

CIRCULAR: II/IM/1/2012

Circular under the Namibia Financial Institutions Supervisory Authority Act, 2001 (Act No. 3 of 2001)

Circular to: Approved Investment Managers

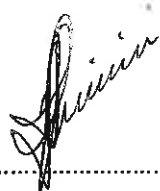
Subject: DISCLOSURE AND QUARTERLY RETURNS

1. This Circular is issued to remind Investment Managers that they are obliged to submit their Quarterly Returns on a Quarterly basis. In terms of the registration and approval requirements, investment managers are required to, inter alia, (a) disclose their assets under management; (b) submit the required Quarterly Returns, (c) submit the Quarterly Returns on time and (d) pay the basic levy and the applicable additional levies.
2. Investment managers with no assets under management are also required to submit a nil return, for which the chief executive officer or the approved portfolio manager take full responsibility.
3. Investment Managers are also urged to submit their Annual Financial statement yearly within three months after year end.
4. Furthermore, Investment Managers who have ceased their operations or never started any activities since registration and wish to de-register should also notify NAMFISA of their intentions, thus enabling NAMFISA to have updated records.
5. Below is the table indicating the different documents and due dates for submission to NAMFISA:



Document	Due Date
▪ Quarterly Statistical Return	Within 21 working days after last day of each quarter i.e.: Quarter ending 31 March 2012 ▪ Due date for submission : 30 April 2012 Quarter ending 30 June 2012 ▪ Due date for submission : 31 July 2012 Quarter ending 30 September 2012 ▪ Due date for submission: 31 October 2012 Quarter ending 31 December 2012 ▪ Due date for submission : 31 January 2013
• Levy Returns and Payments	Within 21 working days after last day of first half of the NAMFISA's financial year end i.e.: Second half of 2012 [01 October 2011 to 31 March 2012] ▪ Due date for submission and payment: 30 April 2012 First half of 2013 [01 April 2012 30 September 2012] ▪ Due date for submission and payment: 31 October 2012
• Annual Financial Statements by auditors	Within 3 months after financial year end eg. a company's financial year ending on 28 February will have a due date for submission as 30 June of the same year.

For further information or clarifications with regard to the above, please do not hesitate to contact Ms. Aune Emvula at 061-290 5176, Ms. Precious Lubinda 061-290 5137.



PHILLIP N SHIIMI
REGISTRAR: STOCK EXCHANGES

February 13, 2012