

CIR/ARN-10/09-10

June 09, 2009

**Unified AMFI Guidelines for AMFI REGISTERED MUTUAL
FUND ADVISOR (ARMFA)**

**GUIDELINES REGARDING REGISTRATION OF
INTERMEDIARIES AND EMPANELMENT OF ARMFA**

REVISION IN FORMATS FOR DECLARATION OF SELF CERTIFICATION

This has reference to our circular no. CIR/ ARN-09/ 08-09 dated July 18, 2008 issued on the captioned subject.

Kindly refer to Clause no. 5 in terms of which AMCs or R & Ts on behalf of AMCs are required to obtain once a year Declaration of Self -Certification (DSC) from empanelled ARMFA regarding compliance of guidelines and Code of Conduct as per appropriate formats prescribed for different categories of ARMFA. Four formats (A, A1, B and C) have been attached to the above referred circular.

At the recent meeting of AMFI ARN & Certification Committee, while reviewing these formats it was felt that it is essential to have the AMFI Registration Number (ARN) mentioned in these formats to facilitate proper monitoring. We therefore enclose all the four formats suitably modified by incorporating the ARN field. These formats are to be made effective from current financial year i.e.2009-2010.

You are therefore requested to forward a copy of the relevant format to the ARMFA empanelled with your AMC for due compliance and also advise your R & T accordingly.

A.P.Kurian
Chairman

Annexures to circular:

Revised Format 'A' - Format for Corporate ARMFA who does not have Sub-Brokers

Revised Format 'A1' - Format for Corporate ARMFA who has Sub-Brokers

Revised Format 'B' - Format for ARMFA who is Sub-Broker to be submitted to Principal ARMFA

Revised Format 'C' --Format for ARMFA who is Individual/ Karta of HUF

Form No. A

Format for Declaration of Self Certification for Corporate ARMFA who does not have sub-brokers

On appropriate letterhead of corporate body

Date: _____

AMFI Registration Number (ARN): _____

From: _____

* Landline:

* Mobile:

* Email:

The Registrar and Transfer Agent of Mutual Funds
(Please tick as applicable)

CAMS

Karvy CPL

UTI TSL

Franklin Templeton

Deutsche ISPL

Sub: Declaration of Self-Certification (DSC): Period _____ / Financial Year _____

"This is to certify that, in the course of my/our business in the distribution of mutual fund products during the period / financial year ended March 31, _____ I/we have adhered to the Code of Conduct contained in SEBI circular no. MFD/CIR/06/210/2002 dated June 26, 2002 and to the requirements as prescribed in SEBI's subsequent circular no. MFD/CIR/20/23230/2002 dated November 28, 2002 and the AMFI circular no: CIR/ARN-09/08-09 dated July 18, 2008 in this regard."

Kindly update this DSC on your records and with all the Fund Houses where we are empanelled.

For _____ (firm name)

Authorised Signatory (ies)

** Information of principal contact desirable for all important communication to be disseminated efficiently*

Form No. A1

Format for Declaration of Self Certification for Corporate ARMFA who has sub-brokers

On appropriate letterhead of corporate body

Date: _____

From: _____

AMFI Registration Number (ARN): _____

* Landline:
* Mobile:
* Email:

The Registrar and Transfer Agent of Mutual Funds
(Please tick as applicable)

CAMS

Karvy CPL

UTI TSL

Franklin Templeton

Deutsche ISPL

Sub: Declaration of Self-Certification (DSC): Period _____ / Financial Year _____

"This is to certify that, in the course of my/our business in the distribution of mutual fund products during the period / financial year ended March 31, _____. I/we have adhered to the Code of Conduct contained in SEBI circular no. MFD/CIR/06/210/2002 dated June 26, 2002 and to the requirements as prescribed in SEBI's subsequent circular no. MFD/CIR/20/23230/2002 dated November 28, 2002 and the AMFI circular no: CIR/ARN-09/08-09 dated July 18, 2008 in this regard.

We further certify that we have AMFI certified ARMFA empanelled with us acting as sub-brokers for distribution of mutual funds and that they have in turn met all certification requirements in terms of the above mentioned circulars from SEBI. We confirm that the necessary DSC for the financial year as above has been submitted by them to us"

Kindly update this DSC on your records and with all the Fund Houses where we are empanelled.

For _____ (firm name)

Authorised Signatory (ies)

** Information of principal contact desirable for all important communication to be disseminated efficiently*

Form No. B

Format for Declaration of Self Certification by the ARMFA who is sub-broker to be submitted to principal ARMFA

On appropriate letterhead (if available) by sub broker to be addressed to principal ARMFA

Date: _____

AMFI Registration Number (ARN): _____ From: _____

* Landline:
* Mobile:
* Email:

_____ (Principal ARMFA name)

Address 1
Address 2
Address 3
Pin

Sub: Declaration of Self-Certification (DSC): Period _____ / Financial Year _____

“I/we as sub-brokers to yourselves for the purpose of distribution of mutual funds hereby declare that all provisions made under the prescribed code of conduct under SEBI circular no. MFD/CIR/06/210/2002 dated June 26, 2002 and those prescribed under SEBI's subsequent circular no. MFD/CIR/20/23230/2002 dated November 28, 2002 and the AMFI circular no: CIR/ARN-09/08-09 dated July 18, 2008 have been adhered to.”

For _____ (firm name / individual name)

Authorised Signatory (ies) / Signature of sub-broker

* Information of principal contact / sub-broker desirable for all important communication to be disseminated efficiently

Note: This declaration has to be stored by the principal ARMFA for a period of atleast 8 years

Form No. C

Format for Declaration of Self Certification for the ARMFA who is an individual/karta of HUF

On appropriate letterhead (if available)

Date: _____

AMFI Registration Number (ARN): _____

From: _____

* Landline:

* Mobile:

* Email:

The Registrar and Transfer Agent of Mutual Funds
(Please tick as applicable)

CAMS

Karvy CPL

UTI TSL

Franklin Templeton

Deutsche ISPL

Sub: Declaration of Self-Certification (DSC): Period / Financial Year _____

"This is to certify that, in the course of my/our business in the distribution of mutual fund products during the period / financial year ended March 31____. I/we have adhered to the Code of Conduct contained in SEBI circular no. MFD/CIR/06/210/2002 dated June 26, 2002 and to the requirements as prescribed in SEBI's subsequent circular no. MFD/CIR/20/23230/2002 dated November 28, 2002 and the AMFI circular no. CIR/ARN-09/08-09 dated July 18, 2008 has been adhered to."

Kindly update this DSC on your records and with all the Fund Houses where we are empanelled.

For _____ (firm name)

Authorised Signatory (ies)

** Information is desirable for all important communication to be disseminated efficiently*