



# Central Depository Services (India) Limited

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## COMMUNIQUÉ TO DEPOSITORY PARTICIPANTS

CDSL/IS/DP/POLCY/2025/381

June 09, 2025

### SUBMISSION OF CYBER SECURITY AUDIT REPORT

Depository Participants (DPs) are advised to refer communique No. **CDSL/RISK/DP/POLCY/2024/534 September 16, 2024**, for submitting the Cyber Security Audit Report.

In view of the above, Depository Participants are hereby informed that CDSL has developed a facility for online submission for Cyber Security Audit Report through audit web portal. The deadline for **Cyber Security Audit** report submission is on or before **30<sup>th</sup> June 2025**.

Please follow the submission guidelines as provided in **Annexure A** for submitting the **Cyber Security Audit** report to CDSL.

DPs shall also submit a declaration from its MD/ CEO/ Partners/ Proprietors certifying compliance by DPs with all SEBI Circulars and advisories related to Cyber security from time to time, along with the Cyber Security Audit report.

Queries regarding this communiqué may be sent to CDSL – on [dpinfosec@cdslindia.com](mailto:dpinfosec@cdslindia.com) or call us on 022-62343333.

**For and on behalf of**  
**Central Depository Services (India) Limited**

sd/-

**Mrugen Munjpara**  
**Assistant Vice President – Information Security**



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Annexure A

### Guidelines to submit Cyber Security Audit Report

#### CISA AUDITOR LOGIN

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

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

Now Sign in using 'Login Type-CISA Auditor'.

Now enter User ID & Password and click on "Sign In" button.

2. **Enter the OTP:** You will receive the OTP on both your DP's registered mobile number and email Id.



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- Then select audit type “Cyber Security Audit Report” from the Drop down.  
Select the DP ID and DP Name in the ‘**Select DP / RTA**’ tab and click on ‘**Confirm**’.

- The below screen will be presented once the user is logged in. Enter all the details mentioned below.

**Fields marked with an asterisk (\*) are mandatory.**



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5. Please ensure that all necessary details specified in the Terms of Reference (TOR) for the Cyber Security Audit Report, as outlined in Communique No: **CDSL/RISK/DP/POLCY/2024/534 dated September 16, 2024**, are duly entered.

### Checkpoints Description:

1. Governance
2. Identification
3. Protection
4. Physical Security
5. Network Security Management
6. Data security
7. Hardening of Hardware and Software
8. Application Security in Customer Facing Applications
9. Certification of off-the-shelf products
10. Patch management
11. Disposal of data, systems, and storage devices
12. Vulnerability Assessment and Penetration Testing (VAPT)
13. Monitoring and Detection
14. Response and Recovery
15. Sharing of Information
16. Training and Education
17. Systems managed by vendors
18. SEBI Compliances
19. Advisory for Financial Sector Organizations:
20. Cyber Security Advisory - Standard Operating Procedure (SOP)
21. Security of Cloud Services



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6. The 'CISA Auditor' is given access to fill only the below mentioned fields:

- Compliance Status.
- Description of Findings/Reason why the TOR clause is not applicable to DP.
- Severity Level.

| Auditor Clause | Checklist Description  | Compliance Status | Management Comments | Description of Findings/Observations/Reason why the TOR Clause is not applicable to the DP | Target Closure Date (dd/mm/yyyy) | Severity Level |
|----------------|--|-------------------|---------------------|--|----------------------------------|----------------|
| 2 (a)          | Has the Depository Participant identified and classified critical assets based on their sensitivity and criticality for business operations, services and data management. Whether the critical assets include business critical systems, internet facing applications /systems, systems that contain sensitive data, sensitive personal data, sensitive financial data, Personally Identifiable Information (PII) data, etc. Whether all the ancillary systems used for accessing/communicating with critical systems either for operations or maintenance are also classified as critical systems. Has the Board/Partners/Proprietor of the Depository Participant approved the list of critical systems. Has the Depository Participant maintained up-to-date inventory of its hardware and systems and the personnel to whom these have been issued, software and information assets (internal and external), details of its network resources, connections to its network and data flows. | NOT COMPLIED      | Test1               | Testy  | 29-05-2025                       | LOW            |

7. Now click on "Choose files". Upload the Declaration from the MD/CEO/Partners/Proprietor file & click on 'SAVE' button. **Declaration from the MD/CEO is mandatory.**

| Sr No | Particulars   | CRITICAL | HIGH | MEDIUM | LOW |
|-------|---------------|----------|------|--------|-----|
| 1     | COMPLIANT     | 8        | 0    | 0      | 0   |
| 2     | NOT COMPLIANT | 1        | 0    | 0      | 0   |
| 3     | NA            | 0        | 0    | 0      | 0   |
| 4     | Total         | 9        | 0    | 0      | 0   |

Attach File - Declaration from the MD/ CEO/ Partners/ Proprietor Certifying Compliance

Choose File: No file chosen

Save



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### DESIGNATED OFFICER LOGIN

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.

1. **Enter the OTP:** You will receive the OTP on both your DP's registered mobile number and email Id.



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2. Then select audit type “Cyber Security Audit Report” from the Drop down.  
Select the DP ID and DP Name in the ‘**Select DP / RTA**’ tab and click on ‘**Confirm**’.

3. The below screen will be displayed once the user is logged in.



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### 4. The 'Designated Officer' is given access to fill only the below mentioned fields:

- Management Comments.
- Target Closure Date (dd/mm/yyyy).

### 5. Fill in all the details in the checkpoint's description.

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6. Upload Cyber Security Audit Report file and click on declaration.

Click on SAVE Button & '**Submit to CDSL**'.

**Cyber Security Audit report file submission is mandatory before submitting to CDSL.**

### DPs are advised to take note of the following:

- If the compliance status for any clause in the checkpoint description is marked as "**Complied**" the fields for Description of Findings, Target Date, and Severity will be disabled.
- If the compliance status for any clause in the checkpoint description is marked as "**Not Complied**" then Management Comments, Description of Findings, Target Date, and Severity fields are mandatory.
- If the compliance status for any clause is marked as "**Not Applicable**" the Management Comments and Description of Findings fields are mandatory.
- The audit report must be on the letterhead containing the name of the auditor, audit firm, Cert-In empanelment expiry date and valid signature.
- The audit report must include the DP Name and DP ID.
- Audit period must be clearly mentioned.
- Compliance status must be clearly stated as Complied / Not Complied / Not Applicable
- Severity level is mandatory and must be categorized as Critical, High, Medium, or Low.

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- The report must be as per the Communique No.CDSL/RISK/DP/POLCY/2024/534 September 16, 2024, in the PDF format only.
- Kindly ensure each subpoints of the Checkpoint Description are duly filled in and **SAVED** before submitting it to CDSL. If the details are not saved prior to submission, the data may not be recorded in the system which may result in incomplete or missing information at the time of submission.

If any error is faced while uploading the report/declaration/submitting the form, request you to send an email on [dpinfosec@cdslindia.com](mailto:dpinfosec@cdslindia.com) along with the screenshot of the error.

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