



# Central Depository Services (India) Limited

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## COMMUNIQUÉ TO DEPOSITORY PARTICIPANTS

CDSL/OPS/RTA/SYSTM/2025/161

June 12, 2025

### CHANGE IN BENPOS (RT02) REPORT FILE FORMAT

Issuer / RTAs are advised to refer to CDSL communicate no. **CDSL/OPS/RTA/POLCY/2025/78** dated **March 21, 2025** containing SEBI Circular no. **SEBI/HO/CFD/CFD-PoD-2/P/CIR/2025/35** dated March 20, 2025, pertaining to **Disclosure of holding of specified securities in dematerialized form**.

Reference to the said communicate, following new fields will be introduced in the Beneficiary Position (RT02) Report and necessary values will be provided basis on the availability of details.

|                                 |               |           |
|---------------------------------|---------------|-----------|
| <b>NDU Balance</b>              | <b>Number</b> | <b>22</b> |
| <b>Other Encumbered Balance</b> | <b>Number</b> | <b>22</b> |

Issuer / RTAs are advised to take note of the change in file format of Benpos (RT02) report (Refer **Annexure A**) for necessary changes / implementation in their back-office software.

The release date for the new file format of RT02 is June 27, 2025.

Queries regarding this communiqué may be addressed to: CDSL – Helpdesk Emails may be sent to: [dprtasupport@cdslindia.com](mailto:dprtasupport@cdslindia.com) and connect through our IVR Number 022-62343333.

For and on behalf of  
Central Depository Services (India) Limited

sd/-

Nilesh Shah  
Vice President – Operations

## FILE FORMAT FOR RT02 REPORT

This report prints details of Beneficiary Owners for ISIN

File Name :

- 08RT02UX<CA seq numb>.<previous business date ddmmyyyy> --CA Holding report
- 08RT02UX<ISIN>.<previous business date ddmmyyyy> --RT02 ISIN request
- 08RT02UX.<previous business date ddmmyyyy>.<Split File Number> -- Monthly/Weekly /RTA request report

**Report Format** : (Specify in same sequence as unformatted layout)

| Field Description               | Field Type | Field Length |
|---------------------------------|------------|--------------|
| ISIN Code                       | CHAR       | 12           |
| Beneficiary Owner A/c No.       | CHAR       | 16           |
| First Holder's Name             | CHAR       | 164          |
| Second Holder's Name            | CHAR       | 164          |
| Third Holder's Name             | CHAR       | 164          |
| Guardian's Name                 | CHAR       | 142          |
| Nominee's Name                  | CHAR       | 142          |
| Father/Husband's Name           | CHAR       | 50           |
| Sex of sole/first holder        | CHAR       | 1            |
| Birth Date                      | CHAR       | 11           |
| Account Status                  | NUMBER     | 1            |
| BO Category                     | NUMBER     | 2            |
| BO Product                      | Number     | 2            |
| Customer Type                   | NUMBER     | 2            |
| BO Sub Status                   | NUMBER     | 4            |
| Occupation                      | CHAR       | 4            |
| PAN of Sole/First holder        | CHAR       | 25           |
| PAN of second holder            | CHAR       | 25           |
| PAN of third holder             | CHAR       | 25           |
| BO Freeze Flag                  | CHAR       | 1            |
| Freeze Reason Code              | NUMBER     | 2            |
| ISIN Status                     | CHAR       | 1            |
| A/C Opening Date                | CHAR       | 11           |
| SEBI Registration No            | CHAR       | 24           |
| Stock Exchange ID               | Number     | 2            |
| Clearing House / Corporation ID | Number     | 6            |
| CM Id                           | CHAR       | 8            |
| Trading Id                      | CHAR       | 8            |
| RBI Registration No.            | CHAR       | 30           |
| RBI Approval Date               | CHAR       | 11           |
| Tax Deduction Status            | NUMBER     | 2            |
| Nationality                     | CHAR       | 3            |

| Field Description                  | Field Type | Field Length |
|------------------------------------|------------|--------------|
| BO Correspondence Address Line 1   | CHAR       | 55           |
| BO Correspondence Address Line 2   | CHAR       | 55           |
| BO Correspondence Address Line 3   | CHAR       | 55           |
| BO Correspondence Address City     | CHAR       | 25           |
| BO Correspondence Address State    | CHAR       | 25           |
| BO Correspondence Address Country  | CHAR       | 25           |
| BO Correspondence Address Pin Code | CHAR       | 10           |
| BO Address Line 1 (Permanent)      | CHAR       | 55           |
| BO Address Line 2 (Permanent)      | CHAR       | 55           |
| BO Address Line 3 (Permanent)      | CHAR       | 55           |
| BO Address City (Permanent)        | CHAR       | 25           |
| BO Address State (Permanent)       | CHAR       | 25           |
| BO Address Country (Permanent)     | CHAR       | 25           |
| BO Address Pin Code (Permanent)    | CHAR       | 10           |
| Primary Mobile Number              | CHAR       | 17           |
| Secondary Telephone Number         | CHAR       | 17           |
| BO Fax Number                      | CHAR       | 17           |
| Primary E-mail                     | CHAR       | 100          |
| ECS Mandate Flag                   | CHAR       | 1            |
| Dividend MICR No.(Bank Code)       | CHAR       | 12           |
| Dividend Bank Branch (IFSC)        | CHAR       | 12           |
| Bank Name                          | CHAR       | 100          |
| Bank Address Line 1                | CHAR       | 40           |
| Bank Address Line 2                | CHAR       | 40           |
| Bank Address Line 3                | CHAR       | 40           |
| Bank Address City                  | CHAR       | 25           |
| Bank Address State                 | CHAR       | 25           |
| Bank Address Cntry                 | CHAR       | 25           |
| Bank Address Zip                   | CHAR       | 10           |
| Dividend Bank Currency             | NUMBER     | 6            |
| Dividend Bank Account Type         | NUMBER     | 5            |
| Dividend Bank Account Number       | CHAR       | 20           |
| Total Holding                      | NUMBER     | 22           |
| Total Lock-in                      | NUMBER     | 22           |
| Pledge Balance                     | NUMBER     | 22           |
| Safe keep Balance                  | NUMBER     | 22           |
| Earmark Balance                    | NUMBER     | 22           |
| Pending Remat Confirmation         | NUMBER     | 22           |
| Free Balance                       | NUMBER     | 22           |
| Pending Demat Verification         | NUMBER     | 22           |
| Pending Demat Confirmation         | NUMBER     | 22           |
| Date Of BenPos                     | DATE       | 8            |
| Pledge setup balance               | NUMBER     | 22           |
| Remat against lock in balance      | NUMBER     | 22           |
| Annual Report Flag                 | CHAR       | 1            |

| Field Description                   | Field Type    | Field Length |
|-------------------------------------|---------------|--------------|
| UID of First Holder                 | CHAR          | 15           |
| UID of Second Holder                | CHAR          | 15           |
| UID of Third Holder                 | CHAR          | 15           |
| PAN of Guardian                     | CHAR          | 10           |
| UID of Guardian                     | CHAR          | 15           |
| Custodian / PMS email Address       | CHAR          | 100          |
| Legal Entity Identifier             | CHAR          | 20           |
| LEI Expiry Date                     | DATE          | 8            |
| Filler                              | CHAR          | 25           |
| BO RGESS FLAG                       | CHAR          | 1            |
| MODE OF OPERATION                   | CHAR          | 1            |
| COMMUNICATION PREFERENCE            | CHAR          | 1            |
| Filler                              | CHAR          | 1            |
| Filler                              | CHAR          | 1            |
| Nominee's Guardian Name             | CHAR          | 142          |
| Nominee relationship with BO        | Number        | 2            |
| Nominee percentage of shares        | Number        | (5,2)        |
| Second Nominee's Name               | CHAR          | 142          |
| Second Nominee's Guardian Name      | CHAR          | 142          |
| Second nominee relationship with BO | Number        | 2            |
| Second Nominee percentage of shares | Number        | (5,2)        |
| Third Nominee's Name                | CHAR          | 142          |
| Third Nominee's Guardian Name       | CHAR          | 142          |
| Third nominee relationship with BO  | Number        | 2            |
| Third Nominee percentage of shares  | Number        | (5,2)        |
| <b>NDU Balance</b>                  | <b>Number</b> | <b>22</b>    |
| <b>Other Encumbered Balance</b>     | <b>Number</b> | <b>22</b>    |

**Free Balance = (Current Balance + Remat against lock in balance) –  
(Total Lock-in + Pledge setup Balance + Pledge Balance +  
Safekeep Balance + Earmark Balance + Pending Remat Confirmation)**

**Annual report flag values**

- '1' to indicate physical REPORT
- '2' to indicate electronic
- '3' to indicate 'Both' (physical and electronic)