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TO : **Regulated Entities:**

- i. **Alternative Investment Fund Managers ('AIFMs')**
- ii. **UCITS Management Companies ('UCITS MC')**
- iii. **Self-Managed UCITS ('SM UCITS')**
- iv. **Self-Managed Alternative Investment Funds ('SM AIFs')**
- v. **Self-Managed Alternative Investment Funds with Limited Number of Persons ('SM AIFLNP')**
- vi. **Companies with sole purpose the management of AIFLNPs**

FROM : **Cyprus Securities and Exchange Commission**

DATE : **December 31, 2019**

CIRCULAR No : **C347**

FILE No : **01.13.001.002.002**

SUBJECT : **Management Companies and Self-Managed Funds Quarterly Statistics – Revised Form**

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The present Circular is issued pursuant to section 25(1)(c)(ii) & (iii) of the Cyprus Securities and Exchange Commission Law ('the CySEC Law').

The Cyprus Securities and Exchange Commission ('the CySEC') wishes to inform Regulated Entities about the following:

### 1. Information Requested by CySEC

A new version of the form, **QST-MC Version 7** ('the Form'), found in the [Appendix](#), is issued. The Form must be completed and submitted to CySEC by **all Regulated Entities that were authorised by December 31, 2019**. In this respect, Regulated Entities that were authorised by December 31, 2019, but have not made use of their authorisation **must also submit the Form**.

### 2. Amendments in the Form

#### 2.1. Instructions

The gray colour  which is now introduced in the colour scheme, represents the cells which must remain empty depending on the information completed in the mandatory cells. Such cases may appeared in: **Section C, D, F1, F2, F3, F4, G, I and J**.

#### 2.2. Section A- Question 1.1: Number of Unitholders as at the reference date.

Please note that the definition of Unitholders has been amended. Specifically, for AIFLNPs the definition does not take into account the provisions of the Article 124 (5)(b) of the Law 124(I)/2018.

The new definition is as follows: Unitholders mean the number of clients who hold units in the Collective Investment Scheme under management.

### 3. Additional information Requested

#### Section C: Details of each Undertaking of Collective Investments under Management

One additional Column is added in this Section and the information requested is as follows:

**Column Z:** Number of Physical Persons based on Article 124 (5)(b) of the Law 124(I)/2018. This information must be completed only in cases that the Fund Type based on Column F, is AIFLNP. Otherwise the cell must be left empty.

### 4. Submission date of the Form

The table below summarises the deadlines for the submission of the Form, which are the same as described in Circular 340. Based on the following table the deadline for the submission of the Form for the Q4 2019, **is 31st January 2020.**

Reference Period	Submission Date
01/01/20XX - 31/03/20XX	30 April 20XX
01/04/20XX-30/06/20XX	31 July 20XX
01/07/20XX - 30/09/20XX	31 October 20XX
01/10/20XX - 31/12/20XX	31 January 20XX (of the following year)

### 5. Successful submission

- 5.1. Successful submission is considered only if REs submit the Form through the TRS System and receive the positive feedback file that is dispatched on the Outgoing folder of the TRS System.
- 5.2. CySEC emphasises the importance of meeting the deadline of 31 January 2020, **and stresses that NO extension will be granted.**
- 5.3. **Failure to promptly and duly comply with the above will bear the administrative penalties of section 37(5) of the CySEC Law.**

### 6. Support

#### 6.1. Queries on how to complete the fields of the Form

In case you have any queries on the completion of the Form, please submit them **only** in writing by sending an email to [riskstatistics.fundmgrs@cysec.gov.cy](mailto:riskstatistics.fundmgrs@cysec.gov.cy). All email communication should include in the subject, the Regulated Entity full name and the TRS coding.

#### 6.2. Technical Queries on digitally signing and submitting the Form

For technical matters on digitally signing and submitting the Form, REs are advised to frequently visit the CySEC's website at the specified [section](#). For further clarifications, REs are requested to use the electronic address [information.technology@cysec.gov.cy](mailto:information.technology@cysec.gov.cy).

All email communication with CySEC should include, in the subject, the REs full name and the TRS coding.

Yours sincerely,

Demetra Kalogerou  
Chairman, Cyprus Securities and Exchange Commission