

SECURITIES AND FUTURES ACT (CHAPTER 289)
SECURITIES AND FUTURES (OFFERS OF
INVESTMENTS) (COLLECTIVE INVESTMENT
SCHEMES) REGULATIONS 2005
**APPLICATION FOR APPROVAL TO ACT AS A
TRUSTEE FOR COLLECTIVE INVESTMENT
SCHEMES UNDER SECTION 289(1)**

FORM

3

I EXPLANATORY NOTES

1. Please read the explanatory notes and questions carefully before completing the application form.
2. All questions must be answered. If a question is not applicable, please mark "N.A." in the space provided. Should there be insufficient space for your answers, please attach annex(es) which should be identified as such and signed by the signatories to this application.
3. Where there is an asterisk (*), please delete whichever is inapplicable.
4. Please tick (✓) in the relevant boxes where appropriate.
5. Unless stated otherwise, the information provided in the application form and annex(es) must be correct as at a date not earlier than 14 days before the date of application.
6. All dollar amounts are to be stated in Singapore dollars.
7. Where the applicant has notice of a material change in the information submitted as part of this application prior to approval being granted by the Monetary Authority of Singapore, the applicant should notify the Authority immediately.
8. This application is to be signed by 2 Directors or a Director and the Secretary of the applicant. A Director or the Secretary may authorise a person in writing to sign this application on his behalf, in which case, the authorisation or a copy of the authorisation accompanied by a statement by the person submitting the application verifying that he has compared the copy with the original authorisation and is satisfied that it is a true copy of the original authorisation, shall be annexed to the application.
9. Please attach a Singapore dollar cheque or Singapore dollar bank draft made payable to "Monetary Authority of Singapore" for the non-refundable application fee prescribed under regulation 4 of the Securities and Futures (Offers of Investments) (Collective Investment Schemes) Regulations 2005.

FOR OFFICIAL USE ONLY

Application received on:

Cheque No:

Remarks:

II APPLICATION IS HEREBY MADE FOR APPROVAL UNDER SECTION 289(1) OF THE SECURITIES AND FUTURES ACT (CAP. 289) TO ACT AS A TRUSTEE OF COLLECTIVE INVESTMENT SCHEMES AUTHORISED UNDER SECTION 286(1) OF THAT ACT AND PARAGRAPH 2 OF THE SIXTH SCHEDULE OF THE SECURITIES AND FUTURES (OFFERS OF INVESTMENTS) (COLLECTIVE INVESTMENT SCHEMES) REGULATIONS 2005.

III INFORMATION ON THE APPLICANT

1.(a) Name of applicant:

Note: The applicant must be a public company.

(b) Address of registered office:

(c) Date and place of incorporation:

(d) Full address, telephone number and facsimile number of the principal place at which the business of the applicant is/is to be* carried on, and the applicant's email address and website address (if applicable):

2. State the applicant's principal business and any other business that the applicant carries on or intends to carry on.

3. State the aggregate amounts of collective investment scheme funds for which the applicant currently acts as trustee that are (latest available figures) —

(a) registered in Singapore _____

(b) registered outside Singapore _____

as at (date) _____

4. Provide the following information in relation to the capital of the applicant:

(a) authorised share capital _____

(b) issued share capital _____

(c) paid-up share capital _____

(d) shareholders funds _____

5. Attach a copy of the applicant's audited financial statements for each of the last 3 years. Please also attach a report by the directors as to whether after enquiry by them in

relation to the interval between the date to which the most recent audited financial statements have been drawn up and a date not earlier than 14 days before the date of application —

- (a) the business of the applicant, in their opinion, has been satisfactorily maintained;
 - (b) there are or have been, in their opinion, any circumstances which adversely affect the applicant's trading or the value of its assets;
 - (c) the current assets appear in the books at values which are believed to be realisable in the ordinary course of business;
 - (d) there are any contingent liabilities by reason of any guarantees given by the applicant or any of its subsidiaries, or any other reason; and
 - (e) there are any changes in published reserves or any unusual factors affecting the profit of the applicant and its subsidiaries.
6. Within the past 10 years, has the applicant had judgment given against it in any civil proceedings or incurred penalties imposed by a public authority in Singapore or elsewhere, or are there any proceedings now pending that may lead to such a judgment or imposition of penalty? Yes No
7. Within the past 10 years, has a receiver, a receiver and manager, a judicial manager or an equivalent person ever been appointed in relation to or in respect of any property of the applicant in Singapore or elsewhere? Yes No
8. Within the past 10 years, has the applicant been refused the right or restricted in its right to carry on any activity for which a specific licence, registration or other authority is required by law in any place? Yes No
9. Within the past 10 years, has the applicant been censured, disciplined, suspended or refused membership or registration by a regulatory authority in any activity in Singapore or elsewhere? Yes No
- Please attach annex(es), where appropriate, giving all relevant particulars if any answer to questions 6 to 9 is "Yes".
10. Provide a diagram of the applicant's organisational structure detailing reporting lines, functions and current and proposed staffing.
11. Describe the compliance systems that the applicant has adopted or plans to adopt, including —
- (a) the qualifications and experience of the applicant's staff involved in the compliance function and the scope of their duties;
 - (b) the processes and procedures for ensuring that the applicant complies with applicable legal and regulatory requirements;
 - (c) the frequency and extent that the applicant monitors the activities of the manager relating to collective investment schemes for which the applicant acts or will act as trustee (including monitoring for compliance with investment guidelines and restrictions);
 - (d) the approach adopted for maintaining a strong control environment and effective control procedures for the operations of the applicant, including the key control procedures that the applicant will use for its day-to-day operations, the degree of supervision by the board of directors and senior management, and the frequency with which the applicant is subject to internal audits; and

- (e) the processes and procedures for ensuring that the following functions are performed properly in relation to collective investment schemes for which the applicant acts or will act as trustee¹:
- (i) custodial functions such as safe custody of assets, settlement of securities trades, operation of the trust account and corporate actions;
 - (ii) registrar functions such as maintaining the register of participants, sending accounts and reports to participants and processing subscriptions and redemptions;
 - (iii) the keeping of books and the preparation of accounts relating to the schemes;
 - (iv) the pricing of units and valuation of the property of the schemes.

IV INFORMATION ON SHAREHOLDERS AND GROUP COMPANIES

12. Provide a diagram of the complete group structure of the applicant's ultimate holding company (if applicable) setting out —
- (a) the names of the ultimate holding company and its subsidiaries;
 - (b) the country/countries of incorporation of the holding company and each of its subsidiaries;
 - (c) percentage equity interests held by the ultimate holding company in each of its subsidiaries;
 - (d) where any company in the group is regulated, the name of the regulating authority.
13. Provide a brief description of the business activities of the ultimate holding company and each of its subsidiaries.

For the purposes of questions 12 and 13, a company (Company A) will be a subsidiary of the ultimate holding company (UHC) if the UHC controls the composition of the board of directors of Company A or controls more than half of the voting power of Company A. A subsidiary of Company A will also be a subsidiary of the UHC.

14. Set out the following details for each shareholder of the applicant in the format below.

<i>(a)</i> Name	<i>(d)</i> Number and class of shares held
<i>(b)</i> Company Registration No. /NRIC/Passport No.	
<i>(c)</i> Country of Incorporation/Nationality	

¹ Where any function is performed by a party other than the applicant, describe how the applicant will ensure that the function is performed properly by that party.

V INFORMATION ON THE APPLICANT'S OFFICERS AND PERSONNEL

15. Set out the following details for each officer of the applicant in the format below. An officer, in relation to a public company, means any director or secretary of the public company or a person employed in an executive capacity by the public company.

(a) Full Name	(e) Office Held
(b) Country of Residence	(f) Nature of Appointment (Executive/Non-Executive)
(c) NRIC/Passport No.	
(d) Nationality	

16. Is any officer of the applicant an officer of any other corporation? If so, please give details of the corporation, nature of the business, and date and nature (executive or non-executive capacity) of appointment of the officer.
17. Set out the name and address of each person who directly or indirectly exercises or has power to exercise a controlling influence over the management and policies of the applicant other than its officers or shareholders.
18. Has any officer of the company or any person included in the answer to question 17, within the last 10 years:
- (a) been known by any name other than that shown in this application? Yes No
 - (b) been convicted of any offence other than a traffic offence which does not involve injury to or death of any person, in Singapore or elsewhere, or are there any proceedings now pending which may lead to such a conviction? Yes No
 - (c) had judgment including findings in relation to fraud, misrepresentation, or dishonesty given against him in any civil proceedings, in Singapore or elsewhere, or are there any proceedings now pending which may lead to such a judgment?
Yes No
 - (d) been declared bankrupt or has entered into a compromise or scheme of arrangement with its creditors whether in Singapore or elsewhere? Yes No
 - (e) been engaged in the management of any corporation other than those referred to in the answer to question 16, in Singapore or elsewhere? Yes No
 - (f) been refused a fidelity or surety bond, in Singapore or elsewhere? Yes No
 - (g) been refused the right or restricted in his right to carry on any trade, business or profession for which a specific licence, registration or other authority is required by the law of any place? Yes No
 - (h) been censured, disciplined, suspended or refused membership or registration by a regulatory authority in any business or profession in Singapore or elsewhere?
Yes No

Please attach annex(es) giving all relevant particulars if any answer to questions 18(a) to (h) is "Yes".

19. Please set out, in the format below, the employment history for the last 10 years of each personnel in the public company who has experience in performing the duties of a trustee of collective investment schemes or other relevant experience. Personnel, in

relation to a public company, means any director employed in an executive or managerial capacity by the public company or any other person who carries out executive or managerial duties for the public company.

Full Name and NRIC/Passport No.	Name and Address of Employer (If self-employed, state so)	Nature of Business of Employer	Designation	Brief Description of Duties	Period (mth/yr) From/To

20. For each person referred to in the answer to question 19 above, please set out the highest academic and professional qualifications obtained by that person in the following format.

Full Name	Name of Institution	Period (mth/yr) From/To	Certificate/Diploma/Degree/Professional Qualification Obtained

VI INFORMATION ON INDEMNITY AVAILABLE TO THE APPLICANT

21. Has the applicant previously provided the Authority with any form of guarantee or undertaking from its holding company in respect of the liabilities of the applicant?

Yes No

If the answer to question 21 is “Yes”, please give relevant particulars (date and brief description of guarantee or undertaking).

22. Has the applicant obtained professional indemnity insurance? Yes No

23. Is the applicant covered by group professional indemnity insurance? Yes No

24. If the answer to either question 22 or 23 is “Yes”, please provide details of the cover available to the applicant (scope of liabilities covered and level of cover).

VII MISCELLANEOUS

25. Please set out as annex(es) any additional information considered relevant or material to this application.

VIII DECLARATION

Section 329(3) of the Securities and Futures Act (Cap. 289) requires any person who signs a document lodged with the Authority to use due care in ensuring that the document is not false or misleading in any material particular. Any person who fails to do so shall be guilty of an offence and shall be liable on conviction to a fine not exceeding \$50,000 or to imprisonment for a term not exceeding 2 years or to both.

We declare that to the best of our knowledge and belief all information given in this application form and in the attached annex(es) is true and correct.

Dated this _____ day of _____ 20 __.

Signature: _____

Signature: _____

(Name of Director)

(Name of Director/Secretary*)

Details of one of the signatories or a contact person designated by the signatories to this form

Name: _____
Designation: _____
Corporation: _____
Address: _____
Email address: _____
Tel No.: _____ Fax No.: _____