorized for all transactions.

# Change your PIN (From CDSL Link) - (Best performing Explorer Google Chrome to change CDSL TPIN)

- To Change CDSL TPIN, Click on Change your PIN (From CDSL Link) option available in 2FA login Page or visit on <u>https://edis.cdslindia.com/home/changepin</u>
- Below Window will open
- > Enter 16 Digit BO ID and PAN no. mapped in Demat Account and Click on Next Button



- > OTP will be sent on BO Registered Mobile No. as well as BO Registered Email ID as available on Demat
- > Enter the OTP on the Option and Click on Next Button

← → C				🖈 😬 i	
			India's Largest Depository		
Change PIN for E-DIS Transactions.	BO Details	Enter OTP	A New Pin		
	Alert! OTP is sent to Registered M OTP : Enter OTP Important Information : Your OTP is valid for 15 min have not used the OTP to lo for a fresh OTP. Click here to get a fresh OT	P	*****r@yahoo.com		
			Next		

- New Window Will open & Investor can enter his Choice TPIN (6 Digit Numeric) and confirm by re-enter the TPIN
- Click on Submit Button and PIN generate successfully message will Show. Investor need to remember this TPIN for future transaction authorization.

$\leftrightarrow$ $\rightarrow$ $\mathcal{C}$ $\cong$ edis.cdslindia.com/home/changepin		<b>A</b>	~ ☆ <b>⊖</b>	
			India's Largest Depository	
COUNTRY - Dependence - Beart				
Change PIN Change PIN for E-DIS Transactions.	BO Details	Enter OTP	New Pin	
	New Pin:			
			Submit	

# 3. Add a Beneficiary / Delete a Beneficiary

# A. Add A BENEFICIARY

- > By this option BO can add Beneficiary Accounts for purposes of transfer shares to off-market and / or On Market.
- Click on ADD A BENEFICIARY, below window is appearing. By this option BO can to add beneficiary Collateral /Pool Account /CM BP ID account details for pay in/Collateral for transfer and execute the payin transaction.
- After Addition of beneficiary Account, these beneficiary accounts will be available for off market / On Market / Collateral transactions permanently till beneficiary account are not deleted.
- Process to add beneficiary /CM account details for pay in-
  - DP ID (CDSL and NSDL Both DP) for the beneficiary which you want to add.
  - Name of the DP automatically appear in DP name columns.
  - Mention the BO ID (16 Digit in case of CDSL account & 8 Digit in case of NSDL Account) for the beneficiary you want to add.
  - Re-enter the BO ID (16 Digit in case of CDSL account & 8 Digit in case of NSDL Account) for the beneficiary investor wants to add.
  - Name of the beneficiary appear if account with Anand Rathi DP, in case of other DP user have to mention it manually.
    - Users have to enter Mobile No and Email ID in case of other DP accounts.
    - Then click on Generate OTP. OTP will come on BO registered Mobile/ Email ID.
    - After ENTER the OTP and submit the same

# Anand Rathi Share & Stock Brokers limited - Demat Account to add for PAYIN or collateral beneficiary....

BO ID	DP ID	ANAND RATHI ACCOUNT TYPE	SEGMENT
IN559169		CMBP ID	NSE
		CDSL Stock Broker-Pool account/Principal	
1201060000045171	12010600	Account	NSE

# a) CDSL Beneficiary addition

● ADD A BENEFICIARY ○ DELETE A BENEFICIARY ○ OFF MARKET ○ ON MARKET ○ TRANSACTION DELETION ○ TRANSACTION LOG

NEW BENEFICIARY DETAILS	
DP ID OF THE BENEFICIARY	12010600
CMBP ID (FOR PAYIN ONLY IS POA IS INACTIVE)	
DP NAME OF THE BENEFICIARY	ANAND RATHI SHARE AND STOCK BROKER
CLIENT ID OF THE BENEFICIARY	1201060000201186
RE-ENTER CLIENT ID OF BENEFICIARY	•••••
NAME OF THE BENEFICIARY	ANAND RATHI SHARE & STOCK BROKERS L
MOBILE NO. / EMAIL ID OF THE HOLDER	9460078611 ×
ENTER OTP	Generate OTP
Reset Submit	

- After submit the same, message will show as below for successful registration message and Transaction will be allowed after 30 minutes of beneficiary registration. "SMS / Email message will come on BO registered mobile no. and Email ID) as mentioned in below print screen.
- Maximum beneficiary can be added 4 in your Demat account in a Day.
- Below print screen -2 for Beneficiary addition.

FIRST HOLDER	SHAKIL MOHAMMAD	SECOND HOLDER	
ADD A BENEFICIARY      O DELETE			G
NEW BENEFICIARY DETAILS DP ID OF THE BENEFICIARY	Message fro	rom webpage	
CMBP ID (FOR PAYIN ONLY IS POA IS INACTIVE)	1	Registration successfully done, Transfer of shares can be done after 30 mins post Authorization.!	
DP NAME OF THE BENEFICIARY			
CLIENT ID OF THE BENEFICIARY		ОК	
RE-ENTER CLIENT ID OF BENEFICIARY	••••••	•••	
NAME OF THE BENEFICIARY			
MOBILE NO. / EMAIL ID OF THE HOLDER			
ENTER OTP		Generate OTP	
Reset Submit			

#### b) NSDL Beneficiary account Addition

● ADD A BENEFICIARY ○ DELETE A BENEFICIARY ○ OFF MARKET ○ ON MARKET ○ TRANSACTION DELETION ○ TRANSACTION LOG ○ INACTIVE BENEFICIARY NEW BENEFICIARY DETAILS DP ID OF THE BENEFICIARY IN301803 CMBP ID (FOR PAYIN ONLY IS POA IS INACTIVE) DP NAME OF THE BENEFICIARY ANAND RATHI SHARE AND STOCK BROKER CLIENT ID OF THE BENEFICIARY 10034744 RE-ENTER CLIENT ID OF BENEFICIARY ..... NAME OF THE BENEFICIARY ANAND RATHI-CASH Client Collateral Account MOBILE NO. / EMAIL ID OF THE HOLDER 9772874700 Generate OTP Γ ENTER OTP Reset

#### c) CMBP beneficiary addition

ADD A BENEFICIARY O DELETE A BENEFICIA	$\operatorname{ry}$ O off market $\bigcirc$ on market $\bigcirc$ transaction deletion $\bigcirc$ transaction
NEW BENEFICIARY DETAILS	
DP ID OF THE BENEFICIARY	
CMBP ID (FOR PAYIN ONLY IS POA IS INACTIVE)	IN559169
DP NAME OF THE BENEFICIARY	
CLIENT ID OF THE BENEFICIARY	
RE-ENTER CLIENT ID OF BENEFICIARY	
NAME OF THE BENEFICIARY	ANAND RATHI PAYIN
MOBILE NO. / EMAIL ID OF THE HOLDER	9772874700 ×
ENTER OTP	Generate OTP
Reset Submit	

#### **B. DELETE A BENEFICIARY**

- By this option BO can remove Beneficiary Accounts for using transfer shares to off-market and / or On Market. Remove of Beneficiary account will be allowed, if there was no EDIS transferred in past.
- In there is off Market transfer transaction in target beneficiary accounts, then deactivation will be allowed instead of Remove the beneficiary Account.
- After Remove/ Deactivation of target beneficiary Account, off market will not be allowed in removed/ deactivated beneficiary account till the same beneficiary is not added.
- Click on DELETE A BENEFICIARY, below window is appearing. BO can select the beneficiary account which wants to delete from beneficiary list.

FIRST HOLDER	SHAKIL MOHAMMAD	SECOND HOLDER	THIRD HOLDER
O ADD A BENEFICIARY	DELETE A BENEFICIARY OFF MARKET ON MARKET	T O TRANSACTION DELETION O TRANSACTION LOG	

Delete	Request Id	Transfer DPID	Transfer DPName	CMBP ID	Counter BOID	Name Of Beneficiary
	3	TN301803			10026620	ANAND RATHI SHARE AND
	5	11301005			10020020	STOCK BROKERS LIMITED
	4			IN559169		ANAND RATHI SHARE AND
	-					STOCK BROKERS LIMITED
	5			IN609492		ANAND RATHI SHARE AND
						STOCK BROKERS LIMITED
	10002	12010605			1201060500318821	SHAKIR MOHAMMAD
•	10003	12068500			1206850000171669	VAKIL AHMED
	10005	12010600			1201060000097866	SHAKIL MOHAMMAD
	30002	12010600			1201060000201190	ANAND RATH
	30003	12010600			120106000045171	ANAND RATHI SHARE AND
	50005	12010000			120100000000010171	STOCK BROKERS LIMITED
						ANAND RATHI SHARE AND
	30004	12010600			1201060000201186	STOCK BROKERS LIMITED ANAND RATHI

> On select the beneficiary account for deletion, option window will show as "Generate OTP for delete"

➢ Click on GENERATE OTP FOR DELETE.

	10002	12010605		1201060500318821	SHAKIR MOHAMMAD
<b>~</b>	10003	12068500		1206850000171669	VAKIL AHMED
	10005	12010600		1201060000097866	SHAKIL MOHAMMAD
	30002	12010600		1201060000201190	ANAND RATH
	30003	12010600		1201060000045171	ANAND RATHI SHARE AND STOCK BROKERS LIMITED
	30004	12010600		1201060000201186	ANAND RATHI SHARE AND STOCK BROKERS LIMITED ANAND RATHI

#### GENERATE OTP FOR DELETE

- Client will get the OTP on registered Mobile No as well as on registered Email as message print screen shown below. Click on OK button on message window. And enter OTP on OTP option. On verification of OTP, selection beneficiary account will be deleted.
- If there is any transaction through EDIS in deleted account, then this account will come under Deactivated beneficiary Account. If there is no transaction in this account, then Remove will be allowed.
- > OTP expiry time is 5 minutes.

# Message from webpage Generated OTP has been sent to your Mobile Number:XXXXX8611 OK

After enter the OTP and submit, DELETE beneficiary done successfully and message received as per below screen shot and also receive the message on registered mobile no.

<b>v</b>	10003	12068500		1206850000171669	VAKIL AHMED
	10005	12010600		1201060000097866	SHAKIL MOHAMMAD
	30002	12010600		1201060000201190	ANAND RATH
	30003	12010600		1201060000045171	ANAND RATHI SHARE AND STOCK BROKERS LIMITED
	30004	12010600	Message from webpage	0000201186	ANAND RATHI SHARE AND STOCK BROKERS LIMITED ANAND RATHI
		· · · · · · · · · · · · · · · · · · ·	Beneficiary is Deleted Success	OK	, ,
inter OTP	735189	[RESEND OTP] OTP will Expired In 5 Min SUBMIT	utes		

# 4. Transaction- Off Market / On Market

- A. OFF MARKET
  - > By this option client can transfer share into off market in CDSL and/ or NSDL into added beneficiary Accounts
  - On click on OFF MARKET, below window will appear. By this option client can transfer the securities to CDSL and NSDL DP's.
  - > Click on Off Market Button , showing near Delete beneficiary Button, then Off Market Window will show.

FIRST HOLDER	SHAKIL MOHAMMAD	SECOND HOLDER	THIRD HOLDER
	ETE A BENEFICIARY   OFF MARKET  ON MARKET	$\bigcirc$ TRANSACTION DELETION $\bigcirc$ TRANSACTION LOG	
SHARE TRANSFER TYPE	• OFF MARKET		
SELECT DP ACCOUNT (FROM)	ANANDRATHI-CDSL-DEPOSITORY23-1201	0605-1201060£ 💙	
SELECT DP (TO)			

# 1. Off Market Option – CDSL to CDSL

- Holding transfer from CDSL to CDSL Select the CDSL DP, screen appear as per below screen shot. Client need to select
  - ✓ Target DP ID (Select on Click on DP ID)
  - ✓ Target Client ID (Select on Click on DP ID & search by Name/ ID)
  - ✓ Reason for off market transfer

ANANDRATHI

- > In below of ISIN entry option, holding detail window will show on screen.
- Client can select the ISIN which he/ she wish to transfer and can reduce the quantity from total number of Holdings.
- > Client could not enter the QTY more than his current holding QTY.
- Below is print Screen window

								-	
	LETE A BENEFICIARY	OFF MARKET	ON MARKET(POST TRA	DE) C TRANSACTION DEL	ETION OTRANSACTION LOG	OINACTIM	EBENEFICIARY		
SHARE TRANSFER TYPE	OFF MARKET								
SELECT DP ACCOUNT (FROM)	ANANDRATHI-CD	SL-DEPOSIT	ORY-12010600-1201	060001 🗸					
SELECT DP (TO)	€ COSL ONSOL								
REFERENCE 5667			REQUEST	29/05/2020					
DATE 29/05/2020									
ARGET DP 12010600			TARGET DP NAME	ANAND RATHI SHAP	RE AND STOCK B				
1201060003	1 3440		REASON FOR TRANSFER	Margin to stock broke	er/ PCM *				~
ARGET ANAND RATI	HI SHARE AND STOC	K BROKERS	LIMITED						
Remove	Scrip	Scrip N	ame Q	uantity	Quantity(Inword)	TransN	0	Status	Add
<b>-</b>	INE018E01016	SBI CA	RDS AND PAY-E 1	9.000	nineteen point zero zero				+
in second									
SAVE									
Demat Holding as on Da	te :29/05/2020								
Select	Sori	p Cd		Scrip Nan	ne		Quar	nity	Valuation
×	INE018	E01016		SBI CARDS AND	PAY-EQ		19.0	00	10213.45

Consideration Amount and Stamp Duty

- > Client need to enter Consideration Amount for Off market and Stamp Duty will be calculated automatically
- If Consideration amount (more than Zero) enter than Payment mode and payment detail to be entered by client.
- Client can enter consideration amount as Zero as per his requirement in all off market transfer except "Off Market Sale/purchase"

Show Menu								
	Y O DELETE A BENEFICIARY   OFF MA	RKET O ON MARKET(POST TRADE) O T	RANSACTION DELETION O TRANSACT	ION LOG O INACTIVE BENEFICI	ARY			^
SHARE TRANSFER TY	PE OFF MARKET							1
SELECT DP ACCOUNT	T (FROM) ANANDRATHI-CDSL-DE	POSITORY-12010600-1201060001	~					
SELECT DP (TO)	€ CDSL ○ NSDL							
REFERENCE NO.	11502	REQUEST	DATE 02/08/2020					
EXECUTION DATE	03/08/2020							
TARGET DP ID	12010600	TARGET I	ANAND RATHI SHARE AN	ID STOCK B				
TARGET CLIENT ID		REASON TRANSFE	R Transfer between specifie	d family members-4(Son(incl	luding step-son))		~	
TARGET CLIENT NAME		CONSIDE	RATION 0					
STAMP DUTY CHARGE	0.00 O/S AMT 0							
PAYMENT MODE	<select> V</select>	BANK ACC NO	COUNT					
BANK ACCOUNT NAME		BANK BR/ NAME	ANCH					
TRANSFEREE NAME		DATE OF	ISSUE					
CHEQUE/REFERENCE	E							
Demons	C-siz	Caria Nama	0	Our and the (Immune of )	TransMa	Status		_
C	INF018E01016	SBI CARDS AND PAY-E	19	nineteen	Transno	status	Add	
SAVE								$\sim$
<	-							>

Client can transfer maximum 5 ISIN per day and each ISIN maximum value can be 200000/- each ISIN.

# ANANDRATHI

- DP EDIS software will auto check client's outstanding in DP. On selection of transfer holding, system will check the outstanding amount and client's unselected/ remaining holding, If remaining holding is 5 time of outstanding , then system will allow the transfer the shares else system will not allow transfer.
- Client can add another scrip by Add Option to click on "+" or can remove the request by Remove option "\_" (If require) before Save button. (Blank Row of ISIN should be deleted if extra Added below the selected Script)
- > Then click on Save button and Confirmation message will show and Click on Ok for Next Process.

O ADD A BEN	EFICARY O DEL	ITE A BENEFICARY	OFF MARKET	O ON MARKET/POST T	RADE) O TRANSACT	ON DE		DINACTM	E BENEFICIARY	
SHARE TRAN	SPER TYPE	COTF MARKET								
SELECT OP A	CCOUNT (FROM)	ANANDRATHI-CD	SL-DEPOSIT	ORY-12010600-120	01060001 🗸					
SELECT OP (	10)	COSL ONSOL		Message fr	rom webpage	×	1			
REFERENCE NO.	5667									
EXECUTION DATE	29/05/2020			() ×	Are You Sure?					
TARGET OF	12010600						E AND STOCK B			
CLENT O	12010600user	NC-20		0	K Cancel		/ POM *			~
TARGET CUENT NAME	ANAND RATH	SHARE AND STOC	K BROKERS	UMTED		-	1			
Remove		Scrip	Scrip M	lame .	Quantity		Quantity(Inword)	TransN	o Status	Add
$\circ$		INE018E01016	SBI C/	RDS AND PAY-E	19.000		nineteen point zero zero			+
	SAVE									
Demat Ho	iding as on Date	29/05/2020								
	Select	Sor	p Cd		So	ip Nar	ne		Quantity	Valuation
	2	INE018	E01016		SBI CARD	S AND	D PAY-EQ		19.000	10213.45
lr.		T		r						1

New message will show to Redirect to CDSL Live Page and Click on Ok Button then Client will redirect to CDSL live Page.

Hide Menu			
Client Personal Details			
Holding Statement			_
Transaction Statement		Message from webpage X	×
Client Ledger			
Bill Statement		Action Perform Successfully Further CDSL TPin Window will Open in Another	
Client Grievances		Window	
EDIS		and You Need to Put Pin for CDSL Approval	
Change View			
		Don't let this page create more messages     OK	

- > New Window will be opened from CDSL live System to e-DIS transaction Verifications
- Client need to enter the TPIN generated from CDSL and click on Verify. If TPIN verify then transaction will Authorised by client and request will come to Anand Rathi DP Department.

Backoffice SOlution: 1 4015 CDSL	it 🙂 Index	0			
🕸 CDSI					
		e-DIS Transaction Verification			
	Enter TPin :				
		Verify Cancel			
Note: TPIN will be activated after 6	minutes.Investor is advis	ed to use TPEN only after 6 minutes of generati	on.		
Note: TPIN will be activated after 6	minutes.Investor is advis	ed to use TPEN only after 6 minutes of generati	on.		
Note: TPIN will be activated after 6 Transaction Details	minutes Investor is advis	ed to use TPEN only after 6 minutes of generati	on.		
Note: TPIN will be activated after 6 Transaction Details DP ID :010600	minutes Investor is advis	Venty Cancel ed to use TPEN only after 6 minutes of generati	on.		
Note: TPDI will be activated after 6 Transaction Details DP ID :010600 Denat Account / BO	minutes.Investor is advis	Venty Caased ed to use TPEN only after 6 minutes of generali	on.		
Note: TPDI will be activated after 6 Transaction Details DP ID :010600 Demat Account / BO Transaction Type :00	minutes.Investor is advis ID : F.Market	Venty Caned	<b></b>		
Note: TPD will be activated after 6 Transaction Details DP ID :010600 Demat Account / BO Transaction Type :01	minutes.Investor is advis ED : E-Market	Venty Canod ed to use TPIN only after 6 minutes of generati	<b></b>		
Note: TPD will be activated after 6 Transaction Details DP ID :010600 Demat Account / BO Transaction Type :04 ISBN	minutes Investor is advis ED : F-Market	Venty Caned ed to use TPEN only after 6 minutes of generati	•	Quantity	

- Below message will show for successfully response. Click on Ok Button. After Click on Ok Button, System will redirect of Client DP Page.
- > Transaction detail can be checked by client on Transaction Log



# 2. Off Market Option – CDSL to NSDL

- Holding transfer from CDSL to NSDL Select the NSDL DP, screen appear as per below screen shot. Client need to select
  - ✓ Target DP ID (Select on Click on DP ID)
  - ✓ Target Client ID (Select on Click on DP ID & search by Name/ ID)
  - ✓ Reason for off market transfer
- > In below of ISIN entry option, holding detail window will show on screen.
- Client can select the ISIN which he/ she wish to transfer and can reduce the quantity from total number of Holdings.
- > Client could not enter the QTY more than his current holding QTY.
- Below is print Screen window

Hide Menu						
Client Personal Details						
Holding Statement	SHARE TRANSFER TYPE	OFF MARKET				
Fransaction Statement	SELECT DP ACCOUNT (FROM	ANANDRATHI-CDSL-E	EPOSITORY-12010600-120106000	1 🗸		
Client Ledger	SELECT DP (TO)					
II Statement		C CD3L C N3DL				
ient Grievances	PEEEDENCE		PEOLEST			
DIS	NO. 5662		DATE 29/0	5/2020		
nange View	DATE 29/05/2020					
	IN 301803		TARGET DP NAME ANA	ND RATHI SHARE AND STOCI	< B	
	TARGET 10034744		FOR TRANSFER	gin to stock broker/ PCM *		~
	TARGET CLIENT NAME	HI CASH CLIENT COLLAT	ERAL ACCOUNT			
	Remove Scrip	Scrip Name	Quantity	Quantity(Inword) Tr	ansNo Status	Add
						+
	SAVE					
	Demat Holding as on Da	te :29/05/2020				
	Select	Scrip Cd	Scrip N	ame	Quantity	Valuation
		INE018E01016	SBI CARDS A	ND PAY-EQ	19.000	10213.45

- > Client can transfer maximum 5 ISIN per day and each ISIN maximum value can be 200000/- each ISIN.
- DP EDIS software will auto check client's outstanding in DP. On selection of transfer holding, system will check the outstanding amount and client's unselected/ remaining holding, If remaining holding is 5 time of outstanding , then system will allow the transfer the shares else system will not allow transfer.
- Client can add another scrip by Add Option to click on "+" or can remove the request by Remove option "\_" (If require) before Submit Save button.
- On the basis of Off Market Reason code, need to enter the Consideration Amount and mode of payment with Payment detail.
- Then click on Save Button

- Same process for Authentication from CDSL, need to follow as mentioned in Off Market CDSL to CDSL transfer Like
  - ✓ Confirmation Message will Show click on Ok
  - ✓ New message will show to Redirect to CDSL Live Page and Click on Ok Button then Client will redirect to CDSL live Page.
  - ✓ New Window will be opened from CDSL live System to e-DIS transaction Verifications
  - ✓ Client need to enter the TPIN generated from CDSL and click on Verify. If TPIN verify then transaction will Authorised by client and request will come to Anand Rathi DP Department.
  - ✓ Below message will show for successfully response. Click on Ok Button. After Click on Ok Button, System will redirect of Client DP Page.
  - ✓ Transaction detail can be checked by client on Transaction Log

# B. On Market Transfer (Post Trade)

- By this option client can transfer share in On market for Payin in CDSL and/ or NSDL into added CMBP ID and CM Accounts.
- On click on ON MARKET, below window will appear. By this option client can transfer the securities to CDSL and NSDL CMBP ID and CM Accounts for PAYIN
- Click on ON Market Button , showing near OFF MARKET Button, then ON-Market Window will show.

# Payin by CDSL CM account – (CDSL)

- Select DP (TO) CDSL for Payin through CDSL CM account (CDSL)- Client need to select
  - ✓ Target DP ID and
  - ✓ Target Client ID and
  - ✓ Exchange Name
  - ✓ Settlement Type
  - ✓ Settlement No
- > In below of ISIN entry option, holding detail window will show on screen.
- Client can select the ISIN which he/ she wish to transfer and can reduce the quantity from total number of Holdings.
- > Client could not enter the QTY more than his current holding QTY.
- Below is print Screen window

O ADD A BENEFICIARY	Y O DELETE A BENEFICIARY	O OFF MARKET O ON MARKET	POST TRADE) O TRANSACTION D	ELETION O TRANSACTION LC	G O INACTIVE BENEFIC	IARY				
SHARE TRANSFER TYP	PE ON MARKET									
SELECT DP ACCOUNT	(FROM) ANANDRATHI-C	DSL-DEPOSITORY-12010600	-1201060001 🗸							
SELECT DP (TO)	CDSL ONSDL									
REFERENCE NO.	5668	REQUEST DATE	29/05/2020		EXECUTION DATE	29/05/2020				
TARGET OP ID	12010600	TARGET CLIENT I	1201060000045171	7	TARGET DP NAME	ANAND RATHI SHARE	AND STOCK B			
EXCHANGE	NSE	~								
TARGET SETTL TYPE	NORMAL	TARGET SETTL N	2020100							
Remove	Scrip	Scri	p Name	Quantity	Quantity(In	word) Tra	nsNo	Status	Add	
•	INE018E	01016 SBI	CARDS AND PAY-E	19.000	nineteen p	pint zero zero			+	
SAVE										
Demat Holding as	Demat Holding as on Date 29/05/2020									
	Select	Scrip Cd		Scrip	Name		Quantity		valuation	
	$\checkmark$	INE018E01016		SBI CARDS /	AND PAY-EQ		19.000		10213.45	

- Client can transfer maximum 5 ISIN per day and each ISIN maximum value can be 500000/- each ISIN.
- DP EDIS software will auto check client's outstanding in DP. On selection of transfer holding, system will check the outstanding amount and client's unselected/ remaining holding, If remaining holding is 5 time of outstanding , then system will allow the transfer the shares else system will not allow transfer.
- Client can add another scrip by Add Option to click on "+" or can remove the request by Remove option "\_" (If require) before Submit Save button.
- Then click on Save Button
- Same process for Authentication from CDSL, need to follow as mentioned in Off Market CDSL to CDSL transfer Like
  - ✓ Confirmation Message will Show click on Ok
  - ✓ New message will show to Redirect to CDSL Live Page and Click on Ok Button then Client will redirect to CDSL live Page.
  - ✓ New Window will be opened from CDSL live System to e-DIS transaction Verifications
  - ✓ Client need to enter the TPIN generated from CDSL and click on Verify. If TPIN verify then transaction will Authorised by client and request will come to Anand Rathi DP Department.
  - ✓ Below message will show for successfully response. Click on Ok Button. After Click on Ok Button, System will redirect of Client DP Page.
  - ✓ Transaction detail can be checked by client on Transaction Log

#### Payin by CMBP ID account – (NSDL)

- Select DP (TO) NSDL for Payin through CMBP ID account (NSDL)- Client need to select
  - ✓ Target CMBP ID and
  - ✓ Exchange Name
  - ✓ Settlement Type
  - ✓ Settlement No
- > In below of ISIN entry option, holding detail window will show on screen.
- Client can select the ISIN which he/ she wish to transfer and can reduce the quantity from total number of Holdings.
- Client could not enter the QTY more than his current holding QTY.
- Below is print Screen window

O ADD A BENEFIC			F MARKET   O N MARKET(POST TI	RADE) O TRANSACTION DELETION		TIVE BENEFICIARY	
SHARE TRANSFER	R TYPE 🔘	ON MARKET					
SELECT DP ACCO	ACCOUNT (FROM) ANANDRATHI-CDSL-DEPOSITORY-12010600-1201060001 V						
SELECT DP (TO)	00	CDSL   NSDL					
REFERENCE 565	53	REQUEST DATE	27/05/2020	EXECUTION DATE	27/05/2020	] 🔳	
TARGET CM	559169	CM - NAME	ANAND RATHI SHARE AND	STOCK BROKERS LIMITED			
EXCHANGE N	SE	$\sim$					
SETTL TYPE	ORMAL	V TARGET SETTL NO.	2020098				
Remove Scrip		Scrip Name	Quantity	Quantity(Inword)	TransNo	Status	Add
INE94	44B01019	TODAYS WRI	TING - EQ 200.000	two hundred point zero	2		+
SA	AVE						
Demat Holding as on Date :27/05/2020							
Sele	ect	Scrip Cd	Scrip	o Name	Quantity	Valuation	

- Client can transfer maximum 5 ISIN per day and each ISIN maximum value can be 500000/- each ISIN.
- DP EDIS software will auto check client's outstanding in DP. On selection of transfer holding, system will check the outstanding amount and client's unselected/ remaining holding, If remaining holding is 5 time of outstanding, then system will allow the transfer the shares else system will not allow transfer.
- Client can add another scrip by Add Option to click on "+" or can remove the request by Remove option "\_" (If require) before Submit Save button.
- Then click on Save Button
- Same process for Authentication from CDSL, need to follow as mentioned in Off Market CDSL to CDSL transfer Like
  - ✓ Confirmation Message will Show click on Ok
  - ✓ New message will show to Redirect to CDSL Live Page and Click on Ok Button then Client will redirect to CDSL live Page.
  - ✓ New Window will be opened from CDSL live System to e-DIS transaction Verifications
  - ✓ Client need to enter the TPIN generated from CDSL and click on Verify. If TPIN verify then transaction will Authorised by client and request will come to Anand Rathi DP Department.
  - ✓ Below message will show for successfully response. Click on Ok Button. After Click on Ok Button, System will redirect of Client DP Page.
  - ✓ Transaction detail can be checked by client on Transaction Log

#### C. TRANSACTION DELETION - Not Allowed Presently

#### D. TRANSACTION LOG -

- By this option client can SELECT and VIEW the LOG for OFF MARKET, ON MARKET, and ADD BENEFICIARY and DELETE BENEFICIARY details by dates.
- Details come with Source DP ID, Source DP Name, internal reference number, IP address, Message Log (OTP No and Date) and slip status.
- > Clients can also check the details of instruction by click on Internal Reference No.
- Client can check Status of Slip for Accept / Reject.
- Client Transaction may be rejected due to wrong punching, outstanding, Company Risk Criteria and any other criteria.

FIRST HOLDER SH	DER SHAKIL MOHAMMAD			THIRD HOLDER			
○ ADD A BENEFICIARY ○ DELETE A BENEFICIARY ○ OFF MARKET ○ ON MARKET ○ TRANSACTION DELETION							
	Transfer P	revious History					
	From Date 28/06/2019	To Date 28/06/	/2019				
	Market Type : OFF MARKET						
	ACTIVATED BEN DEACTIVATED BEN	VIEW					
*Note - Click on Link of Intrefno 1	o Get Transaction Details						
BOID DPID	DPName	Intr Ref No	IP Address	Message Log (OTP No : Date)			
1201060500097866 1201060	ANAND RATHI SHARE AND STOCK BROKE	RS <u>84060</u>	172.16.38.33 - STATUS :	513084 : 6/28/2019 11:29:07 AM			
1201060500097866 1201060	ANAND RATHI SHARE AND STOCK BROKE LIMITED - JAIPUR	RS <u>84061</u>	172.16.38.33 - STATUS :	918462 : 6/28/2019 11:42:46 AM			

# Time Schedule Availability of EDIS Facility:-

On Working Monday to Friday - 8:0 AM to 6:00 PM

# ANANDRATHI

- > On Working Saturday
- On Working Saturday
- > EDIS will not be Available
- 08.00 AM to 04.00 PM (CDSL to CDSL)  $\,$  within DP
- 08.00 AM to 01.00 PM (CDSL to NSDL) Inter DP
- Holiday / 2<sup>nd</sup> & 4<sup>th</sup> Saturday/Sunday

-: End :-