

Annexure XV**Indicative process flow for applications in public issue submitted by retail individual investor****1. Channels of submission of application forms**

1.1. A retail individual investor (RII) can submit the application for subscribing to a public issue through the following channels:

1.1.1. Application submitted with Self Certified Syndicate Bank (SCSB) i.e. RIIs bank

- (i) A RII may submit the bid-cum-application form, with ASBA as the sole mechanism for making payment, physically at the branch of a SCSB, i.e. RII's bank, or online, if such facility is provided by the SCSB.
- (ii) For such applications, the existing process of uploading of bid and blocking of funds in RII account by the SCSB would continue.

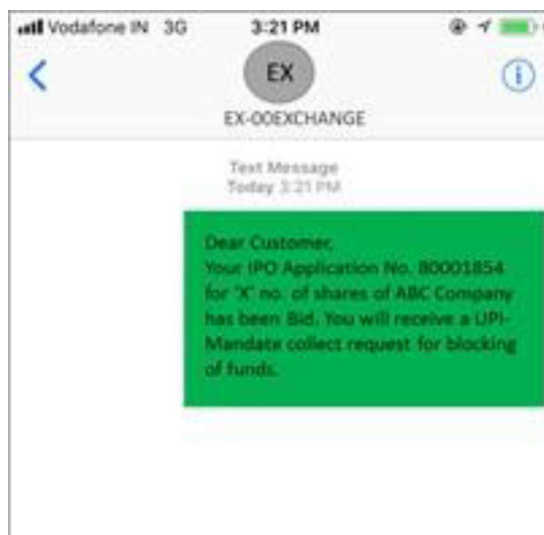
1.1.2. Application submitted with Intermediary

- (i) A RII would continue to have the option to submit the bid-cum- application form online using the facility of linked online trading, demat and bank account (3-in-1 type accounts), provided by some of the brokers.
- (ii) In addition to above channel, a RII would also have the option to submit bid-cum-application form with any of the intermediary and use his / her bank account linked UPI ID for the purpose of blocking of funds. The detailed process in this regard is as detailed hereunder.

2. Process for RII application submitted with intermediary with UPI as mode of payment**2.1. Bidding and validation process**

- 2.1.1. Before submission of the application with the intermediary, the RII would be required to have / create a UPI ID, with a maximum length of 45 characters including the handle (Example: InvestorID@bankname).
- 2.1.2. RII will fill in the bid details in the application form along with his/ her bank account linked UPI ID and submit the application with any of the intermediary.
- 2.1.3. The intermediary upon receipt of form will upload the bid details along with UPI ID in the stock exchange bidding platform.
- 2.1.4. Once the bid has been entered in the bidding platform, the exchange will undertake validation of the PAN and Demat Account details of RII with the depository.

- 2.1.5. Depository will validate the aforesaid bid details on a real time basis and send response to stock exchange which would be shared by stock exchange with intermediary through its platform, for corrections, if any.
- 2.1.6. SMS from exchange to RII for bidding: Once the bid details are uploaded on the stock exchange platform, the stock exchange shall send an SMS to the RII regarding submission of his / her application, daily at the end of day basis, during bidding period. For the last day of bidding, the SMS may be sent out the next working day.

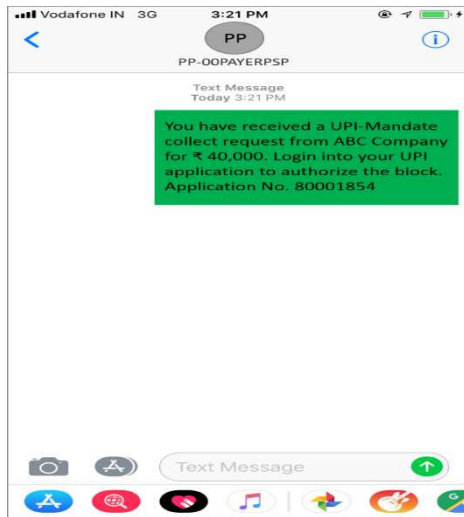


2.2. The Block Process

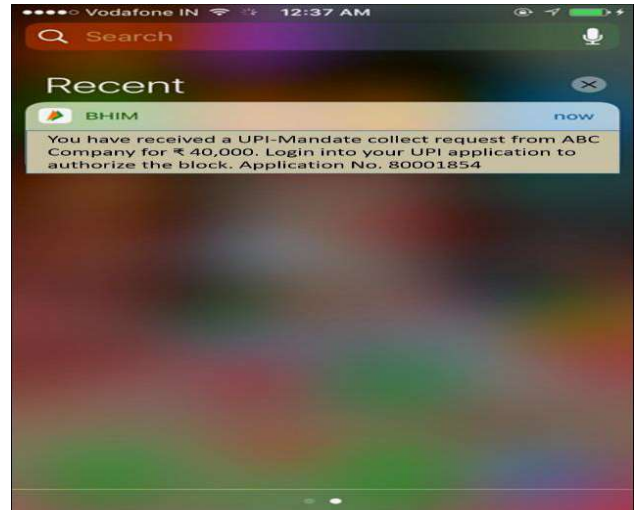
- 2.2.1. Post undertaking validation with depository, the stock exchange will, on a continuous basis, electronically share the bid details along with RIIs UPI ID, with the Sponsor Bank appointed by the issue.
- 2.2.2. The Sponsor Bank will initiate a mandate request on the RII i.e. request the RII to authorize blocking of funds equivalent to application amount and subsequent debit of funds in case of allotment.
- 2.2.3. The request raised by the Sponsor Bank, would be electronically received by the RII as a SMS / intimation on his / her mobile no. / mobile app, associated with UPI ID linked bank account.

Graphical illustrative process of the investor receiving and approving mandate request

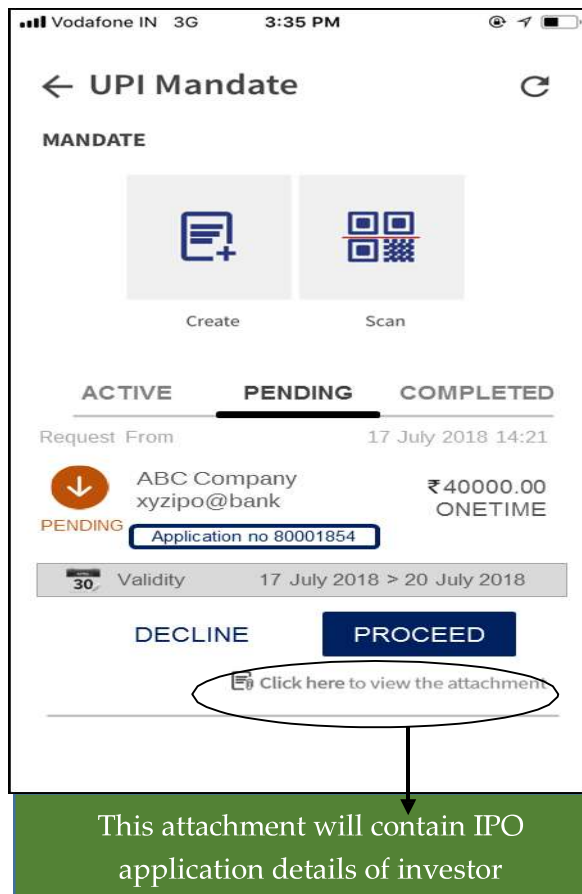
Block request SMS to investor



Block request intimation through UPI application



1. Investor UPI application screen



UPI Mandate

MANDATE

Create Scan

ACTIVE PENDING COMPLETED

Request From 17 July 2018 14:21

ABC Company
xyzipo@bank ₹40000.00
ONETIME

PENDING Application no 80001854

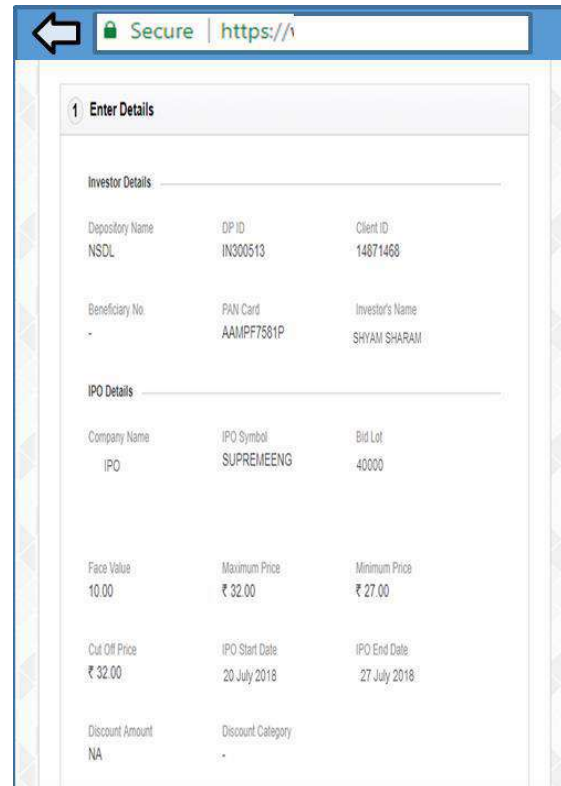
Validity 17 July 2018 > 20 July 2018

DECLINE PROCEED

Click here to view the attachment

This attachment will contain IPO application details of investor

2. Sample of IPO details in attachment



Secure | https://

1 Enter Details

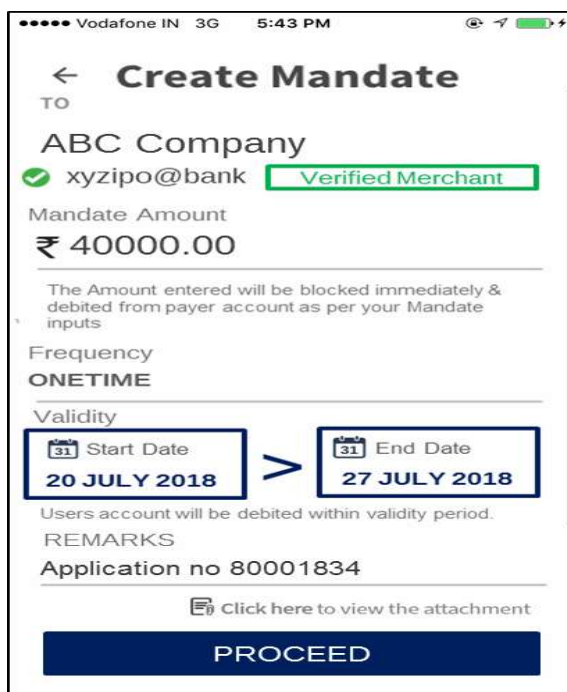
Investor Details

Depository Name	DP ID	Client ID
NSDL	IN300513	14871468
Beneficiary No	PAN Card	Investor's Name
-	AAMPF7561P	SHYAM SHARMA

IPO Details

Company Name	IPO Symbol	Bid Lot
IPO	SUPREMEENG	40000
Face Value	Maximum Price	Minimum Price
10.00	₹ 32.00	₹ 27.00
Cut Off Price	IPO Start Date	IPO End Date
₹ 32.00	20 July 2018	27 July 2018
Discount Amount	Discount Category	
NA	-	

3. Post verification of details above



Create Mandate

TO

ABC Company

xyzipo@bank **Verified Merchant**

Mandate Amount
₹ 40000.00

The Amount entered will be blocked immediately & debited from payer account as per your Mandate inputs

Frequency
ONETIME

Validity

Start Date 20 JULY 2018 > End Date 27 JULY 2018

Users account will be debited within validity period.

REMARKS
Application no 80001834

Click here to view the attachment

PROCEED

4. Pre-confirmation page



Please check the below details as the amount will be **blocked** for the validity period and will be debited as per the mandate inputs. In case of non-execution of the Mandate, the amount will be unblocked.

Mandate Details

To
ABC Company

xyzipo@bank

AMOUNT
₹ 0000.00

FREQUENCY
ONETIME

VALIDITY
20 JULY 2018 to 27 JULY 2018

REMARKS
Application no 80001854

CANCEL CONFIRM

5. Entering of UPI PIN

Vodafone IN 3G 1:39 AM

CANCEL

STATE BANK OF INDIA

ABC Company ₹ 40000

ENTER UPI PIN

— — — —

1	2	3
4	5	6
7	8	9
✕	0	SUBMIT

6. Confirmation page

Vodafone IN 3G 3:49 PM



Mandate Approved

UPI ID: xyzipo@bank
Amount: Rs 40000.00
Frequency: ONETIME
UMN: 5473tsfeh735489jsbyw457is
ntea59jdkn@upi
Validity: 20th July 2018 to 27th July 2018

VIEW DETAILS

HOME

7. Approved mandates visible in UPI application

Vodafone IN 3G 5:43 PM

← **Active Mandate**

Received From 18 July 2018 14:21

ABC Company ₹ 40000.00
xyzipo@bank ONETIME
ACTIVE Application No 80001834

MANDATE DETAILS

START DATE: 20 July 2018
END DATE: 27 July 2018
FREQUENCY: One Time
UMN: 5473tsfeh735489jsbyw457
isntea59jdkn@upi
REMARKS: Application No 80001834

Block confirmation SMS to investor

Vodafone IN 3G 3:21 PM

IB IB-00ISSUERBANK

Text Message Today 3:21 PM

Your UPI-Mandate is successfully created towards ABC Company for ₹ 40,000. Funds are blocked from A/C No. xxxx1933. Application No. 80001854

Text Message

Block confirmation application intimation

Vodafone IN 12:37 AM

Search

Recent

BHIM now

Your UPI-Mandate is successfully created towards ABC Company for ₹ 40,000. Funds are blocked from A/C No. xxxx1933. Application No. 80001854

- 2.2.4. The RII would be able to view the amount to be blocked as per his / her bid in such intimation. The RII would also be able to view an attachment wherein the IPO bid details submitted by RII will be visible. After reviewing the details properly, RII would be required to proceed to authorize the mandate. Such mandate raised by sponsor bank would be a one-time mandate for each application in the IPO.
- 2.2.5. Upon successful validation of block request by the RII, as above, the said information would be electronically received by the RIIs' bank, where the funds, equivalent to application amount, would get blocked in RIIs account. Intimation regarding confirmation of such block of funds in RIIs account would also be received by the RII.
- 2.2.6. The information containing status of block request (e.g. – accepted / decline/ pending) would also be shared with the Sponsor Bank, which in turn would be shared with stock exchange. The block request status would also be displayed on stock exchange platform for information of the intermediary.
- 2.2.7. The information received from Sponsor Bank, would be shared by stock exchange with RTA in the form of a file for the purpose of reconciliation.
- 2.2.8. RIIs would continue to have the option to modify or withdraw the bid till the closure of the bidding period. For each such modification of bid, RII will submit a revised bid and shall receive a mandate request from sponsor bank to be validated as per the process indicated above.

2.3. Post issue closure – Finalization of basis of allotment of shares, debit of blocked amount, credit of shares and listing

- 2.3.1. Post closure of the offer, the Stock Exchange would share the bid details with RTA. Further, Stock Exchange would also provide RTA the final file received from Sponsor Bank, containing status of blocked funds or otherwise, along with the bank account details with respect to applications made using UPI ID.
- 2.3.2. The RTA, based on information of bidding and blocking received from stock exchange, would undertake reconciliation of the bid data and block confirmation corresponding to the bids by all investor category applications (with and without the use of UPI) and prepare the basis of allotment.
- 2.3.3. Upon approval of basis of allotment, RTA will share the debit file with Sponsor bank (through Stock Exchange) and SCSBs, as applicable, for credit of funds in the public issue account and unblocking of excess funds in the RIIs account. The Sponsor bank based on the mandate

approved by the RII at the time of blocking of funds, will raise the debit / collect request from RIIs bank account, whereupon the funds will be transferred from RIIs account to public issue account and remaining funds, if any, will be unblocked without any manual intervention by RII or his / her bank.

- 2.3.4. Upon confirmation of receipt of funds in the public issue account, shares would be credited to the RII's account. RII will be notified for full/partial/no allotment. For partial allotment the remaining funds would be unblocked. For no allotment, mandate would be revoked and application amount would be unblocked for the RII.
- 2.3.5. Thereafter, Stock Exchanges will issue the listing and trading approval and trading will commence next working day.