**CDSL/OPS/RTA/POLCY/2020/2** **January 03, 2020**

## INDIAN STAMP (COLLECTION OF STAMP-DUTY THROUGH STOCK EXCHANGES, CLEARING CORPORATIONS AND DEPOSITORIES) RULES, 2019

Issuers/RTAs are advised to refer to Communiqué no. CDSL/OPS/RTA/POLCY/2019/143 dated December 24, 2019 regarding the Indian Stamp (Collection of stamp-duty through Stock Exchanges ,clearing Corporations and Depositories ) Rules 2019, to regulate the liability of instruments of transaction in stock exchanges and depositories to duty, issued by the Central Government through notification dated December 10, 2019 which shall come into force on the 9th day of January, 2020.

Issuers/RTAs are advised to note following:

1. As per Rule 6 of the said notification, the stamp duty to be levied under clause (c) of sub-section (1) of section 9 A of the Indian Stamp Act, 1899 (2 of 1899) on creation of new security and change in records of depository upon issue of securities shall be collected from the issuer before executing any transaction in the depository system.

2. The rate at which the stamp duty will be calculated will be governed by the provisions of Schedule I of the Principal Act. Currently three categories have been defined for the securities i.e. ‘Debenture’, ‘Govt. Securities’ and ‘Securities other than Debenture’. stamp duty is not applicable on Government securities.

3. CDSL shall not collect stamp-duty on creation or destruction of securities on account of corporate actions such as stock split, stock consolidation or such similar actions if it does not involve a change in beneficial ownership. Provided that if there is a fresh issue to an investor as part of a corporate action, such issue shall be subject to stamp duty.

4. The stamp duty is required to be paid to the depository before executing any transaction in the depository system.

5. Issuers would remit the required amount to CDSL in advance before execution of the corporate action. Issuers would need to ensure that sufficient balance towards stamp duty is available before execution of corporate action.

6. CDSL will provide a “probable stamp duty calculator”. A facility to view the available stamp duty balance with CDSL will also be provided in due course of time.

7. The price per security to be used for calculation of the total market value of securities as contained in the allotment list (offer price) would need to be captured at the time of CA processing.

8. It may be noted that for corporate actions where stamp duty is payable, the stamp duty balance would be utilized on FIFO basis.

9. In order to capture the offer price, the file formats for processing of corporate actions have been revised as provided in the annexures attached.

- File CA - Allotment File for Corporate Action -**Annexure A**
- File CA - Allotment File for Switch in-Switch Out-**Annexure B**
- IPO Allotment File-**Annexure C**
- The file format in respect of corporate actions for processing of mutual fund transactions through the Order Entry Platform of exchanges will be as provided in **Annexure A**.

10. In case of Mutual Fund Corporate Action (Mutual Fund Allotment/Dividend Reinvestment), “Allotment MIS” file containing BO ID, ISIN and Stamp Duty payable will be provided along with the Corporate Action allotment file. The Corporate Action will be processed only after receipt of “Allotment MIS” file. The file Format for Allotment MIS will be shared seperately.

11. Corporate action files would be rejected on upload in case sufficient balance for the payment of stamp duty is not available. RTA’s are instructed to check the status of every file after upload . The RT30 report would have to be downloaded to check the reason for rejection.

12. In case of Auto Corporate Action the provision to enter the offer price would be provided in front end at the time of modifying the counter for update of “effective date” post report printing date.

13. The files which have been uploaded by the RTA’s prior to 9th January, 2020 and not processed would be rejected by the system. The files as per the new format would have to be re uploaded.

14. For Payment of Stamp Duty, kindly refer **Annexure D**.

RTAs are advised to inform the clients accordingly and make necessary changes in their back-office.

RTAs are requested to note that the said facility is scheduled for release on **January 08, 2020.**

Queries regarding this communiqué may be addressed to **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.

Ashish
Laxmikant Bhatt

Digitally signed by Ashish Laxmikant Bhatt
DN: c=IN, o=Central Depository Services (India) Limited, postalCode=400013, st=Maharashtra, 2.5.4.20=9b32bbbbfc0aa96a44411a0e15961f92bd429e15f4fb9d422f47dfaa04091b5e, serialNumber=f62367319ead62c8e09ebbde939108e707b99b092715a099edee336950869cc1, cn=Ashish Laxmikant Bhatt
Date: 2020.01.03 21:09:35 +05'30'

**Ashish Bhatt**
**Vice President – Operations**

# File Format for Corporate Action

## **File Name**: <CA-Seq-Numb>.<3 digit serial Number>.ipf

**Control Records**:

| Field | I/P type | Data Type | Remarks |
|---|---|---|---|
| Record Type | M | Number(2) | “01”- Header |
| Total Number of records | M | Number (10) | Number of records in the file excluding control record. Including record Type “02 and 03” |
| Total Current Quantity | M | Number (16,3) | Total Current Quantity in the file record Type “02”. |
| Total Freeze Quantity | O | Number (16,3) | Total Frozen Quantity in the file record Type “02” |
| Total Lock in Quantity | O | Number (16,3) | Total Lock In Quantity in the file record Type “02”. |
| Total Number of records in type 02 | M | Number (10) | Number of records in the file having record Type “02. |
| Total Number of records in type 03 | M | Number (10) | Number of records in the file having record Type “03”. |

**Detail Records**:

| Field | I/P type | Data Type | Remarks |
|---|---|---|---|
| Record Type | M | Number(2) | “02”- CA Details |
| Bo id | M | Char (16) | Beneficiary owner’s ID |
| RTA int ref no | O | Char (16) | |
| ISIN | M | Char (12) | Parent ISIN |
| Current quantity | M | Number (16,3) | Current quantity |
| Frozen quantity | O | Number (16,3) | Frozen quantity |
| Lock in quantity | O | Number (16,3) | Lockin quantity |
| Lock in reason code | O | Char (2) | Lockin Reason Code |
| Lock in reason | O | Char (50) | Lockin Reason |
| Lock in expiry date | O | Char (8) | Lockin Expiry Date |
| Debit /Credit flag | M | Char (1) | Debit /Credit Flag |
| Benefit ISIN | M | Char (12) | Benefit ISIN |
| Current quantity | M | Number (16,3) | Current Quantity |
| Frozen quantity | O | Number (16,3) | Frozen Quantity |
| Lockin quantity | O | Number (16,3) | Lockin Quantity |
| Lockin reason code | O | Number (2) | Lockin reason code |
| Lockin reason | O | Char (50) | Lockin reason |
| Lockin expiry date | O | Number (8) | Lockin expiry date |
| Debit / credit flag | M | Char (1) | Debit / Credit Flag |
| ***Offer Price*** | ***O*** | ***Number(16,3)*** | ***Mandatory for CA types where stamp duty is applicable.*** |

Following field is applicable for DN Record Details :-

| Field | I/P type | Data Type | Remarks |
|---|---|---|---|
| Record Type | M | Number(2) | “03”- DN Details |
| CA ISIN | M | CHAR(12) | ISIN |
| DN From | M | Number (18) | Distinctive Number from in CDSL |

| | | | |
|---|---|---|---|
| DN To | M | Number (18) | Distinctive NumbeTo in CDSL |
| DN Quantity | M | Number (18) | Distinctive Number quantity ( TO-FROM +1) |
| Debit/Credit Flag | M | Char(1) | Debit / Credit Flag |

1. No field separators should be used.
2. Spaces should be used in case any character field does not have a value.
3. All numeric fields should be right justified with zero padding.
4. All alphanumeric fields should be left justified with padding of spaces.
5. For a single parent ISIN benefit ISIN's can be upto five details for each benefit ISIN and will form the part of the same record.
6. For File CA FREEZE Quantity Should be 0.
7. DN Ranges will be applicable as DN Ranges submitted to the CDAS.
8. ***Offer Price field is mandatory for CA type where Stamp duty is applicable.***

## File Format for Corporate Action

**File Name**: <CA-Seq-Numb>.<3 digit serial Number>.ipf

**Control Records**:

| Field | I/P type | Data Type | Remarks |
|---|---|---|---|
| Record Type | M | Number(2) | “01”- Header |
| Total Number of records | M | Number (10) | Number of records in the file excluding control record. Including record Type “02 and 03” |
| Total Current Quantity | M | Number (16,3) | Total Current Quantity in the file record Type “02”. |
| Total Freeze Quantity | O | Number (16,3) | Total Frozen Quantity in the file record Type “02” |
| Total Lock in Quantity | O | Number (16,3) | Total Lock In Quantity in the file record Type “02”. |
| Total Number of records in type 02 | M | Number (10) | Number of records in the file having record Type “02. |
| Total Number of records in type 03 | M | Number (10) | Number of records in the file having record Type “03”. |

**Detail Records**:

| Field | I/P type | Data Type | Remarks |
|---|---|---|---|
| Record Type | M | Number(2) | “02”- CA Details |
| Bo id | M | Char (16) | Beneficiary owner’s ID |
| RTA int ref no | O | Char (16) | |
| ISIN | M | Char (12) | Parent ISIN |
| Current quantity | M | Number (16,3) | Current quantity |
| Frozen quantity | O | Number (16,3) | Frozen quantity |
| Lock in quantity | O | Number (16,3) | Lockin quantity |
| Lock in reason code | O | Char (2) | Lockin Reason Code |
| Lock in reason | O | Char (50) | Lockin Reason |
| Lock in expiry date | O | Char (8) | Lockin Expiry Date |
| Debit /Credit flag | M | Char (1) | Debit /Credit Flag |
| Benefit ISIN | M | Char (12) | Benefit ISIN |
| Current quantity | M | Number (16,3) | Current Quantity |
| Frozen quantity | O | Number (16,3) | Frozen Quantity |
| Lockin quantity | O | Number (16,3) | Lockin Quantity |
| Lockin reason code | O | Number (2) | Lockin reason code |
| Lockin reason | O | Char (50) | Lockin reason |
| Lockin expiry date | O | Number (8) | Lockin expiry date |
| Debit / credit flag | M | Char (1) | Debit / Credit Flag |
| ***Offer Price*** | ***O*** | ***Number(16,3)*** | ***Mandatory for CA types where stamp duty is applicable.*** |
| Switch In Switch Out SRN | O | Number(8) | Should be present only for Switch In Switch Out transaction. |
| Switch In NAV | O | Number(18,4) | Should be present only for Switch In Switch Out transaction. |
| Switch In Date | O | Char(8) | Should be present only for Switch In Switch Out transaction. |

Following field is applicable for DN Record Details :-

| Field | I/P type | Data Type | Remarks |
|---|---|---|---|
| Record Type | M | Number(2) | “03”- DN Details |
| CA ISIN | M | CHAR(12) | ISIN |
| DN From | M | Number (18) | Distinctive Number from in CDSL |
| DN To | M | Number (18) | Distinctive NumbeTo in CDSL |
| DN Quantity | M | Number (18) | Distinctive Number quantity ( TO-FROM +1) |
| Debit/Credit Flag | M | Char(1) | Debit / Credit Flag |

1. No field separators should be used.
2. Spaces should be used in case any character field does not have a value.
3. All numeric fields should be right justified with zero padding.
4. All alphanumeric fields should be left justified with padding of spaces.
5. For a single parent ISIN benefit ISIN’s can be upto five details for each benefit ISIN and will form the part of the same record.
6. For File CA FREEZE Quantity Should be 0.
7. DN Ranges will be applicable as DN Ranges submitted to the CDAS.
8. Switch details fields should be present only in SISO CA type.
9. ***Offer Price field is mandatory for CA type where Stamp duty is applicable.***

## File Format for IPO

**File Name**: <IPO-SEQ-NUMB>.<3 digit Sr. No.>.iaf

**Control Records**:

| Field | Data Type | Remarks |
|---|---|---|
| Total Number of records | Number (10) | Number of records in the file excluding control record. |
| Total Current Quantity | Number (16,3) | Total Current Quantity in the file. |
| Total Lock in Quantity | Number (16,3) | Total Lock In Quantity in the file |

**Detail Records**:

| Field | Data Type | Remarks |
|---|---|---|
| BO ID | Char (16) | Beneficiary owner's ID |
| CURRENT QUANTITY | Number (12,3) | Current quantity |
| LOCK IN QUANTITY | Number (12,3) | Lockin quantity |
| LOCK IN REASON CODE | Number (2) | Lockin Reason Code |
| LOCK IN REASON | Char (50) | Lockin Reason |
| LOCK IN EXPIRY DATE | Char (8) | Lockin Expiry Date |
| RTA INT REF NO | Char (16) | RTA's Internal reference number |
| ***Offer Price*** | ***NUMBER(16,3)*** | |

1) No field separators should be used.
2) Spaces should be used incase a field does not have a value.
3) All numeric fields should be right justified with zero padding.
4) All alphanumeric fields should be left justified with padding of spaces.

**Payment Instructions for Issuer**:

1) The stamp duty amount has to be paid by clients in the designated stamp duty account only and the advances/ credit balances lying in regular operational account can't be used for discharge of stamp duty payments.
2) The payment can be made only through NEFT/RTGS/Internet Banking/IMPS **(Cheque, Demand draft and Pay orders will not be accepted for stamp duty account).**
3) For Issuer, the Current Account Number [CAN] / Code will be **CDSDIS** followed by the **Issuer ID,** for adding CDSL as beneficiary in your Bank account. For example : CDSDIS56789

   CDSL Bank Account details are as under:

| | |
|---|---|
| **Name** | **Central Depository Services (India) Limited** |
| **Current Account Number/Code** | **XXXXXXXXXXX [ Refer point no.3 above]** |
| **Bank Name** | **ICICI Bank** |
| **Branch** | **Nariman Point, Mumbai** |
| **IFSC & RTGS / NEFT Code** | **ICIC0000104** |

   i) The Issuers are informed that if they are processing the payment from their current account other than ICICI bank, they need to add account no according to point no.3 as beneficiary under **Add Beneficiary TAB** and process the payment through RTGS, NEFT and IMPS with the **IFSC code ICIC0000104**.
   ii) If Issuers are using ICICI bank internet banking then they can make payment through payment gateway.
   iii) If Issuers do not have internet banking facility for their account (other banks or ICICI bank), they will have to give physical request to respective bank for RTGS & NEFT.

4) **The unique numeric reference no. generated on CDSL portal has to be mentioned in remarks accurately while doing RTGS and NEFT transactions (online or physical request). This field is mandatory and the transaction will be rejected in case of any mismatch**.

5) **If Issuer is processing the payment from its ICICI Bank account through payment gateway then the unique numeric reference code will get captured automatically.**
6) If the transaction is getting rejected due to mismatch in remarks column the funds will be auto reversed by CDSL Bank on next bank working day.

**Payment Instructions for AMC:**

1) The stamp duty amount has to be paid by clients in the designated stamp duty account only and the advances/ credit balances lying in regular operational account can't be used for discharge of stamp duty payments.
2) The payment can be made only through NEFT/RTGS/Internet Banking/IMPS **(Cheque, Demand draft and Pay orders will not be accepted for stamp duty account).**
3) For AMC, the Current Account Number [CAN] / Code will be **CDSDAMC** followed by the **AMC ID,** for adding CDSL as beneficiary in your Bank account. For example : CDSDAMC56789

   CDSL Bank Account details are as under:

| | |
|---|---|
| **Name** | **Central Depository Services (India) Limited** |
| **Current Account Number/Code** | **XXXXXXXXXXX [ Refer point no.3 above]** |
| **Bank Name** | **ICICI Bank** |
| **Branch** | **Nariman Point, Mumbai** |
| **IFSC & RTGS / NEFT Code** | **ICIC0000104** |

iv) The AMCs are informed that if they are processing the payment from their current account other than ICICI bank, they need to add account no according to point no.3 as beneficiary under **Add Beneficiary TAB** and process the payment through RTGS, NEFT and IMPS with the **IFSC code ICIC0000104**.

v) If AMC's are using ICICI bank internet banking then they can make payment through payment gateway.

vi) If AMC's do not have internet banking facility for their account (other banks or ICICI bank), they will have to give physical request to respective bank for RTGS & NEFT.

4) **The unique numeric reference no. generated on CDSL portal has to be mentioned in remarks accurately while doing RTGS and NEFT transactions (online or physical request). This field is mandatory and the transaction will be rejected in case of any mismatch**.
5) **If AMC is processing the payment from its ICICI Bank account through payment gateway then the unique numeric reference code will get captured automatically.**
6) If the transaction is getting rejected due to mismatch in remarks column the funds will be auto reversed by CDSL Bank on next bank working day.

**Given here below are the list of AMC IDs**

| AMC ID | AMC NAME |
|---|---|
| 80002 | ICICI PRUDENTIAL ASSET MANAGEMENT COMPANY LIMITED |
| 80004 | KOTAK MAHINDRA ASSET MANAGEMENT COMPANY LIMITED |
| 80006 | HDFC ASSET MANAGEMENT COMPANY LIMITED |
| 80007 | JM FINANCIAL ASSET MANAGEMENT LIMITED |
| 80008 | IDFC ASSET MANAGEMENT COMPANY LIMITED |
| 80009 | SBI FUNDS MANAGEMENT PRIVATE LIMITED |
| 80010 | ADITYA BIRLA SUN LIFE ASSET MGMENT COMPANY LIMITED |
| 80012 | BNP PARIBAS ASSET MANAGEMENT INDIA PRIVATE LIMITED |
| 80013 | TATA ASSET MANAGEMENT LIMITED |
| 80014 | HSBC ASSET MANAGEMENT (INDIA) PRIVATE LIMITED |
| 80015 | INDIA INFOLINE ASSET MANAGEMENT COMPANY LIMITED |
| 80016 | UNION ASSET MANAGEMENT COMPANY PRIVATE LIMITED |
| 80017 | SHRIRAM ASSET MANAGEMENT COMPANY LIMITED |
| 80018 | DSP INVESTMENT MANAGERS PRIVATE LIMITED |
| 80020 | PPFAS ASSET MANAGEMENT PRIVATE LIMITED |
| 80021 | SUNDARAM ASSET MANAGEMENT COMPANY LIMITED |
| 80022 | L&T INVESTMENT MANAGEMENT LIMITED |
| 80023 | BOI AXA INVESTMENT MANAGERS PRIVATE LIMITED |
| 80024 | AXIS ASSET MANAGEMENT COMPANY LIMITED |
| 80026 | BARODA ASSET MANAGEMENT INDIA LIMITED |
| 80027 | CANARA ROBECO ASSET MANAGEMENT COMPANY LIMITED |
| 80028 | EDELWEISS ASSET MANAGEMENT COMPANY LIMITED |
| 80029 | FRANKLIN TEMPLETON ASSET MANAGEMENT (INDIA) PRIVATE LIMITED |
| 80030 | INDIABULLS ASSET MANAGEMENT COMPANY LIMITED |
| 80031 | IDBI ASSET MANAGEMENT LIMITED |
| 80032 | LIC MUTUAL FUND ASSET MANAGEMENT LIMITED |
| 80033 | MIRAE ASSET GLOBAL INVESTMENTS (INDIA) PRIVATE LIMITED |

| AMC ID | AMC NAME |
|---|---|
| 80034 | MOTILAL OSWAL ASSET MANAGEMENT COMPANY LIMITED |
| 80035 | MORGAN STANLEY INVESTMENT MANAGEMENT PRIVATE LIMITED |
| 80036 | PRINCIPAL SSET MANAGEMENT PRIVATE LIMITED |
| 80037 | ESSEL FINANCE ASSET MANAGEMENT COMPANY LIMITED |
| 80038 | PRAMERICA ASSET MANAGERS PRIVATE LIMITED |
| 80039 | QUANTUM ASSET MANAGEMENT COMPANY PRIVATE LIMITED |
| 80040 | INVESCO ASSET MANAGEMENT (INDIA) PRIVATE LIMITED |
| 80041 | RELIANCE NIPPON LIFE ASSET MANAGEMENT LIMITED |
| 80042 | SAHARA ASSET MANAGEMENT COMPANY PRIVATE LIMITED |
| 80043 | DAIWA ASSET MANAGEMENT (INDIA) PRIVATE LIMITED |
| 80044 | TAURUS ASSET MANAGEMENT COMPANY LIMITED |
| 80045 | UTI ASSET MANAGEMENT COMPANY LIMITED |
| 80046 | IL&FS INFRA ASSET MANAGEMENT LIMITED |
| 80047 | MAHINDRA ASSET MANAGEMENT COMPANY PRIVATE LIMITED |
| 80048 | QUANT MUTUAL FUND |
| 80050 | ITI ASSET MANAGEMENT LIMITED |
| 80053 | YES ASSET MANAGEMENT (INDIA) LIMITED |