METROPOLITAN STOCK EXCHANGE

Department: Inspection	Segment: All
Circular No: MSE/INSP/15125/2024	Date : April 02, 2024

Subject: Empanelment of Backoffice vendors

To All Members,

This is with reference to Exchange Circular Ref. No: MSE/INSP/12109/2022 dated July 27, 2022 on "Empanelment of Backoffice vendors" wherein Members were informed about the procedure for empanelment of Backoffice vendors with the Exchange.

In line with representations received from the Members and Vendor Association, the Exchange has reviewed and revised the required Undertakings for both Members and Backoffice Vendors. This revision aims to streamline the submission process and ensure greater efficiency. Detailed guidelines regarding these revisions are outlined below:

Procedure for Empanelment:

The operating guidelines to be followed by the members for empanelling Backoffice vendor / In-house developed software is provided in **Annexure A.**

All Members are advised to take note of the above and bring the provisions of this circular to the notice of the Backoffice Vendors and ensure the conformance and compliances to the above requirements by May 31, 2024.

For and on behalf of
Metropolitan Stock Exchange of India Limited

Praveenkumar Acharya
AVP – Inspection and Membership Department

In case of any query kindly contact Inspection Department on (022) 6112 9000 or mail on compliancemsx@msei.in.

Annexure A : Operating Guidelines

I. Operating guidelines for developing backoffice facility In-house :-

The Members developing Backoffice software in-house, are required to submit following list of documents via physical copy to the registered address provided below:

List of Documents	Annexure
Member Application format	Annexure I
Undertaking for Inhouse Backoffice Facility	Annexure II
Auditors Report	Annexure IV
Auditors Certificate	Annexure V
Criteria / Aspects of Testing	Annexure VII

II. Operating guidelines for Backoffice Vendors desirous of being empaneled with Exchange :-

Vendors seeking empanelment with the Exchange are required to submit the following list of documents via physical copy to the registered address provided below:

List of Documents	Annexure
Undertaking for Backoffice Facility	Annexure III
Auditors Report	Annexure IV
Auditors Certificate	Annexure V
Vendor Application format	Annexure VI
Criteria / Aspects of Testing	Annexure VII

III. Address for sending the hard copies :-

METROPOLITAN STOCK EXCHANGE OF INDIA LIMITED
Building A, Unit 205A, 2nd Floor,
Piramal Agastya Corporate Park,
L.B.S Road, Kurla (West),
Mumbai - 400 070