

**National Stock Exchange Of India Limited****Department: Inspection**

Download Ref No: NSE/INSP/48163

Date: May 03, 2021

Circular Ref. No: 26/2021

To All Members,

**Sub: Standard Operating Procedure (SOP) for handling Cyber Security incidents**

This has reference to the Exchange circular NSE/INSP/41723 dated July 26, 2019, NSE/INSP/42422 dated October 16, 2019 and NSE/INSP/44826 dated June 30, 2020 and SEBI circular SEBI/HO/MIRSD/CIR/PB/2018/147 dated December 03, 2018 on Cyber Security & Cyber Resilience framework for Stock Brokers / Depository Participants and SEBI email dated April 16, 2021 with the subject “Standard Operating Procedure (SOP) for handling cyber security incidents”.

As per SEBI’s directive, all Members shall maintain a Standard Operating Procedure (SOP) with respect to handling of Cyber Security incidents. Members are hereby advised to prepare the SOP on handling and reporting of Cyber Security incidents as indicated below:

1. Members shall have a well-documented Cyber Security incident handling process document (Standard Operating Procedure - SOP) in place. Such policy shall be approved by Board of the Member (in case of corporate trading member), Partners (in case of partnership firms) or Proprietor (in case of sole proprietorship firm) as the case may be and shall be reviewed annually by the “Internal Technology Committee” as constituted under SEBI circular SEBI/HO/MIRSD/CIR/PB/2018/147 dated December 03, 2018 for review of Security and Cyber Resilience policy.
2. Members shall examine the Cyber Security incident and classify the Cyber Security incidents into High/ Medium/ Low as per their Cyber Security incident handling process document. The Cyber Security incident handling process document shall define decision on Action/ Response for the Cyber Security incident based on severity.
3. Members shall report the Cyber Security incident to Indian Computer Emergency Response Team (CERT-In).
4. Members shall provide the reference details of the reported Cyber Security incident with CERT-In to the Exchange and SEBI. Members shall also provide details, regarding whether CERT-In team is in touch with the Member for any assistance on the reported Cyber Security incident. If the Cyber Security incident is not reported to CERT-In, members shall submit the reasons for the same to the Exchange and SEBI. Members shall communicate with CERT-In/ Ministry of Home Affairs (MHA)/ Cyber Security Cell of Police for further assistance on the reported Cyber Security incident.

5. Members shall submit details whether Cyber Security incident has been registered as a complaint with law enforcement agencies such as Police or its Cyber Security cell. If yes, details need to be provided to Exchange and SEBI. If no, then the reason for not registering complaint shall also be provided to Exchange and SEBI.
6. The details of the reported Cyber Security incident and submission to various agencies by the Members shall also be submitted to Division Chiefs (in-charge of divisions at the time of submission) of DOS-MIRSD and CISO of SEBI.
7. The Designated Officer of the Member (appointed in terms of para 6 of the aforementioned SEBI Circular dated December 03, 2018) shall continue to report any unusual activities and events within 24 hours of receipt of such Information as well as submit the quarterly report on the cyber-attacks & threats within 15 days after the end of the respective quarter in the manner as specified in NSE circular NSE/INSP/44826 dated June 30, 2020.

Members are advised to take note and ensure compliance with the above regulatory requirements.

**For and on behalf of  
National Stock Exchange of India Limited**

**Subhankar Chowdhury  
Senior Manager-Inspection**

In case of any clarifications, Members may contact below offices

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