



Central Depository Services (India) Limited

Convenient Dependable Secure

COMMUNIQUE TO DEPOSITORY PARTICIPANTS

CDSL/OPS/DP/817

January 03, 2007

UNFREEZE OPTION FOR ENTERING PAN AND RE-ACTIVATION OF ACCOUNTS

DPs are advised to refer to CDSL's communiqué nos. CDSL/OPS/DP/812 dated December 23, 2006 and CDSL/OPS/DP/815 dated December 30, 2006 wherein DPs were informed of the procedure for freezing BO accounts, where PAN details were not verified or where PAN details were not accurately entered in the CDSL system.

Subsequent to the freezing of accounts, DPs are advised to note the following:

A) Where PAN details are submitted for frozen accounts

On obtaining the PAN details from the BO, the DP should complete the stipulated verification process. Once the PAN details are verified, the same should then be entered in the CDSL system and "1" should be entered in the PAN verification box. The DP should unfreeze the account by using the "**Freeze/Unfreeze**" Module in CDAS specifying the unfreeze remark as: "**PAN details obtained and verified**". Alternatively, the upload module can be used for updating verification flag as "1", and the account can then be unfrozen.

B) Where the PAN details are submitted for a frozen account that has multiple freezes installed

DPs should take care to remove all the relevant freezes (for non-availability of PAN details), existing on the CDSL system. For example, if the account is frozen under reason code "98 – PAN not recorded" and also if the account is frozen under reason code "6 - PAN verification pending", and the DP removes only one freeze, then any transaction entered for this BOLD will fail.

However, before performing any unfreeze, DPs should ensure that the verification and updation of PAN details, has been done for all holders (including joint holders, if any).



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Queries may be addressed to CDSL-Helpdesk on telephone no. (022) 2272-3333 (extn. 8642, 8427, 8663, 8624, 8693, 8625, 8639) or direct (022) 2272-1261 or (022) 32462767 or (022) 2272-2075.

sd/-

Dominic Fernandes
Head – Operations

NOTE
1. DPs are required to confirm the TDS amount deducted by them, while making payment to CDSL, for the financial year 2006-07, clearly stating the monthly break-up and rate at which the TDS was deducted. Details may be emailed immediately to: kantav@cdslindia.com or bharats@cdslindia.com 2. Communiqués may be downloaded from the newly released Module: "REPORTS". However, DPs wishing to receive communiqués directly to their individual email IDs, should send us the following details: DP ID, DP Name and the email address(es) to: cdsops@cdslindia.com