<u>Checklist for Registration of Fund Manager</u>

Name of the Company			
Date of Application			
Applied for			
Authorized Capital			
Paid-up Capital			
Net Worth			
Date of Audited Accounts			
CIB Status			

SL. No	**Requirements**	**Reference:** (BSEC (Alternative Investment) Rules, 2015)	***Rule of Thumb***	***Status***	**Page No.**	**Remarks**
Eligibility Criteria (Rule: 3)						
1.	Whether the applicant is a company or statutory body, bank or financial institution	3(3)(a)	***Yes***	Yes		
2.	Whether the applicant has adequate paid-up capital	3(3)(c)	*At least Tk.5.00 crore, Exception: for AMC Tk 5 crore in addition to its paid up capital to operate asset manager activities, Foreign entity or fund Management company Tk 15 crore & its partially owned subsidiary Tk 10 crore.*	Yes		
3.	Whether the applicant has minimum net worth of 75% of its total paid up capital	3(3)(d)	*yes*	yes		
4.	Whether the applicant Maintains adequate financial, technical, infrastructural and organizational facilities and human resources and employ appropriate systems, procedures, technologies processes and personnel to discharge alternative investment fund management services in a proper and efficient manner on an ongoing basis.	3(3)(e)	***Yes***	yes		
5.	Whether the applicant appoints a Chief Executive Officer (CEO) and/or Chief Investment Officer (CIO) and a compliance officer having at least seven years relevant Professional experience.	3(3)(g)	***Yes***	yes		
6.	Whether the applicant maintains its financial statements as per International Accounting Standards (IAS) and International Financial Reporting System (IFRS) as applicable in Bangladesh, and audited as per International Standards on Auditing (ISA).	9(3)(f)	***Yes***	Yes		
7.	Whether the applicant or its directors are loan defaulters	3(3)(h)	***No***	***No***		
8.	Whether the applicant or any of its affiliates or directors has any relation with a Trustee to any alternative investment fund or mutual fund.	3(3)(i)	***No***	***No***		
9.	Whether the applicant or its directors have track record of default, negligence or non-compliance with any of the securities laws for discharging its duties, if it is any way connected with the securities market.	3(3)(j)	***No***	***No***		

SL. No	Requirements	Reference: (BSEC (Alternative Investment) Rules, 2015)	*Rule of Thumb*	*Status*	Page No.	Remarks
10.	Whether the applicant maintains satisfactory internal controls and written compliance and risk management procedures addressing all applicable regulatory requirements.	3(3)(k)	*Yes*	Yes		
1.	Application in prescribed form along with declaration attached thereto.	Schedule "A"	**Yes**	Yes		
2.	Application fee of Tk.2,00,000/-		**Yes**	Yes		
3.	Memorandum and Articles of Association certified by RJSC mentioning its object is to provide alternative investment fund management services and attested by the CEO.		**Yes**	Yes		
4.	Attested copy of Certificate of Incorporation certified by RJSC		**Yes**	Yes		
5.	Certificate of commencement of business certified by RJSC		**Yes**	N/A		
6.	RJSC certified copy of Particulars of Directors (Form-XII)		**Yes**	yes		
7.	Certified copy of return of allotment of shares/annual summary of share capital;		**Yes**	N/A		
8.	Latest audited Financial statements		**Yes**	Yes		
9.	Attested copy of Resolution of the board of directors.		**Yes**	Yes		
10.	Organizational Chart/Organogram		**Yes**	Yes		
11.	An affidavit to the effect that neither the fund manager, nor any of its affiliates or directors are anyway related with a Trustee to any alternative investment fund or mutual fund and that it has no track record of default, negligence or non-compliance of any of the securities laws discharging its duties, if the proposed trustee is in any way connected with the securities market		**Yes**	yes		
12.	Banker's certificate/auditors' certificate/ Audit Report in favor of paid-up capital		**Yes**	Yes		
13.	Applicant core business license		**Yes**	Yes		
14.	Description of manpower and logistic support to discharge its duties as a Fund Manager;		**Yes**	Yes		
15.	Bio-data of the Chief Executive Officer and Compliance Officer		**Yes**	Yes		
16.	Appointment letter of Chief Executive Officer and Compliance Officer		**Yes**	yes		
17.	List of support staff with short profile		**Yes**	Yes		
18	CIB undertakings, where applicable		**Yes**			