

National Stock Exchange of India

Circular

Department: Compliance	
Download Ref No: NSE/COMP/66522	Date: February 05, 2025
Circular Ref. No: 10/2025	

To All Members,

Sub: Testing environment for revised reporting format of Margin Trading Facility (MTF)

This has reference to Exchange circular reference no. NSE/COMP/64519 dated October 11, 2024 regarding revision in FAQ's and reporting format of Margin Trading Facility (MTF).

In view of the changes informed vide the aforementioned circular, a testing facility is being provided to all the eligible Members i.e. members who have availed MTF facility for uploading the daily margin trading files as per the revised format.

The manuals for accessing the portal and reporting daily MTF are enclosed as under:

- Annexure A - Steps for login and creation of user on Member portal
- Annexure B - User Manual for uploading daily margin trading file
- Annexure C - Revised format of reporting file
- Annexure D - Validations applicable to the file format

A separate communication shall be issued by the Exchange for implementation of revised reporting format. Till such time, Members shall continue to upload the MTF files in the existing format through the Member portal of Exchange.

All Members are advised to take note of the same.

For any support, please reach out to the helpdesk on 1800 266 0050 (Select IVR option 3) or email at memcompliance_support@nse.co.in.

For and on behalf of
National Stock Exchange of India Limited

Swati Sopare
Chief Manager

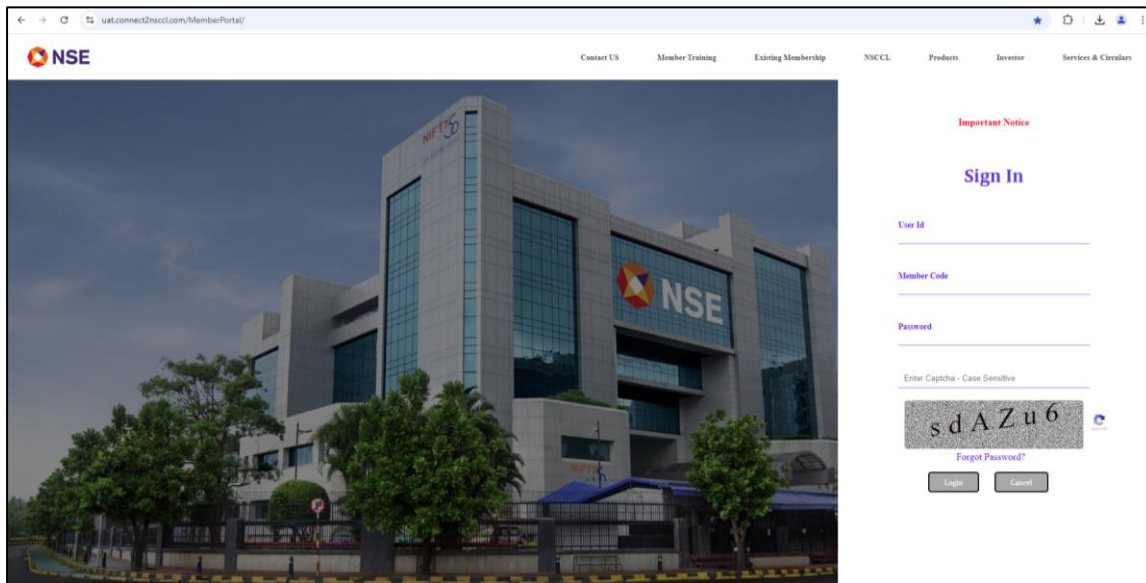


National Stock Exchange of India Ltd.

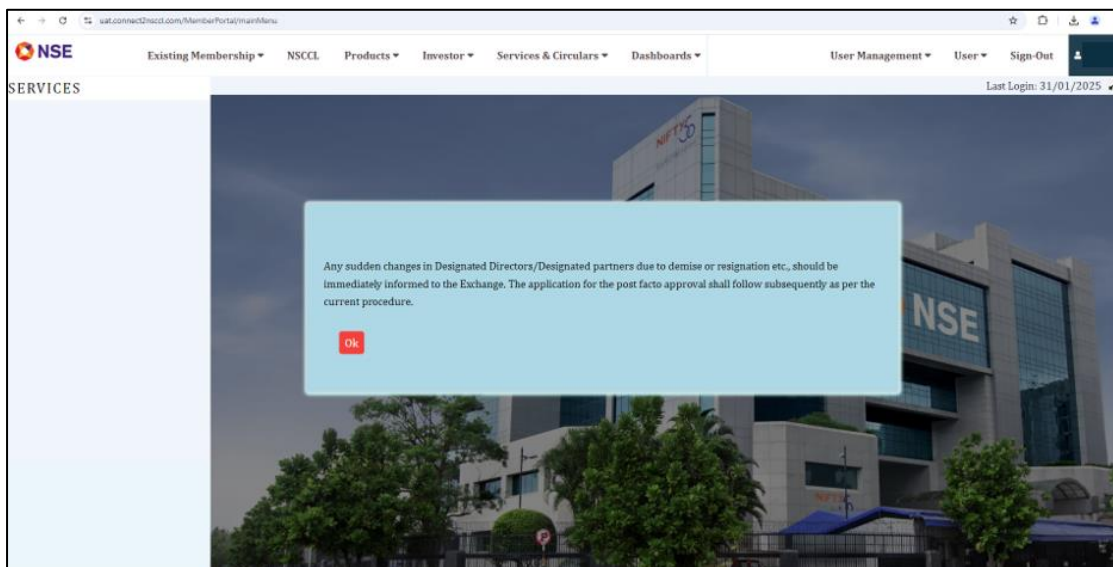
Document Name	Member Portal User Guide Ver 1.0.docx
For	Member Portal
Applicable to	Member Admin User
Purpose	User creation and Maintenance

User Guide for Member Admin for Member Portal User creation and Maintenance

- Click on Member Portal link as given below:
Uat : <https://uat.connect2nsccl.com/MemberPortal/>
- The below screen will open
- Enter the Admin User id , Member code ,Admin Password & Captcha (For User id and Member code fields, add the respective member code, Password - [Abcd@12345678](#))
- Click on Login button

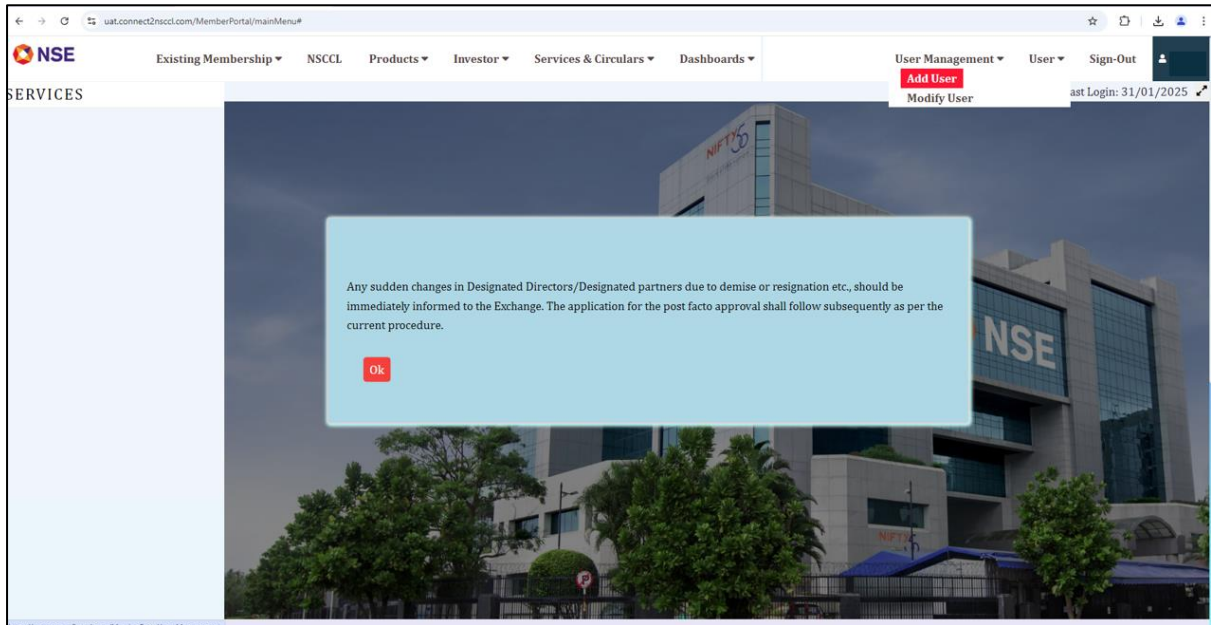


- The below screen will open

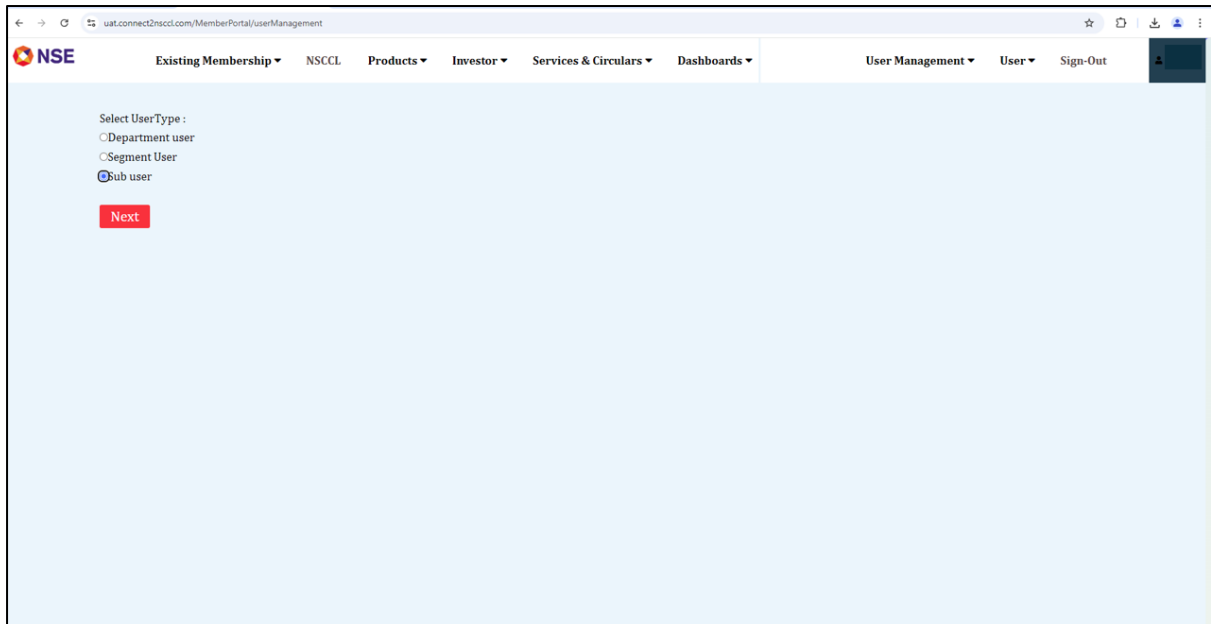


Procedure for New Sub User creation for the member:

- Click on User Management > Add User



- The below screen will open
- Select the user type as "Sub user"
- Click on Next button





- Enter the User Details as shown below
- Click on Next Button

User Details

User Id:* Name:*

Password:* Confirm Password:*

Address Line 1 :* Address Line 2 :

Mobile No. :* Std Code. :

Landline : Fax No. :

Email :*

* Indicates mandatory fields , and all fields are mandatory for NSE-ASSIST service.
Password Policy

- Please Select **ENIT-COMPLIANCE-NEW**
- And click on check box of the ALL

Services:	ALL	CM	CD	CO	DEBT	FO	MFSS	REPO	SLB	WDM
	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
ENIT-COMPLIANCE-NEW	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

- Click on Submit button

- After successfully assigning service to sub user “Services Updated Successfully” will be displayed.



- Sign off and log in with newly created sub user details , using url <https://uat.connect2nscl.com/MemberPortal/>

****END OF DOCUMENT****

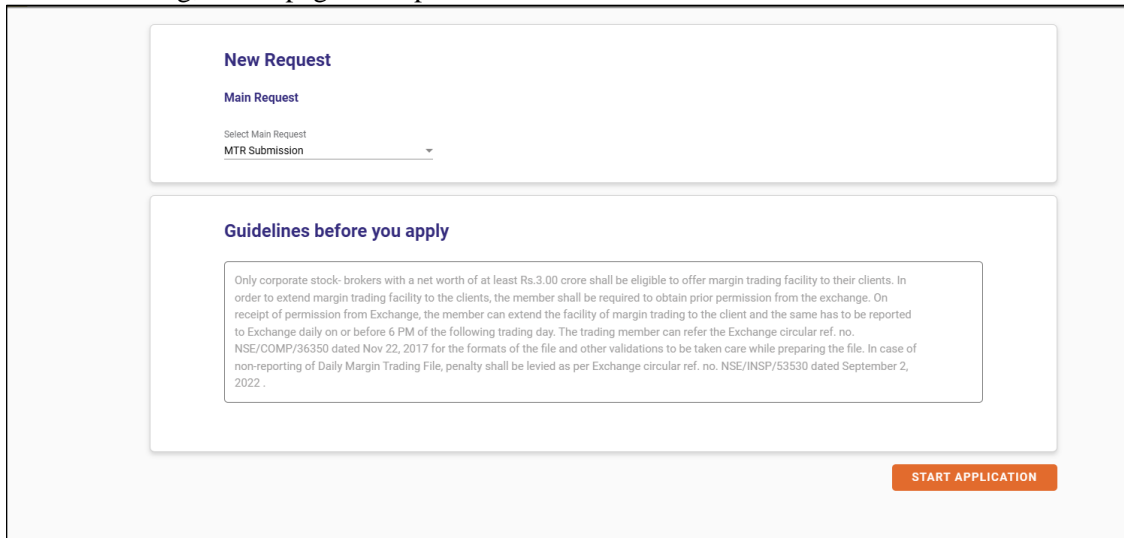


National Stock Exchange of India Ltd.

**User Manual for Submission of Margin Trading
Report**

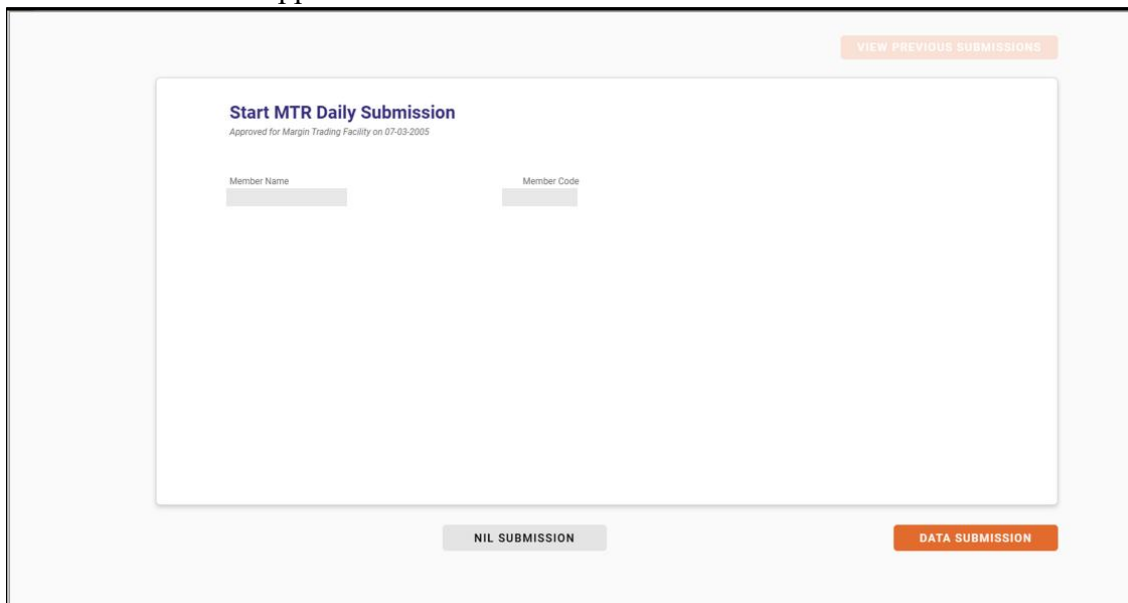
➤ **MTR submission**

1. Login with correct member credentials to member portal - <https://uat.connect2nsccl.com/MemberPortal/>
2. Click on ENIT-COMPLIANCE-NEW >> Compliance >> MTR >> MTR Submission. On clicking, below page will open:



The screenshot shows a web interface for a 'New Request'. At the top, there is a section titled 'New Request' with a sub-section 'Main Request'. Below this, there is a dropdown menu labeled 'Select Main Request' with 'MTR Submission' selected. Below the dropdown is a section titled 'Guidelines before you apply' containing a text box with the following text: 'Only corporate stock- brokers with a net worth of at least Rs.3.00 crore shall be eligible to offer margin trading facility to their clients. In order to extend margin trading facility to the clients, the member shall be required to obtain prior permission from the exchange. On receipt of permission from Exchange, the member can extend the facility of margin trading to the client and the same has to be reported to Exchange daily on or before 6 PM of the following trading day. The trading member can refer the Exchange circular ref. no. NSE/COMP/36350 dated Nov 22, 2017 for the formats of the file and other validations to be taken care while preparing the file. In case of non-reporting of Daily Margin Trading File, penalty shall be levied as per Exchange circular ref. no. NSE/INSP/53530 dated September 2, 2022.' At the bottom right of the page, there is an orange button labeled 'START APPLICATION'.

3. Click on “Start Application”. Member can choose either NIL or DATA submission.



The screenshot shows a web interface for 'Start MTR Daily Submission'. At the top right, there is a link labeled 'VIEW PREVIOUS SUBMISSIONS'. Below this, there is a section titled 'Start MTR Daily Submission' with a sub-section 'Approved for Margin Trading Facility on 07-03-2025'. Below this, there are two input fields: 'Member Name' and 'Member Code'. At the bottom of the page, there are two buttons: 'NIL SUBMISSION' (grey) and 'DATA SUBMISSION' (orange).

4. For data submission, click on the upload file icon to upload the file and Click on Validate

VIEW PREVIOUS SUBMISSIONS

Start MTR Daily Submission

Last MTR file submitted on 30-01-2025 08:33 AM

Document Upload

Upload File

Upload Guidelines

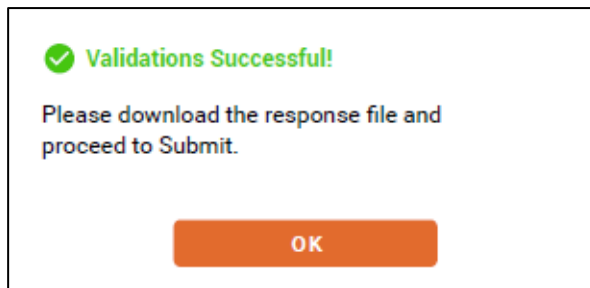
Before uploading the files, please ensure the following

- 1) Document
- 1) Acceptable format: CSV with extension: T

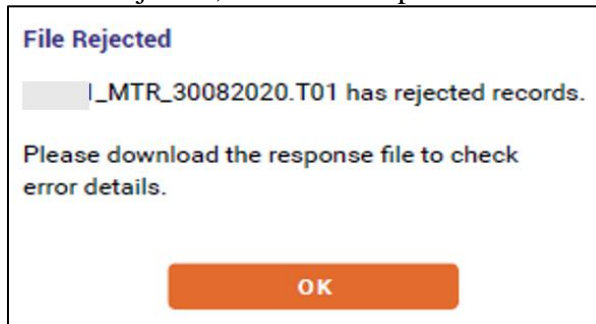
VALIDATE

VALIDATIONS FAQ CANCEL SUBMIT

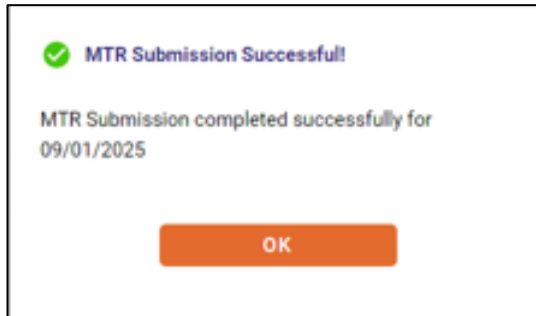
5. After file validation, Download Response file using 'Export Response File' icon
 - If validation is successful:



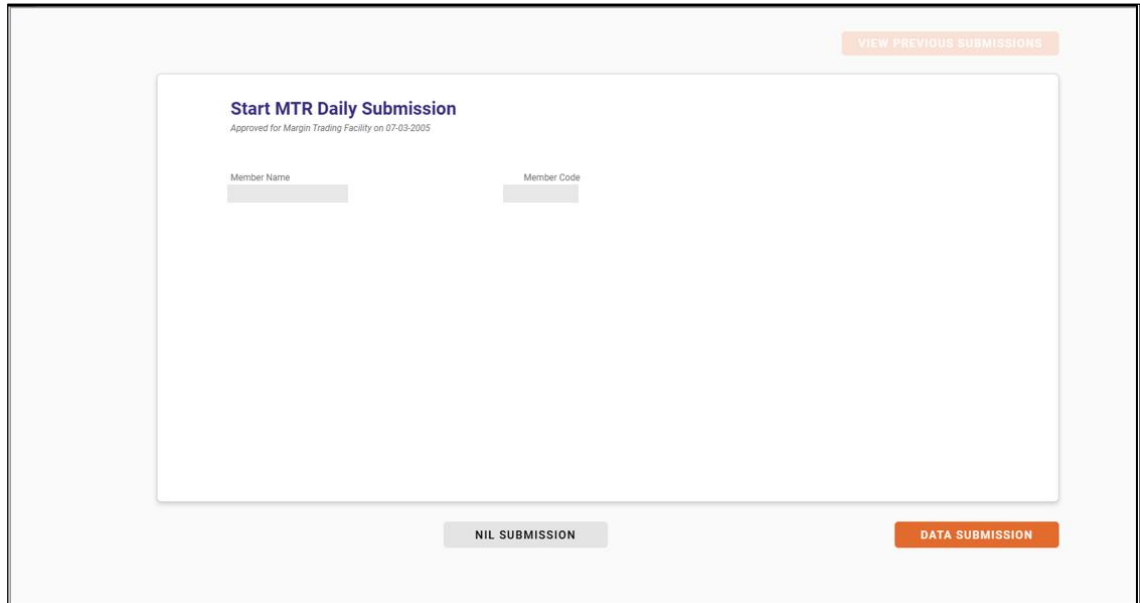
- If file is rejected, check the response/error file to identify the issues.



6. Once file is validated successfully, “Submit” button is activated. Click on SUBMIT button.



7. For NIL submission, Click on the “NIL Submission” button on the Start Application page:



8. Click on the check box to proceed with NIL submission:

VIEW PREVIOUS SUBMISSIONS

Start MTR Daily Submission
Last MTR file submitted on 15/01/2025 18:45 PM

NIL Submission
 I/We declare that my Submission as NIL for Margin Trading for reporting for previous date 15/01/2025. This NIL submission will be carried over to the subsequent business days until data is explicitly submitted on the portal.

VALIDATE

VALIDATIONS FAQ CANCEL SUBMIT

9. Click on Validate:

✓ **Validation Successful!**

Validations successful.
Kindly proceed to Submit the process.

OK

10. Once file is validated successfully, “Submit” button is activated. Click on SUBMIT button.

✓ **NIL Submission Successful!**

NIL Submission completed successfully for
15/01/2025.

OK

➤ **MTR View / Download**

1. To view previous submission reports, click on Compliance >> MTR >> MTR View / Download
2. Select the submission date range to search the previous submissions
3. Click on Search

Margin Trading Reports

Member Name Member Code

Submission From Date - To Date
Select From Date- To Date

Search Result

Note: Status of any files submitted before 31/08/2021 will be displayed as 'Not Uploaded' because they are part of old system.

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4. Submissions made by the member are listed. Submitted file and Response file are links and available for download

Margin Trading Reports

Member Name Member Code

Submission From Date - To Date
01/02/2023 - 03/02/2023

Search Result

Showing 3 results

Note: Status of any files submitted before 31/08/2021 will be displayed as 'Not Uploaded' because they are part of old system.

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<input type="checkbox"/>	Ref. No	Reporting Date	Submission Date	Submitted File	Response File
<input type="checkbox"/>	99905	01/02/2023	02/02/2023 12:00 AM	MTR_01022023.T01	TM_ MTR_01022023.R01
<input type="checkbox"/>	100148	02/02/2023	03/02/2023 12:00 AM	MTR_02022023.T01	TM_ MTR_02022023.R01

MTF DAILY REPORTING FILE FORMAT

File naming convention for uploading: MTR_DDMMYYYY.TNN

where,

MTR is constant;

DDMMYYYY is date for which margin trading details are to be furnished;

T is constant;

NN is batch number (Format: 99)

The file shall be a single file with comma separated values containing 7 types of records:

1. Control Record
2. Summary Record
3. Detail Record
4. Collaterals Record
5. Collaterals Scrips' Detail Record
6. Cash Collateral Detail record
7. Declaration

1. Control Record:

Sr	Field	Length	Description
1.	Record Type	Number (2)	Default Value = '10'
2.	File Type	Char (3)	Default Value = 'MTR'
3.	Member Code	Char (5)	Member Code
4.	Batch Date	DDMMYYYY	Date for which margin trading details are to be reported. Should be the same as that in file name
5.	Batch number	Number (2)	The batch number of the file sent Should be the same as that in file name
6.	Total summary records	Number (9)	Total number of summary records
7.	Total detail records	Number (9)	Total number of detail records
8.	Total Value of Funded Shares	Number (15,2)	Total value of funded shares including value of funded quantity for maintenance margin (Format:999999999999.99) Validation: this should match with total of point number 15 "Gross Funded stock Amount end day including value of funded quantity for maintenance margin" in Detail Record 20
9.	Total Value of cash collateral utilized for pay-in	Number (15,2)	Total Value of cash collateral utilized for pay-in (Format:999999999999.99) Validation: it should match with point number 5 "Amount Used for Pay in of

			record number 60. It should also match with total value of point number 17 “Funded Stock Amount as maintenance margin end day” of Detail Record 20.
10.	Amount Funded / Exposure (8 – 9)	Number (15,2)	Validation: Total Value of Funded Shares minus Total Value of cash collateral utilized for pay-in. (Format:999999999999.99) Should be zero or greater than zero. Should match with point 19 “Net Funded Stock Value (Net Exposure value) end day” of Detail Record 20.

2. Summary Record:

Sr	Field	Length	Description
1.	Record Type	Number (2)	Default Value = ‘30’
2.	Lender name	Char (30)	Name of the lender
3.	Lender Category	Number (2)	Lender category 01 - Own / self funds 02 - NBFCs 03 - SCBs (Scheduled commercial bank) 04 - Issuance of Commercial Paper 05 - Unsecured Long-term loans from Promoters and Directors
4.	Amount funded	Number (15,2)	Total amount borrowed/financed including self/own funds (Format: 999999999999.99) Validation: should match with the Amount Funded / Exposure (point no 10 of the record type 10)

3. Detail Record:

Sr	Field	Length	Description
1	Record Type	Number (2)	Default Value = ‘20’
2	Client Name	Char (240)	Client Name
3	PAN	Char (10)	PAN Number
4	Symbol	Char (10)	Security Symbol
5	Series	Char (2)	Security Series
6	ISIN	Char (12)	ISIN of scrip
7	Gross Funded Stock Quantity begin day including funded	Number (9,3)	Begin Day Qty including funded quantity used for maintenance

	quantity for maintenance margin		margin.
8	Gross Funded stock Amount begin day including value of funded quantity for maintenance margin	Number (15,2)	Begin Day Amount including value of funded quantity used for maintenance margin. (Format: 999999999999.99). Member should report value at cost (not at market value).
9	Funded stock Quantity during day	Number (9,3)	Fresh Qty During Day
10	Funded Amount during day	Number (15,2)	Fresh Amount During Day (Format: 999999999999.99) Member should report value at cost (not at market value)
11	Funded Quantity liquidated/ released during day	Number (9,3)	Qty Liquidated/released During Day
12	Funded Amount liquidated/ released during day	Number (15,2)	Amount Liquidated/released During Day (Format: 999999999999.99) Member should report value at cost (not at market value)
13	Corporate action Quantity	Char (9,3)	Addition in quantity on account of corporate action should be shown in positive value and reduction in quantity on account of corporate action should be shown in negative value
14	Gross Funded stock Quantity end day including funded quantity for maintenance margin	Number (9,3)	End Day Qty including funded quantity used for maintenance margin.
15	Gross Funded stock Amount end day including value of funded quantity for maintenance margin	Number (15,2)	End Day Amount including value of funded quantity used for maintenance margin. (Format: 999999999999.99) Member should report value at cost (not at market value)
16	Funded Stock Quantity as maintenance margin end day	Number (9,3)	Quantity of Funded Stock being used towards maintenance margin if collateral was collected in form of cash from client towards margin for availing margin trading facility i.e. initial margin and such cash collateral was subsequently used for payin of said client and therefore not upstreamed to CC as collateral and margin is now maintained (i.e. maintenance

			margin) in form of funded stock received from CC to the extent of such cash used for payin. (Rounded off to lower side, e.g. qty as 3.10 or 3.90, qty should be reported as 3).
17	Funded Stock Amount as maintenance margin end day	Number (15,2)	Cost of Funded Stock Amount being used towards maintenance margin Validation: Total of this should match with total of point 5 “Amount Used for Pay in” of Record 60.
18	Net Funded Stock Quantity (Exposure Qty) end day	Number (9,3)	Net Quantity of Funded Stock as exposure. (Rounded off to higher side, e.g. qty as 3.10 or 3.90, qty should be reported as 4). Validation: should match with quantity in Column 14 minus quantity in Column 16.
19	Net Funded Stock Value (Net Exposure value) end day	Number (15,2)	Cost of Net Quantity of Funded Stock as exposure. Validation: should match with value of Column 15 minus value of Column 17.
20	Exposure Qty-Margin of which maintained in form of funded stock	Number (9,3)	Quantity from total Net Funded Stock Quantity (column 18) for which maintenance margin is maintained in form of funded stock (column 16). (Rounded off to higher side, e.g. qty as 3.10 or 3.90, qty should be reported as 4)
21	Category of Holding (Promoter/Promoter Group or Non Promoter)	Char (1)	Category in which the client falls w.r.t. the scrip the client is holding (‘Y’ if the client falls under Promoter or Promoter Group and ‘N’ if the client falls under Non Promoter)
22	Stock Exchange	Char (3)	NSE or BSE

4. Collaterals Summary Record:

Sr	Field	Length	Description
1	Record Type	Number (2)	Default Value = ‘40’

2	Collateral-Cash	Number (15,2)	Enter Amount (Format: 99999999999999.99) Validation: should match with total of point 4 "Total Amount "of record number 60.
3	Collateral-Cash Equivalent	Number (15,2)	Enter Amount (Format: 99999999999999.99) Validation: total of Collateral-Cash Equivalent and Collateral-Scrips should match with total of point number 8 "Amount end day "of record number 50.
4	Collateral-Scrips	Number (15,2)	Enter Amount (Format: 99999999999999.99). Validation: total of Collateral-Cash Equivalent and Collateral-Scrips should match with total of point number 8 "Amount end day "of record number 50.

5. Collaterals Scrips & Cash Equivalent' Detail Record:

Sr	Field	Length	Description
1	Record Type	Number (2)	Default Value = '50'
2	Client Name	Char (240)	Client Name
3	PAN	Char (10)	PAN Number
4	Symbol	Char (10)	Security Symbol
5	Series	Char (2)	Security Series
6	ISIN	Char (12)	ISIN of scrip
7	Quantity end day	Number (9,3)	End Day Qty
8	Amount end day	Number (15,2)	End Day Amount (Format: 99999999999999.99)
9	Category of Holding (Promoter/Promoter Group or Non Promoter)	Char (1)	Category in which the client falls w.r.t. the scrip the client is holding ('Y' if the client falls under Promoter or Promoter Group and 'N' if the client falls under Non Promoter)
10	Stock Exchange	Char (3)	NSE or BSE

6. Cash Collateral Detail record

Sr	Field	Length	Description
1	Record Type	Number (2)	Default Value = '60'
2	Client Name	Char (240)	Client Name
3	PAN	Char (10)	PAN Number
4	Total Amount	Number (15,2)	Total amount of Cash collateral in form of margin (Format: 99999999999999.99)
5	Amount Used for Pay in	Number (15,2)	Cash Collateral collected in form of margin and used for pay in (Format: 99999999999999.99)
6	Balance Amount	Number (15,2)	Total Amount minus Amount Used for Pay in (Format: 99999999999999.99) Validation should be zero or greater than zero.

7. Declaration:

I hereby confirm that my exposure towards the margin trading facility has not exceeded the borrowed funds (if any) and 50% of my networth.