

31 January 2020

TO : All Chief Executive Officers of Member Firms  
All Heads of Custody Services of Custodian Banks

**CIRCULAR NO: 13-01-2020**

Dear Sir/Madam,

**ALTERATION OF DETAILS IN ALL DOCUMENTATION SUBMITTED TO THE CDS PERTINENT TO CDS FUNCTIONS**

The Central Depository Systems (Pvt.) Limited (CDS) wishes to inform all Participants that CDS Forms and other relevant documentation submitted to the CDS in relation to functions carried out by the CDS shall be duly authorized by the Account Holder and authorized/countersigned by the authorized signatory of the respective Participant.

Further, any alterations made to the information contained in such CDS Form or other relevant documentation shall be duly countersigned by both the Account Holder and Authorized signatory of the respective Participant.

In the event any CDS Participant fails to comply with the instructions herein, the CDS would be compelled to return the documents which are not in conformity with the aforesaid.

Yours faithfully,



Nalin Fonseka  
Head of Central Depository Systems

-rj