



SECURITIES AND EXCHANGE COMMISSION OF PAKISTAN
Specialized Companies Division
Non-Banking Finance Companies Department

No. NBFCD/

January 15, 2010

CIRCULAR NO. 1 OF 2010

Re: Filing of Monthly Returns through Specialized Companies Return System (SCRS)

SECP has developed an online Returns Submission System in order to facilitate the NBFC's industry and to streamline the submission of information to the Commission. All statements currently being submitted to the NBFC Department at varying periodicities shall be replaced by a standardized monthly return. The details of the system and user manual are placed on the SECP website for your information and assistance. The orientation workshops regarding this system were conducted in December 2009 wherein the representatives from almost all the NBFCs had participated and the feedback received in this respect has been incorporated in the system.

2. As conveyed during the workshops, the NBFCs will have to obtain login ID and password from IS & T Department of SECP, to enter the requisite monthly data in the system. For secure submission of returns, Digital Signatures for the CFO and Company Secretary can be acquired from National Institute of Facilitation Technology (NIFT).

3. Therefore, in exercise of powers of the Commission under section 282D of the Companies Ordinance 1984, all the NBFCs are required to submit their monthly returns through the Specialized Companies Return System (SCRS) by the 10th of every month. However to facilitate the industry, all NBFCs will be allowed to submit their online returns by the 15th of every month for the first quarter of 2010 only. As such the first monthly return for the month of January 2010 through SCRS shall be submitted by 15th February 2010. All daily reports to NBFC Department shall be dispensed with immediately, while weekly statements shall continue to be submitted till the end of 1st quarter 2010.

4. All Companies are required to ensure meticulous compliance with this Circular in letter and spirit, failing which action will be taken in terms of applicable provisions of the Law.

(Shahid Nasim)

Executive Director (NBFCD)

Distribution;

1. The Chief Executive Officers of all NBFCs
2. The Chairman, Mutual Funds Association of Pakistan
3. The Chairman, Leasing Association of Pakistan
4. The Chairman, Investment Banking Association of Pakistan
5. The IS&T Department SECP, for posting on website.