

**ANNEX**

**Information/Documents to be submitted with respect to Application for  
“External Pension Scheme (“scheme”)”.**

<b>1</b>	Duly completed and signed application form
<b>2</b>	Prescribed Processing and/or Annual Fee(s).
<b>3</b>	Details of any other licence(s)/registration(s) which the Applicant holds and name of the licence(s) and issuing authority, and any restriction(s) imposed.
<b>4</b>	A draft copy of the operations and compliance manual
<b>5</b>	A copy of the constitutive documents of the scheme including certified true copy of the documents governing the formation of the scheme, including the constitution of the scheme, rules of the scheme, trust deeds, charter or Articles of a Foundation, memorandum and articles of association;
<b>6</b>	Duly completed and signed Personal Questionnaire Form for each member of the governing body including their respective CV details, Bank reference and copy of ID/Passport
<b>7</b>	A copy of the written investment policy of the applicant, where applicable
<b>8</b>	All contractual agreements between the governing body and third parties, where applicable;
<b>9</b>	Latest actuarial report of the scheme, where applicable
<b>10</b>	Any leaflets or other informative documents including advertising materials meant for members or prospective members
<b>11</b>	Customer due diligence documents on the Applicant where applicable
<b>12</b>	Customer due diligence documents on the functionaries, to the scheme where applicable