

Risk Disclaimer: All Investments in Mutual Fund are subject to market risks. The NAV of Units may go down or up based on the market conditions. The investors are advised in their own interest to carefully read the contents of the Offering Document, in particular the Investment Policies mentioned in Clause 2.2.13, Risk Factors mentioned in Clause 2.7 , Taxation Policies mentioned in Clause 7 and Warnings in Clause 9.1 before making any investment decision.

OFFERING DOCUMENT

OF

ALHAMRA ISLAMIC ACTIVE ALLOCATION FUND AN OPEN-ENDED ASSET ALLOCATION FUND OF FUNDS SCHEME

Wakalatul Istithmar based fund

MANAGED BY

MCB-ARIF HABIB SAVINGS AND INVESTMENTS LIMITED

**Under Shariah Board
of**

Dr. Mufti Muhammad Taqi Usmani
Dr. Mufti Muhammad Zubair Usmani
Dr. Ejaz Ahmed Samadani

Open for Public Subscription (IPO)

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**Offering Document
Of**

**ALHAMRA ISLAMIC ACTIVE ALLOCATION FUND
(An Open-Ended Asset Allocation Fund of Funds Scheme)
Wakalatul Istithmar based fund
Managed By**

MCB-Arif Habib Savings and Investments Limited

**[An Asset Management Company Registered under the Non-Banking Finance Companies
(Establishment and Regulation) Rules, 2003]**

**Date of Publication of Offering Document Dated December 23, 2016
Initial Offering Period from December 27, 2016 to December 28, 2016**

Al-Hamra Islamic Active Allocation Fund (the Fund/the Scheme/the Trust/the Unit Trust/ALHIAAF) has been established through the Trust Deed (the Deed) dated November 25, 2016 under the Trust Act, 1882 entered into and between **MCB-Arif Habib Savings and Investments Limited**, the Management Company, and **MCB Financial Services Limited**, the Trustee.

REGULATORY APPROVAL AND CONSENT

Approval of the Securities and Exchange Commission of Pakistan

The Securities and Exchange Commission of Pakistan (SECP) has authorized the offer of Units of **Al-Hamra Islamic Active Allocation Fund (ALHIAAF)** and has registered ALHIAAF as a notified entity under the Non-Banking Finance Companies and Notified Entities Regulations, 2008 (“Regulations”) vide letter No SCD/AMCW/MCBAHSIL/ALHIAAF/332/2016 dated December 02, 2016. SECP has approved this Offering Document under the Regulations vide its Letter No.SCD/AMCW/MCBAHSIL/AIAAF/354/2016 dated December 23, 2016.

It must be clearly understood that in giving this approval, SECP does not take any responsibility for the financial soundness of the Fund nor for the accuracy of any statement made or any opinion expressed in this Offering Document.

Offering Document

This Offering Document sets out the arrangements covering the basic structure of the **Alhamra Islamic Active Allocation Fund** (the “Fund”, the “Scheme”). It sets forth information about the Fund that a prospective investor should know before investing in any type of Unit of the Fund. The provisions of the Trust Deed, the Rules, the Regulations, the Shari’ah guidelines, circulars, directives etc as specified hereafter govern this Offering Document.

All Investments of the Fund shall be in adherence to the principles of Shari’ah.

It is possible that adherence to the principles of Shari’ah will cause the Fund to perform differently from Funds with similar objectives, but that are not subject to the requirements of Shari’ah.)

If prospective investor has any doubt about the contents of this Offering Document, he/she/it should consult one or more from amongst their investment advisers, legal advisers, Shari’ah Advisor, bank managers, stockbrokers or financial advisers to seek independent professional advice.

Investors must recognize that the investments involve varying levels of risk. The portfolio of the Fund consists of listed as well as unlisted investments that are subject to market fluctuations and risks inherent in all such investments. Neither the value of the Units in the

Fund nor the dividend declared by the Fund is, or can be, assured. Investors are requested to read the Risk Disclosure and Warnings statement contained in Clause 2.7 and Clause 9.1 respectively in this Offering Document.

Filing of the Offering Document

The Management Company has filed a copy of the Offering Document signed by the Chief Executive along with the Trust Deed with SECP. Copies of the following documents can be inspected at the registered office of the Management Company or the place of business of the Trustee:

- (1) License No. AMCW/17/MCBAHSIL/AMS/07/2016 & AMCW/14/ MCBAHSIL /IA/08/2016 dated September 30, 2016 & August 17, 2016 granted by SECP to MCB-Arif Habib Savings and Investments Limited to carry out Asset Management and Investment Advisory Services;
- (2) SECP's Letter No. SCD/AMCW/MCBAHSIL/ALHIAAF/324/2016 dated November 24, 2016 approving the appointment of MCB Financial Services Limited as the Trustee of the Fund;
- (3) Trust Deed (the Deed) of the Fund;
- (4) SECP's Letter No. SCD/AMCW/MCBAHSIL/ALHIAAF/332/2016 dated December 02, 2016 registering the Fund in terms of Regulation 44 of the NBFC and Notified Entities Regulations 2008;
- (5) Letters No. ASR 1224 dated December 09, 2016 from A.F. Ferguson & Co., Auditors of the Fund , consenting to the issue of statements and reports;
- (6) Letters No. MCB-AHSIL-1/918/15/301 dated July 23, 2015 from Bawaney & Partners , Legal Advisers of the Fund , consenting to act as adviser;
- (7) SECP's letter No. SCD/AMCW/MCBAHSIL/AIAAF/354/2016 dated December 23, 2016 approving this Offering Document.

1. CONSTITUTION OF THE SCHEME

1.1 Constitution

The Fund is an open-end Fund and has been constituted by a Trust Deed entered into at Karachi on dated November 25, 2016 between:

MCB-Arif Habib Savings and Investments Limited, a listed public limited company incorporated under the Companies Ordinance 1984 and licensed by SECP to undertake asset management services, with its principal place of business at 24th Floor, Centre Point, Off Shaheed-e-Millat Expressway, Near KPT Interchange, Karachi , as the Management Company; and

MCB Financial Services Limited, a company incorporated in Pakistan under the Companies Ordinance, 1984 as a wholly owned subsidiary of MCB Bank Limited with its registered office 4th Floor, Pardesi House, 2/1, R-Y-16, Old Queens Road, Karachi (hereinafter called the "Trustee", which expression, where the context so permits shall include its successors-in-interest and assigns) of the Second Part.

1.2 Trust Deed (the “Deed”)

The Deed is subject to and governed by the Non-Banking Finance Companies (Establishment and Regulations) Rules, 2003 and Non-Banking Finance Companies and Notified Entities Regulations, 2008, Securities and Exchange Ordinance 1969, Companies Ordinance 1984 and all other applicable laws and regulations. The terms and conditions in the Deed and any supplemental deed(s) shall be binding on each Unit Holder. In the event of any conflict between the Offering Document and the Deed the latter shall supersede and prevail over the provisions contained in this Offering Document. In the event of any conflict between the Deed and the Rules or Regulations and Circulars issued by SECP, the latter shall supersede and prevail over the provisions contained in the Deed.

The Fund shall also be subject to prior approval of SECP and the rules and the regulations framed by the State Bank of Pakistan with regard to the foreign investments made by the Fund and investments made in the Fund from outside Pakistan in foreign currency.

1.3 Modification of Trust Deed

The Trustee and the Management Company, acting together and with the approval of SECP, shall be entitled by supplemental deed(s) to modify, alter or add to the provisions of the Deed to such extent as may be required to ensure compliance with any applicable laws, Rules and Regulations and Shari’ah guidelines.

Where the Deed has been altered or supplemented, the Management Company shall duly notify to the Unit Holders and posted on their official website.

1.4 Trust property

The aggregate proceeds of all Units issued from time to time after deducting Duties and Charges, Transactions Costs and any applicable Sales Load , shall constitute part of the Trust Property and includes the Investment and all income, profit and other benefits arising therefrom and all cash, bank balances and other assets and property of every description for the time being held or deemed to be held upon trust by the Trustee for the benefit of the Unit Holder(s) pursuant to the Deed but does not include any amount payable to the Unit Holders as distribution. However, any profit earned on the amount payable to the Unit Holders as distribution shall become part of the Trust Property.

1.5 Initial Offer and Initial Period

Initial Offer is made during the Initial Period which will be **two Business Days** and begins at the start of the banking hours on **December 27, 2016** and shall end at the close of the banking hours on **December 28, 2016**. During this period, Units will be issued at Initial Price and accordingly, no Unit shall be redeemable during the Initial Period of Offer.

1.6 Transaction in Units after Initial Offering Period

(a) Subsequent to the Initial Public Offering, the offer of Units of the Allocation Plans at the Initial Offer Price shall discontinue. The Units of the Allocation Plans can then be purchased at their Offer price and redeemed at the Redemption Price, which shall be calculated on the basis of Net Asset Value (NAV) of each Allocation Plan. The Units will be available for purchase and redemption on each Dealing Day. NAV will be published on the Management Company’s and MUFAP’s website.

(b) The Management Company may at some future time and at its own cost register the Units of Allocation Plans with a Depository organization, such as the Central

Depository Company of Pakistan Limited. Any transactions for de-materialized Units registered with Depository will take place according to the rules and regulations of the depository organization and the constitutive documents of the Fund.

- (c) The Issue and Redemption of Units of one or more than one Allocation Plans may be suspended or deferred by the Management Company under certain circumstances as detailed in Clause 4.10.

1.7 Offering Document

The provisions of the Trust Deed, the Rules, the Regulations, circulars and the Directive issued by the Commission govern this Offering Document. It sets forth information about the Fund that a prospective investor should know before investing in any Unit. Prospective investors in their own interest are advised to carefully read this Offering Document to understand the Investment Policy, Risk Factors and Warning and Disclaimer and should also consult their legal, financial and/or other professional adviser before investing.

1.8 Modification of Offering Document

This Offering Document will be updated to take account of any relevant material changes relating to the Fund. Such changes shall be subject to prior consent of the Trustee and approval from the Securities and Exchange Commission of Pakistan (SECP) and shall be circulated to all Unit Holders and/ or publicly notified by advertisements in the newspapers subject to the provisions of the Rules and the Regulations and duly posted on official website of the Management Company.

1.9 Open-End Fund

Alhamra Islamic Active Allocation Fund shall be an Open-end Shari'ah Compliant Asset Allocation Fund of Funds Scheme that aims to generate returns on Investments as per respective Allocation Plans by investing in Shari'ah Compliant Mutual Funds in line with the risk tolerance of the Investor. It shall offer Units on a continuous basis during and after the Initial Period of Offer; however, term-based plans, may be offered for a limited subscription period.

1.10 Structure/ Duration of Scheme

- 1.10.1 Alhamra Islamic Active Allocation Fund has been constituted in the form of a Trust Scheme that shall invest in other Shari'ah compliant Collective Investment Schemes as specified in the Investment Policy contained herein and SECP Circular 7 of 2009, as may be amended or substituted from time to time.
- 1.10.2 The duration of the Fund is perpetual; however, Allocation Plans launched may have a set timeframe.
- 1.10.3 The Fund shall initially offer one type of Allocation Plan mentioned in clause 2.2 hereafter, investing in Shari'ah-Compliant CIS, Shari'ah compliant cash & near cash instruments and GOP Ijara less than 90 days, as allowed by the Commission.
- 1.10.4 Allocation Plan will announce separate NAVs which will rank pari passu inter se according to the number of Units of the respective Allocation Plans.
- 1.10.5 The Management Company may with the prior consent of the Trustee and approval of the Commission introduce other types of Allocation Plans through Supplemental to the Offering Document.

- 1.10.6 Investors of the Fund may hold different types of Allocation Plans and may invest in any one or more of the available Allocation Plans.
- 1.10.7 Each Investor shall only be liable to pay the Offer Price of the Unit under the Allocation Plan(s) subscribed by him and no further liability shall be imposed on him in respect of Unit(s) held by him except a Contingent Load and/or Back End Load which may be applicable on redemption/conversion on certain types of Units of Allocation Plan(s) as described in “Annexure B”.
- 1.10.8 The minimum size of the Scheme shall be of such amount as specified in the Regulations.

1.11 Responsibility of the Management Company for information given in this Offering Document

The Management Company accepts the responsibility for the information contained in this Offering Document as being accurate at the date of its publication.

2. INVESTMENT OBJECTIVES, INVESTMENT POLICY, RESTRICTIONS, RISK DISCLOSURE AND DISCLAIMER

2.1 Investment Objective

Alhamra Islamic Active Allocation Fund is an Open-end Shari’ah Compliant Asset Allocation Fund of Funds that aims to generate returns on Investment as per the respective Allocation Plans by investing in Shari’ah Compliant CIS in line with the risk tolerance of the Investor.

2.2 Allocation Plans

The following Allocation Plans are offered under this Offering Document:

1. Alhamra Islamic Active Allocation Plan-I

Other plans may be offered under the Alhamra Islamic Active Allocation Fund in the future through supplemental(s) to this Offering Document as covered in Clause 2.2.7.

2.2.1 Investment Objectives of Allocation Plans

Alhamra Islamic Active Allocation Plan-I

The Alhamra Islamic Active Allocation Plan-I is a Shari’ah Compliant Islamic Asset Allocation Plan with an objective to earn a potentially high return through active asset allocation among Shari’ah Compliant Islamic Schemes based on the Fund Manager’s outlook of the asset classes.

2.2.2 Allocation Plans and underlying allocations to Mutual Funds

The Allocation Plans under this Scheme shall invest only in permissible Shari’ah Compliant Collective Investment Schemes (clause 2.2.3) or in cash and/ or near cash instruments as allowed under Circular 7 of 2009, as per the CIS categories and percentages defined in table in this clause , and as approved by the Commission and Shari’ah Advisor. Initially the Scheme shall offer for Allocation Plans as described above. The indicative minimum allocation of the different Allocation Plans to the underlying Mutual Funds shall be as stated below:

Allocation Plan	Indicative Minimum % allocation invested in each CIS Category	
	Islamic Equity Scheme(s) Category	Islamic Income Scheme(s) Category
Alhamra Islamic Active Allocation Plan-I	0% to 100%	0% to 100%

Note:

- I. The actual allocation percentages may vary on account of market factors and investments in Cash in bank accounts as permitted for the Fund of Funds Category, as per SECP directive from time to time.
- II. The above mentioned Allocations shall be rebalanced as provided in Clause 2.2.8.

2.2.3 Authorized Investments

Allocation Plan shall invest in any Shari'ah Compliant Islamic Schemes of the Management Company, Islamic Bank and/ or Islamic Banking windows of conventional bank account and GoP Ijara Sukuk of not exceeding ninety (90) days maturity.

2.2.4 The Benchmarks of Allocation Plans are as follows:

Allocation Plan	Benchmark
Alhamra Islamic Active Allocation Plan-I	KMI-30 Index and six (6) months average deposit rates of three (3) "A" rated Scheduled Islamic Banks or Islamic Windows of Conventional Banks on the basis of actual proportion held by the scheme.

2.2.5 Investment / Divestment in CIS:

The Management Company may invest or divest in / from Collective Investment Schemes mentioned in Clause 2.2.3 above. The Management Company may also invest in any other Collective Investment Scheme(s) available to it in all pertinent plans with the prior approval of the Commission and consent of the Unit Holders. Provided that the Management Company shall only invest or divest in / from funds that are categorized according to SECP Circular 7 of 2009 in the CIS Categories mentioned in Clause 2.2.3.

2.2.6 Addition or removal of Asset Classes:

The Management Company may add or remove a CIS Category mentioned in Clause 2.2.2, with prior consent of Trustee and Approval of the Commission, and may announce the same by a Supplementary Offering Document(s).

2.2.7 Additional Allocation Plans or changes to existing Allocation Plans:

- I. **Additional Allocation Plans:** The Management Company may provide additional Allocation Plans with prior approval of the Commission, and may announce the same by a Supplementary Offering Document(s).

- II. **Changes to existing Allocation Plans:** The Management Company may make changes to the indicative allocation percentages of the Allocation Plans, with prior approval of the Commission, and will announce the same by a Supplementary Offering Document(s), giving 90 days prior notice to the Unit Holders as specified in the regulation. In such case, where the decision of unit holders is being affected due to the material changes in the investment policy or related matters; the resultant redemption requests during the notice period of ninety (90) days shall not be subject to any contingent load or other managerial deductions applicable on redemptions.

2.2.8 **Rebalancing of Allocation Plans:**

Alhamra Islamic Active Allocation Plans:

- The Management Company shall actively manage the allocations, from time to time, based on the outlook for the asset-classes, subject to the specified limits as per Clause 2.2.2.
- The management will allocate the Active Allocation plan's Net Assets in such manner that if on a given business day the Proportion of Equity allocation of the allocation plan is X% (ranging between 0% to 100%), then the proportion of Income, Money Market and Cash and near cash instruments will be maximum(100% - X%).
- The un-invested amounts or funds, if any, may also be kept in cash and/ or near cash instruments where near cash instruments include cash in Islamic Bank and/ or Islamic Banking windows of conventional bank account and GOP Ijara Sukuk not exceeding 90 days maturity.

2.2.9 Accounts for Trust Property of the Scheme and Trust Property under Allocation Plans:

The Trustee shall hold the Trust Property under each Allocation Plan, as well as Trust Property of the Scheme on deposit in a separate account with a bank, of minimum rating criteria as allowed under Circular 7 of 2009. . All Trust Property, except in so far as such cash may, in the opinion of the Management Company, be required for transfer to the Distribution Account, shall be applied by the Trustee from time to time in such Authorized Investments as may be directed by the Management Company, subject to the provisions of the Deed, this Offering Document, and the Regulations.

2.2.10 Divestment of Investments:

Any Investment may at any time be divested at the discretion of the Management Company either in order to invest the proceeds of the sale in other authorized investments or to provide funds required for the purpose of any provision of the Deed or in order to retain the proceeds of sale in cash deposit as aforesaid or any combination of the aforesaid. Any Investment, which ceases to be an Authorized Investment, would be divested within such period as permitted in the regulations after acquiring approval of the Commission under intimation to the Trustee.

2.2.11 Exposure limits for Trust property of Scheme and Trust Property under Allocation Plan(s):

The Trust Property of the Scheme and the Trust Property under Allocation Plan(s) shall be subject to such exposure limits as are provided in the Regulations or the Commission's relevant circulars, directives and notifications, provided that the Management Company shall have a period of four (4) months from the date the exposure limits are breached to bring the Fund into compliance with the exposure limits if the deviation is due to appreciation, depreciation or disposal of any investment.

2.2.12 Fund category and applicable exposure limits:

The Fund is categorized as a Shariah Compliant Fund of Funds Scheme and would be subject to the relevant exposure limits as specified in the Commission Circular No. 7 of 2009 (as amended or substituted from time to time) dated March 6, 2009, the Rules, the Regulations or any such direction or circular issued by the Commission from time to time.

2.2.13 Investment Policy:

2.2.13.1 Alhamra Islamic Active Allocation Plan-I (ALHIAAP-I):

- a) The allocation plan will be actively allocated between Shari'ah Compliant Equities (Equity component) and Shari'ah Compliant Income (Income/ Component) based Collective Investment Schemes.
- b) Active Allocation means that the Management Company may, from time to time, change the allocations to Equity Scheme(s), and Income Scheme(s), cash and/or near cash instruments which include cash in bank accounts (excluding TDRs), and GOP Ijara Sukuk not exceeding 90 days maturity allowed under SECP Circular 7 of 2009 based on the Fund Manager's outlook for the asset-classes and will not use CPPI or any related methodology.
- c) Initially, the Management Company may seek to invest in the following Collective Investment Schemes.

Islamic Income	Islamic Equity
MCB Islamic Income Fund	MCB Pakistan Islamic Stock Fund

- d) The Management Company may invest or divest in/ from Collective Investment Schemes (CIS). The Management Company may also invest in any other Islamic Equity and Islamic Income Schemes available to it or in cash and/or near cash instruments which include cash in bank accounts (excluding TDRs), and GOP Ijara Sukuk not exceeding 90 days maturity allowed under SECP Circular 7 of 2009.

2.2.13.2 **Basic features of ALHIAAP-I**

- a) **Term/ Duration of the allocation plan:** The Maturity of the allocation plan shall be two (2) years from the close of the Initial Period/ IOP period.
- b) **Subscription Period:** The allocation plan will be open for Initial Period/ IOP from December 27, 2016 to December 28, 2016, both days inclusive. Subscription for the allocation plan is for limited time period only. Only Type “B” Units shall be issued to the investors during and after Initial Period/ IOP period. The units shall be subject to Front-end Load, Back End Load and a Contingent Load as disclosed in Annexure ‘B’.
- c) **Front-end Load:** up to 3%
Back End Load: Nil
Contingent Load / Early exit fee: 3% contingent load shall be applicable in case of redemption/ conversion before the completion of the Maturity of the allocation plan of two (2) years. This contingent load becomes the part of the Trust Property.

2.3 **Investment outside Pakistan**

The Trustee shall, if requested by the Management Company, open Bank Accounts titled “MCBFSL – Trustee Alhamra Islamic Active Allocation Fund- Plan-I” in foreign countries where investments are made on account of the Fund, if such investments necessitate opening and operation of Bank Accounts by the Trustee. For this purpose, the Trustee shall be deemed to be authorized to sign and submit the prescribed account opening forms of such Banks. The opening, operation and maintenance of such Bank Accounts in foreign countries shall always be subject to the approval of the SBP and SECP and the exchange control regulations, as well as any directives of the SBP and the Commission. Any such proposal by the Management Company shall be submitted to the Commission and SBP with the prior consent of the Trustee. While opening and operating any type of account and/or making investments in outside Pakistan countries on the instructions of the Management Company, if the Trustee is required to provide any indemnities to outside Pakistan parties then Trustee and the Fund would be counter indemnified by the Management Company to such extent.

2.4 **Disposal of Haram income**

Where some Haram income accrues to the Fund, it will be donated to a charity in order to purify the Fund’s income. This will be done in accordance with the guidelines issued by the Shari’ah advisors from time to time.

2.5 Changes in Investment Policy

The Investment Policy will be governed by the Regulations and/or SECP directives. Any fundamental change in the Investment Policy will be implemented only after obtaining prior approval from SECP and giving 90 days prior notice to the Unit Holders as specified in the Regulations.

2.6 Investment Restrictions

- (a) The Trust Property shall be subject to such exposure limits or other prohibitions as are provided in the Regulations, Trust Deed, this Offering Document of the Fund, circulars and directives and shall also be subject to any exemptions that may be specifically given to the Fund by SECP and are explicitly mentioned under the heading Exceptions to Investment Restriction in this Offering Document or subsequently in writing. If and so long as the value of the holding in a particular company or sector shall exceed the limit imposed by the Regulations, the Management Company shall not purchase any further Investments in such company or sector. In the event Exposure limits are exceeded due to corporate actions including taking up rights or bonus issue and/or owing to appreciation or depreciation in value of any Investment, disposal of any Investment or Redemption of Units, the excess exposure shall be regularized in such manner and within such time as specified in the Regulations, circular or notification issued by SECP from time to time.
- (b) The Management Company, on behalf of the Fund, shall not enter into transactions with any broker that exceeds the limit provided in the Regulations and/ or circulars and notifications issued by the Commission from time to time.

Transactions relating to money market instruments and debt securities do not fall under this clause.

- (c) The Management Company on behalf of the Scheme shall not:
- i. Make Investments in Non-Shari'ah Compliant Instruments and against the guidelines of Shari'ah Advisor of the Fund.
 - ii. Purchase or sell -
 - (a) Bearer securities;
 - (b) Securities on margin;
 - (c) commodities
 - (d) Securities which result in assumption of unlimited liability (actual or contingent);
 - (e) Anything other than Authorized Investments as defined herein;
 - iii. Participate in a joint account with others in any transaction;
 - iv. Affect a short sale in a security whether listed or unlisted;
 - v. Take direct exposure to equities;
 - vi. Purchase any security in a forward contract;
 - vii. Lend, assume, guarantee, endorse or otherwise become directly or contingently liable for or in connection with any obligation or indebtedness of any person as specified in the Regulation;

- viii. Make any investment which will vest with the Management Company or its group the management or control of the affairs of the investee company;
 - ix. Invest in securities of the Management Company;
 - x. Issue a senior security which is either stock or represents indebtedness, without the prior written approval of the Commission;
 - xi. Apply for de-listing from stock exchange, unless it has obtained prior written approval of the Commission;
 - xii. Sell or issue Units for consideration other than cash unless permitted by the Commission on the basis of structure and investment policy of the Scheme;
 - xiii. Merge with, acquire or take over any scheme, unless it has obtained the prior approval of the SECP in writing to the scheme of such merger, acquisition or take over;
 - xiv. Invest the subscription money until the closure of initial offering period;
 - xv. Enter on behalf of the Scheme, into underwriting or sub-underwriting contracts;
 - xvi. Subscribe to an issue underwritten, co-underwritten or sub-underwritten by group companies of the Management Company;
 - xvii. Pledge any of the securities held or beneficially owned by the Scheme except as allowed under the Regulations;
 - xviii. Accept deposits; and
 - xix. Make a loan or advance money to any person from the assets of the Scheme.
 - xx. Rating of any Islamic Bank or Islamic window of scheduled commercial banks with which Funds are placed shall not be lower than Investment Grade.
- (d) In case of redemptions requests are pending due to constraint of liquidity in the Fund, for more than the period as stipulated in the Regulations, the Management Company shall not make any fresh investment or rollover of any investment.
- (e) The Fund shall invest in other CIS only as specified in Clause 2.2.3 above, and / or other Authorized Investments (unless otherwise allowed under the Rules, Regulations, and Circulars / or any directives issued or any exemption granted by the Commission to the Fund and / or to the Management Company).
- (f) The Management Company in managing the Fund shall abide by all the provisions of the Trust Deed, the Offering Document, the Regulations and any other applicable laws.
- (g) The Fund Property shall be subject to such Exposure and Investment limits and parameters as are provided in the Regulations, Trust Deed and Offering Document (subject to any written exemptions that may be specifically given to the Fund and / or to the Management Company by the Commission).

Exemption to Investment Restrictions

In order to protect the right of the Unit Holders, the Management Company may take an Exposure in any Shari'ah compliant unauthorized investment due to recovery of any default proceeding of any counter party of any Authorized Investment with the approval of the Commission.

2.6.1 Shari'ah Compliant Financing Arrangements

- (a) Subject to any statutory requirements for the time being in force and to the terms and conditions herein contained, the Management Company may arrange Shari'ah compliant financing for account of the Scheme, with the approval of the Trustee, from Banks, Financial Institutions, or such other companies as specified by the Commission from time to time. The financing, however, shall not be resorted to, except for meeting the redemption requests and shall be repayable within a period of ninety days and such financing shall not exceed fifteen (15) percent of the Net Assets or such other limit as specified by the Commission of the scheme at the time of financing.-

If subsequent to such borrowing, the Net Assets are reduced as a result of depreciation in the market value of the Trust Property or redemption of Units, the Management Company shall not be under any obligation to reduce such borrowing.

- (b) Neither the Trustee, nor the Management Company shall be required to issue any guarantee or provide security over their own assets for securing such financings from banks, financial institutions and non-banking finance companies. The Trustee or the Management Company shall not in any manner be liable in their personal capacities for repayment of such financings.
- (c) For the purposes of securing any such borrowing, the Trustee may on the instruction of the Management Company mortgage, charge or pledge in any manner all or any part of the Trust Property provided that the aggregate amount secured by such mortgage, charge or pledge shall not exceed the limits provided under the Regulations and/or any law for the time being in force.
- (d) Neither the Trustee nor the Management Company shall incur any liability by reason of any loss to the Trust or any loss that a Unit Holder(s) may suffer by reason of any depletion in the Net Asset Value that may result from any financing arrangement made hereunder in good faith.

2.6.2 Restriction of Transactions with Connected Persons

- (a) The Management Company in relation to the Scheme shall not invest in any security of a company if any director or officer of the Management Company owns more than five per cent (5%) of the total amount of securities issued or, the directors and officers of the Management Company own more than ten per cent (10%) of those securities collectively subject to exemption provided in the Regulations.
- (b) The Management Company on behalf of the Scheme shall not without the approval of its Board of Directors in writing and consent of the Trustee, purchase or sell any security from or to any Connected Person or employee of the Management Company.
- (c) Provided that above shall not be applicable on sale or redemptions of Units.

- (d) All transactions carried out by or on behalf of the Scheme with connected person(s) shall be made as provided in the Constitutive Documents, and shall be disclosed in the Scheme's annual reports.

2.7 Risk Disclosure

Investors must realize that all investments in mutual Funds and securities are subject to market risks. Our target return / dividend range cannot be guaranteed and it should be clearly understood that the portfolio of the Fund is subject to market price fluctuations and other risks inherent in all such investments. The risks emanate from various factors that include, but are not limited to:

- (1) **Equity Risk** – Companies issue equities, or stocks, to help finance their operations and future growth. The Company's performance outlook, market activity and the larger economic picture influence the price of a stock. Usually when the economy is expanding, the outlook for many companies is good and the stock prices may rise and vice versa.
- (2) **Government Regulation Risk** – Government policies or regulations are more prevalent in some securities and financial instruments than in others. Funds that invest in such securities may be affected due to change in these regulations or policies, which directly or indirectly affect the structure of the security and/or in extreme cases a governmental or court order could restrain payment of capital, principal or income.
- (3) **Credit Risk** - Credit Risk comprises Default Risk and Credit Spread Risk. Each can have negative impact on the value of the income and money market instruments including Sukuks etc:
 - **Default Risk** - The risk that the issuer of the security will not be able to pay the obligation, either on time or at all;
 - **Credit Spread Risk** - The risk that there may be an increase in the difference between the return/markup rate of any issuer's security and the return/markup rate of a risk free security. The difference between this return/mark up rates is called a "credit spread". Credit spreads are based on macroeconomic events in the domestic or global financial markets. An increase in credit spread will decrease the value of income and including money market instruments;
- (4) **Price Risk** - The price risk is defined as when the value of the Fund, due to its holdings in such securities rises and falls as a result of change in market rates.
- (5) **Liquidity Risk** – Liquidity risk is the possibility of deterioration in the price of a security in the Fund when it is offered for sale in the secondary market.
- (6) **Settlement Risk** – At times, the Fund may encounter settlement risk in purchasing / investing and maturing/ selling its investments which may affect the Fund's performance etc.
- (7) **Reinvestment Rate Risk** –In a declining interest/ markup rate economic environment, there is a risk that maturing securities or coupon payments will be reinvested at lower rates, which shall reduce the return of the Fund compared to return earned in the preceding quarters.
- (8) **Events Risk** - There may be adjustments to the performance of the Fund due to events including but not limited to, natural calamities, market disruptions, mergers, nationalization, insolvency and changes in tax law.

- (9) **Redemption Risk** - There may be special circumstances in which the redemption of Units may be suspended or the redemption payment may not occur within six working days of receiving a request for redemption from the investor.
 - (10) **Performance risks of Equity and Income Schemes** – The performance of AHIAAF would depend upon the performance of the Equity Schemes and Income Schemes in which investments on account of Allocation Plans would be made.
 - (11) **Distribution Risk** – Dividends distribution may also be liable to tax because the distributions are made out of the profits earned by fund and not out of the profits earned by each unit holder. Unit holders who invest in a fund before distribution of dividends may be liable to pay tax even though they may not have earned any gain on their investment as return of capital to investors upon distribution is also taxable.
 - (12) **Shariah non-compliance Risk:** The risk associated with employing funds in investments that are not consistent with the Principles of Shari’ah.
- 2.7.1 There may be times when a portion of the investment portfolio of the Scheme is not compliant either with the investment policy or the minimum investment criteria of the assigned ‘category’. This non-compliance may be due to various reasons including, adverse market conditions, liquidity constraints or investment – specific issues. Investors are advised to study the latest Fund Manager Report specially portfolio composition and Financial Statements of the Scheme to determine what percentage of the assets of the Scheme, if any, is not in compliance with the minimum investment criteria of the assigned category. The latest monthly Fund Manager Report as per the format prescribed by Mutual Funds Association of Pakistan (MUFAP) and financial statements of the Scheme are available on the website of the Management Company and can be obtained by calling/ writing to the Management Company.

2.8 **Disclaimer**

The Units of the Trust are not bank deposits and are neither issued by, insured by, obligations of, nor otherwise supported by SECP, any Government agency, the Trustee (except to the extent specifically stated in this document and the Deed) or any of the shareholders of the Management Company or any other bank or financial institution. The portfolio of the Fund is subject to market risks and risks inherent in all such investments. Fund target return/ dividend range cannot be guaranteed. Fund’s unit price is neither guaranteed nor administered/ managed. It is based on the NAV that may go up or down depending upon the factors and forces affecting the capital markets and profit rates.

3. **OPERATORS AND PRINCIPALS**

3.1 **Management Company**

3.1.1 **Organization**

MCB- Arif Habib Savings and Investments Limited (MCB-AH) is a listed public limited company incorporated in Pakistan under the Companies Ordinance, 1984. MCB-AH is registered as a non-banking finance company under the Rules and licensed by the Commission to provide asset management and investment advisory services under the Regulations. MCB-AH is also licensed by the Commission to operate as a Pension Fund Manager under the Voluntary Pension System Rules, 2005.

MCB-AH started its operations by offering two mutual funds with a total seed capital of Rs. 500 million in March 2002. In the year 2010 the process of merger was initiated and

on June 27, 2011 MCB Asset Management Company Limited has been amalgamated with and into Arif Habib Investments Limited. Currently, MCB-AH is managing 13 open-ended Collective Investment Schemes and 2 Voluntary Pension Schemes. MCB-AH is also managing numerous separately managed accounts. The Assets Under Management (AUM) of MCB-AH as at November 30, 2016 is Rupees Forty Two billion Three Ninety Five Million approx- (Rs. 42.395/- billion).

3.1.2 Principle Shareholders

As of June 30, 2016			
Categories of Shareholders	Shareholders	Shares Held	Percentage
Directors and their spouse(s) and minor children			
ABDUS SAMAD	2	504	0.00
AHMED JAHANGIR	1	500	0.00
HAROUN RASHID	1	500	0.00
MIAN MOHAMMAD MANSHA	1	500	0.00
MIRZA MAHMOOD AHMAD (00028)	1	1,000	0.00
NASIM BEG	3 *	26,322	0.04
SYED SALMAN ALI SHAH	1	500	0.00
Associated Companies, undertakings and related parties			
MCB BANK LIMITED - TREASURY	1	36,956,768	51.33
ARIF HABIB CORPORATION LIMITED	1	21,664,167	30.09
Executives			
	1	150,000	0.21
Public Sector Companies and Corporations			
	1	70	0.00
Banks, development finance institutions, non-banking finance companies, insurance companies, takaful, modarabas and pension funds			
	10	1,555,650	2.16
Mutual Funds			
CDC - TRUSTEE NIT-EQUITY MARKET OPPORTUNITY FUND	1	900,000	1.25
General Public			
a. Local	984	3,535,306	4.91
b. Foreign	2	102,004	0.14
Foreign Companies	1	3,302,500	4.59
Others	38	3,803,709	5.28
Totals	1047	72,000,000	100.00

3.2 Board of Directors of the Management Company –

Name	Address	Position	Other Directorships
Mian Mohammad Mansha	28-Mair Gulberg, Lahore.	Chairman	1. MCB Bank Limited 2. MCB Leasing Company, Azerbaijan.

Mr. Nasim Beg	F 61/6, Block 4, Clifton, Karachi	Executive Vice Chairman	<ol style="list-style-type: none"> 1- Pakarab Fertilizers Ltd. 2- Summit Bank Ltd. 3- Pakistan Opportunities Limited 4- Arif Habib Corporation Ltd. 5- Arif Habib Dolmen REIT Mangt Ltd. 6- Safe Mix Concrete Products Ltd. 7- Arif Habib Consultancy Pvt Ltd. 8-Aisha Steel Mills Ltd. 9-Power Cement Limited.
Mr. Syed Salman Ali Shah	Askari Villas, House # 5, Opposite Polo Ground, Sarwar Road, Cantonment, Lahore	Director	Lahore Stock Exchange.
Mr. Haroon Rashid	A-15, Nisar Road, The Cantonment, Lahore	Director	<ol style="list-style-type: none"> 1. Pakistan Cables Ltd 2. Heritage Developments. 3. Rashid Poultry.
Mr. Ahmed Jahangir	85-C, Model Town, Lahore	Director	No other Directorship.
Mr. Samad A. Habib	84/II, 10 Street, Khayban-E-Seher, Phase VI, DHA, Karachi	Director	<ol style="list-style-type: none"> 1. Javedan Corporation Ltd. 2. Arif Habib Corporation Ltd. 3. Arif Habib REIT Management Pvt Ltd. 4. Arif Habib Real Estate Services Ltd. 5. Arif Habib DMCC (Dubai). 6. International Complex Projects Ltd. 7. Pak Arab Fertilizer Ltd. 8. Pakistan Private Equity Management Pvt Ltd. 9. Rotocast Engineering Pvt. Ltd-NL 10. Power Cement Ltd. 11. Aisha Steel Mills Ltd. 12. Real Estate Modarba Management Company Ltd. 13. Arif Habib Equity (Pvt) Ltd. 14. Nooriabad Spinning Mills Pvt Ltd. 15. Serendib Stock Brokers (Pvt) Ltd.
Mr. Mirza Mahmood Ahmad	House # 108, Block C, Model Town, Lahore.	Director	<ol style="list-style-type: none"> 1. Pakistan Engineering Co. Ltd 2. Sui Southern Co. Ltd. 3. Sui Northern Gas Pipelines Ltd.

Board of Directors of the Management Company:

Mian Mohammad Mansha, Chairman

Mr. Mansha holds diverse and major business interests in Textile, Banking, Insurance, Cement, Power and Aviation. He is also serving as Chairman, Board of Directors of MCB Bank Limited. In 2004, he was presented with Pakistan's civil award, Sitara-e-Imtiaz, for his contributions to industrial development.

Nasim Beg, Executive Vice Chairman

Mr. Beg, a Fellow Member of the ICAP, is the Executive Vice Chairman of MCB-AH, an Asset Management Company that he conceived, set up and headed as Chief Executive till June 2011. He has over forty years of experience in the business world. Mr. Beg has served as the Deputy Chief Executive of NIT, which he joined during its troubled period and played an instrumental role in its turn around and later served as the acting CEO for a few months. He has been associated on senior positions with other asset management & investment advisory companies and the automobile industry. He serves as a Director for several prestigious organizations.

Dr. Salman Shah, Director

Dr. Shah is the former caretaker Finance Minister of Pakistan. He has served as an Advisor to the Finance Minister, Mr. Shaukat Aziz on finance, economic affairs, statistics and revenues and also, served as an economic consultant to different Pakistani governments. He has several years of teaching experience at international and local universities. Dr. Shah has served as the Chairman of the Privatization Commission and was a member on the board of Directors of the State Bank of Pakistan, Pakistan International Airlines, and Lahore University of Management Sciences. He is associated with various international institutions and has published papers in journals of international repute.

An experienced academic and consultant, Dr. Shah holds a Ph.D. in Finance & Economics from Indiana University, Bloomington's Kelley School of Business Administration, USA.

Haroun Rashid, Director

Mr. Rashid besides holding this office also serves in senior positions of several prestigious organizations. He has vast international and local experience to his credit and is a regular speaker at conferences worldwide. His extensive portfolio includes being Managing Director for ANZ Securities Asia Limited, Hong Kong and Kashmir Edible Oils Limited, Pakistan as well as Assistant Director at Grindlays Brandts Limited, London. He has held the position of Director at Financial Executives Institute, Hong Kong and Union Bank Limited, Pakistan. He has also served as the Chairman of All Pakistan Solvent Extractors Association & Governor of Lahore General Hospital.

Mr. Rashid is a fellow of The Institute of Chartered Accountants in England & Wales, London.

Ahmed Jahangir, Director

Mr. Jahangir has a diverse experience, ranging from the textile sector to finance. He is currently the Executive Director, Head of Home Textile Business Unit at Nishat Textile Mills. Before this, he was working as the Director Marketing, Head of International Marketing of Yarn, Fabric and Home Textile Made up's. Mr. Jahangir has worked briefly in the investment banking sector as well. He joined Fidelity Investment Bank Limited in 2001, and served as a Member of the Board of Directors.

He has completed his MBA from the LUMS after receiving a BBA-Finance degree from Boston University, MA USA.

Samad A. Habib, Director

Mr. Habib is leading Javedan Corporation as Chief Executive of the company and also serving as the Director on the board of several other organizations. He has more than 14 years of experience, including 9 years of experience in the financial services industry at various senior level positions. He began his career with Arif Habib Corporation Limited as

an Investment Analyst and served at various executive positions, subsequently he was appointed as the Director.

Mr. Habib has earned his Master's degree in Business Administration

Mirza Mahmood Ahmad, Director

Mr. Ahmad, a member of the Lahore High Court Bar Association and Punjab Bar Council, is an advocate at Lahore High Court and spearheads Minto & Mirza, Advocates & Solicitors as a partner. He is also, simultaneously making significant contribution as faculty member at Quaid-e-Azam Law College and has shared his experience and knowledge, as a lecturer at other well-known colleges. He has held the position of Senior Associate at Azmat Saeed & Co. and worked as an associate at Nisar Law Associates. He also serves the board of several companies & has enjoyed adding to his many accolades several research projects and publications.

Mr. Mahmood holds an LL.M. as "Cambridge Commonwealth Scholar" from Canterbury. He has also acquired an LL.B after completion of B.A. from The University of Punjab.

**Muhammad Saqib Saleem
Chief Executive Officer**

Mr. Saleem is an Associate member of the Institute of Chartered Accountants of Pakistan. He has over 12 years of working experience which includes 10 years of post qualification experience with the leading institutions such as JS Investments Limited (formerly JS ABAMCO Limited), Habib Bank Limited and Atlas Asset Management Limited. Before joining the Company, Mr. Saleem was heading the Internal Audit Department of Atlas Asset Management Limited which includes Risk Management and Compliance. He has also served couple of times as member on the Professional Committees constituted by Mutual Fund Association of Pakistan.

3.3 Profile of the Management

**Mr. Salman Lakhani
Chief Operating Officer**

Salman is a Fellow Member (FCCA) of Association of Chartered Certified Accountants, UK and has delivered results in various job functions; most recently as CFO of Tameer Microfinance Bank (A wholly owned subsidiary of Telenor Group). Before Joining Tameer Bank, Salman was associated with MCB Bank Limited as a Divisional Head – Finance & Business Planning. He spent almost 5 years in MCB.

He has more than nine years of post qualification experience in Banking & Financial Industry. With his background of conventional banking, microfinance sector bundled with branchless regime and financial services, he offers a unique blend of experiences in organization's growth.

**Mr. Muhammad Asim
Senior Vice President- Chief Investment Officer**

Asim has been associated with AMC industry since 2005 and started his career as Buy Side Analyst.

He has been managing among the most consistent outperforming funds in Equity Funds Category. He has managed funds across various strategies in both active and passive styles in both dedicated core equity and hybrid asset class funds.

Mr. Asim is an MBA with majors in Finance from Institute of Business Administration, Karachi. He also holds CFA Charter from CFA Institute, USA. He has also served as Director and Treasurer on the Board of CFA Association of Pakistan.

Mr. Asif Mehdi Rizvi
Senior Vice President- Chief Financial Officer

Mr. Asif is a Fellow member of the Institute of Chartered Accountants of Pakistan having post qualification of over 12 years with over eleven years in the Asset Management Industry. Previously, he had also worked as Head of Compliance in Faysal Asset Management Limited and Head of Fund Accounting at Arif Habib Investments Limited. He completed his articles with KPMG Taseer Hadi & Co. Chartered Accountant. He was also member of Accounting Standards Committee of ICAP in 2010-2011 & 2011-2012.

Profile of the Shari'ah Supervisory Board:

Dr. Mufti Muhammad Taqi Usmani son of the late Maulana Mufti Muhammad Shafi, the former Grand Mufti of Pakistan. He obtained his Takhassus degree (an advanced degree equivalent to Ph.D.) in Islamic education from Darul Uloom Karachi, the largest and most renowned Islamic educational institution in Pakistan. He also obtained a Master's degree in Arabic literature from Punjab University, and a law degree (LLB) from Karachi University.

He is regarded as an expert in the fields of Hadith (sacred traditions of the Holy Prophet, may Allah's peace and blessings be upon him), Fiqh (Islamic jurisprudence), Economics, and Tasawwuf (Islamic spirituality). He has been teaching these and other branches of Islamic education since 1959.

He served as Judge of the Shariat Appellate Bench of the Supreme Court of Pakistan from 1982 to May 2002. He is also a permanent member of the International Islamic Fiqh Academy, an organ of OIC based in Jeddah, Saudi Arabia. He has served as the Vice Chairman of the Academy for nine years. He is also the Vice President of Darul Uloom Karachi. He is also chairman of AAOFI Bahrain and several Islamic Financial institutions

He has held many positions in the higher echelons of the education sector of Pakistan and has participated in numerous commissions set up by the government of Pakistan in the field of education and economics. Since 1967, he's been the Chief Editor of the monthly Urdu-language magazine "Albalagh", and since 1990, he's been Chief Editor of the monthly English-language magazine "Albalagh International." He has also contributed articles to leading Pakistani newspapers on a range of issues. He has authored more than 60 books in Arabic, English, and Urdu.

Dr. Mufti Muhammad Zubair Usmani son of Mufti Muhammad Rafi Usmani (grand Mufti of Pakistan and President Jamia Dar ul Uloom Karachi) is a qualified Fazil Dars-e-Nizami from Jamia Dar ul Uloom, Karachi (Wifaq ul Madaris Arabia), Takhassus Filfiqh (Mufti) from Jamia Dar ul Uloom, Karachi and Doctor of Philosophy holder in Islamic Finance from University of Karachi. He also holds Bachelor of Arts degree in Economics from University of Karachi and Masters in Arts in International Relations from University of Karachi. He has done many courses in Islamic Finance from Centre for Islamic Economics (Dar ul Uloom, Karachi), from International Islamic University Islamabad and specialized course in International Humanitarian laws from Beirut Lebanon. Mr. Usmani is teaching Tafseer-e-Qura'an, Hadith and Fiqh at Jamia Dar ul Uloom, Karachi and Islamic Finance at Jamia Dar ul Uloom, Karachi, Bahria University, Sheikh Zayed Islamic Centre of University of Karachi and other institutions.

Mr. Usmani is the author of the books including but not limited to Accounting & Auditing for Islamic Financial system, comparative study between Islam and Christianity and Ijarah (Islamic Leasing). Mr. Usmani has got published his research papers in various international journals and has delivered research based lectures/presentations at different national & international seminars, forums, conferences and seminars. Mr. Usmani is a member Shari'ah Board State Bank of Pakistan besides being Shari'ah advisor, MCB

Islamic Banking Group and supervising various candidates for their Doctor of Philosophy studies.

Dr. Ejaz Ahmed Samadani is a faculty member of Centre for Islamic Economics (CIE), a division of Jamia darul Uloom Karachi, Chaired by Justice (R) Muhammad Taqi Usmani. He is also a visiting faculty member of Professional Institute of Excellence (PIE), a training institute which arranges Islamic banking and Takaful courses. He is a Doctor of Philosophy degree holder from University of Karachi. He also holds LLB degree from Sindh Muslim Government College. He has also done courses in Islamic Banking & Finance, Astronomy (Falkiat), Mufti-al-Meerat from Centre of Islamic Economics (Dar ul Uloom, Karachi) and Silver Shadow-Training the Trainers from GEM International

Dr. Ejaz Ahmed Samadani is the author of many books, some of his written book are Islamic Banking- A Realistic and Balanced Analysis, Islamic Banking and Gharar (Uncertainty), Islamic Banking and Murabaha Leasing Process in Islamic Banking System and Differences between Islamic & Convention Banking

Dr. Ejaz Ahmed Samadani has got published his research papers in various well renowned newspapers and magazines and has delivered research based lectures/presentations at different national & international seminars, forums, conferences and seminars.

3.3.1 Performance of Listed Associated Companies

MCB Bank Limited		Rupees in Millions			
Year Ended December	2015	2014	2013	2012	2011
Profit/(loss) before tax	43,032	36,729	32,288	32,054	31,483
Profit/(loss) after tax	25,551	24,325	21,495	20,941	19,425
Paid up Capital	11,130	11,130	10,118	9,199	8,362
Shareholders' Equity	112,904	106,908	97,271	88,157	78,915
Total Assets	1,016,630	934,631	815,508	765,899	653,233
Earning per share (Rs.)	22.96	21.85	19.31	22.77	21.12
Cash Dividend (%)	160.00%	140.00%	140.00%	130.00%	120.00%
Bonus (%)	Nil	Nil	10.00%	10.00%	10.00%

Pak Arab Fertilizer Limited		Rupees in million			
Year Ended December	2015	2014	2013	2012	2011
Profit/(loss) before tax	(24)	(24)	(2,797)	(896)	6,311
Profit/(loss) after tax	(45)	(45)	(1,825)	(240)	4,590
Paid up Capital	4,500	4,500	4,500	4,500	4,500
Shareholders' Equity	6,282	6,282	6,200	15,396	10,414
Total Assets	52,726	52,726	48,148	54,636	65,341
Earning/(Loss) per share (Rs.)	(0.10)	(0.10)	(4.06)	(0.53)	10.20
Cash dividend (%)	-	-	-	-	-
Bonus (%)	-	-	-	-	-

Arif Habib Corporation Limited

Rupees in million

Year Ended June	2016	2015	2014	2013	2012
Profit/(loss) before tax	1,568	4,245	2,276	1,514	3,994
Profit/(loss) after tax	1,281	4,439	2,306	1,366	4,254
Paid up Capital	4,538	4,538	4,538	4,538	4,125
Shareholders' Equity	29,063	29,445	25,751	24,685	24,245
Total Assets	36,764	39,597	33,511	29,970	30,070
Earning/ (Loss) per share (Rs.)	2.82	9.78	5.08	3.01	9.38
Cash Dividend (%)	25%	40.00%	25.00%	25.00%	20.00%
Bonus (%)	-	-	-	-	10.00%

Sui Northern Gas Pipelines Ltd.

Rupees in Millions

Year Ended June	2015	2014	2013	2012	2011
Profit/(loss) before tax	(3,363)	(5,489)	(15,735)	4,741	1,688
Profit/(loss) after tax	(2,495)	(3,965)	(9,749)	3,044	1,125
Paid up Capital	6,342	6,342	6,342	5,766	5,491
Shareholders' Equity	3,573	6,068	10,032	21,224	18,729
Total Assets	211,777	171,991	164,200	173,326	138,731
Earning per share (Rs.)	(3.93)	(6.25)	(15.73)	5.28	2.05
Cash Dividend (%)	-	-	-	25.00%	10.00%
Bonus (%)	-	-	-	10.00%	5.00%

Sui Southern Co. Ltd

Rupees in Millions

Year Ended June	2015	2014	2013	2012	2011
Profit/(loss) before tax	(8,769)	(5,810)	380	4,087	5,520
Profit/(loss) after tax	(5,391)	(3,753)	248	2,581	4,724
Paid up Capital	8,809	8,809	8,809	8,809	8,390
Shareholders' Equity	8,575	13,615	15,883	18,248	17,775
Total Assets	277,417	233,446	196,971	173,460	140,163
Earning per share (Rs.)	(6.12)	(4.26)	0.28	2.93	5.36
Cash Dividend (%)	-	-	-	22.5%	25.00%
Bonus (%)	-	-	-	-	5.00%

Pakistan Engineering Co. Ltd

Rupees in Millions

Year Ended June	2016	2015	2014	2013	2012
Profit/(loss) before tax	331	64	(124)	(153)	(152)
Profit/(loss) after tax	220	45	(67)	(83)	(100)
Paid Up Capital	57	57	57	57	57
Shareholders' Equity	(859)	(1,098)	(1,172)	(1,124)	(1,067)
Total Assets	16,572	9,955	9,636	9,586	6,024
Earning/ (Loss) per share	38.57	7.96	(11.71)	(14.61)	(17.56)
Cash Dividend (%)	-	-	-	-	-

Pakistan Cables Limited

Rupees in Millions

Year Ended June	2016	2015	2014	2013	2012
Profit/(loss) before tax	407	250	391	260	241
Profit/(loss) after tax	264	189	222	173	140
Paid up Capital	285	285	285	285	285
Shareholders' Equity	1,867	1,700	1,649	1,550	1461
Total Assets	5,076	4,166	4,364	3,592	3,679
Earning per share (Rs.)	9.29	6.65	7.81	6.08	4.92
Cash Dividend (%)	45%	30%	45%	40.00%	32.50%
Bonus per share (%)	-	-	-	-	-

Aisha Steel Mills Limited

Rupees in million

Year Ended June	2016	2015	2014	2013	2012
Profit/(loss) before	(192)	(1,488)	(409)	(1,115)	(132)
Profit/(loss) after tax	(155)	(1,211)	(347)	(746)	(86)
Paid up Capital	5,157	3,438	3,438	3,438	3,438
Shareholders' Equity	2,274	2,420	1,906	2,252	2,998
Total Assets	15,352	15,337	16,281	14,351	10,947
Earning/(Loss) per share (Rs.)	(1.43)	(4.97)	(1.62)	(3.15)	(0.82)
Cash dividend (%)	-	-	-	-	-
Bonus (%)	-	-	-	-	-

Javedan Corporation Limited

Rupees in million

Year Ended June	2016	2015	2014	2013	2012
Profit/(loss) before tax	600	1,006	842	723	(746)
Profit/(loss) after tax	695	800	842	711	(336)
Paid up Capital	1,293	1,167	583	581	581
Shareholders' Equity	2,581	2,209	527	(1,416)	(2,952)
Total Assets	13,060	14,124	12,891	11,239	10,670
Earnings per share	5.50	7.10	10.25	12.23	(5.78)
Cash dividend (%)	-	-	-	-	-
Bonus (%)	-	-	-	-	-

Power Cement

Rupees in million

Year Ended June	2016	2015	2014	2013	2012
Profit/(loss) before tax	765	616	(140)	435	293
Profit/(loss) after tax	486	434	(74)	370	153
Paid up Capital	3,657	3,657	3,657	3,657	3,657
Shareholders' Equity	2,348	1,862	1,429	1,495	1,125
Total Assets	6,243	5,988	5,786	5,619	5,183
Earning/(Loss) per share (Rs.)	1.33	1.19	(0.20)	1.01	(4.27)
Cash dividend (%)	-	-	-	-	-

Mughal Iron and Steel Industries Limited

Rupees in million

Year Ended June	2016	2015	2014	2013	2012
Profit/(loss) before tax	1,292	725	398	125	109
Profit/(loss) after tax	893	721	391	128	107
Paid up Capital	1,258	1,094	820	820	586
Shareholders' Equity	4,235	3,642	1,803	949	734
Total Assets	11,780	11,470	7,074	3,969	4,034
Earning/(Loss) per share (Rs.)	7.10	8.12	4.76	1.72	1.46
Cash dividend (%)	30%	5%	-	-	-
Bonus per share (%)	-	15%	-	40%	-

Safe Mix Concrete Ltd (Formerly: Safe Mix Concrete Products Ltd)

Rupees in Millions

Year Ended June	2015	2014	2013	2012	2011
Profit/(loss) before tax	30	8	8	1	(13)
Profit/(loss) after tax	22	14	15	(7)	(5)
Paid up Capital	250	200	200	200	200
Shareholders' Equity	298	225	212	197	204
Total Assets	458	388	346	329	322
Earning/ (Loss) per share (Rs.)	1.04	0.68	0.76	(0.34)	(0.25)
Bonus per share (%)		-	-	-	-

3.4 **Existing Schemes under Management and their performance -**

Name:	MCB -Pakistan Stock Market Fund				
Date of Launching:	March 11, 2002				
Category of Fund:	Equity Scheme				
NAV on June 30, 2014:	Rs. 3,729.868million				
NAV on June 30, 2015:	Rs. 6,075.006million				
NAV on June 30, 2016:	Rs. 8,017.886 million				
Par value of unit:	Rs. 50				
NAV per unit on June 30, 2014:	Rs. 62.56				
NAV per unit on June 30, 2015:	Rs. 83.23				
NAV per unit on June 30, 2016:	Rs. 87.09				
Distribution (June 30, 2014):	Rs.16.71 per unit				
Distribution (June 30, 2015):	Rs.4.00 per unit				
Distribution (June 30, 2016):	Rs. 0.50 per unit				
Return since inception:	2535.68%				
Latest five financial years Returns:	2012	2013	2014	2015	2016
	11.33%	49.42%	34.78%	39.35%	5.25%

Name:		Pakistan Income Fund				
Date of Launching:		March 11, 2002				
Category of Fund:		Income Scheme				
NAV on June 30, 2014:		Rs.1,007.818 million				
NAV on June 30, 2015:		Rs.1,131.446 million				
NAV on June 30, 2016:		Rs.1,050.296 million				
Par value of unit:		Rs. 50				
NAV per unit on June 30, 2014:		Rs. 52.04				
NAV per unit on June 30, 2015:		Rs. 53.42				
NAV per unit on June 30, 2016:		Rs. 53.61				
Distribution (June 30, 2014):		Rs. 4.99 per unit				
Distribution (June 30, 2015):		Rs. 4.50 per unit				
Distribution (June 30, 2016):		Rs. 3.10 per unit				
Return since inception:		9.88%				
Latest five financial years Returns:		2012	2013	2014	2015	2016
		9.39%	7.16%	8.13%	11.31%	6.14%

Name:		MCB Pakistan Sovereign Fund				
Date of Launching:		March 1, 2003				
Category of Fund:		Income Scheme				
NAV on June 30, 2014:		Rs. 2,496.461 Million				
NAV on June 30, 2015:		Rs. 3,192.984 Million				
NAV on June 30, 2016:		Rs. 8,691.269 Million				
Par value of unit:		Rs. 50				
NAV per unit on June 30, 2014		Rs. 50.04				
NAV per unit on June 30, 2015		Rs. 53.06				
NAV per unit on June 30, 2016		Rs. 53.20				
Distribution (June 30, 2014):		Rs. 5.95 per unit				
Distribution (June 30, 2015):		Rs. 5.25 per unit				
Distribution (June 30, 2016):		Rs. 3.735 per unit				
Return since inception:		7.79%				
Latest five financial years Returns:		2012	2013	2014	2015	2016
		11.29%	12.26%	9.26%	16.58%	7.30%

Name:		Pakistan International Element Islamic Asset Allocation Fund				
Date of Launching:		May 2, 2006				
Category of Fund:		Shariah Compliant Islamic Asset Allocation Scheme				
NAV on June 30, 2014:		Rs.411.020 million				
NAV on June 30, 2015:		Rs.803.598 million				
NAV on June 30, 2016:		Rs. 818.402 million				
Par value of unit:		Rs. 50				
NAV per unit on June 30, 2014:		Rs. 49.30				
NAV per unit on June 30, 2015:		Rs. 60.93				

NAV per unit on June 30, 2016:	Rs. 63.52
Distribution (June 30, 2014):	Rs. 5.00 per unit
Distribution (June 30, 2015):	Rs. 6.00 per unit
Distribution (June 30, 2016):	Rs. 0.50 per unit
Return since inception:	217.37%
Latest five financial years Returns:	2012 2013 2014 2015 2016
	15.66% 28.39% 18.89% 35.59% 5.09%

Name: Pakistan Cash Management Fund

Date of Launching:	March 20, 2008
Category of Fund:	Money Market Scheme
NAV on June 30, 2014:	Rs.3,147.568 million
NAV on June 30, 2015:	Rs.1,442.250 million
NAV on June 30, 2016:	Rs. 1,992.982 million
Par value of unit:	Rs. 50
NAV per unit on June 30, 2014:	Rs. 50.0125
NAV per unit on June 30, 2015:	Rs. 50.1464
NAV per unit on June 30, 2016:	Rs. 50.2062
Distribution (June 30, 2014)	Rs.4.0673 per unit
Distribution (June 30, 2015)	Rs.4.2859 per unit
Distribution (June 30, 2016):	Rs. 2.8915 per unit
Return since inception:	9.76%
Latest five financial years Returns:	2012 2013 2014 2015 2016
	11.05% 9.07% 8.39% 8.86% 5.88%

Name: Pakistan Income Enhancement Fund

Date of Launching:	Aug 28, 2008
Category of Fund:	Aggressive Fixed Income Scheme
NAV on June 30, 2014	Rs. 1,677.166 million
NAV on June 30, 2015	Rs. 968.707 million
NAV on June 30, 2016 :	Rs. 2,462.552 million
Par value of unit:	Rs. 50
NAV per unit on June 30, 2014	Rs. 51.05
NAV per unit on June 30, 2015	Rs. 53.00
NAV per unit on June 30, 2016:	Rs. 53.16
Distribution (June 30, 2014)	Rs. 4.23 per unit
Distribution (June 30, 2015)	Rs. 5.00 per unit
Distribution (June 30, 2016):	Rs. 4.25 per unit
Return since inception:	11.31%
Latest five financial years Returns:	2012 2013 2014 2015 2016
	8.92% 7.21% 8.73% 13.63% 8.33%

Name: MCB Pakistan Islamic Stock Fund

Date of Launching:	11 September, 2004
Date of Conversion (Close to Open End):	11 November, 2010

Category of Fund:	Equity Scheme				
NAV on June 30, 2014:	Rs. 357.947 million				
NAV on June 30, 2015:	Rs. 665.893 million				
NAV on June 30, 2016:	Rs. 1,122.952 million				
Par value of unit:	Rs. 10				
NAV per unit on June 30, 2014:	Rs. 9.65				
NAV per unit on June 30, 2015:	Rs. 10.27				
NAV per unit on June 30, 2016:	Rs. 10.62				
Distribution: (June 30, 2014):	Rs. 2.57 per unit				
Distribution: (June 30, 2015):	Rs. 1.25 per unit				
Distribution (June 30, 2016):	Rs. 0.05 per unit				
Return since inception:	405.26%				
Latest five financial years Returns:	2012	2013	2014	2015	2016
	14.91%	32.32%	31.38%	19.20%	3.90%

Name: MCB Pakistan Asset Allocation Fund

Date of Launching:	March 17, 2008				
Category of Fund:	Asset Allocation Scheme				
NAV on June 30, 2014	Rs. 779.117 million				
NAV on June 30, 2015	Rs. 2,639.699 million				
NAV on June 30, 2016:	Rs. 2,718.291 million				
Par value of unit:	Rs. 100				
NAV per unit on June 30, 2014	Rs. 71.87				
NAV per unit on June 30, 2015	Rs. 77.37				
NAV per unit on June 30, 2016:	Rs. 79.0558				
Distribution: (June 30, 2014):	Rs. 8.00 per unit				
Distribution: (June 30, 2015):	Rs. 8.50 per unit				
Distribution (June 30, 2016):	Rs. 0.80 per unit				
Return since inception:	68.98%				
Latest five financial years Returns:	2012	2013	2014	2015	2016
	8.66%	19.23%	11.95%	19.41%	3.21%

Name: Pakistan Capital Market Fund

Date of Launching:	January 24, 2004				
Date of Conversion (Close to Open Ended)	November 21, 2005				
Category of Fund:	Balanced Scheme				
NAV on June 30, 2014:	Rs. 364.636 million				
NAV on June 30, 2015:	Rs. 681.887 million				
NAV on June 30, 2016:	Rs. 626.921 million				
Par value of unit:	Rs. 10				
NAV per unit on June 30, 2014:	Rs. 9.06				
NAV per unit on June 30, 2015:	Rs. 10.55				
NAV per unit on June 30, 2016:	Rs. 10.69				
Distribution (June 30, 2014):	Rs. 1.51 per unit				
Distribution (June 30, 2015):	Rs. 1.35 per unit				
Distribution (June 30, 2016):	Rs. 0.40 per unit				

Return since inception:	508.26%				
Latest five financial years Returns:	2012	2013	2014	2015	2016
	9.42%	28.08%	26.10%	31.11%	5.17%

Name: MCB Cash Management Optimizer

Date of Launching:	October 01, 2009				
Category of Fund:	Money Market Scheme				
NAV on June 30, 2014	Rs. 10,180.728 million				
NAV on June 30, 2015	Rs. 12,532.646 million				
NAV on June 30, 2016:	Rs. 3,958.288 million				
Par value of unit:	Rs. 100				
NAV per unit on June 30, 2014	Rs. 100.02				
NAV per unit on June 30, 2015	Rs. 100.11				
NAV per unit on June 30, 2016:	Rs. 100.3368				
Distribution: (June 30, 2014):	Rs. 7.9099 per unit				
Distribution: (June 30, 2015):	Rs. 8.6960 per unit				
Distribution (June 30, 2016):	Rs. 5.55 per unit				
Return since inception:	9.33%				
Latest five financial years Returns:	2012	2013	2014	2015	2016
	11.26%	9.20%	8.23%	8.83%	5.77%

Name: MCB-DCF Income Fund

Date of Launching:	March 01, 2007				
Category of Fund:	Income Scheme				
NAV on June 30, 2014	Rs. 11,101.985 million				
NAV on June 30, 2015	Rs. 11,272.806 million				
NAV on June 30, 2016:	Rs. 6,848.672 million				
Par value of unit:	Rs. 100				
NAV per unit on June 30, 2014	Rs. 101.10				
NAV per unit on June 30, 2015	Rs. 105.6002				
NAV per unit on June 30, 2016:	Rs. 106.0443				
Distribution: (June 30, 2014)	Rs.10.39 per unit				
Distribution: (June 30, 2015)	Rs.8.27 per unit				
Distribution (June 30, 2016):	Rs. 6.15 per unit				
Return since inception:	10.35%				
Latest five financial years Returns	2012	2013	2014	2015	2016
	10.78%	9.82%	10.79%	12.64%	6.23%

Name: Pakistan Sarmaya Mehfooz Fund

Date of Launching:	December 19, 2014
Category of Fund:	Capital Protected Scheme
NAV on June 30, 2015:	Rs. 740.976 million

NAV on June 30, 2016:	Rs. 665.545 million
Par value of unit:	Rs. 100
NAV per unit on June 30, 2015:	Rs. 107.6262
NAV per unit on June 30, 2016:	Rs. 105.4829
Distribution (June 30, 2015):	Rs. 3.35 per unit
Distribution (June 30, 2016):	Rs. 3.00 per unit
Return since inception:	11.85%
Latest five financial years Returns:	2015 2016
	10.95% 0.81%

Name: MCB Pakistan Frequent Payout Fund

Date of Launching:	November 16, 2015
Category of Fund:	Asset Allocation Scheme
NAV on June 30, 2016:	Rs. 475.913 million
Par value of unit:	Rs. 100
NAV per unit on June 30, 2016:	Rs. 100.2203
Distribution (Nov 30, 2015):	Rs. 0.2568 per unit
Distribution (Dec 31, 2015):	Rs. 0.4760 per unit
Distribution (Jan 31, 2016):	Rs. 0.4860 per unit
Distribution (Feb 29, 2016):	Rs. 0.3199 per unit
Distribution (March 31, 2016):	Rs. 0.2312 per unit
Distribution (April 30, 2016):	Rs. 0.4932 per unit
Distribution (May 31, 2016):	Rs. 0.5118 per unit
Distribution (June 30, 2016):	Rs. 0.50 per unit
Return since inception:	3.54%
Latest five financial years Returns:	2016
	3.54%

Name: MCB Islamic Income Fund

Date of Launching:	June 20 th , 2011
Category of Fund:	Open-end (Islamic) Income Scheme
NAV on June 30, 2014	Rs. 2,054.563 million
NAV on June 30, 2015	Rs. 1,261.060 million
NAV on June 30, 2016	Rs. 968.105 million
Par value of unit:	Rs. 100
NAV per unit on June 30, 2014	Rs. 100.03
NAV per unit on June 30, 2015	Rs. 100.19
NAV per unit on June 30, 2016:	Rs. 100.6677
Distribution: (June 30, 2014):	Rs.8.1015 per unit
Distribution: (June 30, 2015):	Rs.6.3800 per unit
Distribution (June 30, 2016):	Rs. 4.60 per unit
Return since inception:	7.84%
Latest five financial years Returns:	2012 2013 2014 2015 2016
	10.29% 8.91% 8.38% 6.55% 5.05%

3.5 Role and Responsibilities of the Management Company

The Management Company shall manage, operate and administer the Scheme in accordance with the Rules, Regulations directives, circulars and guidelines issued by SECP and the Deed and this Offering Document.

3.5.1 Administration of the Scheme

The Management Company shall administer the Scheme in accordance with the Rules, the Regulations, the Deed and this Offering Document and the conditions (if any), which may be imposed by the Commission from time to time.

3.5.2 Management of Fund Property

The Management Company shall manage the Fund Property in the interest of the Unit Holders in good faith, to the best of its ability and without gaining any undue advantage for itself or any of its Connected Persons and group companies or its officers, and subject to the restrictions and limitations as provided in the Deed and the Rules and Regulations. Any purchase or sale of investments made under any of the provisions of the Deed shall be made by the Trustee according to the instructions of the Management Company in this respect, unless such instructions are in conflict with the provisions of the Deed or the Rules and Regulations. The Management Company shall not be liable for any loss caused to the Trust or to the value of the Fund Property due to elements or circumstances beyond its reasonable control.

The Management Company shall comply with the provisions of the Regulations, the Deed and this Offering Document of the Scheme for any act or matter to be done by it in the performance of its duties and such acts or matters may also be performed on behalf of the Management Company by any officer(s) or responsible official(s) of the Management Company or by any nominee or agent appointed by the Management Company and any act or matter so performed shall be deemed for all the purposes of the Deed to be the act of the Management Company. The Management Company shall be responsible for the acts and omissions of all persons to whom it may delegate any of its functions, as if these were its own acts and omissions and shall account to the Trustee for any loss in value of the Trust Property where such loss has been caused by willful act and / or omission or of its officers, officials or agents.

3.5.3 Appointment of Distributors

The Management Company, shall from time to time under intimation to the trustee appoint, remove or replace one or more suitable persons, entities or parties as Distributor(s) for carrying on Distribution Function(s) at one or more location(s) locally or internationally. The Management Company may also itself act as a Distributor for carrying on Distribution Functions and updated list of distributors would be available on official website of the Management Company.

The Management Company shall ensure, where it delegates the Distribution Function, that:

- (a) the Distributors to whom it delegates, have acquired registration from SECP in line with SRO. 1160(I) 2015 dated November 25, 2015 as registered service providers; and
- (b) the written contract with the Distributors clearly states the terms and conditions for avoidance of frauds and mis-selling of Collective Investment Scheme.
- (c) The Management Company and Distributor shall not:

- I. involve either directly or indirectly in the mis-selling of Collective Investment Scheme;
 - II. sell units of Collective Investment Scheme directly or indirectly by making a false and mis-leading statement, concealing or omitting material facts of the Scheme and concealing the risk factors associated with the Scheme;
- (d) The Management Company or distributor shall take reasonable care to ensure suitability of the scheme to the investor.
- (e) The Management Company or distributor shall ensure that;
- i. any performance reporting/ presentation is accompanied by all explanations, qualifications, limitations and other statements that are necessary to prevent such information from misleading investors.
 - ii. promotional materials do not contain untrue statements or omit to state facts that are necessary in order to prevent the statements from being misleading, false or deceptive.
 - iii. performance is measured and presented after taking into account the risk-tolerance, investment objectives, level of understanding and knowledge of the recipient.

3.5.4 Appointment of Investment Facilitator

The Management Company may, at its own responsibility & cost, from time to time appoint Investment Facilitators to assist it in promoting sales of Units. An update list of investment facilitators appointed by the Management Company shall be made available at all times on the websites of the Management Company.

The Management Company shall ensure, where it appoints the investment facilitator, that:

- a. the investment facilitator have acquired registration with the Mutual Funds Association of Pakistan (MUFAP) as registered service providers and are abiding by the code of conduct prescribed by the Association; and
- b. the written contract with the Investment facilitator clearly states the terms and conditions for avoidance of frauds and sales based upon misleading information.

3.5.5 Maintenance of Accounts and Records

The Management Company shall maintain at its principal office, complete and proper accounts and records to enable a complete and accurate view to be formed of the assets and liabilities and the income and expenditure of the Scheme, all transactions for the account of the Scheme, amounts received by the Scheme in respect of issue of Units, payments made from the Scheme on redemption of the Units and by way of distributions and payments made at the termination of the Scheme. The Management Company shall maintain the books of accounts and other records of the Scheme for a period of not less than ten years.

The Management Company shall ensure that no entry and exit from the Scheme (including redemption and re-issuance of Units to the same Unit Holders on different NAVs) shall be allowed other than the following manners, unless permitted otherwise by the Commission under the Regulations:

- (a) cash settled transaction based on the formal issuance and redemption requests
- (b) net off issuance and redemption transaction at same net asset value when redemption request is ready to disburse and rank at the top in the list of pending redemption

requests (if any).

The Management Company shall clearly specify Cut-Off Timings (for acceptance of application forms of issuance, redemption, and conversion of Units of the Scheme) in this Offering Document, on its web site and at designated points. Such Cut-Off Timing shall uniformly apply on all Unit Holders.

3.6 Maintenance of Unit Holders Register

3.6.1 A Register of Unit Holders may be maintained by the Management Company itself or such other company, as the Management Company may appoint after giving prior notice to the Unit Holders.

3.6.2 The office of the Transfer Agent is located at 24th Floor, Centre Point, Off Shaheed-e-Millat Expressway, Near KPT Interchange, Karachi, where Register of Unit Holder will maintain.

3.6.3 Every Unit Holder will have a separate Registration Number. The Management Company shall use such Registration Number for recording Units held by the Unit Holder. Unit Holder's account identified by the registration number will reflect all the transactions in that account held by such Unit Holder.

3.6.4 Disclaimer

The Management Company shall not be under any liability except such liability as may be expressly assumed by it under the Rules, Regulations and the Constitutive Documents, nor shall the Management Company (save as herein otherwise provided) be liable for any act or omission of the Trustee nor for anything except for its own gross negligence or willful breach of duty and the acts and omissions of all persons to whom it may delegate any of its functions as manager as if they were its own acts and omissions. If for any reason it becomes impossible or impracticable to carry out the provisions of the Constitutive Documents, the Management Company shall not be under any liability therefore or thereby and it shall not incur any liability by reason of any error of law or any matter or thing done or suffered or omitted to be done in good faith hereunder. The Management Company shall not be liable for any loss caused to the Fund or to the value of the Trust Property due to any elements or circumstances of Force Majeure.

3.7 Role of the Trustee

- The trustee shall perform its role as specified in the Rules, Regulation and directives issued there under, the Deed and the Offering Document.
- The Trustee shall exercise all due diligence and vigilance in carrying out its duties and in protecting the interests of the Unit Holder(s). The Trustee shall not be under any liability on account of anything done or suffered by the Trust, if the Trustee had acted in good faith in performance of its duties under the Trust Deed or in accordance with or pursuant to any request of the Management Company provided it is not in conflict with the provisions of the Trust Deed or the Rules and Regulations. Whenever pursuant to any provision of the Trust Deed, any instruction, certificate, notice, direction or other communication is required to be given by the Management Company, the Trustee may accept as sufficient evidence thereof:
 - a document signed or purporting to be signed on behalf of the Management Company by any authorized representative(s) whose signature the Trustee is for the time being authorized in writing by the Management Committee to

- accept; and
- any Instructions received online through the software solution adopted by the Management Company/Trustee in consultation with each other shall be deemed to be instructions from the authorized representative(s).
- The Trustee shall not be liable for any loss caused to the Fund or to the value of the Trust Property due to any elements or circumstances of Force Majeure.
- In the event of any loss caused due to any gross negligence or willful act and/or omission, the Trustee shall have an obligation to replace the lost investment forthwith with similar investment of the same class and issue together with all rights and privileges pertaining thereto or compensate the Trust or Unit Holder as the case may be, to the extent of such loss. However the trustee shall not be under any liability thereof or thereby and it shall not incur any liability by reason of any error of law or any matter or thing done or suffered or omitted to be done in good faith hereunder.

3.7.1 Obligations under Regulations and Constitutive Document

The Trustee shall perform all the obligations entrusted to it under the Regulations, circulars, directives, the Deed and this Offering Document and discharge all its duties in accordance with the Rules, Regulations, the Trust Deed and this Offering Document. Such duties may also be performed on behalf of the Trustee by any officer or responsible official of the Trustee or by any nominee or agent appointed by the Trustee under intimation to the Management Company. Provided that the Trustee shall be responsible for the willful acts and omissions of all persons to whom it may delegate any of its duties, as if these were its own acts and omissions and shall account to the Trust for any loss in value of the Fund Property where such loss has been caused by negligence or any reckless willful act or omission of the Trustee or any of its attorney (ies), or agents.

3.7.2 Custody of Assets

The Trustee has the responsibility for being the nominal owner and for the safe custody of the assets of the Fund on behalf of the beneficial owners (the Unit Holders), within the framework of the Regulations, the Trust Deed and Offering Document issued for the Fund.

3.7.3 Investment of Fund Property at direction of Management Company

The Trustee shall invest the Fund Property from time to time at the direction of the Management Company strictly in terms of the provisions contained and the conditions stipulated in the Deed, this Offering Document(s), the Regulations, circulars, directives and the conditions (if any) which may be imposed by the Commission from time to time.

3.7.4 Carrying out instructions of the Management Company

The Trustee shall carry out the instructions of the Management Company in all matters including investment and disposition of the Fund Property unless such instructions are in conflict with the provisions of the Deed, this Offering Document(s), the Regulations, the Circulars and Directives of SECP or any other applicable law.

3.7.5 Liabilities of the Trustee

The Trustee shall not be under any liability except such liability as may be expressly assumed by it under the Rules, the Regulations and/or the Deed, nor shall the Trustee (save

as herein otherwise provided) be liable for any act or omission of the Management Company or for anything except for loss caused due to its willful acts or omissions or that of its agents in relation to any custody of assets of investments forming part of the Fund Property. If for any reason it becomes impossible or impracticable to carry out the provisions of the Deed the Trustee shall not be under any liability there for or thereby and it shall not incur any liability by reason of any error of law or any matter or thing done or suffered or omitted, to be done in good faith hereunder. The Trustee shall not be liable for any loss caused to the Trust or to the value of the Fund Property due to any elements or circumstances beyond its reasonable control.

3.7.6 Disclaimer

The Trustee shall not be under any liability except such liability as may be expressly assumed by it under the Rules and Regulations and the Deed nor shall the Trustee be liable for any act or omission of the Management Company nor for anything except for loss caused due to its willful acts or omissions or that of its agents in relation to any custody of assets of investments forming part of the Trust Property. If for any reason it becomes impossible or impracticable to carry out the provisions of the Deed the Trustee shall not be under any liability therefore or thereby and it shall not incur any liability by reason of any error of law or any matter or thing done or suffered or omitted to be done in good faith hereunder.

3.8 Shari'ah Supervisory Board

The Management Company has appointed Shari'ah Supervisory Board for the fund and underlying plans comprised of the following Shari'ah Advisors:

- (a) Justice (Rtd.) Muhammad Taqi Usmani (Chairman)
- (b) Dr. Muhammad Zubari Usmani
- (c) Dr. Ejaz Ahmed Samadani

Any upward change in Shari'ah Supervisory Board fee shall be subject to approval of the Commission through letter or Email.

The Shari'ah Supervisory Board is appointed under intimation to the Trustee. The Management Company may at any time, with prior notice to the Trustee and intimation to the Commission, terminate the Agreement with the Shari'ah Supervisory Board by giving a notice as per the Agreement with the Shari'ah Supervisory Board, before the completion of the term, and fill the vacancy under intimation to the Commission and the Trustee. Furthermore, the agreement entered into for the appointment of the Shari'ah Supervisory Board shall be furnished to the Commission.

3.8.1 Duties and Responsibilities of Shari'ah Supervisory Board

The Shari'ah Supervisory Board shall advise the Management Company on matters relating to Shari'ah compliance and recommend general investment guidelines consistent with Shari'ah. Any verdict issued by the Shari'ah Supervisory Board in respect of any Shari'ah related matter would be final and acceptable to the Trustee, the Management Company, the Unit Holders and other parties.

The Shari'ah Supervisory Board shall do the research as appropriate on the criteria followed by Islamic Unit Trusts all over the world for the purpose of screening of investments. The Shari'ah Advisory Board will then decide as to which screening criteria are relevant to be used in the context of Pakistan's capital markets and the instruments available therein, and which need to be modified/ added/ deleted.

The Shari'ah Supervisory Board shall provide technical guidance and support on various aspects of Shari'ah, so as to enable the Management Company to ensure the Fund is Shari'ah Compliant.

The Shari'ah Supervisory Board has certified that Investment Policy of the Trust is compliant with the requirements of Shari'ah. However, in case there is a requirement for any amendment, based on future research for purposes of increasing the Shari'ah acceptability of the Investment Policy, permission for necessary amendments of the Deed may be sought from the Commission.

The Shari'ah Supervisory Board shall determine an appropriate percentage of income and cash flows included in the income and cash flow of the companies in which the Unit Trust has invested from activities not in accordance with the principles of the Shari'ah, and will recommend to the Management Company the criteria for selecting the Charities registered under applicable laws to whom such sums shall be donated, subject to the condition that such charity organization is not related to the Shari'ah Supervisory Board, Management Company or any of their employees.

At the end of each Annual and Semi Annual Accounting Period or such other interval as the Commission may require, the Shari'ah Supervisory Board shall issue a Shari'ah compliance certificate to be included in the Annual reports or such other required reports of the Fund.

3.9 Transfer Agent

The Management Company will perform duties as the Transfer Agent of the Fund until any further notice and intimation to the Trustee. The Management Company will be responsible for maintaining the Unit Holder's Register, preparing and issuing account statements, Unit Certificates and dividend warrants/advice and providing related services to the Unit Holders.

3.10 Custodian

Central Depository Company of Pakistan Limited will also be performing the functions of the custodian of the Trust Property. The salient features of the custodial function are:

- (a) Segregating all property of the Fund from Custodian's own property and that of its other clients.
- (b) Assuring the smooth inflow/outflow of dematerialized securities and such other instruments as required.
- (c) Ensuring that the benefits due on investments are received and credited to the Fund's account.

The Trustee may, in consultation with the Management Company, from time to time, appoint, remove or replace one or more Custodian(s) for performing the Custodian Function at one or more locations, on terms and conditions to be agreed between the Custodian and the Trustee and agreed by the Management Company for the safe keeping of any portion of the Trust Property.

3.11 Distributors/Facilitators

- 3.11.1 Parties detailed in Annexure "D" of this Offering Document have each been appointed as Distributors to perform the Distribution Functions at their Authorized Branches. The addresses of these branches are given in Annexure "D" of this Offering Document; these branches may be increased or decreased by the Management Company from time to time.

The Management Company may, from time to time, appoint additional Distributors (if they fulfill the requirement of regulations) or terminate the arrangement with any Distributor and intimate the Trustee and Commission accordingly. The Management Company may itself perform the functions of a Distributor either directly or through sub-distributors.

3.11.2 The Distributors will be responsible for receiving applications for Purchase, Redemption, Conversion or Transfer of Units etc. They will be interfacing with and providing services to Unit Holders, including receiving applications for change of address or other particulars or applications for issuance of duplicate certificates, requests for income tax exemption or Zakat exemption, etc. for immediate transmission to the Management Company or Transfer Agent as appropriate for further action. The Management Company shall remunerate the Distributors out of its resources and/or from Sales Load.

3.11.3 The Management Company may, at its sole discretion, from time to time, appoint Investment Facilitators (Facilitators). The Facilitators' function is to identify, solicit and assist investors in investing in the Fund. The Management Company shall remunerate the Facilitators out of its resources and/or from Front-end Load.

3.12 **Auditors**

3.12.1 **A.F. Ferguson & Co., Chartered Accountants.**

3.12.2 They will hold office until the transmission of the reports and accounts, which will cover the period from commencement of the Trust up to the end of the Accounting Period and will, afterwards, be eligible for reappointment by the Management Company with the concurrence of the Trustee. However, an auditor may be reappointed for such terms as stipulated by the Regulations and/or the Ordinance, as amended from time to time. The appointment of Auditor and contents of the Auditor's report shall be in accordance with the provisions of the Rules and Regulations.

3.12.3 The Auditors shall have access to the books, papers, accounts and vouchers of the Trust, whether kept at the office of the Management Company, Trustee, Custodian, Transfer Agent or elsewhere and shall be entitled to require from the Management Company, Trustee and their Directors, Officers and Agents such information and explanations as considered necessary for the performance of audit.

3.12.4 The Trustee shall be entitled to require the Auditors to provide such further reports as may be agreed between the Trustee and the Management Company as may be considered necessary to facilitate the Trustee in issuing the certification required under the Regulations.

3.12.5 The Auditors shall prepare a written report to the Unit Holders on the accounts and books of accounts of the Trust and the balance sheet, profit and loss account, cash flow statement and statement of movement in Unit Holders' Funds and on every other document forming part of the balance sheet and profit and loss account, including notes, statements or schedules appended thereto.

3.12.6 The contents of the Auditors report shall be as mentioned in the Regulations.

3.13 **Legal Advisors**

Bawaney & Partners

Advocates & Investment & Corporate Advisers

3rd & 4th Floors, 68-C, Lane-13

Bokhari Commercial Area

Phase-VI, DHA
Karachi.

3.14 **Bankers**

Current List of Bankers	Rating
Bank Islami Pakistan Limited	A+

In addition to the above-mentioned Banks, the Management Company may appoint any other Bank with the approval of its Board of Directors. The Trustee shall operate the bank accounts on instructions from the Management Company.

3.14.1 **Bank Accounts**

- (a) The Trustee, at the request of the Management Company, shall open Shari’ah compliant Bank Account(s) titled “**MCBFSL-Trustee Alhamra Islamic Active Allocation Fund-Plan-I**” for the Unit Trust at designated Bank(s) inside or outside Pakistan, subject to the relevant laws, Trust Deed, Rules and Regulations, for collection, investment, redemption or any other use of the Trust’s Funds.
- (b) The Management Company may also require the Trustee to open Bank Account(s) as Distribution Account(s) for dividend distribution out of the Unit Trust. Notwithstanding anything in the Deed, the beneficial ownership of the balances in the Accounts shall vest in the Unit Holders.
- (c) All bank charges for opening and maintaining Bank Accounts for the Trust shall be charged to the pertinent Allocation Plans. All bank charges for opening and maintaining bank accounts for an Allocation Plan under the Trust shall be charged to the pertinent Allocation Plan.
- (d) All income, profit etc. earned in the Distribution Account(s), including those accruing on unclaimed dividends, shall form part of the Trust Property for the benefit of the Unit Holders and shall be transferred periodically from the Distribution Account(s) to the main Bank Account of the Trust.
- (e) The amounts received from the Investors before the Initial Period shall be deposited in a Bank Account of the Fund and any income, profit etc earned and/or accrued on the investments of that amount upto and including the day before the opening of Initial Period shall not form part of the Trust Property and shall be paid by the Management Company or the Trustee to those Investors participated before the Offering Period, either in cash or in additional Units as selected by those Investors, in proportion of their investments.
- (f) The Trustee shall, if requested by the Management Company at its discretion also open a separate Account designated by the Management Company. These account(s) may be used for the purpose of collection of sale proceeds, where collections received on account of subscription of Units by investors of various unit trusts and the administrative plans that are managed by the Management Company shall be held prior to their being allocated and transferred to pertinent unit trust(s). Such account(s) may also be used for temporary parking for the purpose of redemption. Provided however, in relation to the other unit trusts managed by the Management Company mentioned above, there are similar provisions in the trust deeds of such Funds and have Trustee as common between them.
- (g) Bank Accounts shall only be opened in Scheduled Islamic Banks, Islamic banking windows of scheduled commercial banks. In case an account needs to be opened with a

conventional bank, it shall only be a current account and it shall be opened after specific approval from the Shari'ah Advisor.

3.15 Rating of the Scheme

The Management Company will be obliged to obtain a rating of the Scheme, once the Scheme becomes eligible for rating as per the criteria of the rating agency, and such rating shall be updated at least once every Financial Year and also published in the annual and quarterly reports of the Scheme as well as on the Management Company's website.

3.15 Minimum Fund Size

The minimum size of Alhamra Islamic Active Allocation Fund under which pertinent allocation plan(s) are operating shall be one hundred million rupees at all times during the life of the scheme. In case of after the initial public offering or subsequently at any time if the size of open end scheme falls below that minimum size of one hundred million rupees (Rs. 100,000,000/-), the asset management company shall ensure compliance with the minimum fund size within three (3) months of its breach and if the fund size remains below the minimum fund size limit for conservative ninety (90) days the asset management company shall immediately intimate the grounds to the Commission upon which it believes that the scheme is still commercially viable and its objective can still be achieved.

4. CHARACTERISTICS OF UNITS

4.1 Units

- a) All Units and fractions thereof represent an undivided share in the Fund and rank *pari passu* as to their rights in the net assets, earnings, and the receipt of the dividends and distributions. Each Unit Holder has a beneficial interest in the Fund proportionate to the Units held by such Unit Holder. For the convenience of investors, the Management Company may issue Units with different options for different arrangements as chosen by the investor from time to time, after seeking prior approval of the Commission and amending the Offering Document with the consent of Shari'ah Supervisory Board.

4.2 Types of Units

- a. Type "A" (Pre-IPO Units) shall be issued to the Pre-IPO Investors and may be charged a Front-end Load, at the discretion of the Management Company.
- b. Type "B" Units shall be issued to the investors and may be charged a Front-end Load during and after the Initial Offering Period at the discretion of the Management Company. The Units after Initial Offer Period shall be issued at the Offer Price till 31st January, 2017; after that no issuance of units shall be allowed.
- c. Type "C" (re-investment of Cash Dividend): are the Units, which will issued to the Unit Holders in case of reinvestment of any Cash Dividends from time to time, net of any applicable taxes.

Type A and B units will be charged a Contingent Load/ Back End Load if redeemed/ converted before the maturity of the scheme, as disclosed in the annexure B of this offering document

Irrespective of the different types of Units as set out above, all Units of an Allocation Plan issued from time to time shall rank *pari passu* inter se and shall have such rights as are set out in the Trust Deed and this Offering Document unless stated otherwise.

If a Unit Holder does not state his preference between getting a cash dividend or reinvesting the dividend during the account opening stage, he will automatically be put in the cash dividend category. However, before a dividend is announced the Unit Holder can change this, opting for a dividend reinvestment using a “Special Instruction Form”

4.2.1 The Management Company may offer additional types of Units through Supplementary Offering Documents or the Management Company may, at its discretion suspend issue of certain types of Units.

4.3 **Purchase and Redemption of Units**

- (a) Units are purchased at the Offer Price and redeemed at the Redemption Price at any of the Authorized Distribution Offices during Business Hours on any Dealing Day in accordance with the procedure set out in of this Offering Document.
- (b) Units of the Scheme shall be allocated on the basis of Purchase (Offer) Price applicable on the date of receipt of duly completed purchase application along with the online payment/ payment instrument within cutoff timings.
- (c) During the period the register is closed, the sale, redemption and conversion of Units will be suspended.
- (d) The Management Company may decline an applicant for issue of units if it is of the opinion that it will not be possible to invest the substantial inflow of Funds or to meet any regulatory requirements.

4.4 **Procedure for Purchase of Units**

4.4.1 **Who Can Apply?**

Any investor or any related group of investors qualified or authorized to purchase the Units may make applications for the Purchase of Units in the Fund. Application may be made pursuant to the procedures described in paragraph 4.4.2 below by any qualified or authorized investor(s) including, but not limited to the following:

- (a) Citizens of Pakistan resident in Pakistan. In respect of minors below 18 years of age, applications may only be made by their guardians.
- (b) Companies, corporate bodies, financial institutions, banks, partners of a firm and societies incorporated in Pakistan provided such investment is permitted under their respective memorandum and articles of association and / or bye-laws.
- (c) Pakistanis resident abroad, foreign nationals and companies incorporated outside Pakistan can apply for Units subject to the regulations of the State Bank of Pakistan and the Government of Pakistan and any such regulations and laws that may apply to their place of residence, domicile and citizenship. The payment of dividends and redemption proceeds to such investors shall be subject to the relevant taxation and exchange regulations / laws. Any person making an application for the Purchase of Units in the Fund shall warrant that he/she is duly authorized to purchase such Units.
- (d) Provident Funds constituted by companies registered under the Companies Ordinance, 1984, subject to conditions and investment limits as laid down in Employees Provident Fund (Investment in Listed Securities) Rules, 1996, as amended from time to time, including by SROs.

- (e) Provident, Pension and Gratuity Funds constituted by organizations other than companies under Section 20 (h) of the Trusts Act 1882, (11 of 1882).
- (f) Insurance Companies/ Takaful Companies / Islami Insurance companies under the Insurance Ordinance, 2000.
- (g) Non Profit Organization under Rule 213 (i) of the Income Tax Rules, 2002.
- (h) Fund of Funds.

How can Units be purchased?

4.4.2 Account Opening Procedure

- (a) The procedure given below is designed for paper-based transactions. The Management Company at a later date after seeking approval of the Commission may introduce electronic/Internet based options for opening of accounts.
- (b) In case of new Investor before purchasing Units of the Fund an investor must open an account with Management Company using the Account Opening Form (Form__) attached to this Offering Document.
- (c) In case of individuals, a photocopy of the Computerized National Identity Card (CNIC), NICOP or Passport etc of the applicant or any other form of identification acceptable to the Management Company needs to be furnished. The Management Company may also requires other documents for processing account opening request in accordance with the laws as may be applicable from time to time.
- (d) In case of a body corporate or a registered society or a trust the following documents would be required,
 - (i) Duly certified copy of the memorandum and articles of association/ Charter/ Byelaws or rules and regulations;
 - (ii) Duly certified copy of power of attorney and/or relevant resolution of the board of directors/ trustees/ governors delegating any of its officers to invest the Funds and/ or to realize the Investment and;
 - (iii) Duly certified copy of the Computerized National Identity Card (CNIC) of the officer to whom the authority has been delegated.

The Management Company may also requires other documents for processing account opening request in accordance with the laws as may be applicable from time to time.

- (e) In case of existing Unit Holders, if any of the documents (in a-c above) have previously been submitted with the Management Company and/or Transfer Agent, fresh submission of documents will not be required provided that submitted documents are acceptable to the Management Company. However, the account number must be provided to facilitate linking.

Any change in particulars of Unit Holder including name or address or bank account as entered in the Register shall forthwith be notified in writing by relevant unit holder to the distributor company or transfer agent.

- (f) The Distribution Company and/or Management Company will be entitled to verify the particulars given in the Account Opening Form. In case of any incorrect information, the application may be rejected if the applicant fails to rectify the discrepancy.

- (g) If subsequent to receipt of the application by the Distributor, but prior to issue of the Units, the application is found by the Registrar or the Distributor to be incomplete or incorrect in any material manner, the Registrar or the Distributor will advise the applicant in writing to remove the discrepancy, in the meanwhile the application will be held in abeyance for fifteen (15) days and in the event the discrepancy is not removed in the said fifteen (15) days, the amount will be refunded without any interest or mark-up. However, in the event Units have been issued and a material discrepancy is discovered subsequent to that, the Registrar or the Distributor will advise the applicant in writing to remove the discrepancy within fifteen (15) days and if the investor, in the opinion of the Registrar, fails to remove the discrepancy without good cause, the Units shall be redeemed at the Redemption Price fixed on the date the Units are so redeemed. The Unit Holder shall not be entitled to any payment beyond the redemption value so determined.
- (h) The Investor Account Opening Form can be lodged with any Distributor or directly lodged with the Management Company. No other person is authorized to accept the forms or payment.
- (i) The Management Company will make arrangements, from time to time, for receiving Account Opening Forms from outside Pakistan and will disclose these arrangements through its website and its Distributors and agents outside Pakistan.
- (j) Electronic Transactions

Web Based account opening functionality may be made available on the Website of the Management Company after seeking approval from the Commission. Currently, the Management Company is only providing Web Based Functionality (“WEB BACHAT”) and Interactive Voice Response (“TELE BACHAT”) for transactions and the same has been approved by SECP vide its letter # SCD/AMCW/MAHSIL/423/2013. The process of the WEB BACHAT and TELE BACHAT are available at the Management Company’s Website. Further, updated information about the electronic/internet transaction functionality will be made available from time to time on the website of the Management Company.

4.4.3 Joint Application

- (a) Joint application can be made by up to four applicants. Such persons shall be deemed to hold Units on principal holder basis. However, each person must sign the Account Opening Form and submit a copy of Computerized National Identity Card, NICOP, Passport ,other identification document and is also required to fulfill the FACTA and KYC and Risk Profiler requirements.
- (b) The principal Holder shall receive all notices and correspondence with respect to the account, as well as proceeds of any redemption, or dividend payments. Such person’s receipt or payment into the person’s designated bank account shall be considered as a valid discharge of obligation by the Trustee and the Management Company.
- (c) In the event of death of the principal Holder, the person first in the order of survivor(s) as stated in the Account Opening Form, shall be the only person recognized by the Trustee and the Management Company to receive all notices and correspondences with regard to the accounts, as well as proceeds of any redemption requests or dividend. Such person’s acknowledgement of receipt of proceeds shall be considered as the valid discharge of obligation by the Trustee and the Management Company.

Provided however the Trustee and/or the Management Company may at their discretion request the production of a Succession Certificate from an appropriate Court before releasing of redemption requests or dividends in cases of doubts or disputes among the Joint Unit Holders and/or the legal heirs or legal representatives of the deceased.

4.4.4 **Purchase of Units**

- (a) After opening an account, an account holder may purchase Units of Allocation Plans under the Fund using the Investment Application Form attached to this Offering Document. Payment for the Units must accompany the form.
- (b) Application for Purchase of Units shall be made by completing the prescribed Investment Application Form and submitting it to the authorized branches of the Distributor or to the Management Company together with the payment by cheque, bank draft, pay order or online transfer as the case may be in favor of Trustee Bank Account and crossed “Account Payee only” as specified below;
 - Demand draft or Pay order in favor of **MCBFSL Trustee- Alhamra Islamic Active Allocation Fund- Plan-I**
 - Online transfer to Bank Account(s) of **MCBFSL Trustee- Alhamra Islamic Active Allocation Fund- Plan-I**
 - Cheque (account payee only marked in favor of **MCBFSL Trustee- Alhamra Islamic Active Allocation Fund- Plan-I**
 - MCBFSL Trustee MCBAH Funds (for collection accounts)
- (c) The Management Company may also notify, from time to time, arrangements or other forms of payment within such limits and restrictions considered fit by it with the prior approval of Commission.
- (d) Applicants must indicate their account number in the Investment Application Form except in cases where the Investor Account Opening Form is sent with the Investment Application Form.
- (e) The applicant must obtain on their registered mobile number a SMS and/ or on registered email address an acknowledgment for the receipt of the application, other documents and the demand-draft, pay-order, cheque or deposit slip, online investment as the case may be.. However; applicant may ask to get the hardcopies of the same. In case where the applicant does not have registered mobile number and email address, the Management Company will send the acknowledgement through registered post at their registered home address.
- (f) The Distribution Company and/or Management Company will be entitled to verify the detail given in the Investment Form. In case of any incorrect information, the application may be rejected if the applicant fails to rectify the discrepancy (except for discrepancy in payment instrument, in which case application will be rejected immediately).
- (g) The Management Company will make arrangements, from time to time, for receiving Investment Request Forms and payments from outside Pakistan and will disclose these arrangements through its website and its Distributors and agents outside Pakistan.
- (h) **Electronic Transactions:**
Web Based purchase of units may be made available on the Website of the Management Company after seeking approval from the Commission. Further updated information about the electronic/internet transaction functionality will be made available from time to time on the website of the Management Company.

4.4.5 Minimum Amount of Investment

Units shall be issued as per clause 4.2 with a minimum investment size of Rs. 500/- (Rupees Five Hundred only) and thereafter the minimum amount for investment would be Rs. 500/- (Rupees Five Hundred only). The Management Company reserves the right to alter the minimum amounts stated hereinabove after giving thirty (30) days prior notice to the unit holders. However, enhancement in current minimum monetary investments shall not take effect retrospectively.

4.4.6 Determination of Purchase (Public Offer) Price

- (a) Units of Allocation Plans offered during the Initial period will be as specified in Clause 1.6.
- (b) After the Initial Period, the Purchase (Offer) Price for the Unit offered through Public Offering, shall be determined from time to time pursuant to the Sub clause (c) hereafter and shall be announced by the Fund for Dealing Days during the period when the Allocation Plan is open for subscription.
- (c) The Purchase (Offer) Price of any Allocation Plan shall be equal to the sum of:
 - (i) The Net Asset Value as of the close of the Business Day;
 - (ii) Any Front-end Load as disclosed in this Offering Document.
 - (iii) Such amount as the Management Company may consider an appropriate provision for Duties and Charges; and
 - (iv) Such amount as the Management Company may consider an appropriate provision for Transaction Costs.
 - (v) Such sum shall be calculated up to four decimal places.
- (d) The Purchase (Offer) Price so determined shall apply to purchase requests, received by the Distributor or the Management Company during the Business Hours on the Dealing Day on which the completely and correctly filled purchase of Units application form is received.
- (e) The Purchase (Offer) Price of the Units of the Allocation Plans open for subscription, shall be separately calculated and announced by the Management on a daily basis and shall be made available to the public at the office and branches of the Distributors and will also be published daily on the Management Company's and MUFAP's website.

4.4.7 Allocation/ Issue of Units

- (a) The Purchase Price determined at the end of the Dealing Day for Units of the Allocation Plan(s) shall apply to all Investment Request Forms, complete in all respects, received by the Management Company at its registered address or by the Distributor at its Authorized Branch(s) during Business Hours on that Dealing Day. Any Investment Request Forms received after Business Hours will be transferred to the next Dealing Day.
- (b) Units will be allocated at the Purchase Price as determined in **Clause 4.4.6 above** and issued after realization of Funds in the bank account of the Fund.
- (c) The statements or report shall be sent only by electronic mail at the time of opening of first account and there after each time there is issuance of units against fresh subscription on the registered email address of the Unit Holder(s). In case where the applicant does not have registered email address, the Management Company will send the statements or reports through registered post at their registered home address. However, physical copy of account statement shall only be send on specific request of the Unit

Holder. The Management Company shall provide the account statement to the investors within 7 working days from the receipt of such request. Provided that the Management Company shall send an investment account statement to each Unit Holder on the registered mailing address provided by the Unit Holder at least once in a year.

- (d) In case the Management Company announces a suspension of further issue of Units of Fund, it may allow existing Unit Holder to continue acquiring Units out of any dividend declared on the Units held.

4.4.8 Issuance of Physical Certificates

- (a) Unit Certificates will be issued only if requested by the Unit Holder.
- (b) Unit Holder can apply for the issue of Certificate by completing the prescribed application form and submitting it to the relevant Distribution Company together with a fee as determined by the Management Company from time to time and available on MCBAH website. However, the Management Company may waive the fee on case to case basis.
- (c) The Certificate will be posted at the applicant's risk within 21 Business Days after the request for the Certificate has been made to the address of the Unit Holder or to the address of the principal Unit Holder, if the relevant Unit or Units are jointly held.
- (d) A Unit or any fraction thereof shall not be represented by more than one Certificate at any one time.

4.4.9 Replacement of Certificates

- (a) The Transfer Agent or Management Company may replace Certificates, which are defaced, mutilated, lost or destroyed on application received by them from the Unit Holder on the prescribed form on the payment of all costs and on such terms as to evidence, indemnity and security as may be required. Any defaced or mutilated Certificate must be surrendered before a new Certificate is issued.
- (b) The Unit Holder shall on application on prescribed form be entitled to consolidate the entire holding in the Fund into one (01) Certificate upon surrender of existing Certificates.
- (c) Each new issue of Certificates will require payment as determined by the Management Company from time to time and available on MCBAH website, subject to revisions of fee from time to time by the Management Company.

4.4.10 Issuance of Units in Book Entry form in CDS

Unit Holder may obtain Units of Allocation Plans under the Fund in Book Entry form in CDS. The Issuance of Units in CDS shall be made in accordance with the procedure laid down in CDCPL Regulations. The cost of CDS (if any) for issuance of units in CDS would be deducted from Unit Holder (s) account equivalent to the number of Units.

4.5 Procedure for Redemption of Units

4.5.1 Who Can Apply?

All Unit Holders shall be eligible for redemption after the closure of the Initial Period.

After the Initial Period all Unit Holders are eligible to redeem/ convert the said Units (subject to applicable Back End load/ Contingent Load as specified in Annexure B).

Furthermore, the units shall not be (i) redeemable/ convertible and/or reallocated during the book closure of :

- a. the Fund and/or
- b. (ii) the underlying CIS.
- c. (ii) and/or due to suspension of redemption of the Fund or any of the underlying CIS.

4.5.2 Redemption Application Procedure

4.5.3 The Trustee shall at any time during the life of the Fund, on the instructions of the Management Company, authorize redemption of Units of Allocation Plan(s), out of the Fund Property of the respective Allocation Plan(s).

4.5.4 Request for Redemption of Units of Allocation Plan(s) under the Fund shall be made by completing the prescribed redemption form and the same is received at the Authorized Branch or office of the Distributor on a Dealing Day during the Business Hours as may be announced by the Management Company from time to time. The Distributor may retain a copy of the Redemption Form and a copy may also be supplied to the Registrar, if so required by the Management Company.

4.5.5 The Management Company may redeem only part of the Units comprised in a Certificate and reissue a new Certificate for the remaining Units, however, in the case where Certificate is not issued any number of Units may be redeemed by the Unit Holder thereof. The relevant Certificate shall accompany the application for Redemption of Units, if issued. At the discretion of the Management Company certificate charges may apply for the reissued Certificate.

4.5.6 The Registrar with the consent of the Trustee may dispense with the production of any Certificate that shall have become lost, stolen or destroyed upon compliance by the Unit Holder(s) with the like requirements to those arising in the case of an application by him for the replacement thereof.

4.5.7 In case of application for redemption by joint Unit Holders, unless otherwise specified by the joint holders, such application should be signed by all the joint Holders as per their specimen signatures provided at the time of opening of the account within the Unit Holder Register, through the investor's Account Opening Form. However, the Transfer Agent will follow any subsequent change in account operating instruction requested by the Unit Holder or Holders as the case may be.

4.5.8 The Distribution Company or the Registrar shall verify the particulars given in the application for Redemption of Units. The signature of any Unit Holder or joint Unit Holder on any document required to be signed by him under or in connection with the application for redemption of Units may be verified by Management Company or the Registrar or otherwise authenticated to their reasonable satisfaction. In case of submission of electronic on-line redemptions the Unit Holder's user ID and password will authenticate his identity.

4.5.9 The Unit Holder will be receiving a note through a SMS on registered mobile number and/or on registered email address confirming the receipt of the application for redemption. In case where the Unit Holder does not have registered mobile number and email address, the Management Company will send the acknowledgement through registered post at their registered home address.

4.5.10 If subsequent to receipt of the redemption application by the Distributor, but prior to the redemption of the Units, the application is found by the Management Company or the Registrar or the Distributor to be incomplete or incorrect in any material manner, the

Management Company or Registrar or the Distributor will advise the applicant to remove the discrepancy. In the meanwhile, the application may be held in abeyance upto fifteen (15) days. In the event the discrepancy is not removed in the said fifteen (15) days, the application for redemption will be cancelled treating the same as null and void. The Unit Holder will then have to submit a fresh application for Redemption of Units.

- 4.5.11 The Management Company shall ensure all valid redemption request are paid based on ranking of the request in a queue.
- 4.5.12 The amount payable on redemption shall be paid to the Unit Holder or principal Unit Holder by dispatching a cheque/ bank draft/ pay order for the amount to the registered address of the Unit Holder or through Electronic Bank transfer to the Unit Holder's designated bank account as communicated by the Unit Holder from time to time either through Account Opening Form or Special Request Form within six (6) Business Days from the date of presentation of the duly completed Redemption form, electronic or otherwise, at the Authorized Branch or office of the Distributor or the Management Company.
- 4.5.13 No Money shall be paid to any intermediary except the Unit Holder or his authorized representative under normal circumstances.
- 4.5.14 The Management Company may request the Trustee to disburse the redemption proceeds to any third party/authorized representative upon specific or standing instruction of the Unit Holder as the case may be.
- 4.5.15 The Management Company may make arrangements through branches of banks to facilitate redemption of Units of the Unit Trust. A request for redemption of Units may also be made through the use of electronic means including but not limited to Internet or ATM facilities under prior arrangement with the Trustee and approval from SECP. The Management Company may redeem appropriate number of units from the account of Unit Holder to cover any transaction processing charges applicable on the mode of payment selected by the Unit Holder. Please refer to the website of the Management Company for current level of charges.
- 4.5.16 The receipt of any amount payable in respect of the Units by the Unit Holders or any Joint Holder, as the case may be, shall be a good discharge to the Trustee and the Management Company.
- 4.5.17 Application for Redemption of Units will be received at the authorized offices or branches of the Distributor on all Dealing Days. Where redemption requests on any one Dealing Day exceed ten (10) percent of the total number of Units outstanding, such redemption requests in excess of ten (10) percent may be deferred in accordance with the procedure elaborated in the **Clause 4.10.4**.
- 4.5.18 On the occurrence of any circumstance specified in the Regulation or the Deed that may require the Fund should be suspended, the Management Company shall suspend the Sale and Redemption of Units and the intimation of suspension shall be made to the Unit Holders, the Trustee and the Commission according to the procedure laid down in the Regulation.
- 4.5.19 **Redemption of Units in Book Entry form in CDS**

Unit Holder may redeem their Units held in Book Entry form in CDS. The Redemption of Units in CDS shall be made in accordance with the procedure laid down in CDCPL Regulations.

4.6 Purchase (Public Offer) and Redemption (Repurchase) of Units outside Pakistan

- 4.6.1 Subject to exchange control, SECP's prior approval and other applicable laws, Rules and Regulations, in the event of arrangements being made by the Management Company for the Purchase (Public Offer) of Units to persons not residing in Pakistan or for delivery in any country outside Pakistan, the price at which such Units may be issued may include in addition to the Purchase (Public Offer) Price as hereinbefore provided a further amount sufficient to cover any exchange risk insurance, any additional stamp duty or taxation whether national, local or otherwise leviable in that country in respect of such issue or of the delivery or issue of Certificates, or any additional costs relating to the delivery of certificates or the remittance of money to Pakistan or any other cost in general incurred in providing this facility.
- 4.6.2 In the event that the Redemption Price for Units shall be paid in any country outside Pakistan, the price at which such Units may be redeemed may include as a deduction to the Redemption Price as hereinbefore provided a further amount sufficient to cover any exchange risk insurance and any additional stamp duty or taxation whether national, local or otherwise leviable in that country in respect of such payment or redemption or any bank or other charges incurred in arranging the payment or any other cost in general incurred in providing this facility. Provided however, neither the Management Company, nor the Trustee give any assurance or make any representation that remittance would be allowed by the State Bank of Pakistan at the relevant time.
- 4.6.3 The currency of transaction of the Trust is the Pakistan Rupee and the Management Company, Trustee or any Distributor are not obliged to transact the purchase or redemption of the Units in any other currency and shall not be held liable, save as may be specifically undertaken by the Management Company, for receipt or payment in any other currency or for any obligations arising therefrom.

4.7 Determination of Redemption (Repurchase) Price

- 4.7.1 The Redemption (Repurchase) Price shall be equal to the Net Asset Value as of the close of Business Day (forward pricing) less:
- (a) Any Back-end Load as per the details in this Offering Document; and;
 - (b) Such amount as the Management Company may consider an appropriate provision for Duties and Charges and other levies etc; and
 - (c) Such amount as the Management Company may consider an appropriate provision for Transaction Costs;
 - (d) Such sum shall be calculated up to four decimal places.

Level of all back end loads shall be disclosed in the Offering Document. An increase in Back End load will require 90 days prior notice to the Unit Holder or any other period as specified in the Regulations.

- 4.7.2 The Repurchase (Redemption) Price so determined shall apply to properly filled redemption application requests received before the close of the Business Hours on the Dealing Day by the Distributor or the Management Company.

4.7.3 The Redemption Price determined by the Management Company shall be made available for every Dealing day to the public at the office and branches of the Distributors and at the discretion of the Management Company may also be published in any daily newspaper widely circulated in Pakistan and will be published at Management Company's and MUFAP's website.

4.8 **Procedure for Requesting Change in Unit Holder Particulars**

4.8.1 **Who Can Request Change?**

All Unit Holders are eligible to change their Unit Holder details if they so desire. For such change in particulars, a request shall be made via the Special Request/ Instruction Forms. These Forms may be obtained from Distributors or Investment Facilitators or from the Management Company or through its website. However, if Units are held in CDS account then request should be made through CDS Participant or the Investor Account Service (IAS) with which the account is maintained, according to the procedure laid down in CDC Regulations.

4.8.2 **Application Procedure for Change in Particulars**

Subject to the submission of Special Request Form and supporting documents to the satisfaction of the Management Company, the Unit Holder may request any change in his or her information kept in the Unit Holder Register. Changes will not be allowed in CNIC number and Joint Holder account.

- (a) Fully completed Special Request/ Instruction Form(s) have to be submitted by both Individual and/or Institutional Investor(s). This Form should be delivered to any of the Authorized Branches of the Distribution Companies or may be submitted to the Management Company through an Investment Facilitator within Business Hours on a Dealing Day.
- (b) The applicant must obtain a copy of the Special Request/ Instruction Form signed and duly verified by an Authorized Officer of the Distributor or Management Company.
- (c) The Distribution Company and/ or Management Company will be entitled to verify the particulars given in the Special Request/ Instruction Form. In case of any incorrect information the application may be rejected if the applicant does not rectify the discrepancy.
- (d) The Unit Holder will be liable for any taxes, charges or duties that may be levied on any of the above changes. These taxes, charges or duties may either be recovered by redemption of Unit Holder equivalent Units at the time of the service request or the Management Company may require separate payment for such services.
- (e) Unless the Joint Unit Holder(s) of Units have specified otherwise, all the Joint Unit Holder(s) shall sign the Special Request/ Instruction Form for such Units.

4.8.3 **Transfer, Nomination, Transmission and Conversion Procedure**

4.8.4 Unit Holder may, subject to the law, transfer any Units of Allocation Plan(s) held by them to any other person. The transfer shall be carried out after the Management Company/ Transfer Agent has been satisfied that all the requisite formalities including the payment of applicable taxes and duties, if any, have been complied with.

4.8.5 Both the transferor and the transferee must sign every instrument of transfer and the transferor shall be deemed to remain the Holder of the Units transferred until the name of

the transferee is entered in the register. Every instrument of transfer must be duly completed in all respects. .

- 4.8.6 Where Certificates have been issued, the Management Company/ Transfer Agent with the consent of the Trustee may dispense with the production of any Certificate that shall have become lost, stolen or destroyed upon compliance by the Unit Holder(s) with the like requirements to those arising in the case of an application by him for the replacement thereof as provided in this Offering Document. The Management Company or the Transfer Agent shall retain all instruments of transfer.
- 4.8.7 The Transfer Agent shall, with the prior approval of the Management Company or the Management Company itself be entitled to destroy all instruments of transfer or the copies thereof, as the case may be, which have been registered at any time after the expiration of twelve (12) years from the date of registration thereof and all the Certificates which have been cancelled at any time after the expiration of ten (10) years from the date of cancellation thereof and all registers, statements and other records and documents relating to the Trust at any time after the expiration of ten (10) years from transmission to the Trust. The Trustee or the Management Company or the Transfer Agent shall be under no liability, whatsoever, in consequence thereof and it shall conclusively be presumed in favor of the Trustee or the Management Company or the Transfer Agent that every Unit of Transfer so destroyed was a valid and effective instrument duly and properly registered by the Trustee or the Management Company or the Transfer Agent and that every Certificate so destroyed was a valid Certificate duly and properly cancelled, provided that (i) this provision shall apply only to the destruction of a document in good faith and without notice of any claim (regardless of the parties thereto) to which the document may be relevant; (ii) nothing in this sub-clause shall impose upon the Trustee or the Management Company or the Transfer Agent any liability in respect of the destruction of any document earlier than as aforesaid or in any case where the conditions of provision (i) above are not fulfilled. Reference herein to the destruction of any document includes reference to the disposal thereof in any manner. Complete list of unclaimed dividends will be maintained by AMCs and shall not be destroyed. Unit Holder may nominate any successor/ nominee for transmission, subject to all legal requirements, in case of the decease of Unit Holder.
- 4.8.8 Transmission of Units to successors in case of inheritance or distribution of the estate of a deceased Unit Holder shall be processed by the Transfer Agent or the Management Company itself as Registrar after satisfying as to all legal requirements such as intimation of death of deceased Unit Holder along with certified copy of death certificate , , indemnity from nominee along-with copy of CNIC of nominee and deceased Unit Holder, and original unit certificate (in case of physical certificate) etc. If considered necessary the Management Company may also require either heirship or succession certificate for the purpose of determining entitlement of the deceased Unit Holder's property. The legal costs and taxes, if any, shall be borne and paid by the transferees. However, the processing fee shall not be payable by successors or the beneficiaries of the estate in the case of transmission. The Management Company shall pay the relevant processing fee to the Transfer Agent.
- 4.8.9 A Unit Holder may convert the Units of the Scheme into Units of another scheme managed by the Management Company by submitting a form designated for this purpose either physically or electronically. Notwithstanding anything contained in this Offering Document, the Offer Prices applicable on the conversion shall be the price applicable for the day on which form is submitted. For the purpose of conversion transaction applicable Cut Off timings of the respective Schemes shall be applicable. The Transfer Agent or Management Company itself shall carry out the conversion after satisfying that all the requisite formalities have been fulfilled and payment of the applicable taxes, fees and/or

load, if any, has been received. The Management Company may impose a time limit before which conversion may not be allowed.

4.8.10 A Unit Holder may merge the Units which he/she has invested with two folio/registration numbers into one folio/ registration number. The Transfer Agent shall carry out the merger after satisfying that all the requisite formalities have been completed and payment of applicable taxes and fee, if any, has been received.

4.8.11 Partial Transfer

Partial transfer of Units covered by a single Certificate is permitted provided that in case of physical certificates issued, the Unit Holder must apply for splitting of the unit certificate representing the partial amount and then the new certificate shall be applied for transfer.

4.8.12 Conversion

Conversion of Units of an Allocation Plan to Units of any other Allocation Plan offered under this Scheme, or conversion of Units of the Allocation Plan(s) to / from Units of any other Scheme managed by the Management Company can be carried out by submitting the duly filled Conversion Application Form, or any other Form as designated by the Management Company for the purpose of conversion from time to time, to the Authorized Branch of the Management Company together with any certificate / document required subject to applicability of pertinent backend/contingent loads of respective allocation plan as defined in Annexure-B. Physical Certificates, if issued, must accompany the form.

4.9 Procedure for Pledge / Lien / Charge of Units

4.9.1 Who Can Apply?

- (a) All Unit Holders of Allocation Plan(s) are eligible to apply for pledge/ lien/ charge of Units if they so desire. Such Pledge/ Lien/ Charge can be made via the Pledge of Units Form as attached in Annexure "E" of this Offering Document. This Form may be obtained from Distributors or Investment Facilitators or from the Management Company or through its website. However, if Units are held in CDS account then request should be made to the CDS Participant or the Investor Account Service (IAS) with which the account is maintained, according to the procedure laid down in CDC Regulations.
- (b) Any Unit Holder of Allocation Plan(s) either singly or with Joint Unit Holder(s) (where required) may request the Management Company or Transfer Agent to record a pledge/ lien of all or any of his/ her/ their Units in favor of any third party legally entitled to invest in such Units in its own right. The Management Company or Transfer Agent shall register a lien on any Unit in favor of any third party with the consent of the Management Company. However, the lien shall be valid only if evidenced by an account statement or letter issued by the Management Company or Transfer Agent with the Units marked in favor of the Pledgee. The onus for due process having been followed in registering a lien shall lie with the party claiming the lien.
- (c) The lien once registered shall be removed by the authority of the party in whose favor the lien has been registered or through an order of a competent court. Neither the Trustee, nor the Management Company, nor the Transfer Agent, shall be liable for ensuring the validity of any such pledge/ charge/ lien. The disbursement of any loan or undertaking of any obligation against the constitution of such pledge/charge/lien by any party shall be at the entire discretion of such party and neither the Trustee nor the Management Company and the Transfer Agent shall take any responsibility in this matter.

- (d) Payments of cash dividends or the issue of bonus Units and redemption proceeds of the Units or any benefits arising from the said Units that are kept under lien/ charge/ pledge shall be paid to the order of the lien/ charge/ pledge holder's bank account or posted to the registered address of Pledgee mentioned in the Pledge Form and/ or Investor Account Opening Form submitted. In case of Units are pledged through Central Depository System, payments of cash dividends or the issuance of bonus Units goes to the Pledgor as per Central Depositories Act.
- (e) The Distribution Company and/ or Management Company will be entitled to verify the particulars given in the Pledge Form. In case of any incorrect information the application may be rejected if the applicant does not rectify the discrepancy.
- (f) Fully completed Pledge of Units Form has to be submitted by both Individuals and/or non-individuals Unit Holders. This Form should be delivered to any of the Authorized Branches of the Distribution Companies or may be submitted to the Management Company directly or through an Investment Facilitator within Business Hours on a Dealing Day.
- (g) All risks and rewards, including the right to redeem such Units and operate such accounts, shall vest with the pledge/ lien/ charge holder. This will remain the case until such time as the pledge/ lien/ charge holder in writing to the Management Company instructs otherwise.

4.10 Temporary Change in Method of Dealing, Suspension of Dealing and Queue System

4.10.1 Temporary Change in the Method of Dealing

Under the circumstances mentioned in **Clause 4.10.2 & 4.10.3**, Subject to compliance with Regulation (having regard to the interests of Unit Holders), the Management Company may request the Trustee to approve a temporary change in the method of dealing in Units.

A permanent change in the method of dealing shall be made after expiry of at least one month's notice to Unit Holders and with the approval of Trustee.

4.10.2 Suspension of Fresh Issue of Units

The Management Company may, under the following circumstances, suspend issue of fresh Units.

- The situation of Force Majeure as defined in this Offering Document;
- A situation in which it is not possible to invest the amount received against issuance of fresh Units; or
- Any other situation in which issuance of fresh Units is, in Management Company's opinion, against the interests of the existing/remaining Unit Holders.

Such suspension may however not affect existing Unit Holders for the issue of bonus Units as a result of profit distribution. The Management Company shall announce the details of circumstances at the time a suspension of fresh issue is announced. The Management Company shall immediately notify SECP and Trustee if issuance of Units is suspended and shall also have the fact published, immediately following such decision, in the newspapers in which the Allocation Plan(s) prices are normally published.

In case of suspension of redemption of Units of the Allocation Plan(s) due to extraordinary

circumstances the issuance of Units of the Allocation Plans shall also be kept suspended until and unless redemption of Units is resumed.

In case of suspension of issuance / redemption of Units of an Allocation Plan(s), the issuance / redemption of other Allocation Plan(s) may continue unaffected.

Investment application form received on the day of suspension will not be processed and the amount received shall be returned to the investor.

4.10.3 Suspension of Redemption of Units

The Redemption of Units may be suspended during extraordinary circumstances/ Force Majeure.

Redemption requests received on the day of the suspension shall be rejected.

4.10.4 Queue System

In the event redemption requests on any day exceed ten percent (10%) of the Units in issue, the Management Company may invoke a Queue System whereby requests for redemption shall be processed on a first come first served basis for up to ten percent (10%) of the Units of the Allocation Plans in issue. The Management Company shall proceed to sell adequate assets of the pertinent Allocation Plan and / or arrange Shari'ah Compliant Financing as it deems fit in the best interest of all Unit Holders of pertinent Allocation Plan and shall determine the redemption price to be applied to the redemption requests based on such action. Where it is not practical to determine the chronological ranking of any requests in comparison to others received on the same Dealing Day, such requests shall be processed on basis proportionate to the size of the requests. The Management Company shall provide all redemption requests duly timed and date stamped to the Trustee within 24 hours of receipt of any such request following the queue system. The requests in excess of ten percent (10%) shall be treated as redemption requests qualifying for being processed on the next Dealing Day at the price to be determined for such redemption requests. However, if the carried over requests and the fresh requests received on the next Dealing Day still exceed ten percent (10%) of the Units of the Allocation Plan in issue, these shall once again be treated on first come first served basis and the process for generating liquidity and determining the redemption price shall be repeated and such procedure shall continue till such time the outstanding redemption requests come down to a level below ten percent (10%) of the Units of Allocation Plan then in issue.

4.10.5 Winding up in view of Major Redemptions

In the event the Management Company is of the view that the quantum of redemption requests that have built up are likely to result in the Fund being run down to an unsustainable level or it is of the view that the selloff of assets is likely to result in a significant loss in value for the Unit Holders who are not redeeming, it may announce winding up of the Fund. In such an event, the Queue System, if already invoked, shall cease to apply and all Unit Holders shall be paid after selling the assets under their respective Allocation Plan and determining the final Redemption Price for the Allocation Plans being offered under this Fund. However, interim distributions of the proceeds may be made if the Management Company finds it feasible. In case of shortfall, neither the Trustee nor the Management Company shall be liable to pay the same.

5. DISTRIBUTION POLICY

5.1 Declaration of Dividend

The Management Company shall decide as soon as possible but not later than forty-five (45) days after the Accounting Date whether to distribute among Unit Holders, profits, either in form of bonus Units or cash dividend, if any, available for the distribution at the end of the Accounting Period and shall advise the Trustee of the amount of such distribution per Unit. The Fund will comply with regulatory and taxation requirements and the distribution policy may be amended accordingly.

5.2 Determination of Distributable Income

The amount available for distribution in respect of any Accounting Period shall be determined in accordance with the regulatory and taxation requirements as may be applicable from time to time.

All the receipts deemed by the Management Company to be in the nature of capital accruing from Investments shall not be regarded as available for distribution but shall be retained as part of the Fund Property under the pertinent Allocation Plan, provided that and subject to the regulatory and taxation requirements such amounts out of the sale proceeds of the Investments and all other receipts as deemed by the Management Company to be in the nature of the net realized appreciation may be distributable to the Unit Holders of the Allocation Plan(s) by the Trustee upon instructions of the Management Company and shall thereafter cease to form part of the Fund Property under the Allocation Plan.

5.3 Payment of Dividend

All payments for dividend to which a unit holders of the Allocation Plan(s) is entitled, shall be credited by the Asset Management Company in the Unit Holder's designated bank account provided by him/ her or the charge holder's bank account as the case may be unless or otherwise advised in writing on the application of investment and such payment shall be subject to the Regulations and any other applicable laws..

5.4 Dispatch of Dividend Warrants/Advice

Dividend warrants/advice/payment instruments and/or Account Statements shall be dispatched to the Unit Holders or the charge-holders at their registered addresses.

5.5 Reinvestment of Dividend

The Management Company shall give the Unit Holders the option at the time of opening of Unit Holder Account (via the Investor Account Opening Form) or at any time within the Unit Holder Register to receive new Units instead of cash dividend at the ex-dividend NAV and after deduction of all applicable taxes. The Unit Holders shall be entitled to change such option.

5.6 Bonus Units

The Management Company may decide to distribute, wholly or in part, the distributable income in the form of stock dividend (which would comprise of the Bonus Units of the Trust) if it is in the interest of Unit Holder(s) after meeting the statutory requirement as per Income Tax Ordinance. After the fixing of the rate of bonus distribution per Unit, in case of distribution in the form of Bonus Units, the Management Company shall, under intimation to the Trustee, issue additional Units issued in the name of the Unit Holders

as per the bonus ratio. The Bonus Units would rank pari passu as to their rights in the Net Assets, earnings and receipt of dividend and distribution with the existing Units from the date of issue of these Bonus Units.

5.7 Encashment of Bonus Units

The Management Company shall give the Unit Holder(s) the option at the time of opening of Unit Holder Account (via the Investor Account Opening Form) within the Unit Holder Register to encash bonus Units. In such case the bonus Units issued to the credit of such Unit Holder(s) shall be redeemed at the ex-dividend NAV as calculated on the Business Day immediately preceding the first day of the book closure announced for such purpose and proceeds after deduction of applicable taxes shall be credited in accordance with the normal procedure already detailed above for Redemption of Units.

5.8 Closure of Register

The Management Company may close the Register by giving at least seven (7) days notice to Unit Holder provided that the time period for closure of register shall not exceed six (6) working days at a time and whole forty five (45) days in a Financial Year. During the closure period, the sale, redemption, conversion of Units or transfer of Units will be suspended. Notice for closure of register should be published in two newspapers (Urdu and English language) having circulated all over Pakistan.

6. FEE AND CHARGES

6.1 Fees and Charges Payable by an Investor

The following fees and charges shall be borne by the Investor:

6.1.1 Front-end Load

Front end Load is a part of Sales Load which may be included in the offer price of the Units. The remuneration of Distributors shall be paid from such Load and if the Front-end Load is insufficient to pay the remuneration of the Distributors, the Management Company shall pay the amount necessary to pay in full such remuneration and no charges shall be made against the Fund Property or the Distribution Account in this respect.

The Management Company may at its discretion charge different levels of Load as per Annexure "B". Any change in Front-end Load shall be done through an addendum to the Offering Document after seeking prior approval of the Commission.

A Distributor located outside Pakistan may if so authorized by the Management Company and the Trustee retain such portion of the Front-end Load as is authorized by the Management Company and transfer the net amount to the Trustee, subject to the law for the time being in force.

The issue price applicable to Bonus Units issued by way of dividend distribution or issue of Units in lieu of cash distribution shall not include any sales or processing charge.

6.1.2 Back-end Load

Back end Load deducted from the Net Asset Value of the Allocation Plan(s) in determining the Redemption Price for the units of the pertinent Allocation Plan; provided however that different levels of Back-end Load may be applied to different types of Units of different Allocation Plans, but Unit Holders of the Allocation Plan(s) within a type shall

be charged same level of back end load. Management Company may change the current level of Back-end Load after giving 90 days prior notice to the Unit Holder of the pertinent Allocation Plan through newspaper (either Urdu or English Newspaper) and via post and the unit holders shall be given an option to exit at the applicable NAV without charge of back end load as specified in the Regulation.

The current level of Back-end Load is indicated in Annexure "B".

6.1.3 Other Charges

Transfer of Units from one owner to another shall be subject to a Processing charge as referred in Annexure B at the date the request is lodged, which shall be recovered from the transferee. However, the processing charge shall not be payable by successors in the case of inheritance or distribution of the estate of a deceased Unit Holder. The Management Company may recover reasonable transactional charges either from the transaction proceeds or from the account of the Unit Holder by redeeming appropriate number of units. Currently there is no charge on account of other charges; however, the Management Company may from time to time determined an amount/ percentage to be charged and communicate the same to its Unit Holders after seeking approval of the Commission.

Units of Allocation Plan issued to an Account holder through conversion from another scheme run by the Management Company, or from another Allocation Plan under the Scheme, shall be issued at a price based on the Net Asset Value of the Allocation Plan(s) on that date.

6.1.4 Expenses borne by the Management Company and the Trustee

The Management Company and Trustee shall bear all expenditures in respect of services provided in accordance with the provisions of the applicable laws. Neither the Management Company nor the Trustee shall make any charge against the Unit Holders nor against the Trust Property nor against the Distribution Account for their services nor for expenses, except such expenses or fees as are expressly authorized under the provisions of the Regulations to be payable out of Trust Property.

Any cost associated with sales, marketing and advertisement of collective investments schemes shall not be charged to the collective investment schemes

6.1.5 Remuneration of Distribution Company / Investment Agent / Investment Facilitator

The Distribution Company employed by the Management Company will be entitled to a remuneration payable by the Management Company out of its own resources and/or from Front End Load on terms to be agreed between the Management Company and the Distribution Company. The Investment Facilitator/Investment Adviser/Sales Agent employed by the Management Company will be entitled to a remuneration payable by the Management Company out of its own resources.

Distributors located outside Pakistan may, if so authorized by the Trustee and the Management Company, be entitled to remuneration (from Management Company's own resources) on terms to be agreed between them and the Management Company, subject to the law for the time being in force.

6.2 Fees and Charges Payable by the Fund

Separate expense & income accounts may be set up for each Allocation Plan. The following expenses shall be borne by the pertinent allocation plan(s)

6.2.1 Remuneration of the Management Company

The remuneration shall begin to accrue from the close of the Initial Offering Period. In respect of any period other than an Annual Accounting Period, such remuneration shall be prorated on the basis of the actual number of days for which such remuneration has accrued in proportion to the total number of days in the Annual Accounting Period concerned.

Current level Management Fee is disclosed in Annexure "B". Any increase in the current level of Management Fee, provided it is within the maximum limit prescribed in the Regulations shall be subject to prior approval of SECP and after giving a ninety (90) days prior notice to the unit holders and the unit holders shall be given an option to exit at the applicable NAV without charge of any exit load.

6.2.2 Remuneration of the Trustee

The Trustee shall be entitled to a monthly remuneration out of the Trust Property determined in accordance with Annexure "A".

The remuneration shall begin to accrue following the expiry of the Initial Period. For any period other than an Annual Accounting Period such remuneration will be prorated on the basis of the actual number of days for which such remuneration has accrued in proportion to the total number of days in an Annual Accounting Period concerned. Any upward change in the remuneration of trustee from the existing level shall require prior approval of the Commission.

6.3 Formation Costs

All preliminary and floatation expenses of the Fund including expenses incurred in connection with the establishment and authorization of the Fund, including execution and registration of the Constitutive Documents, issue, legal costs, printing, circulation and publication of the Offering Document, and all expenses incurred during and up to the Initial Offering Period subject to a maximum of one per cent of pre-IPO capital of the Fund or Rupees five million, whichever is lower, shall be borne by the Fund subject to the audit of expenses and amortized over a period of not less than five years or within the maturity of the Fund whichever is lower. This cost shall be reimbursable by a collective investment scheme to an AMC subject to the audit of expenses. The Formation Cost shall be reported by the Management Company to the Commission and the Trustee giving their break-up under separate heads, as soon as the distribution of the securities is completed. Formation cost will be shared by current Allocation Plans.

6.4 Other costs and expenses

Only the expenses allowed under the applicable laws shall be paid out of the Fund Property. Following are the example of charges which shall be payable out of the Fund Property, however the expenses chargeable to Fund Property shall be in accordance with the applicable laws:

- (i) Custody, Brokerage, Transaction Costs of investing and disinvesting of the Fund Property.
- (ii) All expenses incurred by the Trustee in effecting the registration of all registerable property in the Trustee's name.
- (iii) Legal and related costs incurred in protecting or enhancing the interests of the Unit Holders.
- (iv) Bank charges, financing and financial costs;
- (v) Auditors' Fees and out of pocket expenses.

- (vi) printing costs and related expenses for issuing Fund's quarterly, half yearly and annual reports
- (vii) Fund rating fee payable to approved rating agency.
- (viii) Listing Fee including renewals payable to the Stock Exchange(s) on which Units may be listed
- (ix) fee pertaining to the Fund payable to the Commission.
- (x) Taxes, fees, , duties if any, applicable to the Fund and on its income, turnover and/or its properties including the Sales Tax levied on Services offered by Asset Management Company.
- (xi) Charges and levies of stock exchanges, national clearing and settlement company, CDC charges.
- (xii) registrar services, accounting, operation and valuation services related to CIS maximum up to 0.1% of average annual net assets of the Scheme or actual whichever is less.
- (xiii) Shariah Advisory Fee
- (xiv) Any other expenses as permissible under the Rules and Regulations from time to time and / or permitted by the Commission.
- (xv) **Total Expense Ratio:**
Total Expense Ratio shall be capped up to 2.5% in case management fee is charged and up to 0.5% in case no management fee is charged.

7. TAXATION

7.1 Taxation on the Income of the Fund

7.1.1 Liability for Income Tax

The following is a brief description of the Income Tax Ordinance, 2001, applicable in respect of the Fund. This section is for advice only and potential investors should consult their tax experts for their liability with respect to taxation on income from investment in the Fund. This part does not cover tax liability of non-Pakistani resident investors with respect to taxes in their own jurisdiction.

Under the Tax Law in Pakistan, the definition of a public company includes a trust formed under any law for the time being in force. The Fund will be regarded as a public company liable to a tax rate applicable to a public company.

The income of the Fund will accordingly be taxed at the following rates:

- (i) Dividend income as applicable according to the relevant law;
- (ii) Capital Gains Tax as applicable according to the relevant law;
- (iii) Return from all other sources/ instruments are taxable at the rate applicable to a public company.

7.1.2 Liability for Income Tax if Ninety Percent of Income is distributed

Notwithstanding the tax rate given above, the income from the Fund will be exempted from tax if not less than 90% of the income for the year as reduced by capital gains whether realized or unrealized is distributed amongst the Unit Holders as dividend.

7.2 Withholding tax

Under the the Income Tax Ordinance 2001, the Fund's income from dividend from securities or instruments of companies, organizations and establishments, return on (Riba free) deposits with banks/financial institutions, return from contracts, will not be subject to any withholding tax.

7.3 Zakat on Fund

The Fund is Saheb-e-Nisab under the Zakat and Ushr Ordinance, 1980. The balance in the credit of Shari'ah compliant bank account, or similar account with a bank standing on the first day of Ramzan-ul-Mubarak will be subjected to Zakat deduction @ 2.5%.

7.4 Taxation and Zakat on Unit Holders

7.4.1 Taxation on Income from the Fund of the Unit Holder

The following is a brief description of the Income Tax Ordinance, 2001, applicable in respect of Unit Holder of the Fund. This section is for advice only and potential investors should consult their tax experts for their liability with respect to taxation on income from investment in the Fund. This part does not cover tax liability of non-Pakistani resident investors with respect to taxes in their own jurisdiction.

7.4.2 Unit Holders of the Fund will be subject to tax on dividend income distributed by the Fund at applicable tax rates as mentioned in Income Tax Ordinance 2001. The tax deducted on dividend will be the final tax and the payer will be required to withhold the amount of tax at source from payment of dividend except payment to the banking companies.

7.4.3 Capital gain arising from redemption of Units of the Fund will be subject to tax at the applicable tax rate as mentioned in Income Tax Ordinance 2001.

7.4.4 Unit holders may be liable to pay tax even though they may not have earned any gain on their investment as return of capital through distribution to investors is also taxable as per Income Tax Ordinance, 2001.

7.4.5 Unit Holders who are exempt from income tax may obtain exemption certificate from the Commissioner of Income Tax and provide the same to the Management Company and/ or Transfer Agent and on the basis of Exemption Certificate income tax will not be withheld.

7.4.6 Tax Credit to Unit Holders

Unit Holders other than a company shall be entitled to a tax credit under Section 62 of the Income Tax Ordinance, 2001, on purchase of new Units.

7.4.7 Zakat

Units held by resident Pakistani Unit Holders shall be subject to Zakat at 2.5% of the value of the Units under Zakat and Ushr Ordinance, 1980, (XVII of 1980), except those exempted under the said Ordinance. Zakat will be deducted at source from the redemption proceeds. Above deduction will not be made if Unit Holder provides declaration in due course of time to the Management Company.

7.5 Disclaimer

The tax and Zakat information given above is based on the Management Company's tax advisor's interpretation of the law which, to the best of the Management Company's understanding, is correct. Investors are expected to seek independent advice so as to determine the tax consequences arising from their investment in the Units of the Fund. Furthermore, tax and Zakat laws, including rates of taxation and of withholding tax, are subject to amendments from time to time. Any such amendments in future shall be deemed to have been incorporated herein.

8. REPORTS TO UNIT HOLDERS

8.1 Account Statement

The statements or report shall be sent only by electronic mail at the time of opening of first account and there after each time there is issuance of units against fresh subscription on the registered email address of the Unit Holder(s). In case where the applicant does not have registered email address, the Management Company will send the statements or reports through registered post at their registered home address. Physical copy of account statement shall only be send on specific request of the Unit Holder. Provided that the Management Company shall send an investment account statement to each Unit Holder on the registered mailing address provided by the Unit Holder at least once in a year. The Management Company shall provide the account statement to the investors within 7 working days from the receipt of such request.

The Unit Holder will be entitled to ask for copies of his account statement on any Dealing Day within Business Hours by applying to the Management Company/ Transfer Agent in writing and providing such fee as mentioned on the website of the Management Company that may notify from time to time.

8.2 Financial Reporting

- (a) The Management Company shall prepare and transmit the annual report electronically in such form and manner as set out in SECP SRO 787 of 2014 and Regulations as amended or substituted from time to time . In case where any unit holder who has opted to receive Audited Financial Statements and notice through email and subsequently ask for the hard copy of Audited Financial Statements the same shall be provided free of cost with in seven days of receipt of such request.
- (b) The Management Company shall prepare and transmit quarterly reports electronically in such form and manner as set out in SECP SRO 787 of 2014 and Regulations as amended or substituted from time to time. In case where any unit holder who has opted to receive quarterly Financial Statements and notice through email and subsequently ask for the hard copy of quarterly Financial Statements, the same shall be provided free of cost within seven days of receipt of such request.

8.3 Trustee Report

The Trustee shall report to the Unit Holder, to be included in the annual and second quarter Financial Reports issued by the Management Company to the Unit Holders, as to whether in its opinion the Management Company has in all material respects managed the Fund in accordance with the provisions of the Regulations, the Constitutive Documents, directives and circulars and Shari'ah provisions issued by the Commission and if the Management Company has not done so, the respect in which it has not done so and the steps the Trustee has taken in respect thereof.

8.4 Fund Manager Report

The Management Company shall prepare Fund Manager's Report each month as per guideline issued by MUFAP and also made available at their website latest by 7th of each month. The Management Company shall transmit the same to the Unit Holders through electronic mail if requested by the Unit Holders.

9. WARNING AND DISCLAIMER

9.1 Warning

- 9.1.1 In case of any apprehension regarding the contents of this Offering Document, consultation of the bank manager, Shari'ah/Legal/financial advisor is advised.
- 9.1.2 The price of the Units of this Fund and the income of this Fund (from which distributions to Unit Holders is made) may increase or decrease. Investment in pertinent allocation plan(s) under this Fund is suitable for investors who have the ability to take the risks associated with financial market investments. Capital invested in the financial markets could in extreme circumstances lose its entire value. The historical performance of this Fund, other Funds managed by the Management Company, the financial markets, or that of any one security or transaction included in the Fund's portfolio will not necessarily indicate future performance.
- 9.1.3 Before making any investment decision, investor should review the latest monthly fund manager report and financial statements of the Scheme particularly the details of non-complaint investment and Risk Factors.

9.2 Disclaimer

- 9.2.1 The Units of the Allocation Plan(s) under the Fund are not bank deposits and are neither issued by, insured by, obligation of, nor otherwise supported by SECP, any Government Agency, Trustee (except to the extent specifically stated in this Offering Document and the Trust Deed) or any of the shareholders of the Management Company or any of the Pre-IPO Investors or any other bank or financial institution. The portfolio of the Allocation Plan(s) is subject to market risks and risks inherent in all such investments.
- 9.2.2 Allocation Plan's target return/ dividend range cannot be guaranteed. Allocation Plan's Unit price is neither guaranteed nor administered/ managed; it is based on the NAV that may go up or down depending upon the factors and forces affecting the capital markets and interest rates.

10. GENERAL INFORMATION

10.1 Accounting Period / Financial Year of the Fund

Accounting Period means a period ending on and including an accounting date and commencing (in case of the first such period) on the date on which the Trust Property is first paid or transferred to the Trustee and (in any other case) from the next day of the preceding accounting period.

Annual Accounting Period means the period commence on 1st July and shall end on 30th June of the succeeding calendar year.

10.2 Inspection of Constitutive Documents

The copies of constitutive documents, such as the Deed and the Offering Document, can be inspected free of charge at the addresses given below, however such documents shall also be available on the website of the Management Company:

24th Floor, Centre Point, Off Shaheed-e-Millat Expressway, Near KPT Interchange, Karachi

10.3 Transfer of Management Rights of the Fund

The management rights of the Fund may be transferred to another Management Company upon the occurrence of any of the following events in accordance with the procedure laid down in the Regulation, the Deed and the Directive issued by the Commission;-

- (i) the Management Company goes into liquidation, becomes bankrupt or has a liquidator appointed over its assets, or its license has been cancelled or does not hold valid license;
- (ii) where the Management Company is unable to remove the suspension of redemption of Units of the Fund within the fifteen (15) business days of suspension and the Unit Holders representing at least three fourth in value of total outstanding Units of the concerned scheme pass a resolution or have given consent in writing that the scheme be transferred to another Management Company;
- (iii) if in the opinion of the Commission further management of the Fund by the existing Management Company is detrimental to the interest of the Unit Holders, the Commission may direct the Trustee to transfer the Fund to another Management Company.
- (iv) If the Management Company may retire voluntarily with the prior written consent of the Commission.

10.4 Extinguishment/Revocation of the Fund

The Fund may be extinguished by the occurrence of any of the following events in accordance with the procedure laid down in the Regulation, the Deed and the Directive issued by the Commission;-

- (i) the Fund has reached its maturity date as specified in the Deed;
- (ii) where the Management Company is unable to remove the suspension of redemption of Units of the Fund within the fifteen business days of suspension and the Unit Holders representing at least three fourth in value of total outstanding Units of the concerned scheme pass a resolution or have given consent in writing that the scheme be revoked;
- (iii) where the Management Company goes into liquidation, becomes bankrupt or has a liquidator appointed over its assets, or its license has been cancelled or does not hold valid license;
- (iv) in the opinion of the Management Company the scheme is not commercially viable or purpose of the scheme cannot be accomplished subject to the consent of Trustee;
- (v) The Management Company subject to regulatory approval, may announce winding up of the Trust in the event redemption requests build up to a level where the Management Company is of the view that the disposal of the Trust Property to meet such redemptions would jeopardize the interests of the remaining Unit Holder(s) and that it would be in the best interest of all the Unit Holder(s) that the Trust be wound up.
- (vi) on occurrence of any event or circumstances which, in the opinion of the Trustee, requires the Fund to be revoked; and

(vii) where the Commission deems it necessary to revoke the Fund so directs either Trustee or the Management Company in the interest of Unit Holders.

(viii) Revocation/ Extinguishment of Plans/ Fund on maturity/ revocation extinguishment shall be completed within one month time.

10.5 Procedure and manner of Revocation of the Fund

Revocation of the Fund shall be done in accordance with the procedures and in the manner as mentioned in the Regulations or through circulars/ guidelines issued by the SECP from time to time.

10.6 Distribution of proceeds on Revocation

In case of Revocation of the Fund the Trustee shall according to the procedure laid down in Regulations refund the net proceeds to the Unit Holders in proportion to the number of units held by them.

11. GLOSSARY

Unless the context requires otherwise the following words or expressions shall have the meaning respectively assigned to them:

- 11.1 **“Accounting Date”** means the thirtieth day of June in each year and any interim date on which the financial statements of the Scheme are drawn up. Provided that the Management Company may, with the written consent of the Trustee and after obtaining approval from the Commission and the Commissioner of Income Tax may change such date to any other date and such change shall be intimated to the Commission.
- 11.2 **“Account Opening Form”** means standardized form prescribed by the Management Company to be duly filled by the investors at the time of opening an account with the Management Company.
- 11.3 **“Accounting Period”** means a period ending on and including an Accounting Date and commencing (in case of the first such period) on the date on which the Trust Property is first paid or transferred to the Trustee and (in any other case) from the next day of the preceding accounting period.
- 11.4 **“Administrative Plans”** means investment plans offered by the Management Company and approved by the Commission, where such plans allow investors a specific investment strategy in any one or a combination of Schemes managed by the Management Company in accordance with the conditions specified by SECP.

- 11.5 “**Allocation Plans**” means approved six allocation plan(s) offered under the Scheme. Each Allocation Plan shall invest only in permissible Collective Investment Schemes and / or other instruments as approved by the Commission. Details of the Allocation Plan(s) shall be disclosed in this Offering Document
- 11.6 “**Annual Accounting Period**” or “**Financial Year**” means the period commence on 1st July and shall end on 30th June of the succeeding calendar year.
- 11.7 “**Asset Management Company**” means an asset Management Company as defined in the Rules and Regulations.
- 11.8 “**Auditor**” means the Auditor of the Trust appointed by the Management Company, with the consent of the Trustee, as per the Regulations.
- 11.9 “**Authorized Branches**” means those Branches of Distributors or Distribution Companies which are allowed by the Management Company to deal in Units of the Funds managed by the Management Company.
- 11.10 “**Authorized Broker**” means those Brokers which are authorized to deal in Government Securities.
- 11.11 “**Authorized Investments**” mean investments as defined in the Clause 2.2.3 of this Offering Document.
- 11.12 “**Back-end Load**” means the charge deducted from the Net Asset Value in determining the Redemption Price; provided however that different levels of Back-end Load may be applied to different types of Units, as specified in this Offering Document.
- 11.13 “**Bank**” means institution(s) providing banking services under the Banking Companies Ordinance, 1962, or any other regulation in force for the time being in Pakistan, or if operating outside Pakistan, under the banking laws of the jurisdiction of its operation outside Pakistan.
- 11.14 “**Bank Accounts**” means those account(s) opened and maintained for the Fund and / or the Allocation Plan(s) by the Trustee at Banks, the beneficial ownerships in which shall vest in the Unit Holder(s).
- 11.15 “**Broker**” means any person engaged in the business of effecting transactions in securities for the account of others.
- 11.16 “**Business Day**” means any day on which local banks are open for business in Pakistan.

- 11.17 “**Certificate**” means the definitive certificate acknowledging the number of Units registered in the name of the Unit Holder issued at the request of the Unit Holder pursuant to the provisions of the Trust Deed.
- 11.18 “**Charity**” means amount paid by the Trustee, upon instruction of the Management Company and in consultation with the Shari’ah Advisor, out of the income of the Fund to Charitable Trust/welfare organization, representing income which is impermissible Haram
- 11.19 “**CIS**” / “**Collective Investment Scheme(s)**” means Open-ended Scheme(s) managed by the Management Company and / or by other Asset Management Companies (both local and international).
- 11.20 “**Connected Person**” shall have the same meaning as assigned in the Rules and Regulations.
- 11.21 “**Constitutive Documents**” means the Trust Deed or such other documents as defined in the Regulations.
- 11.22 “**Custodian**” means a Bank, a Depository or an Investment Finance Company licensed under the Regulations, which may be appointed by the Trustee in consultation with the Management Company to hold and protect the Trust Property or any part thereof as custodian on behalf of the Trustee, and shall also include the Trustee itself if it provides custodial services for the Fund.
- 11.23 “**Contingent load**” means the charge deducted from the Net Asset Value in determining the Redemption price, not exceeding five percent (5%) of the Net Asset Value per unit of the Allocation Plan. Any such charges shall be treated as part of the Fund Property of the respective Allocation Plan. Different Levels of Contingent Load may be charged to different classes of Units, as specified in this Offering Document.
Contingent Load shall be charged to safeguard the interest of other Unit Holder(s) if Units are redeemed by any Unit Holder of a term-based allocation plan prior to completion of the term of plan.
- 11.24 “**Cut-Off Time**”/ “**Business Hours**” means the day time for dealing in Units of the Fund. The current Cut-Off Timing/Business Hours are mentioned in Annexure "C" of this Offering Document.
- 11.25 “**Dealing Day**” means that Business Day on which Units will be available for dealing (purchase, redemption, transfer, switching etc) during Cut-off Time. Provided that the Management Company may with the prior written consent of the Trustee and upon giving not less than seven (7) days notice in two widely circulated English or Urdu newspapers in Pakistan declare any particular Business Day(s) not to be a Dealing Day(s).
- 11.26 “**DFI**” means Development Financial Institution and includes the Pakistan Industrial Credit and Investment Corporation (PICIC), the Saudi Pak Industrial and Agricultural Investment Company Limited, the Pak Kuwait Investment Company Limited, the Pak Libya Holding Company Limited, the Pak Oman Investment Company (Pvt.) Limited, Investment

Corporation of Pakistan, House Building Finance Corporation, Pak Brunei Investment Company Limited, Pak-Iran Joint Investment Company Limited, Pak-China Investment Company Limited, and any other financial institution notified under Section 3-A of the Banking Companies Ordinance, 1962.

- 11.27 “**Distribution Account**” means the Bank Account (which may be a current, saving or deposit account) maintained separately for each Allocation Plan by the Trustee with a Bank as directed by the Management Company in which the amount required for distribution of income to the Unit Holder(s) of the pertinent Allocation Plan shall be transferred. Interest, income or profit, if any, including those accruing on unclaimed dividends, in this account shall be transferred to the main account of the respective Allocation Plan from time to time, as part of the Trust Property of the pertinent Allocation Plan for the benefit of the Unit Holder(s) of that Allocation Plan.
- 11.28 “**Distributor / Distribution Company**” means Company(ies), Firm(s), Sole Proprietorship concern(s), individual(s), Banks or any other Financial Institution appointed by the Management Company under intimation to the Trustee for performing any or all of the Distribution Functions and who are registered with MUFAP as Registered Service Providers. The Management Company may itself also performs the Distribution Function.
- 11.29 “**Distribution Function**” means the functions with regard to:
- a. receiving applications for issue of Units together with the aggregate Offer Price for Units applied for by the applicants;
 - b. issuing receipts in respect of (a) above;
 - c. interfacing with and providing services to the Holders including receiving redemption/transfer applications, conversion notices and applications for change of address or issue of duplicate Certificates for immediate transmission to the Management Company or the Transfer Agent as appropriate;
 - d. accounting to the Management Company for all: (i) payment instruments received from the applicants for issuance of Units; (ii) payments instruments to the Holders on redemption of Units; and (iii) expenses incurred in relation to the Distribution Function.
 - e. the above functions may be performed electronically, if appropriate systems are in place.
- 11.30 “**Duties and Charges**” means in relation to any particular transaction or dealing all stamp and other duties, taxes, Government charges, bank charges, transfer fees, registration fees and other duties and charges in connection with the increase or decrease of the Trust Property or the creation, issue, sale, transfer, redemption or purchase of Units or the sale or purchase of Investment or in respect of the issue, transfer, cancellation or replacement of a Certificate or otherwise which may have become or may be payable in respect of or prior to or upon the occasion of the transaction or dealing in respect of which such duties and charges are payable, but do not include the remuneration payable to the Distribution Company or any Commission payable to agents on sales and redemption of Units or any Commission charges or costs which may have been taken into account in ascertaining the Net Asset Value.
- 11.31 “**Exposure**” shall have same meanings as provided in the Regulations.

- 11.32 “**Federal Government**” means the Federal Government of Islamic Republic of Pakistan.
- 11.33 “**Financial Institution**” means a Bank, Development Finance Institution, Non Banking Finance Company, Modaraba or an institution registered under relevant laws to provide financial services within or outside Pakistan.
- 11.34 “**Financial Sector**” shall comprise of the savings and term deposits / certificates/ securities/ instruments issued by the entities of Banking Sector, Financial Services Sector, Life Insurance Sector and Non- Life Insurance Sector as classified by Karachi Stock Exchange and DFIs.
- 11.35 “**Force Majeure**” means any occurrence or circumstance or element which delays or prevents performance of any of the terms and conditions of this Deed or any obligations of the Management Company or the Trustee and shall include but not limited to any circumstance or element that cannot be reasonably controlled, predicted, avoided or overcome by any party hereto and which occurs after the execution of this Deed and makes the performance of the Deed in whole or in part impossible or impracticable or delays the performance, including but not limited to any situation where performance is impossible without unreasonable expenditure. Such circumstances include but are not limited to floods, fires, droughts, typhoons, earthquakes and other acts of God and other unavoidable or unpredictable elements beyond reasonable control, such as war (declared or undeclared), insurrection, civil war, acts of terrorism, accidents, strikes, riots, turmoil, civil commotion, any act or omission of a governmental authority, failure of communication system, hacking of computer system and transmissions by unscrupulous persons, closure of stock exchanges, banks or financial institutions, freezing of economic activities and other macro-economic factors, etc.
- 11.36 “**Formation Cost**” means preliminary expenses relating to regulatory and registration fees of the Scheme, flotation expenses of the Scheme, expenses relating to authorization of the Scheme, execution and registration of the Constitutive Documents, legal costs, printing, circulation and publication of this Offering Document, announcements describing the Scheme and all other expenses incurred until the end of the Initial Period.
- 11.37 “**Front-end Load**” means the Sales load which may be included in the offering price of the Units; provided however that different levels of Front-end Load may be applied to different investors, as determined by the Management Company. However aggregate of Front-end Load and Back-end Load should not exceed 3% of Net Asset Value or as may be directed by the Securities Exchange Commission of Pakistan from time to time.
- 11.38 “**Government Securities**” includes monetary obligations of the Government or a Provincial Government or a corporation wholly owned or controlled, directly or indirectly, by the Federal Government or a Provincial Government and guaranteed by the Federal Government and any other security as the Federal Government may, by notification in the official Gazette, declare, to the extent determined from time to time, to be a Government Security.

- 11.39 **“Holder or Unit Holder”** means the investor for the time being entered in the Register as owner of a Unit including investors jointly so registered pursuant to the provisions of the Trust Deed.
- 11.40 **“Maturity”** means 24 months from the close of IOP of Alhamra Islamic Active Allocation Plan-I.
- 11.41 **“Initial Period” or “Initial Offering Period (IOP)”** means a period determined by the Management Company during which Units will be offered as mentioned in clause 1.5 of this Offering Document.
- 11.42 **“Initial Price” or “Initial Offer”** means the price per Unit on the first day of the Initial Period determined by the Management Company.
- 11.43 **“Investment”** means any Authorized Investment forming part of the Trust Property.
- 11.44 **“Investment Facilitators/Advisors”** means an individual, firm, corporate or other entity appointed by the Management Company to identify, solicit and assist investors in investing in the Scheme. The investment facilitator/advisor is not authorized to perform the Distribution Functions. The Management Company shall compensate the Investment Facilitators.
- 11.45 **“Investment Form”** means a standardized form prescribed by the Management Company to be duly filled by the investor to purchase Units and will be stated in this Offering Document.
- 11.46 **“Local Governments”** mean all the local / city governments in Pakistan.
- 11.47 **“Management Company”** is defined in the preamble hereto;
- 11.48 **“Net Assets of the Allocation Plan”**, means, the excess of assets over liabilities of the pertinent Allocation Plan being offered under the Fund, such excess being calculated in accordance with the Regulations.
- 11.49 **“Net Assets of the Scheme”**, means, the excess of assets over liabilities of all Allocation Plans combined together, such excess being calculated in accordance with the Regulations.
- 11.50 **“Net Asset Value” or “NAV”** of the Allocation Plan means per Unit value of the pertinent Allocation Plan(s) being offered under the Fund arrived at by dividing the Net Assets of the Allocation Plan(s) by the number of Units outstanding for such Allocation Plan(s). The NAV of each Allocation Plan shall be announced on each Dealing Day as per the directions of the Commission from time to time.

- 11.51 **“Offer Price or Purchase (Public Offer) Price”** means the sum to be paid by the investor for purchase of one Unit of an Allocation Plan, such price to be determined pursuant to this document.
- 11.52 **“Offering Document”** means the prospectus or other document (issued by the Management Company with written consent of the Trustee and approved by the Commission) which contains the investments and distribution policy, unit structure(s) and all other information in respect of the Unit Trust, as required by the Rules and Regulations and is circulated to invite offers by the public to invest in the Scheme.
- 11.53 **“Online”** means transactions through electronic data-interchange whether real time transactions or otherwise, which may be through the internet, intranet networks and the like.
- 11.54 **“Ordinance”** means the Companies Ordinance, 1984.
- 11.55 **“Par Value”** means the face value of Rs. 100 for a Unit of the Fund.
- 11.56 **“Personal Law”** means the law of inheritance and succession as applicable to the individual Unit Holder.
- 11.57 **“Pledge Form”** means a standardized form prescribed by the Management Company to be duly filled by the investor to Pledge his/her Units and will be stated in this Offering Document.
- 11.58 **“Profit Distribution Date”** means the date on which the Management Company decides to distribute the profits (if any).
- 11.59 **“Provincial Governments”** mean the Provincial Governments of all four provinces of Pakistan.
- 11.60 **“Redemption Form”** means a standardized form prescribed by the Management Company to be duly filled by the investor to redeem Units and will be stated in this Offering Document.
- 11.61 **“Redemption Price or Repurchase Price”** means the amount to be paid to the relevant Holder of a Unit of the Allocation Plan upon redemption of that Unit, such amount to be determined pursuant to this document.
- 11.62 **“Register Function”** means the functions with regard to:
- a. Maintaining the Register, including keeping a record of change of addresses/other particulars of the Holders;
 - b. Issuing account statements to the Holders;
 - c. Issuing Certificate, including Certificates in lieu of undistributed income to Holders;
 - d. Cancelling old Certificates on redemption or replacement thereof;

- e. Processing of applications for issue, redemption, transfer and transmission of Units, recording of pledges, liens and changes in the data with regard to the Holders;
- f. Issuing and dispatching of Certificates;
- g. Dispatching income distribution warrants, and bank transfer intimation and distributing bonus Units or partly both and allocating Units to Holders on re-investment of dividends;
- h. Receiving applications for redemption and transfer/transmission of Units directly from Holder or legal representatives or through Distributor;
- i. Maintaining record of lien/pledge/charge; and
- j. Keeping record of change of addresses/other particulars of the Holders.

11.63 “**Regular Interval**” means monthly, quarterly, half yearly or annual periods.

11.64 “**Rules**” mean Non-Banking Finance Companies (Establishment and Regulation) Rules 2003 as amended from time to time.

11.65 “**Regulations**” mean Non--Banking Finance Companies and Notified Entities Regulations, 2008 and the Schedules and Forms attached to it as amended/replaced from time to time.

11.66 “**Sales Load**” mean Front end load and Back end load and any processing charges or Commission (excluding Duties and Charges) not exceeding Three percent of NAV or as may be allowed under the Regulations, which may be included in the offer price of all or certain type of Units or deducted from the NAV in order to determine the Redemption Price of certain types of Units.

11.67 “**SECP**” or “**Commission**” means Securities and Exchange Commission of Pakistan established under Securities and Exchange Commission of Pakistan Act, 1997 and shall include its successor.

11.68 “**Special Instruction Form**” means a standardized form prescribed by the Management Company to be duly filled by the investor to change his/her particulars and will be stated in this Offering Document.

11.69 “**Sukuk**” means a type of Islamic bond that is backed by assets of the issuer that earn profit or rent

11.70 “**Stock Exchange**” means Stock Exchanges registered under the Securities and Exchange Ordinance, 1969.

11.71 “**Term-Based Allocation Plans**” means the allocation plans that follow an investment strategy designed to achieve its objective over a certain pre-defined time-period. Such plans are open for subscription for a limited time period only. Investors should stay invested in such plans till their maturity in order to benefit from their strategy / features. Redemption/conversion before maturity is discouraged through contingent load /exit fee/Back End Load.

- 11.72 **“Transaction Costs”** means the costs incurred or estimated by the Management Company to cover the costs (such as, but not restricted to, bank charges, brokerage, Trustee charges, taxes or levies on transactions, etc.) related to the investing or disinvesting activity of the Unit itself or Trust’s portfolio, inter alia, necessitated by creation or cancellation of Units, which costs may be added to the NAV of the Allocation Plans for determining the Offer Price of Units or to be deducted from the NAV of the Allocation Plan in determining the Redemption Price.
- 11.73 **“Transfer Agent”** means a company including a Bank that the Management Company shall appoint for performing the Registrar Functions. The Management Company may itself perform the Registrar Function.
- 11.74 **“Transfer Form”** means a standardized form prescribed by the Management Company to be duly filed by the investor to transfer Units and will be stated in this Offering Document.
- 11.75 **“Trust Deed” or “Deed”** means the Trust Deed of the Fund executed between the Management Company and the Trustee along with all the exhibits appended hereto.
- 11.76 **“Trust Property under Allocation Plan”** means the aggregate proceeds of all units of the pertinent Allocation Plan issued from time to time after deducting Duties and Charges, and after deducting there from any applicable Front-end Load and includes Investment and all income, profit and other benefits arising wherefrom and all cash, bank balances and other assets and property of every description from the time being held or deemed to be held upon trust by the Trustee for the benefit of the Unit Holder(s) of the pertinent Allocation Plan, pursuant to this Deed, but does not include any amount available for distribution in the Distribution Account. Contingent Load and any profit on the Distribution Account of the Allocation Plans shall also form part of the Fund Property of Allocation Plan.
- 11.77 **“Trust Property of the Scheme”** means the aggregate proceeds of all Units of all Allocation Plans issued from time to time after deducting Duties and Charges, and after deducting there from any applicable Front-end Load and includes includes Investment and all income, profit and other benefits arising wherefrom and all cash, bank balances and other assets and property of every description from the time being held or deemed to be held upon trust by the Trustee for the benefit of the Unit Holder(s) pursuant to this Deed but does not include any amount available for distribution in the Distribution Accounts of the Allocation Plans. Contingent Load and any profit on the Distribution Account of the Allocation Plans shall also form part of the Fund Property of the Scheme.
- 11.78 **“Trust” or “Unit Trust” or “Fund” or “Scheme” or “AHIAAF”** means the Unit Trust constituted by the Trust Deed for continuous offers for sale of Units of the Trust.

Words and expressions used but not defined herein shall have the meanings assigned to them in the Rules and Regulations, words importing persons include corporations, words importing the masculine gender include the feminine gender, words importing singular include plural and words **“written”** or **“in writing”** include printing, engraving, lithography, or other means of visible reproduction. The headings and table of contents are for convenience only and shall not affect the construction of the Offering Document.

Annexure A

Trustee Fee subject to review by either party. However any upward revision shall require prior approval of SECP.

REMUNERATION OF TRUSTEE

Trustee Fee is subject to review by either party. However any upward revision shall require prior approval of SECP.

Upto Rupees One Billion	Rs. 0.09% of the Daily Net Assets or Rs. 250,000 p.a whichever is higher
Over Rupees One Billion	Rs. 0.9 million plus 0.065% exceeding one billion

Annexure B

Current Level of Front End Load and Back End Load:

Front end load is	Front end load	3%
For corporate*	Front end load	Nil
*Corporate includes all the Unit Holders other than the individuals who hold valid National Identity Card/ Pakistan Origin Card or valid passport including foreigners.		
Back End Load		Nil
Contingent Load:		3%

Note: An AMC shall ensure that no sales load is charged if the investor approaches directly for investment or where transactions are done online through a website.

Current level of Management Fee: The management fee of 1% will be charged on average annual net assets on a portion not invested in mutual funds of MCB Arif Habib Savings and Investments Limited.

Transaction Charges/ processing charges** As determined by the Management Company from time to time and available on MCBAH website.

**The Management Company may at its discretion waive the transaction/ processing charges on case to case basis

Annexure C

- Cut off timing shall be observed from **9:00am to 4:30pm**
- Current Cut-off Time for dissemination and announcement of NAV for Each Dealing Day: Latest by **10:30 a.m.** on subsequent Dealing Day

Annexure D

MANAGEMENT COMPANY AND DISTRIBUTION COMPANY

Management Company

Management Company of the Fund is MCB Arif Habib Savings and Investments Limited. Forms and other information of the Fund can be collected from the following address of the Management Company or from the branches of the Distribution Company:

**A: 24th Floor, Centre Point, Off Shaheed-e-Millat Expressway,
Near KPT Interchange, Karachi.**

For more information

Call: 111-162-224/ 111-468-378

Email: info@mcbah.com

Website: www.mcbah.com

Distribution Companies

1. MCB Bank. MCB House, 15-D, Main Gulberg, Lahore
2. Standard Chartered Bank. P.O. Box. No. 5556, I.I. Chundrigar Road, Karachi 74000

Updated list of distribution companies is available at our website: www.mcbah.com

Annexure E



PLEDGE OF UNITS FORM “G-1” No. G-1/MA-001

Date:		Please write in block letters using black ink									
1) Principal Applicant/Pledger Details											
Name											
Investor Registration No.		CNIC/NICOP/Passport No.									
2) Details of Units to be Pledged by the Pledger											
Name of the Scheme /Investment Plan				Number of Units to be pledged/placed under lien		Certificate Number(s) (If issued)			Date of Certificate Issuance		
3) Pledger's Declaration and Signature(s)											
I/We, the undersigned, are the registered holder(s) of the above-mentioned Units and request the Management Company of the above-mentioned scheme(s) to register pledge/lien on such Units in favour of Pledge/Lien-holder as mentioned in section No. 4 of this application form. I/We (the Pledger (s)) recognize and undertake that:											
(a) The registration of this pledge/lien places a responsibility on the Management Company to ensure that for any reason whatsoever, if the Units are encashed, save any legal bar or court requiring otherwise, the proceeds accruing on such Units (hereinafter called the Pledged Units) shall be held or paid to the order of the Pledge/Lien-holder according to the provisions of the relevant Constitutive Documents;											
(b) Save any legal bar or court order requiring otherwise, any dividends that are declared on the Pledged Units shall be paid to the order of the Pledge/Lien-holder. Furthermore, any Units issued on reinvestments or Bonus Units that the Pledged Units are entitled to, shall automatically be marked under the pledge/lien. In the event the Pledged Units are redeemed for any reason whatsoever, the redemption proceeds of Pledged Units shall be paid to the order of the Pledge/Lien-holder for the account of the Pledger(s);											
(c) The Management Company and the Trustee, however, do not accept any responsibility for the validity of Pledger(s)' act of placing the Pledged Units under pledge/lien and for any obligation or commitment undertaken by the Pledger(s) in respect thereof; and											
(d) The pledge/lien on the Pledged Units shall continue till such time that the same is released by the Pledge/Lien-holder in writing.											
Principal Applicant's Signature (Company Stamp in case of Institution)											
Joint Holder(s) / Authorised Signatories						Signature(s)					
1. Name:											
2. Name:											
3. Name:											
4) Pledge/Lien-holder's Details and Signature(s)											
Name				CNIC/NTN No.							
Postal Address											
Telephone No.						Fax No.					
I/We have read and understood the Constitutive Documents, Document(s) of the above-mentioned scheme and understand that the marking of pledge/lien would be made in accordance with the terms and conditions as mentioned in these Constitutive Documents. I/We further confirm that I/We have read and understood the details of Pledger given above.											
Name of Authorised Signatories				Designation		Signature(s)			Corporate Stamp		
5) Investment Facilitator / Distributor Details (For Official Use Only)											
Distributor/Facilitator Name				Code		City			Distributor's Stamp with date and time		
Branch Name											
6) Registrar Details (For Official Use Only)											
Date and Time Stamping		Form received by				Name and Signature					
		Date, Form and Attachments verified by				Name and Signature					
		Data input by				Name and Signature					
For any complaint/query/suggestion, please email at mcbah.qa@mcbah.com											
<p style="text-align: center;">MCB-Arif Habib Savings and Investments Limited</p> <p style="text-align: center;">  </p> <p style="text-align: center;"> <small>Head Office: 24th Floor, Centropoint, Off Shahheed-e-Millat Expressway, Near K.P.T. Interchange, Karachi-74500 UAN: (+92-21) 11-11-622-24 (11-11-MCB-AH), 111-468-378 (111-INVEST), Fax: (+92-21) 35316080, 35316081 Bachat Helpline: 0800-62224, URL: www.mcbah.com, Email: info@mcbah.com</small> </p>											

Account Opening Form



Investor Registration Number (for official use only) No. _____

AOF (FOR INDIVIDUALS ONLY)

No. ID-BF-1/MA-0001

Date: <input type="text"/>		Please write in block letters using black ink	
1. PRINCIPAL APPLICANT'S DETAILS			
PRINCIPAL APPLICANT'S NAME <small>(as per CNIC)</small>			
FATHER'S/HUSBAND'S NAME			
CNIC/ NICOP	<input type="text"/>	PASSPORT No. <small>(for foreigners only)</small>	<input type="text"/>
DATE OF BIRTH	<input type="text"/>		
COUNTRY OF BIRTH	GENDER	MALE <input type="checkbox"/>	FEMALE <input type="checkbox"/>
ZAKAT DEDUCTION		MOTHER'S MAIDEN NAME	
Yes <input type="checkbox"/> No <input type="checkbox"/> <small>(If No please provide Zakat Affidavit)</small>			
2. GUARDIAN'S DETAILS (TO BE FILLED IN CASE OF MINOR APPLICANT)			
NAME		RELATIONSHIP WITH MINOR	
CNIC/ NICOP/ PASSPORT No. <small>(as applicable)</small>		NATIONALITY	
<input type="text"/>		<input type="text"/>	
3. CONTACT DETAILS			
CORRESPONDENCE ADDRESS			
CITY / DISTRICT		POSTAL CODE	COUNTRY
TELEPHONE No.	RES. <input type="text"/>	OFF. <input type="text"/>	EXT. <input type="text"/>
EMAIL ADDRESS			MOBILE No. <input type="text"/>
			FAX No. <input type="text"/>
PERMANENT ADDRESS			
Do you wish to receive Statement of Account? <input type="checkbox"/> No <input type="checkbox"/> Yes <input type="checkbox"/> If Yes, please select the nature of correspondence <input type="checkbox"/> Post <input type="checkbox"/> Email			
FREQUENCY OF CORRESPONDENCE <input type="checkbox"/> Monthly <input type="checkbox"/> Quarterly <input type="checkbox"/> Half Yearly <input type="checkbox"/> Annually Be environment friendly, select the email option			
4. BANK DETAILS			
Applicant who cannot sign or whose signature is unstable, should provide two recent passport size photographs duly verified by the Branch Manager of the Bank from where cheque has been issued. In such case, Redemption proceeds will only be transferred in the Bank Account mentioned below. No cheque will be given to such applicant.			
COMPLETE BANK ACCOUNT No.	<input type="text"/>	BANK NAME	<input type="text"/>
BRANCH NAME & ADDRESS			CITY <input type="text"/>
IBAN	<input type="text"/>		
5. ACCOUNT OPERATING INSTRUCTIONS (PLEASE TICK () THE APPROPRIATE BOX) DEFAULT : PRINCIPAL APPLICANT ONLY			
PRINCIPAL APPLICANT ONLY <input type="checkbox"/>	ALL JOINT HOLDERS <input type="checkbox"/>	JOINTLY (ANY TWO) <input type="checkbox"/>	
EITHER OR SURVIVOR <input type="checkbox"/>	OTHERS (Please Specify) <input type="checkbox"/> _____		
6. NOMINATION DETAILS			
Nominees can only be the relatives of the applicant namely spouse / father / mother / brother / sister / son / daughter (including a step / adopted child.)			
(a) NAME	<input type="text"/>		
RELATIONSHIP WITH INVESTOR	CNIC/ NICOP/ PASSPORT No.	<input type="text"/>	
(b) NAME	<input type="text"/>		
RELATIONSHIP WITH INVESTOR	CNIC/ NICOP/ PASSPORT No.	<input type="text"/>	
			
			Signature / Left Hand Thumb Impression

Account Opening Form



BACHAT SHARIAT KE MUTABIQ

To be filled by each Joint Holder separately

7. KNOW YOUR CUSTOMER (KYC) - MANDATORY

Please provide the following information as required by SECP's Circular No. 12 of 2009 and Money Laundering Laws applicable in Pakistan

Residential Status	<input type="checkbox"/> Resident Pakistani	<input type="checkbox"/> Non Resident Pakistani	<input type="checkbox"/> Person of Pakistan Origin	<input type="checkbox"/> Foreign National			
Only for Foreign Nationals	Nationality		<input type="checkbox"/> Resident	<input type="checkbox"/> Non - Resident			
	Do you belong to countries where KYC/AML regulations are negligent		<input type="checkbox"/> Yes	<input type="checkbox"/> No			
Source of Fund (Please attach Supporting documents)	<input type="checkbox"/> Salary/Wages	<input type="checkbox"/> Commission Income	<input type="checkbox"/> Home Remittance	<input type="checkbox"/> Business/Self Employed			
	<input type="checkbox"/> Inheritance	<input type="checkbox"/> Agriculture Income	<input type="checkbox"/> Investment	<input type="checkbox"/> Other _____ <small>(Please Specify)</small>			
Name and Address of Employer in case of Salaried class: _____							
Education	<input type="checkbox"/> Under graduate	<input type="checkbox"/> Graduate	<input type="checkbox"/> Post graduate	<input type="checkbox"/> Professional <input type="checkbox"/> Other <small>(Please Specify)</small> _____			
Annual Income	<input type="checkbox"/> Up to 1 Million	<input type="checkbox"/> Up to 2 Million	<input type="checkbox"/> Up to 4 Million	<input type="checkbox"/> Up to 6 Million <input type="checkbox"/> Up to 8 Million <input type="checkbox"/> Up to 10 Million <input type="checkbox"/> Over 10 Million			
Documents to be attached	<input type="checkbox"/> Copy of valid and Unexpired CNIC	<input type="checkbox"/> Student Card in case of Student	<input type="checkbox"/> Business/ Employment Proof				
Declaration by Investor (Please mark the box if the declaration is incorrect)	My account has never been refused by any financial institution		<input type="checkbox"/>	This account is not being opened on behalf of any other person			
	I am not holding a senior position in any public office		<input type="checkbox"/>	I am not holding a senior position in any political party			
	I do not deal in value items. (Gold, Silver, Diamond etc)		<input type="checkbox"/>	I do not have any links to offshore tax haven countries			
Declaration I, the undersigned, hereby declare that the above mentioned information is correct, complete and up-to-date to the best of my knowledge and belief, and I shall immediately update the Management Company if there is any change in such information. I hereby assure to the Management Company that the proceeds invested in the Fund(s) are not derived from money laundering or illegal activities and the source of funds declared in this Form is true and correct to the best of my knowledge and belief.							
1	Your current age	2	Your Sources for investment	3	Your investment horizon		
<input type="checkbox"/>	More than 60 years	1	<input type="checkbox"/> Retired	1	<input type="checkbox"/> Less than 6 Months		
<input type="checkbox"/>	46 - 60 years	2	<input type="checkbox"/> House Wife/Student	2	<input type="checkbox"/> Less than 1 year		
<input type="checkbox"/>	30 - 45 years	3	<input type="checkbox"/> Salaried Employee	3	<input type="checkbox"/> Between 1 - 5 years		
<input type="checkbox"/>	Less than 30 years	4	<input type="checkbox"/> Business	4	<input type="checkbox"/> Over 5 years		
4	What portion of your investments are currently invested in the Stock Market	5	Primary objective of your investment	6	Your risk tolerance level		
<input type="checkbox"/>	76 - 100 %	1	<input type="checkbox"/> Regular Income	2	<input type="checkbox"/> Low		
<input type="checkbox"/>	51 - 75 %	2	<input type="checkbox"/> Cash Management	4	<input type="checkbox"/> Medium		
<input type="checkbox"/>	21 - 50 %	3	<input type="checkbox"/> Capital growth	6	<input type="checkbox"/> High		
<input type="checkbox"/>	0 - 20 %	4	<input type="checkbox"/> Long term savings/Retirement	8	<input type="checkbox"/> Very High		
Question Number	1	2	3	4	5	6	TOTAL
Your Score							
Your Portfolio	Score			Investor Portfolio		Fund	
	Score 1 to 10			Conservative		Money Market Funds	
	Score 11 to 14			Stable		Income Funds	
	Score 15 to 21			Balance		Balanced Funds	
Score 22 to 28			Aggressive		Equity / Asset Allocation Funds		



9. Foreign Account Tax Compliance Act ("FATCA") Section

9.1. This section of Account Opening Form must be completed by Individual/ Sole Proprietor Investor who wishes to open an investor account with MCB-Arif Habib Savings and Investments Limited (MCB-AH). Each Joint Holder is required to fill this section separately.

Please complete in **BLOCK LETTERS**

Name: _____ Country of Residence: _____

Country of Birth: _____

Please tick (✓) Yes or No for each of the following questions:

- | | | |
|-----------------------------------------------------------------|-----------------------------|------------------------------|
| 1. Are you a U.S. Resident? | No <input type="checkbox"/> | Yes <input type="checkbox"/> |
| 2. Are you a U.S. Citizen? | No <input type="checkbox"/> | Yes <input type="checkbox"/> |
| 3. Are you holding a U.S. Permanent Resident Card (Green Card)? | No <input type="checkbox"/> | Yes <input type="checkbox"/> |
| 4. Are you registered in the US as a tax payer? | No <input type="checkbox"/> | Yes <input type="checkbox"/> |

Note: If answer to any of the above-mentioned questions is "Yes" then please complete Form W-9 "Request for Taxpayer Identification Number and Certification".

Declaration:

- I hereby confirm that the information provided above is true, accurate and complete;
- Subject to applicable local and foreign laws, I hereby consent for MCB-AH, the Trustee of the Collective Investment Schemes/ Voluntary Pension Schemes or any of their affiliates (including without limitation branches) to share my information with domestic and overseas tax authorities, where necessary to establish my tax liability in any jurisdiction;
- Subject to the requirements of domestic or overseas laws, I consent and agree that MCB-AH or the Trustee of the Collective Investment Schemes/ Voluntary Pension Schemes may withhold from my account(s) such amounts as may be required according to applicable laws, regulations and directives;
- I hereby undertake not to initiate any proceedings against MCB-AH and the Trustee of the Collective Investment Schemes/ Voluntary Pension Schemes in case any amounts are withheld from my account and remitted to the local or foreign authorities/regulators;
- I hereby undertake that I have not granted a Power of Attorney to a person who has an address outside Pakistan to operate the Investor Account (either physically or electronically);
- I hereby undertake that I have no intention to set up Payment Standing Instruction(s) for the banking account(s) and beneficiary account(s) in a country outside Pakistan;
- I hereby undertake to notify MCB-AH within thirty (30) calendar days in case of any change in any information whatsoever which I have provided to MCB-AH; and
- I further agree and accept that the terms and conditions as contained herein shall form part and parcel of the Account Opening Form and the terms and conditions of the Account Opening Form as well other documentation shall remain in full force and effect.

Signature:

Signature/ Left Hand Thumb Impression _____ Attestation of Branch Manager and Witnesses shall be required only in case of Investor with unstable signature or thumb impression

	Attestation of Branch Manager		Witnesses (Adult Male Persons only)	
	Name: _____	Name: _____	Name: _____	Name: _____
	_____	_____	_____	_____
	CNIC: _____	CNIC: _____	CNIC: _____	CNIC: _____
	_____	_____	_____	_____
	Signature: _____	Signature: _____	Signature: _____	Signature: _____

10. INVESTMENT DETAILS

WE DO NOT ACCEPT CASH OR BLANK/BEARER CHEQUE

We would like to inform all our investors that the Management Company has a policy not to accept cash or blank/bearer cheques for investments in mutual funds managed by it. Investors are advised to prepare their payment instruments (crossed payee account cheques, pay-order or demand drafts) in favour of Trustee of respective mutual fund. The complete names of mutual funds and their types and classes of units are mentioned on the back side of this Account Opening Form as well as in their respective Offering Documents. Investors are also advised not to give cash to any person on behalf of mutual funds and always use plain Account Opening Form without any cutting or marking on it.

COOLING-OFF RIGHT FOR INDIVIDUAL UNIT HOLDERS

All Individual Unit Holders have a right to obtain a refund of their first time investment only (cooling-off right) in a Collective Investment Scheme (CIS) managed by MCB-Arif Habib Savings and Investments Limited (MCB-AH). The Unit Holder may exercise cooling-off right within three (3) business days commencing from the date of issuance of Investment report as per SECP Circular No. 26 of 2015 (cooling-off period). For this purpose, the Unit Holder shall send a written request to Investor Services Department of MCB-AH at one of its Registered Addresses. The refund pursuant to the exercise of a cooling-off right shall be paid to the Unit Holder within six (6) business days of receipt of written request from the Unit Holder in accordance with the Direction No. 31 of 2016 issued by Securities and Exchange Commission of Pakistan.

NAME OF THE SCHEME / INVESTMENT PLAN	TYPE OF UNITS	CLASS OF UNITS	AMOUNT IN FIGURES (Rs)	AMOUNT IN WORDS
(a)				
(b)				
(c)				
MODE OF PAYMENT PLEASE TICK (✓) THE APPROPRIATE BOX	CHEQUE <input type="checkbox"/>	PAYMENT ORDER <input type="checkbox"/>	DEMAND DRAFT <input type="checkbox"/>	BANK TRANSFER <input type="checkbox"/> ONLINE TRANSFER <input type="checkbox"/>
DRAWN ON (BANK AND BRANCH NAME)				CHEQUE/ PO/ DD No. _____
PAYMENT FREQUENCY - IN CASE OF INCOME UNITS ONLY PLEASE TICK (✓) THE APPROPRIATE BOX	MONTHLY <input type="checkbox"/>	QUARTERLY <input type="checkbox"/>	SEMIANNUALLY <input type="checkbox"/>	ANNUALLY <input type="checkbox"/>
FOR SYSTEMATIC INVESTMENTS	POST DATED CHEQUES <input type="checkbox"/>	AUTO DEBIT <input type="checkbox"/>	INTERNET BANKING <input type="checkbox"/>	(Please fill in B-3 form for these 3 options separately)

11. BACHAT SAHULIYAT

I/We would like to subscribe the following Bachat Sahuliyat:

- | | | |
|-----------------------------------------------|-----------------------------------------------------------------|---------------------------------------------|
| Tele Bachat Services <input type="checkbox"/> | Web Bachat Services <input type="checkbox"/> | Daily Email of NAV <input type="checkbox"/> |
| Daily SMS of NAV <input type="checkbox"/> | Email of Monthly Fund Manager's Report <input type="checkbox"/> | |

- I/We understand that protecting my/our personal information is important for the Management Company and that the privacy policy of the Management Company is designed to support this objective. However, despite all the precautionary measures taken by the Management Company I/We recognize that there exists the risk of wrongful and / or unauthorized access of confidential information being communicated electronically. Recognizing this risk, I/We hereby waive and discharge the Management Company fully from any implied or express obligation of confidentiality/ non disclosure which may result as a consequence of the Management Company complying with the first request herein above and/or any breakdown, malfunction erroneous or unauthorized transmission or access to the Statement of Account and/ or any claims for any loss or damage accruing to me/us.
- I/We the undersigned, hereby declare that I/We have read, understood and agree to the Terms and Conditions of Tele Bachat mentioned overleaf.

MCB ARIF HABIB Signature / Left Hand Thumb Impression _____



BACHAT SHARIAT KE MUTABIQ

12. DISTRIBUTION		DEFAULT: REINVEST	
Please tick (✓) if you want dividend distribution to be encashed <input type="checkbox"/>			
13. HOW DID YOU HEAR ABOUT US ?			
Newspapers / Advertising <input type="checkbox"/>		Friends / Relatives <input type="checkbox"/>	
Internet / Social Media <input type="checkbox"/>		Others _____ <small>(Please Specify)</small>	
14. DECLARATION AND SIGNATURES			
<p>1. I/We, the undersigned, hereby declare that:</p> <p>(a) the information provided in this Account Opening Form is correct, complete and up-to-date to the best of my/our knowledge and belief and the documents submitted along with this Account Opening Form are complete and valid in all respects;</p> <p>(b) I/We understand that investments in Collective Investment Scheme ("Scheme") will be subjected to Zakat deduction if duly executed Zakat Affidavit (CZ-50) is not submitted along with this Account Opening Form.</p> <p>(c) I/We have read and understood the relevant constitutive documents of the Fund in which I/We am/are investing. I/We understand that all investments in Scheme are subject to market risk and the price of the Scheme's units may go down resulting in loss of principal investment;</p> <p>(d) I/We understand that the Offer Price of the Scheme's Units may include Front-end Load and could be higher than NAV price of the Units;</p> <p>(e) I/We understand that once the investment request has been received by the Investment Facilitator/ Distributor, it cannot be cancelled;</p> <p>(f) I/We understand that Management Company of the Scheme has the sole discretion to allocate/ not to allocate Units of the Scheme.</p> <p>(g) I/We have been provided with the latest Fund Manager Report (FMR) of the Scheme.</p>			
CURRENT PRINCIPAL APPLICANT'S SIGNATURE / LEFT HAND THUMB IMPRESSION	PRINCIPAL APPLICANT'S SIGNATURE AS PER CNIC/ NICOP/ PASSPORT	ATTESTATION OF BRANCH MANAGER AND WITNESSES SHALL BE REQUIRED ONLY IN CASE OF INVESTOR WITH UNSTABLE SIGNATURE OR THUMB IMPRESSION	
		ATTESTATION OF BRANCH MANAGER	WITNESSES (ADULT MALE PERSONS ONLY)
		NAME: _____	NAME: _____
		CNIC: _____	CNIC: _____
		SIGNATURE: _____	SIGNATURE: _____
NAME: _____	CNIC: _____	SIGNATURE: _____	SIGNATURE: _____
15. DETAILS OF JOINT HOLDER (S)			
a) NAME	b) NAME	c) NAME	d) NAME
CNIC/ NICOP/ PASSPORT No.	CNIC/ NICOP/ PASSPORT No.	CNIC/ NICOP/ PASSPORT No.	CNIC/ NICOP/ PASSPORT No.
SIGNATURE	SIGNATURE	SIGNATURE	SIGNATURE
SIGNATURE (AS PER CNIC/ NICOP/ PASSPORT)	SIGNATURE (AS PER CNIC/ NICOP/ PASSPORT)	SIGNATURE (AS PER CNIC/ NICOP/ PASSPORT)	SIGNATURE (AS PER CNIC/ NICOP/ PASSPORT)
16. INVESTMENT FACILITATOR / DISTRIBUTOR DETAILS (FOR OFFICIAL USE ONLY)			
DISTRIBUTOR / FACILITATOR NAME		CODE	Distributor's Stamp with date and time
BRANCH NAME		CITY	
17. REGISTRAR DETAILS (FOR OFFICIAL USE ONLY)			
Date and Time Stamping	FORM RECEIVED BY		Name and Signature
	DATE, FORM AND ATTACHMENTS VERIFIED BY		Name and Signature
	DATA INPUT BY		Name and Signature
For any complaint/query/suggestion, please email at mcbah.qa@mcbah.com			
<p>MCB-Arif Habib Savings and Investments Limited</p> <p>Head Office: 24th Floor, Centrepoint, Off Shaheed-e-Millat Expressway, Near K.P.T. Interchange, Karachi-74900 UAN: (+92-21) 11-11-622-24 (11-11-MCB-AH), 111-468-378 (111-INVEST), Fax: (+92-21) 35316080, 35316081 Alhamra Bachat Helpline: 0800-00244, URL: www.alhamrafunds.com, Email: info@alhamrafunds.com</p>			

GENERAL INSTRUCTION:

Investors are requested to complete this application form by using the following details of investment plans under management of MCB Arif Habib Savings & Investments Limited.

Name of Funds / Investment Plans	Associated Fund	Minimum Investment Amount	Payment Instrument in favour of
MCB Islamic Income Fund	MCB IIF	Growth Units PKR 500/- Cash Dividend Units PKR 500/- Income Units PKR 100,000/-	CDC - Trustee MCB Islamic Income Fund
Pakistan International Element Islamic Asset Allocation Fund	PIEF	A & B - PKR 5,000/- C & D - PKR 10,000,000/-	CDC - Trustee Pakistan International Element Islamic Asset Allocation Fund
MCB Pakistan Islamic Stock Fund	MCB PISF	PKR 5,000/-	CDC - Trustee MCB Pakistan Islamic Stock Fund
Hajj Saver Account	PIEF Type 'A'	Rs. 5,000/- (subsequent investment Rs. 1,000/-)	CDC - Trustee Pakistan International Element Islamic Asset Allocation Fund
Target Saver Account	PIEF Type 'A'	Rs. 5,000/- (subsequent investment Rs. 1,000/-)	CDC - Trustee Pakistan International Element Islamic Asset Allocation Fund
Monthly Drawings Account	PIEF Type 'A'	Rs. 500,000/- (subsequent investment Rs. 1,000/-)	CDC - Trustee Pakistan International Element Islamic Asset Allocation Fund
Gulluck Plan (Shariah Complaint)	MCB PISF	Any Amount	CDC - Trustee MCB Pakistan Islamic Stock Fund

Note : For cut-off timings, please visit our website www.mcbah.com. For Pension schemes, please use separate forms (also available website).

Terms and Conditions for Tele Bachat and Web Bachat

These terms and conditions (the **Terms and Conditions**) regulate the Interactive Voice Response (IVR) service offered by MCB-Aff Habb Savings and Investments Limited to the Customers (as defined below).

1. Definitions and Interpretation

All capitalized terms used herein shall have the following meanings:

• **"Administrative Plan"** means the investment plans offered by MCB-AH from time to time which allows Unit holders a focused investment strategy in any one or a combination of Collective Investment Schemes managed by MCB-AH.

• **"Customer"** means and includes the person using the Tele Bachat services who may also be a Unit holder.

• **"Constitutive Documents"** means the trust deed, offering documents and other principal documents governing the formation of a Fund, including all related material agreements.

• **"Collective Investment Schemes"** has the meaning given to it in the NBFC Rules, 2003.

• **"Funds"** means the Collective Investment Schemes and Voluntary Pension Funds managed by MCB-AH.

• **"Instruction"** means any instruction or command purportedly given by the Customer in reference to any Service by using the Tele Bachat services.

• **"IVR"** means Interactive Voice Response.

• **"NAV"** means, in relation to a Fund, the per unit value of that Fund arrived at by dividing the Net Assets (being the excess of the assets over the liabilities of the Fund, such excess being computed in the manner provided in the offering document for the relevant Fund) by the number of Units outstanding in that Fund.

• **"Person"** shall mean and include individuals, company or corporation, sole proprietorship, partnership firm and any other association of persons whether registered or not.

• **"Registered Number"** means a Customer's cellular, LAN or other phone number registered with MCB-AH for using the Tele Bachat services.

• **"Service"** shall mean and include all facilities and services under Tele Bachat services including the following:

- NAV for Funds under management of MCB-AH;
- General information about the Funds under management of MCB-AH;
- Registration service for the subscription by SMS/alerts of NAV for Funds managed by MCB-AH;
- Registration service for the subscription by email alerts of NAV for Funds managed by MCB-AH;
- Appointment request with sales agent of MCB-AH;
- Purchase of units by Customers who are Unit holders;
- Balance inquiry by Customers who are Unit holders;
- Redemption of units in a Fund by Customers who are Unit holders;
- Transfer of units from one Unit holder to another; and
- Conversion of units from one Fund to another Fund within the same Administrative Plan or from one Fund to another Fund of a different Administrative Plan, pursuant to the Constitutive Documents of such Fund, by a Customer who is a Unit holder.

• **"Tele Bachat Services"** means the IVR system to be used by the Customers who are registered with MCB-AH to avail the Services.

• **"TPIN"** shall mean a four digit personal identification number kept by the Customer to access the Services provided under the Tele-Bachat services to the Customer by MCB-AH's Tele Bachat call centre.

• **"Transaction"** means:

- an inquiry by a Customer to know the value of the units (NAV for a Fund multiplied by the number of units held by the Customer in that Fund) held by a Customer in a particular Fund;
- a transaction in relation to transfer of units from one Unit holder to another;
- a transaction in relation to purchase of units by Customers who are Unit holders;
- a transaction in relation to the conversion of the units of the Unit holder from one Fund to another Fund within the same Administrative Plan or from one Fund to another Fund of a different Administrative Plan, pursuant to the Constitutive Documents of such Fund, by a Customer who is a Unit holder; and/or
- the redemption of the units of the Unit holder in a Fund, as the case maybe.

• **"Unit holder"** means a legal or natural person whose name has been entered in the register of the Unit holders of the Fund(s) in which he is holding units, who has been allotted and is holding units in one or more of the Funds managed by MCB-AH, including persons jointly holding units in such Funds.

Words importing the singular shall include the plural or vice versa. A reference to one gender includes a reference to the other gender.

2. General

2.1 By receiving the TPIN, the Customer is deemed to have acknowledged that he has read, reviewed, understood and unconditionally and irrevocably accepted all these Terms and Conditions. These Terms and Conditions form the contract between the Customer and MCB-AH for the use of the Tele Bachat services. These Terms and Conditions are in addition to and not in derogation of the Constitutive Documents for the relevant Fund(s) of which the Customer is a Unit holder and shall be construed in accordance with the applicable law and regulations from time to time. MCB-AH shall have the absolute discretion to amend or supplement any of these Terms and Conditions pertaining to the Tele Bachat services at any time and it shall be notified by hosting the same on the website of MCB-AH or in any other manner as decided by MCB-AH. Such amended Terms and Conditions stipulated by MCB-AH will thereupon apply to and be binding on the Customer. The Customer shall be responsible for regularly reviewing these Terms and Conditions including amendments thereto as may be posted on the website of MCB-AH.

2.2 The Customer shall have no objection to MCB-AH verifying the identity before registering the Customer for Tele Bachat services. The Customer shall register for Tele Bachat facility by providing such personal details as shall be required by MCB-AH from time to time for the purpose of creating the TPIN. MCB-AH shall validate the personal details provided by the Customer to enable the Customer to create the TPIN. In the event that any of the details provided by the Customer are not in conformity with the details available with MCB-AH, MCB-AH shall, at its sole discretion, reject the creation of the TPIN by the Customer and the Customer shall be required to update his personal details with MCB-AH in the manner prescribed by MCB-AH.

2.3 In case of any discrepancy in the details of any transaction carried out in respect of the Customer's account, the Customer shall be obliged to intimate MCB-AH therein in writing within 10 (ten) days of receipt of the [statement of account], in respect of the Customer failing to do so, the [statement] to be deemed to be correct and accepted by the Customer.

2.4 MCB-AH is authorized to provide any information or details relating to the Customer or his account to any third person so far as is necessary to give effect to any instructions or to comply with any order of the Court or of any competent/statutory authority or as is required under applicable law.

2.5 The Customer understands and acknowledges that MCB-AH reserves the right to modify, alter and/or amend, any of the terms and conditions of the Tele Bachat services at its sole discretion. The Customer undertakes to bind himself [and continue to be so bound] by the terms and conditions of the Tele Bachat service, unless the same be modified, altered and/or amended. In the event that the terms and conditions of the Tele Bachat services are so modified, altered and/or amended, the Customer shall not be permitted to proceed with the use of the Service unless he agrees to such modified, altered and/or amended terms (as the case may be).

2.6 The Customer hereby confirms that the Customer shall solely be responsible for all the transactions conducted by using the TPIN over the Tele Bachat services and the same will be deemed to have emanated from such Customer. The Customer agrees that all Instructions transmitted from the Customer's Registered Numbers or by using the TPIN otherwise issued by him, shall be deemed to be written instructions, and are not to be disputed or challenge the validity or enforceability of any such instruction on the grounds that it is made in electronic or oral form.

2.7 The Customer acknowledges that it is his responsibility to inform MCB-AH in case of any change in their Registered Numbers.

2.8 The Customer represents to MCB-AH that the Customer has full power to perform its obligations in accordance with these Terms and Conditions and availing the Tele Bachat services.

3. Security and Confidentiality of information

3.1 The TPIN allotted to the Customer is confidential in nature and the Customer confirms that he will keep the TPIN confidential and will not divulge it to anybody else except for the purpose of using it himself for availing of any facilities as may be offered by MCB-AH under Tele Bachat services from time to time. The Customer also agrees to take all possible care to prevent discovery of the TPIN by any other person. The responsibility for misuse of the TPIN of the Customer is solely of the Customer and MCB-AH shall not be authorized for the use/misuse of the TPIN in any manner whatsoever. Accordingly, the Customer agrees to accept the transactions made through the use/misuse of fraudulent use of the TPIN of the Customer in the same manner as if such transactions were duly authorized by the Customer himself.

3.2 The Customer confirms and assures that he will not share his TPIN with any person(s). Notwithstanding the aforesaid, in the event of the Customer sharing his TPIN with any other person(s), for availing any facilities offered by MCB-AH under Tele Bachat service, then for such disclosure and any consequences of use / misuse of TPIN by such person(s), the Customer shall be solely responsible.

3.3 The Customer shall inform MCB-AH immediately in case his TPIN becomes known to any other person or is lost. MCB-AH may in its absolute discretion, issue to the Customer a new TPIN on similar terms and conditions or under such terms and conditions as MCB-AH may deem fit.

3.4 The Customer shall be fully liable to MCB-AH for every transaction entered into using the Tele Bachat services, whether with or without the knowledge of the Customer and consequences thereof.

3.5 The Customer is aware of all security risks including possible third party interception of his account and the content of his account becoming known to third parties. The Customer accepts that the use of IVR is not the most secure method of accepting and transmitting information and that it involves security hazards and the risk of any loss of information or obtaining of information by any third party will be to his account and MCB-AH shall, in no way, be held responsible for the same and this shall not be considered as a breach of its or its constituent company.

3.6 Any instructions given using the Customer's TPIN shall be deemed to be an instruction received from the Customer and the Customer accepts sole responsibility for use, confidentiality and protection of the TPIN, as well as for all transactions made using such TPIN.

3.7 A Customer's access to Tele Bachat services will be disabled if a wrong TPIN or identification information is entered successively for 3 times or as decided by MCB-AH in its sole discretion from time to time.

3.8 To ensure that the Customer is alone able to access and give instructions, he must at all times:

- safeguard his TPIN and not disclose any details of his TPIN to anyone else (including to a member of MCB-AH staff);
- not record the TPIN in a way whereby it will be legible or accessible to any third party;
- preferably memorize the TPIN and then destroy any record of it;
- not allow anyone to operate the Tele Bachat services on his behalf;
- not have any one overhear while he is using the Tele Bachat services; and
- undertake any other security measures which a person of reasonable prudence will follow/observe to keep his most valuable articles/goods safe and ensure that the same are not misused.

4. Service

4.1 The Customer acknowledges that the price, rates, conditions and charges applicable for a Transaction shall be in accordance with the applicable Constitutive Documents and susceptible to change in accordance with the terms thereof.

4.2 The calculation of the NAV for redemption transactions will be done in accordance with the Constitutive Documents. **[AF Note: We should keep this provision short. What we can consider inserting is what if instructions are received after hours, they will be dealt with on the next day. Client to confirm]**

4.3 The Customer understands that MCB-AH may, at its absolute discretion, alter, suspend or terminate any of the Services completely or partially without any notice to the Customer and without assigning any reasons thereof.

4.4 The Tele Bachat services shall be provided by MCB-AH at the sole discretion of MCB-AH who reserves the right to add, revise, suspend in whole or in part any of the Services provided by it.

5. Charges

5.1 The Customer agrees that he may be charged transaction cost for using any Service, up to Rs. 25 per Transaction. However, MCB-AH may increase the transaction cost from time to time in consideration for the Services provided herein and will notify the same through its website.

6. Liability

6.1 MCB-AH shall have no obligation to verify the authenticity of any transaction/Instruction received or purported to have been received from the Customer other than by means of verification of the TPIN. The Customer understands that MCB-AH disclaims all and any liability, whether direct or indirect, whether arising out of loss of profit or otherwise arising out of any failure or inability by MCB-AH to honor any transaction from the Customer for whatever reason. The Customer understands and accepts that MCB-AH shall not be responsible for any of the risks. The Customer also accepts that MCB-AH has disclaimed all liability in respect of the said risks.

6.2 The Customer acknowledges that the Service is dependent on the infrastructure, connectivity and services provided by the telephone service providers and other factors. The Customer accepts that timeliness, accuracy and readability of SMS/alerts/information shall depend on factors affecting the telephone service providers. MCB-AH shall not be liable for non-delivery or delayed delivery of SMS/alerts/instructions/information, payments, error, loss or distortion in transmission of information and instructions to/from the Customer.

6.3 The Customer shall not interfere with, alter, amend, tamper with or misuse in any manner whatsoever the Tele Bachat services and in the event of any damage or loss due to improper or fraudulent use by the Customer, he / she shall be liable himself.

6.4 The technology for enabling the Services offered by MCB-AH using the Tele Bachat service can be affected by virus or other malicious, destructive or corrupting code, programme or interceptions. This could result in delays in the processing of Instructions or failure in the processing of instructions and other such failures and disabilities. The Customer shall not hold MCB-AH liable for any such instance.

6.5 The Customer understands and accepts that the offer price or redemption price of units of the Funds may change from time to time and that MCB-AH shall not be responsible or held liable for quoting or misquoting any price whatsoever.

6.6 The Customer acknowledges having read and understood these terms and conditions. The Customer accepts and agrees to be bound by these terms and conditions including those excluding MCB-AH's liability.

6.7 MCB-AH shall not be liable for any loss or damage to the Customer as a result of making or not making the Tele Bachat service available to the Customer, including direct, indirect, consequential or special loss, even if MCB-AH has been advised of the same.

- acting on Instructions received by MCB-AH through the use of the TPIN;
- any reliance on financial information provided as part, or by means of, the Tele Bachat services; and
- loss or distortion of data during transmission or other faults in the telecommunication network, or a network failure.

7. Indemnity

7.1 The Customer indemnifies and agrees to keep MCB-AH, including its officers, employees and agents, at all times saved, defended, harmless and indemnified from and against any and all loss, costs, outgoings, expenses, claims, actions, damages or consequences whatsoever on a full indemnity basis that they may suffer as a result of or in consequence of MCB-AH providing the Tele Bachat services.

7.2 In consideration of MCB-AH providing the Customer with the IVR Tele Bachat services, the Customer agrees to keep MCB-AH, its associated companies, their officers, employees, successors and assigns safe, harmless and indemnified from and against all actions, claims, demands, proceedings, loss, damages, costs, charges and expenses whatsoever which MCB-AH or its constituent companies may at any time incur, sustain, suffer or be put to as a consequence of or arising out of the Customer's use of the said Services.

8. Governing Law

8.1 The validity, construction and performance of these Terms and Conditions shall be governed by and be interpreted in accordance with the laws of the Pakistan.

8.2 In the event of any disputes between the Parties arising out of these terms and conditions or any matter related thereto, including as to the respective rights and liabilities of the Parties or the interpretation of the terms and conditions, the Parties shall refer the matter to arbitration by two arbitrators, one each appointed by both the parties and in the event of lack of consensus between the two arbitrators, the matter shall be referred to an umpire to be selected by the two arbitrators before the commencement of the reference. The joint decision of the arbitrator or the decision of the umpire, as the case may be, shall be final and binding upon both the Parties.

8.3 The arbitration shall be held in accordance with the Arbitration Act 1940, or any amendment or re-enactment thereof. The arbitrators as well as the umpire shall be the presidents or chief executive officers of a reputable bank or financial institution or a corporate brokerage house or an asset management company. The arbitration as aforesaid shall be a condition precedent to any action in a Court of law. The venue of arbitration shall be Karachi.

9. Waiver

9.1 No forbearance, delay or indulgence by MCB-AH in enforcing the provision of these Terms and Conditions between MCB-AH and the Customer shall prejudice or restrict the rights of MCB-AH nor shall any waiver of its rights in relation to a breach of these Terms and Conditions operate as a waiver of any subsequent breach and no right, power or remedy given or reserved to the MCB-AH under the agreement is exclusive of any other right, power or remedy available to MCB-AH and each such right, power or remedy shall be cumulative.

10. Severability

10.1 If any provision of these Terms and conditions is held to be ineffective, unenforceable or illegal for any reason, such decision shall not affect the validity or enforceability of any or all of the remaining provisions of these Terms and conditions.

Investment Application Form

		INVESTMENT FORM “ID-B-1” No. B-1/MA-001	
Date: <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/>		Please write in block letters using black ink	
1) Investor's Details			
Title of Investor Account (as per CNIC/ NICOP)		CNIC/NICOP	
Investor Registration Number (For Existing Investor)		Passport No. (For Foreigners Only)	
2) Investment Details			
Name of the Scheme/ Investment Plan	Type of Units	Class of Units	Amount in Figures (Rs) / Amount in words
(a)			
(b)			
(c)			
<p>WE DO NOT ACCEPT CASH OR BLANK/BEARER CHEQUE We would like to inform all our investors that the Management Company has a policy not to accept cash or blank/bearer cheques for investments in schemes managed by it. Investors are advised to prepare their payment instruments (crossed payees account cheques, pay-order or demand drafts) in favor of Trustee of respective scheme. The complete names of schemes and their types and classes of units are mentioned on the back side of the investment form as well as in their respective Offering Documents. Investors are also advised not to give cash to any person on behalf of schemes and always use plain Investment Form without any cutting or marking on it.</p> <p>COOLING-OFF RIGHT FOR INDIVIDUAL UNIT HOLDERS: All Individual Unit Holders have a right to obtain a refund of their first time investment only (cooling-off right) in a Collective Investment Scheme (CIS) managed by MCB-Arif Habib Savings and Investments Limited (MCB-AH). The Unit Holder may exercise cooling-off right within three (3) business days commencing from the date of issuance of investment report as per Circular No.26 of 2015 (cooling-off period). For this purpose, the Unit Holder shall send a written request to Investor Services Department of MCB-AH at one of its Registered Addresses. The refund pursuant to the exercise of a cooling-off right shall be paid to the Unit Holder within six (6) business days of receipt of written request from the Unit Holder in accordance with the Direction No. 31 of 2016 issued by Securities and Exchange Commission of Pakistan.</p>			
Mode of Payment <small>Please tick (✓) the appropriate box</small>	Cheque <input type="checkbox"/>	Payment order <input type="checkbox"/>	Demand Draft <input type="checkbox"/> Bank Transfer <input type="checkbox"/> Online Transfer <input type="checkbox"/>
Drawn on (Bank and Branch Name)	Cheque/ PO/ DD No.		
Payment Frequency - Applicable only if Income Units are selected in section (2) above <small>Please tick (✓) the appropriate box</small>	Monthly <input type="checkbox"/>	Quarterly <input type="checkbox"/>	Semiannually <input type="checkbox"/> Annually <input type="checkbox"/>
For Systematic Investments <small>(Please fill in B-3 form for these 3 options separately)</small>	Post Dated Cheques <input type="checkbox"/>	Auto Debit <input type="checkbox"/>	Internet Banking <input type="checkbox"/>
3) Declaration and Signatures			
<p>1. I/We, the undersigned, hereby declare that:</p> <p>(a) I/We understand that investments in scheme will be subject to Zakat deduction if duly executed Zakat Affidavit (CZ-50) is not submitted along with the Account Opening Form.</p> <p>(b) I/We have read and understood the relevant constitutive documents of the scheme in which I/We am/are investing. I/We understand that all investments in schemes are subject to market risk and the price of the scheme's units may go down resulting in loss of principal investment;</p> <p>(c) I/We understand that the Offer Price of the scheme's Units may include Front-end Load and could be higher than NAV price of the Units;</p> <p>(d) I/We understand that once the investment request has been received by the Investment Facilitator/ Distributor, it cannot be cancelled;</p> <p>(e) I/We understand that Management Company of the scheme has the sole discretion to allocate/ not to allocate Units of the scheme.</p> <p>2. I/We, the undersigned hereby assure to the Management Company that the proceeds invested in the scheme are not derived from money laundering or illegal activities.</p> <p>3. I/We, hereby declare that I/We have been provided with the latest Fund Manager's Report (FMR) of the schemes.</p>			
Institutional Investor	Individual Investor	Attestation of Branch Manager and Witnesses shall be required only in case of Investor with unstable signature or thumb impression	
Company Stamp	Principal Applicant's Signature and/or Left Hand Thumb Impression	Attestation of Branch Manager	Witnesses (Adult Male Persons only) Name: _____ CNIC: _____ Signature: _____ Name: _____ CNIC: _____ Signature: _____
Authorised Signatories / Joint Holder(s)			
(a) Name:	Signature:	(b) Name:	Signature:
(c) Name:	Signature:	(d) Name:	Signature:
4) Investment Facilitator / Distributor Details (For Official Use Only)			
Distributor/Facilitator Name	Code	City	Distributor's Stamp with date and time
5) Registrar Details (For Official Use Only)			
Date and Time Stamping	Form received by	Name and Signature	
	Date, Form and attachments verified by	Name and Signature	
	Data input by	Name and Signature	
For any complaint/query/suggestion, please email at mcbah.qa@mcbah.com			
<p>MCB-Arif Habib Savings and Investments Limited</p> <p>Head Office: 24th Floor, Centrepoint, Off Shaheed-e-Millat Expressway, Near K.P.T. Interchange, Karachi-74900 UAN: (+92-21) 11-11-622-24 (11-11-MCB-AH), 111-668-378 (111-INVEST), Fax: (+92-21) 35316080, 35316081 Bachat Helpline: 0800-62224, URL: www.mcbah.com, Email: info@mcbah.com</p>			
			

GENERAL INSTRUCTION:

Investors are requested to complete this application form by using the following details of investment plans under management of MCB Arif Habib Savings & Investments Limited.

Name of Funds / Investment Plans	Associated Fund	Minimum Investment Amount	Payment Instrument in favour of
MCB Islamic Income Fund	MCB IF	Growth Units PKR 500/- Cash Dividend Units PKR 500/- Income Units PKR 100,000/-	CDC - Trustee MCB Islamic Income Fund
Pakistan International Element Islamic Asset Allocation Fund	PIEF	A & B - PKR 5,000/- C & D - PKR 10,000,000/-	CDC - Trustee Pakistan International Element Islamic Asset Allocation Fund
MCB Pakistan Islamic Stock Fund	MCB PSF	PKR 5,000/-	CDC - Trustee MCB Pakistan Islamic Stock Fund
Hajj Saver Account	PIEF Type 'A'	Rs. 5,000/- (subsequent investment Rs. 1,000/-)	CDC - Trustee Pakistan International Element Islamic Asset Allocation Fund
Target Saver Account	PIEF Type 'A'	Rs. 3,000/- (subsequent investment Rs. 1,000/-)	CDC - Trustee Pakistan International Element Islamic Asset Allocation Fund
Monthly Drawings Account	PIEF Type 'A'	Rs. 500,000/- (subsequent investment Rs. 1,000/-)	CDC - Trustee Pakistan International Element Islamic Asset Allocation Fund
Gulruk Plan (Shariah Compliant)	MCB PSF	Any Amount	CDC - Trustee MCB Pakistan Islamic Stock Fund

Note : For cut-off timings, please visit our website www.mcbah.com. For Pension schemes, please use separate forms (also available website).