



JANUARY 2021

# NEWS LETTER

From Customer Care Desk

January 2021 "NEWS LETTER" with the latest communication, updates and other important points.

## LATEST COMMUNICATIONS AND UPDATES



### EXTENSION OF NAV APPLICABILITY FOR **MUTUAL FUND TRANSACTION** TO **FEBRUARY 01, 2021**

(Mail dated – 01st Jan 2021.)

- ▶ This is to inform you that as per SEBI circular SEBI/HO/IMD/DF2/CIR/P/2020/253 dated December 31, 2020. NAV applicability for Mutual Fund transactions which was to go Live on January 01, 2021 has been **extended to February 01, 2021**.
- ▶ Accordingly the changes related to the same on NJ E-Wealth account stands extended to February 01, 2021. **However below facilities stand discontinued on E-Wealth Account platform with immediate effect.**
  - Same day processing of Purchase transactions upto Rs. 1 Lakh through cheque mode in non ELSS schemes.
  - T - Day option for NJ Switch transactions.
- ▶ All other Terms & Conditions for processing the transactions remains unchanged.
- ▶ Request you all to kindly take note regarding the above changes and update your client's accordingly.

### MF TRANSACTION REPORT UPDATE ON **CLIENT DESK & PARTNER DESK**

(Mail dated – 01st Jan 2021.)

- ▶ We are glad to inform you that, to bring clarity and understanding with respect to various CHARGES applicable to Mutual Fund Transactions, we have added Exit load, TDS & Broker charges columns in the MF Transaction report on the client desk and Partner desk (Web & Mob. App).
- ▶ **Further, it is to be noted that TDS & Exit Load will be displayed (if applied) if transaction date  $\geq$  1st April 2020 only.** Find below the placement for the said changes:-

#### Placements:

- 1) NJ Client Desk (Web) > Mutual Fund > Transaction Report
- 2) NJ Client Desk (App) > Mutual Fund > Recent Trans. Purchase (InFlow) / Recent Trans. Redemption (OutFlow)
- 3) NJ Partner Desk (Web) > Investments > Mutual Funds > Transactions > Processed - Detail
- 4) Partner Desk (Mobile App) > Client Info > Recent MF Trxn Detail

**Note:** To get an effect in the mobile app, kindly update the latest version of Mob. App, else on accessing the report, the user will get an alert message like "To get the latest version of the report. Kindly update your app".

- Kindly refer email to check help document of reports for your reference.

## INACTIVATION OF CAPITAL MARKET & DEBT SEGMENT

(Mail dated – 07th Jan 2021.)

- ▶ This is with reference to our earlier communication dated: 2nd Oct, 2020 - Subject: "TREATMENT OF INACTIVE E-WEALTH ACCOUNT" where we had informed about "INACTIVATION of Client's Capital Market & Debt Segment where no trade is reported in last one year.
- ▶ In line with the above we wish to inform you that with effect from 7th January 2021, the system will go live and mark Capital Market & Debt segment as Inactive for clients who have not traded in the last one year. Partner will receive a separate email on the registered email id on 8th January 2021 which will contain a list of clients which are marked as Inactive.
- ▶ To re-activate the Capital Market & Debt Segment of such Clients, Clients shall have to complete the Re-KYC process by log-in to their E-Wealth Account.
- ▶ **Re-KYC link will appear on clicking Capital Market Module as only that module will be Deactivated all other Modules and Mutual Fund Transactions shall be allowed normally.** Kindly check email to check the Re-KYC Help Files for your reference.

## ADDITIONAL REQUIREMENT OF OVD FOR KRA KYC COMPLIANT BUT CKYC NON-COMPLIANT CLIENTS

(Mail dated – 04th Jan 2021.)

- ▶ This is with reference to the CERSAI circular no CKYC/2020/01 date 10th January 2020, which states about mandatory requirement of OVDs (Officially Valid documents) to be submitted by Client as Proof of Identity and Proof of Address for processing CKYC.
- ▶ **The Circular does not allow PAN as identity proof** and in lines with the above guidelines, it is required for us to collect an additional OVD for processing CKYC and accordingly we have made below changes in NJ E-Wealth Account Registration Process.
- ▶ In case where a Customer is KRA KYC compliant but CKYC non compliant, the Client in addition to the current requirement of documents shall have to additionally provide one of the these mentioned OVD as defined by CERSAI in their Circular: **1) The driving licence, 2) The Passport, 3) The Voter's Identity Card issued by Election Commission of India, 4) NREGA Job Card.**
- ▶ **Note:** Masked Adhaar Card will not be accepted as a Proof of Identity or Proof of Address as it is also not allowed as per CERSAI Circular.
- ▶ The said changes shall be applicable wef: 5th January 2021. Further for deployment of this change, NJEWA registration system will be unavailable on 5th January 2021 between 4:30 PM to 5:15 PM.

## ADDITIONAL FEATURES OF "BROKERAGE MONTH" ADDED IN BROKERAGE RATE REPORT

(Mail dated – 07th Jan 2021.)

- ▶ As per AMFI guideline, Scheme can charge expense on fund as per their fund size and accordingly they can process brokerage to the distributor so AMC can reduce brokerage rate if AUM increase of fund.
- ▶ **In NJ, we believe in transparency of brokerage so we have upgraded with additional features of "Brokerage month" feature in the brokerage rate report on DDSD and partner desk. By adding said features partner could view brokerage rate applicable prior to TER cut impact on brokerage given from October 2020.**
- ▶ In the old existing rate report, there was selection of transaction date only now in the upgraded rate report we have introduced additional selection of brokerage period. Partner can get a brokerage month wise rate report on his partner desk.

**Please find below example for more understanding:**

- ▶ Scheme Kotak Equity Fund, Investment date:- 11-03-2020 and rate applicable on investment date is 0.75% Trail from 1st year onwards.

- **Scenario 1.** Below rate will display when brokerage period is not selected and transaction period selected of March-20.

Scheme Name	Transaction period		Brokerage Month	Brokerage Rate	
	From	To		1st Year Trail	2nd Year Trail
Kotak Equity Fund	01/03/2020	31/03/2020	Not Selected	0.75%	0.75%

- **Note:** If partner wants to know the rate applicable at the time when the transaction was processed, brokerage month should be left unchecked.
- **Scenario 2.** Now assume that due to TER cut, rate deducted as 0.05% from brokerage W.E.F Oct-20 and brokerage period selected as Oct 20.

Scheme Name	Transaction period		Brokerage Month	Brokerage Rate	
	From	To		1st Year Trail	2nd Year Trail
Kotak Equity Fund	01/03/2020	31/03/2020	Oct-20	0.70%	0.70%

- **Note:** If a partner selects transaction period and brokerage month, report will display brokerage rates that would be applicable for the selected brokerage month.

**Important Notes:**

1. Brokerage month wise rate report will be available for the brokerage month April-2019 onwards.
  2. TER cut impact given from October 2020, will be displayed in said report. Thus, partner would not be able to see original rates as applicable at the date of transactions in schemes where TER cut impact is given prior to October 2020.
  3. If partner selects brokerage month than, privileged category selection would not be there. Rates will be displayed inclusive of the privileged category applicable on the selected brokerage month.
- For E.g. In Axis Bluechip fund, Transactions procured by a partner on 01/01/2020 and category upgrade then rate display as mentioned below.

Selection Criteria	Transaction period		Brokerage Month	Brokerage Rate		Partner Category
	From	To		1st Year Trail	2nd Year Trail	
Selection 1	01/01/2020	31/01/2020	Unchecked	0.60%	0.60%	Normal
Selection 2	01/01/2020	31/01/2020	Sept-20	0.67%	0.67%	Platinum
Selection 3	01/01/2020	31/01/2020	Dec-20	0.70%	0.70%	Titanium

4. Kindly read all the notes available at AMC level as well as Scheme level in the report. There are various logics/specific rates that are applicable to different AMCs and different schemes.

## IMPORTANT COMMUNICATION: RESUMING NJ CALL N TRANSACT NUMBER W.E.F JANUARY 11TH, 2021

(Mail dated – 19th JAN 2021.)

- **We wish to inform you that w.e.f. Jan 11th, 2021 NJ Call N Transact number 0261 4026100 will be resumed as per regular practice.** The Current mobile numbers 9512600832/33/34 shared due to COVID19 Pandemic will be discontinued. Request you to kindly take note about the same.
- Further, as you are aware TPIN is required to connect to NJ Call N Transact number due to Pandemic situation the said feature was not available which will again get activated once the normal Numbers are started.
- Client can generate / reset TPIN from NJ E-Wealth >> Admin >> Generate / Reset TPIN &
  - As a Partner you also give request to generate / reset your client's TPIN from below options:
    - NJ Partner Desk >> Client Services >> Customer Care >> Generate/Reset TPIN
    - Dial 1800 1020 155 or 0261-4025000 from your registered mobile and Dial 3 & 4.
- You are requested to take note of the above change and inform your clients accordingly.

## DISCONTINUATION OF DOCUMENT COLLECTION SERVICE

(Mail dated – 19th JAN 2021.)

- ▶ During the Covid-19 Pandemic, we experienced lockdown PAN India and most of the services were offered online due to travel and meeting restrictions. Even our Branches were closed and our staff was working digitally.
- ▶ The lockdown restrictions are getting relaxed and slowly and steadily we are moving towards normal Operations. In line with this, NJ branches have started to work normally wef: 18th January 2021.
- ▶ **As we have started working normally, we wish to inform you that we shall be discontinuing courier collection service with immediate effect and you are requested to submit physical documents to your nearest NJ branch. However, the courier requests which are already initiated from your desks will be collected shortly by the respective courier agency.**
- ▶ Additionally, please note that we shall not be processing any requests or transactions on scan-based mode. We thank you for your wholehearted support during the hard times and look forward to serving you with the best of our services.

## IMPORTANT CHANGES REGARDING NAV APPLICABILITY FOR MUTUAL FUND TRANSACTION EFFECTIVE 1ST FEBRUARY 2021

(Mail dated – 29th JAN 2021.)

- ▶ As you all are aware that Uniform NAV applicability with respect to SEBI circular SEBI/HO/IMD/DF2/CIR/P/2020/175, was about to get implemented from 1st January 2021; however, the implementation of the same got extended for a month.
- ▶ In lines with the above we wish to inform you that Uniform NAV applicability will be implemented from: 1st February and the impacts as informed in our earlier email dated: 30-12-2020, Subject: "IMPORTANT CHANGES REGARDING NAV APPLICABILITY FOR MUTUAL FUND TRANSACTION EFFECTIVE 1ST JANUARY 2021" shall get affected. Kindly refer email to check link of previous communication.
- ▶ **VERY IMPORTANT: Kindly take note that NJ E-Wealth SIP Installments up to 20th February 2021 (Specifically - 1st, 5th, 7th, 10th, 15th & 20th of February 2021) will get debited from client bank account as per existing practice ie in advance of SIP Installment date. However effective 25th February, 2021 the SIP installment debit shall be in line with the AMC practice ie the SIP amount will get debited from client's bank account on the SIP Installment date, whereas SIP transaction will be processed on Exchange platform based on receipt of Funds into NJ bank account.**

SIP Collection Table for February-2021 (ACH)

Example	SIP Installment due date	Client Account Debit Date	Fund Confirmation	Installment Processing Date (NAV applicability)	Remarks
1	01/02/2021	28/01/2021	01/02/2021	01/02/2021	Assuming fund is received before cut-off.
2	05/02/2021	03/02/2021	05/02/2021	05/02/2021	Assuming fund is received before cut-off.
3	07/02/2021	04/02/2021	08/02/2021	08/02/2021	Assuming fund is received before cut-off. 06Th & 07th being non-business day.
4	10/02/2021	08/02/2021	10/02/2021	10/02/2021	Assuming fund is received before cut-off.
5	15/02/2021	11/02/2021	15/02/2021	15/02/2021	Assuming fund is received before cut-off.
6	20/02/2021	18/02/2021	20/02/2021	20/02/2021	Assuming fund is received before cut-off.
Same Day SIP Installment Debit wef 25th February 2021 (ACH)					
7	25/02/2021	25/02/2021	26/02/2021	26/02/2021	Assuming fund is received before cut-off.
	25/02/2021	25/02/2021	26/02/2021	01/03/2021	Assuming fund is received after cut-off and 27th & 28th being non-business days.
8	28/02/2021	01/03/2021	02/03/2021	02/03/2021	Assuming fund is received before cut-off and 28th being non-business day.
	28/02/2021	01/03/2021	02/03/2021	03/03/2021	Assuming fund is received after cut-off and 28th being non-business day.

- ▶ **Note :** The above table is just for reference considering the normal scenarios. However, the installment processing may differ based on the fund confirmation from banks.
- ▶ All other Terms & Conditions for processing the transactions remains unchanged. Request you all to kindly take note regarding the above changes and update your client's accordingly.

## DIGITAL INITIATIVE AT NJ GROUP - ADDITION IN EDIS FEATURES

(Mail dated – 30th JAN 2021.)

- ▶ We are very much excited & glad to introduce one more additional feature under our **eDIS facility**; along with existing available features, E Wealth customer shall now be able to process **Mutual fund Switch & MARS Purchase using Security Transfer (Demat Holdings) using eDIS feature, effective 1st February 2021.**

### Important Points to noted:

#### • Mutual Fund Switch Transaction:

- Similar to redemption transactions, after submitting Switch transaction on NJ platform client will be directed to CDSL system for authorization of eDIS. Client will have to authorize the transaction on CDSL by entering CDSL PIN. After submitting PIN client will be returned on NJ platform & transaction will be submitted.
- On successful submission & authorization of eDIS Switch transaction will get processed.

#### • MARS Purchase using Security Transfer (Demat Holdings):

- In MARS Purchase Module while doing purchase using "security transfer" or "payment + security transfer" mode, after selection of the demat schemes for the transfer, the investor will have to click on the Submit EDIS Button, on clicking it, the user will be redirected to the CDSL system for eDIS authorization. After successful eDIS authorization, the user will be redirected to the Purchase Module and on returning to the Purchase Module, as per existing flow, the investor will have to click the Authorize Button to authorize/complete the transaction.

- ▶ **Note:** This facility will be available for eDIS eligible clients only. Currently this facility will be available only for CDSL Demat account clients. However very soon the same service shall be extended to NSDL clients also.

## LAUNCH OF DYNAMIC CONSERVATIVE PORTFOLIOS IN NJ PMS

(Mail dated – 29th JAN 2021.)

**Note: This communication is sent to PMS specific partners only.**

- ▶ It has always been our constant endeavour to provide state of the art investment solutions to our investors. The core of our investment philosophy has been anchored around:
  - Rules Based Investing
  - Dynamic Asset Allocation
- ▶ We at NJPMS clearly have the widest range of product offering ranging from MF Portfolios to Stock Portfolios to ETF Portfolios to Debt/Liquid Portfolios as well. All of these products have been provided as 100% Equity or Dynamic Asset allocation oriented (DAA) too.
- ▶ Our Dynamic asset allocation oriented products have been most sought after. Our existing model of DAA which is being offered is an Aggressive format wherein we can go from a 100% equity to 0% equity.
- ▶ **We are now pleased to announce the launch of our Dynamic Asset Allocation based products in the Conservative Format.** The model would:
  - 1) Have two products which is Dynamic Stock Allocation Portfolio Conservative(DSAP - C) and Dynamic ETF Allocation Portfolio Conservative(DEAP - C)
  - 2) Have exposure to equity ranging from 0% to a maximum of 30%
- ▶ More details of this would be shared through a presentation/product note. This offering is now available for subscription online for Top up. This is also available for subscription for fresh investors.
- ▶ The minimum investment into the conservative portfolios would be 25 lacs **subject to regulatory threshold.**

## IMPORTANT POINT TO REMEMBER

### PROCESS OF RE-KYC TO ACTIVATE CAPITAL SEGMENT IN E-WEALTH ACCOUNT

- ♦ In line with the recent regulatory changes, where the Capital segment is inactivated due to **no trade reported in the last one year**, clients need to complete the Re-KYC process for activating the capital segment in their E-Wealth account.

Please find below steps of Re-KYC:

SR. NO	POINTS TO TAKE CARE
1	Login in <b>NJ E-Wealth</b> Desk and click on Trade option under the Capital Market tab.
2	System will prompt a message for Re-KYC, in inactivated. Click on Re-KYC process.
3	Client's address & Other KYC details will be displayed on screen.
4	Click on <b>"Proceed with Above details"</b> - if no change in existing details or click on <b>"I Want to Modify Details"</b> - if any change in existing details.
5	<b>Click on below link for further process:</b> <a href="#">CLICK HERE ►</a> Re-KYC with No change <a href="#">CLICK HERE ►</a> Re-KYC with Modification

- ♦ After completing the Re-KYC process at clients end, the Capital Market segment will be activated within **T+1 working day** and email confirmation will be sent to client and Partner.
- ♦ **Note:** Clients need to record and speak out Name, PAN and Security code correctly & clearly in the Video IPV.  
**Refer NJ Assist for more detail**