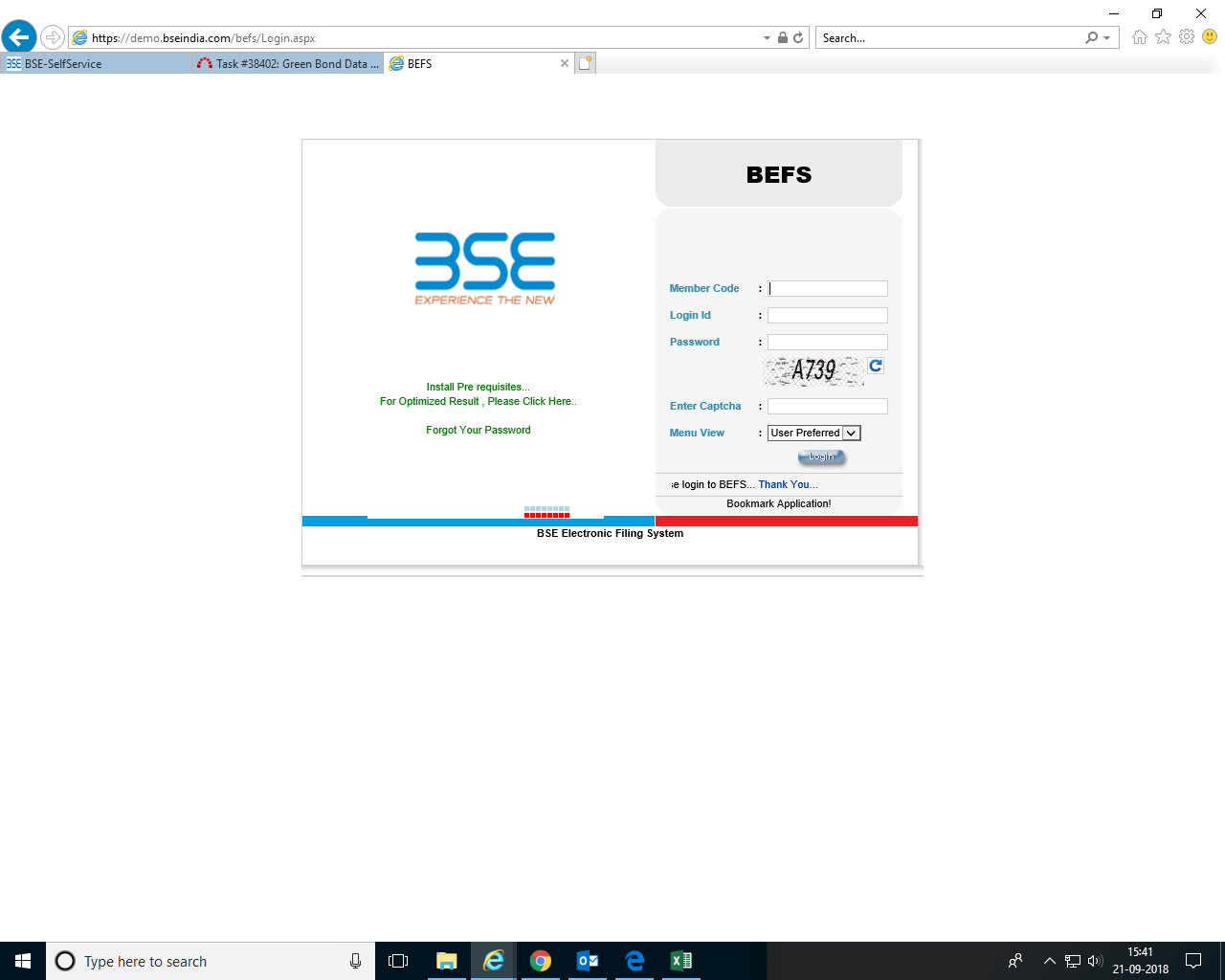
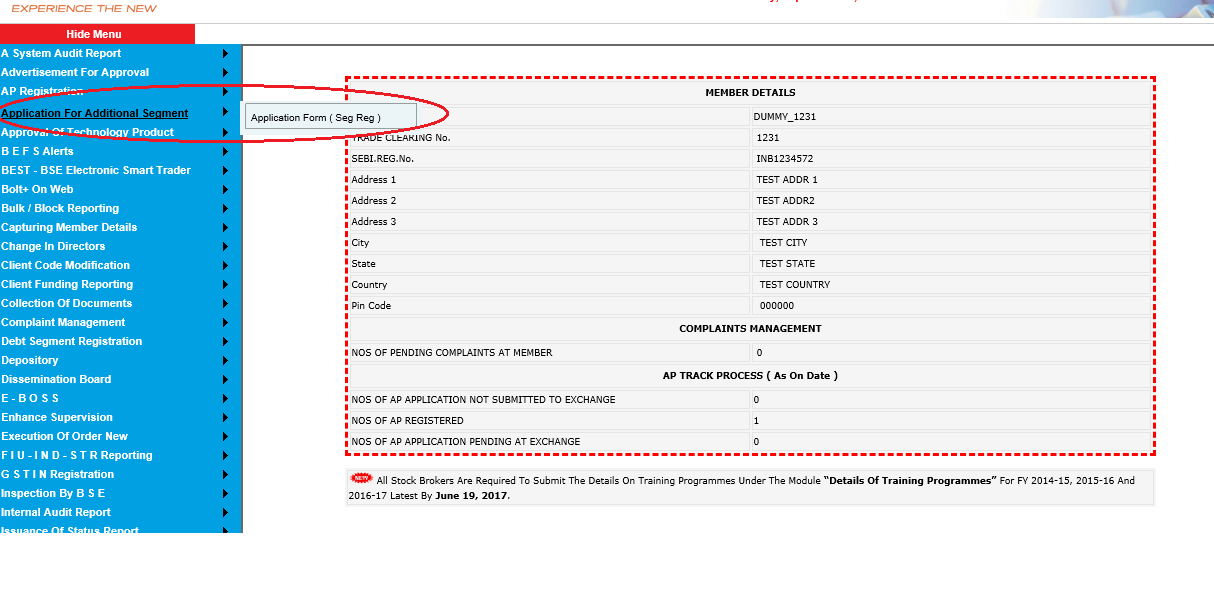
USER MANUAL FOR APPLICATION TO ADDITIONAL SEGMENT IN BEFS

Annexure-A

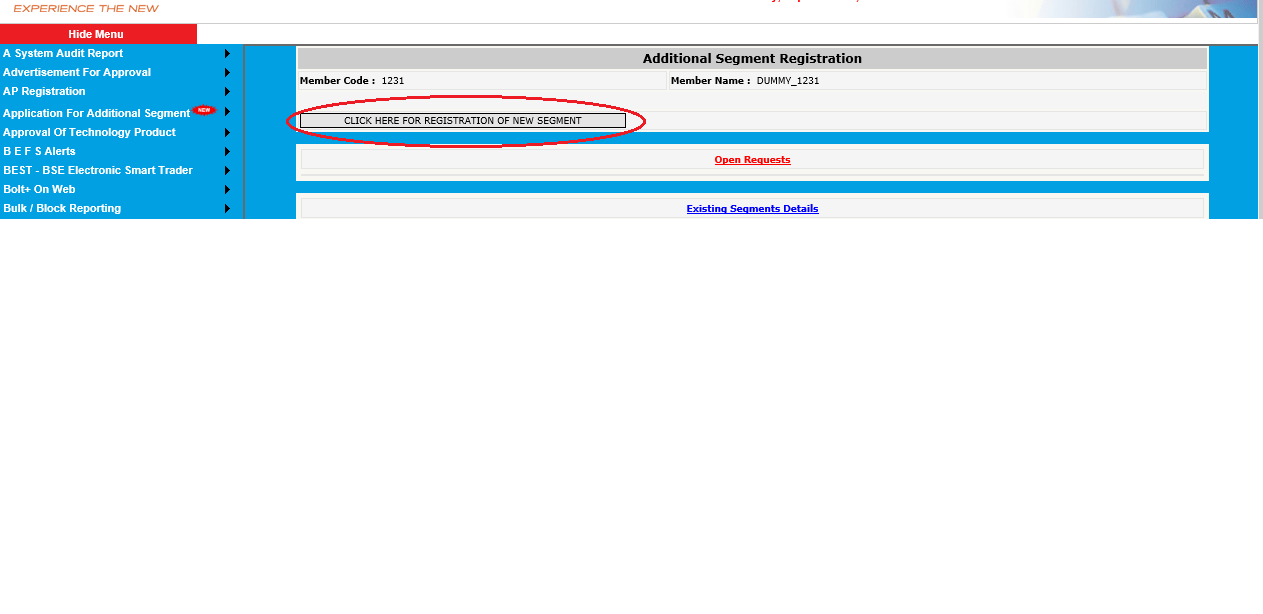
**APPLICATION PROCESS**

**Step 1: Login to BEFS (BSE Electronic filing system) using valid login credentials. BEFS Link:-** [**https://befs.bseindia.com/Login.aspx**](https://befs.bseindia.com/Login.aspx)

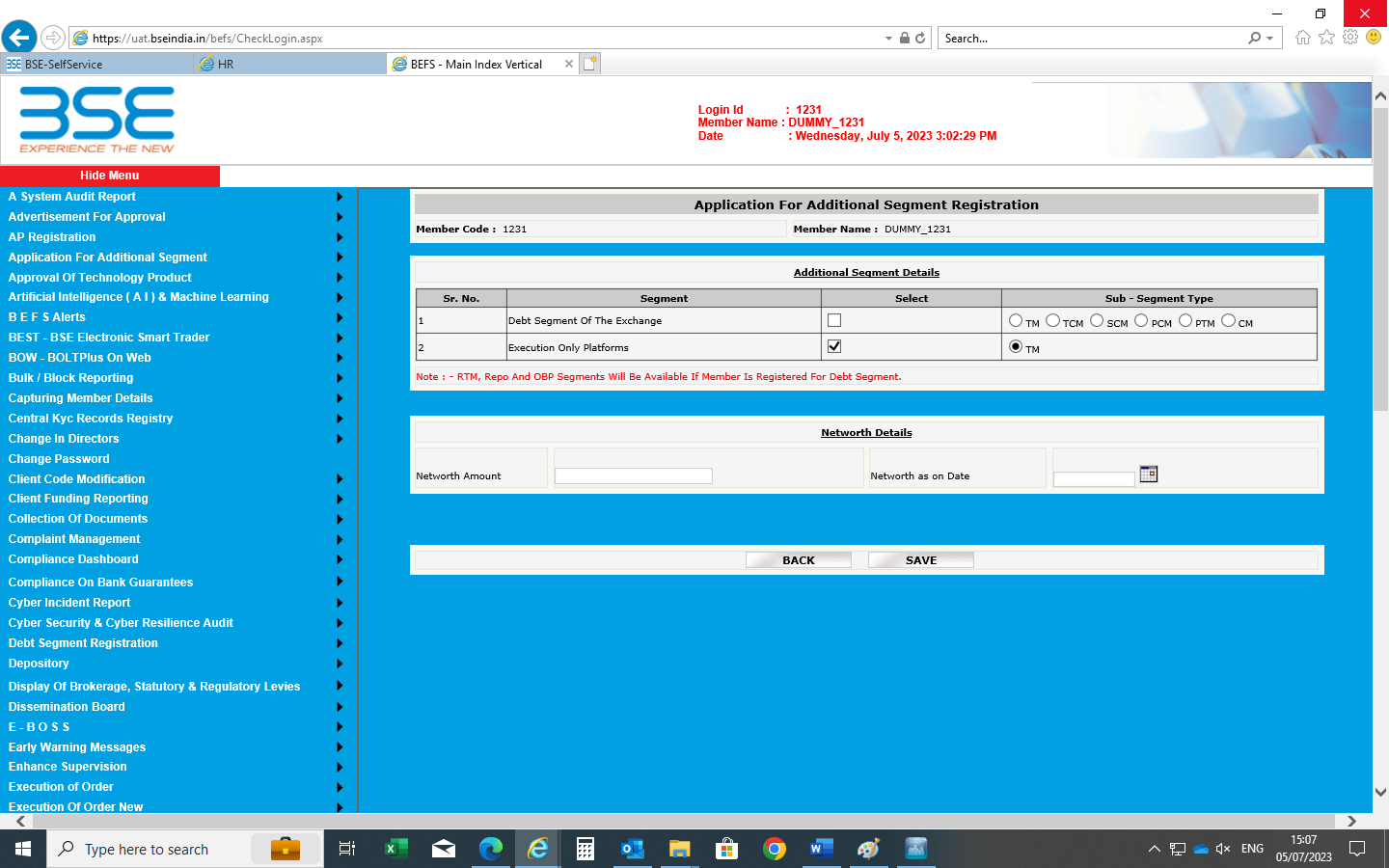


**Step 2: New Tab Application for additional segment 🡪 Application Form (Seg flag)**

**Step 3: On clicking on the above-mentioned tab, existing segment details will be populated.**

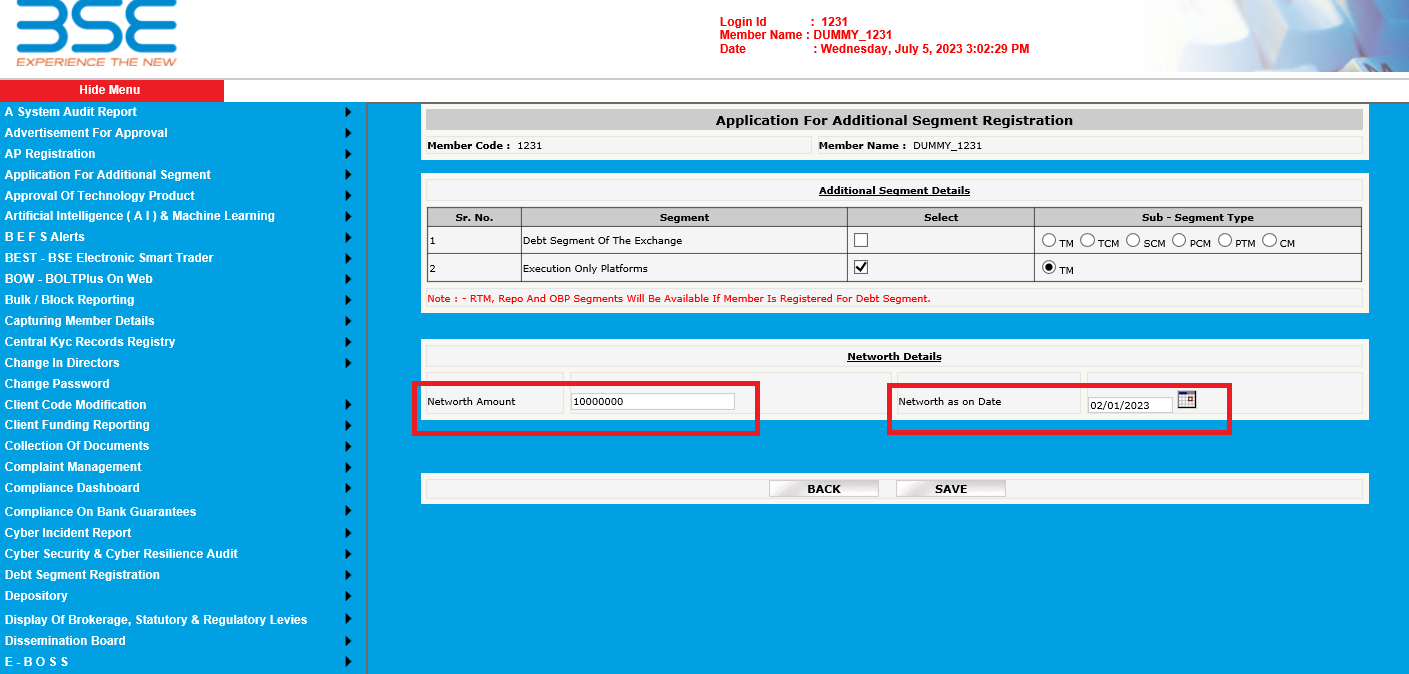


* On clicking on the highlighted button, the member may now apply for additional segment/s.

**Step 4: Select the desired segment and segment type as shown below.** 

**Step 5: Enter the net worth amount as per the Networth Certificate.**

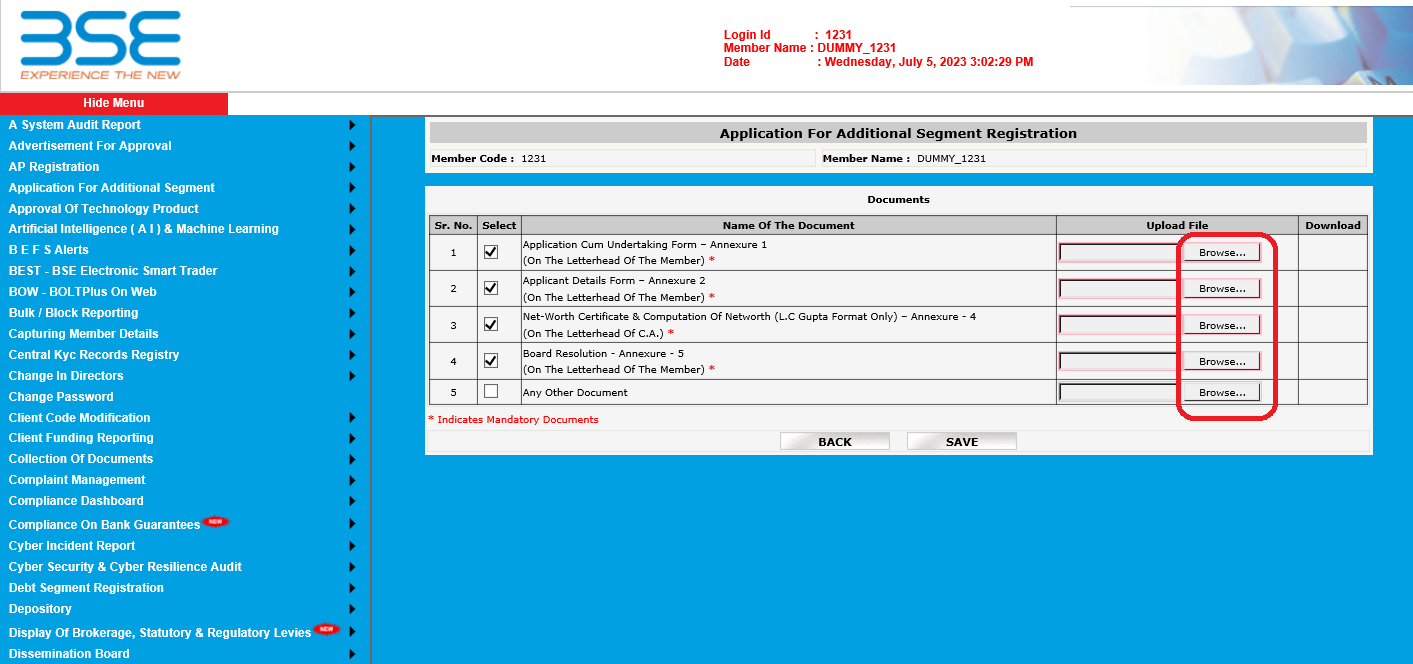
* Refer to the matrix mentioned below.



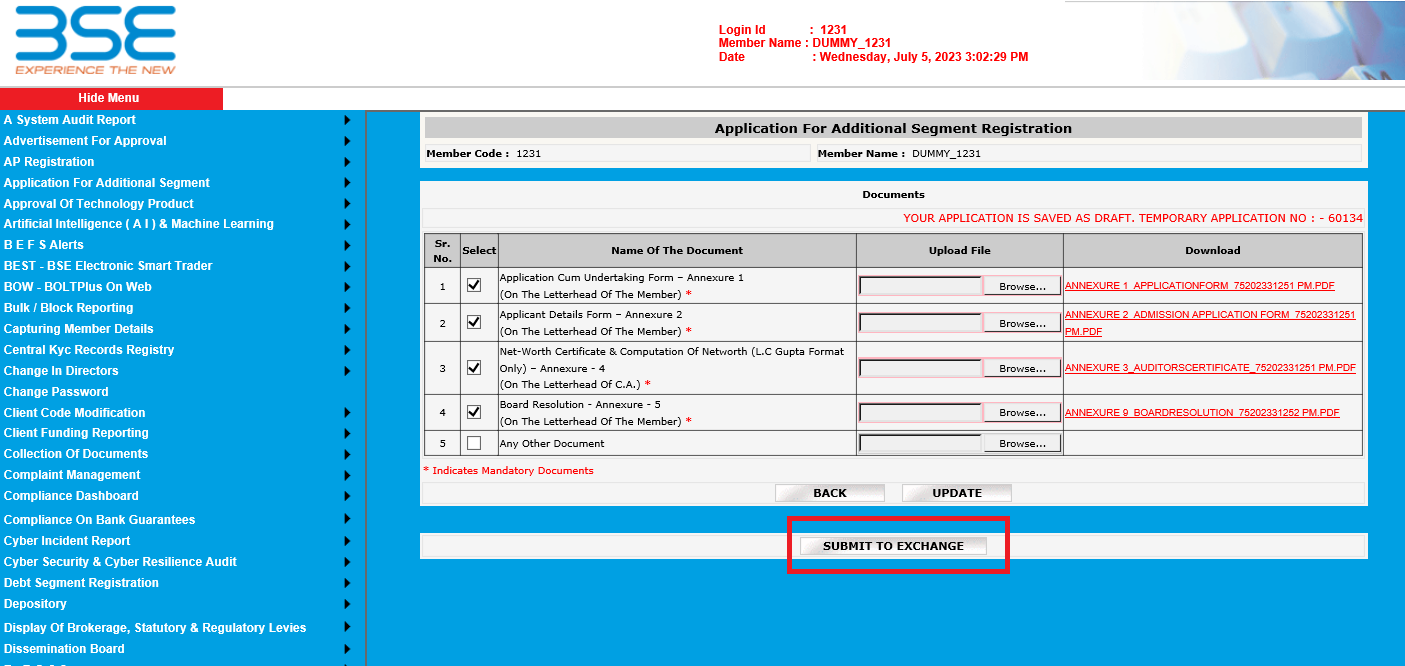
|  |  |  |  |
| --- | --- | --- | --- |
| Segment | Trading Member-TM  (Networth requirement Rs. in crores) | Clearing Member- TCM  (Networth requirement Rs. in crores) | Self-Clearing Member-SCM  (Networth requirement Rs. in crores) |
| Cash | 0.25 | 10.00 | 3.00 |
| Equity Derivative | 0.25 | 10.00 | 3.00 |
| Currency Derivatives | 1.00  **500.00**  **(For Banks)** | 10.00  **500.00**  **(For Banks)** | 5.00  **500.00**  **(For Banks)** |
| Debt Segment | 0.50 | 10.00 | 3.00 |
| Commodity Derivatives | Corporate – 0.25  Non-corporate- 0.10 | 10.00 | 3.00 |
| EGR | 0.25 | 10.00 | 3.00 |
| Execution Only Platforms (EOP) | 1.00 | - | - |

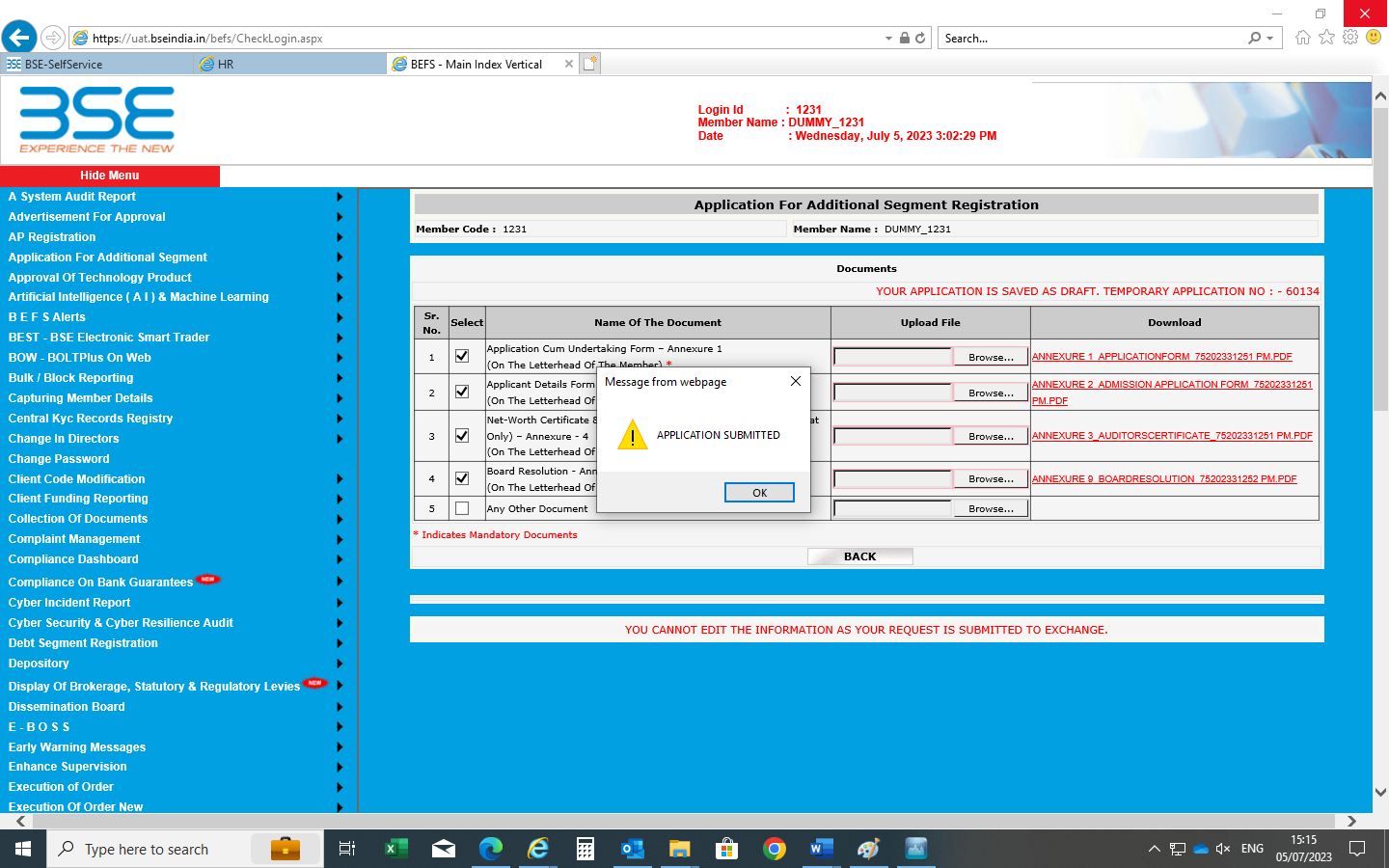
* After entering details in Step 4 and Step 5, click the save button and then click on Next Button.

**Step 6: Select the checkbox against the documents that are being submitted and upload the document by clicking on the browse option.**

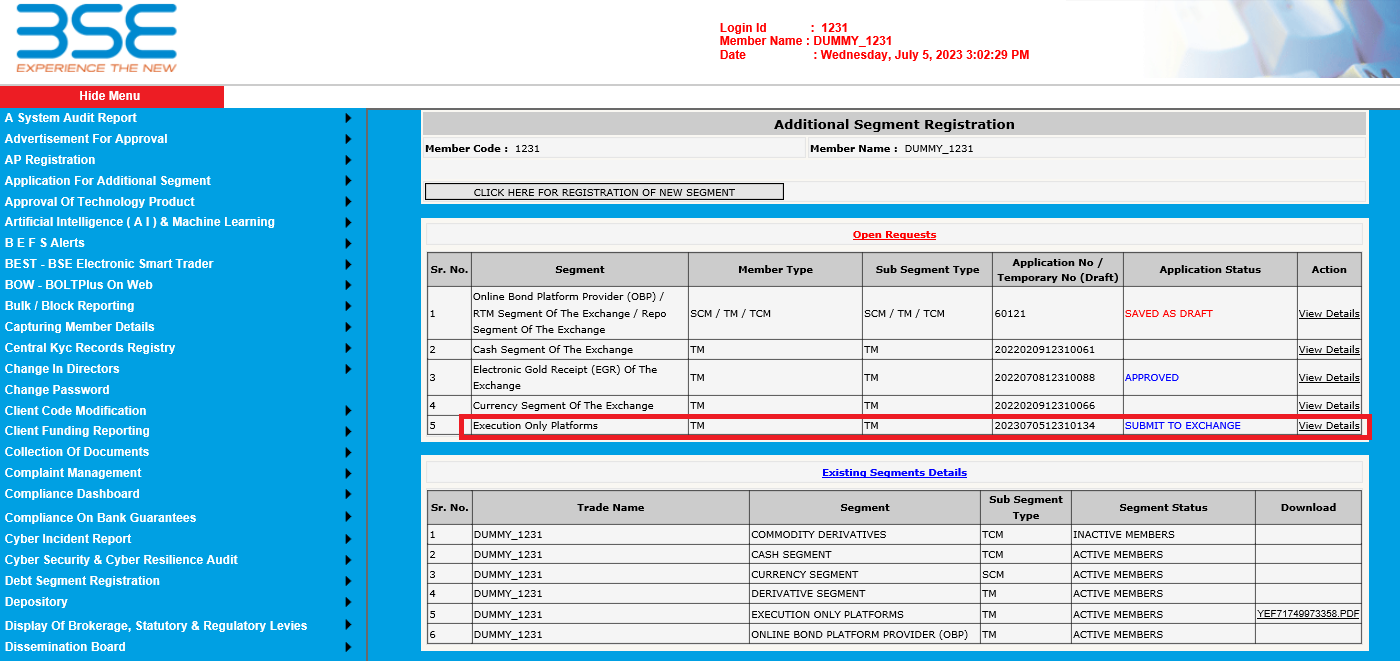


**Step 7: After uploading all documents, click on save button and then clock on the ‘Submit to Exchange’ button as shown below**



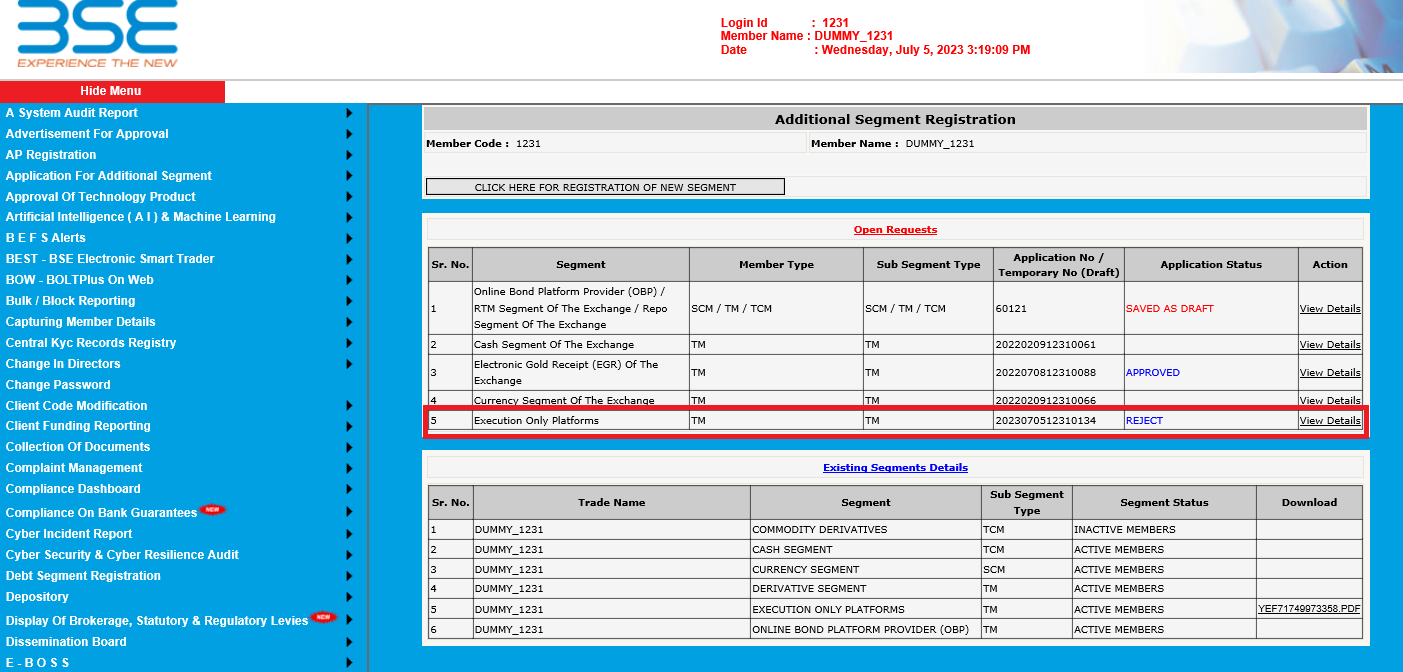


**Step 8: After submission the member can track the status of the application as shown below.**

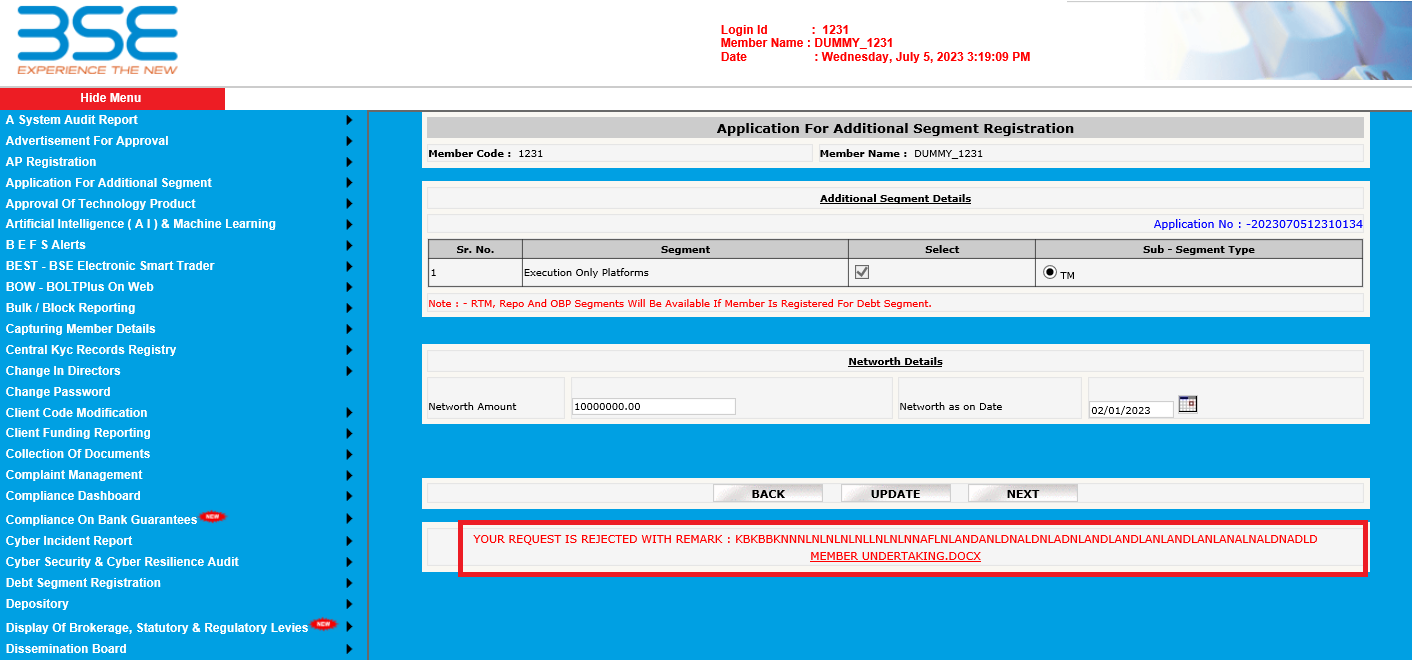


**REJECTION PROCESS**

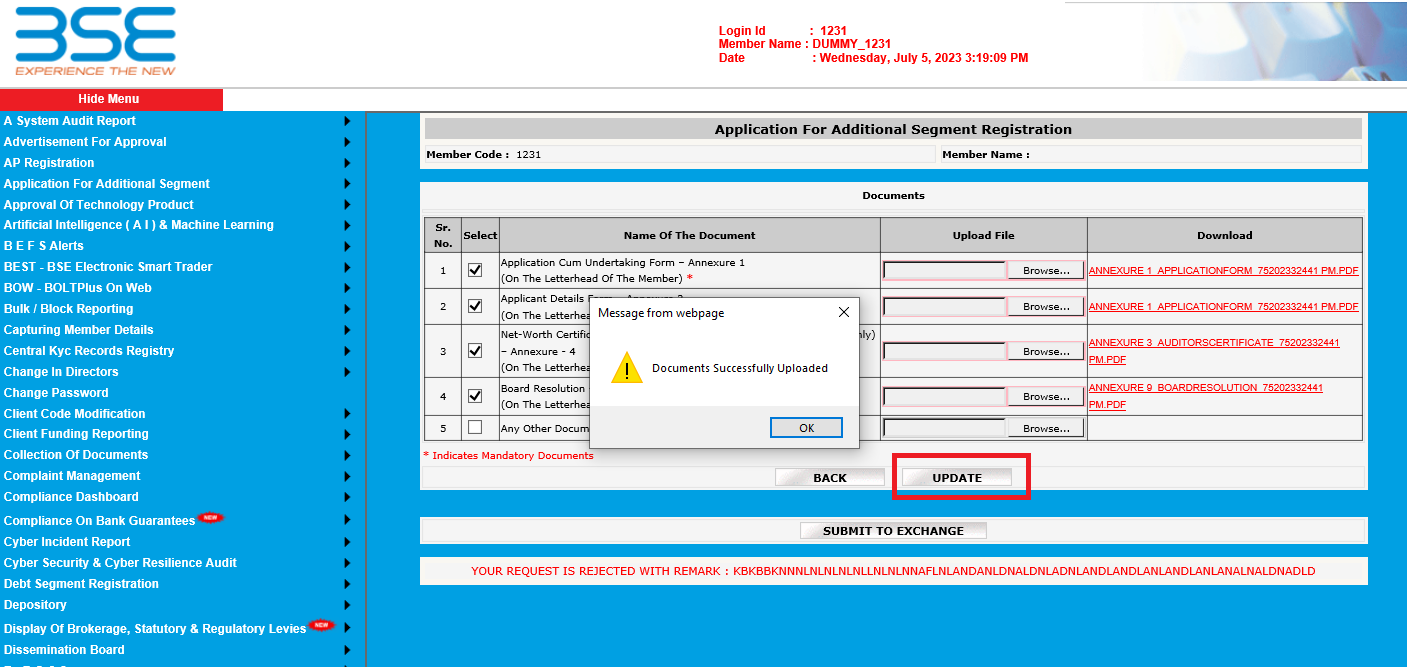
**Step 1: Once the application is rejected due to any reason, the status is shown as ‘REJECTED’**



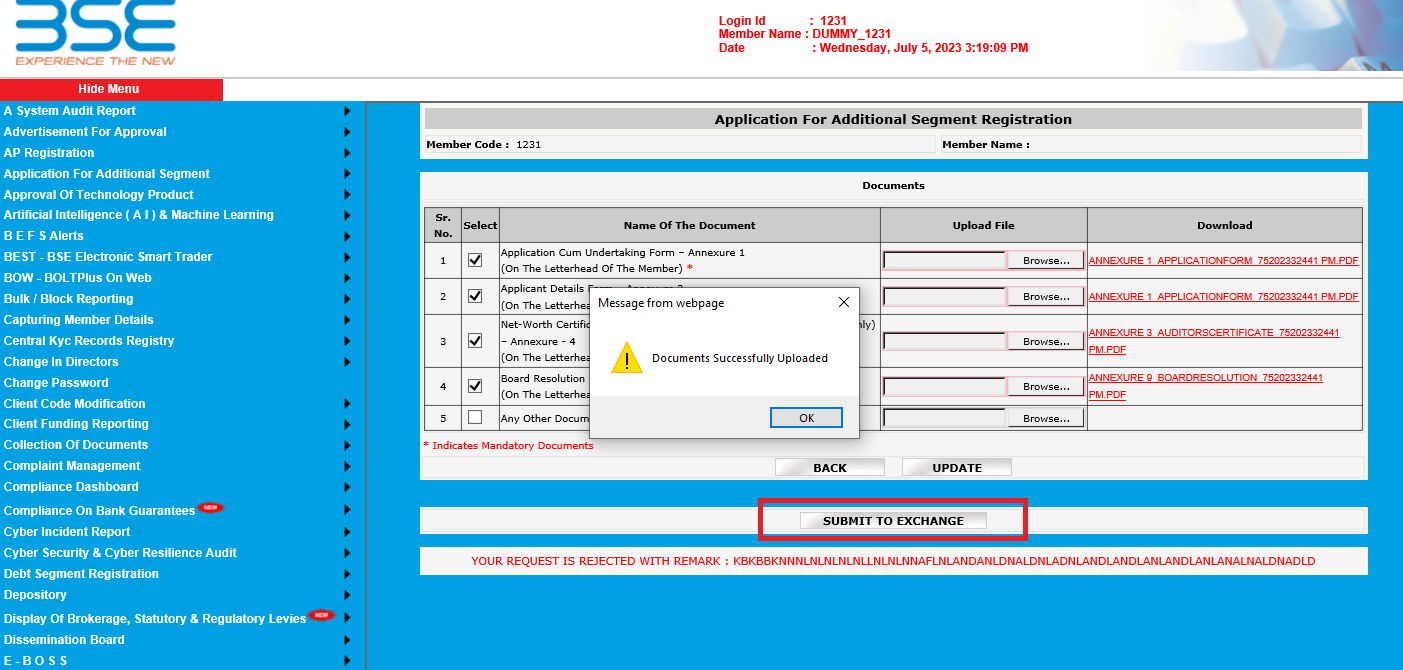
**Step 2: On clicking ‘view details’ in previous stage, remarks from the Exchange will be shown as highlighted below.**

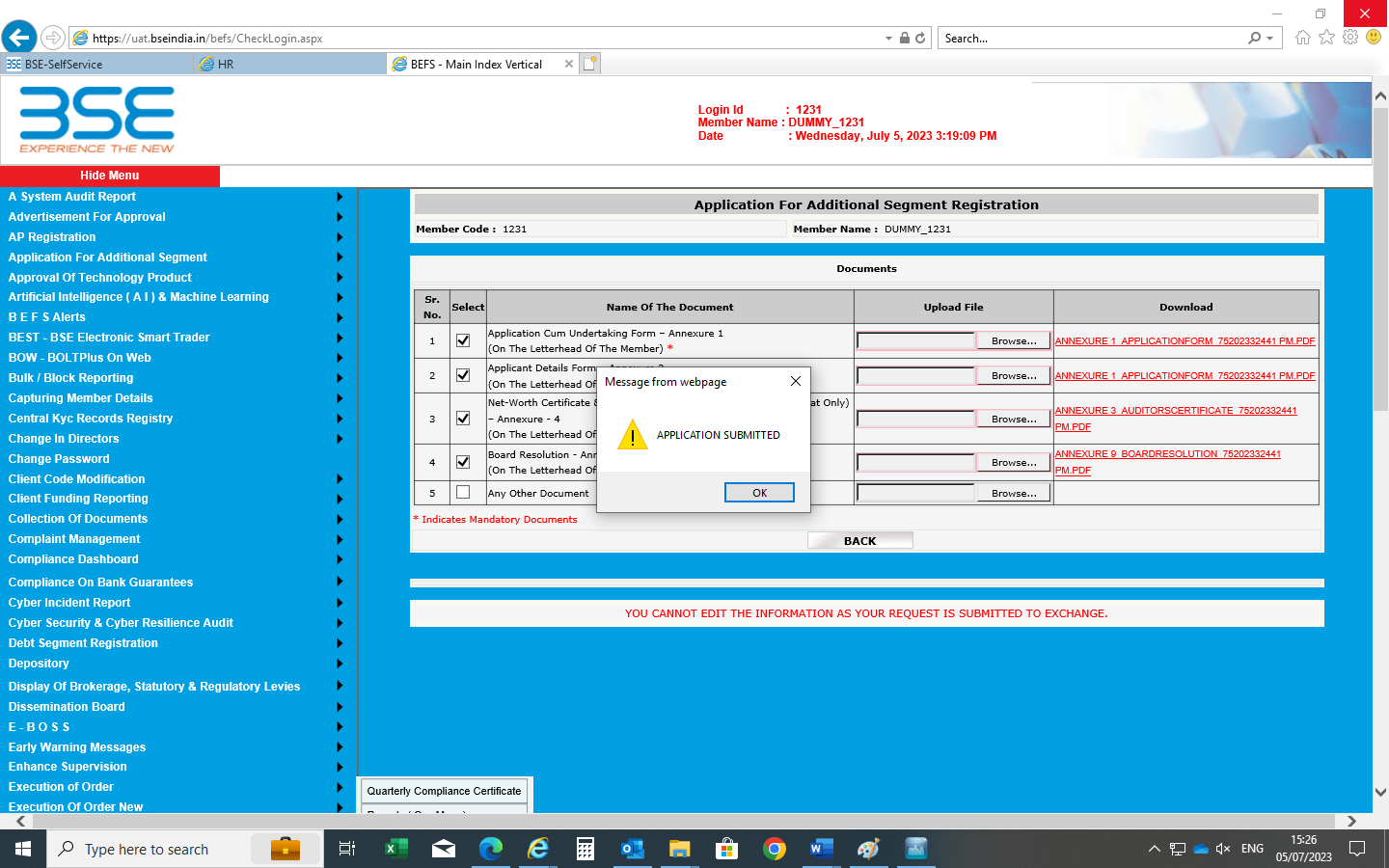
****

**Step 3: The member will be able to make necessary changes and save the page by uploading the revised documents or Net worth details and click the update button.**

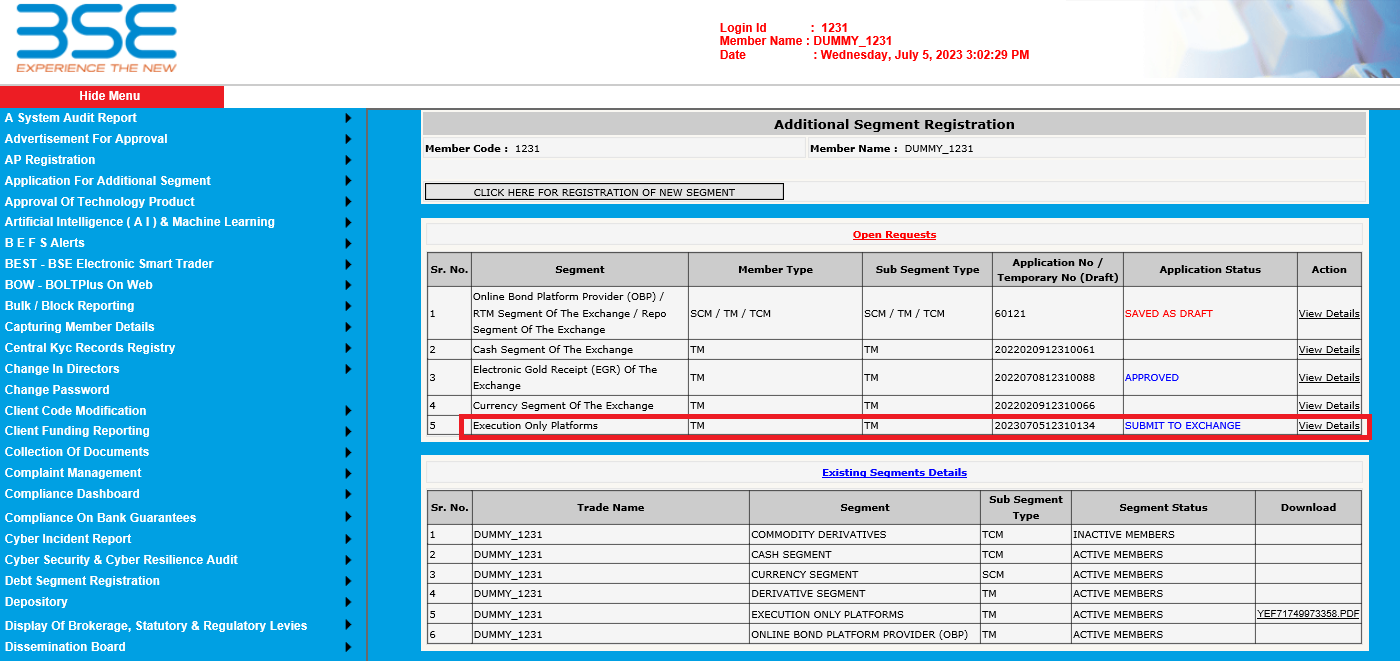
****

**Step 4: Select the ‘Submit to Exchange’ button after the changes are done**

****

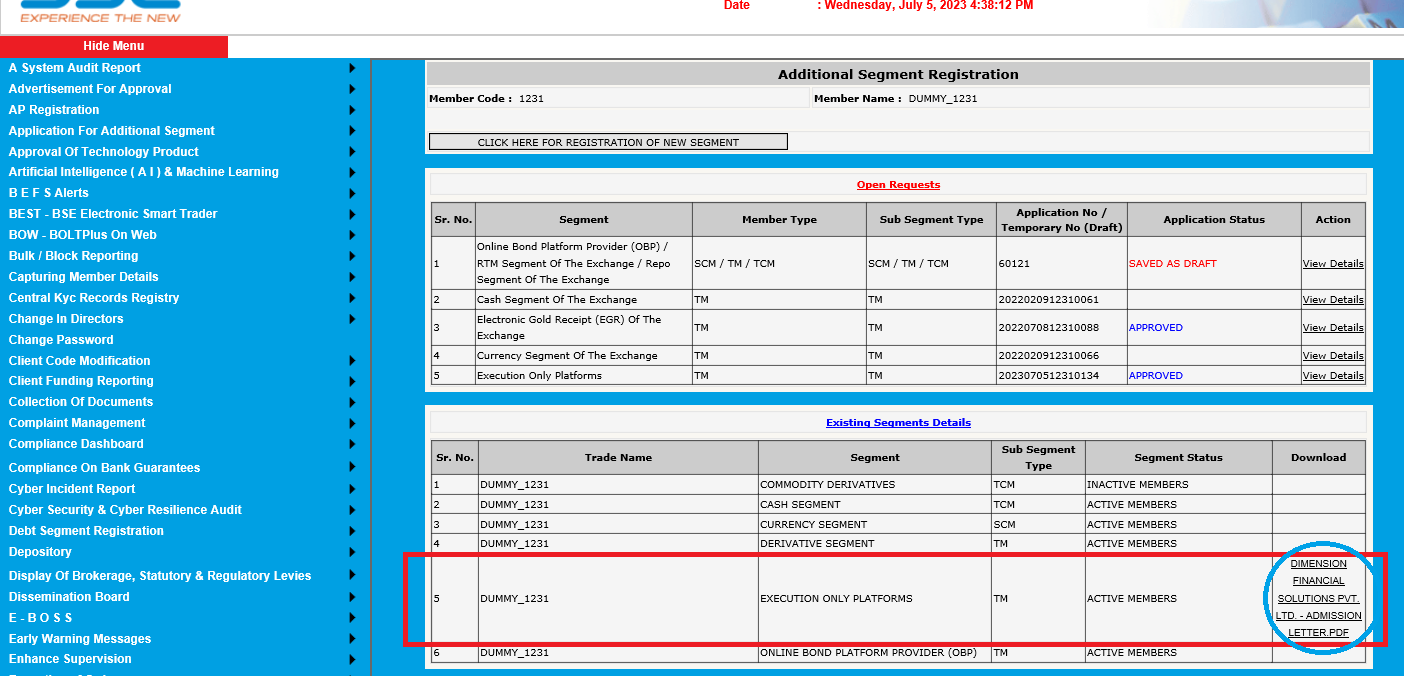


**Step 5: After submission, the Member can track status of the application as shown below**



**APPROVAL CONFIRMATION**

* **After the application is approved by Exchange, the Member may download the final approval letter from the link shown below**

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