



Central Depository Services (India) Limited

Convenient # Dependable # Secure

COMMUNIQUÉ TO DEPOSITORY PARTICIPANTS

CDSL/OPS/DP/TRANG/2024/53

January 23 , 2024

CDSL'S DP TRAINING PROGRAMME

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

✓ **From Monday, February 12, 2024, to Thursday, February 15, 2024**

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: **Rs. 4720.00** [Rs.4000.00 plus taxes of Rs.720.00].
- No of Seats – **30 (Maximum 2 person from one DP)**
- 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 **Monday February 05, 2024** [18:00 hours] or until all seats are booked, whichever is earlier.

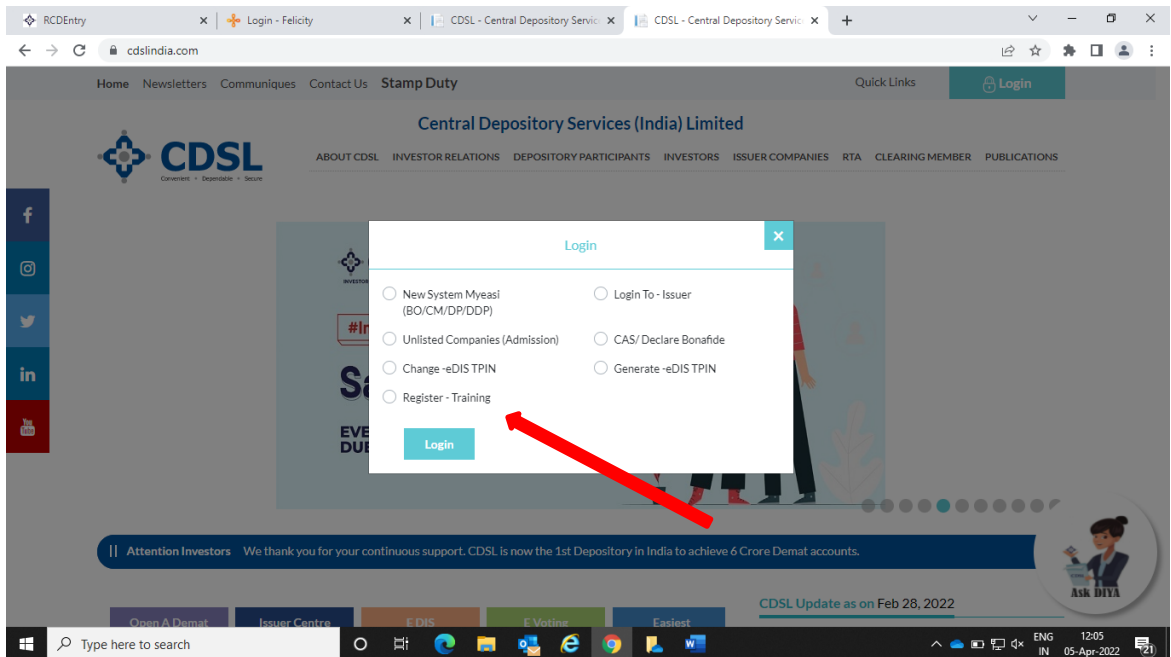
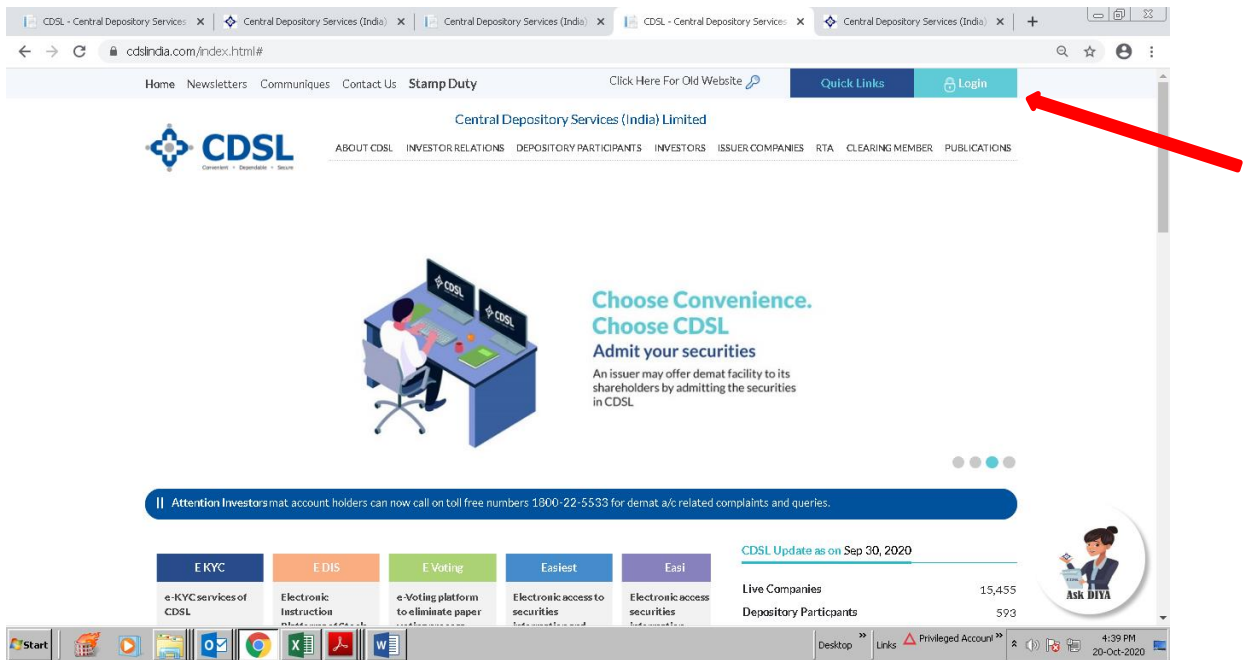
Queries regarding this programme may be addressed to **CDSL – Training** Mr. Sarvesh Shrikhande on (022) 2305-8768 & Ms. Neha Kavde on (022) 2305 8735. Emails may be sent to: training@cdslindia.com

sd/-

Yogesh Kundnani
Senior Vice President

Registration Process for DP Training

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



The screenshot displays the website of 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:". This section is divided into two categories: "A) General Category" and "B) Principal Category". Under "A) General Category", there is a paragraph explaining the eligibility criteria and a list of valid certificates (a-e). A "Login" form is overlaid on the right side of the page, featuring fields for "Login Name:" and "Password:", a reCAPTCHA "I'm not a robot" checkbox, and a "Login" button. Below the form are links for "New User? Click Here to Register" and "Forgot Password? Click Here". An arrow points from the "New User" link to the text below.

Training Program

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

Login Name:

Password:

I'm not a robot  reCAPTCHA
Privacy - Terms

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

[Forgot Password? Click Here](#)

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

Central Depository Services (India) Limited
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Skip to main content

A⁺ A A⁻

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:

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

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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.:

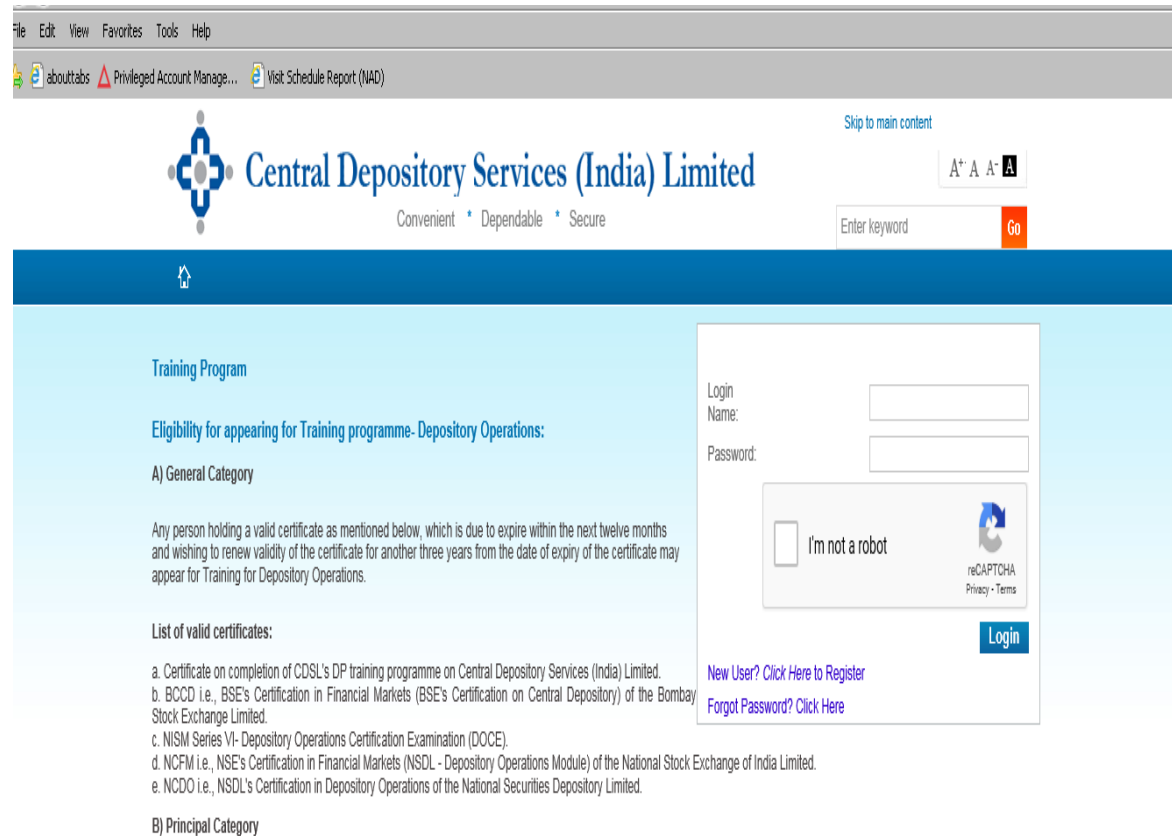
Please Enter characters as shown in the image:

(All fields marked * are mandatory)

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Training registration can be done at <https://www.cdslindia.com/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.

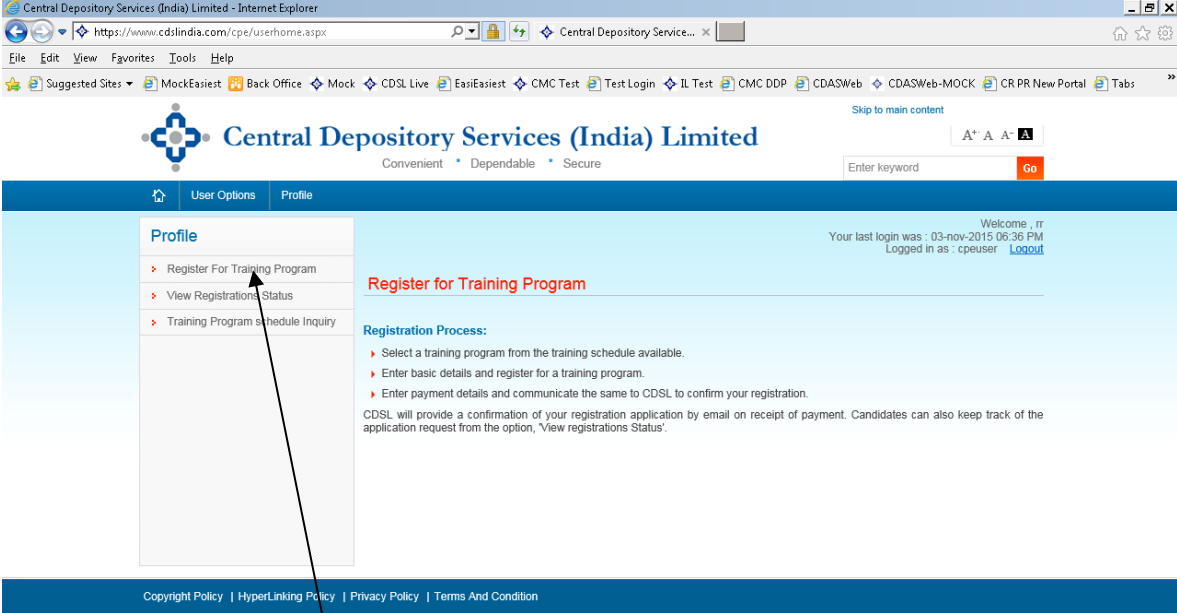
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- NCDO i.e., NSDL's Certification in Depository Operations of the National Securities Depository Limited.

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 "Go" button is present next to a search bar. 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 titled 'Register for training program' and contains a form with the following fields and sections:

- Type of Training :** A dropdown menu with 'DP' selected.
- Type of Program:** A dropdown menu with 'DP Training' selected.
- City:** A dropdown menu with '---Select City---' selected.
- Date:** A dropdown menu with '---Select Date---' selected.
- Training program details - Venue:** A dropdown menu with a blank selection.
- No of seats available:** A text input field.
- Training charges:** A section with radio buttons for 'Demand Draft', 'NEFT', and 'Monthly Billing' (selected).
- Fees Payment Option:** A text input field.
- DD Number:** A text input field.
- Date:** A text input field.
- Amount:** A text input field.
- Drawee bank/Branch:** A text input field.
- Payable at:** A text input field.
- NEFT Reference NO:** A text input field.
- Qualification:** A dropdown menu with '---Select Qualification---' selected.
- Occupation:** A dropdown menu with '---Select Occupation---' selected.
- Work Experience (completed years):** A text input field.
- Current Employer Details:** A section with text input fields for 'DP/RTA ID:', 'Name:', and 'Address:'.

The screenshot shows a web browser window with the URL <https://www.cdslindia.com/cpe/training-regfrm.aspx>. The page title is "Central Depository Services (India) Limited - Internet Explorer". The browser's address bar shows the URL. The page content is a registration form for "DP Training".

Registration Form Fields:

- Type of Program: DP Training (dropdown)
- City: ---Select City--- (dropdown)
- Date: ---Select Date--- (dropdown)
- 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--- (dropdown)
- Occupation: ---Select Occupation--- (dropdown)
- 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... (button)

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

Footer: Copyright Policy | HyperLinking Policy | Privacy Policy | Terms And Condition
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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 Organisations : **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
---	---	---	---	---	---	---	---	---	---	---

Branch Name : Nariman Point, Mumbai

Email id for payment advice : cdslar@cdslindia.com

Checklist for DP Training

Participants are requested to complete the checklist items before training day.

- ✓ Application Form - After registering for training programme, Scanned copy of duly filled Application form along with photograph and signature on it to be sent at training@cdslindia.com with the subject “CDSL DP Training Programme”. Training registration will be confirmed by training team only after the Application form is received.
- ✓ CDAS installation – Ensure MOCKCDAS Software is installed, . Confirmation email with screenshot of MOCKCDAS homepage to be sent at training@cdslindia.com atleast 2 days prior to the training programme with the subject “CDSL DP Training Programme”.
- ✓ Microsoft Teams – Kindly ensure that Microsoft teams is installed. In case the app is not working, try to join the link from web browser.
- ✓ Documents – PAN Card to be kept ready during training programme.