

TO : Investment Firms

FROM : Cyprus Securities and Exchange Commission

DATE : **February 7, 2006** 

CIRCULAR NO. : **IF**(**2006-02**) FILE NO. : **E.K. 6.1.14** 

SUBJECT : Updated Organisational Chart of Cypriot Investment

**Firms** 

The Cyprus Securities and Exchange Commission (the 'Commission') requests all Cypriot Investment Firms (the 'CIFs') to submit, as soon as possible and no later than Wednesday, February 22, 2006, their updated organisational chart (including any branches of CIFs outside Cyprus) in which it should include the names of the employees/ staff, analytically for each department.

In addition, for the employees/ staff of CIFs, which are required in accordance with the Investment Services Firms Laws of 2002-2005, to hold a certificate of professional competence, the Commission requests CIFs to submit a list of:

- 1. the names of these persons,
- 2. their position in the organisational chart,
- 3. the type and the index number of their certificate of professional competence, which they posses or in the case which they don't posses such a certificate, their intentions for obtaining one.

The present circular concerns also the Investment Firms, which have a branch in Cyprus (it is provided that the organisational chart will refer only to the branch).

Sincerely

Marios Clerides

Chairman of the Cyprus Securities and Exchange Commission