

# ANNUAL REPORT 2021-2022



**CAPITAL MARKET STABILIZATION FUND**





# **Annual Report**

## **2021-2022**









Father of the Nation Bangabandhu Sheikh Mujibur Rahman





Honorable Prime Minister Sheikh Hasina



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## MESSAGE FROM BSEC CHAIRMAN

I am glad to learn that Capital Market Stabilization Fund (CMSF) has completed its first year with excellence. Bangladesh Securities and Exchange Commission (BSEC) has established CMSF under the BSEC (Capital Market Stabilization Fund) Rules, 2021 with an intention to contribute in the development of the capital market of Bangladesh. A significant amount of unclaimed investors' fund has remained to issuer of listed securities. In this context, we have assigned CMSF as a custodian of all these unclaimed, undistributed, un allocated cash or stock dividend, non-refunded public subscription money, and un-allotted rights shares of investors. Hence, CMSF is playing a helpful role in increasing the liquidity of the capital market by utilizing this fund.

Hon'ble Prime Minister of the People's Republic of Bangladesh, Sheikh Hasina, is always keen to ensure vibrant capital market and accordingly various measures are being taken to safeguard the interests of the investors. We strongly believe that CMSF will add positive value towards ensuring vibrancy to Bangladesh's capital market by protecting investors' interests, with the direction of our Hon'ble Finance Minister, AHM Mustafa Kamal, FCA, MP.

In sum, I would like to thank the Board of Governors for successfully steering the process towards developing CMSF in a sustainable manner. Meanwhile, I am pleased to notice the relentless efforts of the organization's staff at all levels headed by the Chair in achieving the mandate of the Fund under the guidance of the BOG and different committees.

**Professor Shibli Rubayat-Ul-Islam**

Chairman

Bangladesh Securities and Exchange Commission



## MESSAGE FROM CMSF CHAIRMAN

Capital Market Stabilization Fund (CMSF) is an innovative entity created by Bangladesh Securities & Exchange Commission (BSEC) in 2021. CMSF endeavors to stabilize the capital/securities market through liquidity support and also performs as a custodian of unclaimed or undistributed or un-allotted cash or stock for the greater benefits of the investors. It is governed by a dynamic Board of Governors (BOG) with the support from a newly established Secretariat.

In order to fulfill its strategic objectives, CMSF is nurturing a partnership approach at its heart which has been demonstrated by its various activities since its launching and specially through a tripartite partnership dialogue held on May 26, 2022. The tripartite dialogue was held among the BSEC, Bangladesh Association of Publicly Listed Companies (BAPLC) and CMSF where all the representatives of the companies listed in Dhaka Stock Exchange (DSE) Ltd and Chittagong Stock Exchange (CSE) were invited. The dialogue was held at Bangabandhu International Conference Center (BICC) where Professor Shibli Rubayat-Ul-Islam, Hon'ble Chairman, BSEC kindly graced the occasion as the Chief Guest while the concerned Commissioner of BSEC Dr. Shaikh Shamsuddin Ahmed and Mr. M. Anis Ud Dowla, President, BAPLC were present as the Special Guests.

CMSF is also attaching high importance to the interest of general investors and a separate department within CMSF namely Investors' Claim Settlement Department (ICSD) has been created to provide services as will be required by the general investors. CMSF is utilizing the ICT facilities created under Digital Bangladesh. We seek cooperation from all concerned as well as welcome feedbacks and suggestions from our distinguished stakeholders and visitors.

Before I conclude, I would like to extend on behalf of BOG and on my personal behalf, the heart-felt gratitude and sincere thanks to the esteemed Chairman and all Commissioners of BSEC for their innovation of CMSF and bringing us on board. I would be also failing in my duties if I did not thank all the BOG Members, Committee Chairmen and Members, the COO and other members of the CMSF Secretariat for their continued cooperation and support in establishing CMSF identity in particular and delivering its services in general for the greater interest of the capital market. The Annual Report Editorial Group under the supervision of the BOG has done elaborate as well as rigorous work in enhancing quality of the Annual Report. All of them truly deserve a big 'Thank you'.

The Annual meeting of the BOG will provide an opportunity for us to make an assessment of our operation as well as envision the journey ahead.

I am confident that our journey will continue even more vigorously as CMSF has been growing in both depth and dimension almost every day.

**Md. Nojibur Rahman**

Chairman

Capital Market Stabilization Fund



## BOARD OF GOVERNORS



**Md. Nojibur Rahman**  
Chairman, CMSF & Former Principal Secretary to the Honorable  
Prime Minister of Bangladesh



**Md. Saifur Rahman**  
Executive Director, BSEC and  
Member, BOG, CMSF



**Dr. Sheikh Tanzila Deepty**  
Associate Professor, Finance,  
University of Dhaka and  
Member, BOG, CMSF



**Shyamal Dutta**  
Editor, Bhorer Kagoj, and  
Member, BOG, CMSF



**Tarique Amin Bhuiyan**  
Former Managing Director,  
Dhaka Stock Exchange Ltd.,  
and Member, BOG, CMSF  
September 2021 to September 2022



**M. Shaifur Rahman  
Mazumdar, FCA, FCMA**  
Managing Director (Acting),  
DSE and Member, BOG, CMSF  
From September 2022



**Asif Ibrahim**  
Chairman, Chittagong Stock  
Exchange Limited and  
Member, BOG, CMSF



**A.K.M. Nurul Fazal Bulbul**  
Director, IDCOL, Vice  
Chairman, CDBL and Member,  
BOG, CMSF



**Dr. Mohammad Tareq**  
Professor, AIS, University of  
Dhaka, Independent Director,  
CCBL and Member, BOG,  
CMSF



**Riad Mahmud**  
Vice-President, BAPLC and  
Member, BOG, CMSF  
September 2021 to February 2022



**Syed Nasim Manzur**  
Vice-President, BAPLC and  
Member, BOG, CMSF  
From February 2022



**A.K.M. Delwer Hussain FCMA**  
Member, ICMAB and Member,  
BOG, CMSF



**Md. Monowar Hossain,**  
FCA, FCMA  
Chief of Operation (COO), CMSF



## NOTE FROM CHIEF OF OPERATION

Capital Market Stabilization Fund (CMSF) has been established by the Bangladesh Securities and Exchange Commission (BSEC) under the BSEC (Capital Market Stabilization Fund) Rules, 2021. The CMSF acts as a custodian of cash and stocks in favor of the investors as received by transferring unclaimed and undistributed cash or stock dividend, non-refunded public subscription money, and un-allotted rights shares from the issuer of listed securities. CMSF has already demonstrated its importance by providing liquidity support to the capital market. Moreover, by settling the claims of the investors promptly, CMSF is trying to build confidence among the investors to invest in the capital market. CMSF always strives for making the capital market a sustainable place for investment by conducting its operation effectively and efficiently.

A handwritten signature in black ink, appearing to read 'Monowar Hossain', written in a cursive style.

**Md. Monowar Hossain, FCA, FCMA**  
Chief of Operation  
Capital Market Stabilization Fund

## EXECUTIVE SUMMARY

(Highlights of main activities of CMSF during 2021-2022)

### **Establishment and Mandates of CMSF:**

Capital Market Stabilization Fund (CMSF) was established under the Bangladesh Securities and Exchange Commission (Capital Market Stabilization Fund) Rules, 2021 (CMSF Rules 2021) in exercise of the powers conferred by section 33(1) of the Securities and Exchange Ordinance, 1969. CMSF acts as a custodian of undistributed cash and stock dividend, non-refunded public subscription money and un-allotted rights shares from the Issuer of listed securities. Cash and stocks in the fund will be returned back on due claim by the Shareholders or Investors at any time in the indefinite perpetuity.

The resources from CMSF are utilized to stabilize the capital market supporting liquidity to the market by buying and selling of listed securities, making investment in other securities, providing loan to market intermediaries, lending and borrowing of listed securities and settlement of investors' claim. Maximum 40% of cash balance of the CMSF may be used for direct buying and selling of listed securities, at least 50% of cash balance of the fund shall be used for providing loan to market intermediaries for refinancing as margin loan, and maximum 10% of cash balance of the fund may be used for investment in other securities i.e., in fixed deposits, government securities, fixed income securities and mutual funds and so on. These ratios of use of cash balance of the fund may be varied by the Board of Governors (BOG) with prior approval of the Commission.

### **Composition of the Board of Governors:**

BSEC vide its notification number BSEC/CMRRCD/2021-391/20/Admin/121 dated June 01, 2021 has constituted the first Board of Governors consisted with 11 (eleven) members which became operational on September 02, 2021 holding an introductory meeting with the BSEC Chairman and Commissioners as well as the first BOG meeting. The BOG is chaired by Mr. Md. Nojibur Rahman, former Principal Secretary to the Honorable Prime Minister of Bangladesh and former Chairman of National Board of Revenue.

### **Investors' Claim Settlement:**

CMSF settles the claim of cash and stock dividend in compliance with the BSEC (CMSF) Rules, 2021. The Fund inaugurated the Cash Claim Settlement procedures on 15th March 2022 on the occasion of the birthday celebration of the Father of the Nation Bangabandhu Sheikh Mujibur Rahman and the Golden Jubilee of our Independence.

CMSF celebrated this year's World Investor Week in a different way. The organization has started settling the claims of undistributed stock dividend and has settled the claims of undistributed stock dividend of investors on the last day of World Investor Week-2022. CMSF is also working to support the capital market through the increase of investors' awareness and emphasis on the role of sustainable finance and fraud prevention for protecting the interest of the investors which is the motto of this year's World Investor Week.

### **Fund Position of CMSF:**

As on 6th November 2022 CMSF has received from the issuer companies cash BDT 4900.14 million and stock BDT 824.68 million (face value @10). CMSF made investment through ICB BDT 2250 million, investment through ICB Golden Jubilee Mutual Fund BDT 500 million and claim settled (cash) BDT 13.32 million and (stock) BDT 0.37 million. On the other hand, interest income of the Fund till 30 September, 2022 BDT 185 million.

CMSF provided liquidity support to the market through Investment Corporation of Bangladesh (ICB) which has been considered catalytic and beneficial for the stability of the market.

### **Human Resources Management of CMSF:**

The BOG hired the first COO with the approval of BSEC and recruited majority of the staffs in the Secretariat on the basis of the recommendation by the Human Resource Management Committee (HRMC) and subsequent approval/reporting to BSEC. It is remarkable that, HRMC introduced an ultra-modern approach in the process of recruitment like physical workshop. HR workshop is a global recruitment practice adopted by CMSF through which it ensures the identification of the best and brightest candidates for its different advertised positions. It is being practiced in the recruitment of CMSF's employees. The requirement process not only through written and oral test but also through rigorous test on workshop. After critical scrutiny, HRMD recruited all members of CMSF Secretariat. The operation of CMSF was accelerated by the support of different stakeholders like DSE, CSE, CDBL who devoted some officials to work for it.

### **Fast Tracking Operationalization and Partnership:**

CMSF has started its journey with the theme of fast tracking the operationalization. The Chairman of the Fund initiated a conciliatory approach based on the foreign policy principle envisioned by the Father of the Nation Bangabandhu Sheikh Mujibur Rahman "Friendship to all, malice towards none". The Fund maintains good governance all time as well as is trying to create innovative approach on effective networking and partnership with different stakeholders. At the outset the Chairman and BOG made a deliberate attempt to pursue a conciliatory approach in establishing relationship with different stakeholders including the issuer companies. In operationalizing of CMSF this strategic aspect was evident when CMSF hosted a tripartite dialogue involving BSEC, BAPLC and CMSF on May 26, 2022. That tripartite dialogue was attended by almost all the issuer companies. The theme of that dialogue was "Strengthening the Capital Market through Partnership". The principle of partnership also facilitated CMSF during its formative stage where two partner entities namely Bangladesh Institute of Capital Market (BICM) and Dhaka Stock Exchange (DSE) provided office accommodation for its operationalization.

### **Management Committees:**

In the initial year of the Fund, three management committees were formed namely (i) Operation Management Committee (ii) Audit and Accounts Management Committee and (iii) Risk Management Committee which were activated in a very expedient manner. The committees prepared their terms of reference in order to function in an effective and efficient way. The Risk Management Committee prepared Risk Management Guidelines while the Audit and Accounts Management Committee drafted an Audit Manual and Policy on Delegation of Financial Power.

### **Functional Committees:**

In order to conduct different businesses in a collegial approach as well as in a transparent and time-bound manner the BOG also created some functional committees which are: (a) Human Resource Management Committee (b) Negotiation and Procurement Committee (c) Team Strategy Forum (d) Tender Evaluation Committee (e) Golden Jubilee Mutual Fund Committee and (f) Office Readiness Monitoring Committee.

### **Management Office Readiness:**

The Negotiation and Procurement Committee (NPC) (initially known as the Negotiation Committee) under the supervision of the BOG and in close consultation with the BSEC had identified and secured a suitable space in Motijheel (also known as the Wall Street of Bangladesh) for its management office at the most competitive price. The Office Readiness Monitoring Committee (ORMC) started its journey from June 22, 2022. From the formation of ORMC, it has been playing a significant role in fast-tracking the progress of the works of CMSF management office. Thanks to the proactive engagement of ORMC, periodic guidance of NPC and the BOG, the Management Office is ready now.

### **Golden Jubilee Mutual Fund (GJMF):**

To commemorate the fifty years of independence of Bangladesh CMSF along with ICB launched ICB AMCL Golden Jubilee Mutual Fund. The Fund was over-subscribed by 1.60 times and it is trading satisfactorily since 21 September, 2022. An innovative Ring-the-bell ceremony was arranged by CMSF on September 2022 with the Hon'ble BSEC Chairman as the Chief Guest and with participation of almost all stakeholders.

### **Digitalization of CMSF:**

For IT process implementation, CMSF arranged several ICT workshops which were attended by very distinguished IT professionals. CMSF works are underway towards establishing a digital platform /ICT infrastructure to deliver efficient services to investors, partners and other stakeholders. CMSF is being greatly benefitted by the advice, cooperation and support from the distinguished ICT experts who attended our events on 29 December 2021, 7 June 2022 and 4 September 2022.

### **The way Forward:**

CMSF has the design to introduce an Investors Protection Insurance scheme in partnership with Sadharan Bima Corporation (SBC) and concerned regulators and stakeholders with the objective of compensating investors, encouraging investor education, awareness and research. CMSF has a partnership with Chittagong Stock Exchange (CSE) to familiarize the commodity market in Bangladesh and bring enhanced aptitude to the upcoming commodity exchange. CMSF is also going to organize a number of programs all over the country to spread financial literacy and awareness among investors. A massive Investor Awareness program will be held in the month of January 2023 in the Sylhet district. CMSF is engaged with an asset management company to set up an exchange-traded fund (ETF) which will give a new product to investors and contribute to stabilizing the stock market. The Board of Governors of the Capital Market Stabilization Fund has taken the initiative to develop an investment strategy. Already, CMSF is working with stakeholders to formulate a policy for providing loans and support to market intermediaries and market makers.

It has been a remarkable year-long journey starting from the scratch but with the fast-tracked operationalization approach, prudent guidance by the BSEC, the proactive engagement and relentless efforts by the members of the BOG and different Committees/Working Groups, CMSF has achieved a lot including creating confidence among the general investors, establishing partnership and networking with the Issuer Companies and other entities in the capital market ecosystem including the media. CMSF has also internalized the entire market ecosystem in the BOG. It has completed some major procurement functions and is effectively engaged with the ongoing processes like ICT procurement and digital system development. Above all, it is expected that, CMSF is going to be a growing up organization and able to create positive vibes for capital market of Bangladesh.

## NOTICE OF THE 1<sup>ST</sup> ANNUAL MEETING

Dear Sir(s)/Madam,

The 1<sup>st</sup> Annual Meeting of Capital Market Stabilization Fund (CMSF) will be held on Monday, November 07, 2022, at 4:00 PM in-person at CMSF Board Room, Level -3, DCCI Building, 65-66 Motijheel C/A, Dhaka-1000 with the following agenda items:

**Agenda items:**

- 1) To receive, consider and adopt the Audited Financial Statements of CMSF for the year ended June 30, 2022, together with the Auditors' report thereon;
- 2) To receive, consider and adopt the Annual Report 2021-2022 of CMSF;
- 3) To appoint Statutory Auditor for the fiscal year 2022-2023 and to fix the remuneration; and
- 4) To transact any other related business with the permission of the Chair of the Meeting.

You all are kindly requested to attend the meeting in time.

Thanking you all and best regards,



**Md. Monowar Hossain, FCA, FCMA, FCS**

Chief of Operation, CMSF

Dated: October 20, 2022.



## CMSF VISION

To contribute in creating the capital market of Bangladesh as a sustainable long-term investment platform by supporting general investors and building partnerships through cooperation.

## CMSF MISSION

The Fund will serve as the custodian of any cash or stock received on behalf of investors by transferring unclaimed, undistributed, or unpaid cash or stock dividends, which will be paid or resolved upon any valid claims being made by investors or shareholders. The Fund will primarily be used to stabilize the capital/securities market and ensure market liquidity through the buying and selling of listed securities, investments in other securities, loans and other forms of support for market intermediaries and market makers, lending and borrowing of listed securities, and the settlement of investors' claims.

## OBJECTIVES

1. Prudently act as a custodian of undistributed cash and stock dividend, non-refunded public subscription money, and un-allotted rights shares from the issuer of listed securities.
2. To revive the confidence of the investors regarding the return of their investment, settling the valid claims of the investors properly.
3. Always strive to stabilize the Capital Market through different operations such as buying and selling listed securities, making investments in other securities, providing loans to market intermediaries, lending and borrowing listed securities.
4. Build and maintain sustainable partnerships among the stakeholders to make the capital market more interactive.
5. Assist the nation to achieve its visionary plans such as the 8th fifth-year plan, Vision -2041 (Smart Bangladesh), and Delta Plan-2100 by strengthening the capital market.
6. Meet goal 8.10 of the Sustainable Development Goals (SDGs) "Strengthen the capacity of domestic financial institutions to encourage and expand access to banking, insurance, and financial services for all" by 2030.
7. Provide utmost importance on inclusiveness by engaging female investors, special investors (physically challenged investors) and utilizing Financial Technology (FinTech).
8. On the brink of the climate change arena, we are committed to protect our environment and assist those who are impacted by climate change, contribute to accelerate infrastructure to a net zero by facilitating ESG framework among the partners.
9. Finally, we are committed to building our nation as the Father of the Nation's "Sonar Bangla", free from hunger, poverty, and exploitation.

## ABOUT CMSF

CMSF was established under the Bangladesh Securities and Exchange Commission (Capital Market Stabilization Fund) Rules, 2021 (CMSF Rule 2021) in exercise of the powers conferred by section 33(1) of the Securities and Exchange Ordinance, 1969. CMSF acts as a custodian of undistributed cash and stock dividend, non-refunded public subscription money and un-allotted rights shares from the Issuer of listed securities. Cash and stocks in the fund will be returned back on due claim by the shareholders or investors at any time in the indefinite perpetuity.

The resources from CMSF will be utilized to stabilize the capital market ensuring liquidity to the market by buying and selling of listed securities, making investment in other securities, providing loan to market intermediaries, lending and borrowing of listed securities and settlement of investors' claim. Maximum 40% of cash balance of the CMSF may be used for direct buying and selling of listed securities, at least 50% of cash balance of the fund shall be used for providing loan to market intermediaries for refinancing as margin loan, and maximum 10% of cash balance of the fund may be used for investment in other securities i.e., in fixed deposits, government securities, fixed income securities and mutual funds and so on. These ratio of use of cash balance of the fund may be varied by the Board of Governors (BOG) with prior approval of the Commission.

The full version of the Bangladesh Securities and Exchange Commission (Capital Market Stabilization Fund) Rules, 2021 is available online: [https://sec.gov.bd/slaws/Notification\\_05.07.2021.pdf](https://sec.gov.bd/slaws/Notification_05.07.2021.pdf)

The fund is run by a Board of Governors (BOG) constituted of eleven (11) members as follows:

- (i) The Chairman shall be appointed by the Commission; moreover three (3) members of the BOG shall be nominated by the Commission;
- (ii) One (1) member shall be nominated by the Dhaka Stock Exchange Limited (DSE);
- (iii) One (1) member shall be nominated by the Chittagong Stock Exchange Limited (CSE);
- (iv) One (1) member shall be nominated by the Central Depository Bangladesh Limited (CDBL);
- (v) One (1) member shall be nominated by the Central Counterparty Bangladesh Limited (CCBL);
- (vi) One (1) member shall be nominated by the Bangladesh Association of Publicly Listed Companies (BAPLC);
- (vii) One (1) member from the Professionals of Chartered Accountants or Cost and Management Accountants or Chartered Secretaries or Chartered Financial Analysts as selected by the Commission;
- (viii) The Chief of Operation (COO) of CMSF shall remain as an ex-officio member.

BSEC vide its notification number BSEC/CMRRCD/2021-391/20/Admin/121 dated June 01, 2021 has constituted the following Board of Governors which has become operational since September 02, 2021 holding an introductory meeting with the BSEC Chairman and Commissioners as well as the first BOG meeting:

1. Mr. Md. Nojibur Rahman, Former Principal Secretary and Chairman, BOG, CMSF.
2. Mr. Md. Saifur Rahman, Executive Director, BSEC and Member, BOG, CMSF.
3. Dr. Sheikh Tanzila Deepty, Associate Professor, Finance, University of Dhaka & Member, BOG, CMSF.
4. Mr. Shyamal Dutta, Editor, Bhorer Kagoj, and Member, BOG, CMSF.
5. Mr. Asif Ibrahim, Chairman, CSE and Member, BOG, CMSF.
6. Mr. Tarique Amin Bhuiyan, Managing Director, DSE, and Member, BOG, CMSF.



7. Mr. A.K.M. Nurul Fazal Bulbul, Vice Chairman, CDBL and Member, BOG, CMSF.
8. Dr. Mohammad Tareq, Professor, Accounting & Information System (AIS), DU, Independent Director, CCBL and Member, BOG, CMSF.
9. Mr. Syed Nasim Manzur, Vice-President, BAPLC and Member, BOG, CMSF.
10. Mr. A.K.M. Delwer Hussain, FCMA, Member, Institute of Cost and Management Accountants of Bangladesh (ICMAB) and Member, BOG, CMSF.

A member of the Board shall hold his/her office for a term of 3 (three) years, but shall continue to hold the office after the expiry of his/her term until a successor enters. However, no member of the Board shall be appointed for more than two terms.

For smooth operation of the Fund, the BOG shall form some management committees –

- a. Operation Management Committee (OMC),
- b. Audit and Accounts Management Committee (AAMC),
- c. Risk Management Committee (RMC), among others.

The OMC shall be responsible and accountable to the Chief of Operation (COO) of the Fund and the COO shall also be responsible and accountable for all operational activities (i.e., buying and selling of listed securities, making investment in securities, providing loan/support to market intermediary and market maker, lending and borrowing of listed securities and settlement of Investors' claims, etc.) to the BOG.

AAMC and RMC shall be comprised of at least three members including at least one member but not more than two members from the BOG and other members from the financial market professionals as mentioned at sub-section (7) of the CMSF Rule 2021. The AAMC and RMC also shall be responsible and accountable to the BOG.

A) The Operational Management Committee consists of the following members:

1. Mr. Md. Monowar Hossain FCA, FCMA, FCS, Chief of Operation and Chairman, OMC, CMSF.
2. Mr. Mohammed Humayun Kabir FCA, Former President, Institute of Chartered Accountants of Bangladesh (ICAB) and Member, OMC, CMSF.
3. Mr. Mohammed Habibus Samad FCA, Director, CCBL and Former Managing Director, CDBL and Member, OMC, CMSF.
4. Mr. A.K.M Ashraful Haque, Former Director, Bangladesh Bureau of Statistics (BBS) and Member, OMC, CMSF.
5. Mr. Md. Shaheen Sarwar Hossain, DGM, ICT Division, DSE and Member, OMC, CMSF.

B) The Audit and Accounts Management Committee consists of the following members:

1. Mr. Md Abdur Rouf, Former Additional Secretary, Internal Resources Division (IRD), Ministry of Finance and Chairman, AAMC, CMSF.
2. Mr. A.K.M. Delwer Hussain FCMA, Member, ICMAB and Member, BOG & Member, AAMC, CMSF.
3. Brigadier General M.A Mohy psc, Eng (LPR), Member, AAMC, CMSF.
4. Ms. Shaheda Khanam, Former Sr. Finance Controller, Bangladesh Navy, Member, AAMC, CMSF.
5. Mr. Muhammad Tajdiquil Islam FCMA, Director, CCBL and Member, AAMC, CMSF.

C) The Risk Management Committee consists of the following members:

1. Dr. Syed Md. Aminul Karim, Former Member (Grade-1), NBR, IRD, Ministry of Finance and Chairman, RMC, CMSF.
2. Mr. A.K.M. Nurul Fazal Bulbul, Vice Chairman, CDBL and Member, BOG & RMC, CMSF.
3. Dr. Sheikh Tanzila Deepty, Associate Professor, Department of Finance, DU and Member, BOG & RMC, CMSF.
4. Mr. Mahbub Hossain, Former Additional IGP (SB), Bangladesh Police and Member, RMC, CMSF.
5. Barrister Shafiqul Kabir Khan, Advocate, Supreme Court of Bangladesh and Member, RMC, CMSF.

Cash and stocks in the fund will be returned back to the owners on due claim. If any shareholder or securities holder claims his/her cash dividend after transfer of such dividend to the bank account of the CMSF, within 15 (fifteen) days of receiving such claim, the Issuer shall, after proper verification of the claim, recommend with detailed information as mentioned in the proviso of rule 9 (1) of the CMSF Rule 2021 to the COO to pay off such dividend.

Similarly, if any shareholder claims his/her stock dividend after transfer of the dividend to the BO Account of the CMSF, within 15 (Fifteen) days of receiving such claim, the Issuer shall, after proper verification of the claim, recommend with a detailed information as mentioned in the proviso of rule 9 (2) of CMSF Rule 2021 to the COO to transfer the stock dividend from the BO Account of the CMSF. Provided that the COO shall, after due scrutiny with the recommended information and approval of the Board or the OMC for settlement of investors' claims as the case may be, pay off or transfer the cash and/or stock dividend to the claimant's bank account through Electronic Fund Transfer (EFT) and/or BO Account within 15 (fifteen) working days of receiving of such recommendation with intimation to the concerned issuer.

## CMSF AT A GLANCE

First Step	BSEC vide its notification number BSEC/CMRRCD/2021-391/20/Admin/121 dated June 01, 2021
Established on	Capital Market Stabilization Fund (CMSF) was established by the Bangladesh Securities and Exchange Commission (BSEC) under the Bangladesh Securities and Exchange Commission (Capital Market Stabilization Fund) Rules, 2021 BSEC vide its notification number BSEC/CMRRCD/2021-391/20/Admin/121 dated June 01, 2021
Operation Starts	September 02, 2021
BOG Chairman	Mr. Md. Nojibur Rahman, Former Principal Secretary to the Honorable Prime Minister of Bangladesh and former Chairman of National Board of Revenue (NBR).
BOG Management Committees	a. Operation Management Committee (OMC), b. Audit and Accounts Management Committee (AAMC), c. Risk Management Committee (RMC).
Functional Committees	There are six functional committees.
Claims received till October, 2022	Number of claims (cash) (With full documents): 225 Amount of claims (cash): BDT 1,33,21,001.27 Number of claims (stock) (With full documents): 40 Amount of claims (stock): BDT 374,400 (37,440 shares @10 face value)
Claims settled till October, 2022	Number of settlements: 225 Amount of settlements: BDT 1,33,21,001.27 Number of settlements (stock) (With full documents): 40 Amount of claims (stock): BDT 374,400 (37,440 shares @10 face value)
Remarkable achievement	# ICB AMCL CMSF Golden Jubilee Mutual Fund (Over-subscribed by 1.60 times) # Recruitment of Chief of Operation # Starting claim settlement # CMSF management office readiness # Arranging investor awareness program # Providing liquidity support to help stabilize Capital Market # The BOG is working for a digital CMSF # Maintaining sustainable partnership with stakeholders
Contact address	DCCI Building (Level-3), 65-66, Motijheel C/A Dhaka-1000, Bangladesh. E-mail: <a href="mailto:info@cmsfbd.org">info@cmsfbd.org</a> , <a href="mailto:claim@cmsfbd.org">claim@cmsfbd.org</a> Hotline: +8801743059940 Website: <a href="https://cmsfbd.org">https://cmsfbd.org</a>
Banks	Community Bank Bangladesh Limited Mercantile Bank Limited
Auditor	Syful Shamsul Alam & Co. Chartered Accountants.

## ACTIVITIES OF CMSF

Date	Event	Description
June 01, 2021	Establishment of CMSF	BSEC published its notification regarding establishment of CMSF vide reference number: BSEC/CMRRCD/2021-391/20/Admin/121
August 22, 2021	Formation of the Board of Governors (BOG)	As per the Rule-5 of BSEC (CMSF) Rules, 2021, BSEC approved the 1st Board of Governors of CMSF vide letter no: SEC/SRMIC/165-2020/Part-1/200
September 02, 2021	Introductory Meeting with the Commission	The Chairman of BOG of CMSF along with other BOG Members joined the Introductory Meeting convened by the Commission under the Chairmanship of the Hon'ble Chairman, BSEC
September 02, 2021	1st BOG Meeting	Following the Introductory Meeting with the Commission, the BOG of CMSF conducted its 1st BOG Meeting in the Conference Room of BSEC.
September 02, 2021	First Steps	<ul style="list-style-type: none"> <li>a. Formed a Search Committee to appoint a Chief of Operation (COO)</li> <li>b. Decided to open several bank accounts and BO account</li> </ul>
September 13, 2021	2nd BOG Meeting at ICB Board Room	Decided to form 3 (three) Management Committees as per BSEC (CMSF) Rules, 2021.
October 21, 2021	4th BOG Meeting at BICM Board Room	<ul style="list-style-type: none"> <li>a. Formed a Negotiation Committee to find a suitable space for Management Office</li> <li>b. Charted out vision to create a Digital CMSF</li> </ul>
November 08, 2021	6th BOG Meeting	1st investment in the Capital Market through ICB
November 23, 2021	8th BOG Meeting	Decided to launch a close-end Mutual Fund namely ICB AMCL CMSF Golden Jubilee Mutual Fund to commemorate the Golden Jubilee of our Independence.

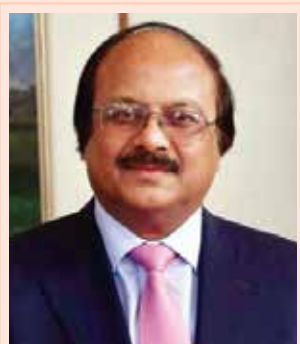
Date	Event	Description
December 14, 2021	12th BOG Meeting	Finalized the space for Management Office at DCCI Bhaban
December 21, 2021	13th BOG Meeting	Decided to held a two-fold event for the soft launching of the Mutual Fund and ICT Workshop towards a Digital CMSF
December 29, 2021	Result oriented workshop on ICT and soft launching of Golden Jubilee Mutual Fund held at Hotel Inter-Continental, Dhaka	A two-fold event was held for the soft launching of the Golden Jubilee Mutual Fund and Results-oriented workshop on firming up ICT plan of action for CMSF: From vision to implementation
January 20, 2022	14th BOG Meeting	Decided to appoint Mr. Md. Monowar Hossain, FCA, FCMA as the first COO of the Fund
February 22, 2022	16th BOG Meeting	Formed 3 (three) Management Committees of CMSF
March 01, 2022	Joining of COO	The first COO of CMSF joined.
March 15, 2022	a) Celebration of the birth anniversary of the father of the nation Bangabandhu Sheikh Mujibur Rahman b) Inception of Settling Investors' Claims	CMSF inaugurated Investors' Claim Settlement Procedure through an event dedicated to the Memory of the Father of the Nation Bangabandhu Sheikh Mujibur Rahman
May 26, 2022	Held at Bangabandhu International Conference Centre (BICC)	CMSF organized a tripartite dialogue among BSEC-BAPLC-CMSF on the theme of strengthening the Capital Market through Partnership
September 20, 2022	Ring the bell and claim settlement events held at Hotel Inter-Continental, Dhaka	a. Ring-the-bell Ceremony of ICB AMCL Golden Jubilee Mutual Fund b. Settlement of claims of Shaheed Janani Jahanara Imam and her successors
October 02, 2022	Stock Settlement	CMSF started its' 1st Stock Settlement Procedure

## BOARD OF GOVERNORS (BOG)



## PRESENT BOG MEMBERS AND THEIR BACKGROUND

1. Mr. Md. Nojibur Rahman, Former Principal Secretary and Chairman, BOG, CMSF.
2. Mr. Md. Saifur Rahman, Executive Director, BSEC and Member, BOG, CMSF.
3. Dr. Sheikh Tanzila Deepty, Associate Professor, Finance, University of Dhaka and Member, BOG, CMSF.
4. Mr. Shyamal Dutta, Editor, Bhorer Kagoj, and Member, BOG, CMSF.
5. Mr. Asif Ibrahim, Chairman, CSE and Member, BOG, CMSF.
6. Mr. M. Shaifur Rahman Mazumdar FCA, FCMA, Managing Director (Acting), DSE, Member, BOG, CMSF.
7. Mr. A.K.M. Nurul Fazal Bulbul, Vice Chairman, CDBL and Member, BOG, CMSF.
8. Dr. Mohammad Tareq, Professor, Accounting & Information System, University of Dhaka, Independent Director, CCBL and Member, BOG, CMSF.
9. Mr. Syed Nasim Manzur, Vice-President, BAPLC and Member, BOG, CMSF.
10. Mr. A.K.M. Delwer Hussain, FCMA, Member, ICMAB and Member, BOG, CMSF.
11. Mr. Md. Monowar Hossain FCA, FCMA, FCS, Chief of Operation, Ex-Officio, CMSF.



**MD. NOJIBUR RAHMAN**

Chairman, Board of Governors  
Capital Market Stabilization Fund

Mr. Md. Nojibur Rahman is the first Chairman of the Board of Governors (BOG) of newly established Capital Market Stabilization Fund (CMSF) and he took over the charge on September 2, 2021. He is the former (2018-2019) Principal Secretary to the Honorable Prime Minister of Bangladesh. As the Principal Secretary, one of his roles has been to coordinate among the various Ministries/Divisions as they formulate/execute government's policies and programmes and especially monitor the implementation of Development Projects, liaison with Private Sector, Civil Society Organizations, Development Partners, Heads of Diplomatic Missions, UN Country Team (UNCT) and international organizations. He headed the Executive/Steering Committees on Digital Bangladesh (overseeing the ICT programs and operations of digital centers at different levels), Public-Private Partnership Authority (PPPA), Bangladesh Economic Zones Authority (BEZA), Bangladesh Export Processing Zones Authority (BEPZA), Bangladesh Investment Development Authority (BIDA), Asrayan (Shelter project), National Skills Development Authority (NSDA) and Private Sector Policy and Partnership Development Cell etc.

Mr. Nojibur Rahman obtained BSS (Honours) and MSS degrees in Sociology from Dhaka University and Masters of Development Administration (MDA) degree from Australian National University (ANU). Mr. Rahman belonged to 1982 Regular batch of Bangladesh Civil Service Administration Cadre and did various postings at the field levels. He had received extensive trainings in various public training institutions at home. At the International level, he attended various training programs and symposia on Aid Coordination (Development Cooperation), Anti-Corruption, Change Management, Disaster Risk Management, Governance, ICT, Media Relations, Negotiation Techniques, Public Sector Reforms, Public-Private Partnership, Revenue Mobilization etc organized by Asian Development Bank (ADB), Asian Institute of Technology (AIT), Australian Parliament, Independent Commission Against Corruption (ICAC) Sydney, Australia, Indian Institute of Management (IIM), Korean Management Academy, Malaysian Anti-Corruption Academy (MACA), OECD, Singapore Civil Service College, UNITAR, World Bank, IMF and various UN academies. He also did an Internship at Australian Parliament in 1999. He completed UK based Prince-2 certificate course on advanced project management in 2005 and Advanced Negotiation Course jointly organised by Harvard University-MIT-UNDP in 2006.

During 2015-2017, Mr. Rahman was Senior Secretary, IRD, Ministry of Finance and Chairman, National Board of Revenue (NBR). He introduced the "Good Governance and Modern Management Framework" to create a taxpayers' as well as business friendly atmosphere in NBR and exceeded the revenue targets for three consecutive years (2015-2017). Earlier he also served as Secretary, Ministry of Environment, Forests and Climate Change (2014-2015), and Secretary, Statistics and Informatics Division (SID), Ministry of



Planning (2012-2014). He was also the Director General, Department of Environment, Joint Secretary in Local Government Division and Assistant Country Director/ Assistant Resident Representative in UNDP Bangladesh. He also served in Economic Relations Division (ERD), Ministry of Defence, Bangladesh Foreign Office and Bangladesh Missions in Myanmar and Vietnam (1991-1994).

Mr. Nojibur Rahman also served as the Private Secretary to late Speaker Humayun Rasheed Choudhury (HRC) in the 7th Parliament (1996-2001). Mr. Rahman is also the Founding President of the HRC Memorial Council (HRCMC) which is actively engaged in disseminating among the new generations the life, achievements and ideals of HRC as a former Speaker, Foreign Minister & 41st President of the UN General Assembly (UNGA) and Bangladesh Ambassadors in different countries including Germany where he courageously sheltered two surviving daughters of the Father of the Nation in August 1975.

Mr. Rahman worked as Economic Minister (2009-2012) at the Permanent Mission of Bangladesh to the UN when he also acted as the Vice-President of UNDP, UNFPA and UNOPS Executive Board in New York. He also acted as the Lead Delegate of Bangladesh to Economic and Social Council (ECOSOC), UNICEF & UN Women Executive Boards etc. During this time, he chaired and successfully facilitated various negotiations in ECOSOC and different Executive Boards as well as represented Bangladesh in various Advisory Boards. He played an active role in negotiation to successfully elect Bangladesh as the President of Peace Building Commission (PBC) and to other UN bodies. Under his chairmanship, the ECOSOC multi-year work plan for the high profile Annual Ministerial Review (AMR), 2012-2014 was negotiated and finalised by the Member Countries.

Mr. Rahman successfully led various delegations of Bangladesh to Climate Change Negotiation processes under UNFCCC and UN Conference on Biodiversity during 2009-2014. He was the Alternate Member (2015-2016) of world-famous Green Climate Fund (GCF) located in Republic of Korea representing all LDC countries and had also served in its Appointment and Audit Committees. Mr. Md. Nojibur Rahman also performed as a Director (2015-2018) in the Board of Directors of Bangladesh Bank and also as Director in Boards of Bangladesh Services Limited (BSL) and Hotels International Limited (HIL) during 2016-2017. He is currently a member of the advisory board of COSMOS Foundation, the philanthropic arm of the COSMOS Group.

Mr. Rahman travelled extensively to various countries across Africa, Asia, Australia, Europe, North America and South America to lead Bangladesh and UN delegations as well as participating in many conferences and meetings hosted by Asian Development Bank (ADB), BIMSTEC, Colombo Plan Secretariat, Commonwealth Secretariat, Commonwealth Parliamentary Association (CPA), Inter Parliamentary Union (IPU), G7, OECD, OIC, SAARC, World Customs Organization (WCO), World Economic Forum (WEF), World Bank/IMF, WTO and the UN.

Mr. Nojibur Rahman actively took part in some of the major international conferences like the preparatory processes of MDGs and SDGs in 2000 and 2012-2016, World Conference on Disaster Reduction (WCDR) in Kobe, Japan in 2005, 6th Global Forum on Reinventing Government in Seoul, RoK in 2006, 7th Global Forum on Reinventing Government in Vienna, Austria, in 2007, Commonwealth Public Service Conference in Barbados in 2008, System wide coherences negotiations at UNHQ in 2009-2010, 4th LDC Conference and its preparatory processes in Istanbul/Turkey, Lisbon/ Portugal and UNHQ New York 2010-2011, UN

Conference on Sustainable Development (UNCSD)- Rio plus 20 in Rio de Janeiro, Brazil in 2012, 3rd UN Financing for Development (Ffd) Conference in Addis Ababa, Ethiopia in July 2015, Asia-Europe Customs Chiefs Conference in Goa, India in October 2015, 10th WTO Ministerial Conference in Nairobi, Kenya in December 2015, OECD Global VAT Forum in Paris, France in 2017, COP25 in Madrid, Spain in 2019, World Economic Forum meetings in New Delhi, India and Davos, Switzerland in 2019 and 2020 respectively. He also attended several Annual Sessions of the UN General Assembly (UNGA) and other International/Regional/Bilateral Summit level (Head of States/Governments level) meetings under the leadership of the Hon'ble Prime Minister during 2009-2019.

Mr. Rahman has a number of publications to his credit. His book on Protocol Management and International Etiquette (1997) was well acclaimed among others by the parliamentarians and the public servants. His other publications are: Independence of the Speaker: Westminster Convention and Australian Experience (2000), Ombudsman in Bangladesh-a step towards good governance (2001), Speaker and Parliament: Ethics and Good Governance (2017) Protocol Management and International Etiquette- Revised edition (2017) and Bangladesh: Development & Good Governance (2018).

Mr. Nojibur Rahman is married to Mrs. Nazma Rahman who is a writer and singer, and the couple is blessed with two sons Fuad Rahman and Farabi Rahman.



**MD. SAIFUR RAHMAN**

Member, Board of Governors  
Capital Market Stabilization Fund

Mr. Md. Saifur Rahman is working as an Executive Director and Head of Supervision and Regulation of Markets and Issuer Companies (SRMIC) Department and Derivatives Department of Bangladesh Securities and Exchange Commission (BSEC). He joined BSEC back to the year 2000 as a Deputy Director.

He has completed his MBA (International Management) from University of East London, United Kingdom. Before obtained MBA qualification, he did his Masters and Bachelor of Commerce with honors in Finance and Banking from University of Rajshahi, Bangladesh.

Mr. Rahman has vast knowledge on capital market. He worked successfully at different departments of the Commission, namely; Financial Literacy Department, Supervision and Regulation of Intermediaries Department (SRI), Administration and Finance Department, Corporate Finance, Registration and Licensing, Enforcement, Market Surveillance and Intelligence Department, MIS Department, Spokesperson to the Commission etc. Before joining in the BSEC, He worked at Dhaka Electric Supply Authority (DESA) as an Assistant Director (Administration).

Presently, Mr. Saifur Rahman plays vital roles in various capacities, include: Head of SRMIC Department since July 2020. Under his leadership various reforms of listed companies have been taken, but not limited to: reforms of the Z category companies, board re-constitution of underperformed companies, up gradation of OTC companies to main markets and their reforms, merger & amalgamation of non-performing listed companies, establishment of Capital Market Stabilization Fund to enhance liquidity of the Capital Market etc. He is also the head of Derivatives Department.

Looking after five Asian Development Bank (ADB) funded projects namely: Capital Market Development Program III (2nd Phase), Capital Market Development Program III, Capital Market Development Program II and Enhancing Efficiency of the Capital Market, Improvement of Capital Markets Governance Project as Project Director.

In addition, he conducts classes and various training sessions in Bangladesh Securities and Exchange Commission (BSEC), Dhaka Stock Exchange (DSE), Chittagong Stock Exchange (CSE), Bangladesh Institute of Capital Market (BICM), Bangladesh Academy for Securities Market (BASM), Institute of Chartered Secretaries of Bangladesh (ICSB), Merchant Banks, Corporate Brokers, Asset Management Companies etc.

He is also involved in many socio-cultural activities. such as; President of BSEC Officers Welfare Association, Convener of BSEC Annual Sports and Cultural Program, Member of MTCP Alumni of Malaysia High Commission, Member of Silver Jubilee Celebration Committee of Finance and Banking Department, University of Rajshahi, Vice President of Rajshahi College HSC Alumni Association etc.

Mr. Md. Saifur Rahman participated in workshop/seminar/symposium/panelists in home and abroad namely; USA, Canada, United Kingdom, Hungary, France, Sweden, Switzerland, Germany, Netherland, New Zealand, India, Japan, Australia, Singapore, Malaysia, Thailand etc.



**DR. SHEIKH TANZILA DEEPTY**

Member, Board of Governors  
Capital Market Stabilization Fund

Dr. Sheikh Tanzila Deepty is an Honourable member of the Board of Governors, Capital Market Stabilization Fund (CMSF). She is an Associate Professor, Department of Finance, at the University of Dhaka. Dr. Deepty has been awarded PhD in Accounting and Finance from the University of Strathclyde, Glasgow, UK. Her research was funded by Commonwealth Scholarship Commission in the UK. She has working experience in the University of Strathclyde (UK), American International University- Bangladesh, Stamford University Bangladesh and Standard Chartered Bank Limited.

As a researcher, Dr. Deepty has demonstrated her robust research quality. Her papers are published in reputed journals, such as The European Journal of Finance (ABS Rank: 3; Q1; Publisher: Routledge, Taylor & Francis Group). Also, her research papers are presented in many prestigious and highly competitive conferences and seminars, such as the 2019 Annual Meeting of the Financial Management Association International (New Orleans, LA, USA), INFINITY Conference on International Finance (Glasgow, Scotland, organized by Trinity College Dublin, Monash University, the University of Sydney and the University of Glasgow), the Third Conference on CSR, the Economy and Financial Markets (Düsseldorf, Germany, organized by WHU - Otto Beisheim School of Management), seminar at the FFBC, Université de Lille (Lille, France), 37th International Conference of the French Finance Association (AFFI), 2021 FMA Virtual European Conference, 2021 Vietnam Symposium in Banking and Finance (organized by AVSE Global, the Banking Academy and ISAFE), research seminar at the Department of Accounting and Finance, University of Strathclyde.

Her research interests include Capital Market, Corporate Finance, Social Responsibility (CSR/ESG), Operational Hedge and Political Economy.

**SHYAMAL DUTTA**

Member, Board of Governors  
Capital Market Stabilization Fund

Mr. Shyamal Dutta has been in journalism since 1987. He is now serving as the Editor of Daily Bhorer Kagoj. He is also the Editor of Daily Diner Sheshey, the only evening daily of the country. He is the Advisory Editor of The Apparel News, which is based on the county's readymade garments and apparel industry.

Besides, he is currently the Secretary General of Commonwealth Journalist Association (CJA), London, United Kingdom, a Director in the Board of Directors of Bangladesh Sangbad Sangstha (BSS), a Member of Asiatic Society, and a Director of Institute of Conflict, Law & Development (ICLDS), Bangladesh. He is also a Member of Jury Board of Bangladesh National Film Awards 2020. In addition, he is an independent think tank, current Member and ex-Treasurer of the National Press Club, Bangladesh and Governing body member of Bangladesh Press council. Shyamal Dutta worked as a Media Advisor to UNAIDS, Bangladesh, as a Trainer on Human Rights and Child Rights at Legal Education Training Institute, Bangladesh Bar Council and is a Member of Viva Board of Public Service Commission (PSC), Bangladesh. He has been awarded with Asia Pacific Media Studies Program Fellowship in 1994 by University of California, Berkeley, USA. He was also the Former Secretary of Diplomatic Correspondents Association, Bangladesh-DCAB and as a Diplomatic Correspondent, he covered United Nations General Assembly (UNGA) in New York, Election in USA, India and Pakistan and all the SAARC Summits in South Asian countries. He was invited by USA government in International Visitor program in 2003. In 2007, he was a speaker in World Forum of Future of Democracy in Williamsburg, Virginia, USA. He also regularly anchor two regular TV programs on Bangla TV Channel on current affairs and he is also a TV Commentator of various TV channels of Bangladesh.



**ASIF IBRAHIM**

Member, Board of Governors  
Capital Market Stabilization Fund

Mr. Asif Ibrahim is an Honorable member of Board of Governors, Capital Market Stabilization Fund (CMSF). He is the Chairman of Chittagong Stock Exchange. Mr. Asif Ibrahim is the former President (2011-2012) of Dhaka Chamber of Commerce and Industry (DCCI), the largest SME Trade Body of Bangladesh. He is the Former Founder Chairman (2012-2015) of Business Initiative Leading Development (BUILD), a Public Private Dialogue platform to expedite the policy reforms to enable private sector led economic growth of Bangladesh. Mr. Ibrahim served as a board member of Federation of Bangladesh Chamber of Commerce and Industry (2012-2015) and was the Chairman of the Privatization Standing Committee of FBCCI.

Mr. Ibrahim is a Director of Bangladesh Garments Manufactures and Exporters Association (BGMEA) and Bangladesh Thai Chamber of Commerce and Industry (BTCCI). Mr. Ibrahim is a member of UNESCAP Sustainable Business Network (ESBN) and is the Chairman of the UNESCAP Sustainable Business Network Taskforce on Disaster and Climate Risk Reduction.

He was also a member of the Executive Committee of Bangladesh Employers' Federation (BEF) and a Director of Bangladesh Philippines Chamber of Commerce and Industry (BPCCI). He has previously been in the Board of France Bangladesh Chamber of Commerce and Industry (CCIFB).

Mr. Ibrahim is a member of the Board of Advisers for BRAC Business School (BBS) under BRAC University. He is also a Core Committee member of the Eminent Citizen's platform to implement the Sustainable Development Goals (SDGs) in Bangladesh.

He was also the President (2016-2018) of Bangladesh Professional Golfers Association (BPGA).



**TARIQUE AMIN BHUIYAN**

Member, Board of Governors

Capital Market Stabilization Fund

(September 02, 2021 to September 06, 2022)

Mr. Tarique Amin Bhuiyan was an Honourable member of Board of Governors, Capital Market Stabilization Fund (CMSF). He joined as the Managing Director of the premier bourse Dhaka Stock Exchange Limited (DSE) on July 25, 2021. Tarique Amin Bhuiyan, a skilled and experienced leader in administration and business management, digital & financial technology and IT, started his career as a graduate trainee of the International Financial Institution ANZ Grindlays Bank, Bangladesh. Later he has served in several important positions for over 25 years in various organizations including ING, St. George and Westpac & global consulting companies like TCS, Accenture & Infosys etc. He also served as the Chief Information Officer (CIO) of BRAC Bank Limited and as the Founding Chief Executive Officer (CEO) of Mobile Money Transfer Company Bkash. Prior to joining DSE, he was an IT consultant of Friendship NGO, a non-profit organization in Bangladesh, and also the Founder, CEO & CTPO (Chief Technology and Products Officer) of Hashcloud Pty Ltd., Australia.

Tarique Amin Bhuiyan obtained his Master of Business Administration (MBA) from IBA, University of Dhaka. He later received his Master in Commerce in Information Systems and Technology from Macquarie University, Sydney, Australia. Tarique also recently received post-graduation certificate in Management from Australian Institute of Business (AIB).

Tarique received advanced training on Blockchain, Change / Project Management, etc. from various reputed institutes in USA and Australia. He also completed "Certificate Blockchain Expert" (CBE) certification at Frankfurt School of Finance and Management. Tarique also has a Blockchain Patent in his name. Tarique has also received training in various subjects including DevOps Master Course, PMI-ACP (PMI-Agile Certified Professional) certification training in Sydney, Australia, and PROSCI Change Management Certification Training in Portland, USA.





**M. SHAIFUR RAHMAN MAZUMDAR, FCA, FCMA**

Member, Board of Governors  
Capital Market Stabilization Fund  
(From September 07, 2022)

Mr. M. Shaifur Rahman Mazumdar is an Honorable member of Board of Governors, CMSF. He joined the DSE as its COO in January 2021 with his vast experience as the managing director of the port city's bourse Chattogram Stock Exchange (CSE).

Saifur Rahman, a chartered accountant and a cost and management accountant have memberships with both the accountancy bodies of the country — the Institute of Chartered Accountants of Bangladesh and the Institute of Cost and Management Accountants of Bangladesh.

He was also a director and chief executive officer of consultancy firm Corporate Support Limited before joining the Stock Exchanges.





**A.K.M. NURUL FAZAL BULBUL**

Member, Board of Governors  
Capital Market Stabilization Fund

Mr. A. K. M. Nurul Fazal Bulbul, a popular face in the corporate sector and society of Bangladesh, was born at Wari, Dhaka in 1960. He completed his Bachelor of Commerce (Honors) and Masters in Business Management from the University of Dhaka. Later on, he obtained LLB and got associated with the Bangladesh Supreme Court Bar. Mr. Bulbul started his career as a Management and Tax Consultant and subsequently went on to establish El-Noor Corporation in 1991 and Meena Printers & Packaging in 1995.

He is also the Co-founder of (1) EXIM Bank Ltd., (2) Sunlife Insurance Co., (3) Japan-Bangladesh Medical Associates, and (4) El Noor Group etc. He is the Vice-Chairman of Central Depository Bangladesh Ltd. (CDBL) and the Director of Infrastructure Investment Facilitations Company (Govt. owned PPP Service Provider Company) since 2011. He is also serving in the capacity of Advisor for Japan-Bangladesh Hospital, Sunlife Insurance Co., AML Group etc. In the past, he served as Founder Board Audit Chairman of EXIM Bank as well as Chairman of IT and Green Banking. He was the Director of FBCCI, SAARC Chamber, OIC Business Forum, Central Zakat Board and FBCCI Foundation. During 1990s, he also served as Group Management Consultant or Advisor of Akij Group, Navana Group, Padma-Sonali Group & Swedish Motors as well. Mr. Bulbul has achieved CIP status for 4 (Four) times from 2008-2012. Mr. Bulbul is serving in the capacity of Director of IDCOL since April 2018.

As an education philanthropist, Mr. Bulbul is serving as Trustee of the two reputed University i.e. EXIM Agriculture University & BIU, Secretary of Research & Training at Bangladesh Association of Banks (An apex body of 38 private Banks of the country) and Vice Chairman of Islamic Banks Consultative Forum (IBCF -An apex body of Islamic Banking Industry of the country). He has been elected as Secretary General of Gulshan Central Mosque & Eidgah Society.

Mr. Bulbul was elected General Secretary of National Student League in 1984 and was elected unanimous president. He played a significant role in the democratic movement in 1990 and took the charge of the Chairman of the Central Youth League. With this continuation, he was elected as a member of the Central Secretariat in Bangladesh Awami League Central Committee for two terms from 1992 to 2002. For a long time, he served as Founder Executive Committee Member of the Father of the Nation Bangabandhu Sk. Mujib Memorial Museum at Dhanmondi. Although in new century, he has parted ways with organizational politics and got involved in corporate social life.



**PROFESSOR DR. MOHAMMAD TAREQ**

Member, Board of Governors  
Capital Market Stabilization Fund

Dr. Mohammad Tareq is an Honourable member of Board of Governors, CMSF. He is a Professor, Department of Accounting and Information System, University of Dhaka. He is an Independent Director at Central Counterparty Bangladesh Limited. He worked at RMIT University, Melbourne, Australia. He is also Former Lecturer at Independent University.

He has worked for over a decade as a consultant in the areas of financial markets, mobile banking, small and medium enterprise development, project appraisal and implementation among others. He has worked as a consultant in projects undertaken by agencies including ILO, BGMEA, World Bank, FES (Germany), SME Foundation, Ministry of Labor and Employment of the People's Republic of Bangladesh, Ministry of Industries of the People's Republic of Bangladesh and Bangladesh Bank.

He is an active researcher and has presented papers in conferences in the USA, UAE, Japan, Thailand, Azerbaijan among others. Two of his papers received best paper award, one from a conference in UAE and the other one from a conference held in Azerbaijan. His papers are published in reputed local and international journals e.g Pacific-Basin Finance Journal, Japanese Journal of Administrative Science, Japanese Psychological Research, International Journal of Accounting and Information Management among others.

He has also written several book chapters which are published by famous international publishers like Springer International Publisher, Routledge (a British multinational publisher) and so on. He has served in numerous academic and corporate committees.



**RIAD MAHMUD**

Member, Board of Governors  
Capital Market Stabilization Fund  
(September 02, 2021 to February 22, 2022)

Mr. Riad Mahmud was an Honorable member of Board of Governors, CMSF from 02 September, 2022. He is also a member of the Executive Committees of Bangladesh Association of Publicly Listed Companies (BAPLC), Korea-Bangladesh Chamber of Commerce and Industry (KBCCI) and a General Body member of FBCCI. He is also a member of the American Society of Chemical Engineers.

Besides, Mr. Mahmud has taught/teaching Master's level Business courses at the School of Business and Economics at North South University, the most prestigious private university in Bangladesh, as well as IBA in Dhaka University.

Mr. Mahmud is the Honorary Consul of The Republic of Georgia, appointed by the People's Republic of Bangladesh and the Government of the Republic of Georgia.

Mr. Riad Mahmud obtained his academic qualification on B. Sc in Chemical Engineering from the University of Texas at Austin in 1994 and MBA from the University of Melbourne, Australia in 1999. After completing his academic career, Mr. Mahmud has worked in senior positions in different organizations in Sydney, London, and New York. Returning from abroad, Mr. Mahmud who is the Sponsor Shareholder of National Polymer Industries Ltd., joined the Board of National Polymer Industries Ltd in 2007 as a director and has subsequently been elected as the Managing Director of the company in 2009.

Currently, he is Managing Director of all NPOLY Group companies and their affiliates. He is the founder of several businesses in other sectors, including the first Leed Gold certified 100% export-oriented footwear factory in Bangladesh, Shoeniverse Footwear Ltd. He is the Vice-Chairman of Diamond Life Insurance Company Ltd.



**SYED NASIM MANZUR**

Member, Board of Governors  
Capital Market Stabilization Fund  
(From February 22, 2022)

Mr. Syed Nasim Manzur is an Honorable member of Board of Governors, CMSF. He is the Vice President of Bangladesh Association of Publicly Listed Company (BAPLC) and Managing Director of Apex Footwear Limited.

He is the Chairman of Landmark Footwear Ltd., and Founding Director of Apex Footwear Ltd., Quantum Consumer Solutions Ltd., Blue Ocean Footwear Ltd., Apex Investments Ltd, and Sunbeams School Ltd. He is also a Director of Apex Tannery Ltd., Apex Pharma Ltd., Grey Advertising Bangladesh Ltd., Apex Enterprises Ltd., Pioneer Insurance Co. Ltd., International Publications Ltd., Progeny Technologies Ltd., and Advisor of the Leather goods and Footwear Manufacturers & Exporters Association of Bangladesh (LFMEAB). He serves as Member, Board of Trustee, BRAC University.

Mr. Nasim is an avid art enthusiast and takes keen interest in promoting art and culture through the Society for Promotion of Bangladesh Art (SPBA). He is also an Executive Member of an internationally acclaimed Non-Government Organization called FRIENDSHIP which provides health and educational services in remote and inaccessible chars of the Northern region of the Country through self-propelled floating hospitals and riverine ambulances. He is the past President of Metropolitan Chamber of Commerce and Industry (MCCI) and is a regular guest speaker at the National Defense College (NDC), Mirpur, and Dhaka.



**A.K.M. DELWER HUSSAIN, FCMA**

Member, Board of Governors  
Capital Market Stabilization Fund

Mr. A.K.M. Delwer Hussain is an Honourable member of Board of Governors, CMSF. He was the former President of South Asian Federation of Accountants (SAFA). He is a Council Member and Past President of the Institute of Cost and Management Accountants of Bangladesh (ICMAB).

Mr. Hussain is a senior Fellow Member of ICMAB. He has served ICMA Bangladesh as its President for two times in the year 2004 and 2013. He was elected as a Board Member and also Member of the Strategic Committee of the Confederation of Asian and Pacific Accountants (CAPA) in 2004.

He is Principal & CEO of A K M Delwer Hussain & Associates. He is currently also Director of Agrani Equity & Investment Limited (A subsidiary of Agrani Bank Limited). He is also Member of Finance Committee of Bangladesh University of Engineering and Technology (BUET) and Member of Audit Committee of WASO Credit Rating Company BD Ltd. He is Chairman of WASO Engineers & Consultants (BD) Ltd. He is elected as Secretary General of Consultative Committee of State-Owned Enterprises (CONCOPE).

Mr. Hussain has acted as Chairman of a State-owned Corporation namely Bangladesh Sugar and Food Industries Corporation (BSFIC) from 2014 to 2019. Prior to taking this responsibility he was the Director (Finance) of BSFIC. He was nominated as the Director of Rupali Bank Ltd., Dhaka Power Distribution Company Ltd., (DPDC) Khulna Shipyard & Narayanganj Dockyard, Bangladesh Diesel Plant BDP, Bangladesh Institute of Capital Market (BICM) and Dhaka Stock Exchange (DSE) Limited.



**MD. MONOWAR HOSSAIN, FCA, FCMA, FCS**

Chief of Operation, Ex-officio  
Capital Market Stabilization Fund

Mr. Md. Monowar Hossain is a Chartered Accountant (FCA), a Cost and Management Accountant (FCMA), a Chartered Secretary (FCS), a Certified Information System Auditor (CISA), a Chartered Public Finance and Accountant (CPFA), qualified from the ICAB, ICMAB, ICSB, ISACA(USA), CIPFA(UK) respectively.

In his 25 years of professional experience, contributed...

- Currently serving as the Chief of Operation, CMSF from March 01, 2022.
- Served as the Chief Financial Officer (CFO), Head of Internal Control & Compliance (ICC), General Manager (Risk Management), GM (Khulna Circle), and GM (Agrani Bank Training Institute) for seven years at Agrani Bank Limited, a State-Owned Commercial Bank having 970 Branch networking with 14,000 human capitals.
- ‘Bangladesh Securities and Exchange Commission (BSEC)’ as the ‘Consultant of Office of the Chief Accountant (ED position)’;
- ‘General Manager (Internal Control and Compliance, ICC)’ at ‘Rupali Bank Ltd.’, responsible for managing ICC risk through the Audit & Inspections, Monitoring, and overall Compliance in the Bank;
- ‘Head of Corporate Governance & Financial Reporting Compliance (CGFRC)’ and DGM (Finance) in ‘Dhaka Stock Exchange Ltd.’ for 4 years;
- ‘Head of Finance & Company Secretary’ for ‘Brummer & Partners’, a multinational organization in Sweden, in its Dhaka Office;
- ‘SGS Bangladesh Limited’ a multinational organization in Switzerland, in its Dhaka Office as Manager Finance for 6 years;
- Worked as the ‘Financial Management Consultant’ at the ‘Institute of Social Studies (ISS)’, Netherlands’ activities at Dhaka University, Bangladesh for 7 years.

Mr. Hossain is an active faculty of different professional Institutes and visiting Professor at different Private Universities. He did his Master’s in ‘Accounting’ and ‘MBA’. Have a long experience in Money Market, Capital Market, Regulatory Compliance, IFRS/IAS compliance, Internal Control and Compliance (ICC), Auditing, Internal Audit, Finance & Accounts, and Taxation issues for more than 25 years. He is a co-founder of the Foundation of Chartered Taxation of Bangladesh (FCTB), a Research Based Non-Profit Organization Working for Promoting Tax Education, Increasing Public Awareness at Rural and Urban Areas, Skill Development in Tax Management.

## MANAGEMENT COMMITTEES



## OPERATION MANAGEMENT COMMITTEE

The Board of Governors (BOG) of CMSF has formed the Operation Management Committee (OMC) in its 16th meeting held on February 22, 2022 to comply with Rule – 6 of the CMSF Rules-2021. The scope of operation of the OMC determined by the Board which is mentioned in Rule-6 Sub-Rule-3. With the exercise of power, the Board of Governors formed several committees. The OMC is one of them, and consists of 5 members.



Md. Monowar Hossain  
FCA, FCMA  
Chairman



Mohammad Humayun  
Kabir FCA  
Former President, Institute  
of Chartered Accountants  
of Bangladesh (ICAB) and  
Member, OMC, CMSF.



A.K.M Ashraful Haque  
Former Director,  
Bangladesh Bureau of  
Statistics (BBS) and  
Member, OMC, CMSF.



Mohammed Habibus  
Samad FCA  
Member OMC, CMSF,  
Director, CCBL & Former  
MD, CDBL



Md. Shaheen Sarwar  
Hossain  
Deputy General Manager  
(DGM), ICT Division,  
Dhaka Stock Exchange  
(DSE)



### **Terms of Reference (TOR) for OMC**

1. Composition: Operation Management Committee (OMC) shall be a management committee established by the board.
2. Purpose: The committee shall support the board in smoothening the operation of the Fund.
3. Membership of the committee:
  - a. Every member of OMC shall hold his/her office for a term of 3 (three) years, but shall continue to hold office after the expiry of his/her term until a successor enters. Provided that no member of OMC shall be appointed for more than two terms.
  - b. The Board will have authority to remove and appoint any member of the OMC of the Fund.
  - c. In case of death, resignation, disqualification, or removal of any member of OMC or in any other cases of vacancies, the Board shall fill the vacancy within 30 (thirty) days of occurring such vacancy in the committee.
  - d. No member of OMC shall receive, either directly or indirectly, any remuneration for any advisory or consultancy role or otherwise, other than the management committee's meeting fees or honorarium from the Fund.
4. Secretarial and Meetings
  - a. The Board shall select one member from each management committee as Chairman of the committee.
  - b. The Chairman of OMC shall select one of the committee members as secretary of the committee.
  - c. In absence of the regular Chairman of OMC remaining members may elect one of themselves as Chairman for that particular meeting; the reason for the absence of the regular Chairman shall duly be recorded in the minutes of the said meeting.
  - d. The OMC shall conduct at least 6 (six) meetings in each financial year.
  - e. The Chairman of OMC may convene any emergency meeting if he deems necessary or upon request by any member of the committee.
  - f. Quorum of the meeting of OMC shall be constituted in presence of either two members or two-third of the members of the committee, whichever is higher.
  - g. The proceedings of the meeting of the OMC shall duly be recorded in the minutes of the meeting and such minutes will be confirmed in the next meeting.
5. Responsibilities:
  - a. The committee will conduct buying and selling of listed securities.
  - b. Making the investment in securities and providing loan/support to market intermediary and market maker will also be done by the committee.
  - c. The committee shall also be responsible for lending and borrowing of listed securities and settlement of investors' claims.

6. Terms of Reference of OMC:

- a) Operational guidelines of investors' claim settlement for cash and stock dividend;
- b) Investment guidelines for fixed deposits from the cash balance of the Fund;
- c) Loan policy for market intermediaries from the cash balance of the Fund;
- d) The buying /selling guidelines of listed securities from the cash balance of the Fund;
- e) Lending/borrowing of securities from the stock of the Fund;
- f) Investment policy of stock from the securities of the Fund;
- g) Product development to utilize the stock of the Fund [e.g., Exchange-Traded Fund(ETF)]
- h) Monitor and control investment of the Fund to achieve desired targets;
- i) Monitor the overall operation and compliance activity of the Fund;
- j) Effective coordination with the RMC and AAMC of the Fund;
- k) OMC should ensure the obligation processes for securities risks are well known in the fund and that heightened issues are managed and reported to the Board of Governors (BOG) within agreed times.
- l) Review and agree on mitigations for operational risks, ensure mitigations are clearly defined, and communicate to relevant committees and to the BOG;
- m) Oversight of fund policies in relation to risks, security, and fund development with changes;
- n) Annual review of all operational processes in relation to regulatory compliance, conflict management, and capital market whistle blowing;
- o) Complete the additional activities as given by the BOG or the Commission from time to time, etc.

7. Reporting Authority

- a. OMC shall be responsible and accountable to the Chief of Operation of the Fund and the COO of the Fund shall be responsible and accountable for all operational activities.
- b. The minutes of the meeting of the OMC shall be furnished to the Board within 3(three) days of confirmation.
- c. OMC shall perform their duties as per the terms of reference (TOR) as determined by the Board from time to time.

## RISK MANAGEMENT COMMITTEE

The Risk Management Committee (RMC) is one of the most vital management committees of the CMSF, which started its journey on March 07, 2022. Rule 6 of the BSEC (CMSF) Rules, 2021 empowers the Board of Governors to form several management committees. With the exercise of power, the Board of Governors formed several committees. The RMC is one of them, and consists of 5 members.

The main function of the Risk Management Committee of CMSF is to assist the Board of Governors (BOG) in fulfilling its corporate governance oversight responsibilities with regard to the identification, evaluation and mitigation of operational, strategic and external environmental risks. The Committee semi-annually



Dr. Syed Md. Aminul Karim  
Former Member (Grade-1), NBR, Internal Resources Division (IRD), Ministry of Finance and Chairman, RMC, CMSF



Dr. Sheikh Tanzila Deepty  
Associate Professor,  
Finance, University of  
Dhaka and Member, BOG,  
CMSF



A.K.M Nurul Fazal Bulbul  
Director, IDCOL, Vice  
Chairman, CDBL and  
Member, BOG, CMSF



Mahbub Hossain  
Former Additional IGP  
(SB), Bangladesh Police  
and Member, RMC,  
CMSF



Barrister Shafiqul Kabir  
Khan  
Advocate, Supreme Court  
of Bangladesh and  
Member, RMC, CMSF

reviews and approves the risk management policy and associated practices of CMSF and coordinates its activities with the Audit and Accounts Management Committee and Operation Management Committee to ensure that CMSF is taking the appropriate measures to prevent risk. At the same time, RMC evaluates significant risk exposures of CMSF and confirms actions to mitigate the exposures on time. RMC regularly reports to the BOG to take necessary steps at the earliest possible time, especially during emergencies.

All members of RMC are working relentlessly to mitigate and find out the risk of CMSF. Till September 25, 2022 RMC held six meetings where many important issues were discussed, and some praiseworthy and visionary decisions were taken. Meanwhile, RMC has identified twofold risk exposures for CMSF: (i) operational risk and (ii) investment risk. Operational risk emerges when processes or policies disrupt due to endogenous or exogenous events. For instance, claim settlement-related risk, ICT-related risk, legal issues, human resource management issues, and audit and accounting issues, among others. Whereas investment risk (e.g., market risk, concentration risk, interest rate risk, liquidity risk, exogenous shock) is inherent as CMSF is engaged with investment activities to stabilize the capital market via ensuring liquidity.

The Risk Management Committee is also working to create the right vibration towards achieving CMSF's mandated objectives. The RMC has already:

1. finalized its Terms of Reference (TOR)
2. developed its responsibilities through Risk Management Policy.
3. prepared the report on "Policy and Practices of Risk Management Committee (RMC)"
4. engaged an expert panel to measure the investment risk.
5. analyzed and resolved some critical investors' claims.
6. focused on the ICT Risk Management Plan

The Risk Management Committee has already taken the initiative to prepare a Risk management Framework for CMSF, which shall help to hedge risk and run its operations smoothly.

## AUDIT AND ACCOUNTS MANAGEMENT COMMITTEE

The Audit and Accounts Management Committee (AAMC) is one of the management committees of the CMSF. As per rule 6 of the BSEC (CMSF) Rules, 2021 empowers the Board of Governors to form several Management Committees. With the exercise of the power, the Board of Governors formed several Committees, the AAMC is one of them. The AAMC consists of 5 members. Mr. Md Abdur Rouf, Former Additional Secretary, Internal Resources Division (IRD), Ministry of Finance has been made as the Chairman of the Committee.

### Terms of Reference (TOR) for AAMC

1. Composition: The Audit and Account Management Committee (AAMC) shall be a management committee established by the Board.



Md. Abdur Rouf  
Former Additional Secretary and Chairman, Audit and  
Accounts Management committee (AAMC), CMSF



A.K.M. Delwer Hussain  
FCMA  
Member, ICMAB and  
Member, BOG, CMSF



Brigadier General M A  
Mohy, Psc, PEng (LPR)  
Former Brigadier General,  
Bangladesh Army and  
Member, AAMC, CMSF



Shaheda Khanam  
Former Sr. Finance  
Controller, Bangladesh  
Navy, Member, AAMC,  
CMSF



Muhammad Tajdiquil Islam  
Director, CCBL and  
Member, AAMC, CMSF

2. Purpose: The committee shall support the Board in smoothening the operation of the Fund.
3. Membership of the Committee:
  - a. Every member of AAMC shall hold his/her office for a term of (three) years but will continue to hold office after the expiry of his/her term until a successor enters. Provided that no member of AAMC shall be appointed for more than two terms.
  - b. The Board shall have authority to remove and appoint any member of the AAMC of the Fund.
  - c. In case of death, resignation, disqualification, or removal of any member of AAMC or in any other cases of vacancies, the Board shall fill the vacancy within 30 (thirty) days of occurring such vacancy in the management committee.
  - d. No member of AAMC shall receive, either directly or indirectly, any remuneration for any advisory or consultancy role or otherwise, other than the management committee's meeting fees or honorarium from the Fund.
4. Secretarial and Meetings
  - a. The Chairman of AAMC shall select one of the committee members as secretary of the committee.
  - b. In absence of the regular Chairman of AAMC, remaining members may elect one of themselves as Chairman for that particular meeting; the reason of absence of the regular Chairman will duly be recorded in the minutes of the said meeting.
  - c. The AAMC will conduct at least 6(six) meetings in each financial year.
  - d. The Chairman of AAMC may convene any emergency meeting if he deems necessary or upon request by any member of the committee.
  - e. Quorum of the meeting of AAMC shall be constituted in presence of either two members or two third of the members of the committee, whichever is higher.
  - f. The proceedings of the meeting of the AAMC shall duly be recorded in the minutes of the meeting and such minutes shall be confirmed in the next meeting.
5. Responsibilities:
 

As per Rule-11 of the Bangladesh Securities and Exchange Commission (Capital Market Stabilization Fund) Rules 2021

  - (1) Audit and Accounts Management Committee shall be responsible for maintaining the accounts of the Fund and prepare the annual and half-yearly financial statements in accordance with the International Financial Reporting Standards.
  - (2) Half-yearly financial statements of the Fund shall be furnished to the Commission within 30 (thirty) days of closing of the first half year duly approved by the Board.
  - (3) The Board shall appoint a firm of chartered accountants for auditing the annual financial statements of the Fund from the panel of auditors as declared by the Commission from time to time, in its annual meeting as well as fix the remuneration of the auditors.
  - (4) The Annual financial statements of the Fund shall be audited within 120 (one hundred and twenty days) from the date of closing of financial year and a copy of such audited financial statements shall be submitted to the Commission duly approved by the Board in its annual meeting within 14 (fourteen) days thereof.

The Audit and Accounts Management Committee drafted Audit Manual, Policy on Delegation of Financial Power as well as completed some important work for the betterment of the fund.

## FUNCTIONAL COMMITTEES





## HUMAN RESOURCE MANAGEMENT COMMITTEE

The Human Resource Management Committee (HRMC) is a core functional committee of CMSF.

Previously the Committee was known as the “Search Committee”. The BOG formed this Committee with the purpose of hiring suitable professional expert for the position of Chief of Operation (COO) of the Fund as per the BSEC (CMSF) Rules, 2021.

In pursuance of the said rule, the BOG appointed Mr. Md. Monowar Hossain, FCA, FCMA as the COO of CMSF on March 01, 2022 on the basis of the recommendation of the Search Committee and subsequent approval from the Bangladesh Securities and Exchange Commission (BSEC).

Later on, the Committee was re-named as the Human Resource Management Committee (HRMC) for hiring other necessary human resources for various positions along with performing different HR related functions.

For fast tracking the operation of CMSF, the HRMC has appointed several Executives from the waiting list for the position of Assistant Director (AD) of BSEC. The following employees have been working at CMSF from that waiting list. The HRMC, in collaboration with former BOG Member Mr. Md. Tarique Amin Bhuiyan, Ex-Managing Director, DSE, hired one (1) Business Analyst to work on business domain in order to provide efficient services to investors and partners.

Sl.	Name of the Employee	Joining date	Designation
1	Ms. Kaniz Fatema Samiya Haque	23-Dec-2021	Executive (General)
2	Ms. Farjana Akter Ratna	23-Dec-2021	Executive (General)
3	Mr. Foyez Ahmed Miru	16-Jan-2022	Executive (General)
4	Mr. Ashis Chandra Shill	01-Feb-2022	Executive (Legal)
5	Mr. Kazi Taifur Reza	01-Feb-2022	Executive (MIS)
6	Ms. Armina Hossain	01-Feb-2022	Executive (General)
7	Mr. Sumon Mia <sup>1</sup>	07-Feb-2022	Executive (General)
8	Mr. M Anis Obaid	23-Dec-2021	Business Analyst

<sup>1</sup> Mr. Sumon Mia resigned from service on August 31, 2022 due to personal reasons.



## Human Resource Management Committee Members



Md. Nojibur Rahman  
Chairman, CMSF & Former Principal Secretary to the  
Honorable Prime Minister of Bangladesh



Md. Saifur Rahman  
Executive Director, BSEC  
and Member, BOG, CMSF



Shyamal Dutta  
Editor, Bhorer Kagoj, and  
Member, BOG, CMSF



A.K.M. Nurul Fazal  
Bulbul  
Director, IDCOL, Vice  
Chairman, CDBL and  
Member, BOG, CMSF



Dr. Mohammad Tareq  
Professor, AIS, University  
of Dhaka, Independent  
Director, CCBL and  
Member, BOG, CMSF



A.K.M. Delwer Hussain  
Member, ICMAB and  
Member, BOG, CMSF

## Business Analyst

To recruit the best and the brightest human resources aligned with the fund's vision and strategy, the HRMC developed a formal staffing procedure.

1. Employee Need Assessment
2. Publish Advertisement
3. Job Opening
4. Shortlisting potential Candidates
5. Comprehensive Written test
6. Face to Face Interview
7. HR Workshop
8. Salary Negotiation.

In order to work towards establishing a digital platform and ICT Infrastructure to deliver efficient services to the investors and partners, the HRMC along with former BOG Member Mr. Md. Tarique Amin Bhuiyan, Ex-Managing Director, DSE recruited four (4) employees for its Information and Communication Technology (ICT) department.

Sl.	Name of the Employee	Joining date	Designation
1	Mr. Md. Parvej Bapary	13-Feb-2022	Sr. Software Engineer
2	Mr. Md. Shahadat Hossain	13-Feb-2022	Sr. Software Engineer
3	Ms. Nawshin Islam	13-Feb-2022	Software Engineer
4	Mr. Md. Abdul Halim	13-Feb-2022	Software Engineer

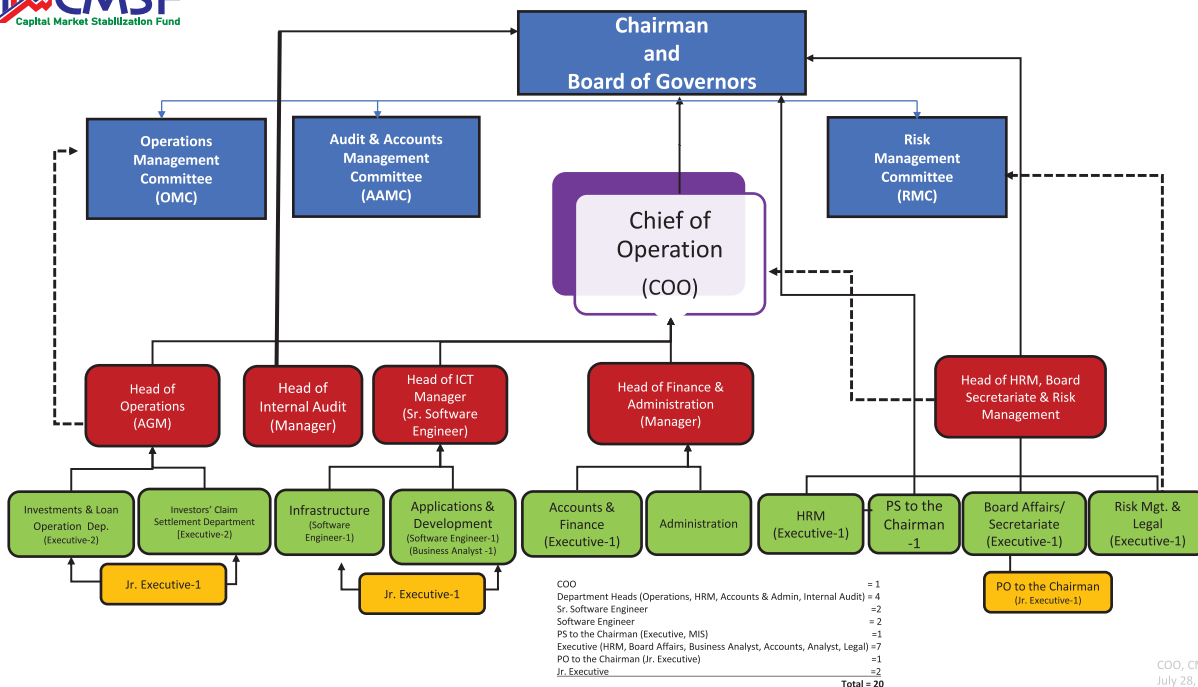
On the basis of the above-mentioned staffing procedure, the HRMC recruited following departmental heads.

Sl.	Name of the Employee	Joining date	Designation
1	Mr. Md. Wasi Azam	01-Sep-2022	AGM, Head of Operation
2	Mr. Md. Shohaq Khalifa	02-Oct-2022	Manager, Head of Internal Audit
3	Mr. Syed Sadek Hussain	10-Oct-2022	Manager, Head of Accounts & Finance
4	Mr. Mohammad Nahidur Rahman	20-Sep-2022	PO to the Chairman

Moreover, the HRMC developed a befitted organogram assigning major tasks and responsibilities.

Within a year the Committee under the supervision of the BOG has recruited necessary human resources and made the Fund fully functional which is one of the major achievements of this Committee.

It is remarkable that, HRMC introduced an ultra modern approach in the process of recruitment like physical workshop. HR workshop is a global recruitment practice adopted by CMSF through which it



COO, CMSF  
July 28, 2022

ensures the identification of the best and brightest candidates for its different advertised positions. It was practiced earlier in the recruitment of CMSF's employees. It is generally a day-long session where candidates are requested to report in the morning and then given opportunity to meet other candidates as well as taking part in the following processes:

1. Preparation of individual assignment in the morning
2. Participation in a lunch program in the afternoon and interacting with the BOG Members and senior officials of CMSF.
3. Participation in group exercise in the afternoon

Generally, a topic is given for individual exercise and group exercise. The evaluators assess the performance of the candidates on the basis of their involvement in interaction with the group members, quality of the reports and presentation.

During the lunch period, the BOG Members and evaluators closely monitor the behavioral aspects of each candidate.

For recruiting the Junior Executives, CMSF published its advertisement in two daily newspapers. After this advertisement, it received total 3962 (three thousand nine hundred sixty-two) numbers of application in this position. This overwhelming numbers of applications signifies the reputation and goodwill of CMSF in the Capital Market.

Presently, the Committee is working for developing policies of Human Resource Management. Moreover, as part of the Corporate Social Responsibility (CSR), it is planning to run Young Professional Program (YPP) and provide internship opportunities where fresh graduates will have the opportunity to work for a certain period and will be able to get hands-on experience which will certainly enrich their future career.

## GOLDEN JUBILEE MUTUAL FUND COMMITTEE

Capital Market Stabilization Fund (CMSF) has formed a new Closed-ended Mutual Fund named “ICB AMCL CMSF Golden Jubilee Mutual Fund” to its portfolio with the approval of Bangladesh Securities and Exchange Commission (BSEC) on the occasion of Golden Jubilee of the independence of Bangladesh and to commemorate the Mujibborsho. The fund is dedicated to our Father of the Nation Bangabandhu Sheikh Mujibur Rahman. The fund size is BDT. 100 crores, where CMSF has sponsored BDT. 50 crore and the rest of the fund will be collected by the Fund Manager. The face value of the fund is Tk. 10.00 (Ten) per unit.

### **Objectives of the Fund:**

- Channelizing the savings of small and medium size savers into commerce and industry for rapid growth of the country’s economy.
- To provide maximum possible risk adjusted returns to the Unit Holders.

### **Prospective Investors of the Fund:**

- Individuals
- Institutions
- Non-resident Bangladeshi (NRB),
- Mutual funds and
- Collective investment schemes.

### **Golden Jubilee Mutual Fund Committee of CMSF:**

Capital Market Stabilization Fund has formed a committee named Golden Jubilee Mutual Fund Committee (GJMFC) to take the advisory decisions of the Mutual Fund. This committee is formed of five (05) members of CMSF’s Board of Governors (BOG). The Chairman of the committee is Dr. Mohammad Tareq, Professor, AIS, University of Dhaka and Independent Director, CCBL. Other respected members are Mr. Shyamal Dutta, Editor, Bhorer Kagoj, Mr. Asif Ibrahim, Chairman, CSE, Mr. A.K.M. Nurul Fazal Bulbul, Vice Chairman, CDBL and Mr. Syed Nasim Manzur, Vice-President, BAPLC.

The GJMFC committee selected the Fund Manager, Trustee and Custodian for the proper management of the fund and took necessary timely decisions for the smooth operation of the fund.

**The following parties have been assigned with specified roles for the overall management of the fund:**

**1. ICB Asset Management Company Limited (AMCL):**

ICB AMCL is the Fund Manager of the Golden Jubilee Mutual Fund. On 27<sup>th</sup> February, 2022 CMSF has appointed ICB AMCL.

**2. BRAC Bank Limited:**

BRAC Bank Ltd. is the Custodian of the fund. On 2<sup>nd</sup> March, 2022 CMSF has appointed 'BRAC Bank Ltd.

**3. Bangladesh General Insurance Company Limited (BGIC):**

BGIC is the Trustee of the fund. On 15<sup>th</sup> March, 2022 CMSF has sent a primary Approval Letter to BGIC to act as Trustee.

**Soft launching program of Golden Jubilee Mutual Fund (GJMF):**

The soft launching program of the Mutual Fund was held on December 29, 2021. Honorable Minister, Ministry of Posts, Telecommunications and Information Technology, Mr. Mustafa Jabbar was the Chief Guest in the event where Mr. N M Zeaul Alam PAA, Senior Secretary, Information and Communication Technology Division and Honorable Chairman, Bangladesh Securities and Exchange Commission (BSEC), Mr. Shibli Rubayat-ul-Islam were the Special Guests in the inauguration program of Golden Jubilee Mutual Fund (GJMF). The event was held under the Chairpersonship of the former Principal Secretary to the Honorable Prime Minister & Honorable Chairman, CMSF Mr. Md. Nojibur Rahman.

CMSF is in close-partnership with relevant entities and has completed all the formalities that are required to operationalize this closed-end mutual fund. The Fund has obtained a very crucial approval from



Soft launching program of "ICB AMCL CMSF Golden Jubilee Mutual Fund" at Hotel Inter-Continental on 29<sup>th</sup> December, 2021



Bangladesh Securities & Exchange Commission (BSEC) in respect of the approval of trust deed and investment management agreement on dated 31 March, 2022.

**‘Trust Deed’ signing ceremony of Golden Jubilee Mutual Fund (GJMF):**

In this regard, a ‘Trust Deed’ signing ceremony among the related parties (Sponsor, AMCL, Trustee, Custodian) of the Golden Jubilee Mutual Fund was held at Investment Corporation of

Bangladesh’s (ICB) head office on Monday dated April 11, 2022 at 10:30 am. Mr. Md Nojibur Rahman, Chairman, Capital Market Stabilization Fund (CMSF), and Dr Mohammad Tareq, Professor, AIS, DU, Independent Director, CCBL and Board of Governors, CMSF and Md Abul Hossain, Managing Director of Investment Corporation of Bangladesh (ICB) and Ahmed Saifuddin Chowdhury Minto, MBA MD and CEO of Bangladesh General Insurance Company (BGIC); representatives of BRAC Bank Limited and CMSF officials attended the event.

In the trust deed signing ceremony, CMSF’s Chairman Mr. Md. Nojibur Rahman expressed hope and belief in the potential of the investor-friendly framework for the mutual fund. He stated that it is a good initiative



‘Trust Deed’ signing ceremony of “ICB AMCL CMSF Golden Jubilee Mutual Fund” at ICB Head Office on 11<sup>th</sup> April, 2022

by BSEC to increase the standard quality of the capital market and this fund will protect the interest of small investors and will be a role model for mutual funds.

On 20<sup>th</sup> April, 2022 CMSF disbursed BDT. 50 crores to the fund as sponsor's contribution.

On 18<sup>th</sup> May, 2022 CMSF received the registration certificate of the fund from Bangladesh Securities and Exchange Commission (BSEC).

On 20<sup>th</sup> June, 2022 Dhaka Stock Exchange (DSE) and Chittagong Stock Exchange (CSE) sent the prospectus of Golden Jubilee Mutual Fund for approval.

Bangladesh Securities and Exchange Commission (BSEC) has approved the prospectus of GJMF in the meeting of the Commission on 28<sup>th</sup> June, 2022. ICB AMCL has uploaded the softcopy of the prospectus to its official website. The prospectus is available in the official website of CMSF.

The Prospectus of GJMF is published on 'Daily Kaler Kantho' and 'The Financial Express' for Public Offering (PO) by ICB AMCL on 17<sup>th</sup> July, 2022.

The application receiving for public offering continued from 17<sup>th</sup> to 24<sup>th</sup> August. The subscription for the fund has been completed on 24<sup>th</sup> August, 2022 and it was oversubscribed 1.6 time.

#### **Road Show for 'ICB AMCL CMSF Golden Jubilee Mutual Fund':**

ICB Asset Management Company Ltd. (AMCL) organized several Road showson the initial public offering (IPO) of the 'ICB AMCL CMSF Golden Jubilee Mutual Fund'.Road shows were held in Chattogram and Bogura on 11<sup>th</sup> August, 2022 (Thursday) and in Dhaka on 14<sup>th</sup> August, 2022 (Sunday). Road shows were also held in Sylhet and in Barishal on 16<sup>th</sup> July, 2022 (Tuesday).



Ring the Bell Ceremony of "ICB AMCL CMSF Golden Jubilee Mutual Fund" at Hotel Inter-Continental on 20<sup>th</sup> September, 2022

### **Ring the Bell Ceremony of Golden Jubilee Mutual Fund (GJMF):**

Finally, the trading of the “ICB AMCL CMSF Golden Jubilee Mutual Fund” has been inaugurated by “Ring the Bell” ceremony in Hotel InterContinental on 20<sup>th</sup> September, 2022 where Professor Shibli Rubayat-Ul-Islam, Hon’ble Chairman, Bangladesh Securities and Exchange Commission(BSEC) has kindly graced the occasion as the Chief Guest while the concerned Commissioners of BSEC namely Dr. Shaikh Shamsuddin Ahmed and Dr. Mizanur Rahman as well as DSE Chairman Mr Md. Eunusur Rahman were present as the Special Guests. Other esteemed guests and concerned representatives were present to exchange their views and experiences. The event had been chaired by Mr. Md. Nojibur Rahman, former Principal Secretary & Chairman, CMSF.

The trading of the securities of “ICB AMCL CMSF Golden Jubilee Mutual Fund” has been started in both Dhaka Stock Exchange (DSE) and Chittagong Stock Exchange (CSE) on 21<sup>st</sup> September, 2022.

### **Overall achievements of the Golden Jubilee Mutual Fund Committee:**

1. Organizing the Soft Launching Ceremony of ICB AMCL Golden Jubilee Mutual Fund successfully with the presence of Mr. Mustafa Jabbar, the Honorable Minister, Ministry of Posts, Telecommunications and Information Technology, Mr. N M Zeaul Alam PAA, Senior Secretary, Information and Communication Technology Division and Professor Shibli Rubayat-Ul-Islam, Honorable Chairman, Bangladesh Securities and Exchange Commission (BSEC).
2. Selecting the Fund Manager, Custodian, Trustee for the smooth operation of the fund.
3. Conducting the trust deed signing ceremony of the Golden Jubilee Mutual Fund successfully.
4. The fund is 1.6 time oversubscribed that is a great achievement for CMSF as well as the Capital Market.
5. Organizing “Ring the Bell” ceremony successfully in the presence of Honorable Chairman & distinguished Commissioners of BSEC and other valued Stakeholders.



## NEGOTIATION AND PROCUREMENT COMMITTEE

### Terms of Reference (TOR) of NPC

#### 1. Composition:

The Negotiation and Procurement Committee (NPC) shall be a functional committee established by the Board.

#### Negotiation and Procurement Committee Members



A.K.M. Delwer Hussain  
Chairman, NPC, CMSF and Member,  
BOG, CMSF



Md. Saifur Rahman  
Executive Director, BSEC  
and Member, BOG, CMSF



Dr. Sheikh Tanzila Deepty  
Associate Professor,  
Finance, University of  
Dhaka and Member, BOG,  
CMSF



Asif Ibrahim  
Chairman, Chittagong  
Stock Exchange Limited  
and Member, BOG, CMSF



Syed Nasim Manzur  
Vice-President, BAPLC  
and Member, BOG,  
CMSF. Vice-President,  
BAPLC and Member,  
BOG, CMS

## **2. Purpose:**

The Negotiation and Procurement Committee (NPC) will be a means by which the Board can get guidance on the negotiation and procurement of the CMSF. Its primary responsibility will include support the Board by cost-effectively acquire the necessary supplies from a list of efficient vendors who will deliver quality goods on time, abiding by the purchasing terms.

## **3. Membership of the committee:**

As per Rule-5, sub rule- 15 ((iii), The Board shall formulate necessary committee or subcommittee to accomplish the objectives and purpose of the Fund as mentioned in sub-clause (ii). As per Rule-5, sub rule- 15 (iv) The Board shall fix the terms of reference (TOR) of the committee or the sub-committee.

## **3. Responsibilities:**

The committee will be responsible for CMSF's human resources management activities. The specific responsibilities that the committee will carry out on behalf of the Board are as follows:

- o Leading a strong procurement team
- o Procure as per the approved budget.
- o Manage Supplier Network.
- o Develop the organization's purchasing policies
- o Identify Source, Negotiate, and Review Supplier Contracts.
- o Acquiring on detail information about the market, citing current prices and fair rates for supplies.
- o Monitoring, reviewing, and analyzing bids and quotes with potential suppliers.
- o Monitoring, reviewing, and analyzing service agreements and contracts
- o Overseeing sources for purchasing supplies
- o Streamlining costs on the basis of the competitive market price.
- o Negotiating good-supplier agreements
- o Managing supplier and vendor contracts

## **4. Meetings:**

The committee will meet as often as it considers necessary.

## **5. Reporting Authority:**

- a. The NPC shall be responsible and accountable to the Board, through the Chairman of CMSF.
- b. NPC shall perform their duties as per the TOR as determined by the Board from time to time.

## TEAM STRATEGY FORUM

Team Strategy Forum (TSF) is a very crucial and visionary initiative taken by the Honorable Chairman, Capital Market Stabilization Fund to set up the goals, objectives and results-oriented strategic planning for CMSF. TSF is organized in order to hold vibrant brainstorming sessions to focus on claim settlement progress, fund collection and utilization, to follow up the progress of IT related works and drafting strategic plans for CMSF to accomplish its activities in an organized manner.

In order to smoothen the operation of CMSF by involving all the committees, the Chairman CMSF has been convening TSF on a monthly basis. This has become a platform to follow up on the decisions of BOG meetings and other important forum where all the committee chairmen are invited to ensure coordination, cooperation and coherence among different committees within CMSF.

## Team Strategy Forum Members



**Md. Nojibur Rahman**  
Chairman, CMSF & Former Principal Secretary to the Honorable Prime Minister of Bangladesh



**Dr. Mohammad Tareq**  
Professor, AIS, University of Dhaka, Independent Director, CCBL and Member, BOG, CMSF



**A.K.M. Delwer Hussain,**  
FCMA  
Chairman, NPC, CMSF and Member, BOG, CMSF



**Dr. Syed Md. Aminul Karim**  
Former Member (Grade-1), NBR, Internal Resources Division (IRD), Ministry of Finance and Chairman, RMC, CMSE



**Md. Abdur Rouf**  
Former Additional Secretary and Chairman, Audit and Accounts Management committee (AAMC), CMSF



**Md. Monowar Hossain,**  
FCA, FCMA  
Chief of Operation



**Mahbub Hossain**  
Former Additional IGP (SB), Bangladesh Police and Member, RMC, CMSF



**A.K.M Ashraful Haque**  
Former Director, Bangladesh Bureau of Statistics (BBS) and Member, OMC, CMSF



**Dr. Mohammad Tarikul Islam**  
Associate Professor of Government and Politics at the Jahangirnagar University in Bangladesh



**Shaheen Sarwar Hossain**  
Deputy General Manager (DGM), ICT Division, Dhaka Stock Exchange (DSE)



**Binayan Dey**  
Assistant Manager, IT, CSE

## TENDER EVALUATION COMMITTEE

### **Introduction:**

This document sets out the roles and responsibilities of the Tender Evaluation Committee (TEC) of CMSF. It provides guidance on the committee's purpose, roles, responsibilities, operations, tenure and obligations, in accordance with any specific legislative requirements.

### **Role of the Tender Evaluation Committee:**

The Tender Evaluation Committee has been established to examine and evaluate submitted bids as well as give recommendations in respect of the Tender of CMSF in accordance with Public Procurement Rules. It should outline the specific objectives of the committee or purpose to be achieved including requirements under governing legislation.

### **Composition:**

The Tender Evaluation Committee (TEC) shall be a functional committee established by the management of CMSF.

### **Responsibilities:**

- Evaluate the bids using the criteria stated in the solicitation documents.
- Prepare Evaluation Report
- Recommend in the report which bidder should be awarded the contract
- Maintain confidentiality throughout the process

## Tender Evaluation Committee Members



Brigadier General M A Mohy  
Former Brigadier General, Bangladesh Army and Member,  
AAMC, CMSF



Mr. A.K.M Ashraful  
Haque  
Former Director,  
Bangladesh Bureau of  
Statistics (BBS) and  
Member, OMC, CMSF



Mr. Mahbub Hossain  
Former Additional IGP  
(SB), Bangladesh Police  
and Member, RMC,  
CMSF



Mr. Parvej Bapary  
Member Secretary

## OFFICE READINESS MONITORING COMMITTEE

### **Introduction:**

The Office Readiness Monitoring Committee (ORMC) started its journey from June 22, 2022. From the formation of ORMC, it has been playing a significant role in fast-tracking the progress of the works of CMSF management office. Rule- 3(3) of the Bangladesh Securities and Exchange Commission (Capital Market Stabilization Fund) Rules, 2021 provides that the Fund shall have a management office in Dhaka. With the compliance of the provision the CMSF authority rented a space in 3<sup>rd</sup> Floor, DCCI Building, Motijheel, Dhaka.

Rule- 6 (4) of the BSEC (CMSF) Rules, 2021 also provides that the Board may form any other committee or sub-committee, if necessary. With the exercise of the power the Board of Governors (BoG), CMSF formed a committee consisted of 5 members, named Office Readiness Monitoring Committee in June 22, 2022.

### **Composition:**

According to the Terms of Reference (ToR) of ORMC, The ORMC shall be a functional committee established by the BOG and it consists of the following members:

1. Mr. Md. Abdur Rouf, Former Additional Secretary, IRD, Ministry of Finance & Chairman,(AAMC), CMSF, Convener, ORMC.
2. Mr. Mahub Hossain, Former Additional IGP (SB), and Member, RMC, CMSF, Member, ORMC.
3. Brigadier General M.A Mohy psc, PEng (LPR), Member, AAMC,CMSF, Chairman, TEC, CMSF, Member, ORMC.
4. Mr. A.K.M. Ashraful Haque, Former Director, Bangladesh Bureau of Statistics (BBS), Ministry of Planning and Member, OMC, CMSF, Member, ORMC.
5. Mr. ATM Gias Uddin Ahmed, Former DGM, Janata Bank Ltd, Member, ORMC.

### **Purpose:**

The ORMC was formed to ensure the timely readiness of the management office, CMSF in line with the Notification of Award (NOA) and Work order through intensive monitoring and extensive supervision of the appointed contractor the Lines Drishik Consortium (JV)



### **Responsibilities:**

The ORMC was assigned the following responsibilities by BOG:

1. Ensure best practice in construction and renovation work.
2. Make sure timely implementation of the task-flow.
3. Formulate quality control mechanism in all forms of materials and tasks.
4. Provide effective and corrective timely measure with discussing with the BOG.
5. Provide progress reports and other reports to the Negotiation and Procurement Committee (NPC) and BOG.
6. Work as a bridge between the contractor and BOG.
7. Any other responsibilities assigned by the BOG.

### **Functions and Achievements:**

From the beginning of the formation, the ORMC is closely monitoring the progress of the construction site of CMSF management office. The committee arranged a signing program to start up the office readiness work.



*Signing program of construction work of CMSF Management Office*

The ORMC took some vital decisions for fast-tracking the progress among them the ORMC instructed to bring some minor changes in the functional lay-out plan of the CMSF management office, arranged joint meeting with NPC, TEC and ORMC, arranged special meetings with NPC and ORMC, invited the Hon'ble Chairman, CMSF to visit the construction site and received guidance and instructions.





*Mr. Md. Nojibur Rahman, Chairman, CMSF, visited the construction site of CMSF management office and gave some valuable instructions and guidance on June 07, 2022*

When the ORMC noticed any gap or complexity, it took the initiatives to solve it promptly and helped the Lines Drishik Consortium (JV) to solve the problem for ensuring the timely readiness of the management office.



*The ORMC members visited the office of Edison Group at Rangs Babylonia on September, 14, 2022 to resolve some VRF AC import issue.*

Besides, the ORMC instructed the contractor and took some timely decision to prepare the Chairman office, the board room, BOG lounge, Committee rooms, instructed to replace the cable tray, recommended to use sound proof system at board room and visited some renowned showrooms for selecting furniture for CMSF management office.



*A joint visit of CDBL and CCBL office between NPC and ORMC regarding selection of furniture on September 28, 2022.*

The ORMC was working relentlessly to select the furniture for CMSF management office with maintaining standard and durability. At the time of inspection of the CMSF management site, the ORMC took the decision of visiting the showrooms of some renowned furniture. The ORMC selected the furniture with the consistency of Bill of Quantity and maintaining the standard.

The ORMC also arranged meeting with BOG, NPC and the Lines Drishik Consortium (JV) where the contractor presented the update of their progress and received the guidelines form the NPC members.

## CMSF SECRETARIAT

The day-to-day operations of the CMSF Secretariat are carried out in accordance with the directives provided by the BSEC and the Board of Governors (BOG) of CMSF. The role of the Secretariate includes policy formulation, planning, evaluation of the plan under execution, and assisting the BOG and Committees in the discharge of their responsibilities.

The Chief of Operation (COO) is the head of the Secretariat, while other officials in CMSF team support the COO in creating and implementing goals and tasks by working at duty stations of CMSF at DCCI Building, Level 3, 65-66 Motijheel C/A, Dhaka-1000. The Secretariate is structured along departmental lines, and each department is responsible for a unique sphere of activity and domain of responsibility within the organization. The Chief of Operation, the Head of Operation, and other departmental heads and executives all coordinate with one another to make sure that the work is cohesive. The Secretariat of Capital Market Stabilization Funds has several departments and sections. These are 1. Investors' Claim Settlement; 2. Human Resource Management; 3. Accounts and Admin; 4. Research and Development; 5. Internal Audit; 6. ICT; 7. Legal Affairs.

The CMSF secretariat focuses on investor claim settlement and engaged with the related stakeholders in the procedures of transferring unclaimed or undistributed or unsettled dividends (cash or stock) or non-refunded public subscription money or unallotted rights shares left with the issuer. CMSF secretariat formulates draft policies and guidelines as per the instruction of the Board of Governors and BSEC (CMSF) Rule. In the interest of the investors and the development and stabilization of the capital/securities market, CMSF Secretariat is fulfilling its mandate.

The CMSF Secretariat has been striving hard for fulfill its mandate specially upholding the interest of the investors and contributing towards development capital market.

## CMSF Secretariat



Md. Monowar Hossain FCA, FCMA  
Chief of Operation



Md. Wasi Azam  
Assistant General Manager &  
Head of Operation



Md. Shohaq Khalifa  
Manager & Head of  
Internal Audit



Syed Sadek Hussain  
Manager, Head of Accounts  
& Finance and Admin



Md. Parvej Bapary  
Sr. Software Engineer



Md. Shahadat Hossain  
Sr. Software Engineer



Farjana Akter Ratna  
Executive (General)



Kaniz Fatema Samiya  
Haque  
Executive (General)



M Anis Obaid  
Business Analyst



Foyez Ahmed Miru  
Executive (General)



Armina Hossain  
Executive (General)



Kazi Taifur Reza  
Executive (MIS)



Ashis Chandra Shil  
Executive (Legal)



Nawshin Islam  
Software Engineer



Md. Abdul Halim  
Software Engineer



Mohammad Nahidur  
Rahman  
PO to the Chairman





# CMSF DEPARTMENTS

## BOARD AFFAIRS BUREAU

The BOG started its journey on September 02, 2021 by conducting an introductory meeting on the premise of the Bangladesh Securities and Exchange Commission and it is striving to serve the investors in the Capital Market as well as fulfilling its mandate. Till October 20, 2022 a total of 28 (twenty-eight) BOG Meetings were held and important decisions had been taken for fast tracking the operation of the Fund.

The BOG is marching with a perspective and a purpose of delivering its mandated service for the greater benefit of the Capital Market in particular and National Economy in general.

Some remarkable achievements of the BOG:

- Rented space for Management office at Level-3 of Dhaka Chamber of Commerce & Industry (DCCI) Bhaban, 65-66 Motijheel C/A, Dhaka and got it prepared for smooth operation of the fund.
- Appointed the first Chief of Operation (COO) and required human resources for the fund.
- Successfully launched “ICB AMCL CMSF GOLDEN JUBILEE MUTUAL FUND” to commemorate the Golden Jubilee of the Independence of Bangladesh.
- Started Investors’ claim settlement process on March 15, 2022
- Stabilizing the Capital Market by providing timely liquidity support
- The BOG is working for a Digital CMSF by creating technologically sophisticated and state-of-the-art digital atmosphere for the investors and the issuer companies
- Maintaining sustainable partnership with the institutions that are directly or indirectly related to the Capital Market eco-system such as BSEC, BAPLC, DSE, CSE, CDBL, CCBL, BICM, BASM and so on.

The Board of Governors (BOG) of CMSF is the center point of all the core activities of CMSF. It is the result of visionary and innovative thinking of the esteemed Chairman of the Bangladesh Securities and Exchange Commission (BSEC) Professor Shibli Rubayat-UI-Islam. Under his prudent leadership, the BSEC formed a 10-member BOG for Capital Market Stabilization Fund (CMSF) on August 22, 2021 for a three-year term, making Mr. Md. Nojibur Rahman as its Chairman who previously served as the former principal secretary to the Hon’ble Prime Minister and also a former Chairman of the National Board of Revenue (NBR). The entire market ecosystem has been internalized through the BOG.

As per the Bangladesh Securities and Exchange Commission (Capital Market Stabilization Fund) Rules, 2021 the board shall be responsible and accountable to the Fund and to the Commission. The major responsibility of CMSF is to work as a custodian of the investors' unclaimed/undistributed/un-allotted

wealth as it returns the unclaimed/undistributed/un-allotted dividends upon claims by the actual owners who somehow did not claim their dividends from the companies concerned.

It has been a remarkable year-long journey for CMSF starting from the scratch but with the fast-tracked operationalization approach, the proactive engagement and relentless efforts by the members of the BOG, CMSF achieved a lot including creation of confidence among the general investors, establishment of partnership and networking with the Issuer Companies and other entities in the capital market ecosystem along with the media.

The BOG formed all the 3 (three) Management Committees as per the BSEC (CMSF) Rules, 2021 and other functional Committees to create the right vibration towards achieving its mandated objectives. The BOG gratefully acknowledges the invaluable support from all concerned especially BSEC, BICM, BAPLC, DSE, CSE and CDBL. The Committees have been regularly playing a very effective role. CMSF has completed some major procurement functions and are effectively engaged with the ongoing processes like ICT procurement and Office Readiness with the active participation of the BOG members.

The BOG hired the first COO and recruited majority of the staff in the Secretariat on the basis of the recommendation of the Human Resource Management Committee (HRMC) and subsequent approval from the BSEC. It started the process of claim settlement for the investors and provided liquidity support to the market through Investment Corporation Bangladesh (ICB) which has been considered catalytic and beneficial for the stability of the market. The BOG has identified a suitable location for the CMSF Management Office at Motijheel (known as the Wall Street of Bangladesh) and Management office readiness work has been completed under the kind guidance of the BOG members within a year.

The BOG is actively working towards establishing a digital platform and ICT infrastructure to deliver efficient services to the investors and partners. CMSF has been greatly benefitted by the advice, cooperation and support from the distinguished ICT experts.

The BOG, the Committees and the Secretariat of CMSF are deeply committed to the spirit and values of the War of Independence and celebrated the Birth Centenary of the Father of the Nation in March 2022. CMSF also solemnly observed the National Mourning Day 2022 and showed its deepest respect to the Father of the Nation and other martyrs of August 1975.

Under the guidance of the esteemed Chairman and concerned Commissioners of BSEC, to celebrate the Golden Jubilee of the Independence of Bangladesh, Capital Market Stabilization Fund (CMSF) and ICB Asset Management Company Limited (ICB AMCL) launched “ICB AMCL CMSF GOLDEN JUBILEE MUTUAL FUND” and through partnership with ICB AMCL, BRAC Bank and BGIC, CMSF made it a reality through an oversubscribed IPO. The trading of the Mutual Fund has started on September 21, 2022 and it has been trading satisfactorily.

## HUMAN RESOURCE MANAGEMENT DEPARTMENT

In order to facilitate the Human Resource Management Committee and implement the decisions, there is a dedicated department namely “Human Resource Management Department (HRMD)” comprising of following employees from the Secretariat.

- |                         |                                     |
|-------------------------|-------------------------------------|
| 1. Mr. Wasi Azam        | AGM & HoO (Current in-charge, HRMD) |
| 2. Ms. Armina Hossain   | Executive                           |
| 3. Mr. Foyez Ahmed Miru | Executive                           |
| 4. Mr. Kazi Taifur Reza | Executive                           |

### **Objectives of the HRMD:**

The HRMD aims for reforming the system, improving the organizational structure management, promoting the organizational model innovation, optimizing the personnel structure, strengthening the building of talented teams, and expanding the career growth platforms for employees.

### **The core functions of the HRMD includes:**

- Recruit Employees as per the guidance of the HRMC
- Fix compensation & benefit as per the advice of HRMC
- Issue circulars and development policies from time to time based on the decisions of the HRMC
- Ensure proper training facilities
- Ensure Employee Engagement
- Encourage employees to maintain Code of Conduct
- Act as Key Account Manager (KAM) for employees
- Maintain Health and Safety issues of the employees.
- Develop Human Capital
- Develop and retain our talents
- Assess performance of the employees based on Key Performance Indicators (KPI)

Any other responsibilities assigned by the Chairman, CMSF, the BOG, the HRMC and top management.



## INVESTORS' CLAIM SETTLEMENT DEPARTMENT

CMSF acts as a custodian of cash and stocks in favor of the investors as received by transferring unclaimed and undistributed cash or stock dividend, non-refunded public subscription money, and un-allotted rights shares from the issuer of listed securities. Cash or stock deposited in the fund will be paid or settled on due claims by the shareholders or investors at any time. The CMSF will be utilized to stabilize the capital market ensuring liquidity to the market by buying and selling of listed securities, making an investment in other securities, providing loans to market intermediaries, lending and borrowing of listed securities, and settlement of investors' claims.

If any shareholder or securities holder claims his cash dividend after transfer of such dividend to the bank account of the Fund, within 15 (Fifteen) days of receiving such a claim, the issuer shall, after proper verification of the claim, recommend with detailed information as mentioned in the proviso of rule 9 (1) of these rules to the Chief of Operation of the Fund to pay off such dividend from the bank account of the Fund:

Provided that the Chief of Operation of the Fund shall, after due scrutiny with the database/bank as created under sub-rule (5) of rule 9 of these rules as well as the aforesaid recommendation and approval of the Board or the Operation Management Committee for settlement of investors' claims as the case may be, pay off such cash dividend to the claimant through electronic fund transfer system within 15 (fifteen) working days of receiving of such recommendation with intimation to the concerned issuer.

CMSF has received multiple cash claims from investors which were verified by their respective issuer companies as well as CMSF. Now according to the rule 10 of Bangladesh Securities and Exchange Commission (Capital Market Stabilization Fund) Rules 2021, the claim settlements have been concluded.

### **The Department regularly accomplishes the following tasks:**

- Receiving inward Cash Dividends
- Receiving inward Stock Dividends
- Collecting data from the Issuer Companies and the Investors
- Settling Investors' claims for Cash
- Settling Investors' claims for Stock
- Preparing success stories of the claimants
- Preparing Investors' claim settlement Booklet

- Updating the Operational Procedures on Investors' claim settlement
- Arranging the Strategic dialogue on CMSF fund utilization
- Arranging strategic meetings with the BSEC and CDBL
- The ICSD plays a crucial role in collecting inward cash and stock dividend by communicating with the issuer companies from time to time. It is a regular task of ICSD to communicate with non-compliant and partially compliant companies and collect their explanations.

#### **Policy Strategy (Align with the vision of CMSF) :**

The Investors' Claim Settlement Department (ICSD) is formed by combining rule 7, 8, 9 & 10 of the Bangladesh Securities Exchange Commission (Capital Market Stabilization Fund) Rules, 2021 to comply with the objective of the rules. To mobilize the claim settlement process, the Hon'ble Chairman, CMSF has advised to organize a workshop like general assembly style of the UN for the honor of the wife of a newly married employee who came to visit the temporary office of CMSF and her husband's colleagues at BICM. He divided the secretariat employees into three groups and assigned two co-chairs and one reporter among these employees. As a result, every group had come up with solutions which were presented at a plenary session attended by several BOG Members. Having combined the results, A team from the Secretariat led by Md. Shahadat Hossain, Sr. Software Engineer, drafted a booklet for investors, updating necessary information under the supervision of Honorable Chairman, CMSF. Based on the booklet, CMSF arranged its first settlement in honor of the Father of the Nation. Later, the Management assigned Mr. Md. Shahadat Hossain as the first head of Investors' Claim Settlement Department (ICSD). Thereafter, the Secretariat prepared an Operational Guidelines for Claim Settlement to fast track the operation. The guideline was reviewed by the Hon'ble Chairman of CMSF. To validate the process and make everyone in the same page, the operational guidelines was checked and reviewed by the Operations Management Committee and it was subsequently approved by the BOG. The BSEC appreciated this move and instructed to settle claims as per the guideline.

According to the Rule 8 (7) of Bangladesh Securities and Exchange Commission (Capital Market Stabilization Fund) Rules 2021, all payments of investors' claims shall be made from the bank account through electronic fund transfer. In the 16<sup>th</sup> BOG meeting, the Board of Governors empowered Operation Management Committee (OMC) to proceed with the necessary steps to settle the verified claims.

Rule 6 of the BSEC (CMSF) Rules, 2021 empowers the Board of Governors (BOG) to form several Management Committees. With the exercise of the power, the Board of Governors (BOG) formed several Committees. The Operation Management Committee (OMC) is one of them. This committee is responsible and accountable to the Chief of Operation of the Fund and the Chief of Operation shall also be responsible and accountable for all operational activities (i.e., buying and selling of listed securities, making the investment in securities, providing loan/support to market intermediary and market maker, lending and borrowing of listed securities and settlement of investors' claims, etc.) to the Board. The COO is the Chairman of that committee. Here is the list of committee members:

5. Mr. Md. Monowar Hossain FCA, FCMA Chairman, Operation Management Committee (OMC) and Chief of Operation, CMSF
6. Mr. Mohammed Habibus Samad FCA, Director, CCBL and Former Managing Director, CDBL.

7. Mr. Mohammed Humayun Kabir FCA, Former President of the Institute of Chartered Accountants of Bangladesh (ICAB).
8. Mr. A.K.M Ashraful Haque, Ex-Director, Bangladesh Bureau of Statistics (BBS), Statistics and Informatics Division (SID), Ministry of Planning.
9. Mr. Shaheen Sarwar Hossain, Deputy General Manager, DSE

After scrutinizing the claims, on the 1<sup>st</sup> meeting of the Operation Management Committee (OMC) held on 5<sup>th</sup> March, 2022, the committee approved the settlement of 18 claims and submitted their decisions on the 17<sup>th</sup> BOG meeting held on 8<sup>th</sup> March, 2022.



*CMSF team visited the head office of Grameen Phone Ltd. on April 17, 2022*

On April 17, 2022 Investors' Claim Settlement Department and the IT Department of CMSF visited the office of Grameen Phone and had a meeting with the Company Secretary. The team of Grameen Phone gave a presentation on how they settle their claims of dividends. CMSF team shares their opinion regarding the settlement process of claims.





*The Chairman of BSEC is handing over the cheque to investors on the event of the Birthday Celebration of the Father of the Nation and Investors' Claim Settlement on March 15, 2022*

Investors' Claim Settlement Department and IT Department of CMSF visited the office of BRAC Bank and had a meeting with the Company Secretary and discussed the process of Claim settlement and how they settled the claims of investors.

On 15th March, 2022 on the occasion of the birthday celebration of the Father of the Nation Bangabandhu Sheikh Mujibur Rahman and the Golden Jubilee of our Independence, CMSF has inaugurated the claim settlement procedures. That day, in Hotel Purbani International, CMSF officially distributed the cheques among the eighteen investors.



*CMSF team visited the head office of BRAC Bank on 26 June, 2022*

In continuation of this, CMSF has already settled the claims (cash) of 225 (two hundred and twenty five) investors with the amount of BDT 13,321,001.27 (In word: One crore thirty three lac twenty one thousand one and paisa twenty seven). CMSF also settled stock claims of 40 (forty) investors with the amount of BDT 374,400 (three lac seventy four thousand four hundred only), 37,440 shares @10 face value.

On 20 September, 2022 CMSF arranged a program of Ring the Bell ceremony of its first mutual fund named “ICB AMCL CMSF Golden Jubilee Mutual Fund” and Investor’s Claim Settlement at Hotel InterContinental.



*Ring the Bell of the Debut Trading of ICB AMCL CMSF Golden Jubilee Mutual Fund and Investors Claim Settlement Program at Hotel Inter-Continental on 21 September, 2022*

On the occasion, the CMSF settled the claim of Mr. Saif Imam, son of Shaheed Janani Jahanara Imam. He received the due amount for his shares along with the shares of his late mother Shaheed Janani Jahanara Imam, and his elder brother Mr. Shafi Imam Rumi. CMSF also settled a claim of BDT. 56,23,758.95 (In word: Fifty-six lac twenty-three thousand seven hundred fifty-eight and paisa ninety-five only) of an investor.

#### **Achievement of ICSD:**

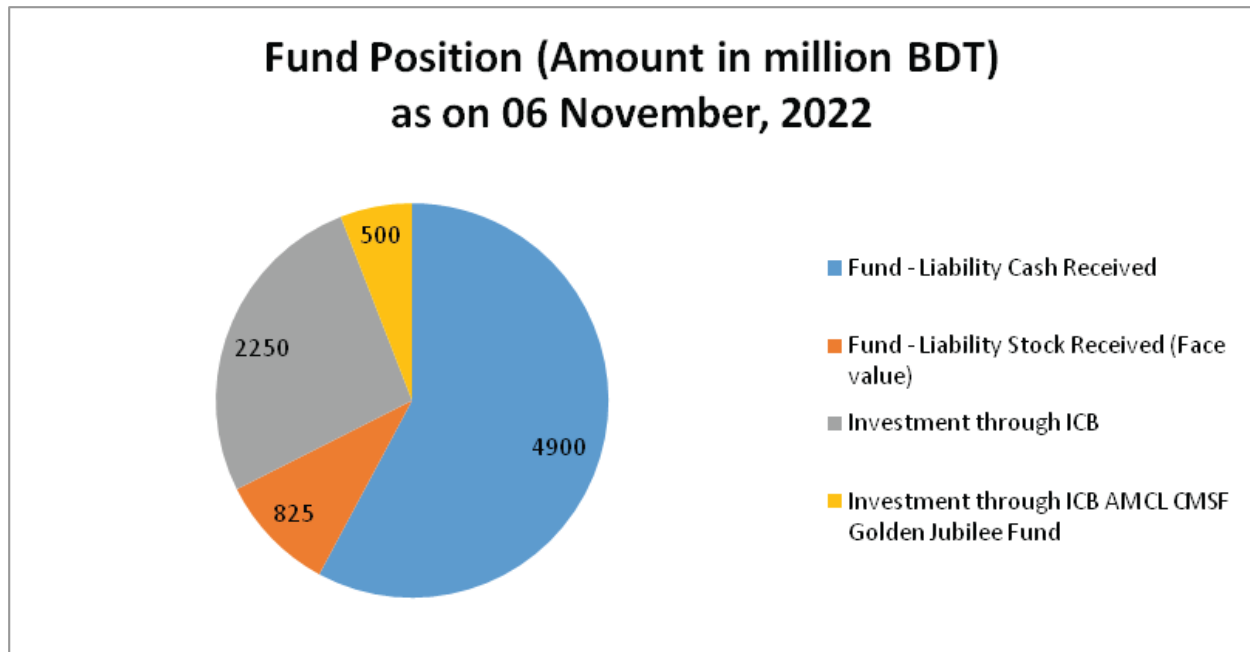
1. The department developed an operational guideline regarding the investors’ claim settlement procedures that is approved by Bangladesh Securities and Exchange Commission (BSEC). This guideline is playing an important role in settling the investor's claim smoothly and within the stipulated time.
2. The department has already settled the claims (cash) of 225 (two hundred and twenty five) investors with the amount of BDT 13,321,001.27 (In word: One crore thirty three lac twenty one thousand one and paisa twenty seven). CMSF also settled stock claims of 40 (forty) investors with the amount of BDT 374,400 (three lac seventy four thousand four hundred only), 37,440 shares @10 face value.
3. The department arranged two events for the settlement of the investor’s claim. The first one was arranged at Hotel Purbani International dated 15 March, 2022 and the second one was arranged at Hotel Inter-Continental dated 20 September, 2022.
4. The department arranged two training programs for its secretariats. First one was at Grameen Phone dated 17 April, 2022 and the other was at BRAC Bank dated 26 June, 2022.

## LIQUIDITY SUPPORT TO THE CAPITAL MARKET

Since its inception, CMSF has made several investments in the Bangladesh Capital Market to stabilize it by providing liquidity support in times of turmoil through the Investment Corporation of Bangladesh (ICB). Till now investment amounting to a total of BDT. 225 (two hundred twenty-five) crores have been made.

On the other hand, CMSF has launched a new closed-end mutual fund titled "ICB AMCL CMSF Golden Jubilee Mutual Fund". The size of the fund is Tk 1.0 billion and face value per unit is Tk 10. The CMSF, sponsor of the fund, has provide Tk 500 million which is 50 per cent of the fund size. This fund will help the market to raise its depth through investing in potential shares. If this fund becomes successful, it will reduce the uncertainty among the investors about closed-end mutual fund. It will create a positive impact and boost up the confidence of investors on the mutual fund. This fund will contribute a lot to stabilizing the capital market. This fund will protect the interest of small investors and will be a role model of the mutual funds industry.

In this way, there has been a positive rise in the index at Capital Market after providing liquidity support by CMSF at different times.



## INVESTORS' CLAIM SETTLEMENT APPLICATION PROCESS

The investor shall collect an 'Application Form ' (Form-1) from the issuer. The investor needs to fill up this form with appropriate information based on the nature of the claim. In case of not holding a 16-digit BO ID, the investor may provide a folio number/share certificate. The required information is as follows:

### **Required document of Cash Claim:**

#### **In case of a Shareholder claiming for his cash dividends, the required documents are:**

- Application to the issuer
- Updated BO setup / Folio number / Share Certificate
- Bank Cheque Leaf [MICR]
- Signature verification as per CDBL by the issuer.
- Original NID of shareholder

#### **In the case of an Authorized Person claiming dividends, the required documents are:**

- Application to the issuer
- Updated BO setup / Folio number / Share Certificate
- Bank Cheque Leaf [MICR]
- Signature verification from CDBL
- Duly signed authorization letter
- Copy of NID of shareholder and original NID of the authorized person

#### **In the case of Successor/Nominee (Death case), the required documents are:**

- Application of successor/nominee
- Original Death Certificate
- Notarized Original Certificate of Inheritance with a Photograph of Successor
- Original Court Succession (To whom issue the DW)
- NID copy of Shareholder & Successor

#### **In the case of Power of Attorney (Non-residential Bangladeshi), the required documents are:**

- Application to the issuer
- Updated BO Setup
- Bank Cheque Leaf [MICR]
- Signature Verification from CDBL
- Original NID of shareholder
- Duly Signed Authorization Letter
- NID/ Passport copy of Shareholder
- Original NID of Authorized Person



### **Required Document of Stock Claim:**

#### **In case of a Shareholder claiming for his own cash dividends, the required documents are:**

- Application to the issuer
- Updated BO setup / Folio number / Share Certificate
- Signature verification as per CDBL by the issuer.
- Original NID of shareholder

#### **In the case of an Authorized Person claiming dividends, the required documents are:**

- Application to the issuer
- Updated BO setup / Folio number / Share Certificate
- Signature verification from CDBL
- Duly signed authorization letter
- Copy of NID of shareholder and original NID of the authorized person

#### **In case of Successor/Nominee (Death case), the required documents are:**

- Application to the issuer
- Updated BO setup / Folio number / Share Certificate
- Original Death Certificate
- Application of Successor/Nominee
- Notarized Original Certificate of Inheritance with a Photograph of Successor
- Original Court Succession (To whom issue the DW)
- NID copy of Shareholder & Successor

#### **In the case of Power of Attorney (Non-residential Bangladeshi), the required documents are:**

- Application to the issuer
- Updated BO setup / Folio number / Share Certificate
- Signature Verification from CDBL
- Original NID of shareholder
- Duly Signed Authorization Letter
- NID/ Passport copy of Shareholder
- Original NID of Authorized Person

AS PER RULE 9 of Bangladesh Securities and Exchange Commission (Capital Market Stabilization Fund) Rule, 2021, the form along with the attachments must be submitted to the Issuer.

#### **Number of total claims settlement (Cash) till 06 November, 2022**



## CMSF RESEARCH GROUP

On April 10, 2022, the formation of the Research Group (RG) of CMSF was a visionary initiative taken by the Honorable Chairman of CMSF to set up the vision, mission, goals, objectives and results-oriented strategic planning for CMSF. Rule-7(3) of the BSEC(CMSF) Rules, 2021 provides that the fund shall mainly be utilized to stabilize the capital/securities market ensuring liquidity support to the market by way of buying and selling of listed securities, making investment in other securities, providing loan/support to market intermediary and market maker, lending and borrowing (SLB) of listed securities and settlement of investors' claim. In order to fulfill the objectives and purposes of CMSF the authority and the officers are required to get the updated and vital information related to capital market. To provide such information, statistics, updates and analyses of the capital market on regular basis, the CMSF authority also feels the needs of formation of the Research Group.

**Research Group is working on the vision** to regularly monitor and analyze issues related to and/or having bearing on the capital market and shall provide valuable insights about Capital Market of Bangladesh.

### **Research Group is working with the mission to:**

1. Closely monitor the Capital Market and other economic as well as financial issues.
2. Segregate securities according to different sectors.
3. Monitor number of securities transfer along with date of transfer in CMSF BO Account.
4. Identify good performing, moderately performing and poorly performing shares and label these securities through different colors.
5. Prepare a Capital Market bulletin for internal use on Capital Market situation.
6. Prepare a digital bulletin depicting updates of trading day.
7. To do any other tasks assigned by the Chairman, CMSF and COO of CMSF.

**Research Group (RG) is consisted on 5 (Five) Members, who are from different departments to cover all the relevant sites.**

Sl.	Name	Designation	Status in RG
1	Mr. M Anis Obaid	Business Analyst	Head of RG
2	Mr. Foyez Ahmed Miru	Executive (General)	Member – 1
3	Mr. KaziTaifur Reza	Executive (MIS)	Member – 2
4	Mr. Ashis Chandra Shil	Executive (Legal)	Member – 3
5	Ms. Nawshin Islam	Software Engineer	Member – 4

**Over the 5 (Five) months Research Group is working relentlessly and has achieved the following tasks:**

- Regular collection of News from Business Bulletin Sites.
- Regular collection of Weekly Market Reviews.
- Regular posting of daily DSE Market bulletin.
- On April, 2022, the Chairman, CMSF attended the signing ceremony of Commodity Exchange between Chittagong Stock Exchange Limited (CSE) and Multi Commodity Exchange of India Limited (MCX).
- Conducted learning session with Mr. Arif Khan, Vice Chairman, Shanta Asset Management Limited on the topic: Investment in Capital Market of Bangladesh.
- Prepared Information Booklet of CMSF.
- Conducted learning session on Exchange Traded Fund (ETF) with the officials of Dhaka Stock Exchange (DSE) Ltd.
- Prepared Write-up on “Role of Capital Market Stabilization Fund (CMSF) in strengthening the Capital Market of Bangladesh”, which was published on Monthly review of Dhaka Stock Exchange Limited (DSE), Volume: 37, Half-yearly Special Edition under the supervision of the Chairman, CMSF. The initial draft was prepared by the Research Group and later the Chairman, CMSF made necessary amendments to the contents of the Write-Up.

**Future Plans of Research Group:**

1. Collaboration with Market Stakeholders
2. Working on Future Scope of Exchange Traded Fund (ETF) plan.
  - Exchange-Traded Fund (ETF), as the name suggests, are funds that are traded directly on the exchange and are hence called exchange-traded funds. These are generally index-based products that do not require active management. An ETF tracks an index of the asset as closely as possible to generate returns akin to the basket. In fact, the trading price of an ETF is linked to the net asset value (NAV) of the underlying asset that it represents.
  - The new idea of DSE is launching Exchange-Traded Fund (ETF) by tracking the index of DS 30. ETF means any fund established or constituted as a “Collective Investment Scheme”. The collective Investment Scheme is a vehicle that pools money from many investors to invest in a variety of securities. ETF has been introduced to Bangladesh in 2016 by the Bangladesh Securities and Exchange Commission (Exchange Traded Fund) Rules, 2016.
3. Working on Commodity Exchange
  - A commodity exchange is a regulated marketplace where buyers and sellers meet to transact contracts relating to commodities within the exchange's standards. Commodity exchanges are set up to create a centralized market where producers of commodities can sell their goods to people who want to use them for production or consumption. For an emerging economy like Bangladesh, Numerous parties will profit from the creation of commodity exchange, including farmers,

producers, and end users. Other advantages include improved commodity price risk for both domestically produced and imported supplies, effective debt risk management, a transparent and competitive system for price discovery, and decreased transaction and marketing costs.

- On April 2022, Chittagong Stock Exchange Limited (CSE) signed an agreement with Multi Commodity Exchange of India Limited (MCX), the largest commodity exchange in India, to work as a consultant for establishing the first ever commodity exchange in Bangladesh.

#### 4. Working on Real Estate Investment Trust (REIT)

- Real Estate Investment Trust (REIT) is a business that owns, manages, or finances income-producing real estate. REITs, which are based on mutual funds, combine the capital of many investors. Individual investors can now benefit from income from real estate investments without having to invest in, manage, or finance any real estate themselves.
- According to a report from April, 2022, Dhaka Stock Exchange (DSE) Ltd. is planning to launch Real Estate Investment Trust (REIT). BSEC will form the rules for Real Estate Investment Trust (REIT).

#### 5. Market Trend Analysis.

- Market Trend Analysis is a method that allows Investors to estimate the future price movements of stocks by analyzing the current Market Trend. In this way, an Investor may try to forecast whether a sector or firm which are expanding, would continue to raise or not.
- At Dhaka Stock Exchange (DSE) Website, every week DSE provides Weekly Report, which shows the Analysis between Current Week and Last Week. The shows the particulars which are as follows: Total Turnover Value in Tk, DSE 30 Index (DS30), DSE Broad Index (DSEX), DSEX Shariah Index (DSES), Market Capitalization in Tk, Top 10 gainer companies by the closing price of all companies, Top 10 loser companies by the closing price of all companies, Top 10 companies by turnover value in Tk. for the current week, Top 10 gainer by closing price for the A category, Top gainer by closing price for the B, G, N & Z category, Turnover Value in TK & Volume in NOS. for the Current Week and Comparison of DSE Indices.
- Research Group (RG) has future plans to create Monthly Market Trend Analysis Report as per the trading data from the listed companies under Dhaka Stock Exchange (DSE).

## LEGAL AFFAIRS DEPARTMENT

CMSF authority is working relentlessly to protect the rights of the investors and running its operation through various departments. The Legal Affairs Department is one of them. The vision of the Legal Affairs Department is to support mission and values of the CMSF by providing high quality, innovative legal advice. And the mission of the department of legal affairs is to offer quality legal advice to CMSF higher authority and employees to help ensure that the operations of CMSF are conducted effectively and consistent with legal requirements. The Legal Affairs department is always committed to deal the legal issues and offer practical solutions, appropriately resolve legal disputes.

### **Functions of the Legal affairs Department:**

The main functions of legal affairs department shall be:

1. To give legal opinion on claim settlement issues.
2. To prepare the plaint/complaint and written statement on behalf of CMSF.
3. To communicate with the conducting lawyers and to provide them with necessary information.
4. To act any function in the courts as per the instruction of the Fund.
5. To opine on different issues of other departments.
6. To execute any other routine work.
7. To perform any tasks assigned by the Board of Governors/Management.

### **Contribution and participation of Legal Affairs Department:**

1. Drafted agreement deed between CMSF and Lines Drishik Consortium (JV) regarding CMSF management office readiness.
2. Prepared code of conduct for the employees of CMSF.
3. Prepared presentation on the appointment of the employees under the Bangladesh Labour act, 2006 and gave legal opinion regarding temporary appointment of support staff.
4. Drafted Agreement between Lessor and CMSF regarding temporary office.

## ICT DEPARTMENT

Technology is what keeps a company operating efficiently. ICT is an integral part of business life. Innovation is mostly fueled by information technology, and innovations are the future's wave. All businesses have benefited greatly from the digital revolution and have continued to be lucrative as a result. Without sufficient information technology systems, organizations today cannot function and hope to remain competitive. Information technology is a field that is always evolving, therefore those who wish to stay on top must adapt to these innovations. CMSF is an ICT sophisticated organization that acknowledges the potential of ICT

The CMSF ICT Department guarantees that technology is promptly working for every team member so that there are minimal interruptions to company workflow. The department is responsible for ensuring the road is paved so all employees' cars can navigate it.

**ICT Department is working with a Vision** to build and strengthen CMSF as an ICT sophisticated organization.

### **ICT Department is working with a Mission**

- The first goal of the department is to Develop, and deploy Software
- Providing full support for the Software Maintenance
- Implementing and maintaining Information Technologies furthering the goals of CMSF
- Promote and support the effective use of Information Technology
- Providing disaster recovery, business continuity, and data backup services

**The ICT Department consists of 6 (six) members:**

Sl.	Name	Designation at Department
1.	Mr. Parvej Bapary	Senior Software Engineer
2.	Mr. Md. Shahadat Hossain	Senior Software Engineer
3.	Mr. Abdul Halim	Software Engineer
4.	Ms. Nawshin Islam	Software Engineer
5.	Mr. M Anis Obaid	Business Analyst
6.	Mr. KaziTaifur Reza	MIS Expert

## **Role of ICT in CMSF**

Capital Market Stabilization Fund (CMSF) was established by the Bangladesh Securities and Exchange Commission (Capital Market Stabilization Fund) Rules, 2021 by the Bangladesh Securities and Exchange Commission (BSEC) in exercise of the powers conferred by section 33(1) of the Securities and Exchange Ordinance, 1969. CMSF acts as a custodian of undistributed cash and stock dividend, non-refunded public subscription money and un-allotted rights shares from the Issuer of listed securities. Cash and stocks in the fund will be returned on due claim by the Shareholders or Investors at any time in the indefinite perpetuity. Returning investor-claimed dividends, also called claim settlement, is one of CMSF's primary functions. CMSF thrives to become a cutting-edge ICT organization. It can be developed in a variety of ICT-related areas. Modernizing the claim settlement process is one of them. This process is currently being done manually. Since its founding, CMSF proudly mentions that it has been focusing on task automation. Software developed by the in-house engineers will be used to automate the claim settlement. Additionally, ICT had played a significant part in CMSF, including procurement of IT products, receiving and inspecting these products, and implementation and setup of IT infrastructures in newly constructed office. The main areas are:

- i. Software Development
- ii. Hardware and IT Infrastructure
- iii. Overall Connectivity
- iv. Artificial Intelligence (AI) based Market data analysis
- v. Explore Prediction Model for Strengthening the Capital Market
- vi. Risk Prediction Analysis for Capital Market Based on AI / ML
- vii. Adoption of Current Technology

The notion behind CMSF's in-house software development is original. It is evident that CMSF is an organization focusing highly on advanced ICT and actively fosters and thrives for progress. Through this, CMSF progresses toward fully tailored software. There are several other aspects of software, which are covered in the later section.

## **Workshop and Recruitment**

For automation purposes, CMSF has recruited a strong IT team, including software engineers, MIS experts, and Business Analysts. On February 13, 2022, CMSF officially welcomed the team after a challenging three-phased competitive recruitment process. A workshop was a part of one of the three stages of the recruiting process. This wasn't a typical workshop on giving reviews. Candidates who had been preliminary chosen had to complete both individual and group tasks in a specified amount of time.

### **Responsibilities of the department:**

**IT Infrastructure:** CMSF IT Department engaged itself to bring the best infrastructure for the office. ICT Department successfully procured every required product for a newly built office by maintaining all the rules of procurement. The department is always concerned about the quality and proper management of the office infrastructures.



## Website Development:

An official website of CMSF has been developed under the supervision of the department. The fully functional website is in live. Before the recruitment of the software developers of CMSF, a Request for Quotation (RFQ) was published for developing a website for CMSF. Eventually, Beximco BOL as a third-party vendor was given the task to develop the official website of CMSF.

The website can be called the face of a company, which reflects the organization and its operations. Especially for a newly formed organization like CMSF. Mr. Nojibur Rahman, Honorable Chairman of CMSF, formed a committee named Website Development Monitoring Committee in order to fast-track the development. Mr. AKM Ashraful Haque, Member, Operation Management Committee (OMC), CMSF, and Former Director, Bangladesh Bureau of Statistics (BBS) has played a very important role as the convenor of the committee.

Also, the development has been monitored by, Mr. Abdul Halim, Software Engineer, in terms of Technical Management along with Mr. M Anis Obaid, Business Analyst, in the content collection from honorable committee members for their details. Other than that, most of the contents of the website have been developed by Ms. Nawshin Islam, Software Engineer. The contents of the website have been monitored by a strong team consisting of Dr. Mohammad Tareq, Honorable member of the Board of Governors (BOG), CMSF Professor, AIS, University of Dhaka, Independent Director, CCBL. Mr. Dr. Syed Md. Aminul Karim, Honorable Chairman, Risk Management Committee (RMC), CMSF and Former Member (Grade-1), NBR, Internal Resources Division (IRD), Ministry of Finance. Mr. AKM Ashraful Haque, Member, OMC, CMSF. Mr. Md Abdur Rouf, Honorable Chairman, Audit and Accounts Management committee (AAMC), CMSF, and Former Additional Secretary.

In order to complete the website development at the right time, Mr. Abdul Halim along with the guidance of the Convenor, Mr. AKM Ashraful Haque, prepared a timeline of website development where the details are described with the date of going live.

Beximco BOL provided 3 (three) designs for the website. Mr. Shaheen Sarwar Hossain, Member, OMC and DGM, Dhaka Stock Exchange preferred the current one, which was supported by other members of the monitoring committee. The sitemap of the website has been initiated by Mr. Md. Shahadat Hossain, Senior Software Engineer and the development started.

Afterward, Mr. Tarique Amin Bhuiyan, former Member, Board of Governors, CMSF, and former MD, of DSE added the '**Claim Your Dividend Now**' button for ease of investors to find where to proceed if they wanted to claim their due dividends.

The Honorable Chairman of CMSF said to include the Internship option in the career section. He also encouraged the **Young Professionals Program (YPP)** as a career opportunity at CMSF. The honorable Chairman of CMSF added all kinds of information for Investors like Investors' Guidelines & Settlement Guidelines. Remembering the Father of the Nation, Bangabandhu Sheikh Mujibur Rahman, and the 50 years of independence of Bangladesh, the logo of Mujib centenary and logo of Subarno Jayanti has been placed on both sides at the top of the website.

The ICT team received various important inputs for the respected members of the monitoring team. Mr. Minhaz Bin Salim, Assistant Director, Bangladesh Securities and Exchange Commission (BSEC) mentioned the addition of the '**Investors Claim List**' as per the Rules CMSF 2021, 9(5). Mr. Shaheen Sarwar further suggested keeping a designated section for the investors named '**Investors Corner**'. Mr. Binyan Dey, member of the monitoring committee and Assistant Manager, Chittagong Stock Exchange suggested including a career section. Mr. Uday Shuvo Rahman, Deputy Hardware Engineer, Bangladesh

Institute of Capital Market (BICM) suggested that the website should be customized through CMS and security must be ensured.

The Website has been presented to the Board of Governors by Mr. Abdul Halim and Ms. Nawshin Islam. The team received several guidelines from the honorable BOG members and incorporated them accordingly. The website contents were also perfectly vetted by a designated team of content verification in the presence of the Honorable Chairman, CMSF. Ms. Nawshin Islam, Mr. M Anis Obaid, and Abdul Halim as a team incorporated each of the changes accordingly. The team received constant monitoring and support from Mr. Parvej Bapary, Senior Software Engineer.

As a result, the ICT Department of CMSF completed the website development task on time. We are happy to share that the website will launch and go live soon. The website will be inaugurated at the launching of the management office of CMSF.

**Software Development:** Internal software development is going on.

### Case Study

As a custodian, CMSF feels dutiful towards the general investors and prioritizes claim settlement at the top. To fulfill this purpose, it has a dedicated department named the Investors' Claim Settlement Department (ICSD). In this regard, the required documents and the claim settlement procedure need to be highly accurate and error-free. It appealed to practical knowledge and real-life cases. The IT team as a result conducted on-site case studies with 3 (three) issuer companies. The companies are,

- i. National Tea Company,
- ii. GrameenPhone
- iii. BRAC Bank

The IT team was given a clear view of the operations that needed automation because it is their responsibility to automate the process. The team utilized the companies' informative and crucial experience sharing during the on-site case study. As a result of the insights obtained and the regulations of the CMSF, a guideline describing each case of the settlement procedure has been developed.

### Findings of the case study

Sl.	Issuer Company Name	Sector	Scale & Compliance	Outcome
1.	National Tea Company	Food & Allied	Small Scale	In case of the union Chairman's certificate as a settlement document, storing contact information is important
2.	GrameenPhone	Bank	Large Scale & Compliant	The company settled dues of investors of different criteria (self, authorization). This real case aided the list of required documents for settlement
3.	BRAC Bank	Bank	Large Scale & Compliant	As an Issuer, the company asked for Day end Reconciliation. This helped the team to build more user-friendly software.

## Software Development

Nowadays, every organization has chosen to take its business to the next level in coupling with technology. CMSF is also aligning itself every day by adapting and implementing newer technologies. CMSF, within 3 (three) months of its formation, organized an ICT workshop. The motto of the workshop was to design modernization using Technology and define the way forward for implementation. CMSF proudly announces that the automation plan has been designed by the honorable Professor Mostafa Akber, Department of CSE, BUET, whereas the implementation plan has been designed by Mr. Tarique Amin Bhuiyan, a blockchain expert.



*Dr. Shaikh Shamsuddin Ahmed, Commissioner, BSEC delivering a speech in the ICT Workshop on 29 December, 2021*

The implementation strategy includes the newest software development tools and technology. CMSF is happy to announce that the IT team has already started shaping the implementation plan into reality.

CMSF management and the ICT department are very much result oriented. To develop the software system more effectively, CMSF has formed an ICT Advisory Group for continuous monitoring and development.



*Professor Mostafa Akber, Department of CSE, BUET at CMSF ICT Workshop*



*Mr. Tarique Amin Bhuiyan, BOG Member, CMSF at ICT Workshop*



This group initiates consultative meetings every week. Furthermore, a round table forum is arranged fortnightly. The forum is adorned by honorable and respected professors from the country's topmost engineering university and technology experts.



*Honorable Chairman, CMSF with respected professors and experts in the first-round table forum*

### **Intangible Asset**

Apart from the software, this department has long-term views of automating every operation of CMSF. It includes automating inside operations to providing loan support to the market intermediaries and much more.

### **Disaster Recovery**

The automation system will vastly be data-dependent. A backup of such data is extremely necessary. The ICT Department has planned to set up recovery servers, and near DR. In this regard, testing is required. CMSF ICT team will operate rigorous testing to provide zero data loss service.

### **Future Plans of the ICT Department:**

- ✓ **Server Setup:** CMSF will have its own server in the upcoming days along with backup servers.
- ✓ Ensuring **Cyber security** to be safe from any kind of hacking and attack.
- ✓ CMSF looks forward to organizing **Digital investor awareness programs** for the investors and stakeholders. This can be one of the most efficient ways to engage more investors and build a strong base in the market.
- ✓ CMSF visualizes all of its **operations to be Digitalized** one day. Every service of CMSF can be availed online.
- ✓ Availing a **Central system for aiding investors** by building partnerships with DSE, CSE, CDBL, CCBL, and other stakeholders.
- ✓ Integrating **Blockchain technology** with its systems for a secure
- ✓ Availing **Disability features** that will enable physically disabled persons to interact with our system.

## CMSF CELEBRATED WORLD INVESTOR WEEK 2022

Capital Market Stabilization Fund (CMSF) celebrated this year's World Investor Week in a different way. The Organization has started settling the claims of undistributed Stock Dividend and has settled the claims of undistributed Stock Dividend of 12 Investors on the last day of World Investor Week-2022. The settled number of stocks is 13,090 (Thirteen Thousand and Ninety). CMSF is also working to support the capital market through the increase of customer awareness and emphasis on the role of sustainable finance and fraud prevention for protecting the interest of the investors which is the motto of this year's World Investor Week. Earlier on 15th March 2022 on the occasion of the birthday celebration of the Father of the Nation Bangabandhu Sheikh Mujibur Rahman and the Golden Jubilee of our Independence, CMSF inaugurated the Cash Claim Settlement procedures.

The CMSF has started its operation in full swing and received stock claims of nearly 223,000 (Two Lac Twenty-Three Thousand) shares for 188 (One Hundred and Eighty-Eight) Claimants from 23 (Twenty-Three) Issuer Companies. Investors' Claim Settlement is one of the prime responsibilities of the Fund. As a part of this responsibility, CMSF is determined to serve the general investors by settling their claims of unclaimed dividends promptly in favor of the Issuer Companies. In this regard, Issuer companies and other relevant parties are also playing significant roles in coordinating CMSF.

## CMSF PARTNERSHIPS AND NETWORKING

CMSF has started its journey with the theme of fast tracking the operationalisation. The Chairman of the fund initiated an approach with the positive vibes of foreign policy principle of Bangabandhu Sheikh Mujibur Rahman “Friendship with all, malice to none”. The fund maintains good governance all time as well as trying to create innovative approach on good networking and sustainable partnership with different stakeholders.



CMSF IS A PART OF THE CAPITAL MARKET ECOSYSTEM

# INDEPENDENT AUDITOR'S REPORT





**Independent Auditor's Report  
on the Audit of the Financial Statements  
Of  
Capital Market Stabilization Fund (CMSF)**

**Opinion**

We have audited the financial statements of Capital Market Stabilization Fund (CMSF), which comprise the Statement of Financial Position as at 30 June 2022, and Statement of Income over Expenditures, Statement of Fund Position, Statement of Receipts and Payments for the year then ended and notes to the financial statements, including a summary of significant accounting policies.

In our opinion, the accompanying financial statements present fairly, in all material respects, the financial position of the Capital Market Stabilization Fund (CMSF) as at 30 June 2022, and its financial performance and its receipts and payments account for the year then ended in accordance with Bangladesh Securities and Exchange Commission's Capital Market Stabilization Fund Rules, 2021 and International Financial Reporting Standards (IFRSs).

**Basis for Opinion**

We conducted our audit in accordance with International Standards on Auditing (ISAs). Our responsibilities under those standards are further described in the Auditor's Responsibilities for the Audit of the Financial Statements section of our report. We are independent of the Fund in accordance with the International Ethics Standards Board for Accountants' Code of Ethics for Professional Accountants (IESBA Code), Bangladesh Securities and Exchange Commission (BSEC) and we have fulfilled our ethical responsibilities in accordance with the IESBA Code and the Institute of Chartered Accountants of Bangladesh (ICAB) Bye Laws. We believe that the audit evidence we have obtained is sufficient and appropriate to provide a basis for our opinion.

**Other Information**

Management is the responsible for the other information. The other information comprises all of the information in the annual report other than the financial statements and our auditor's report thereon. The Board of Governors are responsible for the other information.

The annual report is expected to be made available to us after the date of this auditor's report.

Our opinion on the financial statements does not cover the other information and we do not express any form of assurance conclusion thereon.

In connection with our audit of the financial statements, our responsibility is to read the other information identified above when it become available and, in doing so, consider whether the other information is

materially inconsistent with the financial statements or our knowledge obtained in the audit or otherwise appears to be materially misstated.

If, based on the work we have performed, we conclude that there is a material misstatement of this other information, we are required to report that fact. We have nothing to report in this regard.

### **Responsibilities of Management and Those Charged with Governance for the Financial Statements**

Management are responsible for the preparation of financial statements that give a true and fair view in accordance with International Accounting Standards (ISA), International Financial Reporting Standards (IFRSs), Bangladesh Securities and Exchange Commission (BSEC) under the Bangladesh Securities and Exchange Commission (Capital Market Stabilization Fund) Rules, 2021. Management is responsible to determine the internal control system which is necessary to enable the preparation of financial statements that are free from material misstatement, whether due to fraud or error.

In preparing the financial statements, management is responsible for assessing the entity's ability to continue as a going concern, disclosing as applicable matters related to going concern and using the going concern basis of accounting unless Board of Governors either intends to liquidate the fund or to cease operations, or has no realistic alternative but to do so.

Those charged with governance are responsible for overseeing the entity's financial reporting process.

### **Auditor's Responsibilities for the Audit of the Financial Statements**

Our objectives are to obtain reasonable assurance about whether the financial statements as a whole are free from material misstatement, whether due to fraud or error, and to issue an auditor's report that includes our opinion. Reasonable assurance is a high level of assurance, but is not a guarantee that an audit conducted in accordance with ISAs will always detect a material misstatement when it exists. Misstatements can arise from fraud or error and are considered material if, individually or in the aggregate, they could reasonably be expected to influence the economic decisions of users taken on the basis of these financial statements.

As part of an audit in accordance with ISAs, we exercise professional judgment and maintain professional skepticism throughout the audit. We also:

- Identify and assess the risks of material misstatement of the financial statements, whether due to fraud or error, design and perform audit procedures responsive to those risks, and obtain audit evidence that is sufficient and appropriate to provide a basis for our opinion. The risk of not detecting a material misstatement resulting from fraud is higher than for one resulting from error, as fraud may involve collusion, forgery, intentional omissions, misrepresentations, or the override of internal control.
- Obtain an understanding of internal control relevant to the audit in order to design audit procedures that are appropriate in the circumstances, but not for the purpose of expressing an opinion on the effectiveness of the CMSF's internal control.
- Evaluate the appropriateness of accounting policies used and the reasonableness of accounting estimates and related disclosures made by management.
- Conclude on the appropriateness of management's use of the going concern basis of accounting and, based on the audit evidence obtained, whether a material uncertainty exists related to events or conditions that may cast significant doubt on the CMSF's ability to continue as a going concern.

If we conclude that a material uncertainty exists, we are required to draw attention in our auditor's report to the related disclosures in the financial statements or, if such disclosures are inadequate, to modify our opinion. Our conclusions are based on the audit evidence obtained up to the date of our auditor's report. However, future events or conditions may cause the CMSF to cease to continue as a going concern.

- Evaluate the overall presentation, structure and content of the financial statements, including the disclosures, and whether the financial statements represent the underlying transactions and events in a manner that achieves fair presentation.

We communicate with those charged with governance regarding, among other matters, the planned scope and timing of the audit and significant audit findings, including any significant deficiencies in internal control that we identify during our audit.

### **Report on Other Legal and Regulatory Requirements**

We also report that:

1. We have obtained all the information and explanations which to the best of our knowledge and belief were necessary for the purpose of our audit and made due verification thereof;
2. In our opinion, proper books of accounts as required by law have been kept by the CMSF for the fund so far as it appeared from our examination of those books;
3. The fund's Statement of Financial Position and the Statement of Income and Expenditures dealt with by the report are in agreement with the books of account.

**For Syful Shamsul Alam & Co.**

Chartered Accountants

[Firm Registration No: I/I/ICAB-2003(1)]



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**Ashraful Ameen, FCA**

**Engagement Partner**

**Enrolment No: 513**

Location: Dhaka


Date: 11 October, 2022

# AUDITED FINANCIAL STATEMENTS



**Capital Market Stabilization Fund (CMSF)**  
**Statement of Financial Position**  
As at 30 June 2022

Particulars	Notes	30-June-2022 Taka
<b><u>ASSETS</u></b>		
<b>Non-Current Assets</b>		<b>2,533,054,784</b>
Property, Plant and Equipment	4.01	12,671,916
Right of Use Asset	4.02	20,382,868
Investment in GJMF	5	500,000,000
Investment in FDR with ICB	6	2,000,000,000
<b>Current Assets</b>		<b>3,189,344,290</b>
Advance, Deposit & Prepayments	7	1,472,262
Stock Deposit (CMSF - BO, A/C)	8	814,903,300
Cash and Cash equivalents	9	2,372,968,728
<b>TOTAL ASSETS</b>		<b>5,722,399,074</b>
<b><u>LIABILITIES</u></b>		
<b>Current Liabilities</b>		
<b>CMSF Fund Liabilities</b>		<b>5,578,258,080</b>
Fund - Liability Cash Received	10	4,763,354,780
Fund - Liability Stock Received	12	814,903,300
CMSF Liabilities	14	6,449,021
Lease Liability - Long Term	13.02	15,867,800
Income Over Expenditures	11	119,067,316
<b>Total Non-Current Liabilities</b>		<b>2,756,857</b>
Non-Current Liabilities	15	-
Lease Liability - Short Term	13.01	2,756,857
<b>TOTAL LIABILITIES</b>		<b>5,722,399,074</b>
<b>TOTAL CMSF FUND AND LIABILITIES</b>		<b>5,722,399,074</b>

  
Signature  
Chief of Operation

  
Signature  
AAMC Chairman

  
Signature  
Member of BOG

  
Signature  
Chairman of CMSF




Engagement Partner: Ashraful Ameen, FCA  
Enrolment No: 513  
Syful Shamsul Alam & Co.  
Chartered Accountants  
Firm Registration No: I/I/ICAB-2003(1)

Dated: 11 October 2022  
Place: Dhaka

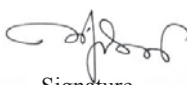
**Capital Market Stabilization Fund (CMSF)**  
**Statement of Income and Expenditures**  
For the year ended 30 June 2022

Particulars	Notes	30-June-2022 Taka
<b><u>Interest Receipts</u></b>		
Bank Interest Received	16	159,034,553
<b>Total Interest Receipts</b>		<b>159,034,553</b>
<b><u>Expenditures</u></b>		
Operating Expenses	17	24,097,687
Financial Expenses	18	849,670
Tax Expense	19	15,019,880
<b>Total Expenditures</b>		<b>39,967,237</b>
<b>Income Over Expenditures</b>		<b>119,067,316</b>

  
Signature  
Chief of Operation

  
Signature  
AAMC Chairman

  
Signature  
Member of BOG

  
Signature  
Chairman of CMSF



Engagement Partner: Ashraful Ameen, FCA  
Enrolment No: 513  
Syful Shamsul Alam & Co.  
Chartered Accountants  
Firm Registration No: I/I/ICAB-2003(1)

Dated: 11 October 2022  
Place: Dhaka

**Capital Market Stabilization Fund (CMSF)**  
**Statement of Fund Position**  
For the year ended 30 June 2022

Particulars	Amount in Taka		
	CMSF Fund	Income over Expenditures	Total CMSF Fund
Balance as on 1st July, 2021	-	-	-
Fund - Liability Cash Received	4,766,237,722	-	4,766,237,722
Fund - Liability Stock Received	814,903,300	-	814,903,300
Income Over Expenditures for the year	-	119,067,316	119,067,316
Less: Investors' Claim Settlement	(2,882,942)	-	(2,882,942)
<b>Balance as on 30 June, 2022</b>	<b>5,578,258,080</b>	<b>119,067,316</b>	<b>5,697,325,396</b>



Signature  
Chief of Operation



Signature  
AAMC Chairman



Signature  
Member of BOG



Signature  
Chairman of CMSF



**Capital Market Stabilization Fund (CMSF)**  
**Statement of Receipts and Payments**  
For the year ended 30 June 2022

Particulars	30-June-2022 Taka
<b>Opening balance as on 1 July 2021</b>	
Cash at Bank	-
<b>Receipts during the year</b>	
Fund - Liability Cash Received	4,766,237,722
Bank Interest Received	159,034,553
<b>Total</b>	<b>4,925,272,275</b>
<b>Payments during the year</b>	
Property, Plant and Equipment	13,222,109
Lease Liability Payment	1,430,974
Investment in GJMF	500,000,000
Investment in FDR with ICB	2,000,000,000
Advance Office Rent DCCI	2,592,000
Advance, Deposit & Prepayments	1,472,262
Investors' Claim Settlement	2,882,942
Operating Expenses	16,487,595
Financial Expenses	849,670
Tax Expense	13,365,995
<b>Total Payments</b>	<b>2,552,303,547</b>
<b>Closing balance as at 30 June 2022</b>	
Cash at Bank	<b>2,372,968,728</b>



Signature  
Chief of Operation



Signature  
AAMC Chairman



Signature  
Member of BOG



Signature  
Chairman of CMSF

## Capital Market Stabilization Fund (CMSF)

### Notes to the Financial Statements

#### 1.00 Background and Introduction

Capital Market Stabilization Fund (CMSF) has been established by the Bangladesh Securities and Exchange Commission (BSEC) under the Bangladesh Securities and Exchange Commission (Capital Market Stabilization Fund) Rules, 2021, dated June 01, 2021. As per the Rule, CMSF acts as a custodian of cash and stocks in favour of the investors as received by transferring unclaimed and undistributed cash or stock dividend, non-refunded public subscription money, and un-allotted rights shares from the issuer of listed securities. Cash or stock deposited in the fund will be paid or settled on due claims by the shareholders or investors at any time. The CMSF will be utilized to stabilize the capital market ensuring liquidity to the market by buying and selling listed securities, making investments in other securities, providing loans to market intermediaries, lending and borrowing listed securities, and settlement of investors' claims.

#### 1.01 Management

The management of the Fund and shall be vested with all powers, authorities and discretion necessary or expedient for the objectives and purpose of the Fund.

#### 1.02 Board of Governors

The first Board of Governors of the Fund is as follows –

Name of Members	Position Hold
Mr. Md. Nojibur Rahman	Chairman
Mr. Md. Saifur Rahman	Member
Dr. Sheikh Tanzila Deepty	Member
Mr. Shyamal Dutta	Member
Mr. Asif Ibrahim	Member
Mr. Tarique Amin Bhuiyan	Member
Mr. A.K.M. Nurul Fazal Bulbul	Member
Professor Dr. Mohammad Tareq	Member
Mr. Syed Nasim Manzur	Member
Mr. A.K.M. Delwer Hussain, FCMA	Member
Mr. Md. Monowar Hossain FCA, FCMA	Member (COO, CMSF)

A member of the Board shall hold his/her office for a term of 3 (three) years, but shall continue to hold the office after the expiry of his/her term until a successor enters. However, no member of the Board shall be appointed for more than two terms.

#### 1.03 Management Committees

For smooth operation of the Fund, the BOG shall form some management committees –

##### a. Operation Management Committee (OMC)

The Operation Management Committee (OMC) shall be responsible and accountable to the Chief of Operation of the Fund and Chief of Operation shall also be responsible and accountable for all operational activities (i.e., buying and selling of listed securities, making investment in securities, providing loan/support to market intermediary and market maker, lending and borrowing of listed securities and settlement of investors' claims, etc.) to the BOG.

##### b. Audit and Accounts Management Committee (AAMC)

Audit and Accounts Management Committee (AAMC) is one of the vital management committee. The committee shall be responsible for maintaining the accounts of the Fund and prepare the annual and half-yearly financial statements in accordance with the International Financial Reporting Standards.

**c. Risk Management Committee (RMC)**

The BSEC(CMSF) Rules, 2021 empowers the Board of Governors to form several management committees. With the exercise of the power, the Board of governors formed several committees. The Risk Management Committee (RMC) is one of them, the RMC consists of 5 members. The committee will semi-annually review and approve the Risk Management Policy and associated practices of CMSF. Consequently, recommend any proposed changes to the Board for approval.

**1.04 Functional Committees**

**a. Golden Jubilee Mutual Fund Committee (GJMFC)**

Capital Market Stabilization Fund (CMSF) has formed a committee for mutual fund named 'ICB AMCL CMSF Golden Jubilee Mutual Fund' with the approval of Bangladesh Securities and Exchange Commission (BSEC) (reference no: SEC/SRMIC/165-2020/331, Dated: November 28, 2021) on the occasion of Golden Jubilee of independence of Bangladesh and to commemorate the Mujibborsho. The fund is dedicated to our Father of the Nation Bangabandhu Sheikh Mujibur Rahman. On 29th December, 2021, CMSF has already organized a soft launching of the Mutual Fund.

**b. Human Resource Management Committee (HRMC)**

The Human Resource Management Committee (HRMC) is a means by which the BOG can get guidance on the human resources management of the CMSF. Its primary responsibility will include reviewing, monitoring and making recommendations to the Board of Governors on CMSF's human resources recruitment strategies and policies.

**c. Negotiation and Procurement Committee (NPC)**

The Negotiation and Procurement Committee (NPC) is a means by which the BOG can get guidance on the negotiation and procurement of the CMSF. Its primary responsibility will include support the Board by cost-effectively acquire the necessary supplies from a list of efficient vendors who will deliver quality goods on time, abiding by the purchasing terms.

**d. Team Strategy Forum (TSF)**

The committee shall support CMSF in taking results-oriented strategic planning for CMSF.

**e. Tender Evaluation Committee (TEC)**

The committee supports the CMSF by cost-effectively acquire the necessary supplies from a list of efficient vendors who will deliver quality goods on time, abiding by the purchasing terms.

**2.00 Nature of Business and Objectives**

The resources from CMSF will be utilized to stabilize the capital market ensuring liquidity to the market by buying and selling listed securities, making investments in other securities, providing loans to market intermediaries, lending and borrowing listed securities and settlement of investors' claims.

**2.01 Creation of the Fund**

The fund is created through Bangladesh Securities and Exchange Commission (Capital Market Stabilization Fund) Rules, 2021; where cash or stock dividend or rights shares are lying unclaimed or undistributed or un-allotted with the issuer of listed securities for a period of 3(three) years or more; And whereas public offering subscription money are lying non-refunded with the issuer of listed securities for a period of 3(three) years or more.

**2.02 Fund Size**

From the Issuer Companies, till June 30, 2022, CMSF has received a total of BDT. 476,62,37,721.51 (four hundred seventy-six crores sixty-two lacs thirty seven thousand seven hundred twenty-one taka and paisa fifty-one) and received net interest income of BDT. 15,90,34,553 (Inwards: Fifteen crores ninety lacs thirty four thousand five hundred fifty three). As per BSEC guidance, the CMSF has invested BDT. 200,00,00,000 (two hundred crores taka) through ICB to provide liquidity support to the capital market of Bangladesh. The liquidity support made a very positive impact towards reducing the volatility of the Capital Market along with BSEC's policy initiatives.

Currently, the ICB is maintaining a separate BO account for investing CMSF's fund in the Capital Market and they are providing regular updates on CMSF's fund investments. CMSF already deposited Golden Jubilee Mutual Fund's (GJMF) subscription amount of BDT. 500,000,000.00 (fifty crores taka only).

The CMSF possesses a total number of 8,14,90,330 (in words: Eight crores fourteen lacs ninety thousand three hundred thirty) shares from 179 (one hundred seventy-nine) nos. of Issuers companies.

**3.00 Significant Accounting Policies**

**3.01 Basis of Accounting**

The financial statements have been prepared on a going concern basis following accrual basis of accounting in accordance with the International Accounting Standards (IASs) and International Financial Reporting Standards (IFRSs).

### 3.02 Presentation and Functional Currency and Level of Precision

The financial statements are presented in Bangladeshi currency (BDT) which is the fund's functional currency. All financial information presented in BDT has been rounded off to the nearest integer.

### 3.03 Use of Estimates and Judgment

The preparation of financial statements requires management to make judgments, estimates and assumptions that affect the application of accounting policies and the reported amounts to assets, liabilities, income and expenses. The estimates and underlying assumptions are based on past experience and various other factors that are believed to be reasonable under the circumstances, the result of which form the basis of making judgments about the carrying values of assets and liabilities that are not readily apparent from other sources. Actual results may differ from these estimates.

Estimates and underlying assumptions are reviewed on an ongoing basis. Revisions to accounting estimates are recognized in the period in which the estimate is revised if the revision affects only that period, or in the period of revision and future periods if the revision affects both current and future periods.

### 3.04 Property, Plant and Equipment (PPE)

#### *(i) Initial Recognition and Measurement*

All property, plant and equipment are stated at cost or valuation less accumulated depreciation. The cost of an asset comprises its purchase price and any directly attributable cost of bringing the assets to its working condition for its intended use as per IAS 16 Property Plant and Equipment.

#### *(ii) Subsequent Expenditure*

Subsequent expenditure is capitalized only when it increases the future economic benefit from the assets and that cost can be measured reliably. All other expenditures are recognized as an expense as and when they are incurred.

#### *(iii) Depreciation of General Assets*

Depreciation is charged on a straight-line basis at a rate varying from 5% to 33.33% based on the estimated useful lives of the assets. The depreciation charge for the period has been recognized in the Statement of Income and Expenditures as per IAS 16 Property, Plant and Equipment. Assets category-wise depreciation rates are as follows:

Category of Assets	Depreciation Rates
Computer	20.00%
Laptop	33.33%
Hardware	33.33%
Vehicles	10.00%
Furniture and Fixture	15.00%
Office Equipment	15.00%
Electrical Equipment	15.00%
Generator	15.00%
Server	15.00%
Building	5.00%

### 3.05 Investment in an equity instrument

#### *(i) Classification and Investment Policy (as per Rules)*

The resources from CMSF will be utilized to stabilize the capital market ensuring liquidity to the market by buying and selling listed securities, making investments in other securities, providing loans to market intermediaries, lending and borrowing listed securities and settlement of investors' claims. A maximum of 40% of the cash balance of the CMSF may be used for direct buying and selling of listed securities, and at least 50% of the cash balance of the fund shall be used for providing loans to market intermediaries for refinancing as margin loans, and a maximum 10% of cash balance of the fund may be used for investment in other securities i.e. in fixed deposits, government securities, fixed income securities and mutual funds and so on. These ratios of use of cash balance of the fund may be varied by the BOG with prior approval of the Commission.

#### ***(ii) Fixed Deposit and Buying Selling***

As per rules, CMSF will be utilized to stabilize the capital market, ensuring liquidity to the market by buying and selling listed securities, making investments in other securities, providing loans to market intermediaries, lending and borrowing listed securities, and settling investors' claims. A maximum of 40% of the cash balance of the CMSF may be used for direct buying and selling of listed securities, and a maximum of 10% of the cash balance of the fund may be used for investment in other securities, i.e. in fixed deposits, government securities, fixed income securities, mutual funds and so on. These ratios of use of the cash balance of the fund may be varied by the BOG with prior approval of the Commission. CMSF invested two hundred (200) crores to ensure liquidity support in the capital market, combining the mentioned both percentages through ICB at a 6.25 percentage interest rate, as approved by the BOG and commission. Note that the first term deposit of thirty-five (35) crore was invested at 6.00%.

#### ***(iii) Golden Jubilee Mutual Fund (GJMF)***

Capital Market Stabilization Fund (CMSF) has formed a mutual fund named 'ICB AMCL CMSF Golden Jubilee Mutual Fund' with the approval of the Bangladesh Securities and Exchange Commission (BSEC) (reference no: SEC/SRMIC/165-2020/331, Dated: November 28, 2021) on the occasion of Golden Jubilee of independence of Bangladesh and to commemorate the Mujibborsho. The fund is dedicated to our Father of the Nation Bangabandhu Sheikh Mujibur Rahman. CMSF has selected 'ICB Asset Management Company Limited as 'Fund Manager', 'BRAC BANK Limited' as 'Custodian' and 'Bangladesh General Insurance Company Limited (BGIC)' as 'Trustee' for the fund. On 20 April 2022 CMSF disbursed BDT. 50 crores as the sponsor's contribution.

On 28 April 2022 CMSF applied for the registration and approval of the Prospectus of 'ICB AMCL CMSF Golden Jubilee Mutual Fund' to BSEC and 28th June 2022 BSEC approved the prospectus. The public subscription timeframe was 17th – 24th August 2022. The Fund was over subscribed 1.60 times.

#### ***(iv) Income Recognition***

##### **Interest Income**

Interest income from debt instruments is recognised using the effective interest rate method. The effective interest rate is the rate that exactly discounts estimated future cash receipts through the expected life of the financial assets to the gross carrying amount of a financial asset. When calculating the effective interest rate, CMSF estimates the expected cash flows by considering all the contractual terms of the financial instrument but does not consider the expected credit losses.

### **3.06 Lease**

#### ***(i) Lease***

As per IFRS 16 'Leases', the Fund has made recognition, measurement and disclosure in the financial statements 2021-2022 as Lessee.

#### ***(ii) Fund as lessee***

The Fund assesses at initiation of a contract whether the contract is, or contains a lease. That is, if the contract conveys the right to control the use of an identified asset for a period of time in exchange of consideration, then the Fund considers the contract as a lease contract. The Fund as a lessee applies a single recognition and measurement approach for all leases, except for short-term leases, or, and lease of low value assets. The Fund recognises lease liabilities to make lease payment and right-of-use (ROU) assets representing the right to use the underlying assets. If tenor of a lease contract does not exceed twelve months from the date of initiation/application, the Fund considers the lease period as short term in line with the recognition threshold of ROU assets as per FA policy of the Fund. In case of low value, the Fund, on lease-by-lease basis, elected a single threshold on the basis of materiality.

#### ***(iii) Right-of-use assets (ROU)***

The Fund recognises the right-of-use assets (RoU) at the commencement date of the lease. RoU assets are measured at cost less depreciation and impairment of losses and adjusted for any measurement of lease liabilities. The cost of ROU assets includes the amount of lease liabilities recognised, initial direct cost incurred, and lease payment made at or before the commencement date less any lease incentives received. Right-of-use assets are depreciated on a straight line basis over the lease term, or remaining period of the lease term. The Fund assessed lease contracts in 2021-2022 and recognised as RoU assets of lease, except short tenure and low value of assets as per IFRS 16 'Leases'.

***(i) Lease Liabilities***

At the commencement of the lease, the Fund recognises lease liabilities measured at the present value of lease payments to be made over the lease term. The lease payments include fixed and variable lease payment (less any adjustment for initial payment), and amount is expected to be paid under residual value of guarantees. The lease payments also include the exercise price of purchase option reasonably certain to be exercised by the Fund and payment of penalties for terminating the lease. In 2021-2022 the Fund assessed lease payment of existing contract for remaining period considering a cut-off date i.e. 30 June 2022. The lease liabilities are presented in the note 13.00 of the financial statements.

**3.07 Employee Benefit Obligations**

***(a) All regular employees of CMSF -***

(i) are entitled to get 2 (two) festival bonus which are equal to 2 (two) months basic salary.

(ii) are entitled to get a Bengali New Year allowance which is equal to 20% of basic salary.

(b) The employees of CMSF from junior Executive and above (in the case of females, Office assistants & above) are eligible for the pool transport facility (if available).

**3.08 Provision of Current Tax**

Management are expected to get tax exemption from National Board of Revenue (NBR) as it has been established for the betterment of capital market of Bangladesh. Therefore no provision for tax expenses has been created and tax deductions at sources charged an expense in Statement of Income and Expenditures instead of charging in Statement of Financial Position as advance tax.

**3.09 Cash and Cash Equivalents**

Cash and cash equivalents represent petty cash and bank balances as of 30 June 2022.

**3.10 Budget Approval**

The CMSF is responsible for the preparation of the financial budget for each financial year along with the supplementary budget and presenting it to the Board of Governors (BOG) for approval. CMSF can present a supplementary budget if it is required.

**3.11 Periodic Financial Statements**

The CMSF is responsible for the preparation of the half-yearly financial statements for each financial year and presenting it to the Board of Governors (BOG).

**3.12 Preparation of the Financial Statements**

The CMSF is responsible for the preparation and presentation of the financial statements within 120 days of end of financial year as per CMSF Rules, 2021.

**3.13 Events after the Reporting Period**

Events after the reporting period that provide additional information about the Fund position at the date of the Statement of Financial Position are reflected in the financial statements.

**3.14 Contingent Liability**

Contingent liability is a possible obligation that arises from past events whose existence will be confirmed only by the occurrence or non-occurrence of one or more uncertain future events not wholly within the control of the entity. Contingent liability that should not be recognized in the financial statement as per IAS 37 Provisions, Contingent Liabilities and Contingent Assets only disclosed in the financial statement as information if applicable. A provision should be recognized in the period in which the recognition criteria of the provision have been met.

**3.15 Reporting Period**

The reporting period of the CMSF covers twelve months from 01 July 2021 to 30 June 2022.

### 3.16 Risk Management Oversight

CMSF may face risk from twofold exposures: (i) Operational Risk and (ii) Investment Risk. Operational risk emerges when processes or policies disrupt due to endogenous or exogenous events. For instance, claim settlement-related risk, ICT-related risk, legal issues, human resource management issues, and audit and accounting issues, among others. Meanwhile, as CMSF is engaged with investment activities to stabilize the capital market via ensuring liquidity, investment risk is inherent. Detail discussion on the risk exposures of CMSF is as below:

#### ***(i) Operational Risk:***

##### **(a) Claim Settlement Related Risk:**

The claim settlement process will be jeopardised if:

- Data is not authenticated or verified.
- Insufficient detail investors information provided by Issuer
- The time frame for the claim settlement is not maintained
- Lacking of issuers-related duties
- Lacking of proper guidelines to investors

To reduce such risks, RMC can take the following measures:

- Minimising the communication gap among CMSF, issuers, and shareholders/ investors.
- For validation, CMSF must verify applicants' information provided by the issuer, CDBL, or other related stakeholders.
- Settling rules to prohibit lack of duties on issuers' part.

##### **(b) ICT-Related Risk**

The ICT-related risk may arise from the following sources:

- Software development
- Infrastructure development
- Data security
- Data management
- Hardware or software failure
- Cyber attacks/ IT security threats / vulnerabilities and attacks
- High maintenance cost

As a precaution, CMSF should prepare an ICT risk management plan focusing on the collaboration between the management level activities and the operational level activities to minimize ICT risks effectively.

##### **(C) Other Operational Risks**

Different sorts of risks may arise from the regular operations of CMSF. Hence, risk management committee should monitor human resource management, audit and accounting, daily operations, legal issues, and other related issues periodically (for instance, monthly or quarterly).

#### ***(ii) Investment Risk:***

CMSF has already invested in the capital market via mutual fund and FDR with the Investment Corporation of Bangladesh. Both extant and future investments may expose to risk via the following channels:

##### **(a) Portfolio Management**

Diversification is one of the best ways to hedge investment risk; otherwise, it may face higher idiosyncratic risk. Moreover, CMSF should be alert to market risk, concentration risk, interest rate risk, and liquidity risk, among others.

##### **(b) Bidirectional Risk**

While we emphasise hedging capital market risk via CMSF operation, the market may also create risk for CMSF. Possible sources may emerge via reputational shock, spillover effect, signal jamming, and policy changes. Hence, the risk management committee via the investment team should monitor this bidirectional risk potential.

##### **(c) Exogenous Shock**

The capital market and CMSF's investment may face exogenous shocks. These shocks are unexpected/unpredictable, may occur outside or within any country/industry, and have a remarkable effect on the capital market. For instance, the news of a fire and Russian capture of Ukraine's Zaporizhzhia nuclear power station resulted a one-day drop of more than 250 points in the FTSE 100 index, taking the weekly loss to 6.7%.

### 3.17 Comparative Figure

This is the first year financial statements of CMSF therefore no comparative figures have been presented.



Particulars	30 June 2022 (Taka)
<b>4.01 Property, Plant and Equipment</b>	
Opening balance (Annexure-C)	-
Add: Addition during the year	13,222,109
<b>Total</b>	<b>13,222,109</b>
Less: Adjustment / (Disposal) during the year	-
<b>Closing balance</b>	<b>13,222,109</b>
<b>Less: Accumulated depreciation</b>	
Opening balance	-
Charged during the year	550,193
<b>Total</b>	<b>550,193</b>
Adjustment / (Disposal) during the year	-
Closing balance	550,193
<b>Carrying amount</b>	<b>12,671,916</b>
All assets acquired at the end of the reporting period except Computer & Accessories and Car on which depreciation charged for six months only.	
<b>4.02 Right of Use Assets</b>	
Opening balance	-
Add: Addition during the year	22,647,631
<b>Total</b>	<b>22,647,631</b>
Less: Adjustment / (Disposal) during the year	-
<b>Closing balance</b>	<b>22,647,631</b>
<b>Less: Depreciation</b>	
Charged during the year	2,264,763
<b>Carrying amount</b>	<b>20,382,868</b>
<b>5 Investment in GJMF</b>	
Golden Jubilee Mutual Fund	500,000,000
<b>Total</b>	<b>500,000,000</b>

Capital Market Stabilization Fund (CMSF) has formed a mutual fund named 'ICB AMCL CMSF Golden Jubilee Mutual Fund' with the approval of Bangladesh Securities and Exchange Commission (BSEC) (reference no: SEC/SRMIC/165-2020/331, Dated: November 28, 2021) on the occasion of Golden Jubilee of independence of Bangladesh and to commemorate the Mujibborsho. On 20 April, 2022 CMSF disbursed BDT. 50 crores as sponsor's contribution. On 28 April, 2022 CMSF has applied for the registration and approval of Prospectus of 'ICB AMCL CMSF Golden Jubilee Mutual Fund' to BSEC and 28th June, 2022 BSEC approved the prospectus. Public subscription timeframe was 17th – 24th August, 2022.

**6 Investment in FDR with ICB**

Investment in FDR with ICB

2,000,000,000

**Total****2,000,000,000**

As per rules, CMSF will be utilized to stabilize the capital market, ensuring liquidity to the market by buying and selling listed securities, making investments in other securities, providing loans to market intermediaries, lending and borrowing listed securities, and settling investors' claims. A maximum of 40% of the cash balance of the CMSF may be used for direct buying and selling of listed securities, and a maximum of 10% of the cash balance of the fund may be used for investment in other securities, i.e. in fixed deposits, government securities, fixed income securities, mutual funds and so on. These ratios of use of the cash balance of the fund may be varied by the BOG with prior approval of the Commission. CMSF invested two hundred (200) crores to ensure liquidity support in the capital market, combining the mentioned both percentages through ICB at a 6.25 percent interest rate, as approved by the BOG and commission. Note that the first term deposit of thirty-five (35) crore was invested at 6.00%.

**7 Advance, Deposit & Prepayments**

Security Deposit DCC

1,296,000

Advance Against Salary

26,500

Advance for Website Development

149,762

**Total****1,472,262****8 Stock Deposit (CMSF BO A/C)**

Stock Deposit (Annexure-B)

814,903,300

**Total****814,903,300****9 Cash and Cash equivalents**

Community Bank Bangladesh Ltd. A/C No. 1301

2,367,372,321

Mercantile Bank Ltd. A/C No. 6943

5,596,407

**Total****2,372,968,728****10 Fund - Liability Cash Received**

Issuer companies fund (Annexure-A)

4,766,237,722

Investors claim settlement

(2,882,942)

**Total****4,763,354,780**

This represents the amount of total cash received from the issuer companies (Annexure-A).

**11 CMSF FUND****Opening Balance**

-

Add: Income over Expenditures during the year

119,067,316

**Closing Balance****119,067,316****12 Fund - Liability Stock Received**

Name	No. of share	Value per share (Face value)	Amount
CMSF BO Stock Value	81,490,330	10	814,903,300
<b>Total</b>	<b>81,490,330</b>		<b>814,903,300</b>

This represents the amount of total number of share on face value 10 tk. Received from the issuer companies (Annexure-B).

<b>13 Lease Liability</b>	
Opening balance	-
Add: Addition during the year	20,055,631
<b>Total</b>	<b>20,055,631</b>
Less: Paid during the year	1,430,974
<b>Closing balance</b>	<b>18,624,657</b>
<b>13.01 Lease Liability - Short Term</b>	<b>2,756,857</b>
<b>13.02 Lease Liability - Long Term</b>	<b>15,867,800</b>
<b>Closing balance</b>	<b>18,624,657</b>
<b>14 CMSF Liabilities</b>	
Accounts Payable (Note 13.01)	4,650,146
Withholding Tax	1,318,701
Withholding VAT	335,184
Audit Fees Payable	100,000
Petty Cash Payable	44,990
<b>Total</b>	<b>6,449,021</b>
<b>14.01 Accounts Payable</b>	
Salary - Payable	1,030,020
Honorarium Payable	1,548,000
Remuneration Payable	27,000
Computer & Accessories	442,782
Payable to Supplier	33,898
Printer Machine Payable	59,814
Photocopy Machine Payable	58,364
Network Infrastructure Payable	538,350
UPS Payable	49,179
DP Charge Payable	862,739
<b>Total</b>	<b>4,650,146</b>
<b>15 Non-Current Liabilities</b>	
Opening Balance	-
Add: Addition during the year (Lease Finance)	11,193,174
<b>Total</b>	<b>11,193,174</b>
Less: Interest paid during the year	207,044
Total Lease Finance	10,986,130
Less: Full settlement during the year	(9,400,000)
Unadjusted Interest Payble	1,586,130
Less: Adjusted Interest Payble	(1,586,130)
<b>Closing balance</b>	<b>-</b>
<b>16 Bank Interest Income</b>	
Bank Interest (CBL)	150,123,832
Interest on Term Deposit (ICB)	8,885,000
Interest Income (MBL)	25,721
<b>Total</b>	<b>159,034,553</b>

<b>17</b>	<b>Operating Expenses</b>	
	Office Rent-DCCI	30,000
	Audit Fees	115,000
	Vehicle Fuel Expenses	90,760
	Vehicle Maintenance	25,850
	Office Expenses	72,299
	Advertisement Expenses- Recruitment	310,279
	Conveyance	41,510
	Entertainment	136,071
	CMSF All Committee Meeting Expenses	221,523
	Depreciation on Fixed Assets	550,193
	Depreciation on Right of Use Assets	2,264,763
	Mobile Bill Allowance	15,000
	Remuneration	300,000
	Honorarium	6,411,000
	Salary and Allowance (Note 16.01)	5,774,730
	Orientation Expenses	4,272
	Printing	48,188
	Stationery	114,982
	Transport Expenses	755,971
	Allowance for Support Staff	102,100
	Internet Bill	6,000
	Event Expenses	4,364,591
	Excise Duty	40,000
	DP Charge	862,739
	ICT Event Expenses	1,271,080
	License Expenses	108,315
	Office Repairs & Maintenance	23,610
	Bank Charges	23,999
	Utilities	12,862
	<b>Total</b>	<b>24,097,687</b>
<b>17.01</b>	<b>Salary and Allowance</b>	
	Salary	5,360,730
	Festival Bonus	345,000
	Baishakhi Bonus	69,000
	<b>Total</b>	<b>5,774,730</b>
<b>18</b>	<b>Financial Expenses</b>	
	Interest Expenses	207,044
	Interest on Lease Liability	642,626
	<b>Total</b>	<b>849,670</b>
<b>19</b>	<b>Tax Expense</b>	
	Tax Deducted at Sources (CBL)	15,012,383
	Tax Deducted at Sources (MBL)	7,496
	<b>Total</b>	<b>15,019,880</b>

# Capital Market Stabilization Fund (CMSF)

## Cash Amount Received

1 July 2021 to 30 June 2022

### Annexure-A

No.	Particulars	Number of Issuer Companies	Amount received (BDT)
1	As per section 9(1) and 9(4) of the Bangladesh Securities and Exchange (Capital Market Stabilization Fund) Rules, 2021 Cash Amount received	259	4,766,237,722
	Total	259	4,766,237,722

Note: CMSF settles the claims with full furnished documents within stipulated time in compliance with BSEC (CMSF) Rules, 2021. CMSF encourages to contact with the following persons for cash claim with full furnished required documents:

Office: 01743059940

Sl.	Name	Designation	Mobile
1	Mr. Md. Wasi Azam	Head of ICSD	01787675638
2	Ms. Kaniz Fatema Samiya Haque	Executive	01812041190
3	Ms. Farjana Akter Ratna	Executive	01759131140

## Capital Market Stabilization Fund (CMSF) Inward Stock Dividend till 30-06-2022

BO ID: 1201530074571230

### Annexure-B

Particulars	Number of Issuer Companies	No. of Share	Face Value	Cost Amount (TK.)
As per section 9(2) and 9(3) of the Bangladesh Securities and Exchange (Capital Market Stabilization Fund) Rules, 2021 Stock received	179	81,490,330	10	814,903,300
	179	81,490,330		814,903,300

Note: CMSF settles the claims with full furnished documents within stipulated time in compliance with BSEC (CMSF) Rules, 2021. CMSF encourages to contact with following persons for stock claim with full furnished required documents:

Office: 01743059940

Sl.	Name	Designation	Mobile
1	Mr. Md. Wasi Azam	Head of ICSD	01787675638
2	Mr. M Anis Obaid	Business Analyst	01730842428

## Capital Market Stabilization Fund (CMSF)

### Fixed Assets Schedule

For the period ended 30 June 2022

Annexure-C

Particular	Cost				Rate (%)	Depreciation			Written Down Value as on 30 June, 2022
	Balance as on 1 July, 2021	Addition during the Year	Disposal/ Adjustment	Balance as on 30 June, 2020		Accumulated depreciation	Charge during the Year	Balance as on 30 June, 2022	
Computer & Accessories		2,405,794	-	2,405,794	20%	-	80,193	80,193	2,325,601
Laptop		495,830	-	495,830		-	-	-	495,830
Electrical Equipments		18,699	-	18,699		-	-	-	18,699
Vehicles & Accessories		154,976	-	154,976		-	-	-	154,976
Vehicles		9,400,000	-	9,400,000	10%	-	470,000	470,000	8,930,000
Printer Machine		74,257	-	74,257		-	-	-	74,257
UPS		50,700	-	50,700		-	-	-	50,700
Network Infrastructure		555,000	-	555,000		-	-	-	555,000
Photocopy Machine		66,853	-	66,853		-	-	-	66,853
	-	13,222,109	-	13,222,109		-	550,193	550,193	12,671,916

(Amount in BDT)



## PHOTO GALLERY





*BSEC-BPLC-CMSF Tripartite Dialogue organize by CMSF at Bangabandhu International Conference Centre on 26 May, 2022*



*Welcoming the Chief Guest Mr. Mustafa Zabbar, ICT Minister at hotel Inter-Continental on 29 December, 2021*





*Esteemed guests at BSEC-BPLC-CMSF Tripartite Dialogue on 26 May, 2022*



*Distinguished guests with the Chief Guest of the program at the hotel Inter-Continental on 29 December, 2021*



*Dr. Shaikh Shamsuddin Ahmed, Honorable Comisioner, BSEC visited the CMSF office*





*Contact Signing of CMSF Management Office with the contractor*



*On the occasion of birthday (17th March) Celebration of the Father of the Nation Bangabandhu Sheikh Mujibur Rahman and to commemorate the golden Jubilee of our independence, CMSF Innugrated the claim settlement process on 15th March 2022 at Hotel Purbani International*





*Committee Members visited the CMSF Management Office readiness work*



## MEDIA COVERAGE

## CMSF settles 93% of investors' claim before Eid

Business Desk

The Capital Market Stabilization Fund (CMSF) has settled the claims of 30 more investors on Thursday, the settled amount of claim is Tk. 20,15,453, (Twenty lacs fifteen thousand four hundred and fifty-three) which is approximately 93% of the total claim received by CMSF till now.

CMSF has been established by the Bangladesh Securities and Exchange Commission (BSEC) under the BSEC (Capital Market Stabilization Fund) Rules, 2021. Investors' Claim Settlement is one of the prime responsibilities of the Fund. Keeping this responsibility in mind, CMSF settled the claims of thirty investors including five women investors namely Iffat Saniat Hossain, Khosh Akter, Mishu Tanjin, Hafiza Begum, and Parveen Hossain on Thursday.

BSEC Chairman Prof. Shibli Rubayat-ul-Islam handed over the



cheques to the claimants in the event chaired by CMSF Chairman Md. Nojibur Rahman and attended, among others, by Commissioner Dr. Shaikh Shamsuddin Ahmed, BOG Members and invited guests.

The CMSF received claims from investors for a total amount of Tk. 22,96,880 (Twenty-two lacs, ninety-six thousand, eight hundred and eighty) till April 28, 2022.

It has settled claims amounting to Tk. 21,33,226 (Twenty-one lacs thirty-

three thousand two hundred twenty-six taka) which is around ninety-three (93%) percent of the total claims launched by the investors.

The Chairman of CMSF Md. Nojibur Rahman, said "we are working to ensure the greater benefit for the investors and CMSF is settling claims promptly subject to the proper verification".

The investors think that CMSF will bring positive changes to the Capital Market through its operations.



## ICB to invest Tk 100 crore from market stabilisation fund

Star Business Report

Tue Nov 16, 2021 07:05 PM Last update on: Tue Nov 16, 2021 07:11 PM

The Investment Corporation of Bangladesh (ICB) is going to invest around Tk 100 crore in the stock market from the Capital Market Stabilisation Fund (CMSF).

Bangladesh Securities and Exchange Commission (BSEC) approved the funds today in order to ensure liquidity in the secondary market.

For all latest news, follow The Daily Star's Google News channel.

Meanwhile, the commission approved a closed end mutual fund, where a fund of Tk 50 crore would be sponsored from the CMSF.



## BSEC chairman stresses restoring investor confidence in mutual funds

TBS Report

20 September, 2022

TBangladesh Securities and Exchange Commission (BSEC) Chairman Professor Shibli Rubaiyat-ul Islam has stressed rebuilding investor confidence to boost mutual fund investments as they have a major role to play in stabilising the capital market.

"The commission is attaching importance to mutual funds to restore stability in the market. Some funds are doing well, and are yielding good returns for investors. Work is underway to bring some Shariah-based funds to the market in the future," he said while speaking as chief



## পুঁজিবাজার থেকে ২৭ বছরের লভ্যাংশ পেলেন জাহানারা ইমাম



সানবিডি২৪ এর সর্বশেষ খবর পেতে Google News ফিডটি ফলো করুন

পুঁজিবাজার থেকে ২৭ বছরের লভ্যাংশ পেলেন শহীদ জননী জাহানারা ইমামের পরিবার। মঙ্গলবার (২০ সেপ্টেম্বর) তার ছোট ছেলে সাইফ ইমামের কাছে লভ্যাংশ ১ লাখ ৪২ হাজার ৪১০ টাকার চেক হস্তান্তর করেন বাংলাদেশ সিকিউরিটিজ অ্যান্ড এক্সচেঞ্জ কমিশনের (বিএসইসি) চেয়ারম্যান প্রফেসর শিবলী রুবাইয়াত উল ইসলাম।

ক্যাপিটাল মার্কেট স্ট্যাবিলাইজড ফান্ডের (সিএমএসএফ) পক্ষ থেকে রাজধানীর হোটেল ইন্টারকন্টিনেন্টালে আয়োজিত অনুষ্ঠানে সভাপতিত্ব করেন প্রতিষ্ঠানটির চেয়ারম্যান নজিবুর রহমান। এছাড়াও বক্তব্য রাখেন বিএসইসির কমিশনার প্রফেসর শেখ শামসুদ্দিন আহমেদ, প্রফেসর মিজানুর রহমান, ঢাকা স্টক এক্সচেঞ্জের (ডিএসই) চেয়ারম্যান ইউনুসুর রহমান এবং সিএমএসএফের ব্যবস্থাপনা পরিচালক মনোয়ার হোসেন প্রমুখ। অনুষ্ঠানে আইসিবি গোষ্ঠেন জুবলি মিউচুয়াল ফান্ডের উদ্বোধন ঘোষণা করা হয়।

অনুষ্ঠানে জানানো হয় ১৯৯৩ সালে ইঞ্জিনিয়ার্স লিমিটেড নামে একটি কোম্পানিতে বিনিয়োগ করেন জাহানারা ইমাম। ২০১৯ সাল পর্যন্ত তার লভ্যাংশের পরিমাণ ১ লাখ ৪২ হাজার ৪১০ টাকা।

বিএসইসির চেয়ারম্যান বলেন, বিশাল সংখ্যক মানুষ পুঁজিবাজার বিমুখ। কারণ মিউচুয়াল ফান্ডগুলো বিনিয়োগকারীদের লভ্যাংশ দেয় না। তিনি বলেন, মিউচুয়াল ফান্ডের বিশাল সম্ভাবনা রয়েছে। এই সম্ভাবনা কাজে লাগতে কাজ করছে কমিশন। ইতিমধ্যে ইসলামিক মিউচুয়াল ফান্ড হয়েছে। এছাড়াও বিভিন্ন ধরনের পণ্য আসছে। সরকার এ ব্যাপারে সহায়তা করছে। আশা করছি আগামীতে শিল্পায়নের পুঁজিসংগ্রহ ও বিনিয়োগকারীদের জন্য বড় মাধ্যম হবে পুঁজিবাজার।

নজিবুর রহমান বলেন, সম্মিলিতভাবে কাজ করলে সবকিছুই সম্ভব। তাই আমরা পুঁজিবাজারের বিকাশে কাজ করছি।

## প্রথমজ্ঞানো

সেবারকাজার

শহীদজননী জাহানারা ইমামের পরিবার ফেরত পেল শেয়ারে বিনিয়োগের অর্থ

নিজস্ব প্রতিবেদক | ঢাকা



শেয়ারবাজারে বিনিয়োগ করা অর্থ ও লভ্যাংশ ফেরত পেলেন শহীদজননী জাহানারা ইমামের পরিবার। শেয়ারবাজারে স্ট্যাবিলাইজড ফান্ডের মাধ্যমে বিনিয়োগকারীদের অর্থবিকৃত লভ্যাংশের অর্থ পড়িত পুঁজিবাজারে স্থিতিশীলকরণ তহবিল (সিএমএসএফ) থেকে এ অর্থ ফেরত দেওয়া হয়।

রাজ্য মন্ত্রণালয় রাজধানীর হোটেল ইন্টারকন্টিনেন্টালে সিএমএসএফ আয়োজিত এক অনুষ্ঠানে শহীদজননী জাহানারা ইমামের পরিবারের ৪২ জন বিনিয়োগকারীর হাতে তাদের বিনিয়োগের অর্থ ফেরত দেওয়া হয়। সিএমএসএফের সঙ্গে সংশ্লিষ্ট ব্যক্তিরা জানিয়েছেন, শহীদজননী জাহানারা ইমাম ও তাঁর পুত্র শহীদ শাহী ইমাম কর্তৃক শেয়ারবাজারে বিনিয়োগ ছিল। বর্তমানে তত্ত্বাবধায় কাউন্সিল বা ওটিসি বাজারে লেনদেন হওয়া 'ঢাকা ইন্সটিটিউট' নামের একটি কোম্পানিতে এ বিনিয়োগ ছিল তাদের। ১৯৯৪ সালে জাহানারা ইমাম মারা যাওয়ার পর থেকে সেই বিনিয়োগ অর্থবিকৃত অবস্থায় পড়ে ছিল। পরে পুঁজিবাজার নিয়ন্ত্রক সংস্থা বিএসইসির উদ্যোগে সিএমএসএফ গঠনের পর অর্থবিকৃত সেই অর্থ ফেরত দেওয়া হয়।

## অর্থসূচক

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## বাংলাদেশ ব্যাংক এর নতুন গভর্নরকে সিএমএসএফ চেয়ারম্যানের শুভেচ্ছা



বাংলাদেশ ব্যাংকের নবনিযুক্ত গভর্নর আব্দুর রউফ তাহসুকদার কে ক্যাপিটাল মার্কেট স্ট্যাবিলাইজেশন ফান্ড (সিএমএসএফ) এর পক্ষ থেকে শুভেচ্ছা জানিয়েছেন প্রধানমন্ত্রীর সাবেক মুখ্য সচিব, জাতীয় রাজস্ব বোর্ডের সাবেক চেয়ারম্যান এবং সিএমএসএফের বর্তমান চেয়ারম্যান মোঃ নজিবুর রহমান।

বুধবার (১৩ জুলাই) এক চিঠির মাধ্যমে তিনি এই শুভেচ্ছা বার্তা প্রেরণ করেন। উক্ত চিঠিতে সিএমএসএফ এর চেয়ারম্যান নতুন গভর্নরের উত্তরোত্তর সফলতা কামনা করার পাশাপাশি আশাবাদ ব্যক্ত করেন যে বাংলাদেশ ব্যাংক ও সিএমএসএফ আসন্ন দিনগুলোতে পারস্পরিক অংশীদারিত্ব ও সহযোগিতার মাধ্যমে পুঁজিবাজারের উন্নয়নে এবং জাতীয় অর্থনীতিতে অবদান রাখবেন।

নবনিযুক্ত গভর্নর আব্দুর রউফ তাহসুকদার শুভেচ্ছা পত্রের জন্য সিএমএসএফ এর চেয়ারম্যানকে আন্তরিক ধন্যবাদ জানান।

উল্লেখ্য, বাংলাদেশ সিকিউরিটিজ অ্যান্ড এক্সচেঞ্জ কমিশন (বিএসইসি) সাধারণ বিনিয়োগকারীদের স্বার্থ সংরক্ষণ ও পুঁজিবাজারে স্থিতিশীলতা আনতে তিন বছরের বেশি সময়ের অধিক অর্থবিকৃত/অ-বন্টনকৃত নগদ বা স্টক লভ্যাংশের ওপর ভিত্তি করে বাংলাদেশ সিকিউরিটিজ অ্যান্ড এক্সচেঞ্জ কমিশন (ক্যাপিটাল মার্কেট স্ট্যাবিলাইজেশন ফান্ড) বিধিমালা, ২০২১ এর মাধ্যমে সিএমএসএফ গঠন করে।

প্রতিষ্ঠার শুরু থেকেই সিএমএসএফ বিনিয়োগকারীদের দাবি নিষ্পত্তি করার লক্ষ্যে কাজ করে আসছে এবং ইতোমধ্যে উল্লেখযোগ্য পরিমাণ দাবি নিষ্পত্তি করেছে। একই সাথে সিএমএসএফ পুঁজিবাজারকে স্থিতিশীল করার লক্ষ্যে ইনভেস্টমেন্ট কর্পোরেশন অব বাংলাদেশ- এর মাধ্যমে ২০০ কোটি টাকা পুঁজিবাজারে বিনিয়োগ করেছে। পাশাপাশি বাংলাদেশের গৌরবময় স্বাধীনতার সুবর্ণজয়ন্তী এবং মুজিববর্ষ উপলক্ষে ১০০ কোটি টাকার 'আইসিবি এএমসিএল সিএমএসএফ গ্লোবাল জুবিলি মিউচুয়াল ফান্ড' গঠন করা হয়েছে যা জাতির জনক বঙ্গবন্ধু শেখ মুজিবুর রহমানকে উৎসর্গ করা হয়েছে। সিএমএসএফ পারস্পরিক অংশীদারিত্ব ও সহযোগিতার মাধ্যমে পুঁজিবাজারের উন্নয়নে প্রতিশ্রুতিবদ্ধ।

## BSEC (CMSF) RULES, 2021



রেজিস্টার্ড নং ডি এ-১ “জাতির পিতা বঙ্গবন্ধু শেখ মুজিবুর রহমানের  
জন্মশতবার্ষিকী উদ্‌যাপন সফল হোক”

বাংলাদেশ



গেজেট



অতিরিক্ত সংখ্যা  
কর্তৃপক্ষ কর্তৃক প্রকাশিত

রবিবার, জুন ২৭, ২০২১

[ বেসরকারি ব্যক্তি এবং কর্পোরেশন কর্তৃক অর্থের বিনিময়ে জারীকৃত বিজ্ঞাপন ও নোটিশসমূহ ]

**BANGLADESH SECURITIES AND EXCHANGE COMMISSION**

Securities Commission Bhaban  
E/6/C Agargaon, Sher-e-Bangla Nagar  
Administrative Area, Dhaka 1207, Bangladesh

**NOTIFICATION**

Dated, 01 June 2021

BSEC/CMRRCD/2021-391/20/Admin/121—Whereas cash or stock dividend or rights shares are lying unclaimed or undistributed or un-allotted with the issuer of listed securities for a period of 3(three) years or more;

And whereas public offering subscription money are lying non-refunded with the issuer of listed securities for a period of 3(three) years or more;

And whereas it is expedient to stabilize the capital/securities market ensuring liquidity to the market by way of buying and selling of listed securities, lending and borrowing (SLB) of listed securities and providing short term loan to the capital market intermediaries;

And whereas in the interest of the investors and the development of the capital/securities market, the Bangladesh Securities and Exchange Commission deems it appropriate to constitute a Fund as a custodian of such cash or stock in favour of the investors by transferring such unclaimed or undistributed or unsettled cash or stock dividend or non-refunded public subscription money or un-allotted rights shares from the issuer of listed securities;

Now, therefore, in exercise of the powers conferred by section 33(1) of the Securities and Exchange Ordinance, 1969 (Ordinance No. XVII of 1969), the Bangladesh Securities and Exchange Commission makes, with prior circulation, the following rules, namely :—

(৯৭১৯)

মূল্য : টাকা ২৪.০০

## Chapter I Preliminary

### 1. Short title:

- (1) These rules may be called the Bangladesh Securities and Exchange Commission (Capital Market Stabilization Fund) Rules, 2021;
- (2) These rules shall come into force on the date of publication in the official Gazette.

### 2. Definitions:

- (1) In these rules, unless the context otherwise requires,-
  - (a) "Board" means the Board of Governors of the Fund as constituted under rule 5(1) of these rules;
  - (b) "Capital Market Intermediary" means any person registered under the Securities and Exchange Ordinance, 1969 (Ordinance No. XVII of 1969), the Bangladesh Securities and Exchange Commission Act, 1993 (Act No. XV of 1993) and the Depository Act, 1999 (Act No. VI of 1999) and the rules and regulations made thereunder;
  - (c) "Cash Balance" means any cash in hand or cash at bank lying with the Fund, issuer or investor or any capital market intermediary;
  - (d) "Commission" means the Bangladesh Securities and Exchange Commission constituted under the Bangladesh Securities and Exchange Commission Act, 1993 (Act No. XV of 1993);
  - (e) "Fund" means the Capital Market Stabilization Fund constituted under rule 3 of these rules;
  - (f) "Investor" means any person who has invested or proposed to invest in any security or any unit of mutual fund or collective investment scheme;
  - (g) "Issuer" means any person who has issued or proposed to issue any security including any unit of mutual fund or collective investment scheme;
  - (h) "Financial Year" means the 12 (twelve) months ending on 30<sup>th</sup> June of each Gregorian calendar;
  - (i) "Unclaimed Cash Dividend" means any cash dividend is distributed to the investor (s) by way of dividend warrant or cheque or bank draft or any other means, but not collected or claimed by the investor (s) to the issuer within a period of 3 (three) years or more from the date of such distribution.



- (2) Words and expressions used herein and are not defined, but defined in the Securities and Exchange Ordinance, 1969 (Ordinance No. XVII of 1969), the Bangladesh Securities and Exchange Commission Act, 1993 (Act No. XV of 1993), the Companies Act, 1994 (Act No. XVIII of 1994) and the Depository Act, 1999 (Act No. VI of 1999) shall have the same meanings respectively assigned to them in the said Ordinance and Acts, and the rules and regulations made there under.

## Chapter II

### Constitution of the Fund

#### 3. Constitution of the Fund:

- (1) The Capital Market Stabilization Fund (hereinafter referred to as the 'Fund') shall be constituted for the purpose of these rules;
- (2) The Capital Market Stabilization Fund shall be a perpetual fund for functioning as a custodian of undistributed or unclaimed or unsettled dividend (cash or stock) or un-allotted rights shares or non-refunded public subscription money in favour of the shareholders or stockholders or investors;
- (3) The Fund shall have a common seal and management office in Dhaka;
- (4) The Fund shall be governed by the Board of Governors constituted under rule 5(1) of these rules.
- (5) The Fund shall be operated by any organization or Investment Corporation of Bangladesh under the operation management service contract with the Board of Governors of the Fund maintaining a bank account with any scheduled bank and a consolidated securities account or Beneficiary Owner's (BO) account in the name of the Capital Market Stabilization Fund.

#### 4. Composition of the Fund:

- (1) The Fund shall be comprised of cash and securities received from the issuer or any person or legal entity for the following reasons or sources, namely :
  - (i) any undistributed or unclaimed or unsettled cash dividend or non-refunded public subscription money as transferred by the issuer to the Fund in pursuance of these rules or as per direction of the Commission; or

- (ii) any undistributed or un-allotted or unsettled stock dividend or bonus shares or rights shares held in the suspense BO Account of the issuer as transferred to the Fund in pursuance of these rules or as per direction of the Commission.
- (2) The Fund may receive any grant or loan from the Government or any other organization for the stabilization as well as development of the capital/securities market;
- (3) All receipts other than securities shall be deposited to the bank account as maintained and operated under rule 8 of these rules;
- (4) All securities receipts shall be deposited to the consolidated securities account or Beneficiary Owner's (BO) account as maintained and operated under rule 8 of these rules.

### Chapter III Operation of the Fund

#### 5. Constitution of Board of Governors of the Fund and its powers and functions:

- (1) The Fund shall be governed by the Board of Governors (hereinafter referred to as the 'Board') of 11 (eleven) members consisting of as follows:
  - (i) 1 (one) Chairman shall be appointed by the Commission;
  - (ii) 3 (three) members shall be nominated by the Commission;
  - (iii) 1 (one) member shall be nominated by the Dhaka Stock Exchange Limited and 1(one) member shall be nominated by the Chittagong Stock Exchange Limited;
  - (iv) 1 (one) member shall be nominated by the Central Depository Bangladesh Limited and 1(one) member shall be nominated by the Central Counterparty Bangladesh Limited;
  - (v) 1 (one) member shall be nominated by Bangladesh Association of Publicly Listed Companies (BAPLC);
  - (vi) 1 (one) member from the Professionals of Chartered Accountants or Cost and Management Accountants or Chartered Secretaries or Chartered Financial Analysts as selected by the Commission; and
  - (vii) The Chief of Operation (COO) of the Fund shall remain as an ex-officio member:

Provided that no person shall be eligible for the position of



Chairman or member of the Board if he/she has no knowledge in accounting, finance, economics or capital/securities market with at least 10 (ten) years of corporate management or professional experiences including at least 5(five) years of experiences in capital/securities market:

Provided further that no person shall be eligible for the position of member of the Board if he/she is a shareholder or director or officer of any capital market intermediary:

Provided further that a single person shall not be nominated by more than one organization:

Provided further that the first Board of the Fund shall be constituted by the Commission with in one month of coming into force of these rules:

Provided further that no Board of the Fund shall be constituted without approval of the Commission.

- (2) A member of the Board shall hold his/her office for a term of 3 (three) years, but shall continue to hold the office after the expiry of his/her term until a successor enters:

Provided that no member of the Board shall be appointed for more than two terms.

- (3) The Commission shall have authority to remove and appoint any member of the Board of the Fund at anytime.
- (4) In case of death, resignation, disqualification, or removal of any member of the Board or in any other cases of vacancies, the Commission shall fill the vacancy within 30(thirty) days of occurring such vacancy in the Board of the Fund.
- (5) The Chief of Operation of the Fund shall also act as the secretary of the Board of the Fund.
- (6) No member of the Board of the Fund shall receive, either directly or indirectly, any remuneration for any advisory or consultancy role or otherwise, other than Board meeting fees or honorarium from the Fund.

- (7) In absence of the regular Chairman of the Board of the Fund remaining members may elect one from themselves as Chairman for that particular meeting; the reason of absence of the regular Chairman shall duly be recorded in the minutes of the said meeting.
- (8) The Board shall conduct at least 6 (six) meetings in each financial year.
- (9) The Chairman of the Board may convene any emergency meeting if he deems necessary or upon request by any member of the Board.
- (10) Quorum of the meeting of the Board shall be constituted in presence of at least 6(six) members of the Board.
- (11) Every member of the Board shall have one vote and the decision of the Majority shall prevail, and in case of equality of votes, the Chairman shall have a second or casting vote.
- (12) The proceedings of the meeting of the Board shall duly be recorded in the minutes of the meeting and such minutes shall be confirmed in the next meeting of the Board.
- (13) The minutes of the meeting of the Board shall be furnished to the Commission within 3(three) days of such confirmation.
- (14) The Board shall be responsible and accountable to the Fund and to the Commission.
- (15) The Board shall remain responsible for performing the following activities:
  - (i) The Board shall take all the policy initiatives (including devising of investment policy, policy for providing loan/support to market intermediary and market maker, securities lending and borrowing policy, policy on buying and selling of listed securities and investors' claim settlement policy, etc.) for achieving the objectives and purposes of the Fund and smooth functioning of the Fund.

- (ii) The Board shall also be responsible to stabilize the capital/securities market ensuring liquidity to the market by way of buying and selling of listed securities, making investment in other securities, providing loan/support to market intermediary and market maker, lending and borrowing (SLB) of listed securities and settlement of investors' claims.
- (iii) The Board shall formulate necessary committee or sub-committee to accomplish the objectives and purpose of the Fund as mentioned at sub-clause (ii) above.
- (iv) The Board shall fix the terms of reference (TOR) of the committee or the sub-committee.
- (v) The Board may appoint necessary officers and employees or hire operation management service from any organization or Investment Corporation of Bangladesh for smooth functioning and operation of the Fund:

Provided that Chief of Operation of the Fund shall not be appointed without prior approval of the Commission:

Provided further that no person shall be eligible for the position of Chief of Operation (COO) of the Fund if he/she has no knowledge in accounting, finance, economics or capital/securities market or professional qualifications of Chartered Accountants or Cost and Management Accountants or Chartered Financial Analysts with at least 12 (twelve) years of corporate management or professional experiences including at least 5(five) years of experiences in capital/securities market:

Provided further that no person shall be eligible for the position of Chief of Operation (COO) of the Fund if he/she is a shareholder or director of any capital market intermediary.

- (vi) The terms and conditions of service of the officers and employees or operation management service contract as mentioned at clause (v) above shall be determined by the Board of the Fund.
- (vii) The Board shall fix the salaries and allowances of the Chief of Operation (COO), officers and employees or fees/remuneration of the operation management service of the Fund.

- (viii) The Board shall conduct an annual meeting of the Board of Governors within 6(six) months of each financial year end.
  - (ix) The annual financial statements of the Fund shall be approved in the annual meeting of the Board of Governors.
  - (x) Appointment and fixation of the remuneration of the auditors of the Fund shall be approved in the annual meeting.
  - (xi) The periodical financial statements and other reports shall be approved in the Board meeting.
  - (xii) The Board shall be responsible for settlement of any valid claim by the investor.
- (16) The Board shall have full control over the administration and management of the Fund and shall be vested with all powers, authorities and discretion necessary or expedient for the objectives and purpose of the Fund.
- 6. Management Committee of the Fund.**
- (1) The Board shall form several management committees for smooth operation of the Fund.
  - (2) The Board shall, among others, form the following management committee, namely:-
    - (a) Operation Management Committee;
    - (b) Audit and Accounts Management Committee; and
    - (c) Risk Management Committee.
  - (3) The scope of operation of the management committee as mentioned at sub-rule (2) shall be determined by the Board.
  - (4) The Board may form any other committee or sub-committee, if necessary.
  - (5) Operation Management Committee (OMC) shall be responsible and accountable to the Chief of Operation of the Fund and Chief of Operation shall also be responsible and accountable for all operational activities(i.e., buying and selling of listed securities, making investment in securities, providing loan/support to market intermediary and market maker, lending and borrowing of listed securities and settlement of investors' claims, etc.)to the Board.

- (6) Audit and Accounts Management Committee (AAMC) and Risk Management Committee (RMC) shall be responsible and accountable to the Board.
- (7) Operation Management Committee (OMC) shall be comprised of at least three members from the financial market professionals who have knowledge in accounting, finance, economics or capital/securities market with at least 10 (ten) years of corporate management or professional experiences like Chartered Financial Analyst, Chartered Accountants, Cost and Management Accountants or Chartered Secretaries including at least 5(five) years of experiences in capital/securities market.
- (8) Audit and Accounts Management Committee (AAMC) and Risk Management Committee (RMC) shall be comprised of at least three members including at least one member but not more than two members from the Board and other members from the financial market professionals as mentioned at sub-section (7) above.
- (9) No person shall be eligible for the position of member of any management committee if he/she is a shareholder or director or officer of any capital market intermediary.
- (10) All members of the management committee shall be appointed by the Board.
- (11) Every member of any management committee shall hold his/her office for a term of 3 (three) years, but shall continue to hold office after the expiry of his/her term until a successor enters:  
  
Provided that no member of any management committee shall be appointed for more than two terms.
- (12) The Board shall have authority to remove and appoint any member of the management committee of the Fund.
- (13) In case of death, resignation, disqualification, or removal of any member of any management committee or in any other cases of vacancies, the Board shall fill the vacancy within 30(thirty) days of occurring such vacancy in the management committee.



- (14) No member of any management committee shall receive, either directly or indirectly, any remuneration for any advisory or consultancy role or otherwise, other than management committee's meeting fees or honorarium from the Fund.
- (15) The Board shall select one member from each management committee as Chairman of the committee.
- (16) The Chairman of any management committee shall select one of the committee members as secretary of the committee.
- (17) In absence of the regular Chairman of any management committee remaining members may elect one of themselves as Chairman for that particular meeting; the reason of absence of the regular Chairman shall duly be recorded in the minutes of the said meeting.
- (18) Every management committee shall conduct at least 6(six) meetings in each financial year.
- (19) The Chairman of any management committee may convene any emergency meeting if he deems necessary or upon request by any member of the committee.
- (20) Quorum of the meeting of each management committee shall be constituted in presence of either two members or two third of the members of the committee, whichever is higher.
- (21) The proceedings of the meeting of the management committee shall duly be recorded in the minutes of the meeting and such minutes shall be confirmed in the next meeting.
- (22) The minutes of the meeting of the management committee shall be furnished to the Board within 3(three) days of confirmation.
- (23) All the management committee shall perform their duties as per the terms of reference (TOR) as determined by the Board from time to time.



## 7. Objective and purpose of the Fund:

- (1) The Fund shall act as a custodian of cash or stock in favour of the investors as received by transferring unclaimed or undistributed or unsettled cash or stock dividend or non-refunded public subscription money or un-allotted rights shares from the issuer of listed securities.
- (2) Cash or stock as deposited in or transferred to the Fund shall be paid or settled on due claim by the shareholders or investors at any time in the indefinite perpetuity.
- (3) The Fund shall mainly be utilized to stabilize the capital/securities market ensuring liquidity to the market by way of buying and selling of listed securities, making investment in other securities, providing loan/support to market intermediary and market maker, lending and borrowing (SLB) of listed securities and settlement of investors' claim.
- (4) Without prejudice to the objectives and purpose as mentioned at sub-rules (1), (2) and (3), the functions of the Fund shall include the followings:

- (i) to ensure depth to the market by way of direct buying and selling of listed securities:

Provided that maximum 40%(forty percent) of cash balance of the Fund may be used for direct buying and selling of listed securities:

Provided further that percentage for use of cash balance for direct buying and selling of listed securities may be varied by the Commission from time to time based on the size of the Fund.

- (ii) to ensure proper investment of cash balance of the Fund in other securities and provide loan to market intermediary for **refinancing** to their clients as margin loan:

Provided that at least 50% (fifty percent) of cash balance of the Fund shall be used for providing loan to market intermediary for **refinancing** as margin loan:

Provided further that maximum 10% (ten percent) of cash balance of the Fund may be used for investment in other securities i.e., in fixed deposits, government securities, fixed income securities and mutual funds, etc.:

Provided further that ratio of use of cash balance for direct buying and selling of listed securities, providing loan to market intermediary for **refinancing** as margin loan and investment in other securities may be varied by the Board with prior approval of the Commission.

- (iii) to ensure securities lending & borrowing (SLB) to the market intermediary;
- (iv) to support as and/or to a market maker for the development of capital/securities market;
- (v) to ensure settlement of investors' claims; and
- (vi) any other function as instructed by the Board or by the Commission.

#### 8. Operation of the Fund:

- (1) The Fund shall be operated by maintaining a bank account with any scheduled bank in the name of “Capital Market Stabilization Fund” and maintaining a consolidated securities account or Beneficiary Owner's (BO) Account in the name of “Capital Market Stabilization Fund”.
- (2) The said bank account and the BO account shall be maintained by joint signatories empowered by the Chief of Operation of the Fund with due approval of Board.
- (3) All receipts other than securities shall be deposited to the bank account.
- (4) All operational expenses/payments including salaries, allowances, honorarium, fees/remuneration of the operation management service, fees for auditors or legal advisers or other professionals, borrowing cost and all other expenses shall be made from the bank account through electronic fund transfer.
- (5) All payments relating to investment in securities shall be made from the bank account through electronic fund transfer.
- (6) All payments relating to providing loan to market intermediary for refinancing to the clients as margin loan shall be made from the bank account through electronic fund transfer.

- (7) All payment of investors' claims shall be made from the bank account through electronic fund transfer.
- (8) All securities received shall be deposited to the consolidated securities account or Beneficiary Owner's (BO) account.
- (9) All buy or sale of listed securities shall be made through a designated BO account:

Provided that only the cash balance of the Fund shall be used for direct buying and selling of the listed securities.

- (10) All lending and borrowing of securities of the Fund shall be made through a designated BO account:

Provided that the Fund shall maintain the ownership rights of the investor's intact for their stocks or shares or securities which are received in the Fund as a custodian by transferring from the issuer of listed securities.

- (11) All claims of securities by the investors shall be made/settled from the consolidated securities account or consolidated BO account.

- (12) Operating income of the Fund may be the followings:

- (i) Any profit or gain from direct buying and selling of securities;
- (ii) Any profit or gain or dividend received from any investment;
- (iii) Any profit or interest income from loan provided to market intermediary;
- (iv) Any profit or interest income from securities lending and borrowing activities and other credit facilities;
- (v) Any profit or interest income on bank deposits; and
- (vi) Any other fees and fine received:

Provided that any un-realized gain/income shall not be accounted for as operating income:

Provided further that any dividend(cash or stock) received in favour of investors or from the investors' securities shall not be accounted for as operating income.

- (13) 100% (cent percent) provision shall be made for any un-realized loss/diminution in value of investments or securities bought and sold.
- (14) All payments or claims or expenses as mentioned at sub-rule (4), (5), (6) and (7) and provision as mentioned at sub-rule (13) above shall be charged to the Fund with approval of the Board or related management committee as the case may be.
- (15) After deducting all operating expenses of the Fund as mentioned at sub-rule (4) and provision as mentioned at sub-rule (13) above from the operating income of the Fund as mentioned at sub-rule (12), i.e., net operating income shall be accumulated to the Fund for stabilization as well as development of capital/securities market.

**9. Procedures of transferring unclaimed or undistributed or unsettled dividend (cash or stock) or non-refunded public subscription money or un-allotted rights shares left with the issuer:**

- (1) If any cash dividend remains unpaid or unclaimed or unsettled or undistributed for a period of 3 (three) years from the date of declaration or approval or record date, as the case may be, shall be transferred by the issuer to the bank account of the Fund within such time as directed by the Commission or the Fund from time to time:

Provided that the issuer shall provide detailed information (e.g., year of dividend, name of shareholder/securities holder, BO account number/folio number, permanent & contact address, shareholding /securities holding, nominee (if any), amount of dividend, tax deducted at source, net amount of dividend, etc.) to the Fund during transfer of cash dividend:

Provided further that at least 30 (thirty) days prior to transferring such cash dividend to the Fund, the issuer shall communicate with the shareholders or securities holders or their nominee(s), if any, as well as shall notify the shareholders or securities holders mentioning their name, father's name, mother's name, permanent & contact address, nominee(s), if any, year of dividend, B.O. account/ Folio Number and amount of dividend about the cash dividend which will be transferred to the Fund by publishing such list in the official website of the issuer with proper notice (mentioning the web-address/link ) in the two national dailies one in Bangla and other one in English.



- (2) If any stock dividend or bonus shares remains un-allotted or unsettled including corporate benefit in terms of bonus shares thereon for a period of 3 (three) years from the date of declaration or approval or record date, as the case may be, shall be transferred by the issuer in dematerialized form to the BO Account of the Fund within such time as directed by the Commission or the Fund from time to time:

Provided that the issuer shall provide detailed information ( e.g., year of dividend, name of shareholder, BO account number/folio number, permanent & contact address, nominee (if any), shareholding, number of stock dividend/bonus shares, etc.) to the Fund during transfer of stock dividend or bonus shares:

Provided further that at least 30 (thirty) days prior to transferring such stock dividend or bonus shares to the Fund, issuer shall communicate with the shareholders or securities holders or their nominee (s), if any, as well as shall notify the shareholders or securities holders mentioning their name, father's name, mother's name, permanent & contact address, nominee (if any), year of dividend, BO account number/folio number, shareholding, number of stock dividend/bonus shares, etc., about the stock dividend or bonus shares which will be transferred to the Fund by publishing such list in the official website of the issuer with proper notice (mentioning the web-address/link ) in the two national dailies one in Bangla and other one in English.

- (3) If any rights share remains un-allotted or unsettled for a period of 3 (three) years from the date of subscription or allotment, as the case may be, shall be transferred by the issuer in dematerialized form to the BO Account of the Fund within such time as directed by the Commission or the Fund from time to time:

Provided that the issuer shall provide detailed information ( e.g., year of rights, name of shareholder, BO account number/folio number, permanent & contact address, nominee (if any), shareholding, number of rights shares, etc) to the Fund during transfer of rights shares:

Provided further that at least 30 (thirty) days prior to transferring such rights shares to the Fund, issuer shall communicate with the shareholders or their nominee (s), if any, as well as shall notify the shareholders mentioning their name, father's name, mother's name, permanent & contact address, nominee (if any), year of rights, BO account number/folio number, shareholding, number of rights shares, etc., about the rights shares which will be transferred to the Fund by publishing such list in the official website of the issuer with proper notice (mentioning the web-address/link ) in the two national dailies one in Bangla and other one in English.

- (4) If any public subscription money remains non-refunded for a period of 3 (three) years from the date of subscription or refund, as the case may be, shall be transferred by the issuer to the bank account of the Fund within such time as directed by the Commission or the Fund from time to time:

Provided that the issuer shall provide detailed information (e.g., year of public subscription, name of shareholder or securities holder, BO account number/folio number, permanent & contact address, nominee (if any), non-refunded amount of public subscription, etc.) to the Fund during transfer of public subscription money:

Provided further that at least 30 (thirty) days prior to transferring such non-refunded public subscription money to the Fund, issuer shall communicate with the shareholders or securities holders or their nominee (s), if any, as well as shall notify the shareholders or securities holders mentioning their name, father's name, mother's name, permanent & contact address, nominee(s), if any, year of public subscription, B.O. account/ Folio Number and non-refunded amount of public subscription about the non-refunded public subscription money which will be transferred to the Fund by publishing such list in the official website of the issuer with proper notice (mentioning the web-address/link ) in the two national dailies one in Bangla and other one in English.

- (5) The Chief of Operation shall, by creating a data base/bank, preserve the information as provided under the proviso of sub-rule (1) to (4) above until the respective claim is settled in full by disclosing/updating the same in the official website of the Fund.

#### 10. Claims settlement Procedures:

- (1) If any shareholder or securities holder claims his cash dividend after transfer of such dividend to the bank account of the Fund, within 15 (Fifteen) days of receiving such claim, the issuer shall, after proper verification of the claim, recommend with a detailed information as mentioned in the proviso of rule 9 (1) of these rules to the Chief of Operation of the Fund to pay off such dividend from the bank account of the Fund:

Provided that the Chief of Operation of the Fund shall, after due scrutiny with the data base/bank as created under sub-rule (5) of rule 9 of these rules as well as the aforesaid recommendation and approval of the Board or the Operation Management Committee for settlement of investors' claims as the case may be, pay off such cash dividend to the claimant through electronic fund transfer system within 15 (fifteen) working days of receiving of such recommendation with intimation to the concerned issuer.



- (2) If any shareholder claims his stock dividend or bonus shares after transfer of such dividend or bonus shares to the BO Account of the Fund, within 15 (Fifteen) days of receiving such claim, the issuer shall, after proper verification of the claim, recommend with a detailed information as mentioned in the proviso of rule 9 (2) of these rules to the Chief of Operation of the Fund to pay off or transfer such stock dividend or bonus shares from the BO Account of the Fund:

Provided that the Chief of Operation of the Fund shall, after due scrutiny with the data base/bank as created under sub-rule (5) of rule 9 of these rules as well as the aforesaid recommendation and approval of the Board or the Operation Management Committee for settlement of investors' claims as the case may be, pay off or transfer such stock dividend or bonus shares to the claimant's BO Account within 15 (fifteen) working days of receiving of such recommendation with intimation to the concerned issuer.

- (3) If any shareholder claims his rights shares after transfer of such rights shares to the BO Account of the Fund, within 15 (Fifteen) days of receiving such claim, the issuer shall, after proper verification of the claim, recommend with a detailed information as mentioned in the proviso of rule 9 (3) of these rules to the Chief of Operation of the Fund to pay off or transfer such rights shares from the BO Account of the Fund:

Provided that the Chief of Operation of the Fund shall, after due scrutiny with the data base/bank as created under sub-rule (5) of rule 9 of these rules as well as the aforesaid recommendation and approval of the Board or the Operation Management Committee for settlement of investors' claims as the case may be, pay off or transfer such rights shares to the claimant's BO Account within 15 (fifteen) working days of receiving of such recommendation with intimation to the concerned issuer.

- (4) If any public issue subscriber or investor claims his refundable public subscription money after transfer of such money to the bank account of the Fund, within 15 (Fifteen) days of receiving such claim, the issuer shall, after proper verification of the claim, recommend with a detailed information as mentioned in the proviso of rule 9 (4) of these rules to the Chief of Operation of the Fund to pay off public subscription money from the bank account of the Fund:

Provided that the Chief of Operation of the Fund shall, after due scrutiny with the data base/bank as created under sub-rule (5) of rule 9 of these rules as well as the aforesaid recommendation and approval of the Board or the Operation Management Committee for settlement of investors' claims as the case may be, pay off such public subscription money to the claimant through electronic fund transfer system within 15 (fifteen) working days of receiving of such recommendation with intimation to the concerned issuer.

## **Chapter V**

### **Financial Statements and Audit of the Fund**

#### **11. Preparation of Financial Statements and Audit:**

- (1) Audit and Accounts Management Committee shall be responsible for maintaining the accounts of the Fund and prepare the annual and half yearly financial statements in accordance with the International Financial Reporting Standards.
- (2) Half yearly financial statements of the Fund shall be furnished to the Commission within 30 (thirty) days of closing of the first half year duly approved by the Board.
- (3) The Board shall appoint a firm of chartered accountants for auditing the annual financial statements of the Fund from the panel of auditors as declared by the Commission from time to time, in its annual meeting as well as fix the remuneration of the auditors.
- (4) The Annual financial statements of the Fund shall be audited within 120 (one hundred and twenty days) from the date of closing of financial year and a copy of such audited financial statements shall be submitted to the Commission duly approved by the Board in its annual meeting within 14(fourteen) days thereof.

## **Chapter VI**

### **Miscellaneous**

#### **12. Reporting to the Commission:**

- (1) The Chief of Operation shall furnish the following reports on the Fund and its affairs of previous month within tenth day of each month of Gregorian Calendar to the Commission:
  - (i) Total cash receipts and payments for the Fund mentioning the purpose.
  - (ii) Total securities receipts to the Fund mentioning the purpose.

- (iii) A statement of investments made from the cash balance of the Fund and disinvestment made thereof, mentioning the particulars and net position.
- (iv) A statement of loan made to the market intermediary from the cash balance of the Fund and recovery thereof, mentioning the particulars and net position.
- (v) Settlement of investors' claims in cash mentioning the particulars.
- (vi) Settlement of investors' claims in securities mentioning the particulars.
- (vii) Statement of securities lending and borrowing mentioning the particulars.
- (viii) A statement of cash balance position of the Fund.
- (ix) A statement of securities position held under the Fund (through direct buying and selling of listed securities using cash balance of the Fund) in market price and cost price.
- (x) A statement of securities position held (as undistributed or unclaimed or unsettled stock dividend/bonus shares or un-allotted rights shares by transferring from the issuer) in favour of the Investors mentioning the particulars:  
  
Provided that cumulative net securities position (after settlement of claims in securities) held in favour of the Investors with particulars shall be disclosed/updated in the official website of the Fund.
- (xi) A statement of cash received (as un-distributed or unclaimed or unsettled cash dividend, refundable subscription money and etc., by transferring from the issuer) in favour of Investors mentioning particulars:  
  
Provided that cumulative net cash balance held (after settlement claims in cash) in favour of the Investors with particulars shall be disclosed/updated in the official website of the Fund.
- (xii) Any other report as directed by the Commission from time to time.

- (2) The Board shall furnish minutes of the meeting to the Commission as per rule 5(13) of these rules.
- (3) The Board shall furnish the half-yearly financial statements and annual audited financial statements of the Fund to the Commission as per Rule 11(2) and 11(4) of these rules respectively.
- (4) The Board shall furnish the annual report of the Fund to the Commission at least 14 (fourteen) days before the annual meeting of the Board of Governors of the Fund.
- (5) The Board shall also furnish any other report as directed by the Commission from time to time.
- (6) The Fund shall have a digital information and data repository and management system.
- (7) The Fund shall have an official website.

**13. Inspection of the Fund:**

- (1) The Commission may authorize any person or any institution to inspect at any time, if it is necessary to conduct inspection on the affairs as well as operations of the Fund for the interest of investors and the capital/securities market;
- (2) Without prejudice to the provisions of sub-rule (1), every member of the Board or member of the management committee or Chief of Operation or operation management service provider or officer or auditor of the Fund shall furnish such documents, information or explanation relating to the affairs as well as operations of the Fund as the Commission or the inspection officer may require, at any time, in writing.

**14. Power of the Commission and the Fund:**

- (1) The Commission, in the interest of investors and development of capital/securities market, at any time, may issue order or directive for carrying out the purpose of these rules.
- (2) The Fund, with prior approval of the Commission, at any time, may issue order, directive or any clarification for carrying out the purpose of these rules.

**15. Winding up of the Fund:**

- (1) If all the claims of investors are settled in full from the Fund, the Fund may be wound up, dissolved or liquidated as per order of the Commission;
- (2) If all the claims of investors are not settled in full, but it deems appropriate to wind up the Fund in the public interest and the capital/securities market, the Board or Chief of Operation with prior consent of the Commission, may publish the public notice of winding up at least in two widely circulated national dailies (one in Bangla and another in English) inviting applications from the investors for their claims, if any, through concerned issuer giving at least 6 (six) months for such applications from the date of notice.
- (3) If the notice of winding up the Fund is published, —
  - (a) the Board or Chief of Operation shall not do any of the following activities from the date of such notice:
    - (i) buying and selling of securities for or from the Fund;
    - (ii) making investments and providing loan from the Fund;
    - (iii) securities lending & borrowing (SLB) activities;
    - (iv) any operating activities of the Fund; and
    - (v) any activities as directed by the Commission.
  - (b) the Board or Chief of Operation shall make repayment of all the loans or credit facilities availed from within the notice period as mentioned in sub-rule (2) above;
  - (c) the Board or Chief of Operation shall also recover all the lent monies within the notice period as mentioned in sub-rule (2) above;
  - (d) the Board or Chief of Operation shall make repayment of borrowed securities within the notice period as mentioned in sub-rule (2) above;
  - (e) the Board or Chief of Operation shall also recover all the lent securities within the notice period as mentioned in sub-rule (2) above; and
  - (f) the Board or Chief of Operation shall also make disinvestment /encashment of all of its investments within the notice period as mentioned in sub-rule (2) above.



- (4) The Board or Chief of Operation shall make a final list of valid claimants confirming total payables against the claims (in amount and securities) within 30 (thirty) working days of end of the notice period as mentioned in sub-rule (2) above.
- (5) The Board or Chief of Operation shall also prepare the financial statements of the Fund using cut-off date as the last date of making final list of valid claimants as mentioned in sub-rule (4) above and submit it to the Commission, within 30(thirty) days of cut-off date as mentioned in sub-rule (4) above.
- (6) The Board or Chief of Operation shall, after getting consent from the Commission, simultaneously sell the securities and other assets of the Fund and pay off the claims of the claimants from the Fund in accordance with the claims settlement procedures as mentioned in rule 10 of these rules.
- (7) The Board or Chief of Operation shall prepare the final financial statements of the Fund using cut-off date as the last date of completion of selling of securities or other assets of the Fund and settlement of claims and the final financial statements shall be audited within 30 (thirty) days of cut-off date as above and an application of winding up the Fund along with a copy of audited financial statements shall be submitted to the Commission within seven days thereof.
- (8) The Commission, on due consideration of the application and if satisfied, may declare winding up the Fund.
- (9) After Commission's declaration of winding up of the Fund, the Board or Chief of Operation shall meet all the expenses and debts or liabilities, if any and the rest Fund shall be vested as per law of the land and accordingly the Fund and its Board or its management committee or operation management service provider shall cease to perform its activities.



**16. Commission's decision shall be final on certain matter:**

Notwithstanding anything contained in these rules, in the event of any confusion or difference of opinion or any matter whatsoever, the decision of the Commission shall be final and binding on all concerned.

By Order of the Bangladesh Securities and Exchange Commission

**Professor Shibli Rubaiyat-Ul-Islam**  
Chairman.

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মোহাম্মদ ইসমাইল হোসেন (উপসচিব), উপপরিচালক, বাংলাদেশ সরকারী মুদ্রণালয়, তেজগাঁও, ঢাকা কর্তৃক মুদ্রিত।  
মাকসুদা বেগম সিদ্দীকা, উপপরিচালক, (উপসচিব) বাংলাদেশ ফরম ও প্রকাশনা অফিস, তেজগাঁও,  
ঢাকা কর্তৃক প্রকাশিত। website: [www.bgpress.gov.bd](http://www.bgpress.gov.bd)



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