



Central Depository Services (India) Limited

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COMMUNIQUÉ TO DEPOSITORY PARTICIPANTS

CDSL/RISK/DP/POLCY/2024/512

September 06, 2024

SUBMISSION OF COMPLIANCE FOR CLOSURE OF OBSERVATIONS RAISED DURING ANNUAL SYSTEM AUDIT

Depository Participants (DPs) are advised to refer to Communique CDSL/RISK/DP/POLCY/2024/301 dated June 06, 2024, on 'Submission of Annual System Audit Report'.

Any observation raised by the auditor during the audit shall be remedied on an immediate basis and should be certified by the auditor. The compliance of closure of findings identified shall be submitted to CDSL within 3 months from the due date of submission of report.

DPs are advised to submit compliance of closure of observations raised during the audit for the financial year 2023-2024 on or before September 30, 2024. The User Manual for submission of the same is enclosed as **Annexure A**.

DPs are requested to take note of the above and ensure compliance.

Queries regarding this communiqué may be sent to CDSL – Helpdesk through e-mail on dpertasupport@cdslindia.com or dpinfosec@cdslindia.com or call us on **022-62343333**.

For and on behalf of

Central Depository Services (India) Limited

sd/-

Ashwin Lalchandani

Assistant Vice President – Risk Management

Step 1- Log in Into Audit application by using the below link:-

<https://auditweb.cdslindia.com/Login.aspx>

- Now Sign in using 'Login Type-Designated officer'.
- Now enter User ID & Password and click on "Sign In" button.
- The user will received OTP on his registered mobile number, insert the OTP and proceed to login

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AUDIT APPLICATION

SIGN IN

Login Type Designated Officer

User ID --Select--

Password RTA

Designated Officer

CISA_Auditor

Auction Committee

Bidding Participant

IS_Auditor

Sign In

[Forgot password](#) [Registration for DP / RTA](#)

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Step 2- Select 'Cyber Audit Compliance Report'

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AUDIT APPLICATION

Reports

Select Audit Type --Select--

Select Audit Month --Select--

Select DP / RTA --Select--

Confirm

[View Cyber Report](#) [VAPT Compliance](#) [VAPT Resubmission](#)

→ [Cyber Audit Compliance Report](#) [Cyber RCA Report](#)

[Go to Login](#) | [Change Password](#)

FAQ

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Step 3- Select 'March 2024' in 'Audit Month'

Step 4- Click on 'Add Cyber Audit Details'

Step 5- Enter the details in each field as per the below table:

Audit Clause	Checkpoint Description	Description of Finding	Status of Finding	Action Taken	Target Closure Date	Reason why observation not closed
Enter the number of the TOR Clause	Enter the Description of the TOR Clause	Enter the description of the finding which were reported by the Auditor	Enter Yes or No	Enter the details of the Action Taken to close the finding	Enter the Target Closure date if the observation is yet to be closed	Enter the reason why the observation is yet to be closed

Step 6- Once you have entered the details in the table, Select 'Choose files' and upload the Action Taken Report

Step 7- Select 'Upload'

Step 8- Once you have uploaded the file, Click on '**Submit to CDSL**'

