



**UNITED STOCK EXCHANGE OF INDIA LIMITED
CURRENCY DERIVATIVES SEGMENT
CIRCULAR**

Circular no. USE/CMPL/ 14 /2010

June 23, 2010

Display of Board / Registration Certificate and Record Maintenance

In terms of the provisions of Rules, Bye-Laws and Regulations of the United Stock Exchange of India Ltd. (Exchange), the Members of the Exchange are notified as under:

Name board, Registration certificate, Notice board

Trading members shall display their name boards in all of their offices, including the details and the information prescribed in **Annexure I**. The name board shall be of permanent nature and placed in prominently visible location.

Trading Members shall also display a copy of their SEBI Registration Certificate in all of their offices in prominently visible location.

Further, members are advised to include always the information given in annexure II, in their notice board to be displayed in reception area or prominently visible location, of all offices.

Maintenance of books of accounts and other documents as required by enforcement agencies

SEBI has issued circulars no. SEBI/MRD/SE/Cir-15/2005 dated 4th August 2005, SEBI/MRD/SE/Cir-23/05 dated December 22, 2005 and MRD/DoP/SE/Cir-21/2009 dated 9th December 2009, regarding maintenance of books of accounts and other documents by stock exchanges and their members when enforcement agencies collect copies of records / documents during the course of their investigation. Relevant extract from the circulars is given below for immediate reference.

1. In terms of Rules 14 and 15 of Securities Contracts (Regulation) Rules, 1957, every recognized stock exchange and its members are required to maintain and preserve the specified books of accounts and documents for a period ranging from two years to five years. Further, as per regulation 18 of SEBI (Stock Brokers & Sub-brokers) Regulations, 1992, every stock broker shall preserve the specified books of accounts and other records for a minimum period of five years.

2. It is noticed that enforcement agencies like CBI, Police, Crime Branch etc. have been Collecting copies of the various records/documents during the course of their investigation. These original documents both in physical form and electronic form would be required by such enforcement agencies during trial of the case also.
3. In view of the above, you are advised to preserve the originals of the documents, both in electronic and physical form, copies of which have been taken by CBI, Police or any other enforcement agency during the course of any investigation till the trial is completed.

All the members are advised to take note of the above and ensure compliance with the requirements in this regard.

Members can view the above mentioned circulars by clicking on the corresponding links in the table below

Circular No.	Link to the Circular
SEBI/MRD/SE/Cir-15/2005 dated 4th August 2005	http://www.sebi.gov.in/circulars/2005/cir152005.html
SEBI/MRD/SE/Cir-23/05 dated December 22, 2005	http://www.sebi.gov.in/circulars/2005/corrcir15.html
MRD/DoP/SE/Cir-21/2009 dated 9th December 2009	http://www.sebi.gov.in/circulars/2009/mrdcir212009.pdf

For any clarifications, members are advised to contact the following official(s):

Name of the Official	Telephone No.	Email Id
Ms. Nikita Mehta	022- 42444936 022- 22728909	nikita.mehta@useindia.com
Mr. Ashok Kotian	022 - 42444926	ashok.kotian@useindia.com

For and on behalf of
United Stock Exchange of India Limited

P.K. Ramesh
Chief Regulatory Officer

Annexure I

Details to be included in name board in Main office

1. Name of the Trading Member
2. Address, Telephone No. of Main office
3. SEBI Registration Number
4. Name, Designation & Telephone No. of contact person in the Main office

Additional details to be included in name board in Branch offices

1. Address and Telephone No. of branch office
2. Name & Designation of the person in-charge of / managing the branch office

Annexure II

Information to be included in notice board in all offices

Points to be noted by investors

- Please deal only through a SEBI registered trading member and ensure to carry out due diligence before registering as a constituent of any trading member
- Please read carefully and then execute registration documents viz. Know Your Client form, Member-Constituent Agreement and Risk Disclosure Document, before starting dealing with trading member
- Insist on contract note of the trading member for all trades done by you, within 24 hours and bring any discrepancies to the notice of trading member immediately
- Please make payments by account payee cheque / DD in favour of trading member or funds transfer through banking channel and do not involve in cash dealings
- For further details on the rights and obligations of investors and other related issues, kindly contact the trading member or the Investor Service Centres of United Stock Exchange of India Limited.