



Central Depository Services (India) Limited

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COMMUNIQUÉ TO DEPOSITORY PARTICIPANTS

CDSL/OPS/DP/POLCY/2025/726

October 29, 2025

INTRODUCTION OF NEW REPORT - "DPT9" FOR CLOSURE OF DEMAT ACCOUNTS WITH STATUS "TO BE CLOSED"

DPs are advised to refer Communique no. CDSL/OPS/DP/POLCY/2025/308 dated May 09, 2025, regarding the closure of demat accounts with status "To be closed".

In this regard, it is reiterated that whenever ISINs are activated or free balances become available in a demat account with the status "To be closed", DPs shall immediately process the transfer of such ISINs to the target demat account and ensure closure of the said account in a timely manner.

To facilitate the said process, CDSL is pleased to inform DPs about the introduction of a new report "To be closed BO with free balance", which will provide details of "To be closed" BOs with free balances. This report will be generated in EOD for BO's in "To be closed" status having free balance. The report can be downloaded from Reports module by entering Module ID – "11" and Report ID – "DPT9".

DPs have to refer the said report and complete the transmission / transfer process and close (as per guidelines provided in DP Operating Instructions) the respective demat account/s as soon as transferable balances are available in the "To be closed" accounts.

DPs are requested to refer to the attached Annexure-A for file format of the new Report "DPT9". DPs are advised to take note of these changes and initiate back-office changes, if any. The above functionality is tentatively scheduled for live release on October 31, 2025, EOD.

Queries regarding this communiqué may be addressed to: CDSL – Helpdesk, Emails may be sent to: dpertasupport@cdslindia.com and connect through our IVR Number **022-62343333**.

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

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Sandeep Chavan
Asst. Vice President – Operations

Report Documentation

Module ID : 11
Report ID : DPT9
Report Description : To Be Closed BO with Free Balance
Report Name : To Be Closed BO with Free Balance
Sort Criteria : BO ID, ISIN

FIELD DESCRIPTION	FIELD TYPE	FIELD LENGTH	REMARKS
BO ID	VARCHAR2	16	
ISIN	VARCHAR2	12	
Current Balance	NUMBER	16,3	
Free Balance	NUMBER	16,3	Free Balance in the account
CFI Code	VARCHAR2	3	For Values refer table below
ISIN Status	VARCHAR2	3	For Values refer table below

Note:

- Fields in the report will be separated by “,” (Comma).
- First Row of the report will Contain Header separated by “,” (Comma).

CFI CODE	Description
LST	LISTED
PSU	PSU
UNL	UNLISTED
PLC	PRIVATE LIMITED COMPANIES
BIF	BIFR COMPANY
COM	COMMODITIES
CUL	COMPANY WITH UNLIMITED LIABILITY
LDR	Listed Defaulted in Redemption
UDR	Unlisted Defaulted in Redemption

ISIN Status	Description
ACT	Active
CAP	Captured
INA	Inactive / Blocked due to Auto CA
FRZ	Suspended / Frozen
DEL	Deleted / Permanently Inactive