

Dos and Don'ts and best practices to be followed by the Demat account holders

Sr. No	Guidance
1	To register for CDSL's internet based facility 'easi' to monitor your demat account yourself: Login to https://web.cdslindia.com/myeasinew/Registration/EasiRegistration
2	Register for CDSL's SMS Alert facility - SMART and obtain alerts for any debits in your demat account.
3	CDSL sends alerts to investors on their registered mobile number through SMS and e-mail for any modification done in their master details, debit in demat account, pledge creation, change in nominee etc.
4	Pay attention to SMS's and emails regularly sent by CDSL. If you receive an SMS for a transaction not executed by you, inform your DP (ESPL) /CDSL immediately.
5	Inform your DP (ESPL) of any change in your Personal Information (for example address or Bank Account details, email ID, Mobile number) linked to your demat account in the prescribed format and obtain confirmation of updation in system.
6	Protect your login details and do not share login credentials with anyone. Password should be unique. Keep strong and complex passwords and change the password at regular intervals.
7	Do not share One Time Password (OTP) received from your DP (ESPL) / CDSL. These are meant to be used by you only.
8	Do not share login credentials of e-facilities provided by CDSL such as e-DIS, easiest etc. with anyone else.
9	Do not download any unknown application on your phone / device. The application may access your confidential data secretly.
10	Exercise the option to freeze the Demat account if not being used for long duration.
11	Before granting Power of Attorney (PoA) to anyone, to operate your demat account, carefully examine the scope & implications of powers being granted.
12	Ensure that, your holding and transaction statements are received periodically as instructed to your DP. You are entitled to receive a transaction statement every month if you have any transactions.
13	Check your demat account statement on receipt. In case you notice any unauthorized debits or credits, contact your DP (ESPL) for clarification. If not resolved, you may lodge your complaint by visiting www.cdslindia.com > Post Your Grievances (https://www.cdslindia.com/Footer/grievances.aspx).

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