

**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, Risk Factors mentioned in clause 2.10, Taxation Policies mentioned in Clause 7 and Warnings in Clause 9 before making any investment decision.

## **OFFERING DOCUMENT OF**

### **AL-AMEEN ISLAMIC FINANCIAL PLANNING FUND – IV (AIFPF-IV)**

**(Wakalatul Istithmar based Fund of Funds Scheme)**

**Consolidated till 21-10-2019**

**MANAGED BY**

**UBL FUND MANAGERS LIMITED**

Duly Vetted by

Mufti Muhammad Hassan Kaleem (SECP/IFD/SA/002)  
Mufti Muhammad Najeeb Khan (SECP/IFD/SA/003)

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## OFFERING DOCUMENT OF

**Al-Ameen Islamic Financial Planning Fund – IV  
(AIFPF-IV)**

**MANAGED BY**

**UBL FUND MANAGERS LIMITED**

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

**Date of Publication of Offering Document Dated 26-09-2019**

**Pre IPO Date** [REDACTED]  
**One Day IPO Date** [REDACTED]

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The Al-Ameen Islamic Financial Planning Fund - IV (the Fund/the Scheme/the Trust/the Unit Trust/AIFPF-IV) has been established through a Trust Deed (the Deed) dated 10-09-2018, under the Trust Act, 1882 entered into and between **UBL Fund Managers Limited**, the Management Company, **Central Depository Company of Pakistan Limited**, the Trustee.

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### **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 Allocation Plans under **Al-Ameen Islamic Financial Planning Fund-IV** and registered (AIFPF-IV) as a notified entity under the Non-Banking Finance Companies and Notified Entities Regulations 2008 ("Regulations") vide Letter No SCD/AMCW/AAIF/53/2019 dated 2<sup>nd</sup> Sep 2019, SECP has approved this Offering Document, under the Regulations vide Letter No SCD/AMCW/AIFPF-IV/75/2019, dated 26-09-2019.

**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 **Al-Ameen Islamic Financial Planning Fund - IV** (the "Fund", the "Scheme"). It sets forth information about the Fund and Allocation Plans that a prospective investor should know before investing in any class of Units. The provisions of the Trust Deed, the Rules, the Regulations, circulars, directives etc. as specified hereafter govern this Offering Document.

Prospective investors in their own interest are advised to carefully read this Offering Document to understand the Investment Policy, Risk Factors, Warning and Disclaimer. If the prospective investor has any doubt about the contents of this Offering Document, he/she/it should consult their investment advisers, legal advisers, bank managers, stockbrokers, or financial advisers to seek independent professional advice before investing.

**Investors must recognize that the investments involve varying levels of risk. The portfolio of the Fund consists of investments, listed as well as unlisted that are subject to market fluctuations and such risks are 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 2.10 and Clause 9 respectively in this Offering Document.**

**(All Investments of the Fund shall be in accordance to the Islamic Shariah. It is possible that adherence to the Islamic Shariah will cause the Fund to perform differently from Funds with similar objectives, but that are not subject to the requirements of Islamic Shariah)**

### **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/13/UBLFML/AMS/06/2019 dated June 17, 2019 & License No. SCD/AMCW/UBLFM/12/2016 dated July 15, 2016 granted by SECP to UBL Fund Managers to carry out Asset Management and Investment Advisory Services, respectively;
- (2) SECP's Letter No. SCD/AMCW/AIFPF-IV/81/2018 dated 05<sup>th</sup> Sep 2018 approving the appointment of CDC as the Trustee of the Fund;
- (3) Trust Deed (the Deed) of the Fund;
- (4) SECP's Letter No. SCD/AMCW/AAIIF/53/2019 dated 2<sup>nd</sup> Sep 2019 registering the Fund in terms of Regulation 44 of the NBFC and Notified Entities Regulations 2008;
- (5) Letters from EY Ford Rhodes. Auditors of the Fund , consenting to the issue of statements and reports;
- (6) Letter from **Muhammad Hassaan Kaleem & Muhammad Najeeb Khan**, Shariah Advisers of the Fund, consenting to act as Shariah advisers of the Al- Ameen Islamic Financial Planning Fund-III, and consenting on the contents of the Offering Document;
- (7) SECP's letter No. SCD/AMCW/AIFPF-IV/75/2019, dated 26-09-2019 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 **10-09-2018** between:

**UBL Fund Managers Limited**, a Non-Banking Finance Company incorporated under the Companies Ordinance 1984 and licensed by SECP to undertake asset management services, with its principal place of business at 4th Floor, STSM Building, Beaumont Road, Civil Lines Karachi, as the Management Company; and

**Central Depository Company of Pakistan Limited**, a public limited company incorporated in Pakistan under the Companies Ordinance 1984 and registered with the Securities & Exchange Commission of Pakistan as a central depository company, having its registered office at CDC House, 99-B, Block 'B' S.M.C.H.S., Main Shakra-e-Faisal, Karachi, Pakistan as the trustee.

### **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.

*(Furthermore, all Investments of the Fund Property shall be in accordance with the Islamic Shariah as advised by the Shariah Advisor. The Fund shall also be subject to 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 and the Shariah Advisor, 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.

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 by each of the Allocation Plans 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 of the pertinent Allocation Plan.

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 an Islamic Bank, and Islamic Banking windows of conventional bank, of minimum rating of A- (A minus), as advised by the Management Company or allowed for the Fund of Funds category from time to time.

### **1.5 Offering Document**

The provisions of the Trust Deed, the Rules, the Regulations, circulars and the Directives 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.

### **1.6 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.

## 1.7 Responsibility of the Management Company for information given in this Document

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

## 1.8 Open-End Fund

“Al-Ameen Islamic Financial Planning Fund - IV” shall be an open-end Shariah Compliant Fund of Funds Scheme that aims to earn a potentially high return through dynamic asset allocation between various shariah compliant asset classes based on the characteristics of respective Allocation Plans. It shall offer Units on a continuous basis during and after the Initial Offering Period; however, term-based plans, may be offered for a limited subscription period.

## 1.9 Structure of Scheme

- 1.9.1 “Al-Ameen Islamic Financial Planning Fund - IV” has been constituted in the form of a Trust Scheme that shall invest in other Shariah Compliant Collective Investment Schemes, Cash in Bank Accounts & Shariah Compliant Money Market Component (Saving Accounts & Term Deposit Receipts of Islamic banks & Islamic windows of conventional banks having a rating of AA- & above in case of CPPI based Plans) as specified in the Investment Policy contained herein and SECP Circular No. 7 of 2009, as may be amended or substituted from time to time.
- 1.9.2 The duration of the Fund is perpetual; however the Fund shall offer various Allocation Plans based on their structure of fixed maturity & perpetual, CPPI based methodology or active allocation.
- 1.9.3 The Fund shall offer multiple Allocation Plans, hereafter, investing in Shariah Compliant Collective Investment Schemes, Cash in bank accounts & Shariah Compliant Money Market Component (Saving Accounts & Term Deposit Receipts of Islamic banks & Islamic windows of conventional banks having a rating of AA- & above in case of CPPI based Plans), as allowed by the Commission. However, only one allocation plan i.e. **Al-Ameen Islamic Active Allocation Plan – XIV (AIActAP-XIV)** shall be offered initially. Subsequently additional Allocation plans shall be launched via Supplemental to this Offering Document with the consent of the Trustee and approval of the SECP
- 1.9.4 The Management Company may provide additional Allocation Plans with prior consent of the Trustee and approval of the Commission, and should announce the same by Supplementary Offering Documents.
- 1.9.5 Each Allocation Plan will announce separate NAVs which will rank pari passu inter se according to the number of Units of the respective Allocation Plans.
- 1.9.6 Investors of the Fund may hold different types of Allocation Plans and may invest in any one or more of the available Allocation Plans.
- 1.9.7 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 or Back End Load (Deferred Sales Load) which may be applicable on redemption on certain classes of Units of Allocation Plan(s) as described in “Annexure B” for the respective Allocation Plan.
- 1.9.8 The minimum size of the Scheme shall be of such amount as specified in the Regulations.

## 1.10 Initial Offer and Initial Offering Period

Initial Offer is made during the Initial Offering Period (Pre-IPO & IPO) which will be                      **Business Days** for the following underlying Allocation Plan:

- A. **Al-Ameen Islamic Active Allocation Plan-XIV** beginning at the start of the banking hours on                      and shall end at the close of the Banking Hours on                     .

During the Initial Offering Period, the Units shall be offered at Initial Price. No Units shall be redeemable during the Initial Offering Period.

#### **1.11 Transaction in Units after Initial Offering Period**

- (a) Subsequent to the Initial Offering Period, the offer of Units of the respective Allocation Plan(s) at the Initial Offer Price shall discontinue. The Units of the respective Allocation Plan(s) 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 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.

#### **1.12 Principal Preservation (for CPPI Methodology based Plans only)**

(a) Principal Preservation is envisaged to be provided through the use of CPPI methodology and the Investment structure of the respective Allocation Plan as detailed in Clause 2 and not through an undertaking by the Management Company or Trustee.

(b) Principal Preservation means that the Net Realizable Value of investment shall not fall below the Initial Investment Value subject to Clause 1.12 (a) above, provided the investment is held till maturity from the commencement of life of plan as per the investment policy of the respective Allocation Plan(s) specified in the Offering Document. The Principal Preservation period shall begin from the commencement of the Life of the respective Allocation Plan.

(c) The investments in the Principal Preservation Segment of the Plan(s), as specified in Clause 2.2.2 under the "Allocation Plans" section of the Offering Document of the Plan(s) shall only be triggered, on an occurrence of the Bond Event.

(d) Principal Preservation shall not be valid if Units of the Plan(s) are redeemed before maturity as per the investment policy of the Plan(s) and a Contingent Load & Back End Load (Deferred Sales Load) shall be charged on certain classes of units, as per details in (Annexure B) of the Offering Document.

(e) Any redemption of units during the Life of Plan on a specified date would be based on the NAV of the respective Plan on the day it is received within the cut-off time, as specified in Annexure B and will be charged a Contingent Load & Back End Load (Deferred Sales Load) and the Principal Preservation does not apply if such redemption is made before maturity..

(f) Principal Preservation is only valid in terms of the current tax and legal environment of Pakistan and is subject to force majeure factors as specified in Clause 10.7 "Force Majeure" of this Offering Document.

(g) Principal Preservation is also not valid in case the Plan is terminated before the maturity as defined in the Offering Document of the respective Plan(s).

(h) The Plan shall be closed for new subscriptions after the close of the Initial Offering Period & Subscription Period as defined in the Offering Document.

(i) The Plan may be re-opened from time to time as and when determined by the Management Company with prior approval of the Commission under intimation to Trustee and after providing notice to the investors in order to protect the interests of the existing Unit Holders of the respective Plan(s).

(j) Investments of the proceeds from subsequent investments will be treated in the same manner as specified in Clause 1.12 (a) above will also be eligible for Principal Preservation.

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



## 2.1 Investment Objective

AIFPF-IV is an open-end Shariah Compliant Fund of funds Scheme that aims to generate returns on Investment as per the investment policy of the respective Allocation Plan in line with the risk tolerance of the Investor.

## 2.2 Allocation Plans

The following Allocation Plan is offered under this Offering Document:

### a) Al-Ameen Islamic Active Allocation Plan-XIV (AIActAP-XIV)

The Management Company may provide additional and/or amend existing Allocation Plans with prior approval of the Commission, and may announce the same by Supplementary Offering Documents as covered in clause 1.9.4.

### 2.2.1 Investment Objectives of Allocation Plans

- A. The “**Al-Ameen Islamic Active Allocation Plan–XIV (AIActAP-XIV)**” is an Islamic Active Allocation Plan under “Al-Ameen Islamic Financial Planning Fund - IV” with an objective to earn a potentially high return through active asset allocation between Islamic Dedicated Equity Scheme, Islamic Income Scheme and Islamic Money Market Scheme based on the Fund Manager’s outlook on the asset classes.

### 2.2.2 “Allocation Plans” and underlying allocations to Mutual Funds:

The indicative minimum allocation of the Allocation Plan to underlying Mutual Funds shall be as stated below:

#### A. For Al-Ameen Islamic Active Allocation Plan-XIV (AIActAP-XIV)

Allocation Plan	Indicative % allocation invested in each CIS Category		
	Islamic Dedicated Equity Scheme	Islamic Income Scheme	Islamic Money Market Scheme
Al-Ameen Islamic Active Allocation Plan – XIV	0% - 100%	0% - 100%	0% - 100%

**Note:** 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.

- 2.2.3 **Approved “Collective Investment Schemes”:** Following table provides the list of Collective Investment Schemes of various categories in which the Allocation Plans may invest, as per their objectives:

<b>Al-Ameen Islamic Active Allocation Plan-XIV (AIActAP-XIV)</b>		
<b>Categories of Collective Investment Schemes</b>		
<b>Islamic Money Market Scheme</b>	<b>Islamic Income Scheme</b>	<b>Islamic Dedicated Equity Scheme</b>
Al-Ameen Islamic Cash Fund	Al-Ameen Islamic Sovereign Fund	Al-Ameen Islamic Dedicated Equity Fund

2.2.4 The Allocation Plans under this Scheme shall invest only in permissible Shariah Compliant Collective Investment Schemes (clause 2.2.3) or in cash and/ or near cash instruments, as per the CIS categories and percentages defined in table in clause 2.2.2, and as approved by the Commission and Shariah Advisor.

2.2.5 **The Benchmarks of Allocation Plans are as follows:**

<b>Benchmark of AIActAP-XIV</b>	
<b>Weighted Average of below on the basis of actual proportion held by the plan</b>	
<b>Three (3) months average deposit rates of three (3) AA rated islamic banks or islamic windows of conventional banks as selected by MUFAP</b>	Islamic Money Market Scheme
<b>Six (6) months PKISRV rates</b>	Islamic Income Scheme
<b>KMI-30 Index</b>	Islamic Dedicated Equity Scheme

2.2.6 **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 Schemes available to it with the prior approval of the SECP. Provided that the Management Company shall only invest or divest in/from funds that are categorized according to SECP Circular No. 7 of 2009 in the CIS Categories mentioned in the table in Clause 2.2.3.

2.2.7 **Addition or removal of Asset Classes:** The Management Company may add or remove a CIS Category mentioned in Clause 2.2.3, with prior consent of Trustee and Approval of the Commission, and may announce the same by a Supplementary Offering Document(s) Addition, Removal or Changes to existing Allocation Plans:

The Management Company may add, remove or amend Allocation Plans with prior consent of the Trustee and approval of the Commission, and may announce the same by a Supplementary Offering Document(s), giving 90 days prior notice to the Unit Holders as specified in the regulation.

2.2.8 **Asset Allocation in term-based Plans**

1. For “**Al-Ameen Islamic Active Allocation Plan–XIV (AIActAP-XIV)**”, the Management Company shall actively manage the allocations, from time to time, subject to the specified limits as per Clause 2.2.2 (A)

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 an Islamic Bank, and

Islamic Banking windows of conventional bank, of minimum rating of **(AA- & above for Principal Preservation Plan only)**, or as allowed for “Fund of Funds” category from time to time. 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 or to be kept for meeting the redemption requirements etc., 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, the 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 the Management Company determine to be in the best interest of the Unit Holders 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 Plans 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 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 Al-Ameen Islamic Active Allocation Plan -XIV (AIActAP-XIV)**

**Investment Policy:**

- 2.2.13.1 The allocation plan will be actively allocated between Islamic (Dedicated Equity\*, Income & Money Market) based Collective Investment Schemes.  
\* Equity allocation may only be invested in “Shariah Compliant Dedicated Equity Fund”.
- 2.2.13.2 Active Allocation means that the Management Company may, from time to time, change the allocations to Islamic Dedicated Equity Scheme, Islamic Money Market Scheme and Islamic Income Scheme based on the Fund Manager’s outlook for the asset-classes.
- 2.2.13.3 Initially, the Management Company may seek to invest in the following Collective Investment Schemes:

<b>Islamic Dedicated Equity Scheme</b>	<b>Islamic Money Market Scheme/ Islamic Income Scheme</b>
Al-Ameen Islamic Dedicated Equity Fund	Al-Ameen Islamic Cash Fund Al-Ameen Islamic Sovereign Fund

The Management Company may invest or divest in/ from Islamic Collective Investment Schemes (CIS) mentioned in 2.2.13.3 above. The Management Company may also invest in any other Collective Investment Schemes\* available to it, as categorized according to SECP Circular 7 of 2009 in either of the above mentioned asset classes and comply with the requirements of clause 2.2.13.2 above.

\* Equity allocation may only be invested in “Islamic Dedicated Equity Funds”.

#### 2.2.14 Basic features of Al-Ameen Islamic Active Allocation Plan -XIV (AIActAP-XIV)

- a) **Term/ Duration of the Allocation Plan:** The duration of the plan is 2 (Two) Years from the commencement of life of Plan).
- b) **Initial Offering Period:** The plan will be open for subscription from [REDACTED] to [REDACTED], both days inclusive. Subscription for the plan is for limited time period only. Only Class “A” Units shall be issued to investors at the Offer Price, during initial offering period. The units shall be subject to Front-end and a Contingent Load. Class “B” shall be issued as Bonus units. Class “C” units shall be issued as “Dividend re-Investment units”.
- c) **Front End Load:** 0% to 3% (as per Annexure B stated below)\*
- d) **Contingent Load on withdrawal:** A contingent load as per Annexure ‘B’ shall be applicable in case of redemption before the completion of two (2) years from the commencement of Life of Plan.
  - i. 4% of NAV if withdrawn during First Year
  - ii. 2% of NAV if withdrawn during Second Year
  - iii. 0% after Second Year

\*Management Company may waive the Front-End Load fully or partially at its own discretion to any investor.

#### 2.3 Investments outside Pakistan

Investments outside Pakistan shall be subject to prior approval from the Commission, the Shariah advisor and the SBP. Such Investments may be made up to 30% of net assets of the Fund and are subject to a cap of US\$15 million.

#### 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 Shariah advisors from time to time.

#### 2.5 Changes in Investment Policy

The investment policy of Allocation Plans will be governed by the Regulations and/or SECP directives. Any Fundamental change in the Investment Policy of any Allocation Plan will be implemented only after obtaining prior approval from SECP and giving 90 days prior notice to the Unit Holders as specified in the regulation.

#### 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-Shariah Compliant Instruments and against the guidelines of Shariah Advisor of the Fund.
  - ii. Purchase or sell -
    - a. Bearer securities;
    - b. Securities on margin;
    - c. Real estate, commodities or commodity contracts;
    - 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. however the Management Company may invest the subscription money in money market scheme managed by the management company during the Pre-IPO & IPO 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
  - 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 conventional banks shall not be lower than **(AA- & above for CPPI based Plan only)**, or as allowed for "Fund of Funds" category from time to time.
  - xxi. Rating of any bank of DFI with which the Funds are placed should not be lower than A- (A minus).
- (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 2.2.6 above, and/or other Authorized Investments (unless otherwise allowed under the Rules, Regulations, and/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).

## **2.7 Exemption to Investment Restrictions**

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

## **2.8 Shariah Compliant Financing Arrangements Restrictions**

- (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 shariah compliant financing for account of the Scheme, with the approval of the Trustee and Shariah Advisor, 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 financing, 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 financing.

- (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 financing, 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.
- (e) All financing shall be done only through Islamic Banks, Islamic Banking windows of conventional banks, Islamic Financial institutions under Islamic Shariah based financial contracts.

## **2.9 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 of the total amount of securities issued, or, the directors and officers of the Management Company own more than ten per cent 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) For the purpose of sub-paragraphs (a) and (b) above the term director, officer and employee shall include spouse, lineal ascendants and descendants, brothers and sisters.
- (e) 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.

## **2.10 Risk Disclosure**

The Management Company shall ensure that effective risk control measures are in place for the protection of the Unit Holder's interests.

The objective of the risk control process is to endeavor to monitor and manage the various types of risks, including market risks, credit risks and operational risks, with a view to achieving the investment objective of the allocation plan.

### **2.10.1 Risk Control in the Investment Process**

The Management Company shall ensure that effective risk control measures are in place for the protection of the Unit Holder's interests.

The objective of the risk control process is to endeavor to monitor and manage the various types of risks, including market risks, credit risks and operational risks, with a view to achieving the investment objective of the allocation plan.

The Fund is subject to the following risks:

Our target return / dividend range cannot be guaranteed and it should be clearly understood that the portfolio of the Allocation Plans 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:

**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.

**Gap Risk (for CPPI Based Plan)** – This risk pertains to the Gap event where the Portfolio Value falls below the Present Value (bond floor) of the principal preservation amount required at maturity.

The performance of the Plan may be affected by changes in risk associated with trading volumes, liquidity and settlement systems in equity and debt/money markets.

Unit-holders are not being offered any guaranteed returns

The CPPI Methodology shall be used for Preservation of the principal. In the event the methodology does not accurately evaluate and determine a suitable asset allocation pattern or the structure of portfolio, this may impact the ability of the Plan to provide Principal Preservation on the Maturity Date.

The Plan, in its endeavor to seek Principal Preservation, may allocate the entire portfolio to underlying investments in the Principal Preservation Segment under the Authorized investments in clause 2.2.2 and Units of the Plan may remain invested in such underlying investments for the entire tenure of the Plan without any participation in the Islamic equity component of the Investment Segment

At times of high volatility in the equity markets or any other circumstances, it may not be possible to carry out the portfolio rebalancing. In such a case, the reallocation may take place on the next business day or on a business day as deemed appropriate by the Management Company. Such circumstances may affect the Plan's ability to seek Principal Preservation.

As the allocation of portfolio changes from Islamic equity to full Islamic sovereign income/ Islamic money market component consequent to steep fall in equity markets, there may be no participation in subsequent upward movement in the Islamic equity component while the Plan remains invested entirely in the Islamic money market/ Islamic sovereign income component.

**Early termination risk** - If the Plan for any reasons as determined by the Management Company, is terminated, the NAV of the Plan will be subject to fluctuations in the value of the Plan's assets. The Net Asset Value, in this case, may be lower or higher than the Initial Investment Value. The Management Company will refund investors their investment in the Plan based on the NAV per unit without any redemption fee but less bank and administrative charges (if any).

**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

**Credit Risk** - Credit risk is comprised of default risk; credit spread risk and downgrade risk. Each can have a negative impact on the value of the underlying CIS.

**Default risk** is the risk that the issuer will not be able to pay the Interest / Markup / principal obligation, either on time or at all.



**Interest Rate Risk** – A rise or decline in interest rates during the investment term may result in a change in return provided to the investors.

**Country or Political Risk** – The uncertainty of returns caused by the possibility of a major change in the political or economic environment of the country such as break down of law and order, war, natural disasters, etc. and any governmental actions or legislative changes.

**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;

**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 interest rates.

**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.

**Mismatch Risk** – This risk pertains to the event where in case of a Bond Event there is no risk free CIS available for the Plan to invest in that offers the same yield as required for Principal Preservation at maturity.

**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.

**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.

**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.

**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

**Performance Risks of Equity and Income Schemes** – The performance of AIFPF-IV would depend upon performance of the Equity Schemes and Income Schemes in which investments on account of Allocation Plans would be made.

**Distribution Taxation Risk** – Dividend distribution or Return of Capital to investors is liable to tax as per Income Ordinance 2001. The distributions are uniform across all units, therefore 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.

**Shariah non-compliance Risk** - The risk associated with employing funds in investments that are not consistent with the Maqasid e Shariah.

## 2.11 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.

**Disclosure:** 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.

### 3. OPERATORS AND PRINCIPALS

#### 3.1 Management Company

UBL Funds is a wholly owned subsidiary of United Bank Limited (UBL), recognized as one of the trusted names in the banking sector. UBL Funds was incorporated in August 2002, and since then it has been a leader in providing innovative solutions for growing customer needs in a dynamic market. It was the first asset management company (AMC) to be launched by a Bank in Pakistan. The assets under management (AUM) of UBL Funds were Rs. 63.23 billion (As of March 31, 2019), making it one of the largest AMCs with respect to AUM.

UBL Funds has been awarded a Management Quality Rating of “AM1” from JCR VIS Credit Company Limited.

UBL Funds is currently managing Twenty One (21) mutual funds, Twenty Four (24) investment plans and two (2) Voluntary Pension Schemes.

#### 3.2 Organization

##### Principle Shareholders

Name	Paid Up Capital	
	Number of Shares	Amount in Rupees
United Bank Limited	32,870,992	328,709,920
Non-Executive Directors	4	40
Total	32,870,996	328,709,960

**1.1 Board of Directors of the Management Company**

<b>Name</b>	<b>Residential Address</b>	<b>Common Directorship</b>	<b>Occupation</b>
Mr. Azhar Hamid	House No, 44, Khayaban-e-Ghazi, Phase V, DHA, Karachi	Al Baraka Bank (Pakistan) Limited	Banker
Mr. Yasir Qadri	House # 12/2, Gizri Avenue, DHA, Phase 4, Karachi	1. Al Ameen Islamic Financial Services Limited	Business Executive, CEO
		2. Mutual Funds Association Of Pakistan	
Ms. Naz Khan	House No, 58/1, Street 5, Phase V, DHA, Karachi	1. X-Petroleum Limited	Business Executive, CEO
		2. X-Co Partners (Pvt) Limited	
		3. Shell Pakistan Limited	
		4. Pakistan Stock Exchange Limited	
		5. IGI Life Insurance Limited	
		6. Pakistan Human Development Fund ( Member of Investment Committee)	
Syed Furrukh Zaeem	124/11 Khayaban-e-Hilal, Phase 6, D.H.A., Karachi	UBL Insurers Limited	Banker
Mr. Imran Sarwar	House 88/1, 10th Street Off, Khayaban-e-Rahat, DHA, Phase – 6, Karachi	1- Pakistan Mortgage Refinance Company Limited	Banker
		2- UBL Bank (Tanzania) Limited	
Ms. Sadia Saeed	39/2, 22nd Street, Khayaban-e-Mujahid, Phase V, DHA, Karachi.	None	Banker
Mr. Tauqeer Mazhar	House No. 85/2 , 26th Street, Khayaban-e-Bukhari, DHA, Phase VI, Karachi	None	Banker

**Mr. Azhar Hamid**

Mr. Azhar Hamid is an international banker with a career spanning over 41 years with Grindlays Bank, ANZ Bank and latterly Standard Chartered Bank. He was appointed as the first Pakistani Country Head of ANZ Grindlays Bank in Pakistan in 1994. After acquisition of the Bank in 2000 by Standard Chartered Bank, was asked to continue as the Country Head of the combined bank, Retired in 2003. After introduction of a Riba free financial system in Pakistan in 1985, he led the team that established the First Grindlays Modaraba which became the most successful and dominant modaraba company in the Country.

Senior overseas assignments with ANZ Bank include UK, Bahrain, Jordan, and Australia. He has served on the board of Grindlays Bahrain Bank in Bahrain.

Upon retirement in 2003 served as Director Main Board of the State Bank of Pakistan which position he relinquished when asked by the Government to establish a Banking Mohtasib (Ombudsman) function in the Country. He was thus the first Banking Mohtasib (Ombudsman) in Pakistan and completed his 3 years term in May 2008.

He has served as Director on the Board of the Bank of Punjab the position which he relinquished in September 2009 and served on the Board of Burj Bank for 3 years up to end 2015.

He has also served on several Pakistan Government and State Bank of Pakistan committees on economic reforms and monetary policy.

**Mr. Yasir Qadri – Chief Executive Officer**

Mr. Qadri has been associated with the asset management industry for the past 16 years, last serving as CEO of MCB-Arif Habib Savings & investments, prior to which he served as CEO MCB Asset Management where he led the merger that brought together two leading asset managers established by two of the largest local business houses. Mr. Qadri has been member of two founding teams in the industry and has experience in business

development, investment management, product development, and human resource management.

He has previously served as Senior Vice Chairman of the Mutual Funds Association of Pakistan (MUFAP) and continues to chair their Technical Committee for the fourth year running. Mr. Qadri has also been visiting faculty for graduate and undergraduate classes with leading educational institutions of Pakistan and served on pan-industry committees set up by regulators and industry players. He has earned an M.B.A. and a B.B.A. degree from the University of Central Oklahoma, USA.

#### **Ms. Naz Khan**

Ms. Naz Khan has worked as the Chief Financial Officer of Engro Corporation Ltd. During this period she was part of the team at Corp that implemented a successful turn-around through several transactions including restructurings, listings and new projects, which resulted in a tripling of the market cap of the company. Prior to her last role at Engro Corporation she was the CFO of Engro Fertilizers.

Previously, Naz has been involved with the financial markets for over 18 years on the asset management, investment banking and broking sides. She was CEO of KASB Funds from 2005 to August 2010 and earlier has been actively involved in primary as well as secondary markets for both debt and equity securities. She has also held key positions of Executive Director, Head of Money Market and Fixed Income, Head of Investment Advisory Division and Co-Head of Investment Banking Division at KASB Securities Limited, where she led major capital market transactions on the debt and equity side.

Naz has also served on the Boards of Mutual Fund Association of Pakistan (MUFAP), Young Presidents' Organization (YPO) and several of the Engro company boards, including publicly listed companies, as well as the recent project companies of Thar and LNG.

Naz has served as a member of various task forces and committees, including the Debt committees of the SECP and the KSE and is currently a member of the Investment Committee of Pakistan Human Development Fund (PHDF). She has also worked as a consultant for the Asian Development Bank on Mortgage Backed Securities.

Naz holds a B.A. in Economics from Mount Holyoke College, MA, USA and has attended leadership and management courses at INSEAD, Harvard University and Georgetown University.

#### **Sadia Saeed**

Ms. Sadia Saeed has over 30 years of domestic and international banking experience. She has extensive exposure to almost all departments of commercial banking with leadership roles in Human Resources, SME, Credit and Wholesale Banking. She has been a member of Country and Regional Management Committees at MCB Bank, Standard Chartered Bank Pakistan & UAE.

She holds a Master in Business Administration (MBA) from Institute of Business Administration (IBA)-Karachi. She has attended several Leadership, HR and Credit Seminars including HR Strategy in Transforming Organizations (London Business School) and Managing Change & Change of Management in Asia (INSEAD Singapore Campus).

Ms. Sadia Saeed is currently the Group Executive–Human Resource at United Bank Limited (UBL)-Karachi. Prior to joining UBL, she held senior positions at various banks including Standard Chartered Bank and MCB Bank Limited in the capacity of 'Regional General Manager SME Banking' and 'Group Head Human Resources'.

#### **Mr. Imran Sarwar**

Mr. Imran Sarwar has over 25 years of leadership, management, strategy and risk experience in banking. He holds a business degree from Ohio Wesleyan University and Law from the University of Punjab.

Mr. Imran Sarwar is currently the Group Executive –Risk and Credit Policy, Chief Risk Officer at United Bank Limited (UBL)-Karachi. Prior to joining UBL, he held various senior positions at Standard Chartered Bank UAE and Pakistan. His last role was Head of Corporate Banking UAE.

#### **Mr. Tauqeer Mazhar**

Mr. Tauqeer Mazhar, currently Group Head – Branch Banking at UBL, has a banking career spanning over 28 years in Pakistan and abroad. His last assignment was at Habib Bank Limited where he worked for over seven years, first as Business Head Central Region & Chief Representative Punjab and then as Head Branch Operations.

Tauqeer started his career at CitiBank, Lahore. His later career is interspersed with tenures in global institutions like Samba Bank, ABN Amro and KazInvest Bank (Kazakhstan) with senior assignments at CitiBank in UAE, Saudi Arabia and USA.

As Group Head for Branch Banking at UBL he is responsible for areas of Retail, Consumer and SME banking. Tauqeer holds an MBA from LUMS, Lahore.

### **Mr. Syed Farrukh Zaeem**

Mr. Syed Farrukh Zaeem has been associated with UBL as Executive Vice President & Group Head – Treasury & Capital markets for the past 6 ½ Years and brings with him around 20 years of financial market experience. He has played a pivotal role in restructuring the treasury protocols and improved on transparency in running the day to day activity in the Treasury dealing room. He serves as the ALCO secretary for UBL and is a member of risk/investment committees in the Bank. In addition to his domestic treasury management responsibility he also provides necessary support to the International Treasury.

Mr. Zaeem worked as Head Financial markets & Treasurer at American Express Bank Pakistan and was with them for 11 years in different roles. He joined JS Bank as Executive Vice President and Head of Treasury where he played an instrumental role in setting up and running of the new established Treasury for JS Bank.

Mr. Zaeem has been associated with Financial market association of Pakistan (FMAP) from time to time in different capacity. Very recently he was the assistant secretary of FMAP in the year 2011- 2014 where he worked on market development activity & introduction of new financial products. He has also served as General Secretary for FMAP from 2007-2008. He holds a Master's Degree in Business Administration from the Institute of Business Administration, Karachi, Pakistan.

## **Profile of the Management**

### **Mr. Yasir Qadri - Chief Executive Officer**

For background please see the section above.

### **Mr. Ammar Valika – Head of Sales Strategy & Channel Development**

With over 8 years of experience in asset management and management consulting, Ammar holds a B.A in Economics from McGill University, Canada. In his last role he was looking after Institutional & Retail Investments for BMA Financial Services Ltd., Pakistan's first independent financial products distribution company, where he initially joined as Head of Business Development and Strategy.

Previously he worked as a senior consultant for Sidat Hyder Morshed Associates (Watson Wyatt Pakistan) serving on various projects for clients including The World Bank, Asian Development Bank, State Bank of Pakistan, State Life Insurance Company, SingTel (Singapore), Microsoft (Turkey), Motor India Company amongst others.

Ammar has extensive knowledge of the fixed income & equity markets in Pakistan and has strong relationships with High Net Worth Individuals and Corporate clientele nationwide.

### **Mr. Umair Ahmed – Chief Financial Officer**

Mr. Ahmed is an Associate member of the Institute of Chartered Accountant of Pakistan having a professional experience of 14 years with over 9 years in Asset Management industry. During his career, Mr. Ahmed has

mostly remained associated with MCB Arif Habib Savings & Investments Ltd (MCBAH), where he worked for over 8 years and was elevated to the position of its Chief Financial Officer. During his stint with MCBAH, he remained actively involved in Management of the Finance and Fund Operations functions, setting financial strategy, budgeting and forecasting, and providing the financial input to the overall management of the Company.

Prior to joining UBL Funds, Mr. Ahmed was at PIA Investments Ltd as General Manager Finance. Being a member of Senior Management, his primary responsibility included overseeing financial affairs of Company's investments in hospitality sector that were collectively valued at more than US\$600 million."

#### **Mr. Amin Gulamani – Head of Human Resources**

Amin has over 13 years of work experience in the field of human resources both at the strategic and operational level. Prior to his joining UBL Fund Managers, he was associated with the Aga Khan University where he was handling all functions of HR including talent acquisition, retention and development as well as was involved in several change management and organizational development related initiatives. Amin holds a Master's degree in Business Administration with specialization in Human Resources from the Institute of Business Management and a certification in Social Enterprise Management from Lahore University of Management Sciences

#### **Mr. Zeeshan Quddus – Chief Business Development Officer**

Zeeshan is a Chartered Accountant, having qualified in 2003. He completed his Articleship from Ernst and Young. Zeeshan has a diversified experience of working in areas such as finance, Operations, Business Development and Strategic planning. Zeeshan has been associated with many prestigious organizations such as Arif Habib Investments, Al-Meezan Investments and NBP Fullerton Asset Management. Zeeshan has served on various committees including Tax committee of MUFAP, Economic advisory committee of the Institute of Chartered Accountants of Pakistan.

#### **Syed Suleman Akhtar – Chief Investment Officer**

Suleman is a CFA Charter holder and, has done Masters in Business Administration with majors in Finance from Institute of Business Administration. He has over 16 years of well- rounded experience in equity research and corporate treasury management.

Prior to joining UBLFM, Mr. Suleman was associated with NBP Fullerton Asset Management Limited as Head of Research for the past 04 years.

#### **Aly Osman - Company Secretary & Head of Internal Audit**

Aly is an Associate Member of the Institute of Cost and Management Accountant of Pakistan, Certified Director (ICAP) and has completed INSEAD Strategy Execution Program and has attended several prestigious training and international conferences. Aly carries vast professional experience of around 18 years working in renowned companies of Pakistan mainly in the field of corporate governance, compliance, risk, company secretarial and audit functions.

Prior to re-joining UBLFM, Aly was working at Telenor Pakistan in the capacity of Director Ethics & Compliance.

### **1.1.1 Performance of Listed Associated Companies**

#### **United Bank Limited**

(Rupees in Millions)	2012	2013	2014	2015	2016	2017	2018
<b>Profit before tax</b>	28,410	28,908	33,400	42,175	46,015	40,160	24,966
<b>Profit after tax</b>	19,279	19,724	21,930	25,727	27,730	25,421	15,226
<b>Paid up Capital</b>	12,242	12,242	12,242	12,242	12,242	12,242	12,242
<b>Shareholders' Equity</b>	85,599	98,987	100,913	142,135	151,786	159,307	151,269

<b>Total Assets</b>	960,210	1,083,632	1,111,414	1,400,651	1,577,551	2,007,381	1,889,599
<b>Earnings per share (Rs.)</b>	15.71	15.75	17.91	21.02	22.65	20.77	12.44

<b>Associated Companies *</b>
United Bank Limited
Al Ameen Islamic Financial Services Limited
UBL Insurers Limited
Pakistan Mortgage Refinance Company Limited
UBL Bank (Tanzania) Limited
Mutual Funds Association Of Pakistan

### 3.3 Existing Schemes under Management and their performance

#### UBL LIQUIDITY PLUS FUND (ULPF)

UBL Liquidity Plus Fund (ULPF) is an open-end money market fund that is especially designed for corporate and individual investors who are looking for a safe investment avenue to park their cash. The fund offers competitive, tax-free returns on investment and also provides a 'Same Day Redemption Facility' (subject to certain conditions) to facilitate investors.

Date of launching	21 June 2009	
Par Value of units	Rs. 100	
Net Assets (as at Feb 19 2019)	Rs. 12,725 million	
Net Assets (as at June 30 2018)	Rs. 14 billion	
Net Assets (as at 30 June 2017)	Rs. 4,082 million	
Net Assets (as at 30 November 2016)	Rs. 3450 million	
Net Assets (as at 30 June 2015)	Rs. 4,466 million	
Net Assets (as at 30 June 2014)	Rs. 10,569 million	
Net Assets (as at 30 June 2013)	Rs. 15,680.million	
Net Assets (as at 30 June 2012)	Rs. 15,588 million	
Net Assets (as at 30 June 2011)	Rs. 27,969 million	
Net Assets (as at 30 June 2010)	Rs. 7,838 Million	
Net Assets (as at 30 June 2009)	Rs. 1,287 Million	
NAV (as at Feb 19, 2019)	Rs. 100.922	
NAV (as at June30 2017)	Rs. 100.6834	
NAV (as at June 30 2016)	Rs. 100.5229	
NAV (as at June 30 2015)	Rs. 100.468	
NAV (as at June 30 2014)	Rs. 100.3844	
NAV (as at June 30, 2013)	Rs. 100.1577	
NAV (as at June 30, 2012)	Rs. 100.3527	
NAV (as at June 30, 2011)	Rs. 100.2122	
NAV (as at June 30 2010)	Rs. 102.95	
NAV (as at June 30 2009)	Rs. 100.22	
Listing	Pakistan Stock Exchange	
<b>Fund Rating: (Credit Rating Agency: JCR-VIS)</b>	AA	
<b>Performance:</b>	<b>Return (p.a.)</b>	<b>Payout</b>
Year ended 30 June 2017	7.40%	Rs. 6.0800 per unit
Year ended 30 June 2016	5.55%	Rs. 5.50 per unit
Year ended 30 June 2015	8.56%	Rs. 8.47 per unit
Year ended 30 June 2014	8.02%	Rs. 7.49 per unit
Year ended 30 June 2013	8.94%	Rs. 8.69 per unit
Year ended 30 June 2012	11.34%	

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Year ended 30 June 2011	11.85%	Rs.8.24 per unit Rs. 3.1179 per unit
Year ended 30 June 2010	10.52%	Rs. 2.9449 per unit
Year ended 30 June 2009	9.07%	Rs. 0.1842 per unit

**Al-Ameen Islamic Cash Fund - AICF (Formerly UBL ISLAMIC CASH FUND (UICF))**

Al-Ameen Islamic Cash Fund - AICF (Formerly UBL ISLAMIC CASH FUND (UICF)) is an open-end Shariah Compliant Money Market Fund which aims to provide high liquidity and competitive returns to investors, while seeking maximum possible preservation of capital by investing in low risk and liquid instruments.

Date of launching	17 September 2012	
Par Value of units	Rs. 100	
Net Assets (as at Feb 19 2019)	Rs. 4,000 million	
Net Assets (as at June 30 2018)	Rs. 5.2 billion	
Net Assets (as at 30 June 2017)	Rs. 4,013 million	
Net Assets (as at June 30, 2016)	PKR 4672 million	
Net Assets (as at June 30, 2015)	PKR 5,302 million	
Net Assets (as at June 30, 2014)	PKR 1,694 million	
Net Assets (as at June 30, 2013)	PKR 137.7 million	
NAV (as at Feb 19, 2019)	Rs. 100.4652	
NAV (as at June 30 2017)	Rs. 100.2424	
NAV (as at June 30 2016)	Rs. 100.2414	
NAV (as at June 30, 2015)	Rs. 100.2632	
NAV (as at June 30, 2014)	Rs. 100.2968	
NAV (as at June 30, 2013)	Rs. 105.2401	
	Pakistan Stock Exchange	
Listing		
Fund Rating:	AA	
Performance:	Return (p.a.)	Payout
Year ended June 30 2017		Rs. 4.7100 per unit
Year ended June 30 2016	4.70%	Rs. 4.85 per unit
Year ended June 30 2015	4.83%	Rs. 6.61 per unit
Year ended June 30 2014	6.55%	Rs.6.24 per unit
As at June 30, 2013	6.45%	Rs. 4.98 per unit
(since public launch)	6.76%	

**UBL Money Market FUND (UMMF)  
(formerly UBL Savings Income Fund (USIF))**

UBL Money Market Fund is an open-end Money Market fund which aims to provide a competitive rate of return, with a moderate level of risk to its investors by investing in fixed income securities / instruments. The Fund invests in Government Securities, deposits with and lending to banks & DFIs, Commercial Paper, and other permissible money market/fixed income based investments. The Fund aims to maintain weighted average time to maturity of the portfolio not exceeding 4 years.

Date of launching	14 October 2010	
Par Value of units	Rs. 100	
Net Assets (as at Feb 19 2019)	Rs. 1,873 million	
Net Assets (as at June 30 2018)	Rs. 1.6Bn	
Net Assets (as at 30 June 2017)	Rs. 876 million	
Net Assets (as at June 30 2016)	645 Million	
Net Assets (as at June 30 2015)	2,069 Million	
Net Assets (as at June 30 2014)	1,555 Million	
Net Assets (as at 30 June 2013)	2,595 Million	
Net Assets (as at 30 June 2012)	5,555 Million	
Net Assets (as at 30 June 2011)	Rs. 2,206 Million	
NAV (as at Feb 19, 2019)	Rs. 105.4266	



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NAV (as at June 30 2017)	100.4661100.4353	
NAV (as at June 30 2016)	100.36	
NAV (as at June 30 2015)	100.5662	
NAV (as at June 30 2014)	100.2752	
NAV( as at 30 June 2013)	100.5197	
NAV (as at 30 June 2012)	101.1386	
NAV (as at 30 June 2011)		
Listing	Pakistan Stock Exchange	
Fund Rating: (Credit Rating Agency: JCR-VIS)	AA	
Performance:	Return (p.a.)	Payout
Year ended June 30 2017	5.41%	Rs. 5.40 Per unit
Year ended June 30 2016	5.16%	Rs. 5.10 Per unit
Year ended June 30 2015	7.98%	Rs. 8.22 per unit
Year ended June 30 2014	7.81%	Rs. 7.30 per unit
Year ended 30 June 2013	9.31%	Rs. 9.06 per unit
Year ended 30 June 2012	12.05%	Rs. 2.90 per unit
Year ended 30 June 2011	12.05%	Rs. 8.30 per unit

**AL-AMEEN ISLAMIC SOVEREIGN FUND (AISF)**  
**(Formerly UBL Islamic Sovereign Fund)**

AISF is an open-end Shariah Compliant Income Fund which aims to provide a competitive return with a moderate level of risk to its investors by investing in Shariah-compliant government securities and other shariah compliant fixed income securities / instruments. The Fund invests in both Government- issued and private Islamic debt securities including Ijarah/Sukuks, with the remainder in placements with Islamic banks, and licensed Islamic windows of conventional banks, The fund operates under the expert guidance of a renowned Shariah Advisory Board which includes Mr. Hassan Kaleem and Mr. Najeeb Khan.

Date of launching	7 November 2010	
Par Value of units	Rs. 100	

Net Assets (as at Feb 19 2019)	Rs. 7,630 Million	
Net Assets (as at June 30 2018)	Rs. 4.9 Bn	
Net Assets (as at June 30 2017)	Rs. 7,746 Million	
Net Assets (as at June 30 2016)	Rs. 2,723 Million	
Net Assets (as at June 30 2015)	Rs. 1,504 Million	
Net Assets (as at June 30 2014)	Rs. 3,631 Million	
Net Assets (as at 30 June 2013)	Rs. 4,119 Million	
Net Assets (as at 30 June 2012)	Rs. 5,555 Million	
Net Assets (as at 30 June 2011)	Rs. 2,185 Million	
NAV (as at Feb 19, 2019)	Rs. 104.2467	
NAV (as at June 30 2017)	100.8615101.0818	
NAV (as at June 30 2016)	100.698	
NAV (as at June 30 2015)	101.2966	
NAV (as at June 30 2014)	100.1319	
NAV (as at 30 June 2013)	100.2765	
NAV (as at 30 June 2012)	100.1635	
NAV (as at 30 June 2011)		
Listing	Pakistan Stock Exchange	
Fund Rating: (Credit Rating Agency: JCR-VIS)	AA-	
Performance:	Return (p.a.)	Payout
Year ended June 30 2016	5.56%	Rs. 5.85 per unit
Year ended June 30 2016	4.36%	Rs. 4.10 per unit
Year ended June 30 2015	6.15%	Rs. 6.82 per unit
Year ended June 30 2014	8.10%	Rs. 6.72 per unit
Year ended 30 June 2013	9.09%	Rs. 8.78 per unit

Year ended 30 June 2012	11.34%	Rs. 9.05 per unit
Year ended 30 June 2011	12.03%	Rs. 7.45 per unit

**Note: Effective from July 18<sup>th</sup>, 2012, UBL Islamic Savings Fund (UISF) is now renamed as UBL Islamic Sovereign Fund (UISF) and has been reconstituted as a Shariah Compliant Government Securities Fund under the Shariah Compliant Income Category.**

### UBL GOVERNMENT SECURITIES FUND (UGSF)

UGSF is an open-end Income Fund which aims to generate a competitive return with minimum risk, by investing primarily in Government Securities. The Fund maintains a minimum 70% allocation in Government Securities, with the remainder in placements with banks and near-cash instruments. The Fund aims to maintain weighted average time to maturity of the portfolio not exceeding 4 years.

Date of launching	27 July 2011	
Par Value of units	Rs. 100	
Net Assets (as at Feb 19 2019)	Rs. 1,577 million	
Net Assets (as at June 30 2018)	Rs. 1.8Bn .	
Net Assets (as at June30 2017)	3,339Million	
Net Assets (as at June 30 2016)	15,296 Million	
Net Assets (as at June 30 2015)	6,251 Million	
Net Assets (as at June 30 2014)	5,788 Million	
Net Assets (as at 30 June 2013)	1,905 Million	
Net Assets (as at 30 June 2012)	4,654 Million	
Net Assets (as at 30 Aug 2011)	1,166 Million	
NAV (as at Feb 19, 2019)	Rs. 110.565	
NAV (as at June 30 2017)	105.5946	
NAV (as at June 30 2016)	105.4801	
NAV (as at June 30 2015)	107.012	
NAV (as at June 30 2014)	100.3739	
NAV (as at 30 June2013)	100.0913	
NAV (as at 30 June 2012)	100.3820	
NAV (as at 30 Aug 2011)	101.4471	
Listing	Pakistan Stock Exchange	
<b>Fund Rating: (Credit Rating Agency: JCR-VIS)</b>	A (JCR-VIS)	
<b>Performance:</b>	<b>Return (p.a.)</b>	<b>Payout</b>
Year ended June 30 2017	4.81%	Rs. 4.95 per unit
Year ended June 30 2016	8.97%	Rs. 8.10 per unit
Year ended June 30 2015	15.47%	Rs. 8.86 per unit
Year ended June 30 2014	8.26%	Rs. 7.73 per unit
Year ended 30 June 2013	9.90%	Rs. 9.25 per unit
Year ended 30 June, 2012	12.12%	Rs. 7.97 per unit
Since Inception till 30 Aug 2011	16.02%	N/A

### UNITED GROWTH & INCOME FUND (UGIF)

UGIF is an open-end aggressive income fund which was publicly launched in March 2006. It invests in fixed income instruments like PIB's, T-Bills, Term Finance Certificates and other medium to long term fixed income securities. UGIF has two classes of units: Income & Growth.

The investment objective of UGIF is to invest in medium to long-term fixed income instruments as well as short-tenor money market instruments and seeks to generate superior, long-term, risk- adjusted returns while preserving capital over the long-term.

Date of launching	2 March 2006	
Par Value of units	Rs. 100	

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Net Assets (as at Feb 19 2019)	Rs. 1,189 million	
Net Assets (as at June 30 2018)	Rs. 1.3Bn	
Net Assets (as at June 30 2017)	Rs. 5,707 Million	
Net Assets (as at June 30 2016)	Rs. 1,701 Million	
Net Assets (as at June 30 2015)	Rs. 3,384 Million	
Net Assets (as at June 30 2014)	Rs. 3,592 Million	
Net Assets (as at 30 June 2013)	Rs. 3,067 Million	
Net Assets (as at 30 June 2012)	Rs. 2,805 Million	
Net Assets (as at 30 June 2011)	Rs. 8,231 Million	
Net Assets (as at 30 June 2010)	Rs. 15,859 Million	
Net Assets (as at 30 June 2009)	Rs. 14,626 Million	
Net Assets (as at 30 June 2008)	Rs. 11,479 Million	
Net Assets (as at 30 June 2007)	Rs.1, 303 Million	
NAV (as at Feb 19, 2019)	Rs. 88.4997	
NAV (as at June 30 2017)	Rs. 84.8927	
NAV (as at June 30 2016)	Rs. 84.8042	
NAV (as at June 30 2015)	Rs. 80.9952	
NAV (as at June 30 2014)	Rs. 78.7438	
NAV (as at 30 June 2013)	Rs. 84.9024	
NAV (as at 30 June 2012)	Rs. 76.5075	
NAV (as at 30 June 2011)	Rs. 100.8203	
NAV (as at 30 June 2010)	Rs. 97.9604	
NAV (as at 30 June 2009)	Rs. 103.4033	
NAV (as at 30 June 2008)	Rs. 111.6250	
NAV (as at 30 June 2007)	Rs. 109.5939	
Listing	Pakistan Stock Exchange	
<b>Fund Rating (Credit Rating Agency: JCR-VIS)</b>	BBB+ (JCR-VIS)	
<b>Performance:</b>	<b>Return (p.a.)</b>	<b>Payout</b>
Year ended June 30 2017	6.77%	Rs. 5.6500 Per unit
Year ended June 30 2016	12.12%	6.00 per unit
Year ended June 30 2015	11.92%	Rs. 7.14 per unit
Year ended June 30 2014	18.35%	Rs. 12.52 per unit
Year ended June 2013	10.71%	Rs. 7.76 per unit
Year ended June 2012	-12.29%	NIL
Year ended 30 June 2011	-10.38%	NIL
Year ended 30 June 2010	9.26%	Rs. 3.22 per unit
Year ended 30 June 2009	6.43%	Rs. 2.158 per unit
Year ended 30 June 2008	9.46%	Rs. 2.9794 per unit
Year ended 30 June 2007	11.51%	Rs. 11.40 per unit
Year ended 30 June 2006 (since public launch)	9.88%	Rs. 9.25 per unit

**UBL STOCK ADVANTAGE FUND (USF)  
(formerly United Stock Advantage Fund)**

USF is UBL Funds' first open-end equity fund which was launched in August 2006. The investment objective of the fund is to provide investors long-term capital appreciation through investing in a mix of equities that offer both capital gain and dividend. 6.8Bn (2.5%) which is built into the offer price.

Date of launching	4 August 2006	
Par Value of units	Rs. 100	
Net Assets (as at Feb 19 2019)	Rs. 6,568 million	
Net Assets (as at June 30 2018)	Rs. 6.8Bn	
Net Assets (as at June 30 2017)	Rs. 7,872 Million	
Net Assets (as at June 30 2016)	Rs. 3,492 Million	
Net Assets (as at June 30 2015)	Rs. 3,985 Million	
Net Assets (as at June 30 2014)	Rs. 4,059 Million	

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Net Assets (as at 30 June 2013)	Rs. 1,557 Million	
Net Assets (as at 30 June 2012)	Rs. 1,392 Million	
Net Assets (as at 30 June 2011)	Rs. 1,293 Million	
Net Assets (as at 30 June 2010)	Rs. 1,042 Million	
Net Assets (as at 30 June 2009)	Rs. 1,649 Million	
Net Assets (as at 30 June 2008)	Rs. 2,521 Million	
Net Assets (as at 30 June 2007)	Rs. 1,254 Million	
NAV (as at Feb 19, 2019)	Rs. 67.50	
NAV (as at June 30 2017)	Rs. 76.23	
NAV (as at June 30 2016)	Rs. 62.78	
NAV (as at June 30 2015)	Rs. 56.85	
NAV (as at June 30 2014)	Rs. 47.09	
NAV (as at 30 June 2013)	Rs. 53.42	
NAV (as at 30 June 2012)	Rs. 44.81	
NAV (as at 30 June 2012)	Rs. 39.18	
NAV (as at 30 June 2011)	Rs. 43.28	
NAV (as at 30 June 2010)	Rs. 80.36	
NAV (as at 30 June 2009)	Rs. 64.75	
NAV (as at 30 June 2008)	Rs. 1039.01	
NAV (as at 30 June 2007)	Rs. 129.73	
Listing	Pakistan Stock Exchange	
Fund Rating: (Credit Rating Agency: JCR-VIS)	MFR 3-Star (JCR-VIS) (3 year avg)	
Performance:	Return	Payout
Year ended June 30 2017		Rs. 5.50 Per unit
Year ended June 30 2016	30.15%14.01%	Rs. 2.00 per unit
Year ended June 30 2015	22.05%	Rs. 0.62 per unit
Year ended June 30 2014	31.48%	Rs. 11.04 per unit
Year ended 30 June 2013	55.20%	Rs. 9.14 per unit
Year ended 30 June 2012	12.43%	Rs. 4.5 per unit
Year ended 30 June 2012	35.58%	Rs. 8.66 per unit
Year ended 30 June 2011	24.11%	Rs. 48.44 per unit
Year ended 30 June 2010	-35.25%	NIL
Year ended 30 June 2009*		NIL
Year ended 30 June 2008*	-4.11%	Rs. 3.01 per unit
Year ended 30 June 2007	29.73 %	Rs. 22.3 per unit

**Al-Ameen Shariah Stock Fund (ASSF)**

**(Formerly UBL Shariah Stock Fund (USSF) – Formerly United Composite Islamic Fund (UCIF))**

ASSF is an open-end Islamic Equity Fund which offers its investors an opportunity to invest in a portfolio of Shariah compliant equity stocks. The fund seeks to maximize medium to long term returns for a given level of risk. The fund operates under the expert guidance of a renowned Shariah Advisory Board which includes Mr. Hassan Kaleem and Mr. Najeeb Khan.

Date of launching	24 December 2006	
Par value of units	Rs. 100	
Net Assets (as at Feb 19 2019)	Rs. 7,105 Million	
Net Assets (as at June 30 2018)	Rs. 6.8Bn	
Net Assets (as at June 30 2017)	Rs. 8,781 Million	
Net Assets (as at June 30 2016)	Rs. 1,812 Million	
Net Assets (as at June 30 2015)	Rs. 7,198 Million	
Net Assets (as at June 30 2014)	Rs. 4,134 Million	
Net Assets (as at 30 June 2013)	Rs. 1,233 Million	
Net Assets (as at 30 June 2012)	Rs. 531 Million	
Net Assets (as at 30 June 2011)	Rs. 478 Million	
Net Assets (as at 30 June 2010)	Rs. 524 Million	
Net Assets (as at 30 June 2009)	Rs. 823 Million	

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Net Assets (as at 30 June 2008)	Rs. 1218 Million	
Net Assets (as at 30 June 2007)	Rs. 965 Million	
NAV (as at Feb 19, 2019)	Rs. 132.30	
NAV (as at June 30 2017)	Rs. 153.26	
NAV (as at June 30 2016)	Rs. 128.59	
NAV (as at June 30 2015)	Rs. 115.01	
NAV (as at June 30 2014)	Rs. 96.64	
NAV (as at 30 June 2013)	Rs. 109.980	
NAV (as at 30 June 2012)	Rs. 82.30	
NAV (as at 30 June 2011)	Rs. 71.01	
NAV (as at 30 June 2010)	Rs. 95.18	
NAV (as at 30 June 2009)	Rs. 81.80	
NAV (as at 30 June 2008)	Rs. 105.36	
NAV (as at 30 June 2007)	Rs. 114.86	
Listing	Pakistan Stock Exchange	
Fund Rating: (Credit Rating Agency: JCR-VIS)	MFR 5-Star (JCR-VIS) (3 year avg)	
Performance:	Return	Payout
Year ended June 30 2017	29.19%	Rs. 13.00 per unit
Year ended June 30 2016	10.32%	Rs. 3.00 per unit
Year ended June 30 2015	27.07%	Rs. 7.74 per unit
Year ended June 30 2014	34.36%	Rs. 23.75 per unit
Year ended 30 June 2013	49.76%	Rs. 19.94 per unit
Year ended 30 June 2012	17.75%	Rs. 9 per unit
Year ended 30 June 2011	26.41%	Rs. 14.46 per unit
Year ended 30 June 2010	16.36%	Rs. 28.30 per unit
Year ended 30 June 2009	-18.38%	NIL
Year ended 30 June 2008*	0.81%	Rs. 5.14 per unit

**Note: Effective from July 18<sup>th</sup>, 2012, the fund has been re-categorized from a Shariah Compliant Balanced Fund to a Shariah Compliant Equity Fund and has been renamed as Al- Ameen Shariah Stock Fund**

**Al Ameen Islamic Aggressive Income Fund (Formerly Al-Ameen Islamic Income Fund (AIAIF))**

An open end Islamic aggressive income fund, AIAIF endeavors to provide attractive returns to its investors by investing in Shariah compliant income instruments while taking into account capital security and liquidity considerations. AIAIF invests in medium to long-term income instruments as well as short-tenor money market instruments to generate superior, long-term, risk-adjusted returns while preserving capital over the long-term. The fund operates under the expert guidance of a renowned Shariah Advisory Board which includes Mr. Hassan Kaleem and Mr. Najeeb Khan.

Date of launching	20 October 2007	
Par Value of units	Rs. 100	
Net Assets (as at June 30 2018)	Rs. 795Mn	
Net Assets (as at Feb 19 2019)	Rs. 442 Million	
Net Assets (as at June 30 2017)	Rs. 1,105 Million	
Net Assets (as at June 30 2016)	Rs. 1,023 Million	
Net Assets (as at June 30 2015)	Rs. 829 Million	
Net Assets (as at June 30 2014)	Rs. 1,274 Million	
Net Assets (as at 30 June 2013)	Rs. 595 Million	
Net Assets (as at 30 June 2012)	Rs. 313 Million	
Net Assets (as at 30 June 2011)	Rs. 341 Million	
Net Assets (as at 30 June 2010)	Rs. 890 Million	
Net Assets (as at 30 June 2009)	Rs. 1814 Million	
Net Assets (as at 30 June 2008)	Rs. 1445 Million	
NAV (as at Feb 19, 2019)	Rs. 103.3328	
NAV (as at June 30 2017)	Rs. 99.9376	

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NAV (as at June 30 2016)	Rs. 99.67	
NAV (as at June 30 2015)	Rs. 97.99	
NAV (as at June 30 2014)	Rs.95.5500	
NAV (as at 30 June 2013)	Rs. 100.0900	
NAV (as at 30 June 2012)	Rs. 89.4300	
NAV (as at 30 June 2011)	Rs. 94.8400	
NAV (as at 30 June 2010)	Rs. 102.0194	
NAV (as at 30 June 2009)	Rs. 102.8735	
NAV (as at 30 June 2008)	Rs. 100.5184	
Listing	Pakistan Stock Exchange	
Fund Rating:	BBB+ (JCR-VIS) "as of 31 March 2014"	
Performance:	Return	Payout
Year ended 30 June 2017	4.81%	Rs. 4.52 per unit
Year ended 30 June 2016	7.08%	Rs. 5.25 per unit
Year ended June 30 2015	8.26%	Rs. 5.44 per unit
Year to date (30 <sup>th</sup> June'13 –June 30 2014)	14.36%	Rs. 13.94 per unit
Year to date (30th June'12 - 31st March'13)	6.91%	Rs. 4.08 per unit
Year ended 30 June 2012	6.12%	NIL
Year ended 30 June 2011	-4.00%	Rs. 6.63 per unit
Year ended 30 June 2010	5.44%	Rs. 3.32 per unit
Year ended 30 June 2009*	3.31%	Rs. 4.86 per unit

**UBL Income Opportunity Fund (UIOF) (formerly UBL FINANCIAL SECTOR BOND FUND)**

UBL Income Opportunity Fund (UIOF) (formerly UBL Financial Sector Bond Fund) offers investors a convenient mode of investing in high quality TFC's/Sukuks issued by Financial Sector Institutions.

Furthermore, this scheme offers investors the opportunity to generate comparatively higher return(s) than other Fixed Income Category Fund(s) – i.e. Government Securities fund(s).

Date of launching	29 March 2013	
Par Value of units	Rs. 100	
Net Assets (as at Feb 19 2019)	Rs. 1,662 Million	
Net Assets (as at June 30 2018)	Rs. 557Mn	
Net Assets (as at June 30 2017)	Rs. 177Million	
Net Assets (as at June 30 2016)	Rs. 151 Million	
Net Assets (as at June 30 2015)	Rs. 67 Million	
Net Assets (as at June 30 2014)	Rs. 170 Million	
Net Assets (as at 30 June 2013)	Rs. 673 Million	
NAV (as at Feb 19, 2019)	Rs. 115.5142	
NAV (as at June 30 2017)	109.9753	
NAV (as at June 30 2016)	109.7889	
NAV (as at June 30 2015)	108.436	
NAV (as at June 30 2014)	100.7328	
NAV (as at 30 June 2013)	100.0997	
Listing	Pakistan Stock Exchange	
Fund Rating:	Not yet Rated	
Performance:	Return	Payout
Year ended June 30 2017	4.73%	Rs. 5.00 per unit
Year ended June 30 2016	7.71%	Rs. 7.00 per unit
Year ended June 30 2015)	10.86%	Rs. 3.24 per unit
Year ended June 30 2014)	6.99%	Rs. 6.56 per unit
Year ended 30 June 2013	9.55%	Rs. 1.95 per unit

**UBL ASSET ALLOCATION FUND (UAAF)**

UBL Asset Allocation Fund (UAAF) is asset allocation scheme that offers you an opportunity to earn

competitive return by investing in various asset classes based on market outlook.

Date of launching	19 August 2013	
Par Value of units	Rs. 100	
Net Assets (as at Feb 19 2019)	Rs. 1,931 million	
Net Assets (as at June 30 2018)	Rs. 2.2Bn	
Net Assets (as at June 30 2017)	Rs. 2,635 mn	
Net Assets (as at June 30 2016)	Rs. 2,085 mn	
Net Assets (as at June 30 2015)	Rs. 1,000 mn	
Net Assets (as at June 30 2014)	Rs. 1,088 mn	
NAV (as at Feb 19, 2019)	Rs. 138.4318	
NAV (as at June 30 2017)	Rs. 134.7754	
NAV (as at June 30 2016)	Rs. 124.09	
NAV (as at June 30 2015)	Rs. 116.537	
NAV (as at June 30 2014)	Rs. 104.90	
Listing	Pakistan Exchange	Stock
Fund Rating: (Credit Rating Agency: JCR-VIS)	Not yet Rated	
Performance:	Return	Payout
Year ended June 30 2017	14.51%	Rs. 7.34 per unit
Year ended June 30 2016	12.31%	Rs. 6.75 per unit
Year ended June 30 2015	22.7%	Rs. 12.17 per unit

**AL-AMEEN ISLAMIC ASSET ALLOCATION FUND (AIAAF)**  
(formerly UBL Islamic Asset Allocation Fund)

Al-Ameen Islamic Asset Allocation Fund (AIAAF) is a shariah compliant asset allocation scheme that offers you an opportunity to earn competitive return by investing in various shariah compliant asset classes based on market outlook

Date of Launching	10 December 2013	
Par Value of Units	Rs. 100	
Net Assets (as at Feb 19 2019)	Rs. 4,965 million	
Net Assets (as at June 30 2018)	Rs. 6.4Bn	
Net Assets (as at June 30 2017)	Rs. 7,895 mn	
Net Assets (as at June 30 2016)	Rs. 2,235 mn	
Net Assets (as at June 30 2015)	Rs. 1,120 mn	
Net Assets (as at June 30 2014)	Rs. 163 mn	
NAV (as at Feb 19, 2019)	Rs. 119.121	
NAV (as at June 30 2017)	Rs. 118.7962	
NAV (as at June 30 2016)	Rs. 113.2392	
NAV (as at June 30 2015)	Rs. 108.369	
NAV (as at June 30 2014)	Rs. 102.59	
Listing	Pakistan Exchange	Stock
Fund Rating: (Credit Rating Agency: JCR-VIS)	Not yet Rated	
Performance:	Return	Payout
Year ended June 30 2017	14.58%	Rs. 11.00 per unit
Year ended June 30 2016	9.2%	Rs. 5.00 per unit
Year ended June 30 2015	18%	Rs. 5.44 per unit

**AL-AMEEN ISLAMIC ACTIVE ALLOCATION PLAN – VI (AIActAP-VI) – under Al-Ameen Islamic Financial Planning Fund**

AIActAP-VI is the 6th offering of our Shariah compliant Active Allocation Plan series. It gives investors up to 100% equity participation. This scheme is invested dynamically in Shariah Compliant Equity and Shariah Compliant Income/Money Market mutual funds,. Investments are made primarily in Al-Ameen Dedicated Equity Fund (AIDEF) for the equity component, and in Al-Ameen Islamic Cash Fund/Al-Ameen Islamic Sovereign Fund for the money market/income component

IPO Date	21 November 2016	
Par Value of units	Rs. 100	
Net Assets (as at Feb 19 2019)	Rs. 622 million	
Net Assets (as at June 30 2018)	Rs. 2 Bn	
Net Assets (as at June 30 2017)	Rs. 2,427 Million	
NAV (as at Feb 19, 2019)	Rs. 96.5907	
NAV (as at June 30 2017)	Rs. 105.5173	
Listing	Pakistan Stock Exchange	
Fund Rating: Credit Rating Agency: JCR-VIS	Not Yet Rated	
<b>Performance:</b> Since Inception (as at June 30 2017)	<b>Return:</b> 7.90%	<b>Payout:</b> Rs. 2.40 per unit

**AL-AMEEN ISLAMIC ACTIVE ALLOCATION PLAN – VII (AIActAP-VII) – under Al-Ameen Islamic Financial Planning Fund-II**

AIActAP-VII is the 7th offering of our Shariah compliant Active Allocation Plan series. It gives investors up to 95% equity participation. This scheme is invested dynamically in Shariah Compliant Equity and Shariah Compliant Income/Money Market mutual funds,. Investments are made primarily in Al-Ameen Dedicated Equity Fund (AIDEF) for the equity component, and in Al-Ameen Islamic Cash Fund/Al-Ameen Islamic Sovereign Fund for the money market/income component

IPO Date	21-Feb-17	
Par Value of units	Rs. 100	
Net Assets (as at Feb 19 2019)	Rs. 1,587 million	
Net Assets (as at June 30 2018)	Rs. 1.6Bn	
Net Assets (as at June 30 2017)	Rs. 2,250 Million	
NAV (as at Feb 19, 2019)	Rs. 90.4483	
NAV (as at June 30 2017)	Rs. 98.0880	
Listing	Pakistan Stock Exchange	
Fund Rating: Credit Rating Agency: JCR-VIS	Not Yet Rated	
<b>Performance:</b> Since Inception (as at June 30 2017)	<b>Return:</b> -1.91%	<b>Payout:</b> N/A

**AL-AMEEN ISLAMIC ACTIVE ALLOCATION PLAN – VIII (AIActAP-VIII) – under Al-Ameen Islamic Financial Planning Fund-II**

AIActAP-VIII is the 8th offering of our Shariah compliant Active Allocation Plan series. It gives investors up to 95% equity participation. This scheme is invested dynamically in Shariah Compliant Equity and Shariah Compliant Income/Money Market mutual funds,. Investments are made primarily in Al-Ameen Dedicated Equity Fund (AIDEF) for the equity component, and in Al-Ameen Islamic Cash Fund/Al-Ameen Islamic Sovereign Fund for the money market/income component

IPO Date	30-May-17	
Par Value of units	Rs. 100	
Net Assets (as at Feb 19 2019)	Rs. 4,131 Million	



## Al Ameen Islamic Financial Planning Fund-IV Offering Document

Net Assets (as at June 30 2018)	Rs. 4.3Bn	
Net Assets (as at June 30 2017)	Rs. 4,995 Million	
NAV (as at Feb 19, 2019)	Rs. 90.3169	
NAV (as at June 30 2017)	Rs. 96.8685	
Listing	Pakistan Stock Exchange	
Fund Rating: Credit Rating Agency: JCR-VIS	Not Yet Rated	
<b>Performance:</b> Since Inception (as at June 30 2017)	<b>Return:</b> -3.13%	<b>Payout:</b> N/A

### AL-AMEEN ISLAMIC ACTIVE ALLOCATION PLAN – IX (AIActAP-IX) – under Al-Ameen Islamic Financial Planning Fund-II

AIActAP-IX is the 9th offering of our Shariah compliant Active Allocation Plan series. It gives investors up to 95% equity participation. This scheme is invested dynamically in Shariah Compliant Equity and Shariah Compliant Income/Money Market mutual funds,. Investments are made primarily in Al-Ameen Dedicated Equity Fund (AIDEF) for the equity component, and in Al-Ameen Islamic Cash Fund/Al-Ameen Islamic Sovereign Fund for the money market/income component

IPO Date	25 August 2017	
Par Value of units	Rs. 100	

#### Al-Ameen Islamic Dedicated Equity Fund (AIDEF)

AIDEF is an Open end Shariah Compliant Fund of funds that aims to provide other 'Fund of Funds' schemes an avenue for investing in Shariah compliant Equities.

IPO Date	15 December 2015	
Par Value of units	Rs. 100	
Net Assets (as at Feb 19 2019)	Rs. 8,100 million	
Net Assets (as at June 30 2018)	Rs. 11.1Mn	
Net Assets (as at June 30 2017)	Rs. 11,735 Million	
NAV (as at Feb 19, 2019)	Rs. 113.9039	
NAV (as at June 30 2017)	Rs. 133.7224	
Listing	Pakistan Stock Exchange	
Fund Rating: Credit Rating Agency: JCR-VIS	Not Yet Rated	
<b>Performance:</b> Since Inception (as at June 30 2017)	<b>Return:</b> 39.49%	<b>Payout:</b> Rs. 4.50 per unit Rs. 1.00 per unit

### 3.2 Role and Responsibilities of the Management Company

The Management Company shall manage, operate and administer the Scheme and all allocation plans under it, in accordance with the Rules, Regulations directives, circulars, shariah provision and guidelines issued by SECP and this Deed and the Offering Document.

The Fund is based on the Shariah principals of "Wakala", in which the Management Company shall manage, operate and administer the Scheme and Fund Property in the interest of the Principal (Unit Holders) in good faith, and to the best of its ability.

#### 3.2.1 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.

### **3.2.2 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.

### **3.2.3 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 the required license from Securities and Exchange Commission of Pakistan (SECP) as required under Securities and Future Advisers (Licensing and Operations) Regulations, 2017 and shall maintain the registration and abide by all applicable requirements as issued by SECP from time to time.
- (b) The Distributor where selling Mutual Fund Units of single AMC shall comply and abide by all applicable requirements as issued by SECP from time to time.
- (c) The written contract with the Distributors clearly states the terms and conditions for avoidance of frauds and sales based upon misleading information

### **3.2.4 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 Distributors to whom it delegates have the required license from Securities and Exchange Commission of Pakistan (SECP) as required under Securities and Future Advisers (Licensing and Operations) Regulations, 2017 and shall maintain the registration and abide by all applicable requirements as issued by SECP from time to time.
- b. The Distributor where selling Mutual Fund Units of single AMC shall comply and abide by all applicable requirements as issued by SECP from time to time.

- c. The written contract with the Investment facilitator clearly states the terms and conditions for avoidance of frauds and sales based upon misleading information

### **3.2.5 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.

The Management Company shall ensure all valid redemption request are paid based on ranking of the request in a queue.

### **3.8 Maintenance of Unit Holders Register**

3.8.1 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.

3.8.2 The office of the Transfer Agent is located at **UBL Fund Managers – Operations Office, 4<sup>th</sup> Floor, STSM Building, Beaumont Road, Civil Lines, Karachi, Pakistan**, where Register of Unit Holder will maintain.

3.8.3 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.

#### **3.8.4 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.

### **3.9 Role of the Trustee**

- The trustee shall perform its role as specified in the Rules, Regulation and directives, circulars and Shariah provisions issued there under, this 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 this 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 this Trust Deed or the Rules and Regulations. Whenever pursuant to any provision of this 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 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.

#### **3.9.1 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.

#### **3.9.2 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.

#### **3.9.3 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.

#### **3.9.4 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.

### **3.9.5 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 therefor 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.

### **3.9.6 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.

### **3.10 Shariah Advisor**

Management Company, on its own expense, has appointed Muhammad Hassan Kaleem and Mohammad Najeeb Khan as the Shariah Advisor for the Fund. The profile of the Shariah Advisor (s) is annexed as Annexure 'E' in the Offering Document.

The Shariah Advisor will be appointed under intimation to the Trustee for a period of five years, but may be reappointed on completion of the term. The Management Company may at any time, with prior notice to the Trustee and intimation to the Commission, terminate the Agreement with the Shariah Advisor by giving a notice as per the Agreement with the Shariah Advisor, 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 Shariah Advisor shall be furnished to the commission.

### **3.11 Duties and Responsibilities of Shariah Advisor**

- 3.11.1 All activities of the Fund and the allocation plans therefore shall be undertaken in accordance with the Shariah Guidelines provided by Shariah Advisor and Shariah Regulatory provisions issued by SECP from time to time.
- 3.11.2 The Shariah Advisor has been appointed by the Management Company who shall advise on the matters relating to Shariah Compliance.
- 3.11.3 The Shariah Advisor as appointed for a period mutually agreed between the Management Company and such Shariah Advisor, as disclosed in the Offering Document and may be re-appointed on completion of the term. The Management Company may terminate the agreement of such Shariah Advisor and appoint a new Shariah Advisor in its place under intimation to the Trustee. Provided that the

Management Company shall inform the Commission at least one month in advance for change in the Shariah Advisor.

3.11.4 The Shariah Advisor shall

- (a) Provide technical guidance and support on an ongoing basis on various aspects of Shariah so as to enable the Management Company to operate the Fund as a Shariah Compliant collective investment scheme.
- (b) Recommend general investment guidelines consistent with the Shariah. Any verdict issued by the Shariah Advisor in respect of any Shariah related matter shall be final and acceptable to the Trustee, the Management Company, the Unit Holders and other parties related with that matter. In case of any dispute, the matter shall be referred to the Commission.
- (c) At the end of annual Accounting Period, issue a Shariah review report, to be included in the Fund's financial reports, in respect of Shariah Compliance of the preceding year's operations of the Fund and the Shariah Advisor may, at the expense of the Fund, conduct such reviews or other investigations as may be necessary for the issuance of the Shariah review report.
- (d) Co-ordinate with the Management Company in drawing up of the Deed and other related material documents including constitutive documents for the formation of the Unit Trust and to further provide technical guidance and support in line with Shariah principles, so as to enable the Management Company to operate the Unit Trust as a Riba free/Halal avenue of investment.
- (f) Certify that all the provisions of the Constitutive Documents of the Fund and proposed Investments to be made on account of the Fund are Shariah compliant.
- (g) Evaluate and advise upon all new financial instruments as and when introduced for their Shariah permissibility.
- (h) Decide the methodology for calculation and distribution of "Haram income" and to determine percentage of income and cash flows from activities not in accordance with the principles of the Shariah, and recommend to the Management Company the criteria for selection of registered Charities to whom such sums shall be donated.

**3.12 Transfer Agent**

The Management Company will perform duties (has appointed **UBL Fund Managers Ltd.** having its office at 4th Floor, STSM Building, Beaumont Road, Civil Lines, Karachi ) 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 Holders Register, preparing and issuing account statements, Unit Certificates and dividend warrants/advice and providing related services to the Unit Holders.

**3.13 Custodian / Trustee**

**CDC Trustee**, with offices at "CDC House 99-B, S.M.C.H.S Main Shakra-e-Faisal, Karachi", 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 respective Allocation Plan'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.

### **3.14 Distributors/Facilitators**

- i. Parties detailed in Annexure 'C' 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 'C' 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 the Commission accordingly. The Management Company may itself perform the functions of a Distributor either directly or through sub-distributors.
- ii. 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.
- iii. 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.

### **3.15 Auditors**

#### **EY Ford Rhodes**

Progressive Plaza, Beaumont Road,  
P.O.Bos 15541, Karachi

- i. 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.
- ii. 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.
- iii. 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.

- iv. 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.
- v. The contents of the Auditors report shall be as mentioned in the Regulations.

### 3.16 Legal Advisors

**Akhund Forbes Hadi.**

D-21 26th Street, Karachi 75500, Pakistan

### 3.17 Bankers

S.NO	List of Bankers
1	National Bank of Pakistan
2	The Bank of Punjab
4	Allied Bank Limited
5	Askari Bank Limited
6	Bank Alfalah Limited
7	Bank Al-Habib Limited
8	Faysal Bank Limited
9	Habib Bank Limited
10	Habib Metropolitan Bank Limited
11	JS Bank Limited
12	MCB Bank Limited
13	Samba Bank Limited
14	Soneri Bank Limited
15	Standard Chartered Bank (Pakistan) Limited
16	United Bank Limited
17	Meezan Bank Limited
18	NIB Bank Limited
19	Bank Islami Pakistan limited
20	Dubai Islamic Bank Limited
21	Burj Bank Limited
22	The Bank of Khyber
23	Al-Baraka Bank Pakistan Limited
24	First Women Bank Limited
25	Citibank N.A.
26	Tameer Microfinance Bank Limited
27	Finca Micro Finance Bank

*\*List of Bankers to the Fund may change from time to time as per the discretion of the Management Company*

#### 3.17.1 Bank Accounts

- (a) The Trustee, at the request of the Management Company, shall open Bank Account(s) for the Unit Trust at designated Bank(s) having a minimum rating of **A- (A Minus)** and above 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. These Bank Account(s) shall be titled:

1. "CDC Trustee – Al-Ameen Islamic Financial Planning Fund-IV"
2. "CDC Trustee – Al-Ameen Islamic Financial Planning Fund-IV – Al-Ameen Islamic Active Allocation Plan –XIV"



- (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 Fund by equally dividing it amongst the existing Allocation Plans. All bank charges for opening and maintain 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 Offering 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 up to and including the day before the opening of Initial Offering 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 at the Management Company's discretion.
- (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. Such accounts shall be in the title of **CDC Trustee – Al–Ameen Funds**.

### **3.18 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.

### **3.19 Minimum Fund Size**

The minimum size of an open end scheme 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, 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 consecutive 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 of the Allocation Plans and fractions thereof represent an undivided share in the Allocation Plan and rank pari passu as to their rights in the net assets, earnings, and the receipt of the dividends and distributions in their respective Allocation Plan. Each Unit

Holder has a beneficial interest in the particular Type of Unit of the Allocation Plan, proportionate to the Units held by such Unit Holder under the pertinent Allocation Plan. 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.

- b) The Management Company shall offer Allocation Plans that shall invest in permissible CIS only, and/or Cash/ Near Cash Instruments (unless otherwise allowed under the Rules, Regulations, and/ or any directives issued or any exemptions granted by the Commission to the Fund and/ or to the Management Company from time to time) in differing percentage allocations.

#### 4.2 Classes of Units

The Management Company may issue any of the following classes of Units for each of the Allocation Plans being offered by the Management Company:

##### A) For Al-Ameen Islamic Active Allocation Plan-XIV (AIActAP-XIV)

- a) **Class "A" Units:** These Units will be issued to the Unit Holders during the initial offering period of the plan. Class "A" units may carry Front- end load, a Contingent load, as well as certain restrictions on redemption on units as described in Annexure B.

**Note:** The offer of Class "A" Units for certain Plans may be opened only for specific time periods at the discretion of the Management Company and as per the terms and conditions of the Offering Document.

- b) **Class "B" Units:** These are (**Bonus Units**) which may be issued to the Unit Holders in case of bonus / stock dividend from time to time, net of any applicable taxes. These units shall not be charged with any Front-end Load. Class "B" units shall have Contingent load or restrictions on redemption of Units, as described in Annexure B.
- c) **Class "C" Units:** These are (**Dividend Re-Investment Units**) which will be issued to the Unit Holders in case of reinvestment of any Cash Dividends announced (as defined in clause 5.5) from time to time, net of any applicable taxes. These units shall not be charged with any Front-end Load. Class "C" Units shall have Contingent load and restrictions on redemptions of Units as described in Annexure B.

Please refer to Annexure B for relevant features (applicable load and restrictions) for various classes of units for the respective Allocation Plans.

**4.2.1** Irrespective of the different classes 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.

**4.2.2** If a Unit Holder does not state his preference between getting a cash dividend or re-investing 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 "Service Request Form."

#### 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 are issued after realization of subscription money. During the period the register

is closed, the sale, redemption and conversion of Units will be suspended.

- (c) 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 of Allocation Plans under 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 under the Insurance Ordinance, 2000.
- (g) Non-Profit Organization under Rule 213 (i) of the Income Tax Rules, 2002.
- (h) Fund of Funds.

##### **4.4.1.1 For Al-Ameen Islamic Active Allocation Plan-XIV (AIActAP-XIV)**

During the Initial Offering Period the Units shall not be redeemed.

- a) After the Initial Offering Period all Unit Holders are eligible to redeem the said Units (subject to applicable Contingent Load as specified in Annexure B of the respective Allocation Plan).
- b) Partial redemption during the Life of the Plan will be permitted (subject to applicable Contingent load as specified in Annexure B of the respective Allocation Plan)

#### **How can Units be purchased?**

##### **4.4.2 Account Opening Procedure**

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 the transactions.

- (a) Before purchasing Units of an Allocation Plan under the Fund an investor must open an account with Management Company using the Account Opening Form (Form 01) attached in Annexure D of this Offering Document.
- (b) 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.
- (c) 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 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.
- (d) 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 Management Company. However, the account number must be provided to facilitate linking.

Any change of name or address of any unit holder as entered in the Register shall forthwith notified in writing by relevant unit holder to the distributor company or transfer agent.

- (e) 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.
- (f) 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 days and in the event the discrepancy is not removed in the said fifteen 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 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.

- (g) The Investor Account Opening Form can be lodged with any Distributor or directly lodged with the Management Company. No other person (including Investment Facilitators) is authorized to accept the forms or payment.
- (h) 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.

#### **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 first holder basis. However, each person must sign the Account Opening Form and submit a copy of Computerized National Identity Card, NICOP, Passport and other identification document.

- (b) The first named 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 first 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;

##### **i. For Al-Ameen Islamic Active Allocation Plan - XIV:**

IPO: *(i) CDC Trustee – Al-Ameen Islamic Financial Planning Fund-IV*  
*(ii) CDC Trustee – Al-Ameen Islamic Financial Planning Fund-IV - Al-Ameen Islamic Active Allocation Plan-XIV"*  
*(iii) CDC Trustee – Almeen Funds*

Pre-IPO: *(i) CDC Trustee – Al-Ameen Islamic Financial Planning Fund-IV*  
*(ii) CDC Trustee – Al-Ameen Islamic Financial Planning Fund-IV - Al-Ameen Islamic Active Allocation Plan -XIV – Pre-IPO"*  
*(iii) CDC Trustee – Almeen Funds*

- (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 a copy of the application signed and stamped by an authorized officer of the Distributor acknowledging the receipt of the application, copies of other documents prescribed herein and the demand-draft, pay-order, cheque or deposit slip as the case may be. Acknowledgement for applications and payment instruments can only be validly issued by Distributors.
- (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.

#### **4.4.5 Minimum Amount of Investment**

Units shall be issued as per clause 4.2 with a minimum investment size of **Rs.10,000** (Rupees Ten Thousand only) and thereafter the minimum amount for investment would be Rs. 1,000/- (Rupees One Thousand only). The Management Company reserves the right to alter the minimum amounts stated hereinabove.

#### **4.4.6 Determination of Purchase (Public Offer) Price**

- (a) Units of Allocation Plans offered during the Initial offering period will be as specified in Clause 1.10.
- (b) After the Initial Offering Period, the Purchase (Offer) Price for the Units offered through Public Offering, shall be determined from time to time pursuant to the Sub clause (c) hereafter and shall be announced by the Management Company for Dealing Days during the period when the relevant Allocation Plan is open for subscription.
- (c) The Purchase (Offer) Price of Units of any Allocation Plan shall be equal to the sum of:
  - (i) The Net Asset Value (NAV) of the Allocation Plan as of the close of the Business Day (Forward pricing);
  - (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.

Such sum shall be adjusted upward to the nearest paisa.

If such price exceed or falls short of the current value of the underlying assets by more than five percent based on information available, the assets Management Company shall defer dealing and calculate a new price and this new price would be applicable for dealing of units.

- (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 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) In Units will be allocated and issued at the Purchase Price as determined in clause 4.4.6 above after realization of Funds in the bank account of the Fund.
- (c) The Transfer Agent shall send an account statement or report to the Unit Holder each time there is an activity in the account. Such statements or report shall be sent by electronic means or ordinary mail to the Unit Holder's address recorded in the Register of Unit Holders.
- (d) In case the Management Company announces a suspension of further issue of Units of an Allocation Plan under the Fund, it may allow existing Unit Holders of that Allocation Plan to continue acquiring Units against reinvestment of any cash or bonus / stock dividend declared on the Units held in the pertinent Allocation Plan. Also, if issue of Units of an Allocation Plan is suspended, Units for other Allocation Plan(s) under the Fund may continue unaffected.

#### **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 at the rate of **Rs. 25** per Certificate or any other amount as determined by the Management Company from time to time.
- (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 first named Joint Unit Holder, if the relevant Unit or Units are jointly held.
- (d) The Certificate will be available in such denomination as Management Company and the Trustee decide from time to time. Unless, the Unit Holder has instructed to the contrary, the minimum number of Certificates will be issued.
- (e) 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 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
- (c) 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.
- (d) Each new issue of Certificates will require payment of **Rs. 25** per Certificate, 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, if and /or when the Fund becomes CDS eligible. The Issuance of Units in CDS shall be made in accordance with the procedure laid down in CDCPL Regulations.

#### **4.5 Procedure for Redemption of Units**

#### **4.5.1 Who Can Apply?**

During the Initial Offering Period the Units shall not be redeemed.

After the Initial Offering Period all Unit Holders are eligible to redeem the said Units (subject to applicable Contingent load or Back End Load (Deferred Sales Load) as specified in Annexure B of the respective Allocation Plan).

Furthermore, the units shall not be (i) redeemable and/or reallocated during the book closure of (i) the Fund and/or (ii) the underlying CIS. (ii) and/or due to suspension of redemption under any of the underlying CIS.

#### **4.5.2 Redemption Application Procedure**

- i. 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).
- ii. 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. .
- iii. 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 account opening Form.
- iv. 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.
- v. The Unit Holder will receive a note confirming the receipt of the application for redemption from the relevant Distribution Office.
- vi. 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 will be held in abeyance for fifteen days. In the event the discrepancy is not removed in the said fifteen 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.
- vii. The Management Company shall ensure all valid redemption request are paid based on ranking of the request in a queue.
- viii. The amount payable on redemption shall be paid to the Unit Holder or first named joint Unit Holder by dispatching a cheque/ bank draft/ pay order for the amount to the registered address of the Unit Holder or may be paid to the Unit Holder through Electronic Bank transfer to the Unit Holder's designated bank account as mentioned in the Investor Account Opening Form or Redemption form within six 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. The amount may also be paid to the third party upon instruction of the Unit Holder, if allowed by the Management Company, through Electronic Bank transfer to



the Unit Holder's designated bank account as mentioned in the Investor Account Opening Form or Redemption form.

- ix. No Money shall be paid to any intermediary except the Unit Holder or his authorized representative.
- x. The Management Company may make arrangements through branches of banks to facilitate redemption of Units of the Trust property under Allocation Plan(s). A request for redemption of Units may also be made through the use of electronic means such as Internet or ATM facilities under prior arrangement with the Trustee and seeking prior approval of the Commission.
- xi. The receipt of the Unit Holders for any amount payable in respect of the Units shall be a good discharge to the Trustee and the Management Company. In case of joint Unit Holders any one of them may give effectual receipt for any such moneys.
- xii. 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 either the total number of outstanding Units of the pertinent Allocation Plan, such redemption requests in excess of ten (10) percent may be deferred in accordance with the procedure elaborated in the Clause 4.10.4.
- xiii. On the occurrence of any circumstance specified in the Regulation or the Deed that may require an Allocation Plan(s) under the Fund should be suspended, the Management Company shall suspend the Sale and Redemption of Units of the pertinent Allocation Plan and the intimation of suspension shall be made to the Unit Holders of the pertinent Allocation Plan, the Trustee and the Commission according to the procedure laid down in the Regulation.
- xiv. 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 Determination of Redemption (Repurchase) Price**

**4.6.1** After the Initial Offer the Redemption (Repurchase) Price of Units of any Allocation Plan shall be equal to the Net Asset Value (NAV) of the pertinent Allocation Plan as of the close of Business Day (forward pricing) less:

- (a) Any Contingent Load or Back End Load (Deferred Sales Load) as per the details in this Offering Document Annexure B; 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 adjusted downward to the nearest paisa

Level of all back end load (Deferred Sales Load) shall be disclosed in the Offering Document (Annexure B). An increase in Back End Load (deferred sales load) load will require 90 days prior notice to the Unit Holder or any other period as specified in the Regulations.

**4.6.2** The Repurchase (Redemption) Price so determined shall apply to redemption requests, complete in all respects, received by the Distributor or the Management Company during the Business Hours (as announced by the Management Company from time to time) on the Dealing Day on which a correctly and properly filled redemption application is received.

**4.6.3** The Redemption Price of Units of Allocation Plans 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.

#### **4.7 Purchase (Public Offer) and Redemption (Repurchase) of Units outside Pakistan**

**4.7.1** Subject to exchange control, SECP 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.

**4.7.2** 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

**4.7.3** 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.

#### **4.8 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 Instructions Form. These Forms may be obtained from Distributors or Investment Facilitators or from the Management Company or through its website. In the case where Units are held in CDS account then requests should also be made through "Service Request Form" submitted to Distributors, Investment Facilities, or directly to the Management Company,

However, in the case where the Unit Holder desires to change Unit Holder details pertinent to their respective 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 CDCPL Regulations.

##### **4.8.2 Application Procedure for Change in Particulars**

- (a) Some of the key information which the Unit Holder can change is as follows:
  - i. Change in address
  - ii. Change in Bank Account details
  - iii. Account Operating instructions

Change will not be allowed in Title of account and CNIC.

- (b) Fully completed Service Request Form has to be submitted by both Individuals 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.

- (c) The applicant must obtain a copy of the Special Instructions Form signed and duly verified by an Authorized Officer of the Distributor or Management Company.
- (d) The Distribution Company and /or Management Company will be entitled to verify the particulars given in the Special Instructions Form. In case of any incorrect information the application may be rejected if the applicant does not rectify the discrepancy.
- (e) 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.
- (f) Unless the Joint Unit Holder(s) of Units have specified otherwise, all the Joint Unit Holder(s) shall sign the Special Instructions Form for such Units.

#### **4.8.3 Transfer, Nomination, Transmission**

- a) Unit Holder may, subject to the law, transfer any Units of any 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 any taxes and duties have been complied with.
- b) Both the transferor and the transferee must sign every Instrument/ Form 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/ Form of transfer must be duly completed in all respects including affixation of transfer stamps of the requisite value.
- c) 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.
- d) 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 ten years from the date of registration thereof and all the Certificates which have been cancelled at any time after the expiration of ten 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 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 UnitHolder.
- e) 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, original unit certificate (in case of physical certificate) etc. 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.

- f) A Unit Holder may convert the Units in a Unit Trust Scheme managed by the Management Company into Units of another Unit Trust Scheme managed by the Management Company by redeeming the Units of first Scheme and issuance of Units of later Scheme(s) at the relevant price applicable for the day. 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.
- g) 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.

#### **4.8.4 Conversion**

Conversion of Units of an Allocation Plan to Units of any other Allocation Plan offered under this Scheme, 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. Physical Certificates, if issued, must accompany the form.

#### **4.8.5 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.

### **4.9 Procedure for Pledge / Lien / Charge of Units**

#### **4.9.1 Who Can Apply?**

- (a) All Unit Holders of Allocation Plans 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 "D" of this Offering Document. 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 to the CDS Participant or the Investor Account Service (IAS) with which the account is maintained, according to the procedure laid down in CDCPL 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 / pledgers holder"s bank account or posted to the registered address of Pledgor 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. 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.
- (f) All risks and rewards, including the right to redeem such Units and operate such account, 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 of Allocation Plan(s) for the issuance of Class "C" and Class "D" Units of the pertinent Allocation Plan(s) as a result of Bonus / Stock Dividend or Cash Dividend 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 of an Allocation Plan is suspended and shall also have the fact published, immediately following such decision, in the newspapers in which the Allocation Plans" prices are normally published.

In case of suspension of redemption of Units of Allocation Plan(s) due to extraordinary circumstances the issuance of Units of the pertinent Allocation Plan(s) 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 outstanding Units of an Allocation Plan, 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 outstanding Units of Allocation Plan. The Management Company shall proceed to sell adequate assets of the pertinent Allocation Plan and / or arrange Shariah compliant financing as it deems fit in the best interest of all Unit Holders of the 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 outstanding Units of Allocation Plan, 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 outstanding Units of the Allocation Plan.

#### **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 Plans and determining the final Redemption Price for the Allocation Plans being offered under this Scheme. 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**

- a) The Management Company shall decide as soon as possible but not later than forty-five days after the Accounting Date / interim period whether to distribute among Unit Holders, profits, either in form of bonus Units (stock dividend) 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.
- b) The Management Company on behalf of the Fund shall, for every accounting year, distribute by way of dividend to the Unit Holders, not less than ninety per cent of the accounting income of the Collective Investment Scheme received or derived

from sources other than capital gains as reduced by such expenses as are chargeable to a Collective Investment Scheme under the Regulations.

This will be done through distribution by way of dividends, for every accounting year, to the Unit Holders of each Allocation Plan, not less than ninety percent of the accounting income for the pertinent Allocation Plan, received or derived from sources other than capital gains as reduced by such expenses pertaining to that Allocation Plan.

- c) For the purpose of this Clause the expression “accounting income” means income calculated in accordance with the requirements of International Accounting Standards (IAS) as are notified under the Companies Ordinance, 1984, the Regulations and the directives issued by SECP. Wherever the requirement of Regulations or the directives issued by SECP differs with the requirement of IAS, the Regulations and the said directives shall prevail.

## **5.2 Determination of Distributable Income**

The amount available for distribution in respect of any Accounting Period shall be the sum of all income and net realized appreciation, from which shall be deducted:

- the expenses, as stated in Clause 7.2 to 7.4 of this Offering Document; and
- any taxes of the Fund

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 Trust Property under the pertinent Allocation Plan, provided that 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 by the Trustee upon instructions of the Management Company and shall thereafter cease to form part of the Trust Property under the Allocation Plan.

## **5.3 Payment of Dividend**

All payments for dividend shall be made through payment instruments or transfer of Funds to the Unit Holders designated bank account or the pledgers designated bank account in case of lien / pledge of Units as the case may be or through any other mode of payment with the approval of Commission and such payment shall be subject to the Regulations and any other applicable laws and taxes.

## **5.4 Dispatch of Dividend Warrants/Advice**

Dividend warrants/advices/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 Investor Account Opening Form) to have any Cash/ Bonus/ Stock Dividend announced for an Allocation Plan be reinvested on behalf of the investor through issuance of new Units, of the pertinent Allocation Plan, within the Unit Holder register after deduction of applicable taxes.

## **5.6 Unit issuance for reinvestment of Dividend**

The Management Company may decide to distribute, wholly or in part, the distributable income in the form of cash dividend or bonus / stock dividend, for each Allocation Plan under the Fund, if it is in the interest of Unit Holders. After the fixing of the rate of distribution per Unit of an Allocation Plan, the Management Company shall, under intimation to the Trustee, issue additional Class “C” & “D” Units of the pertinent Allocation Plan for Bonus / Stock Dividend and Class “E” & “F” units of the pertinent Allocation Plan for reinvestment of Cash Dividend in the name of the Unit Holders . The Class “C”,

Class "D", Class "E" and Class "F" units of an Allocation Plan would rank pari passu as to their rights in the Net Assets, earnings and receipt of dividend and distribution with the existing Units of the pertinent Allocation Plan from the date of issue of these Units. The account statement (electronic or physical) or Unit Certificate shall be dispatched to the Unit Holder within fifteen days of the issue of these Units.

#### **5.7 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 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 circulation in 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. Such payments may be made to the Distributors by the Management Company upon the receipt from the Trustee.

The Management Company may at its discretion charge different levels of Load on different Allocation Plans being offered by the Management Company under this Scheme, and are disclosed as 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 bonus / stock dividend distribution or issue of Units in lieu of cash dividend distribution shall not include any sales or processing charge.

##### **6.1.2 Contingent Load**

Contingent Load is deducted from the Net Asset Value (NAV) of Units of Allocation Plan in determining the Redemption Price for the Units of the pertinent Principal Plan; provided however that different levels of Contingent Load may be applied to different classes of Units of different Allocation Plans, but Unit Holders of an Allocation Plan within a class shall be charged same level of contingent load. Management Company may change the current level of Contingent Load after giving 90 days prior notice to the Unit-Holders of the pertinent Allocation Plan through newspaper (either Urdu or English Newspaper) and / or via post and the unit holders shall be given an option to exit at the applicable NAV without charge of contingent load as specified in the Regulation.

The current level of Contingent Load is indicated in Annexure B.

##### **6.1.3 Other Charges**

Transfer of Units from one owner to another may be subject to a Processing charge at the date the request is lodged, which shall be recovered from the transferee. However, the processing charge shall not be payable by the successors in the case of inheritance or



distribution of the estate of a deceased Unit Holder.

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 on that date, plus the applicable Front-end Load.

#### **6.1.4 Expenses borne by the Management Company and the Trustee**

The Management Company and Trustee shall bear all expenditures in respect of their respective secretarial and office space and professional management services provided in accordance with the provisions of the Deed. 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 and the Deed 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 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 Fund:

#### **6.2.1 Remuneration of the Management Company**

The remuneration shall begin to accrue from the commencement of the Life of the Fund. 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 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 commencement of the Life of the

Fund. 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 the allocation plans available at the time of initial offering of the Fund.

### **6.4 Other costs and expenses**

The following charges shall also be payable out of the Fund Property

- (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 (for management of Fund).
- (xi) Charges and levies of stock exchanges, national clearing and settlement company, Trustee charges
- (xii) Any amount which the Shariah Advisor may declare to be Haram and to be paid to approved Charity institution.
- (xiii) Any other expenses as permissible under the Rules and Regulations from time to time and / or permitted by the Commission.

### **6.5 Expense Ratio**

The expense ratio shall be in line with the limits assigned to the Fund-of-Funds category in the Non-Banking Finance Companies Regulations, and as defined by the Commission from time to time.

## **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 gain distributed amongst the Unit Holders as dividend.

The Fund will distribute not less than 90% of its income received or derived from sources other than capital gains as reduced by such expenses as are chargeable to the Fund.

## **7.2 Withholding tax**

Under the provision of Clouse 47(B) of part (IV) of second schedule of the income Tax Ordinance 2001, the Fund's income from dividend from ( ) term finance certificates, Sukuks, return on (Riba free) deposits with banks/financial institutions, return from contracts, securities or instruments of companies, organizations and establishments 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 savings 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 of the Unit Holder from Allocation Plans under the Fund**

The following is a brief description of the Income Tax Ordinance, 2001, applicable in respect of Unit Holder of Allocation Plans under 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 Allocation Plan(s) under the Fund will be subject to applicable Income tax on dividend income distributed by Allocation Plan(s) (exemption on distribution out of capital gains is limited to those Funds which are debt or money market Funds and they do not invest in shares).

The tax deducted on dividend at the rates specified above will be the final tax (except for companies) 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 sale/redemption of Units of Allocation Plans under the Fund will be subject to tax at the applicable tax rate as mentioned in Income Tax Ordinance 2001.

7.4.4 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.

**7.4.5 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

**7.4.6 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 Management Company/Transfer Agent shall send directly to each Unit Holder an account statement each time there is a transaction in the account.

The Management Company/Transfer Agent shall provide account balance and/or account activities through electronic mode to Unit Holder, who opted for such service.

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 specified in Annexure B that the Management Company may notify from time to time.

**8.2 Financial Reporting**

- (a) The Management Company shall prepare and transmit the annual report physically in such form and manner as set out in Regulations as amended or substituted from time to time.
- (b) The Management Company shall prepare and transmit quarterly reports physically (or through electronic means or on the web subject to SECP approval) in such form and manner as set out in Regulations as amended or substituted from time to time.

**8.3 Trustee Report**

The Trustee shall report to the Unit Holders in accordance with the Regulations, directives, circulars and Shariah provisions or guidelines issued by the Commission.

**8.4 Fund Manager Report**

The Management Company shall prepare Fund Manager report each month as per guideline issued by MUFAP and transmit the same to the Unit Holders and also made available at their web site.

## **9. WARNING AND DISCLAIMER**

### **9.1 Warning**

- 9.1.1 If you are in any doubt about the contents of this Offering Document, you should consult your bank manager, Legal advisor, or other financial advisor. The price of the Units of Allocation Plans under this Fund and the income of the Allocation Plans (from which distributions to Unit Holders is made) may increase or decrease.
- 9.1.2 Investment in Allocation Plans 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.

### **9.2 Disclaimer**

- 9.2.1 The Units of the Allocation Plans 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 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 Plans' target return/ dividend range cannot be guaranteed. Allocation Plans' 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 web site of the Management Company:

#### **UBL Fund Managers – Operations Office**

4th Floor STSM Building,  
Beaumont Road, Civil Lines  
Karachi, Pakistan

### **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 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 and/or the Offering Document;
- (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;

#### **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.

## 10.7 GLOSSARY

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

**“Accounting Date”** means the thirtieth day of June in each year or any interim date as decided by the Management Company from time to time on which the financial statements of the Trust 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.

**“Account Opening / Investment 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 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 immediately after the close of IPO and (in any other case) from the next day of the preceding accounting period.

**“Allocation Plan(s)”** mean(s) approved allocation plan(s) offered under the Scheme. Each Allocation Plan shall invest only in permissible Shariah Compliant Collective Investment Schemes and/ or other instruments as approved by the Commission and Shariah Advisor. Details of the Allocation Plan(s) shall be disclosed in this Offering Document (clause 2.2.2) and any details regarding additional Allocation Plans shall be disclosed in the subsequent supplementary Offering Documents

**“Annual Accounting Period” or “Financial Year”** means the period commence on 1st July and shall end on 30th June of the succeeding calendar year.

**“Asset Management Company”/AMC”** means an asset Management Company as defined in the Rules and Regulations.

**“Auditor”** means the Auditor of the Trust appointed by the Management Company, with the consent of the Trustee, as per the Regulations.

**“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.

**“Authorized Broker”** means those Brokers which are authorized to deal in Government Securities.

**“Authorized Investments”**

Authorized Investments are those as defined below clause 2.2.3 and clause 2.2.15.1 of this Offering Document

**“Back-End Load (Deferred Sales Load)”** means charge deducted from the Net Asset Value in determining the Redemption Price; provided however that different levels of Back-End Load (Deferred Sales Load) may be applied to different classes of Units of underlying Allocation Plans. But Unit Holders within a class shall be charged same level of back-end load (deferred sales load) as disclosed in the Offering Document. This charge shall not form part of the Trust Property of the Scheme or any underlying Allocation Plan.

**“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.

**“Bank Accounts”** means those account(s) opened and maintained for the Fund and /or the Underlying Plans by the Trustee at the instruction of the Management Company at Banks, the beneficial ownerships in which shall vest in the Unit Holder(s).

**“Bond Event” (for CPPI Based Plan)** means a trigger point, whereby Plan’s Net Assets is about to hit or actually hits the Bond Floor, which if reached will cause the Plan’s Net Assets to be invested hundred percent (100%) in the Principal Preservation Segment till the remaining Life of the Plan. From thereon, there shall be no further exposure in the Investment Segment of the Plan.

**“Bond Floor” (for CPPI Based Plan)** means the present value of the Initial Plan Size (adjusted for redemptions, if any, during the Life of the Plan and inclusive of any Front-end Load). It can be defined as the minimum value the Plan should have on a given day, to be able to provide Principal Preservation of the Initial Investment Value, if investments are held for twenty four months and beyond till maturity of the plan. The Bond Floor value shall be calculated using yield of authorized investment(s) from the Principal Preservation Segment of Plan, that potentially yields a return higher than or at least equal to the yield required to provide Principal Preservation to the Unit Holders, subject to Clause 1.12 and Clause 2.2.22 at completion of twenty four months and beyond till maturity of the plan

**“Broker”** means any person engaged in the business of effecting transactions in securities for the account of others.

**“Business Day”** means any day on which scheduled banks and, Pakistan Stock Exchange, and the Management Company are open for business in Pakistan.

**“Principal Preservation (for CPPI Based Plan)”** means that the investment strategy of the Plan is such that the Net Realizable Value of investment should not fall below the Initial Investment Value, if the Units are held till maturity as per the investment policy of the respective Allocation Plan(s) defined in the Offering Document. The Management Company envisages the provision of Principal Preservation through the use of the Constant Proportion Portfolio Insurance (CPPI) Methodology.

**“Charity”** means amount paid by the Trustee, upon instruction of the Management Company and in consultation with the Shariah Advisor, out of the income of the Fund to Charitable Trust/welfare organization, representing income which is impermissible /Haram.

**“CPPI (for CPPI Based Plan)”** means Constant Proportion Portfolio Insurance.

**“CPPI Methodology (for CPPI Based Plan)”** is an internationally recognized, dynamic asset allocation methodology comprising of a versatile and flexible framework that allocates plan’s Net Assets between Islamic Equity and Islamic Money Market/Sovereign income Schemes in a way that the exposure to Islamic equity is increased as Plan’s Net Assets increases and reduced as Plan’s Net Assets declines, while simultaneously aiming to provide principal Preservation at completion of twenty four months and beyond till maturity of the plan.

**“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.

**“CIS”/“Collective Investment Scheme(s)”** means Open End Scheme(s) managed by the Management Company and/or by other Asset Management Companies (both local and international).

**“Connected Person”** shall have the same meaning as assigned in the Rules and Regulations.

**“Constitutive Documents”** means the Trust Deed or such other documents as defined in the Regulations.



**“Contingent load”** It means that load payable by the Unit Holder on redemption and at actual basis as specified in Annexure B this Offering Document. Any Contingent Load received will form part of the Trust Property.

**“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.

**“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 “B” of this Offering Document.

**“Dealing Day”** means every Business Day from Monday to Friday of every week. Units will be available for dealing (purchase, redemption, transfer, switching etc.) on Dealing Days 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 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).

**“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.

**“Distribution Account”** means the Shariah Compliant Bank Account (which may be a current, saving or deposit account) maintained 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 Plans may be transferred. 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 Fund Property of the pertinent Allocation Plan for the benefit of the Unit Holders of that Allocation Plan.

**“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.

**“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.

**“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.

**“Exit Charges”** means contingent load, back-end load (Deferred Sales Load) and any other charges as may be applied by Management Company and defined in the Offering Document of the Fund.

**“Expense Ratio”** means the measure which indicates the total costs associated with managing and operating the Fund.

**“Exposure”** shall have same meanings as provided in the Regulations.

**“Federal Government”** means the Federal Government of Islamic Republic of Pakistan.

**“Financial Institution”** means a Bank, Development Finance Institution, Nonbanking Finance Company, Modaraba or an institution registered under relevant laws to provide financial services within or outside Pakistan.

**“Force Majeure”** It 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.

**“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 Offering Period.

**“Front-end Load”** means the Sales load which may be included in the offering price of the Units of Allocation Plans; 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 (Deferred Sales Load) should not exceed 3% of Net Asset Value.

**“Fund”** means “Al-Ameen Islamic Financial Planning Fund-IV” or “Scheme”, or “Trust”, or “Unit Trust”, or “AIFPF-IV”.

**“Gap Event” (for CPPI Based Plan)** means an event, whereby, Plan’s Net Assets falls below the Bond Floor.

**“Gap Risk” (for CPPI Based Plan)** means the probability of occurrence of a Gap Event.

This risk pertains to the Gap event where the Portfolio Value falls below the Present Value (bond floor) of the principal preservation amount required at the end of twenty four months and beyond till maturity of the plan

**“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.

**“Haram Income”** means any income prohibited by the Shariah.

**“Holder or Unit Holder”** means the investor for the time being entered in the Register as owner of a Unit of Allocation Plan(s), including investors jointly so registered pursuant to the provisions of the Trust Deed.

**“Initial Fund Size”** means the proceeds of Units issued to Class “A”, and Class “B” Units till the close of Initial Offering Period.

**“Initial Period” or “Initial Offering Period”** means a period determined by the Management Company during which Units will be offered as mentioned in clause 1.10 of this Offering Document.

**“Initial Price” or “Initial Offer”** means the price per Unit during the Initial Offering Period determined by the Management Company.

**“Initial Plan Size”** means the proceeds of Units issued to Class “A” Units till the close of Initial Offering Period.

**“Investment Segment”** means the portion of investment generally made in Authorized Investments as mentioned under Clause 3.2 under ‘Authorized Investments’ with an objective of providing Unit Holders a higher return

The Investment Segment of the Plan is further divided into:

**I. “Islamic Money Market/ Islamic Sovereign Income Component”**

- a. Islamic Money Market/ Islamic Sovereign Income Scheme(s) offered by the Management Company and other AMCs
- b. Islamic Bank accounts or Islamic window of commercial bank accounts (Islamic Money Market Component (Saving Accounts/Term Deposits with Banks having Rating AA- & Above in case of CPPI Plan)

**II. “Islamic Dedicated Equity”**

- a. Islamic Dedicated Equity based schemes offered by the Management Company and other AMCs

**“Investment”** means any Authorized Investment forming part of the Trust Property.

**“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.

**“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.

**“Life of the Plan”** means duration of the Plan. It starts from the day following realization of all investment proceeds raised till the close of the Initial Offering Period. The Life of the Plan shall start no later than seven (7) seven business days from the close of Initial Offering Period.

**“Local Governments”** mean all the local / city governments in Pakistan.

**“Management Company”** is defined in the preamble hereto;

**“Multiplier” (for CPPI Based Plan)** is a measure of risk applied to the Plan’s Net Assets, to determine the amount of Net Assets to be allocated to the Islamic Equity Component. A higher Multiplier means greater allocation to Islamic Equity Component; whereas a lower Multiplier means greater allocation to the Money Market/Sovereign Income Component. The Management Company may, at its discretion, change the Multiplier from time to time, based on the market conditions and as per the limits defined in Circular No. 18 of 2015.

**“Net Assets of the Allocation Plan”** means the excess of assets over liabilities of pertinent Allocation Plan being offered under the Fund, such excess being computed in the manner as specified in the Regulation.

**“Net Assets of the Scheme”** means the excess of assets over liabilities of all Allocation Plans combined together, such excess being computed in the manner as specified under Regulations.

**“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 Unit(s) 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.

**Net Realizable Value**” means the proceeds paid to the Unit Holder at completion of life of plan or beyond till maturity of the plan.

**“Non-Term-Based Allocation Plans”** means the allocation plans that follow an investment strategy independent of any set time period over which certain objective(s) is/ are to be achieved. Such plans are open for subscription perpetually. Investors may enter or exit these plans at any time. These Allocation Plans typically do not have contingent loads, however, back end load (deferred sales load) may be charged on redemptions.

**“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.

**“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, Allocation Plan(s), 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.

**“Online”** means transactions through electronic data-interchange whether real time transactions or otherwise, which may be through the internet, intranet networks and the like.

**“Ordinance”** means the Companies Act 2017.

**“Par Value”** means the face value of **Rs. 100** for a Unit of Allocation Plan under the Scheme

**“Personal Law”** means the law of inheritance and succession as applicable to the individual Unit Holder.

**“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.

**“Principal Preservation Segment (for CPPI based Plan)”** means

- a. Islamic Money Market/ Islamic Sovereign Income Scheme(s) offered by the Management Company and other AMCs
- b. Islamic bank accounts or Islamic window of commercial bank accounts (excluding TDRs, Certificate of Investments, & Certificate of Deposits)

**“Profit Distribution Date”** means the date on which the Management Company decides to distribute the profits (if any).

**“Provincial Governments”** mean the Provincial Governments of all four provinces of Pakistan.

**“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.

**“Redemption Price or Repurchase Price”** means the amount to be paid to the relevant Holder of a Unit of an Allocation Plan upon redemption of that Unit, such amount to be determined pursuant to this document.

**“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.

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

**“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.

**“Sales Load”** means front end load deducted at the time of investment or back end load charged at the time of redemption from the CIS. However, the load charged upon redemption and which forms part of the CIS property shall not classify as sales load.

**Front end load and Back-end load (as Deferred Sales load)** not exceeding three percent of NAV of Allocation Plan or as may be allowed under the Regulations, which may be included in the offer price or deducted from the NAV of Allocation Plan in order to determine the Redemption Price of Units. A sales load from 0% to 1.5% of the NAV per unit may be charged where transactions are done online or through a website of the Management Company.

**“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.

**“Special Request 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.

**“Stock Exchange”** means a public company that is licensed by the Commission as a securities exchange under section 5 of Securities Act 2015.

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

“**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 before maturity is discouraged through contingent load or Back End Load (Deferred Sales Load) / exit fee.

“**Transaction Costs**” means the costs incurred or estimated by the Management Company to cover the costs (such as, but not restricted to, brokerage, Trustee charges, taxes or levies on transactions, etc.) related to the investing or disinvesting activity of the Trust’s portfolio, *inter alia*, necessitated by creation or cancellation of Units. Such costs may be added to the NAV of the Allocation Plans to which the costs may be applicable for determining the Purchase (Offer) Price of such Units or be deducted from the NAV of the said Allocation Plan to which the costs may be applicable in determining the Repurchase (Redemption) Price.

“**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.

“**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.

“**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.

“**Trust**” or “**Unit Trust**” or “**Fund**” or “**Scheme**” or “**Al-Ameen Islamic Financial Planning Fund-IV**” or “**AIFPF-IV**” means the Unit Trust constituted by the Trust Deed for continuous offers for sale of Units of Allocation Plans under the Trust.

“**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.

“**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 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.

“**Unit**” means one undivided share in the Net Asset of the Allocation Plan(s) being offered under this Scheme and where the context so indicating a fraction thereof.

Words and expressions used but not defined herein shall have the meanings assigned to them in the Act and 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 Trust Deed.

**Annexure "A"**

The trustee remuneration shall consist of reimbursement of actual custodial expenses / charges plus the following tariff:

<b>Tariff</b>
0.070% per annum of Net Assets

Note: The above tariff shall only be applied if the fund has the objective to invest in other collective investment schemes being managed by the same AMC and under our Trusteeship. Otherwise tariff "Tariff Structure for Other Open End Schemes" shall be applied.

**Annexure “B”**

**1. Current Fee Structure:  
For Al-Ameen Islamic Active Allocation Plan-XIV (AIActAP-XIV)**

<b>Classes of Units</b>	<b>Front-End Load (%)</b>	<b>Management Fee (% p.a.)*</b>	<b>Contingent Load (% p.a)**</b>
<b>Class “A” Units</b> (Sale/Purchase/ Conversion Units)	0% to 3%	1%	4% if redeemed within 1st Year 2% if redeemed within 2nd Year 0% if redeemed after 2nd Year
<b>Class “B” Units</b> (Bonus Units)	0%	1%	NIL
<b>Class “C” Units</b> (Dividend Re- Investment Units)	0%	1%	NIL

\*No management fee shall be charged if the investment is made in the underlying Scheme of the management company

\*\*Contingent load will be charged at the time of redemption of units if redeemed before 24 months from the commencement of Life of Plan.

Note: 0%-1.5% Front-End load may be charged if transactions are done online or through website of the AMC as per SECP Circular No. 27 of 2017.

**2. Cut-Off Timing:**

i. Current Cut-off Timing & Business Hours for dealing in Units:

Every Dealing Day – 9:00 am to 4:00 p.m.

ii. Current Cut-off Time for dissemination and announcement of NAV for Each Dealing Day: Latest by 10:30 a.m. on subsequent Dealing Day

\*\*Any change in the Cut-Off Timings/Business Hours including for the month of Ramadan shall be notified to investors/Unit-Holders via the Company’s website.

Any change in the load structure and/or management fee shall be notified after prior approval of the Commission through an addendum to this annexure and by publication in a widely circulated newspaper and/or as and how the SECP may direct.



## **Annexure “E”**

### **Shariah Advisor Profile**

#### **Muhammad Hassaan Kaleem**

A renowned Islamic Scholar having considerable experience in advising financial institutions on Shariah related affairs, he is renowned as an expert on Takaful and is a Shariah Board Member of Pak Kuwait, Pak Qatar Family Takaful Company Limited, Shariah Consultant for Deloitte (Global Islamic Finance Team) and has served as the Shariah Advisor for Pakistan operations of AlBaraka Islamic Bank. He is also a Member of Shariah Advisory Panel of IIBI London. He has been teaching Islamic Studies and Arabic at Dar-ul-Uloom Karachi and Centre of Islamic Economics, Karachi. He has strong an academic background in Islamic studies and Islamic Economics having completed Takhassus Fil Ifta and Alimiyyah from Dar-ul-Uloom Karachi, a renowned Islamic Institute of Pakistan. He also serves as a permanent faculty member of Centre of Islamic Economics, Karachi.

#### **Muhammad Najeeb Khan**

A recognized Islamic scholar and researcher having strong comprehension of all aspects of Islamic Law and a specialization in Islamic Jurisprudence and Islamic Finance, he is currently engaged as Shariah Advisor of Habib Metropolitan Bank, Islamic Banking operations and is principal of Hira Foundation School. He has also been on engaged by the SBP, GoP and ICAP as Shariah Consultant and is an important member of various committees. He has vast experience of teaching Islamic Law, Islamic Jurisprudence, Islamic Studies and Arabic at various institutes in Pakistan and abroad. He successfully completed his Takhassus from Dar-ul-Uloom Karachi and specialization in Islamic Jurisprudence (majoring in Finance) under the supervision of Mufti Taqi Usmani.