

## **Business Process for the Amanie-Failaka Shariah Supervisory Board**

### **Structuring & Advisory**

1. Client reverts with copies of the following documents;
  - I. Prospectus/Offering Memorandum
  - II. Trust Deed (if applicable)
  - III. Shariah Investment Guidelines (if any)
  - IV. Marketing Documents (if prepared)
2. Amanie-Failaka SSB will provide clients with the following documents;
  - I. Shariah Investment Guidelines (if needed)
  - II. Shariah Compliance Guidelines (if needed)
3. Shariah Supervisory Board will review all the client documents and revert with relevant comments
4. Client will rectify comments in the relevant documents
5. Amanie will verify the final draft and recommend the issuance of fatwa by the Shariah Supervisory Board
6. Fatwa issued by the Amanie-Failaka Shariah Supervisory Board

### **Shariah Supervision**

1. At the end of every calendar month, the Client reverts with a **Transaction Report**
2. At the end of the fiscal quarter, the Client reverts with **Quarterly Report**
3. Amanie will review and revert with relevant comments for the transaction report and the quarterly report.
4. Client will rectify comments and implement changes (if required)
5. Amanie will verify Shariah compliance after the implementation of the suggested amendments, if any.
6. Amanie will issue a Shariah compliance letter to accompany the final version of the quarterly report that will be distributed to the investors.