



## FORM 4A

**SECURITIES MARKETS ORDER, 2013**  
**[Section 163(1)(a)]**

**APPLICATION FOR VARIATION OF CAPITAL MARKETS SERVICES LICENCE**

Application is made by a holder of a Capital Markets Services Licence, to vary its licence by adding or removing a regulated activity, under section 163(1)(a) of the Securities Markets Order, 2013 and the following particulars are supplied in respect thereof –

| SECTION I : ADDITION OR REMOVAL OF REGULATED ACTIVITY  |  |                          |
|--|--|--------------------------|
| Please tick [✓] the type of application you wish to make:                                      |  |                          |
| <input type="checkbox"/> Addition of regulated activity  | <input type="checkbox"/> Removal of regulated activity |                          |
| SECTION II : CAPITAL MARKETS SERVICES LICENCE HOLDER   |  |                          |
| Name:  |  |                          |
| Licence Reference No:  |  |                          |
| Licence Issued<br>(dd/mm/yyyy):  |  |                          |
| SECTION III : DETAILS OF VARIATION   |  |                          |
| [a] Regulated Activity(s)  |  |                          |
| Please tick [✓] the regulated activity(s) where applicable:                                    | Before<br>variation                                    | After<br>variation       |
| Dealing and arranging deals in investment as principal or agent                                | <input type="checkbox"/>                               | <input type="checkbox"/> |
| Managing investments including CIS management and establishment, operating or winding up a CIS | <input type="checkbox"/>                               | <input type="checkbox"/> |
| Giving or offering investment advice in his capacity as an investment adviser                  | <input type="checkbox"/>                               | <input type="checkbox"/> |
| Giving or offering investment advice in his capacity as a financial planner                    | <input type="checkbox"/>                               | <input type="checkbox"/> |

|  |   |                             |                              |
|--|---|-----------------------------|------------------------------|
| Using computer-based systems for giving investment instructions  |   | <input type="checkbox"/>    | <input type="checkbox"/>     |
| Safekeeping and administration of assets including custodial services  |   | <input type="checkbox"/>    | <input type="checkbox"/>     |
| <b>(b) Additional Information</b>  |   |                             |                              |
|  |   | <b>Before variation</b>     | <b>After variation</b>       |
| If you intend to carry out dealing activities, please tick [✓] the type of investment(s) you intend to deal in:  | Dealing in units in collective investment scheme and investment-linked insurance contract   | <input type="checkbox"/>    | <input type="checkbox"/>     |
|  | Dealing in units in investment-linked insurance contract  | <input type="checkbox"/>    | <input type="checkbox"/>     |
|  | Dealing in units in collective investment scheme  | <input type="checkbox"/>    | <input type="checkbox"/>     |
|  | Dealing in any other type of securities only<br>Please specify:   | <input type="checkbox"/>    | <input type="checkbox"/>     |
| Reason for variation:  | <i>(Please state in detail, the reason for variation)</i>   |                             |                              |
| Have your clients been notified of the intention to remove the above regulated activity and taken adequate arrangements to meet all outstanding liabilities and obligations in respect of the above regulated activity? <i>(If applicable)</i> |   | <input type="checkbox"/> No | <input type="checkbox"/> Yes |
| If Yes, please provide details and measures taken to safeguard the clients' assets:  | <i>(If applicable)</i>  |                             |                              |
| <b>SECTION IV : SUPPORTING DOCUMENTS</b>   |   |                             |                              |
| <b><i>(*) are mandatory documents and must be submitted together with this form. Other documents must be submitted where applicable.</i></b>   |   |                             | <b>Appendix</b>              |
| <input type="checkbox"/>   | *Updated business plan<br><i>(Business plan for the next 5 years, including management and organization structure, details regarding plans in respect to variation in regulated activities)</i> |                             |                              |
| <input type="checkbox"/>   | Copy of updated Memorandum and Articles of Incorporation  |                             |                              |
| <input type="checkbox"/>   | *Copy of the most recent unaudited financial statements of the corporation  |                             |                              |
| <input type="checkbox"/>   | Copy of the most recent audited management accounts of the corporation  |                             |                              |

|  |   |  |
|--|---|--|
| <input type="checkbox"/>   | Copy of the Directors' Report on the financial standing, affairs, current assets and contingent liabilities of the corporation for the period between the date of last account and a date not earlier than 14 days before the date of this application  |  |
| <input type="checkbox"/>   | Updated list of employees indicating the local and foreign status, employment status and designation  |  |
| <input type="checkbox"/>   | Two copies of the company's updated operational and compliance manual. The manual should include, in detail, -<br>(a) Reporting principles and procedures<br>(b) Internal audit procedures<br>(c) Procedures for compliance with the Securities Markets Order, 2013 and Regulations<br>(d) Policies and processes on conflict management and the monitoring of unethical conduct and market abuse; and<br>Risk management policies which the company has adopted or proposes to adopt for its proposed business |  |
| <input type="checkbox"/>   | *Updated Organisation Chart<br><i>[Provide a management and organization chart showing all directors and key officers of the applicant, and their reporting lines]</i>  |  |
| <input type="checkbox"/>   | Written undertaking to satisfy minimum capital requirement<br><i>[If the capital does not meet the minimum capital requirement under the Securities Markets Order, 2013, the applicant must provide a written undertaking to the Authority that the applicant will increase its capital to satisfy the minimum capital requirement upon approval of the licence application by the Authority]</i>   |  |
| Additional supporting documents/details for the application of dealing and/or arranging deals and transactions in securities as a regulated activity |   |  |
| <input type="checkbox"/>   | Participation / membership certificate of approval in principle for admission from an Exchange, if applicable   |  |
| <input type="checkbox"/>   | A duly completed form for the registration of compliance officer <i>[at least one]</i>  |  |
| <input type="checkbox"/>   | Declaration on the Physical Layout of Business to Avoid Conflict of Interest and additional supporting documents/details  |  |

*Additional supporting documents/details for the application of investment management as a regulated activity*

|                          |  |  |
|--------------------------|--|--|
| <input type="checkbox"/> | Portfolio management system manual for the corporation   |  |
| <input type="checkbox"/> | Information on the amount of funds the corporation is projected to manage in the next five years |  |
| <input type="checkbox"/> | Letter of acceptance from the proposed custodian   |  |
| <input type="checkbox"/> | A duly completed form for the registration of compliance officer <i>(at least one)</i>           |  |

**SECTION V : TRUE AND CORRECT INFORMATION**

We hereby declare that all information provided in this application and its annexures is true and correct, and that I have read and understood the provisions of the Securities Markets Order, 2013 and all regulations and circulars issued thereunder.

We certify that the information given in the application is complete and accurate to the best of our knowledge, information and belief and that there are no other facts relevant to this application of which the Authority should be aware.

We further undertake to inform the Authority of any changes material to the application which arise while the Authority is considering the application.

|                               |  |  |  |
|-------------------------------|--|--|--|
| <p>-----</p> <p>Signature</p> |  | <p>-----</p> <p>Signature</p>              |  |
| Name <i>[Director]:</i>       |  | Name <i>[Head / Authorised Signatory]:</i> |  |
| Date [dd/mm/yyyy]:            |  | Date [dd/mm/yyyy]:                         |  |