



Central Depository Services (India) Limited

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COMMUNIQUÉ TO DEPOSITORY PARTICIPANTS

CDSL/OPS/DP/TRANG/2020/543

December 18, 2020

CDSL's DP TRAINING PROGRAMME

DPs are advised to note that a DP Training Programme conducted by CDSL, has been scheduled:

✓ **From Monday January 18, 2021 to Thursday January 21, 2021**

Details of the programme are as follows:

- The programme will be conducted from 10.00 A.M. to 5:30 P.M.
- Duration - Four days
- Charges per person: ₹ 4720.00 [₹ 4000.00 plus taxes of ₹ 720.00].
- Due to COVID 19 Pandemic, training will be conducted ONLINE via Microsoft Teams application. Participants are advised to install and test this application on their Laptops / Desktops/ Tablets to avoid last minute technical glitches.**
- This 4-days comprehensive training programme covers the overview of CDAS Application and DP Operations.
- All Modules present in the CDAS System are explained by way of Power Point Presentations along with "hands-on" [i.e. data entry on the CDSL system in a TEST environment] is provided.
- Detailed explanation will be given for account opening procedures, documents required for carrying out transactions, procedure to verify documents, data entry in the CDAS system, verification of transaction status, report management, etc.
- In-depth explanations on the features and benefits of CDSL's "easi" & "easiest" facilities and the registration / renewal procedure for the same.
- The session on "Reports Module" will cover detailed explanations on the generation / set up / download of various reports in the CDSL system / uploaded to the DP-Billing folder, etc.
- Audit & Compliance session covers the submission of periodic Reports, Compliance, etc. by the DP and important control points from the Risk Management/Compliance perspective.
- A session on Insurance & Legal framework regarding Depositories.



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- ❑ A session on compliance requirements for anti-money laundering measures.
- ❑ On Day 4, at the end of the training session, an online test will be conducted. Successful participants will be awarded a certificate issued by **Central Depository Services (India) Limited, Mumbai**.

DPs who wish to nominate their staff/officials for training, are advised to do online registration for the programme at our CDSL website and submit payment through NEFT, in favour of **Central Depository Services (India) Ltd**.

The detailed procedure of registration for the programme is enclosed as “**Annexure A**” and bank details of CDSL for making payment through NEFT is enclosed as “**Annexure B**”.

DPs are advised to also note the following:

- The charges are **payable in advance** in order to get a confirmed booking of seat(s).
- Seats will be allocated only on approval of registration by CDSL on a first-come-first-served basis.
- If a registered candidate fails to attend the programme for any reason whatsoever, the charges will not be refunded under any circumstances.
- Last date of registration, is **Wednesday, January 13, 2021** [18:00 hours] or until all seats are booked, whichever is earlier.

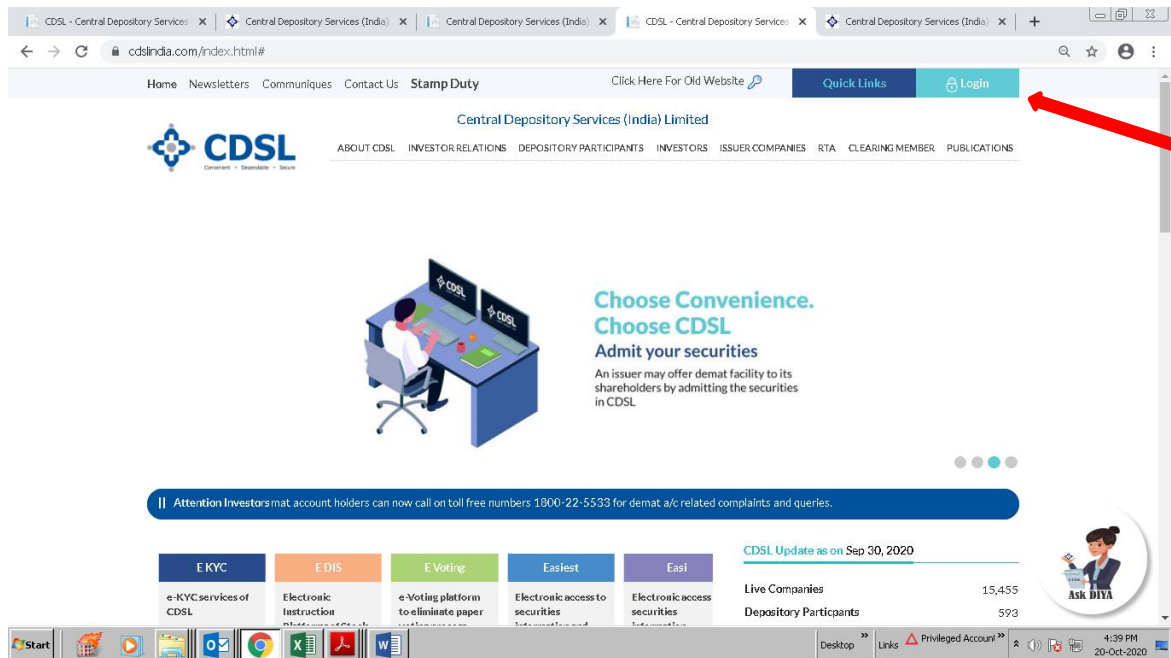
Queries regarding this programme may be addressed to **CDSL – Training** Ms. Ruchi Patil on (022) 2305-8502 or Ms. Sheron Sawant on (022) 2305-8655. Emails may be sent to: ruchip@cdslindia.com and sherons@cdslindia.com.

sd/-

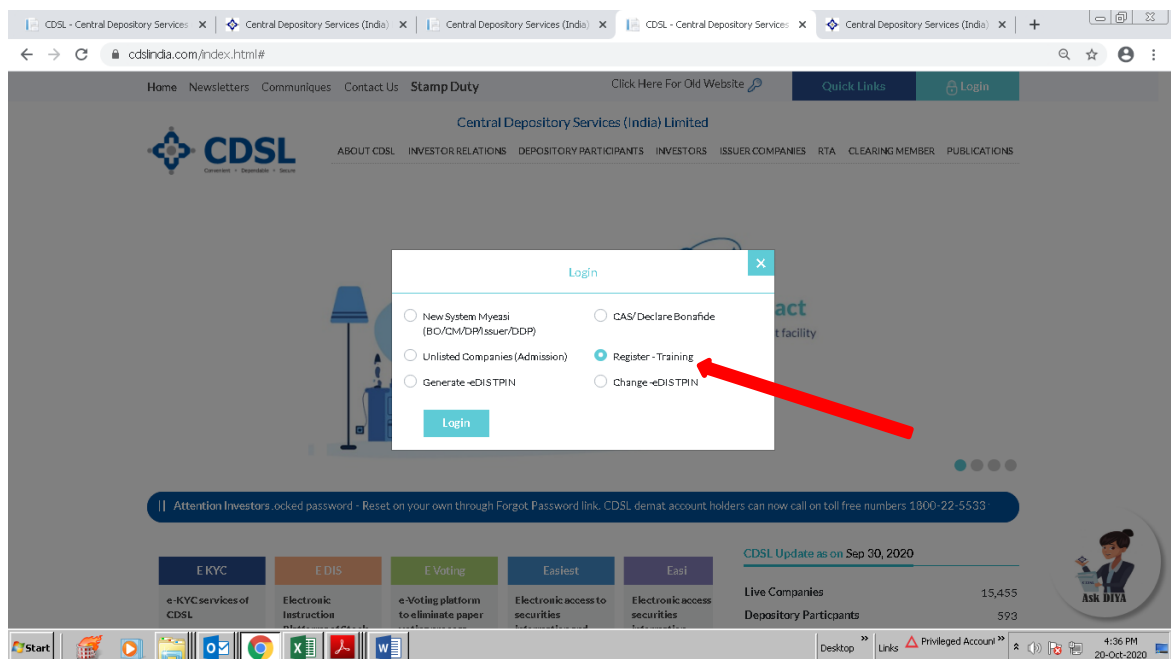
Umesh Kambli
Asst. Vice President – Operations

Registration Process for DP Training

Registrations for DP Training programme can be done at <https://www.cdslindia.com/cpe/cpelogin.aspx>



The screenshot shows the homepage of Central Depository Services (India) Limited. The navigation bar includes 'Home', 'Newsletters', 'Communique', 'Contact Us', 'Stamp Duty', 'Click Here For Old Website', 'Quick Links', and 'Login'. The 'Login' button is highlighted with a red arrow. Below the navigation bar is the CDSL logo and a menu with 'ABOUT CDSL', 'INVESTOR RELATIONS', 'DEPOSITORY PARTICIPANTS', 'INVESTORS', 'ISSUER COMPANIES', 'RTA', 'CLEARING MEMBER', and 'PUBLICATIONS'. The main content area features an illustration of a person at a computer and the text 'Choose Convenience. Choose CDSL. Admit your securities. An issuer may offer demat facility to its shareholders by admitting the securities in CDSL.' A blue banner below this text reads 'Attention Investors/mat account holders can now call on toll free numbers 1300-22-5533 for demat a/c related complaints and queries.' Below the banner are five service tiles: 'E KYC', 'E DIS', 'E Voting', 'Easiest', and 'Easi'. The 'Easiest' tile is highlighted. To the right, there is a 'CDSL Update as on Sep 30, 2020' section with a table showing 'Live Companies' (15,455) and 'Depository Participants' (593). A 'Ask DITA' icon is also present. The Windows taskbar at the bottom shows the time as 4:39 PM on 20-Oct-2020.




The screenshot shows the same CDSL India Limited website homepage, but with a 'Login' modal window open. The modal has a title 'Login' and a close button. It contains two columns of radio button options: 'New System Myezai (BO/CM/DDP/Issuer/DDP)', 'Unlisted Companies (Admission)', 'Generate eDISTPIN', 'CAS/Declare Bonafide', 'Register - Training', and 'Change eDISTPIN'. The 'Register - Training' option is selected and highlighted with a red arrow. A 'Login' button is at the bottom of the modal. The background of the website is dimmed. The Windows taskbar at the bottom shows the time as 4:36 PM on 20-Oct-2020.

Central Depository Services (India) Limited - Internet Explorer
https://www.cdslindia.com/cpe/cpelogin.aspx

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Enter keyword

Home

Login Name:
Password:
Enter Captcha 
characters as shown in the image:
Please Enter

[New User? Click Here to Register](#)
[Forgot Password? Click Here](#)

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The login screen as given above appears. User will click on “New User”. Site will display the following screen and the user will have to fill the “User Registration” and click on “Submit” button.

Central Depository Services (India) Limited - Internet Explorer
 https://www.cdslindia.com/cpe/newuser-regfrm.aspx

File Edit View Favorites Tools Help

Suggested Sites MockEasiest Back Office Mock CDSL Live EasiEasiest CMC Test Test Login IL Test CMC DDP CDASWeb CDASWeb-MOCK CR PR New Portal Tabs

Skip to main content

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Enter keyword

User Registration

Login Name: [Check Availability](#)
 Password:
 Confirm Password:
 Security Question:
 Security Answer:
 Type of candidate:

Personal Information

Salutation:
 First Name:
 Middle Name:
 Last Name:
 Name to appear in Certificate:
 (Name as on PAN)
 Gender:
 Date of Birth:

Address for communication

Address1:
 Address2:
 Address3:
 State:
 City:
 Pin Code:
 Country:


Personal Information

Salutation:
 First Name:
 Middle Name:
 Last Name:
 Name to appear in Certificate:
 (Name as on PAN)
 Gender:
 Date of Birth:

Address for communication

Address1:
 Address2:
 Address3:
 State:
 City:
 Pin Code:
 Country:

Mobile:
 Telephone No: -
 Email ID:
 Pan:
 Other Reference No 1: (As specified for specific CPEs such as ARN No.)
 Other Reference No 2: (As specified for specific CPEs such as AMFI certificate No.)
 NSR No.:

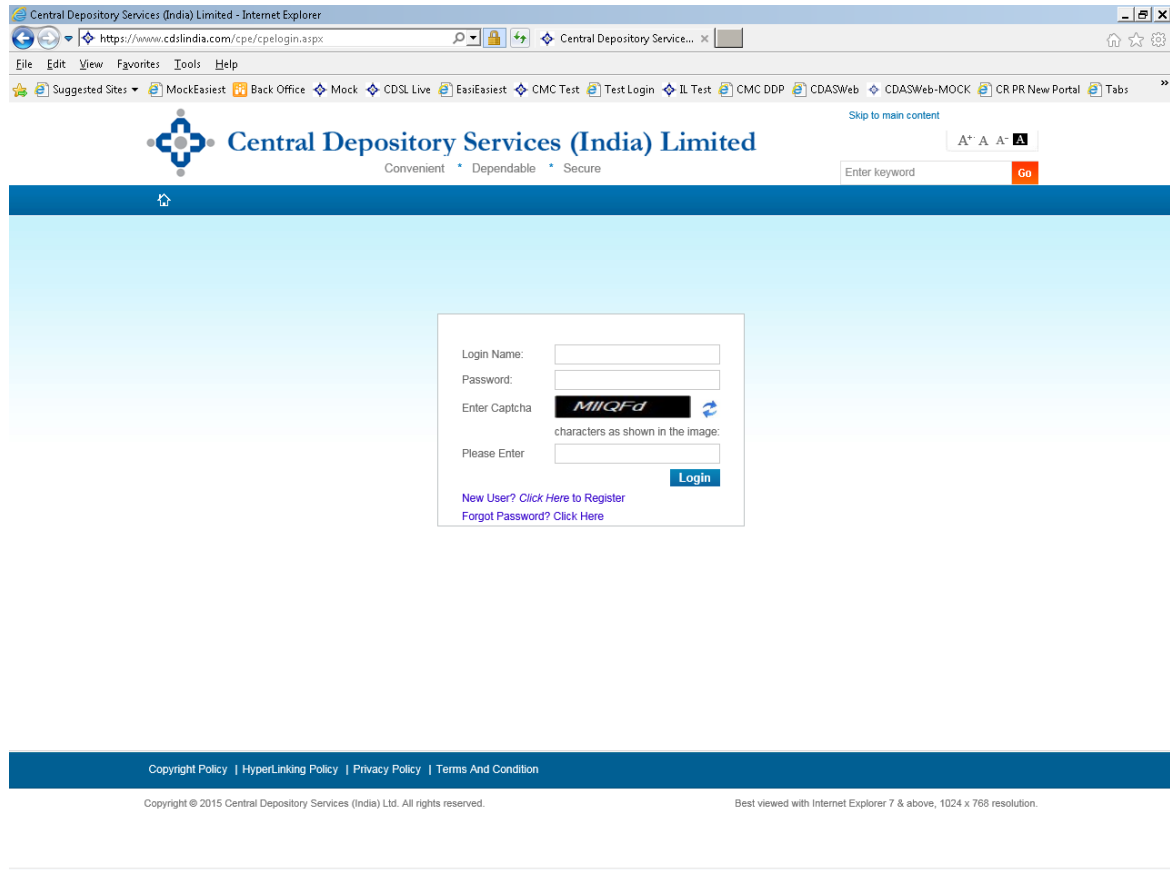
Please Enter characters as shown in the image: 

(All fields marked * are mandatory)

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Training registration can be done at <https://www.cdslindia.com/cpe/cpelogin.aspx> by giving your login name and password (same entered during registration).



After logging into the system the below mentioned screen will be displayed.

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Profile

- Register For Training Program
- View Registrations Status
- Training Program schedule Inquiry

Register for Training Program

Registration Process:

- Select a training program from the training schedule available.
- Enter basic details and register for a training program.
- Enter payment details and communicate the same to CDSL to confirm your registration.

CDSL will provide a confirmation of your registration application by email on receipt of payment. Candidates can also keep track of the application request from the option, 'View registrations Status'.

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After clicking on the “Register for Training Program” Registration Form will be displayed, user will have to fill the form and click on “Submit” button.

Select type of training as “DP”.

Central Depository Services (India) Limited - Internet Explorer
https://www.cdslindia.com/cpe/training-regfrm.aspx

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Profile
Register For Training Program
View Registrations Status
Training Program schedule Inquiry

Register for training program

Type of Training : DP
Type of Program: DP Training
City: ---Select City---
Date: ---Select Date---
Training program details - Venue
Venue:
No of seats available
Training charges
Fees Payment Option
Demand Draft NEFT Monthly Billing
DD Number:
Date:
Amount:
Drawee bank/Branch:
Payable at:
NEFT Reference NO:
Qualification: ---Select Qualification---
Occupation: ---Select Occupation---
Work Experience (completed years):
Current Employer Details
DP/RTA ID:
Name:
Address:
Submit Reset

Central Depository Services (India) Limited - Internet Explorer
https://www.cdslindia.com/cpe/training-regfrm.aspx

Type of Program: DP Training
City: ---Select City---
Date: ---Select Date---
Training program details - Venue
Venue:
No of seats available
Training charges
Fees Payment Option
Demand Draft NEFT Monthly Billing
DD Number:
Date:
Amount:
Drawee bank/Branch:
Payable at:
NEFT Reference NO:
Qualification: ---Select Qualification---
Occupation: ---Select Occupation---
Work Experience (completed years):
Current Employer Details
DP/RTA ID:
Name:
Address:
Contact Details:
Date of joining:
Nature of work:
Photograph
Upload Photo(max size 50 KB)
[Max photo dimension should be in 3.5cm x 4.5cm]
(All fields marked * are mandatory)
Submit Reset

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On approval of your registration by CDSL an email confirming your registration will be sent to your registered email id.

Bank Details:

Name of the Organisation : **CENTRAL DEPOSITORY SERVICES (INDIA)
LIMITED**

Address : Central Depository Services (I) Limited,
A Wing, 25th Floor, Marathon Futurex,
Mafatlal Mill Compound,
N M Joshi Marg, Lower Parel (E),
Mumbai - 400013

PAN NO : AAACC6233A

Bank Name : ICICI BANK

Current A/c No. / Code : CDSLDP “followed by the last five digits of your eight digit DP
ID”

NEFT Code (11 digits) :

I	C	I	C	0	0	0	0	1	0	4
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Branch Name : Nariman Point, Mumbai

Email id for payment advice : cdslaccounts@cdslindia.com