
Half-Yearly Submission of details of Associate/Subsidiary Entities

This is with reference to the submission of details pertaining to Associate/Subsidiary Entities under the Risk Based Supervision (RBS) framework.

Based on the representations received from Brokers Industry Standard Forum ("ISF") and in consultation with SEBI, it was decided that the certain information/details under the Risk Based Supervision (RBS) shall be sourced by Exchanges internally and/or through other submissions by members to Exchanges. It was also decided that the details pertaining to Associate/Subsidiary will be taken as separate submission.

In this regard, all Trading Members are requested to submit the details of their Associate/Subsidiary Entities on a half-yearly basis. Trading Members are required to submit the details of their Associate/Subsidiary Entities for the half-year ended March 31, 2026, **on or before November 15, 2026**.

Further, Trading Members are also required to notify the Exchange of any changes in the details of their Associate/Subsidiary Entities, including additions, deletions, or modifications, as and when such changes occur within **30 calendar days** of the said changes.

Further, as per technology-based sharing mechanisms of common submissions among Exchanges, Members of the Exchange who are also registered with NSE are required to submit the details of Associates/Subsidiaries to NSE. NSE in turn will share such compliance reports (including data/documents) with the Exchange.

The Member portal link and process manual for submission of details pertaining to Associate/Subsidiary Entities is provided in **Annexure A**.

All Members are requested to ensure compliance with the above regulatory requirements.

For and on behalf of
Multi Commodity Exchange of India Limited

Baiju Budhwani
Head of Department
(Inspection and Enforcement)

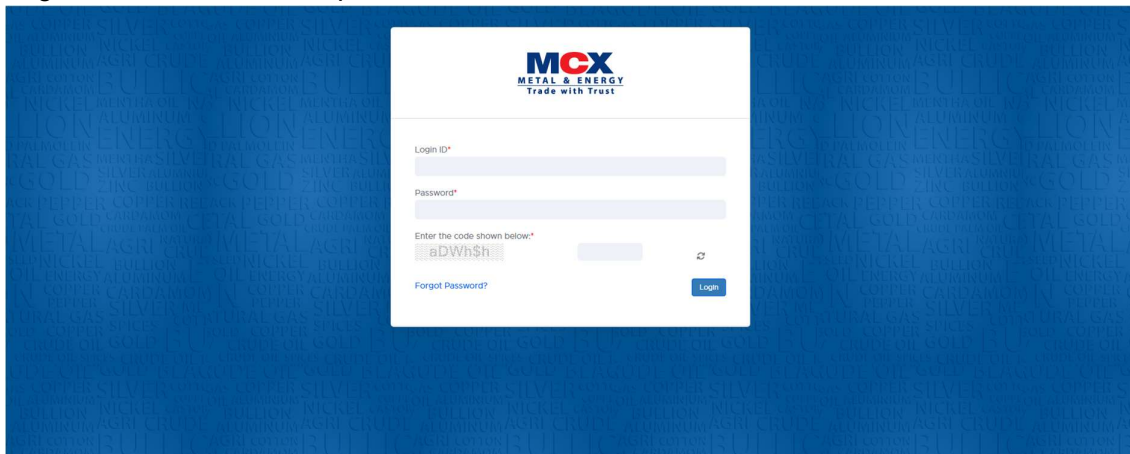
Encl : Annexure A

Kindly contact Inspection & Enforcement Team on 022-66494040 or send an email at customersupport@mcxindia.com and inspection@mcxindia.com for further clarification.

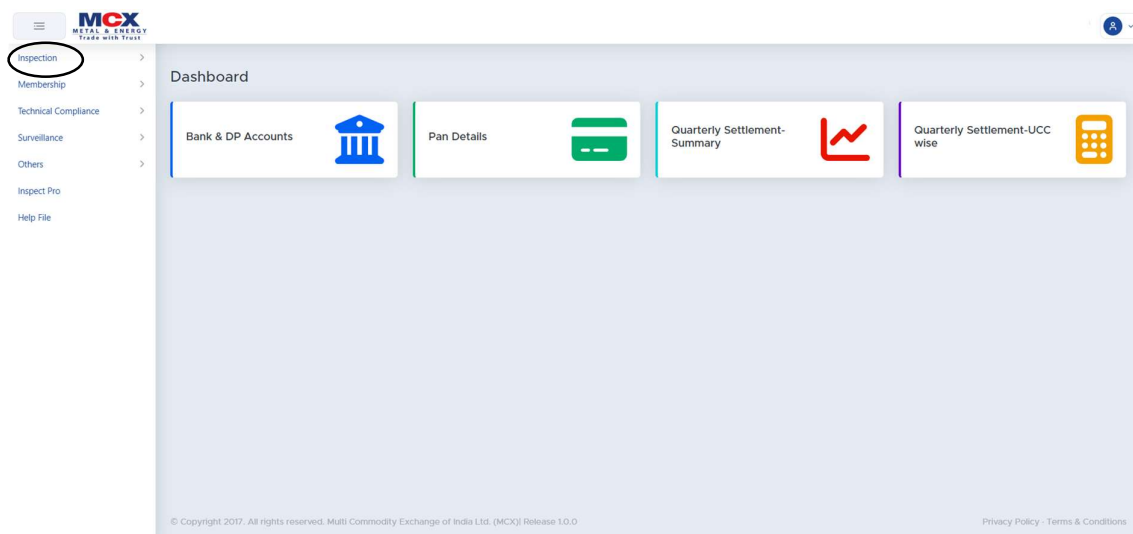
Help File – Associate Details Submission

Portal Link - <https://member.mcxindia.com>

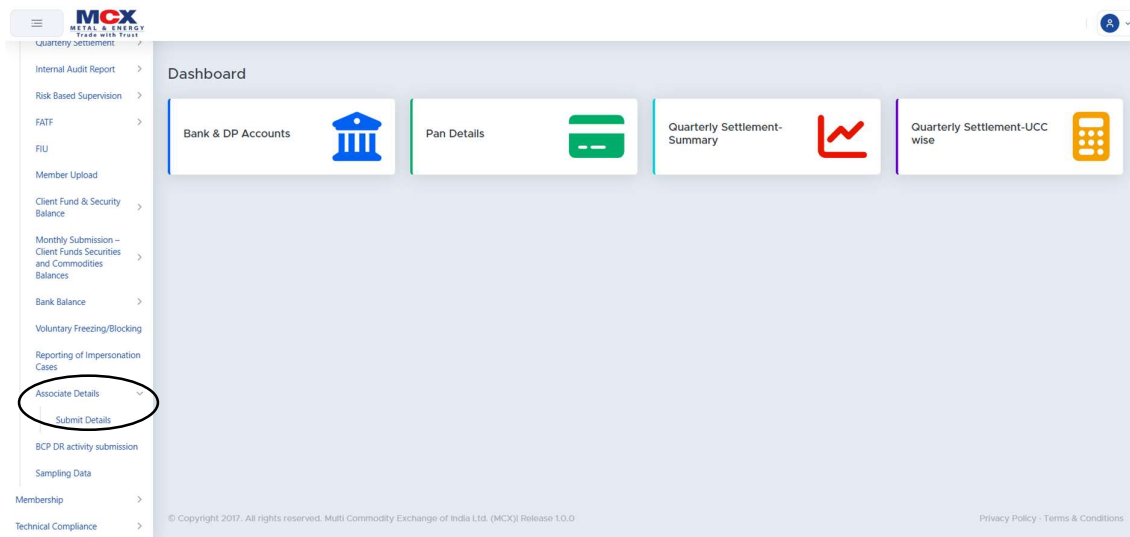
1. Login to the Enhanced Supervision Portal



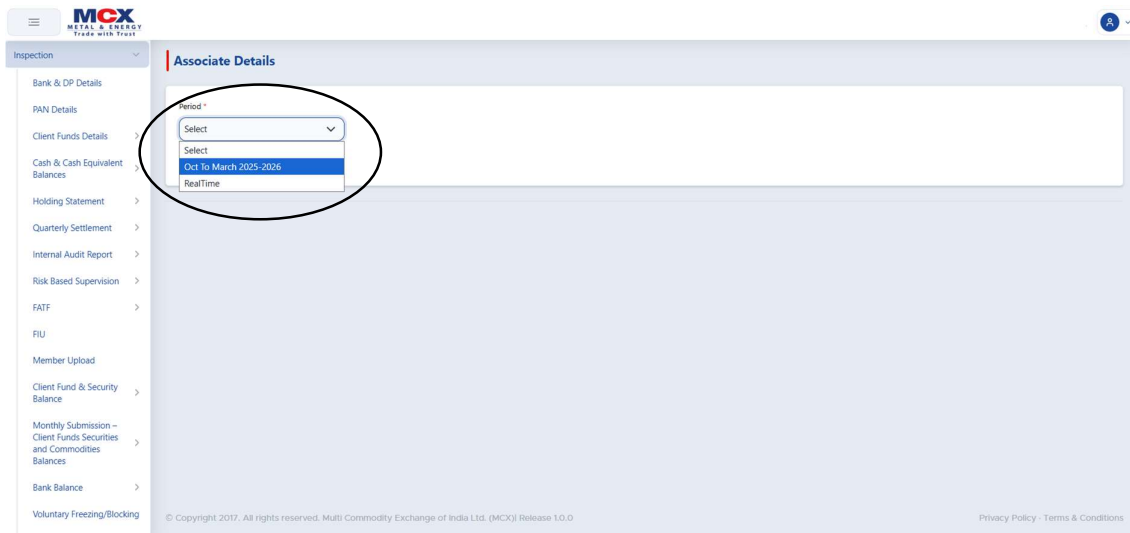
2. Click on Inspection Tab in the Menu Options



3. Select 'Submit Details' under the 'Associate Details' tab



4. Submission maybe done either for Half year period or Real Time Basis. Member has to select option in the drop-down menu as per applicable submission.



5. Download the excel template file to be filled. (Please note that sheet name must not be changed in the file). Once the file is filled, upload the file and click on 'Submit'.

The screenshot shows the MEX (Multi Commodity Exchange of India Ltd.) Associate Details form. The left sidebar lists various inspection categories. The main content area is titled 'Associate Details'. Under the 'FILE MANAGEMENT & UPLOAD' section, there is a link 'Associate Details Template Download Link' and a 'Select File to Upload' button. The 'SUBMIT' button is located at the bottom right of the form.

Excel Template:

The screenshot shows the Excel template for Associate Details. The template includes columns for Sr. No., Whether you have any associate entity?, Whether you have any subsidiary entity?, Changes As On Submission Date, Name of the Company, Flotation with TM, If other Please Specify Flotation with TM, Indian / IFSC / Overseas, PAN Number (Enter PAN/NOT APPL, if PAN not applicable), Registration Number, if any, Regulator Name, If other Please Specify Regulator, Financial Market Sector, and Status of the entity.

Sr. No.	Whether you have any associate entity?	Whether you have any subsidiary entity?	Changes As On Submission Date	Name of the Company	Flotation with TM	If other Please Specify Flotation with TM	Indian / IFSC / Overseas	PAN Number (Enter PAN/NOT APPL, if PAN not applicable)	Registration Number, if any	Regulator Name	If other Please Specify Regulator	Financial Market Sector	Status of the entity
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The Excel template validation checks are as follows:

Column A - Sr. No:

Numerical serial number to be entered. No duplicate serial numbers to be used.

Column B - Whether you have any associate entity?:

Member to select 'YES' in dropdown for Associates/Group Company/Related Party and Others

Column C - Whether you have any subsidiary entity?:

Member to select 'YES' in dropdown for Subsidiary/Wholly-owned subsidiary.
(Member cannot select 'YES' in both Column B and C in a single row item)

Column D - Changes as On Submission Date:

Date of Change to be filled only in case of real time submission.

Column E - Names of the Company: -

Member to fill the name of Associates/Group Company/Related Party / Subsidiary/ Wholly-owned subsidiary company

Column F - Relation with TM:

Member to select the relevant option from dropdown.

Column G - If other Please Specify Relation with TM:

This column is to be filled only in case 'OTHER' is selected in Column F above.

Column H - Indian / IFSC / Overseas:

Member to select the relevant option from dropdown.

Column I - PAN Number (Enter PANNOTAPPL, if PAN not applicable):

PAN Number to be filled. In case PAN not applicable then PANNOTAPPL to be filled.

Column J - Registration Number, if any:

To be filled in case of available registration number

Column K - Regulator Name:

Member to select the relevant option from dropdown.

Column L - If other Please Specify Regulator:

This column is to be filled only in case 'OTHER' is selected in Column K above.

Column M - Financial Market Sector:

Member to select the relevant option from dropdown.

Column N - Status of the entity:

Member to select the relevant option from dropdown.

6. Once submitted, the details are available for download as shown below. You may click on the Download button to download the submitted report.

The screenshot shows the MCX Associate Details page. On the left is a navigation menu with options like Inspection, Bank & DP Details, PAN Details, Client Funds Details, Cash & Cash Equivalent Balances, Holding Statement, Quarterly Settlement, Internal Audit Report, Risk Based Supervision, FATF, FIU, Member Upload, Client Fund & Security Balance, Monthly Submission, Bank Balance, and Voluntary Freezing/Blocking. The main content area is titled 'Associate Details' and contains a 'Period' dropdown menu set to 'Select'. Below this is a 'SUBMITTED DETAILS' table with the following data:

Actions	FY	Name	LastModifiedOn
Download	2025-2026	October To March	10/19/2026 4:52:14 PM
Download		RealTime	10/19/2026 5:08:58 PM

At the bottom, there is a copyright notice: '© Copyright 2017. All rights reserved. Multi Commodity Exchange of India Ltd. (MCX) Release 1.0.0' and links for 'Privacy Policy' and 'Terms & Conditions'.

7. In case member wishes to reopen the submission for editing after the details are submitted, the relevant period option may be selected from dropdown and then click the 'unfreeze' button.
- (Please note for half year period submission, unfreeze option at the member end would be available till due date. Post due date, reopen request must be sent to Exchange with valid reason).*

The screenshot shows the MCX Associate Details page with the 'Period' dropdown menu set to 'October To March 2025-2026'. A blue 'UNFREEZE' button is visible next to the dropdown. Below the dropdown, the status is 'Submitted' and a note says 'Note: Kindly Click unfreeze to re-submit your details'. The 'SUBMITTED DETAILS' table is the same as in the previous screenshot:

Actions	FY	Name	LastModifiedOn
Download	2025-2026	October To March	10/19/2026 5:54:47 PM
Download		RealTime	10/19/2026 5:08:58 PM

The navigation menu on the left is updated to include 'Membership', 'Technical Compliance', 'Surveillance', 'Others', 'Inspect Pro', and 'Help File'. The footer remains the same with the copyright notice and links.

8. The member is required to resubmit the details after unfreezing the relevant period in the dropdown, as per the steps stated above.

MCX

METAL & ENERGY

Trade with Trust

Inspection

Membership

Technical Compliance

Surveillance

Others

Inspect Pro

Help File

Associate Details

Period *

October To March 2025-2026

Status: Unfreeze

Note! Kindly submit your details before 15/11/2026, ignore if already submitted.

FILE MANAGEMENT & UPLOAD

Associate Details Template Download Link

Select File to Upload

Choose file

No file chosen

SUBMIT

SUBMITTED DETAILS

Actions	FY	Name	LastModifiedOn
Download	2025-2026	October To March	10/19/2026 5:54:47 PM
Download		RealTime	10/19/2026 5:08:58 PM

Kindly contact Inspection & Enforcement Team on 022-66494040 Ext: 8333/8384/9229 or send an email at customersupport@mcxindia.com and inspection@mcxindia.com for further clarification.

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