



# Central Depository Services (India) Limited

Convenient # Dependable # Secure

## COMMUNIQUE TO DEPOSITORY PARTICIPANTS

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CDSL/OPS/DP/TRANG/2022/393

July 12, 2022

### CDSL's DP TRAINING PROGRAMME

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

✓ **From Monday, July 25, 2022 to Thursday, July 28, 2022**

Details of the programme are as follows:

- The programme will be conducted from 10.00 A.M. to 6:00 P.M.
- Duration - Four days
- Charges per person: ` 4720.00 [ ` 4000.00 plus taxes of ` 720.00].
- No of Seats – **30 (Maximum 2 person from one DP)**
- 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.



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- ❑ 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.
- ❑ 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:

- **Maximum 2** person will be allowed from one DP
- 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 **Tuesday, July 19, 2022** [18:00 hours] or until all seats are booked, whichever is earlier.

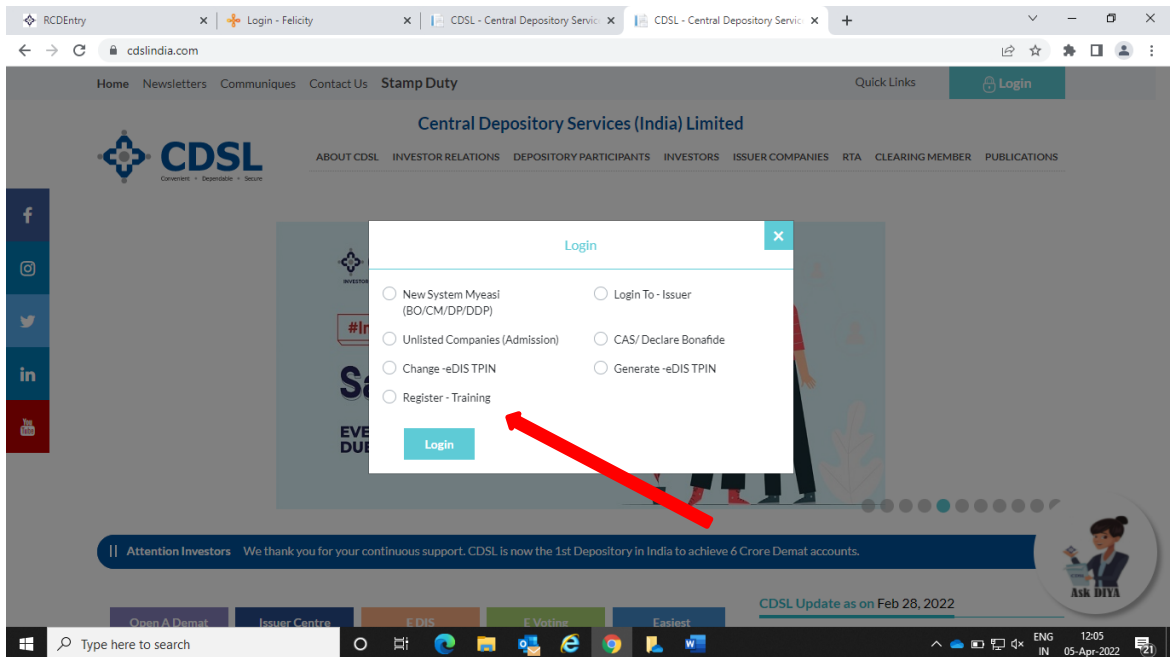
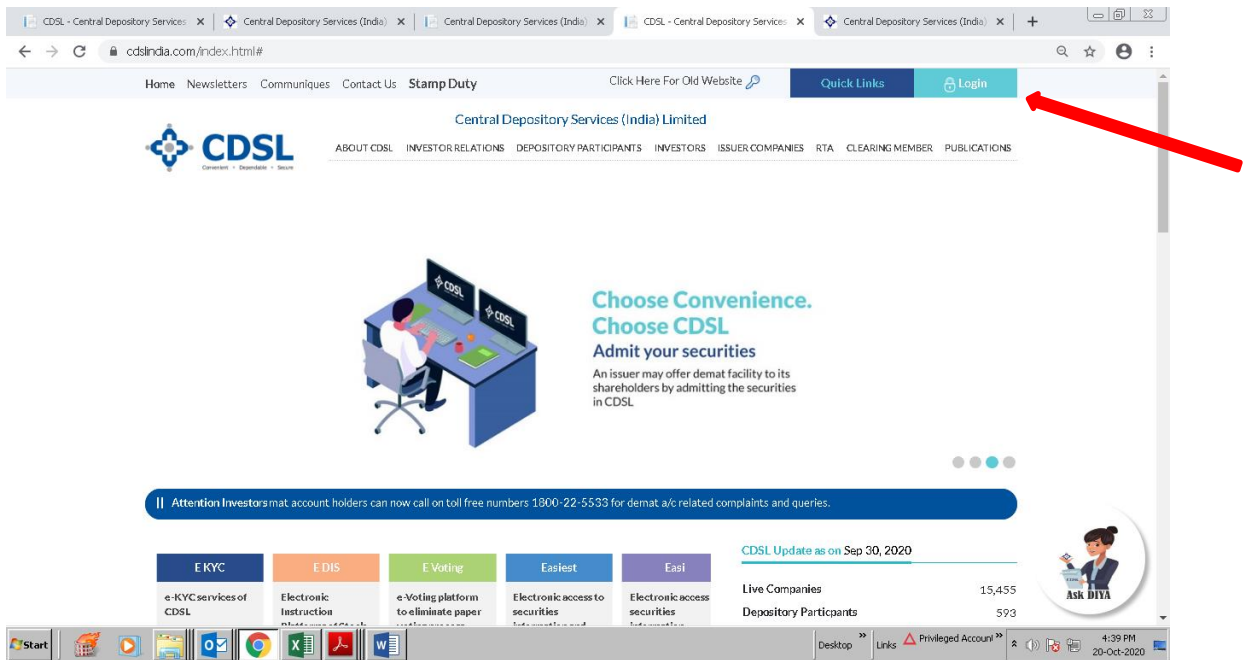
Queries regarding this programme may be addressed to **CDSL – Training** Ms. Ruchi Patil on (022) 2305-8502, Mr. Sarvesh Shrikhande on (022) 2305-8785. Emails may be sent to: [ruchip@cdslindia.com](mailto:ruchip@cdslindia.com); [nehak@cdslindia.com](mailto:nehak@cdslindia.com) and [sarveshs@cdslindia.com](mailto:sarveshs@cdslindia.com)

sd/-

**Nilesh Shah**  
**Asst Vice President – Operations**

## Registration Process for DP Training

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



The screenshot displays the website for Central Depository Services (India) Limited. The header includes the company logo, name, and tagline "Convenient \* Dependable \* Secure". A search bar is present with a "Go" button. The main content area is titled "Training Program" and includes a section for "Eligibility for appearing for Training programme- Depository Operations:". Under "A) General Category", it states that a person holding a valid certificate due to expire within the next twelve months can renew it for another three years. A list of valid certificates is provided, including CDSL's DP training programme, BCCD, NISM Series VI-DOCE, NCFM, and NCDO. Under "B) Principal Category", there are no details. On the right, a login form is visible with fields for "Login Name:" and "Password:", a reCAPTCHA "I'm not a robot" box, and a "Login" button. Below the login form are links for "New User? Click Here to Register" and "Forgot Password? Click Here". An arrow points from the "New User? Click Here to Register" link to the text below.

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

**Central Depository Services (India) Limited**  
 Convenient \* Dependable \* Secure

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.:

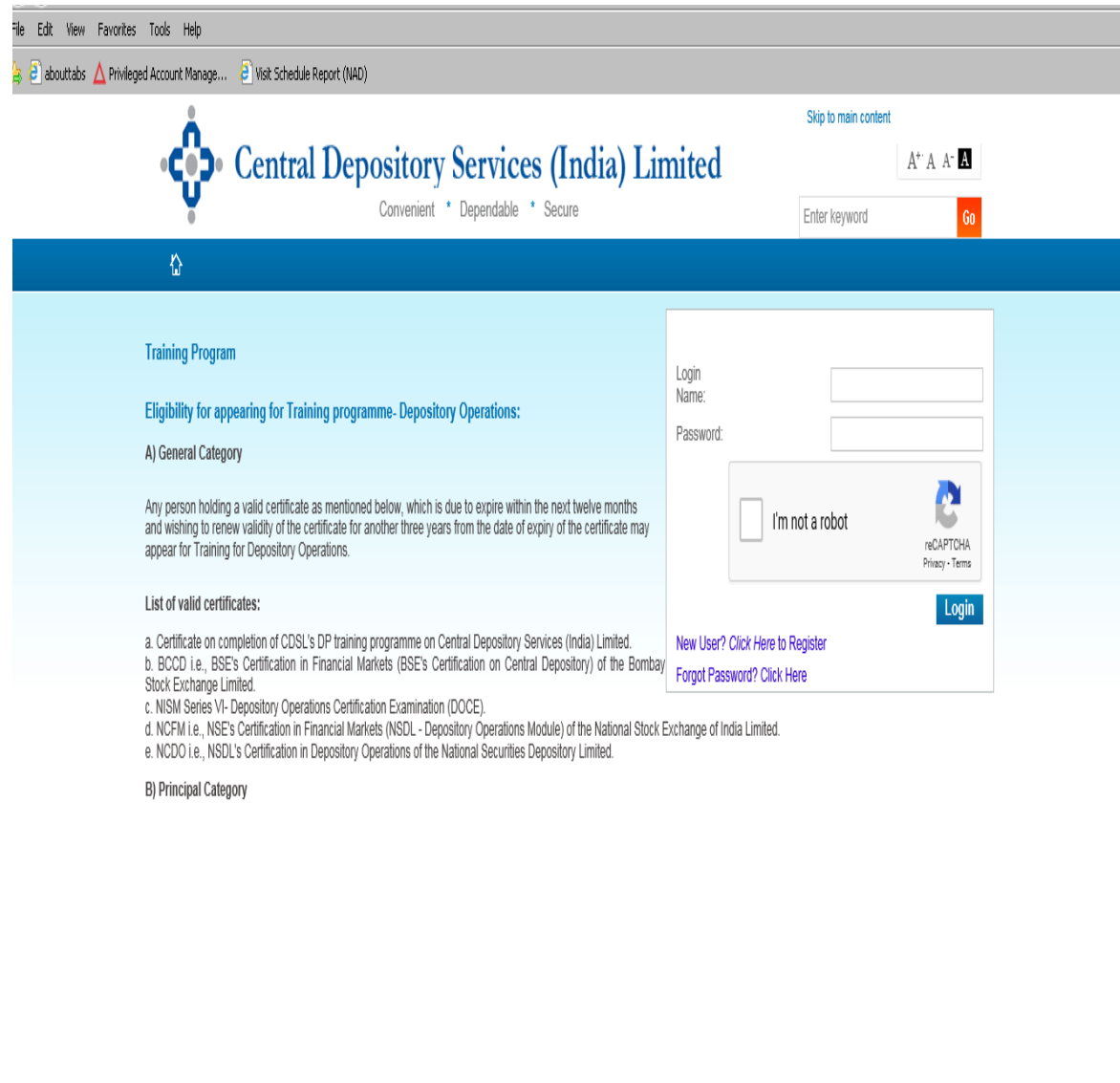
Please Enter characters as shown in the image:  

(All fields marked \* are mandatory)

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Copyright © 2015 Central Depository Services (India) Ltd. All rights reserved. Best viewed with Internet Explorer 7 & above, 1024 x 768 resolution.

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



The screenshot shows the website interface for Central Depository Services (India) Limited. The header includes the company logo, name, and tagline "Convenient \* Dependable \* Secure". A search bar is present with a "Go" button. The main content area is titled "Training Program" and includes the following text:

**Eligibility for appearing for Training programme- Depository Operations:**

**A) General Category**

Any person holding a valid certificate as mentioned below, which is due to expire within the next twelve months and wishing to renew validity of the certificate for another three years from the date of expiry of the certificate may appear for Training for Depository Operations.

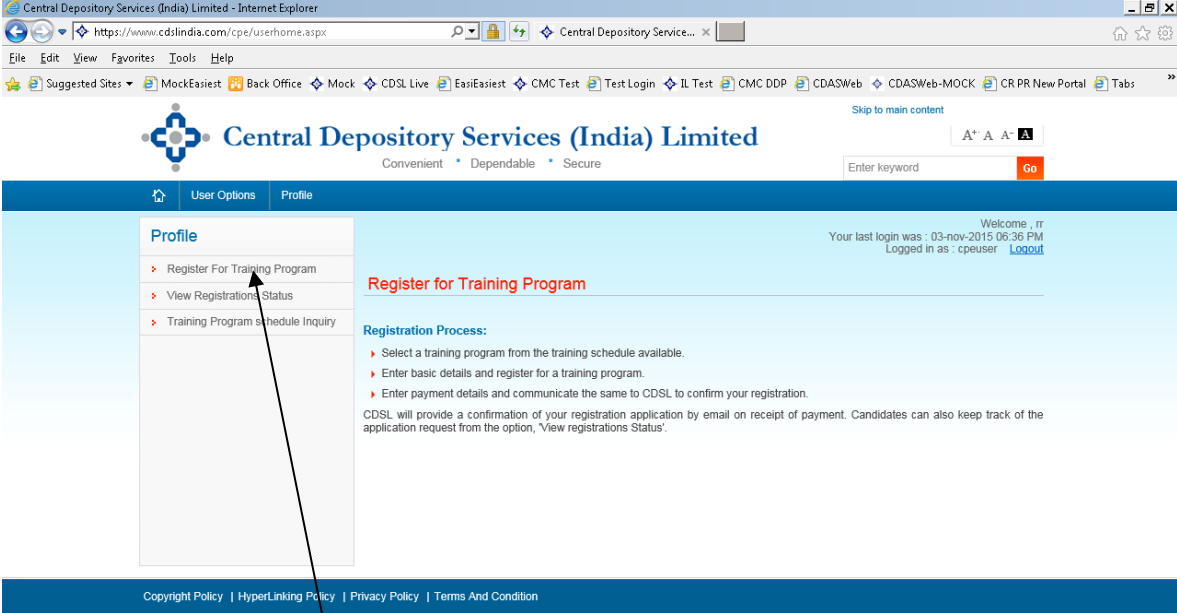
**List of valid certificates:**

- Certificate on completion of CDSL's DP training programme on Central Depository Services (India) Limited.
- BCCD i.e., BSE's Certification in Financial Markets (BSE's Certification on Central Depository) of the Bombay Stock Exchange Limited.
- NISM Series VI- Depository Operations Certification Examination (DOCE).
- NCFM i.e., NSE's Certification in Financial Markets (NSDL - Depository Operations Module) of the National Stock Exchange of India Limited.
- NCDO i.e., NSDL's Certification in Depository Operations of the National Securities Depository Limited.

**B) Principal Category**

The login form on the right side of the page includes fields for "Login Name:" and "Password:", a reCAPTCHA "I'm not a robot" checkbox, and a "Login" button. There are also links for "New User? Click Here to Register" and "Forgot Password? Click Here".

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



The screenshot displays the user interface of the Central Depository Services (India) Limited website. The browser address bar shows the URL <https://www.cdslindia.com/cpe/userhome.aspx>. The page header includes the company logo and name, along with the tagline "Convenient • Dependable • Secure". A navigation menu at the top contains "User Options" and "Profile". The "Profile" section is expanded, showing a list of options: "Register For Training Program", "View Registrations Status", and "Training Program Schedule Inquiry". A prominent red link "Register for Training Program" is visible. Below this link, the "Registration Process" is detailed with three steps: selecting a training program, entering basic details, and entering payment details. A "Logout" link is also present. The footer contains copyright information and a note about the browser resolution.

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”.

The screenshot shows the 'Register for training program' page on the Central Depository Services (India) Limited website. The page is accessed via Internet Explorer at the URL <https://www.cdsindia.com/cpe/training-regfrm.aspx>. The user is logged in as 'cpeuser' and their last login was on 03-nov-2015 at 06:36 PM. The page features a navigation menu with 'User Options' and 'Profile'. A sidebar on the left contains links for 'Register For Training Program', 'View Registrations Status', and 'Training Program schedule Inquiry'. The main content area is titled 'Register for training program' and contains a form with the following fields:

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

The screenshot shows a web browser window with the URL <https://www.cdslindia.com/cpe/training-regfrm.aspx>. The page contains a registration form for DP Training. The form is divided into several sections:

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

At the bottom of the form, there are **Submit** and **Reset** buttons.

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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 : [cdslar@cdslindia.com](mailto:cdslar@cdslindia.com)