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**TO** : **Cyprus Investment Firms**

**FROM** : **Cyprus Securities and Exchange Commission**

**DATE** : **10 July 2019**

**CIRCULAR NO.** : **C326**

**SUBJECT** : **Introduction of CySEC's Form 144-14-11 'Prudential Supervision Information'**

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The Cyprus Securities and Exchange Commission (the 'CySEC') wishes herein to collect relevant information by the Cyprus Investment Firms (the 'CIFs') in order to facilitate CySEC's supervisory role in the areas of:

- i. the assessment of Internal Capital Adequacy Assessment Process (ICAAP),
- ii. the assessment of annual audited financial statements,
- iii. the safeguarding of clients' money.

More specifically:

1. CySEC published a new Form with number 144-14-11 'Prudential Supervision Information' ([the 'Form'](#)), which it is addressed to **all** CIFs in its website.
2. CIFs should complete the Form once a year and submit it to CySEC via Transaction Reporting System ('TRS') from 1<sup>st</sup> to 30<sup>th</sup> June each year. **The deadline to submit the Form is the 30<sup>th</sup> of June each year.** Details regarding the submission of the Form can be found in the sheet 'Instructions' of the Form.

**It is clarified that the first submission of the Form is due by 31 July 2019.**

3. The Form should be submitted **ONLY** electronically via TRS, after it is duly digitally signed. The steps that CIFs need to follow for the successful submission of the Form can be found [here](#). CySEC will not accept any other ways of submitting the Form.
4. CIFs should always use the latest version available of the Form, which can be found in [CySEC's website](#). CIFs are urged to subscribe to [RSS Service](#) so as to ensure that they are informed for any changes in the Form.
5. It is clarified that CIFs should continue to submit through CySEC's portal their annual audited financial statements and suitability report from their external auditors irrespective of the submission of the Form.

6. CIFs may conduct [crdsubmission@cysec.gov.cy](mailto:crdsubmission@cysec.gov.cy) for queries regarding the completion of the Form and [information.technology@cysec.gov.cy](mailto:information.technology@cysec.gov.cy) for queries regarding TRS.

Sincerely,

Demetra Kalogerou  
Chairman of Cyprus Securities and Exchange Commission