



**Central Depository Company
of Pakistan Limited**

Head Office: CDC House, 99-B,
Block 'B', S.M.C.H.S.,
Main Shahra-e-Faisal,
Karachi-74400

Ref. No. CDC/LC&R/06/2018

April 20, 2018

Circular No. 06 of 2018

Sub: Sending of counterfoil information of cash dividends to shareholders manually

To,
The Chief Executive Officers of
all Issuers of Listed CDS Eligible Securities,

Further to our Circular No. 01 of 2018 bearing reference no. CDC/LC&R/34/2018 dated February 16, 2018, where we apprised all Issuers of listed CDS Eligible Securities regarding the implementation of Centralized Cash Dividend Register ("CCDR") developed by CDC pursuant to the requirements of the Companies (Distribution of Dividends) Regulations, 2017 for storing and maintaining the counterfoil information regarding cash dividends as provided by the Issuers / RTAs and fetching of such information by the shareholders of listed companies.

2. The said Circular also stated in detail the roles and responsibilities of the Issuers / RTAs with respect to provision of relevant information relating to cash dividends on the CCDR and the manner of obtaining such information by the shareholders.

3. Considering the difficulties faced by general public in obtaining the information electronically through the CCDR in the initial stages of implementation, the Securities and Exchange Commission of Pakistan ("SECP") has directed CDC to instruct all Issuers of listed CDS Eligible Securities to send the counterfoil information to their shareholders regarding the first cash dividend announced during the period commencing from April 10, 2018 till June 30, 2019 in physical form.

4. All Issuers / RTAs of listed shares are advised to comply with the aforesaid directive of SECP in the following manner:

- a. Send counterfoil details relating to the **first cash dividend** paid during the period commencing from April 10, 2018 till June 30, 2019 to the shareholders **in physical form**;
- b. Inform the shareholders that details of next cash dividend will be provided through the CCDR, therefore, they should register themselves to **CDC's eServices Portal** at <https://eservices.cdaccess.com.pk>;
- c. All Issuers / RTAs shall continue to upload the counterfoil information of cash dividends on the CCDR in the prescribed manner.

Regards,


Badiuddin Akber
Chief Compliance & Risk Officer

Copy for information to:

The Director/HOD (PRDD-SMD)
Securities and Exchange Commission of Pakistan
Islamabad

The Director/HOD (MSCD-SMD)
Securities and Exchange Commission of Pakistan
Islamabad

The Acting Chief Regulatory Officer
Pakistan Stock Exchange Limited

The Chief Regulatory Officer
National Clearing Company of Pakistan Limited