

‘Annexure’

Details of CPE Program

1) Background

As all Participants are aware, National Institute of Securities Markets (NISM) performs two functions delegated to it under the Securities and Exchange Board of India (Certification of Associated Persons in the Securities Markets) (SEBI CAPSM) Regulations, 2007. These are:

- a) Offering mandatory certification examinations for associated persons of securities market intermediaries.
- b) Offering Continuing Professional Education (CPE) programs for associated persons of market intermediaries who are holding valid certificates.

2) Who are Associated persons

Means a person or employee of an intermediary or an agent or distributor or other natural person engaged in the securities business and includes an employee of a foreign institutional investor or a foreign venture capital investor working in India.

3) Valid certificates held by Associated persons

Associated persons of Participants may be holding any one of the following valid certificates:

- a) NCFM i.e., NSE's Certification in Financial Markets (NSDL - Depository Operations Module) of the National Stock Exchange of India Limited. (before 29th March, 2011)
- b) NCDO i.e., NSDL's Certification in Depository Operations of the National Securities Depository Limited. (before 29th March, 2011)
- c) BCCD i.e., BSE's Certification in Financial Markets (BSE's Certification on Central Depository) of the Bombay Stock Exchange Limited. (before 29th March, 2011)
- d) Certificate on completion of CDSL's DP training program on Central Depository Services (India) Limited. (before 29th March, 2011)
- e) NISM Series VI- Depository Operations Certification Examination (DOCE).

4) Eligibility for appearing for CPE programs :

A) Normal Category:

Any person holding a certificate as mentioned in point no. 3 above and where the validity of such certificate has not expired may appear for NISM's CPE for Depository Operations. Both original and photocopy of the certificate need to be submitted for verification at the time of CPE registration.

B) Grandfather by Age Category:

Any person who has attained the age of 50 years as on March 29, 2011, whether holding or not holding the certificate as mentioned in point no. 3 above may appear for NISM's CPE for Depository Operations on submission of required documents.

C) Grandfather by Experience Category:

Any person having work experience of 10 years or more in Depository Operations, as on March 29, 2011, whether holding or not holding a certificate as mentioned in point no. 3 above, may appear for NISM's CPE for Depository Operations on submission of required documents.

D) Principal Category:

Any person who is actively engaged in the management of the intermediary's securities business including supervision, solicitation, conduct of business, and includes:

- Sole Proprietors
- Managing Partners and
- Whole Time Directors

can be classified under the Principal category. Such persons belonging to the Principal category, whether holding or not holding any of the five certificates as mentioned in point no. 3, may appear for NISM's CPE Program for Depository Operations under the Principal category, on submission of the required documents.

Documents Needed: For all aforesaid Types the following documents need to be brought for verification:

Normal Category	Grandfather by Age Category	Grandfather by Experience Category & Principal Category
PAN card	PAN Card	PAN Card
Any one of the valid certificate as mentioned in point no. 3 above.	Any one of the valid certificate as mentioned in point no. 3 above. <i>(not mandatory)</i>	Any one of the valid certificate as mentioned in point no. 3 above. <i>(not mandatory)</i>
----	----	Candidate shall obtain the Compliance officers' certificate from the Compliance Officer of his/her current employer and send the same to NSDL for pre-verification <i>(format enclosed at Annexure I)</i> . NSDL, after verification of the required certificates submitted by the candidate will satisfy themselves that the required certificates constitute requisite experience in case of Experience Category. Please note that the candidate should have this 10 years experience as on March 29, 2011.
Admit Card generated from OCRES	Admit Card generated from OCRES	Admit Card generated from OCRES

Please note that candidates are required to **CARRY IN ORIGINAL** the above mentioned documents *(as listed for each Type)* to the CPE venue for verification in order to obtain admission to NISM's CPE for Depository Operations. Also note that candidates belonging to Normal Category can appear for NISM's CPE for Depository Operations not before twelve months prior to expiry of the said certificate.

5) Registration & Enrollment for the CPE Program

Candidates are requested to Registration & Enroll themselves on “**Online CPE Registration and Enrollment System**” (OCRES) at <https://certifications.nism.ac.in/nismaol/>. The fee for CPE Program will be Rs. 2,500 per person. The detailed process is attached at Annexure II.

6) Important points to be noted with respect to registration

Officials of Participants attending CPE program must ensure as follows :

- a) Carry the admit card & PAN card at the training venue.
- b) NSDL officials will verify the original PAN card & original documents as per the eligibility criteria of the candidates.
- c) Admit card will be retained by NSDL.

Officials of Participants will be admitted to the CPE program only after completion of the aforesaid formalities.

7) Other details of the CPE program

- (i) Address of the venue will be communicated later.
- (ii) 50 persons of Participants will be accommodated in a single batch.
- (iii) The CPE program will start at 10.00 am. In this regard, Participants are requested to reach the venue by 9.00 am for completion of the registration process. Further, the CPE program will end by 5.00 pm.
- (iv) Breakfast, lunch and high tea will be served during the training program.
- (v) Training related material will be provided at the training venue.
- (vi) At the end of the program, a candidate evaluation test will be conducted. The evaluation test will paper based test consisting of multiple choice type questions.
- (vii) NSDL may cancel/postpone any of the programs for lack of enough registrations or any other reason.

8) Delivery of certificates

After due verification and internal process of approval, NISM will dispatch the certificates to the concerned official, who has completed the CPE program, after around 30 working days.

9) Contact details of NSDL officials

For more information / clarification, Participants may contact the following officials:

Name of the official	Telephone Number	Email address
Ms. Bhuvaneshwari Parasuraman	(022) 2499 4343	bhuvaneshwariv@nsdl.co.in
Mr. Vipin Warke	(022) 2499 4239	vipinw@nsdl.co.in
Mr. Harsh Kotak	(022) 2499 4487	harshk@nsdl.co.in
Mr. Narayan Venkat	(022) 2499 4479	narayanv@nsdl.co.in