



# Central Depository Services (India) Limited

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## COMMUNIQUÉ TO DEPOSITORY PARTICIPANTS

CDSL/OPS/DP/EASI/2020/196

April 21, 2020

### REMINDER

#### SUBMISSION / DISSEMINATION OF DP TARIFF / CHARGE STRUCTURE TO CDSL EVERY YEAR

DPs are advised to refer to communiqué no. CDSL/OPS/DP/EASI/2020/175 dated April 07, 2020 wherein DPs were informed to mandatorily submit their tariff/ charge structure to CDSL latest by April 30 every year through their online 'easiest' login.

It has been observed that still some of the DPs have not submitted the tariff structure. Request you to note the procedure for submission of tariff structure through DP's easiest login as mentioned below and submit the same before April 30, 2020.

- Go to CDSL's website: <http://www.cdslindia.com>
- Click on "Login to – New System Myeasi" (right side of home page under 'Quick Links')
- Enter your "DP login ID" and "password"
- Click on the link: "Create / Modify Tariff" available under 'DP Administrative Tools' Menu
- Enter the tariff details in the respective columns
- Click on "Submit"
- The message: "Record Updated Successfully" will be displayed
- DPs can obtain a print of the same by clicking on the option: "Print Submitted Information".

In case of no change in the tariff details already available on CDSL's website then the DP has to click on "**No change in tariff**" option available in "Create/ Modify Tariff" link.

DPs are **not required** to submit the hardcopy of the tariff details to CDSL which is uploaded by them through their DP easiest login.

All DPs are required to ensure the compliance by submitting their tariff structure details on CDSL's website latest by **April 30, 2020**.

In case of non-submission/delay in submission, **please note that penalty of Rs.₹ 250/- will be levied as per DP Operating Instructions Annexure 11.1 of Chapter 11.**



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Queries regarding this communiqué may be addressed to:

- ❑ **CDSL – Operations:** on telephone numbers (022) 2305-8689, 2305-8655 or 2305-8648.  
Emails may be sent to: [easiadmin@cdslindia.com](mailto:easiadmin@cdslindia.com)
- ❑ **CDSL – Helpdesk** on telephone numbers (022) 2305-8624, 2305-8639, 2305-8642, 2305-8663, 2305-8640, 2300-2041 or 2300-2033. Emails may be sent to: [helpdesk@cdslindia.com](mailto:helpdesk@cdslindia.com).

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**Sheron Sawant**  
**Sr. Manager – Operations**