



COMMUNICATION TO APRN HOLDERS- LAUNCH OF PHASE II- FEATURES ON THE ENHANCED DISTRIBUTOR REGISTRATION PORTAL

Date of Communication: 13th March'26

Mode of Communication: Email

Dear APRN Holder,

Pursuant to our communication dated 21st January 2026 regarding the enhanced version of the Distributor Registration Portal (DRP), we are pleased to inform you that **Phase II features** are now live and accessible on the portal. These include a SEBI-mandated regulatory submission utility along with additional functionalities designed to simplify distributors' operational processes.

A: SEBI Mandated Feature:

Annual Declaration of Self-Certification (DSC): In accordance with SEBI Guidelines dated 13th February 2020, a facility to upload the Annual Declaration of Self-Certification for FY 2025–26 has been enabled on the portal. The declaration can be submitted from **1st April 2026** through your login.

- **Submission steps:** Distributor Login → Menu → Annual Declaration for Self-Certification → e-Sign Link → [CLICK HERE](#) to view the declaration → Submit Final to complete the Aadhaar OTP based e-sign process.

B: Additional Features:

1. Distributor Dashboard: A personalized dashboard displaying key information including:

- Profile Summary.
- APRN Details.
- NISM XXI-A certification status.
- Social media details.
- Scrolling section for circulars, communications and important updates.

2. Bulk Renewal Requests: Distributors can now initiate bulk renewal requests for employees directly through the portal.

- **Steps:** Distributor Login → Menu → Employee Registration → Import File → Upload the Undertaking and Excel file → Submit & the request will be routed to APMI for processing.

3. EUIN Download Facility: A report showing the list of your employees (EUIN holders mapped to your APRN) can now be downloaded.

- **Steps:** Distributor Login → Menu → Employee Details Report → Submit → Export to Excel.

4. Circulars & Information Section: The portal also provides access to circulars, communications and important updates, including schedules of webinars, events and education sessions which APMI will conduct for its APRN Holders.

We hope you will find these features useful and encourage you to share your feedback with us. We remain committed to continuously enhancing the portal to provide greater ease of use and improved functionality.



For any clarification, please reach out to us at support@apmiindia.org.

Thanks & Warm Regards

Association of Portfolio Managers in India