
NATIONAL COMMODITY & DERIVATIVES EXCHANGE LIMITED

Circular to all Members of the Exchange

Circular No. : NCDEX/COMPLIANCE-032/2019

Date : August 26, 2019

Subject : Guidelines for submission of Aadhaar Card and Utility Bills

Attention of the Members are invited to the following Gazette Notifications by Unique Identification Authority of India and Ministry of Finance;

- 1) Unique Identification Authority of India (Transaction of Business at meetings of the Authority) Regulations, 2016 as published by the Unique Identification Authority of India in Part III – sec 4 of the Gazette of India vide No. 13012/64/2016/Legal/UIDAI (No. 3 of 2016) dated September 12, 2016.
- 2) Prevention of Money-laundering (Maintenance of Records) Amendment Rules, 2019 as published by Ministry of Finance in Part II- Sec 3 (i) of Gazette of India vide no. G.S.R. 108(E) dated February 13, 2019.

In view of the above notifications, members and market participants are advised to note the following;

- 1) In case of submission of copy of Aadhaar Card as a proof in Connection with
 - New membership applicants and its directors, shareholders, partners
 - Clients registration and
 - Authorized persons registration

It should be accompanied along with the consent letter signed by the owner of Aadhaar card. The format for submission of consent letter is attached as Annexure.

- 2) The Aadhaar card number should be redacted or blacked out on the copy of the Aadhaar Card while submission.
- 3) In case of submission of utility bills as address proof of any service provider (electricity bill, telephone bill, post-paid mobile phone bill), the said utility bill shall not be more than two months old.

Members are advised to take note of the above guidelines which are applicable with immediate effect and ensure compliance in this regard.

For and on behalf of
National Commodity & Derivatives Exchange Limited

Smita Chaudhary
Assistant Vice President – Compliance

Encl.: Annexure

For further information / clarifications, please contact

1. Customer Service Group on toll free number: 1800 26 62339
2. Customer Service Group by e-mail to : askus@ncdex.com

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Annexure

Aadhaar Consent letter

Date:

To,
National Commodity & Derivatives Exchange Limited,
1st Floor, Akruti Corporate Park, LBS Road
Kanjur Marg (West)
Mumbai – 400078

Subject: Consent to use Aadhaar card copy

Ref : Application for New membership/KYC/AP Registration

Dear Sir,

I the undersigned _____, understand that I can submit either of the following document copy as an address proof for registration.

- a. Voter ID Card
- b. Driving License
- c. Passport
- d. Ration Card
- e. Aadhaar Card
- f. Utility Bills

I willingly give my consent to NCDEX to accept copy of my Aadhaar card and proceed with the referred application.

Thanking you,

Yours Sincerely.

(Name and Signature of the Aadhaar Card Owner)