Listing Centre

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Introduction

Welcome to the BSE Corporate Compliance & Listing Centre

This module enables Corporates to make their periodic submissions online. The various features incorporated within this module include:

1. Online Submission of all Compliances in a user friendly way.
2. Registration of Digital Certificates.
3. Digitally Signing the PDF files before submission.

How to Submit Compliance?

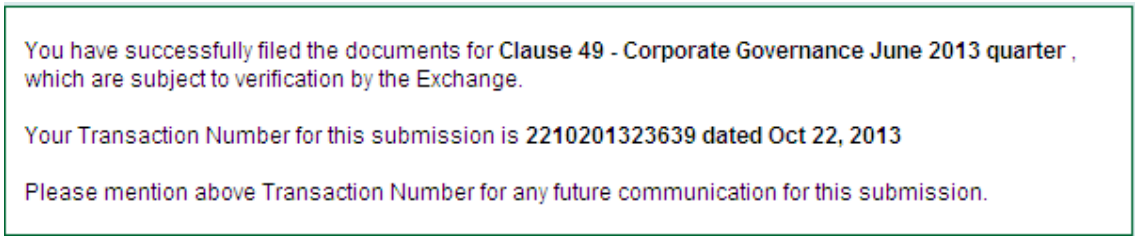
1. Select the Compliance Module after Login
2. Select the Year and the Quarter (eq. June/September/December/March/Yearly/Others)
3. Enter the Date
4. Select the Compliance Clause from the drop down menu and Upload the File as shown below.
5. Once the compliance document has been submitted a transaction id will be allotted as shown below.

Fields marked with * are compulsory

Quarterly / Yearly Compliance

Select Year	2013 *
Select Quarter	June quarter *
Select Date	22/10/2013
Select Compliance Clause	Clause 49 - Corporate Governance *
Upload File (Pdf/Zip)	\\bsecifs01\ListingOpearat Browse...
Digitally Sign The Pdf	Select Select Signing Certificate
Upload Soft File Optional (Word/Excel/Zip)	\\bsecifs01\ListingOpearat Browse...
	Upload

Note: Companies should upload their corporate filings along with a covering letter on the letterhead of the company duly signed to enable the Exchange to take the same on record.

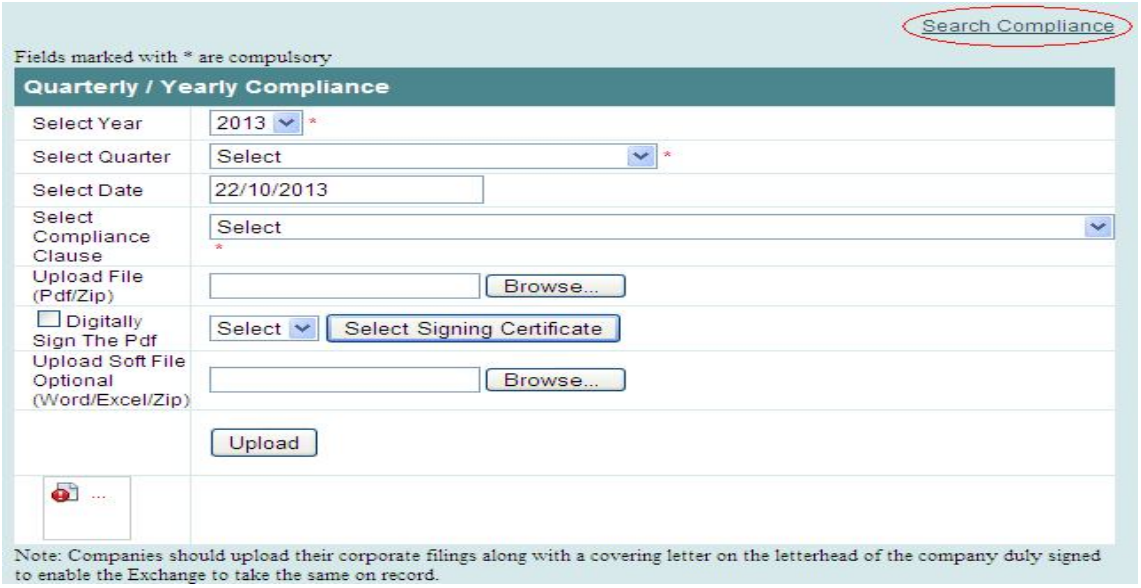

You have successfully filed the documents for **Clause 49 - Corporate Governance June 2013 quarter** , which are subject to verification by the Exchange.

Your Transaction Number for this submission is **2210201323639 dated Oct 22, 2013**

Please mention above Transaction Number for any future communication for this submission.

How to Search Compliance?

1. Click on "Search Compliance" as shown below:



2. The latest list of compliance submissions will be shown by default as shown below.

3. To search for specific past submitted compliances enter the desired date range, year and compliance type.

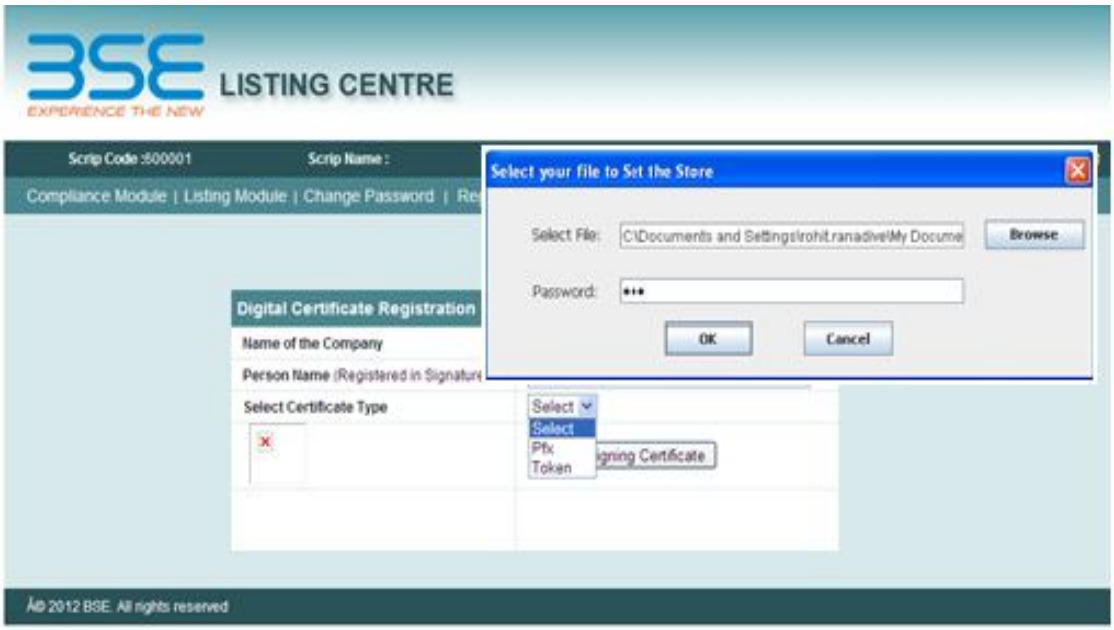
How to Register a Digital Certificate?

1. Select the "Digital Certificate Registration"
2. Enter the Name of the Company and the Person Name as shown below

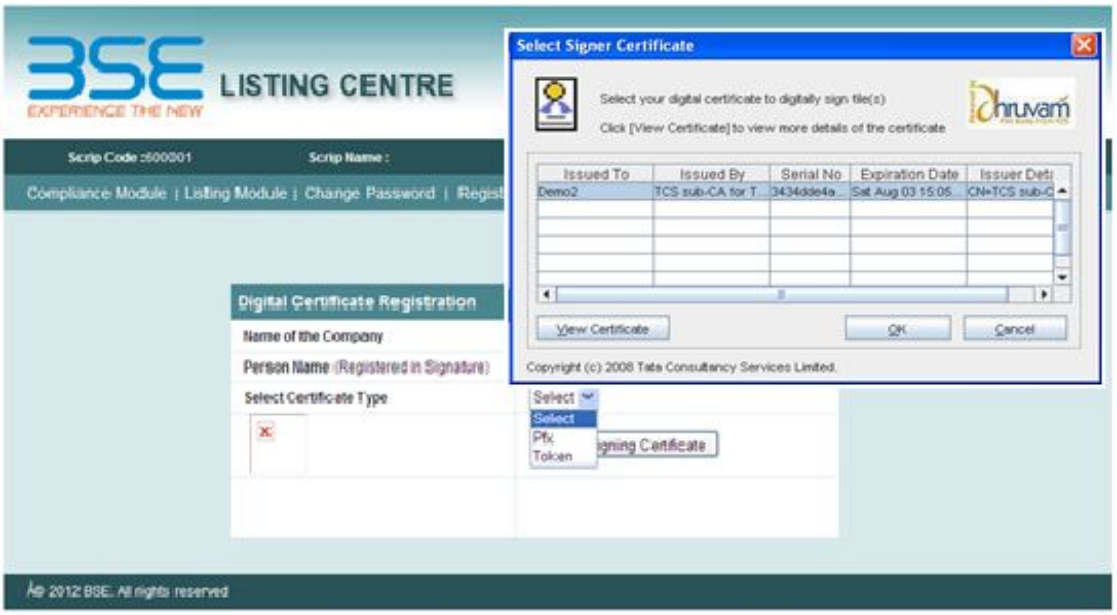
3.Select Certificate Type ->Pfx or Token

3. Select -> Select Signing Certificate

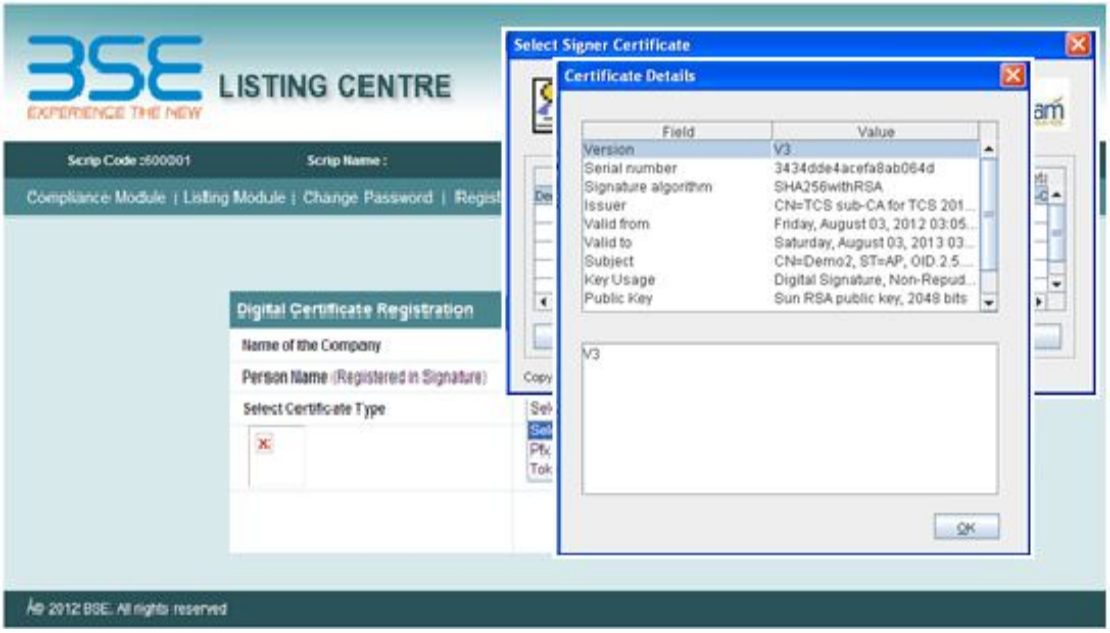
4. Browse and Select the Digital Certificate and enter the Password as shown below:



5. Select the desired certificate as shown.

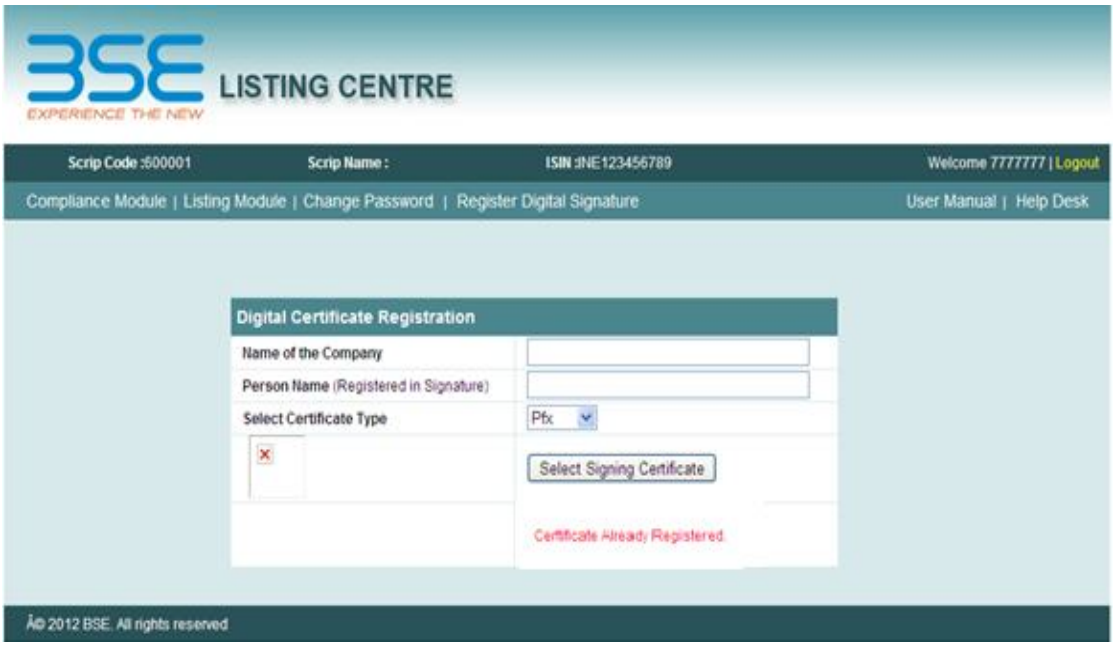


6. View the Certificate -> Click OK (as shown below)



7. Digital Certificate shall be registered as shown:

8. If a digital certificate is already registered, an message "Certificate Already Registered" as shown:


LISTING CENTRE
EXPERIENCE THE NEW
Scrip Code :600001
Scrip Name :
ISIN :INE123456789
Welcome 7777777 | Logout
Compliance Module | Listing Module | Change Password | Register Digital Signature
User Manual | Help Desk
Digital Certificate Registration
Name of the Company
Person Name (Registered in Signature)
Select Certificate Type
Pfx
Select Signing Certificate
Certificate Already Registered.
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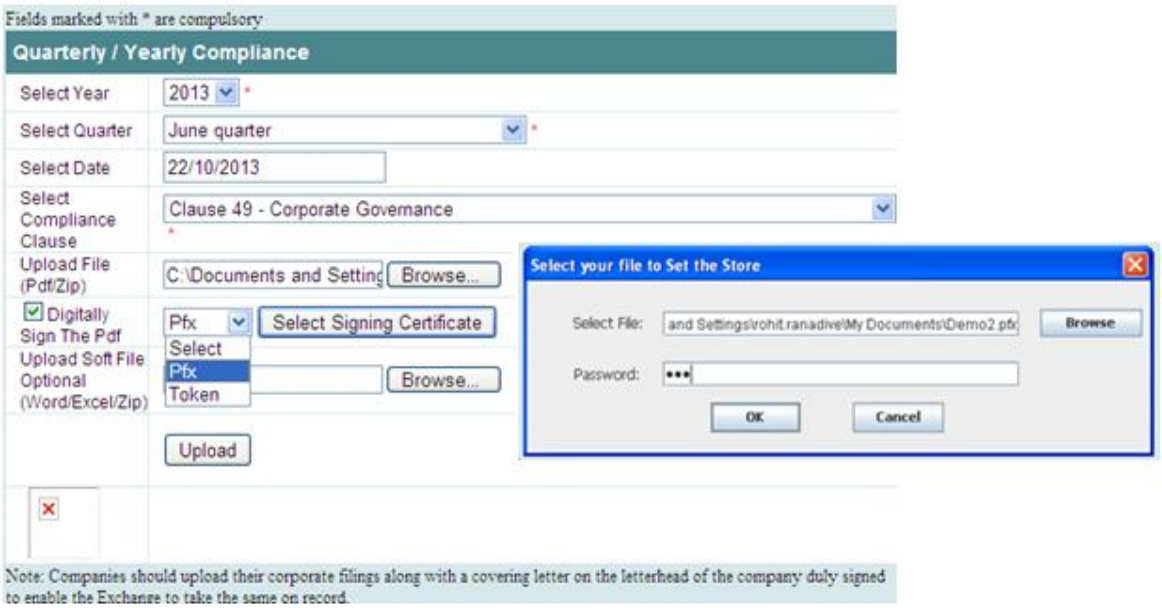
How to Digitally Sign a PDF?

Step 1:

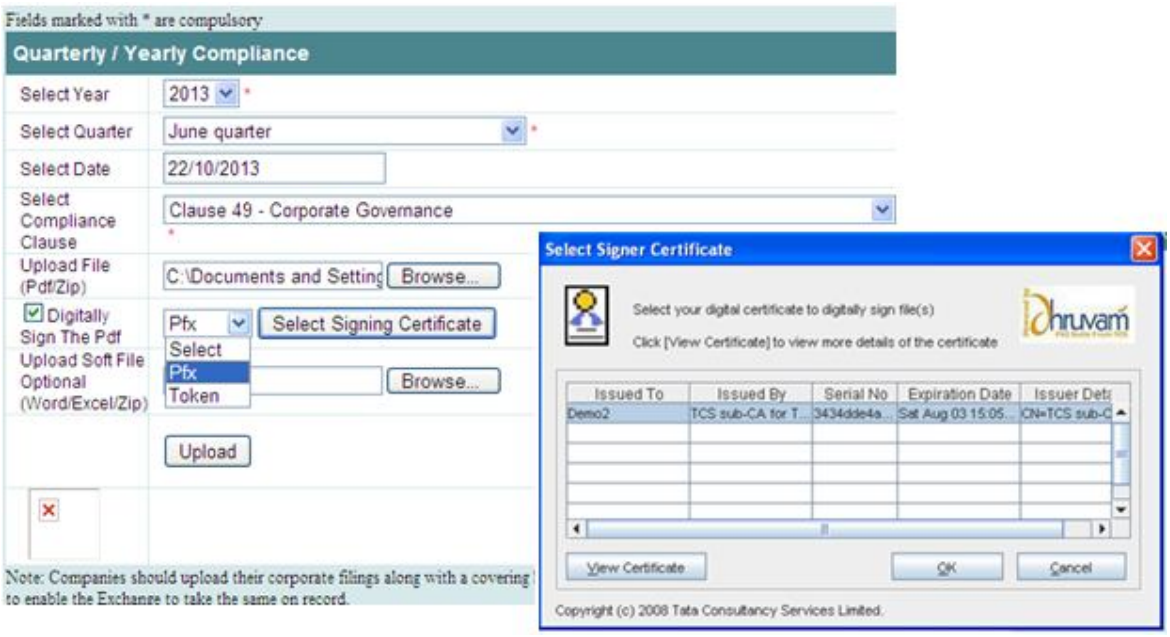
As shown below in the snapshot:

1. Fill in the details for submitting a compliance as shown.
2. Browse and upload a PDF file as shown.
3. Select-> Digitally Sign The PDF -> Select the type “Pfx or Token” -> Select "Select Signing Certificate" -> Browse and Select the Digital Certificate and enter the Password-> Click "OK".



Step 2:

1. Select the desired certificate and view the same to confirm and click "OK".
2. Browse and Upload a soft copy of Word/Excel/Zip (if any)
3. Click "Upload"-> Message appears "PDF Signed Successfully" as shown.



Pre-requisites for Digital Signature

In case the component is not properly functioning then one needs to refer the Pre-requisites mentioned below:

TroubleShooting Guide – Applet:-

Pre requisites

1. Sun/Oracle java should be installed and the version should be 1.6 update 29 or above
2. Proxy should allow applets to download on to the machine (Contact your Network administrator to know more details).
3. **Supported Browsers:** Internet Explorer 7 or above.
4. Only Java 32-bit should be used even if the Operating System is 64-bit.
5. **Supported Operating Systems:** Windows XP SP3, Windows 7, Windows Vista
6. **Qualified Tokens:** Aladdin eToken (72k & 64k), SafeNet I key, Gemalto (Dot net), Starkey.
7. Need to install latest SAC v8.1 drivers using the option **B-Sec compatible** mode to access both Aladdin eToken and SafeNet iKey 2032.

Follow the below steps to install SAC v8.1 drivers on the system

1. Uninstall the existing drivers, if any, on the system. Follow the steps below to uninstall the existing drivers.

Windows XP:

a. Go to Start,

b. Control Panel,

c. Add or Remove Programs,

d. Look for the name “SafeNet” and Remove/Uninstall the drivers,

e. Look for the name “iKey” and Remove/Uninstall the drivers,

f. Look for the name “CIP Utilities” and Remove/Uninstall the drivers.

g. Once successfully done, reboot the system.

Windows 7:

a. Go to Start,

b. Control Panel,

c. Programs and Features,

d. Look for the name “SafeNet” and Right click on the name, select Remove/Uninstall.

e. Look for the name “iKey” and Right click on the name, select Remove/Uninstall,

f. Look for the name “CIP Utilities” and Right click on the name, select Remove/Uninstall.

g. Once successfully done, reboot the system.

2. After successful reboot of the machine, install SAC v8.1 drivers using the option “**BSec compatible”** mode.

How to know JRE installed is 32-bit

1. Go to Start,

2. Click on Run,

3. Type “cmd” and click on enter,

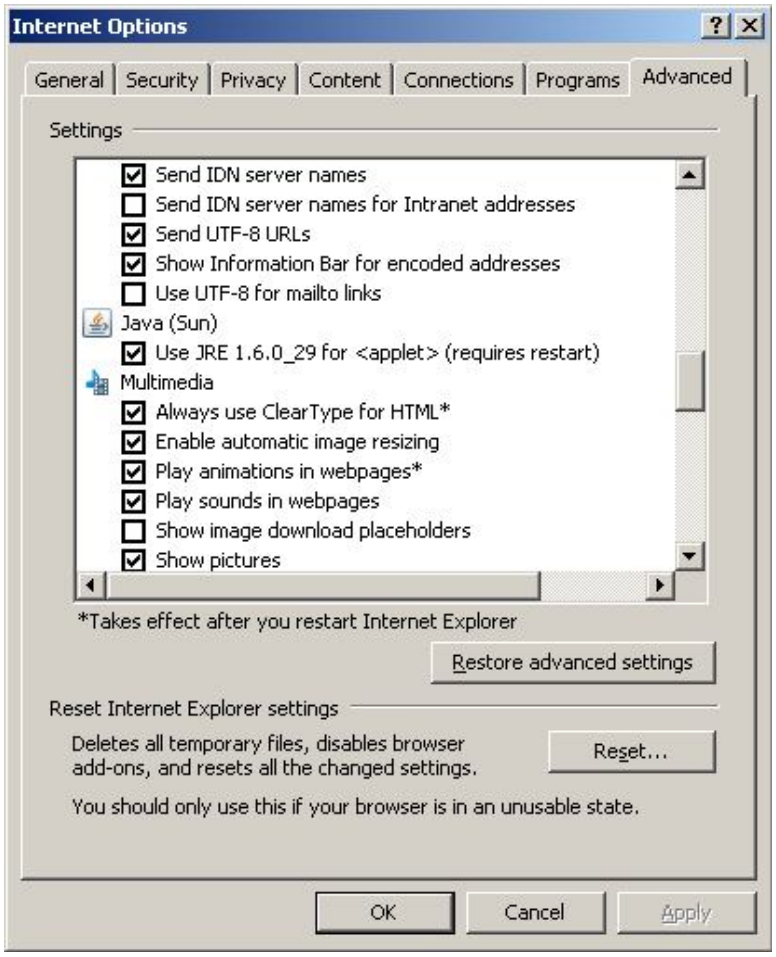
4. Type “java –version”

5. Output will look like below if it is 32-bit JRE

6. If you find “64-bit” in the output then it is a 64-bit java

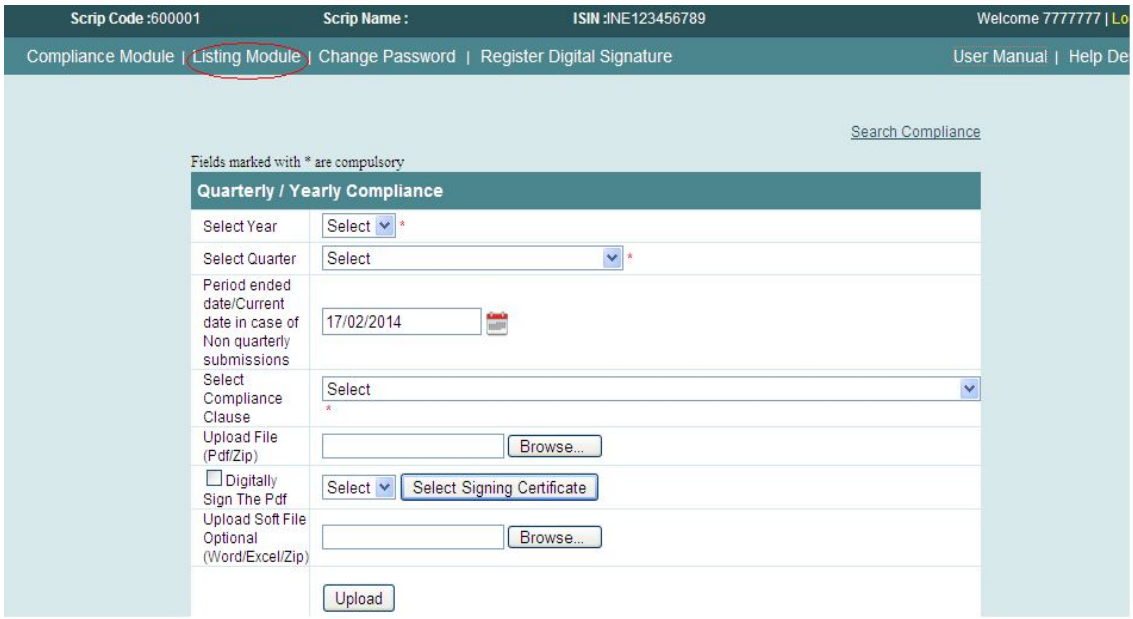
Is Java enabled in my web browser?

1. Open Internet Explorer
2. Click on 'Tools' → Internet Options
3. Go to 'Advanced' tab
4. Scroll down the list about half way
5. You should see the listing of "Java (Sun)" with the check box for "Use JRE 1.6.0_29 for <applet> (requires restart)". See below image.

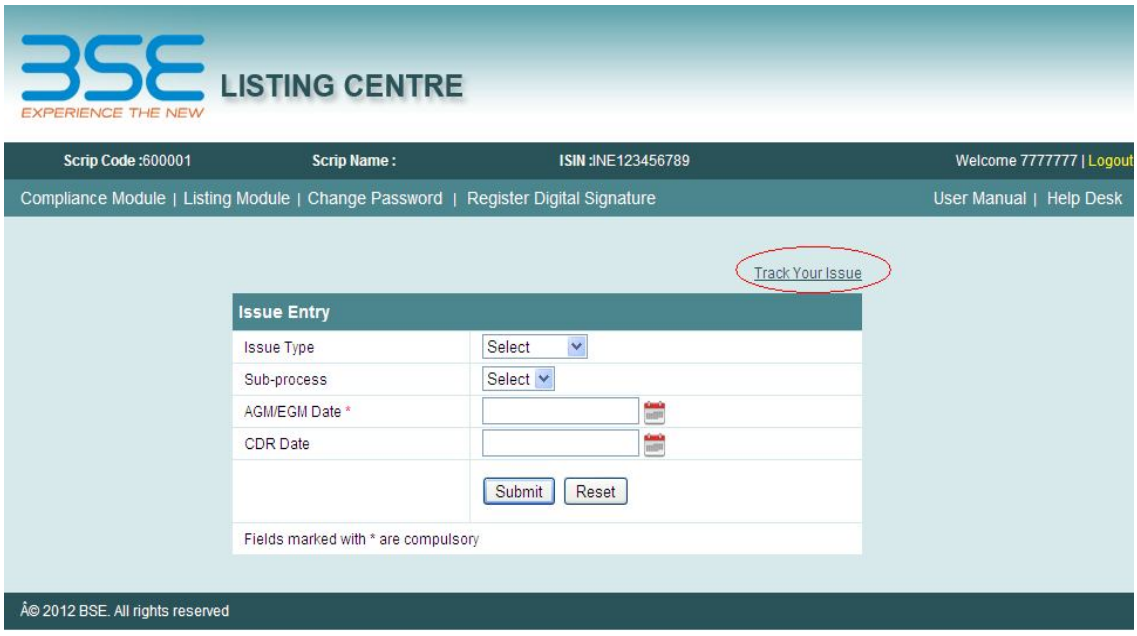


How to resubmit the application in the listing centre ?

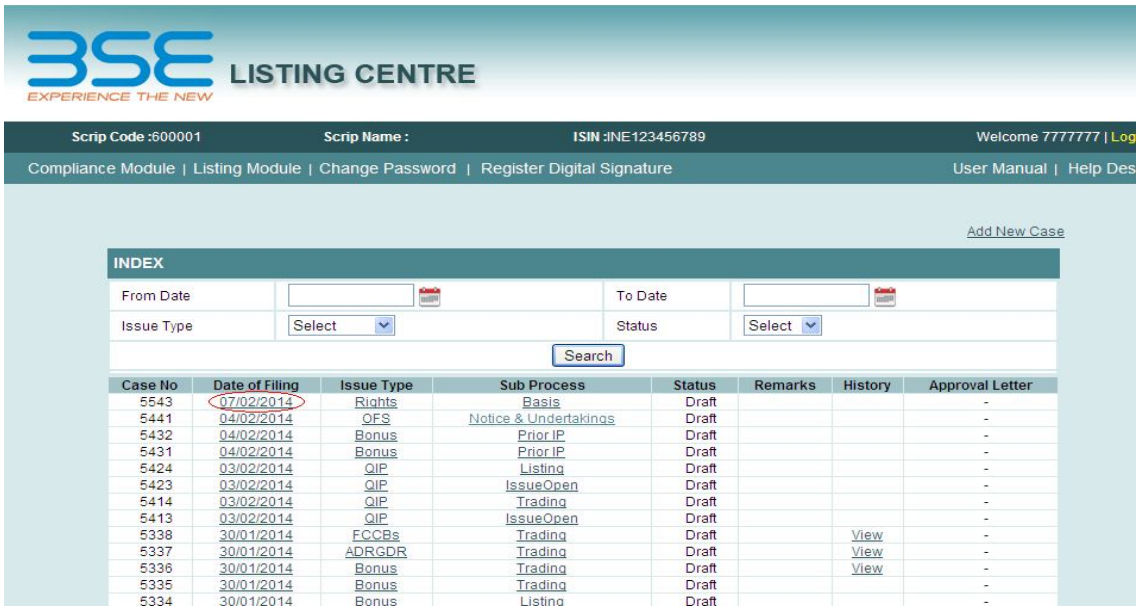
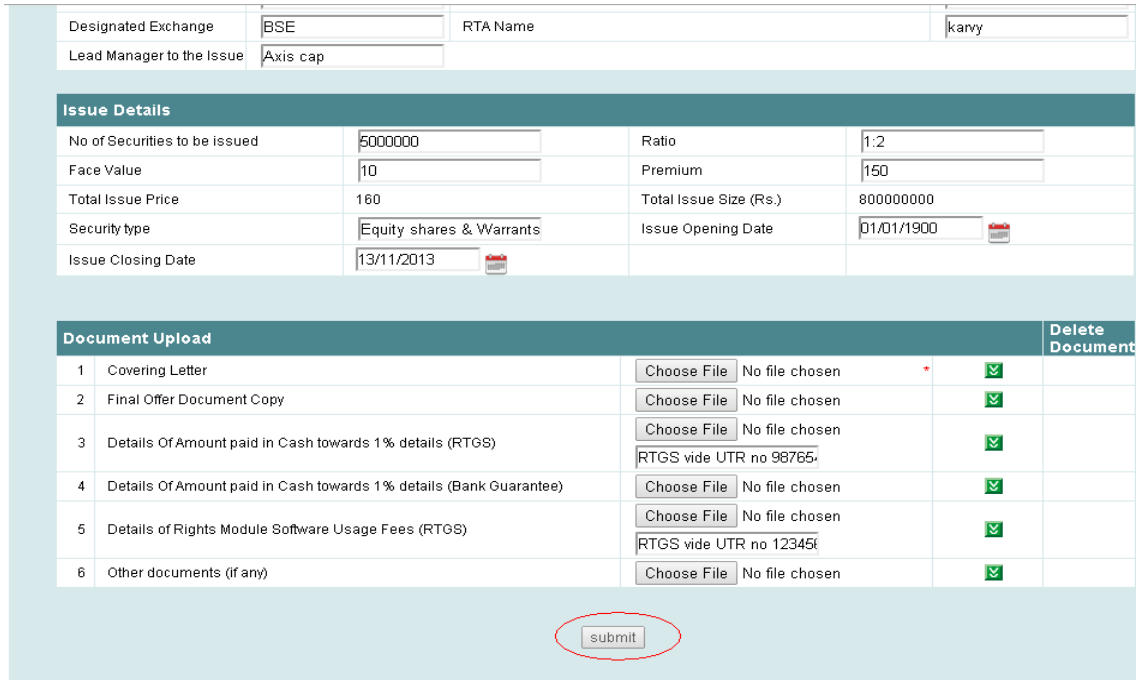
1. Click on Listing Module.



2. Click on Track your issue



3. Click on the case to be resubmitted



4. Click on submit button after uploading of required documents