

# **CMA's XBRL Based Electronic Filing Platform**

# **IFSAH**

## **Instruction Manual for General Assembly Domain**

Version 2.0

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## 1. Accessing the IFSAH Portal & General Assembly Domain

The Company Admin, Company Super Users (CSUs) and Company Users (CUs) can access the IFSAH portal through any browser, as long as they are connected to the internet. CSUs can then login into the IFSAH portal through the following link <https://ifsah.cma.gov.kw>.

Once the Filers are logged into the IFSAH portal with valid credentials, they will choose the reporting language & select the disclosure menu

From the menu, choose "General assembly Forms." There, you will find three sub-menus.

### a. Login to iFSAH portal with valid credentials

### b. Choose the reporting language & Select the General assembly menu

Once logged into the system, select your preferred language. From the menu, choose "General Assembly." There, you will find three sub-menus:

**General Assembly Form** – To create new general assembly forms.

**Pending filing** – To view filings pending CMA approval.

**Filing History** – To view filings that have been reviewed by CMA.

c. **Submit the General assembly Form.**

Clicking on the General Assembly Form initially displays the company's basic details. Below this, you can select the type of general assembly meeting to submit. The form name will appear based on your selection, and the corresponding template will be displayed.

General assembly

Company details		Csu details	
Entity name	Company B	Csu name	Name of company admin family name
Sector	Financial Sector	Phone number	965-777777777777
Licensing status	Licensed	Email	Ifsahtest2@cma.gov.kw
Listing status	Unlisted	Job position	Job position
Nature of company	Islamic		
Submission date	24/08/2024		

General assembly type \*

Form name \*

General Assembly Type

General assembly type \*

Form name \*

Form Name

General assembly type \*

Form name \*

Template

Annual general assembly

Requirements for general assembly

Annual general assembly

Annual general assembly

Ordinary general assembly

Extra ordinary general assembly

Annual general assembly

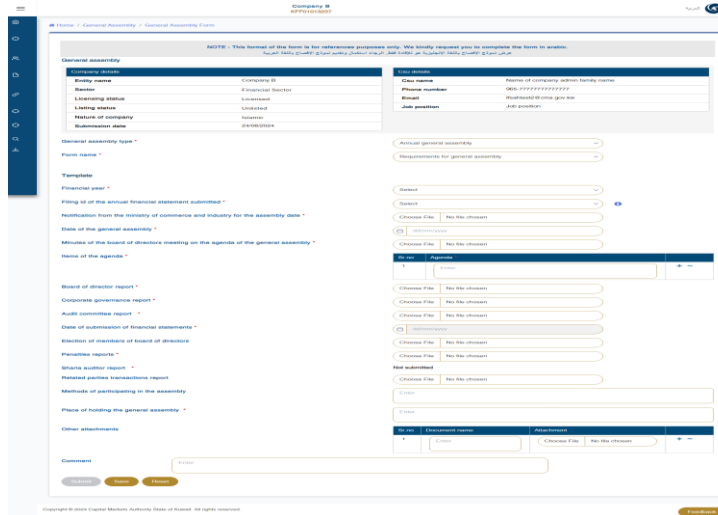
Requirements for general assembly

Requirements for general assembly

Approved minutes of meeting

d. **General assembly form template**

Based on the type of entity (banks or companies), listing status, licensing status, and whether they are conventional or Islamic, depending on the type of general assembly meeting and the form which they are going to submit the template and the information to be filled would differs.



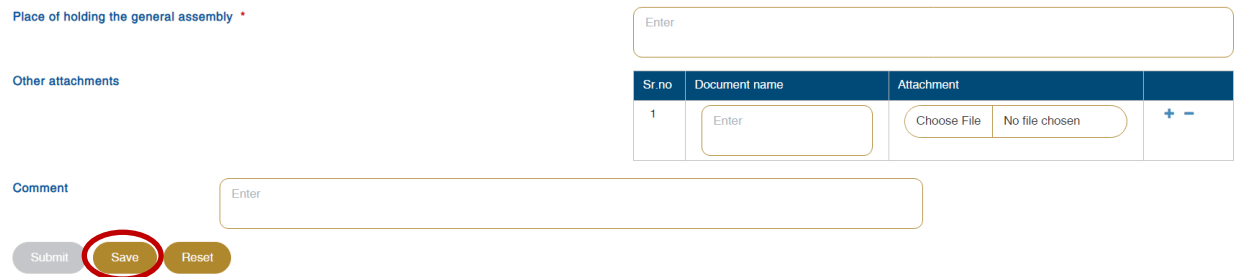
**e. Verify and ensure accuracy of inputs and populated data.**

Verify the entered data and the data retrieved to the GA forms by linking it to the disclosure and financial statements based on the prerequisites. Information that already exists in other domains, such as disclosure (Eform 10,11), financial statements, and registration for listed companies, retrieved into these forms.

For licensed companies, requirements for holding general assembly will retrieve the financial statements submitted in FS domain and items of agenda submitted in eform fourteen along with other fields.

**f. Save the Filing and reset functionality.**

- Filer can save the filing at any point, which will be marked as "in-progress. To make further edits, select the saved filing and use the edit option.



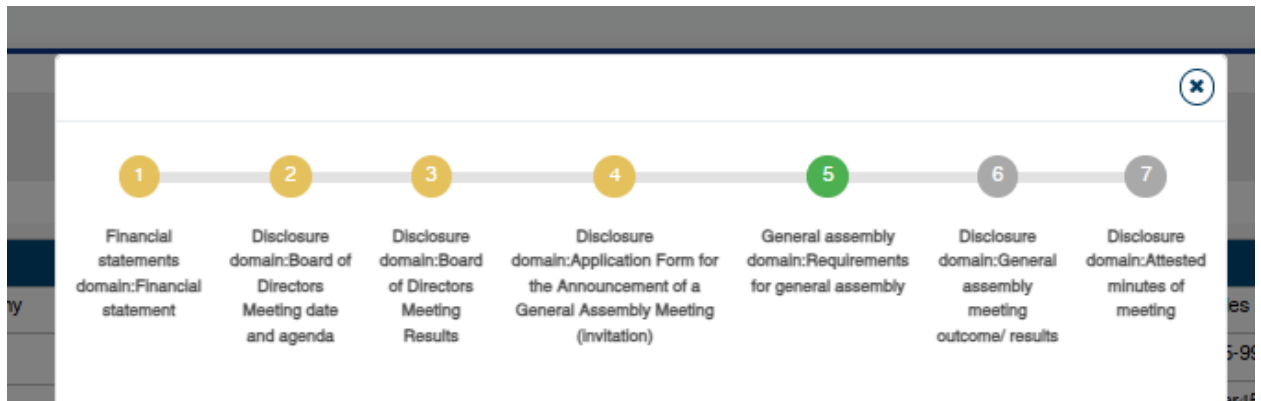
Sr no	Document name	Attachment
1	Enter	<input type="button" value="Choose File"/> <input type="button" value="No file chosen"/>

Use the reset button to clear all fields in the form if necessary.

**g. Filing workflow**

A horizontal, seven-step progress indicator showing past, current, and upcoming forms in the filing workflow. Each step is represented by a numbered circle with a label beneath (Legend: Yellow = Previous form(s), Green = Current form, Gray = Next form(s)):

1. Financial statements Domain: Financial statement
2. Disclosure domain: Board of Directors Meeting date and agenda
3. Disclosure domain: Board of Directors Meeting Results
4. Disclosure domain: Application Form for the Announcement of a General Assembly Meeting (Invitation)
5. General assembly domain: Requirements for general assembly
6. Disclosure domain: General assembly meeting outcome/results
7. Disclosure domain: Attested minutes of meeting



## Pending Filing

To edit a pending filing, click on the "Action" button next to the respective filing.

Pending filing

From date  To date  General assembly type  Report name

Filing status  Assigned to  Submission status

Sr. no.	General assembly type	Report name	Filing id	Filing status	Submission status	Version	Tracker	Submission date	Assigned to	Action
1	Annual general assembly	Requirements for general assembly	C_150	In Progress	Delayed	1	Click to view	24/08/2024 13:47:27	---	<a href="#">Action</a>

## Editing the filing

Edit

General assembly

Company details		Csu details	
Entity name	Company B	Csu name	Name of company admin family name
Sector	Financial Sector	Phone number	965-77777777777777
Licensing status	Licensed	Email	lfsahtest2@cma.gov.kw
Listing status	Unlisted	Job position	Job position
Nature of company	Islamic		
Submission date	24/08/2024		
Current status	In Progress		

General assembly type \*

Form name \*

Annual general assembly

Requirements for general assembly

## 2. Annual General Assembly - Listed Company



Annual GA Listed - Requirement of Holding of general assembly.

### General guidelines

- Prior to the submission of requirement for general assembly, an announcement must be made using eForm 11 in disclosure domain, which serves as the necessary preliminary step.
- There may be variations in the required fields in the form based on the type of entity (e.g., banks, companies, Islamic, or conventional).
- Use the Reference ID from the prerequisite filing when filling out the form.
- Meeting minutes must be submitted in the Disclosure domain using eForm 11.
- Corrections can be requested while the filing is pending acknowledgement from the Capital Market Authority (CMA).
- Once filing is submitted and acknowledged, updates to the form can be made.

### Section 1 & 2:

#### Company Details & Meeting Selection

- Company and filer details will be retrieved from the registration domain.
- Select "annual general assembly" as the meeting type.
- Choose "requirement of general assembly" as the form name.

NOTE : This format of the form is for references purposes only. We kindly request you to complete the form in arabic.  
عرض نموذج الإصدار باللغة الإنجليزية هو للإفادة فقط. الرجاء استكمال وتقديم نموذج الإصدار باللغة العربية

General assembly

Company details		Csu details	
Entity name	Company A	Csu name	الاسم الاسم
Sector	Financial Sector	Phone number	965-777777777777
Licensing status	Licensed	Email	abdallahamad@live.com
Listing status	Listed	Job position	الاسم
Nature of company	Islamic		
Stock number	123123123		
Submission date	24/08/2024		

General assembly type \*

Form name \*

Annual general assembly

Requirements for general assembly



### Section 3: Template

- Select the Reference filing ID from the previously submitted filing (Eform 11) in disclosure domain.
- The reference ID will be available in the dropdown once the Eform 11 (Application for Announcement of General Assembly) filing is approved by Bursa for the disclosure reference ID.
- 
- 
- The fields will be retrieved from the Disclosure domain's Eform 11 General Assembly Disclosure, with in eform 11 from subject: from the Application for Announcement of the General Assembly. These fields will be non-editable and include:
  - Date of the General Assembly
  - Agenda Items
  - Date of Disclosure of Financial Statements
  - Audited Financial Statements (retrieved from FS domain ID that is linked to Eform 11)
  - Sharia Auditor Report (for Islamic companies only) (retrieved from FS domain ID that is linked to Eform 11)
  - Date of the Right to Attend the General Assembly
  - Methods of Participation in the Assembly
  - Location of the General Assembly
  - Postponed Date of the Assembly (in case of lack of quorum)
- Complete all mandatory attachments and fields.
- The "Submit" button will be enabled after all mandatory details are filled in.

**Template**

Related reference id of application form for the announcement of a general assembly meeting \*

C\_122 ?

Notification from the ministry of commerce and industry for the assembly date \*

Choose File test.pdf

Date of the general assembly \*

23-09-2024

Minutes of the board of directors meeting on the agenda of the general assembly \*

Choose File test.pdf

Items of the agenda \*

Sr.no	Agenda *
1	item 1
2	item 2
3	item 3

Board of director report \*

Choose File test.pdf

Corporate governance report \*

Choose File test.pdf

Audit committee report \*

Choose File test.pdf

Date of disclosure of financial statements \*

14/08/2024

Audited financial statements \*

1. Financial statement english

2. Financial statement arabic

Election of members of board of directors

Choose File No file chosen

Penalties reports \*

Choose File test.pdf

Sharia compliance report \*

Choose File test.pdf

Sharia auditor report \*

Related parties transactions report

Choose File test.pdf

Date of the right to attend the general assembly \*

09-09-2024

Methods of participating in the assembly \*

In person

Place of holding the general assembly \*

company head office

The postponed date of the assembly in the event of lack of quorum \*

30-10-2024

Other attachments

Sr.no	Document name	Attachment
1	Enter	Choose File No file chosen

Comment

Enter

Submit Save Reset

## Post-Submission:

- Request for correction is available if the filing is pending at CMA mentioned in section 10

Home

Request for Correction

General assembly

Company details		Csu details	
Entity name	Company A	Csu name	الاسم
Sector	Financial Sector	Phone number	965-7777777777
Licensing status	Licensed	Email	abdallahamad@live.com
Listing status	Listed	Job position	الاسم
Nature of company	Islamic		
Stock number	123123123		
Submission date	25/08/2024		
Current status	Submitted		

General assembly type \*

Form name \*

Template

Related reference id of application form for the announcement of a general assembly meeting \*

Notification from the ministry of commerce and industry for the assembly date \*

Annual general assembly

Requirements for general assembly

C\_122

Test

The filer should add in the comment box the reasons for requesting for correction.

Home

Request for Correction

General assembly

Company details

Entity name

Sector

Licensing status

Listing status

Nature of company

Stock number

Submission date

Current status

Job position

Confirmation

Comment :

Yes No

Post approval from CMA, the form will be editable to filers.

- Update functionality is available after CMA acknowledgment mentioned in section 10

Filing history

From date To date General assembly type Report name

Filing status Submission status

Search Reset

Sr. no.	General assembly type	Report name	Filing id	Filing status	Submission status	Version	Tracker	Submission date	Action
1	Extra ordinary general assembly	Applying for the authority's approval on the agenda (No objection)	C_121	Approved	On Time	1	Click to view	18/08/2024 18:35:48	View

Home

Update

#### General assembly

Company details		Csu details	
Entity name	Company B	Csu name	حساب مشرف الجهة الثالثة
Sector	Financial Sector	Phone number	965-77777777777777
Licensing status	Licensed	Email	Ifsahtes2@cma.gov.kw
Listing status	Unlisted	Job position	Job position
Nature of company	Islamic		
Submission date	18/08/2024		
Current status	Acknowledged		

#### General assembly type \*

Extra ordinary general assembly

#### Form name \*

Applying for the authority's approval on the agenda (No objection)

#### Template

Minutes of the board of directors meeting on the agenda of the general assembly \*

Test



### 3. Annual General Assembly - Unlisted Licensed Company

#### Requirement of Holding of general assembly

#### General guidelines

- Submit the financial statement in the FS domain as a prerequisite.
- Variations or additional required fields may exist based on the entity type (Islamic vs. conventional, limited liability companies)
- Select the Reference ID that corresponds to the prerequisite filing ID.
- Corrections can be requested while the filing is pending CMA approval.
- Updates with a new versioning number can be made once the filing is approved.

#### Section 1 &2:

#### Company Details & Meeting Selection

- Company and filer details will be retrieved from the registration.
- Choose "annual general assembly" as the meeting type.
- Select "Requirement of holding of GA" as the form name.

Home / General Assembly / General Assembly Form

NOTE : This format of the form is for references purposes only. We kindly request you to complete the form in arabic.  
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General assembly

Company details		Csu details	
Entity name	Company B	Csu name	Name of company admin family name
Sector	Financial Sector	Phone number	965-7777777777777
Licensing status	Licensed	Email	Itsahntest2@cma.gov.kw
Listing status	Unlisted	Job position	Job position
Nature of company	Islamic		
Submission date	25/08/2024		

General assembly type \*

Form name \*

Annual general assembly

Requirements for general assembly

#### Section 3:

#### Template

- Choose the Financial year and filing ID linked to the earlier submitted annual financial statements. Filers can get the filing ID for the financial statement submission from pending filing or filing history in FS domain.

Template

Financial year \*

Filing id of the annual financial statement submitted \*

2023

FS\_3\_17

- Fields will fill automatically based on the Reference ID and cannot be altered (e.g., the date the FS was submitted, Audited financial statements and Sharia auditor report).
- Input all mandatory fields for conducting the GA, such as the date of the general assembly items of agenda, methods of participating in the assembly, and place of holding the general assembly.
- Fill in all mandatory attachments before you can submit the form.

<p>General assembly type *</p> <p>Form name *</p> <p>Template</p> <p>Financial year *</p> <p>Filing id of the annual financial statement submitted *</p> <p>Notification from the ministry of commerce and industry for the assembly date *</p> <p>Date of the general assembly *</p> <p>Minutes of the board of directors meeting on the agenda of the general assembly *</p> <p>Items of the agenda *</p> <p>Board of director report *</p> <p>Corporate governance report *</p> <p>Audit committee report *</p> <p>Date of submission of financial statements *</p> <p>Audited financial statements *</p> <p>Election of members of board of directors</p> <p>Penalties reports *</p> <p>Sharia auditor report *</p> <p>Related parties transactions report</p> <p>Methods of participating in the assembly</p> <p>Place of holding the general assembly *</p> <p>Other attachments</p> <p>Comment</p>	<div style="border: 1px solid #ccc; padding: 5px; margin-bottom: 5px;">Annual general assembly</div> <div style="border: 1px solid #ccc; padding: 5px; margin-bottom: 5px;">Requirements for general assembly</div> <div style="border: 1px solid #ccc; padding: 5px; margin-bottom: 5px;">2023</div> <div style="border: 1px solid #ccc; padding: 5px; margin-bottom: 5px;">FS_3_17</div> <div style="border: 1px solid #ccc; padding: 5px; margin-bottom: 5px;">Choose File test.pdf</div> <div style="border: 1px solid #ccc; padding: 5px; margin-bottom: 5px;">2024-09-30</div> <div style="border: 1px solid #ccc; padding: 5px; margin-bottom: 5px;">Choose File test.pdf</div> <table border="1" style="width: 100%; border-collapse: collapse; margin-bottom: 5px;"> <thead> <tr> <th style="width: 5%;">Sr.no</th> <th style="width: 85%;">Agenda *</th> <th style="width: 10%;"></th> </tr> </thead> <tbody> <tr> <td>1</td> <td>item 1</td> <td style="text-align: center;">+</td> </tr> <tr> <td>2</td> <td>item 2</td> <td style="text-align: center;">+</td> </tr> <tr> <td>3</td> <td>item 3</td> <td style="text-align: center;">+</td> </tr> <tr> <td>4</td> <td>item 4</td> <td style="text-align: center;">+</td> </tr> </tbody> </table> <div style="border: 1px solid #ccc; padding: 5px; margin-bottom: 5px;">Choose File test.pdf</div> <div style="border: 1px solid #ccc; padding: 5px; margin-bottom: 5px;">Choose File test.pdf</div> <div style="border: 1px solid #ccc; padding: 5px; margin-bottom: 5px;">Choose File test.pdf</div> <div style="border: 1px solid #ccc; padding: 5px; margin-bottom: 5px;">18/08/2024</div> <div style="border: 1px solid #ccc; padding: 5px; margin-bottom: 5px;">1. Financial statement english</div> <div style="border: 1px solid #ccc; padding: 5px; margin-bottom: 5px;">2. Financial statement arabic</div> <div style="border: 1px solid #ccc; padding: 5px; margin-bottom: 5px;">Choose File No file chosen</div> <div style="border: 1px solid #ccc; padding: 5px; margin-bottom: 5px;">Choose File test.pdf</div> <p>Not submitted</p> <div style="border: 1px solid #ccc; padding: 5px; margin-bottom: 5px;">Choose File test.pdf</div> <div style="border: 1px solid #ccc; padding: 5px; margin-bottom: 5px;">Enter</div> <div style="border: 1px solid #ccc; padding: 5px; margin-bottom: 5px;">head office</div> <table border="1" style="width: 100%; border-collapse: collapse; margin-bottom: 5px;"> <thead> <tr> <th style="width: 5%;">Sr.no</th> <th style="width: 55%;">Document name</th> <th style="width: 40%;">Attachment</th> </tr> </thead> <tbody> <tr> <td>1</td> <td>Enter</td> <td>Choose File No file chosen</td> </tr> </tbody> </table> <div style="border: 1px solid #ccc; padding: 5px; margin-bottom: 5px;">Enter</div>	Sr.no	Agenda *		1	item 1	+	2	item 2	+	3	item 3	+	4	item 4	+	Sr.no	Document name	Attachment	1	Enter	Choose File No file chosen
Sr.no	Agenda *																					
1	item 1	+																				
2	item 2	+																				
3	item 3	+																				
4	item 4	+																				
Sr.no	Document name	Attachment																				
1	Enter	Choose File No file chosen																				

Submit

Save

Reset

- If the submission is under CMA review, filer may request corrections mentioned in section 10.
- Once CMA provides acknowledgment, filer may use the update function to modify the submission mentioned in section 10.

#### 4. Annual general assembly unlisted licensed - Minutes of Meeting

##### General guidelines

- Ensure that the GA holding requirement has been submitted before proceeding with the minutes.
- The Reference ID for the requirements of holding general assembly submission must be used in the minutes form to auto populate items of agenda.
- Corrections to the filing can be made while it is pending CMA approval.
- Following approval, updates to the filing are allowed.

##### Section 1 and 2:

##### Company Details & Meeting Type Selection

- Retrieved company and filer details from the registration domain.
- Select "annual general assembly" as the meeting type to proceed with the correct form.
- Choose "Minutes of meeting" as the form name to document the GA proceedings.

##### Section 3:

##### Template

- Verify if the prerequisite (Requirements for Holding) has been submitted. If so, select the corresponding filing Reference ID.

Have you submitted requirement of holding of general assembly *	Have not submitted the filing
Was the general assembly held on time *	Have submitted the filing through ifsaah portal
Date *	Have not submitted the filing
	Have submitted the filing outside ifsaah portal
	dd/mm/yyyy

- The form will automatically populate certain fields from the Reference ID, which then become non-editable. These include agenda items and date of general assembly.

Have you submitted requirement of holding of general assembly *	Have submitted the filing through ifsaah portal
Reference number of the related general assembly *	Select

- If the requirements for general assembly were not submitted, all fields must be entered manually.

- If the general assembly meeting was conducted as scheduled, the date will be pulled from the requirement filing. If the meeting date changed, filer should enter the new date manually and attach the new date approval. No future dates will be accepted.

Was the general assembly held on time \*

☐ Yes ☒ No

Date \*

Attachment of the new date approval

Choose File No file chosen

- Add the agenda and results for items discussed during the meeting (if answer was yes)

Have you discussed any other items outside the agenda \*

☒ Yes ☐ No

Items discussed during meeting \*

Sr.no	Agenda *	Result *	
1	Enter	Enter	+ -

- Attach all necessary documents (attested minutes of meeting) and complete all mandatory fields to enable the submission button.

General assembly

Company details		Csu details	
Entity name	Company B	Csu name	Name of company admin family name
Sector	Financial Sector	Phone number	965-77777777777777
Licensing status	Licensed	Email	ifsahstest2@cma.gov.kw
Listing status	Unlisted	Job position	Job position
Nature of company	Islamic		
Submission date	25/08/2024		

General assembly type \*

Form name \*

Template

Have you submitted requirement of holding of general assembly \*

Was the general assembly held on time \*

Date of general assembly meeting \*

Items discussed during meeting \*

Provide the authority with attested minutes of meeting \*

Other attachments

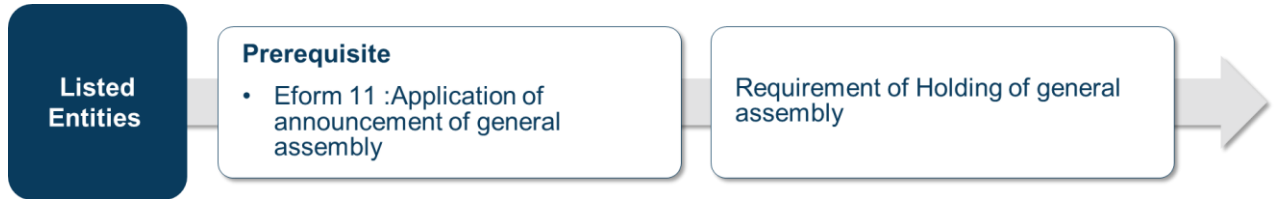
Comment

Submit Save Reset

- A correction request feature is available if the filing is pending at CMA.
- After receiving acknowledgment from CMA, filer can update the submission if needed.



## 5. Ordinary General Assembly - Listed Entities



Ordinary GA listed - Requirement of Holding of General assembly.

### General guidelines

- Filer should submit an announcement of the general assembly using eForm 11 as a prerequisite.
- The form may vary based on the entity type, such as banks versus companies.
- The Reference ID must match the filing ID from Eform 11 (announcement of general assembly) submission.
- Corrections can be requested while the filing is pending CMA acknowledgement.
- Updates are permitted post CMA acknowledgement.
- Filer should submit the general assembly meeting minutes within the Disclosure domain using eForm 11.

### Section 1 & 2:

#### Company Details & Meeting Type Selection

- Retrieved company and filer details from the registration.
- Select "ordinary general assembly" as the meeting type.
- Choose "Requirement of holding of GA" as the form name.

NOTE : This format of the form is for references purposes only. We kindly request you to complete the form in arabic.  
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General assembly

Company details		Csu details	
Entity name	Company A	Csu name	الاسم
Sector	Financial Sector	Phone number	965-7777777777
Licensing status	Licensed	Email	abdallahamad@live.com
Listing status	Listed	Job position	الاسم
Nature of company	Islamic		
Stock number	123123123		
Submission date	25/08/2024		

General assembly type \*

Form name \*

Ordinary general assembly

Requirements for general assembly

### Section 3: Template

- Use the Reference ID of application form for the announcement of a general assembly meeting to auto populate date of the general assembly, Items of the agenda, date of the right to attend the general assembly, methods of participating in the assembly, place of holding the general assembly and the postponed date of the assembly in the event of lack of quorum from Eform 11 submission. The fields are non-editable.
- Ensure all mandatory fields are filled in such as attaching notification from the ministry of commerce and industry for the assembly date and minutes of the board of directors meeting on the agenda of the general assembly.
- Attachments are accepted in other attachment field and optional.
- The "Submit" button becomes enabled only after all mandatory fields are filled.

NOTE : This format of the form is for references purposes only. We kindly request you to complete the form in arabic.  
 عرض نموذج الإصاحح باللغة الإنجليزية هو للإشارة فقط. نرجاء استكمال وتقديم نموذج الإصاحح باللغة العربية

**General assembly**

Company details		Csu details	
Entity name	Company A	Csu name	الاسم الاسم
Sector	Financial Sector	Phone number	965-777777777777
Licensing status	Licensed	Email	abdallahamad@live.com
Listing status	Listed	Job position	الاسم
Nature of company	Islamic		
Stock number	123123123		
Submission date	25/08/2024		

General assembly type \* Ordinary general assembly

Form name \* Requirements for general assembly

**Template**

Related reference id of application form for the announcement of a general assembly meeting \* C\_29

Notification from the ministry of commerce and industry for the assembly date \* Choose File test.pdf

Date of the general assembly \* 30-09-2024

Minutes of the board of directors meeting on the agenda of the general assembly \* Choose File test.pdf

Items of the agenda \*

Sr.no	Agenda *
1	Item1
2	Item2
3	Item 3

Date of the right to attend the general assembly \* 16-09-2024

Methods of participating in the assembly \* in person

Place of holding the general assembly \* head office

The postponed date of the assembly in the event of lack of quorum \* 30-10-2024

Other attachments

Sr.no	Document name	Attachment
1	Enter	Choose File No file chosen

Comment Enter

Submit
Save
Reset

- Request for correction if the filing is pending at CMA mentioned in section 10.
- Update functionality is available after CMA acknowledgment mentioned in section 10.

## 6. Ordinary General Assembly - Unlisted Licensed Company



### Requirement of Holding of General assembly

#### General guidelines

- The form may vary based on the entity type.
- Corrections can be requested while the filing is pending CMA acknowledgement.
- Updates are permitted post-acknowledgment from CMA.

#### Section 1:

##### Company Details & meeting type selection

- Retrieved company and filer details from the registration.
- Select "ordinary general assembly" as the meeting type.
- Choose "Requirement of holding of GA" as the form name.

[Home](#) / [General Assembly](#) / [General Assembly Form](#)

**NOTE :** This format of the form is for references purposes only. We kindly request you to complete the form in arabic.  
عرض نموذج الإصاح باللغة الإنجليزية هو للإشارة فقط. استكمل وتقديم نموذج الإصاح باللغة العربية

General assembly

Company details		Csu details	
Entity name	Company B	Csu name	Name of company admin family name
Sector	Financial Sector	Phone number	965-77777777777777
Licensing status	Licensed	Email	Itsatest2@cma.gov.kw
Listing status	Unlisted	Job position	Job position
Nature of company	Islamic		
Submission date	25/08/2024		

General assembly type \*

Form name \*

Ordinary general assembly

Requirements for general assembly

#### Section 3: Template

- Complete the template with the filling mandatory information, such as the items of agenda, Place of holding the general assembly, and date of the general assembly.
- Ensure all mandatory attachments and fields are filled in such as Notification from the ministry of commerce and industry for the assembly date and minutes of the board of directors meeting on the agenda of the general assembly.

- Attachments are accepted in other attachment field and optional.
- The "Submit" button becomes enabled only after all mandatory details are provided.

#### General assembly

Company details		Csu details	
Entity name	Company B	Csu name	Name of company admin family name
Sector	Financial Sector	Phone number	965-77777777777777
Licensing status	Licensed	Email	lfsahstest2@cma.gov.kw
Listing status	Unlisted	Job position	Job position
Nature of company	Islamic		
Submission date	25/08/2024		

General assembly type \*

Form name \*

Template

Notification from the ministry of commerce and industry for the assembly date \*

Date of the general assembly \*

Minutes of the board of directors meeting on the agenda of the general assembly \*

Items of the agenda \*

Methods of participating in the assembly

Place of holding the general assembly \*

Other attachments

Comment

Sr.no	Agenda *	
1	<input type="text" value="Item 1"/>	+ -
2	<input type="text" value="Item 2"/>	+ -
3	<input type="text" value="Item 3"/>	+ -

Sr.no	Document name	Attachment	
1	<input type="text" value="Enter"/>	<input type="text" value="Choose File"/> <input type="text" value="No file chosen"/>	+ -

- Request for correction if the filing is pending at CMA.
- Update functionality is available after CMA acknowledgment.

## 7. Ordinary general assembly unlisted licensed - Minutes of Meeting

### General guidelines

- Ensure that the ordinary general assembly holding requirement has been submitted before proceeding with the minutes.
- The Reference ID for the requirements of holding general assembly submission must be used in the minutes form to auto populate items of agenda.
- Corrections to the filing can be made while it is pending CMA approval.
- Following approval, updates to the filing are allowed.

### Section 1 and 2:

#### Company Details & Meeting Type Selection

- Retrieved company and filer details from the registration.
- Select "ordinary general assembly" as the meeting type to proceed with the correct form.
- Choose "Minutes of meeting" as the form name to submit the GA filing.

### Section 3:

#### Template

- Verify if the prerequisite (ordinary requirements for holding GA) has been submitted. If so, select the corresponding filing Reference ID from GA filing history.

Have you submitted requirement of holding of general assembly *	Have not submitted the filing
Was the general assembly held on time *	Have submitted the filing through ifsaah portal
Date *	Have not submitted the filing
	Have submitted the filing outside ifsaah portal
	dd/mm/yyyy

- The form will automatically populate certain fields from the Reference ID, which then become non-editable. These include agenda items and date of general assembly.

Have you submitted requirement of holding of general assembly *	Have submitted the filing through ifsaah portal
Reference number of the related general assembly *	Select

- If the requirements for general assembly were not submitted, all fields must be entered manually.
- If the general assembly meeting was conducted as scheduled, the date will be pulled from the requirement filing. If the meeting date changed, filer should enter the new date manually and attach the new date approval. No future dates will be accepted.

Was the general assembly held on time \*

☐ Yes ☒ No

Date \*

dd/mm/yyyy

Attachment of the new date approval

Choose File No file chosen

- Add the agenda and results for items discussed during the meeting (if answer was yes)

Have you discussed any other items outside the agenda \*

☒ Yes ☐ No

Items discussed during meeting \*

Sr.no	Agenda *	Result *	
1	<input type="text" value="Enter"/>	<input type="text" value="Enter"/>	+ -

- Attach all necessary documents (attested minutes of meeting) and complete all mandatory fields to enable the submission button.

Home / General Assembly / General Assembly Form

NOTE : This format of the form is for references purposes only. We kindly request you to complete the form in arabic.  
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**General assembly**

Company details		Csu details	
Entity name	Company B	Csu name	Name of company admin family name
Sector	Financial Sector	Phone number	965-77777777777777
Licensing status	Licensed	Email	Itsahites2@cma.gov.kw
Listing status	Unlisted	Job position	Job position
Nature of company	Islamic		
Submission date	25/08/2024		

General assembly type \*

Form name \*

Template

Have you submitted requirement of holding of general assembly \*

Was the general assembly held on time \*

Date of general assembly meeting \*

Items discussed during meeting \*

Provide the authority with attested minutes of meeting \*

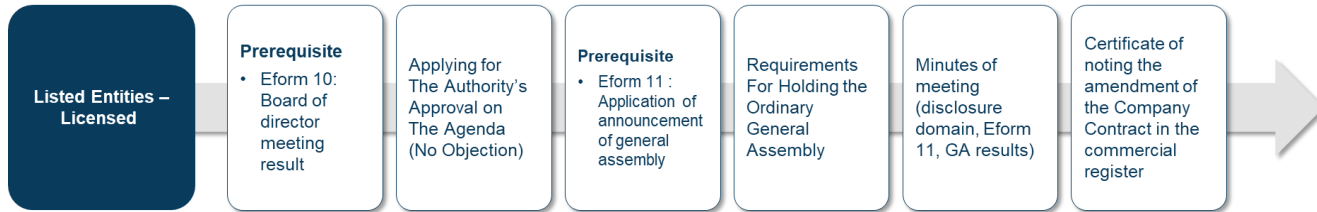
Other attachments

Comment

Submit Save Reset

- A correction request feature is available if the filing is pending at CMA.
- After receiving acknowledgment from CMA, filer can update the submission if needed.

## 8. Extraordinary general assembly form – Listed Companies



### a. Applying for The Authority's Approval on The Agenda (No Objection) for licensed only.

#### General guidelines

- Applicable exclusively to listed licensed entities.
- Filers should submit the Board of Directors' meeting results related to the extra-ordinary general assembly in disclosure domain eForm 10 as a prerequisite.
- Form requirements may vary based on the entity type, such as banks versus companies,
- Submit the Board of Directors' meeting results via eForm 10 as a prerequisite.
- Request for correction is available when the file is pending approval from the CMA.
- Post-approval updates are allowed.
- After CMA approval, filer should submit the announcement of the general assembly using eForm 11 in the Disclosure domain.

#### Section 1 & 2:

#### Company Details & Meeting Type Selection

- Retrieved company and filer details from the registration.
- Select "extra ordinary general assembly" as the meeting type to proceed with the correct form.
- Choose "applying for the authority 's approval" as the form name to submit the GA filing.

NOTE : This format of the form is for references purposes only. We kindly request you to complete the form in arabic.  
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**General assembly**

Company details		Csu details	
Entity name	Company A	Csu name	الاسم - الاسم
Sector	Financial Sector	Phone number	965-7777777777
Licensing status	Licensed	Email	abdallahamad@live.com
Listing status	Listed	Job position	الاسم
Nature of company	Islamic		
Stock number	123123123		
Submission date	25/08/2024		

General assembly type \* Extra ordinary general assembly

Form name \* Applying for the authority's approval on the agenda (No objection)

### Section 3: Template

- Indicate the status of the Board of Directors' meeting results pertaining to the extra ordinary general assembly.

General assembly type \* Extra ordinary general assembly

Form name \* Applying for the authority's approval on the agenda (No objection)

**Template**

Status of the results of the board of directors meeting related to the general assembly meeting \* Have submitted the filing through Ifsah portal

Reference id related to board of director meeting result \* 
 Have submitted the filing through Ifsah portal  
 Have not submitted the filing  
 Have submitted the filing outside Ifsah portal  
 Reference id is mandatory

- Select the Reference ID from the BOD submission.
- Complete all mandatory attachments and fields, including filling the agenda items and reason(s) (multiselect) for the extra ordinary general assembly along with an attachment

**Template**

Status of the results of the board of directors meeting related to the general assembly meeting \* Have submitted the filing through Ifsah portal

Reference id related to board of director meeting result \* C\_388

Minutes of the board of directors meeting on the agenda of the general assembly \* Choose File No file chosen

Items of the agenda \*

Sl.no	Agenda	
1	<input type="text"/>	+

Reason for the extra ordinary general assembly \*

Sl.no	Reason for the extra ordinary general assembly	Attachment	
1	Increase/decrease of The company's capital	Choose File No file chosen	+
2	Amendments to the article of association	Choose File No file chosen	+
3	Decision of selling the main project of the company or any related action to it	Choose File No file chosen	+

Other attachments

Sl.no	Document name	Attachment	
1	<input type="text"/>	Choose File No file chosen	+

- Additional attachments in PDF format are optional.
- The "Submit" button is enabled once all mandatory details are filled.



**General assembly type \***

Extra ordinary general assembly

**Form name \***

Applying for the authority's approval on the agenda (No objection)

**Template**

Status of the results of the board of directors meeting related to the general assembly meeting \*

Have not submitted the filing

**Items of the agenda \***

Sr.no	Agenda	
1	Item 1	+ -
2	Item 2	+ -
3	Item 3	+ -

**Reason for the extra ordinary general assembly \***

Sr.no	Reason for the extra ordinary general assembly *	Attachment	
1	Increase/decrease of The company's capital	Choose File test.pdf	+ -
2	Amendments to the article of association	Choose File test.pdf	+ -

**Other attachments**

Sr.no	Document name	Attachment	
1	Enter	Choose File No file chosen	+ -

**Comment**

Enter

- Request for correction functionality is available if the filing is pending at CMA.
- Update functionality is available following acknowledgment from CMA.

## b. Extra Ordinary GA listed - Requirement of Holding of General assembly.

### General guidelines

- The application of announcement of general assembly must be submitted as a prerequisite in eForm 11 in disclosure domain.
- The Reference ID corresponds to the filing ID of the announcement of extra ordinary general assembly.
- The meeting minutes should be submitted in the Disclosure domain using eForm 11.
- Use the Reference ID from the prerequisite filing.
- Request for correction and post-approval updates are available for the requirements of holding a general assembly.
- Submit GA meeting minutes using eForm 11 in the Disclosure domain.

## Section 1 & 2: Company Details & Meeting Type Selection

- Retrieved company and filer details from the registration.
- Select "extra ordinary general assembly" as the meeting type to proceed with the correct form.
- Choose "requirement of holding GA" as the form name to submit the GA filing.

NOTE : This format of the form is for references purposes only. We kindly request you to complete the form in arabic.  
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General assembly

Company details		Csu details	
Entity name	Company A	Csu name	الاسم
Sector	Financial Sector	Phone number	965-777777777777
Licensing status	Licensed	Email	abdallahamad@live.com
Listing status	Listed	Job position	الاسم
Nature of company	Islamic		
Stock number	123123123		
Submission date	25/08/2024		

General assembly type \*

Form name \*

Extra ordinary general assembly

Requirements for holding an extraordinary general assembly

## Section 3: Template

- Use the Reference ID of application form for the announcement of a general assembly meeting to auto populate date of the general assembly, Items of the agenda, date of the right to attend the general assembly, methods of participating in the assembly, place of holding the general assembly and the postponed date of the assembly in the event of lack of quorum from Eform 11 submission. The fields are non-editable.
- Ensure all mandatory fields are filled in such as attaching notification from the ministry of commerce and industry for the assembly date and minutes of the board of directors meeting on the agenda of the general assembly.
- Attachments are accepted in other attachment field and optional.
- The "Submit" button becomes enabled only after all mandatory fields are filled.

General assembly type \* Extra ordinary general assembly

Form name \* Requirements for holding an extraordinary general assembly

Template

Reference id related the application of announcement of general assembly \* Select

Notification from the ministry of commerce and industry for the assembly date \* Choose File No file chosen

Minutes of the board of directors meeting on the agenda of the general assembly \* Choose File No file chosen

Items of the agenda \*

Sr no	Agenda *
1	

Date of the general assembly \* dd/mm/yyyy

Date of the right to attend the general assembly \* dd-mm-yyyy

Methods of participating in the assembly \* Enter

Place of holding the general assembly \* Enter

The postponed date of the assembly in the event of lack of quorum \* dd/mm/yyyy

Other attachments

Sr no	Document name	Attachment
1	<span>Enter</span>	<span>Choose File No file chosen</span>

Comment Enter

Submit Save Reset

- Request for correction functionality is available if the filing is pending at CMA
- Update functionality is available following acknowledgment from CMA

### c. Certificate of noting the amendment of the Company Contract in the commercial register

#### General guidelines

- The Reference ID corresponds to the filing ID of the general assembly meeting outcome/result submitted in disclosure domain.
- User can request for correction when file is pending for CMA for approval.
- Once filing is submitted and approved then they can update it

#### Section 1 & 2:

#### Company Details & Meeting Type Selection

- Retrieved company and filer details from the registration.
- Select "extra ordinary general assembly" as the meeting type to proceed with the correct form.

Choose "certificate of noting the amendment " as the form name to submit the GA filing.

NOTE : This format of the form is for references purposes only. We kindly request you to complete the form in arabic.  
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**General assembly**

Company details		Csu details	
Entity name	Company A	Csu name	الاسم الاسم
Sector	Financial Sector	Phone number	965-7777777777
Licensing status	Licensed	Email	abdallahamad@live.com
Listing status	Listed	Job position	الاسم
Nature of company	Islamic		
Stock number	123123123		
Submission date	25/08/2024		

General assembly type \* Extra ordinary general assembly

Form name \* Certificate of noting the amendment of the company contract in the commercial reg

### Section 3: Template

- The Reference ID is selected from the general assembly meeting outcome/result submitted earlier for linking purposes.
- Some fields are **retrieved** from the selected Reference ID and are non-editable.
- All mandatory attachments and fields should be completed such as date of certificate issuance, certificate of noting the amendment of the company contract in the commercial register and Bod minutes to the amendments on the company's capital.
- The Submit button is enabled only after filling all mandatory details.

General assembly type \* Extra ordinary general assembly

Form name \* Certificate of noting the amendment of the company contract in the commercial reg

**Template**

Filing id of the general assembly meeting outcome/result submitted \* Select

Date of certificate issuance \* dd/mm/yyyy

Certificate of noting the amendment of the company contract in the commercial register \* Choose File No file chosen

Bod minutes to the amendments on the company's capital \* Choose File No file chosen

**Other attachments**

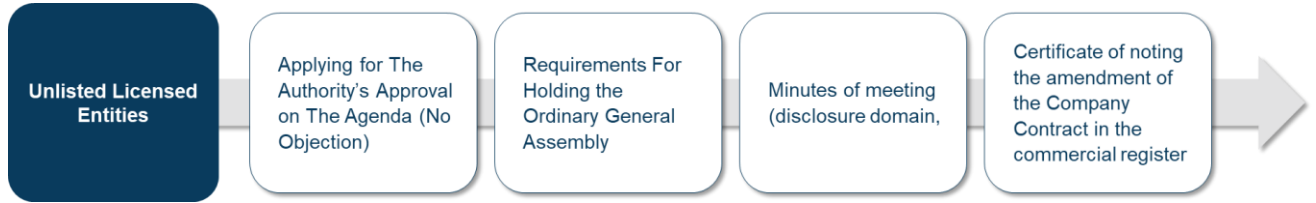
Sr.no	Document name	Attachment	
1	Enter	Choose File No file chosen	+ -

Comment Enter

Submit Save Reset

- Request for correction functionality is available if the filing is pending at CMA
- Update functionality is available following acknowledgment from CMA

## 9. Extra Ordinary General Assembly – Unlisted Licensed



### A. Extra ordinary unlisted - Applying for The Authority's Approval on The Agenda (No Objection)

#### General guidelines

- Ensure adherence to form variations based on entity type.
- Corrections can be requested while the filing is pending CMA approval.
- Updates are permitted post-approval.

#### Section 1 & 2: Company Details & Meeting Type Selection

- Retrieved company and filer details from the registration.
- Select "extra ordinary general assembly" as the meeting type to proceed with the correct form.
- Choose "Applying for The Authority's Approval on The Agenda (No Objection)" as the form name to submit the GA filing.

#### Section 3: Template

- Complete all mandatory attachments and fields, including filling the agenda items and reason for the extra ordinary general assembly along with an attachment

Items of the agenda \*

Sr.no	Agenda *	
1	<input type="text" value="Enter"/>	+ -

Reason for the extra ordinary general assembly \*

Sr.no	Reason for the extra ordinary general assembly *	Attachment	
1	<input type="text" value="Increase/decrease of The company's capital"/>	<input type="button" value="Choose File"/> <input type="text" value="No file chosen"/>	+ -

Other attachments

Sr.no	Reason for the extra ordinary general assembly *	Attachment	
1	<input type="text" value="Amendments to the article of association"/> <input type="text" value="Decision of liquidation, merge, activity transformation or split"/> <input type="text" value="Decision of selling the main project of the company or any related action to it"/>	<input type="button" value="Choose File"/> <input type="text" value="No file chosen"/>	+ -

- Additional attachments in PDF format are optional.
- The "Submit" button is enabled once all mandatory details are filled.
- Request for correction functionality is available if the filing is pending at CMA
- Update functionality is available following acknowledgment from CMA

## B. Extra Ordinary GA unlisted - Requirement of Holding of General assembly.

### General guidelines

- The requirement of holding must be submitted as a prerequisite.
- Depending on the type and nature of the entity (e.g., banks vs. companies, Islamic vs. conventional), there may be variations in labels or additional required fields.
- The Reference ID corresponds to the filing ID of the prerequisite submission.
- User can request for correction when file is pending for CMA for approval.
- Once filing is submitted and approved then they can update it

### Section 1 & 2: Company Details & Meeting Type Selection

- Retrieved company and filer details from the registration.
- Select "extra ordinary general assembly" as the meeting type to proceed with the correct form.
- Choose "requirements for holding general assembly" as the form name to submit the GA filing.

General assembly

Company details		Csu details	
Entity name	Company B	Csu name	Name of company admin family name
Sector	Financial Sector	Phone number	965-7777777777777
Licensing status	Licensed	Email	lfsahstest2@cma.gov.kw
Listing status	Unlisted	Job position	Job position
Nature of company	Islamic		
Submission date	25/08/2024		

General assembly type \*

Form name \*

Extra ordinary general assembly

Requirements for holding an extraordinary general assembly

### Section 3: Template

- Use the Reference ID of the applying for the authority's approval of the agenda to auto populate items of the agenda. The fields are non-editable.
- Complete the template with the filling mandatory information, such as the place of holding the general assembly, date of the general assembly, methods of participating in the assembly and place of holding the general assembly.
- Ensure all mandatory attachments and fields are filled in such as Notification from the ministry of commerce and industry for the assembly date and minutes of the board of directors meeting on the agenda of the general assembly.

**General assembly type \***

**Form name \***

**Template**

**Reference number of the related applying for the authority's approval of the agenda \***

**Notification from the ministry of commerce and industry for the assembly date \***

**Minutes of the board of directors meeting on the agenda of the general assembly \***

**Items of the agenda \***

**Date of the general assembly \***

**Methods of participating in the assembly**

**Place of holding the general assembly \***

**Other attachments**

**Comment**

Sr.no	Agenda *
1	الند رقم 1
2	الند رقم 2
3	الند رقم 3

Sr.no	Document name	Attachment
1	<input type="text" value="Enter"/>	<input type="text" value="Choose File"/> <input type="text" value="No file chosen"/>

- Request for correction functionality is available if the filing is pending at CMA
- Update functionality is available following acknowledgment from CMA

### C. Extra Ordinary GA unlisted - Minutes of Meeting

#### General guidelines

- Ensure that the extra ordinary general assembly requirement has been submitted before proceeding with the minutes.
- The Reference ID for the requirements of holding general assembly submission must be used in the minutes form to auto populate items of agenda.
- Corrections to the filing can be made while it is pending CMA approval.
- Following approval, updates to the filing are allowed.

#### Section 1 and 2:

#### Company Details & Meeting Type Selection

- Retrieved company and filer details from the registration.
- Select "extra ordinary general assembly" as the meeting type to proceed with the correct form.

- Choose "Minutes of meeting" as the form name to submit the GA filing.

### Section 3: Template

- Verify if the prerequisite (extra ordinary requirements for holding ga) has been submitted. If so, select the corresponding Reference ID.

Have you submitted requirement of holding of general assembly \*

Was the general assembly held on time \*

Date \*

Have not submitted the filing

Have submitted the filing through ifsaah portal  
 Have not submitted the filing  
 Have submitted the filing outside ifsaah portal

dd/mm/yyyy

- The form will automatically populate certain fields from the Reference ID, which then become non-editable. These include agenda items and date of general assembly.

Have you submitted requirement of holding of general assembly \*

Reference number of the related general assembly \*

Have submitted the filing through ifsaah portal

Select

- If the requirements for general assembly were not submitted, all fields must be entered manually.
- If the general assembly meeting was conducted as scheduled, the date will be pulled from the requirement filing. If the meeting date changed, filer should enter the new date manually and attach the new date approval along with the reason. No future dates will be accepted.

General assembly type \*

Form name \*

Template

Have you submitted requirement of holding of general assembly \*

Was the general assembly held on time \*

Date \*

Attachment of the new date approval \*

Reason

Extra ordinary general assembly

Approved minutes of meeting

Have not submitted the filing

☐ Yes ☒ No

dd/mm/yyyy

Choose File No file chosen

Enter

- Add the agenda and results for items discussed during the meeting (if answer was yes)

Have you discussed any other items outside the agenda \*

Items discussed during meeting \*

☒ Yes ☐ No

Sr.no	Agenda *	Result *	
1	Enter	Enter	+ -

- Attach all necessary documents (attested minutes of meeting) and complete all mandatory fields such as results of GA to enable the submission button.



NOTE : This format of the form is for references purposes only. We kindly request you to complete the form in arabic.  
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**General assembly**

Company details		Csu details	
Entity name	Company B	Csu name	Name of company admin family name
Sector	Financial Sector	Phone number	965-77777777777777
Licensing status	Licensed	Email	Itsahtest2@cma.gov.kw
Listing status	Unlisted	Job position	Job position
Nature of company	Islamic		
Submission date	25/08/2024		

General assembly type \*  
Extra ordinary general assembly

Form name \*  
Approved minutes of meeting

Template

Have you submitted requirement of holding of general assembly \*  
Have submitted the filing outside itsah portal

Was the general assembly held on time \*  
☒ Yes ☐ No

Date of general assembly meeting \*  
2024-08-22

Items discussed during meeting \*

Sr.no	Agenda	Result *	
1	item 1	result 1	+ -

Provide the authority with attested minutes of meeting \*

Choose File test.pdf

Other attachments

Sr.no	Document name	Attachment	
1	Enter	Choose File No file chosen	+ -

Comment  
Enter

Submit Save Reset

- A correction request feature is available if the filing is pending at CMA.
- After receiving acknowledgment from CMA, filer can update the submission if needed.

#### D. Extra ordinary Unlisted - Certificate of noting the amendment of the Company Contract in the commercial register.

##### General guidelines

- The Reference ID corresponds to the filing ID of the requirements of holding GA.
- User can request for correction when file is pending for CMA for approval.
- Once filing is submitted and approved then they can update it

#### Section 1 & 2: Company Details & Meeting Type Selection

- Retrieved company and filer details from the registration.
- Select "extra ordinary general assembly" as the meeting type to proceed with the correct form.

Choose "certificate of noting the amendment " as the form name to submit the GA filing.

NOTE : This format of the form is for references purposes only. We kindly request you to complete the form in arabic.  
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**General assembly**

Company details		Csu details	
Entity name	Company A	Csu name	الاسم الاسم
Sector	Financial Sector	Phone number	965-7777777777
Licensing status	Licensed	Email	abdallahamad@live.com
Listing status	Listed	Job position	الاسم
Nature of company	Islamic		
Stock number	123123123		
Submission date	25/08/2024		

General assembly type \* Extra ordinary general assembly

Form name \* Certificate of noting the amendment of the company contract in the commercial register

### Section 3: Template

- The Reference ID is selected from the requirements of holding submitted earlier for linking purposes.
- All mandatory attachments and fields should be completed such as date of certificate issuance, certificate of noting the amendment of the company contract in the commercial register and Bod minutes to the amendments on the company's capital.
- The Submit button is enabled only after filling all mandatory details.

General assembly type \* Extra ordinary general assembly

Form name \* Applying for the authority's approval on the agenda (No objection)

**Template**

Minutes of the board of directors meeting on the agenda of the general assembly \*

Items of the agenda \*

Sr.no	Agenda *	
1	<input type="text" value="Enter"/>	+ -

Reason for the extra ordinary general assembly \*

Sr.no	Reason for the extra ordinary general assembly *	Attachment	
1	<span style="border: 1px solid #ccc; padding: 2px;">Increase/decrease of The compa</span>	<span style="border: 1px solid #ccc; padding: 2px;">Choose File</span> <span style="border: 1px solid #ccc; padding: 2px;">No file chosen</span>	+ -

Other attachments

Sr.no	Document name	Attachment	
1	<input type="text" value="Enter"/>	<span style="border: 1px solid #ccc; padding: 2px;">Choose File</span> <span style="border: 1px solid #ccc; padding: 2px;">No file chosen</span>	+ -

Comment

Submit
Save
Reset

- Request for correction functionality is available if the filing is pending at CMA
- Update functionality is available following acknowledgment from CMA

## 10. Request for correction & Update functionality

**Post-Submission** Request for correction functionality is available for the submitted filing at CSU and CU (if submitted) if the filing is pending at CMA for approval

The screenshot shows the CMA portal interface. In the top right corner, there is a button labeled "Request for Correction" which is circled in red. Below this, the "General assembly" form is displayed. It contains two main sections: "Company details" and "Csu details".

Company details		Csu details	
Entity name	Company A	Csu name	الاسم العام
Sector	Financial Sector	Phone number	965-7777777777
Licensing status	Licensed	Email	abdallahamad@live.com
Listing status	Listed	Job position	المنصب
Nature of company	Islamic		
Stock number	123123123		
Submission date	25/08/2024		
Current status	Submitted		

Below the tables, there are several input fields and buttons:

- General assembly type \***: Annual general assembly
- Form name \***: Requirements for general assembly
- Template**: Related reference id of application form for the announcement of a general assembly meeting \*
- Notification from the ministry of commerce and industry for the assembly date \***: C\_122
- Test**: Test

So, if any correction is required, the filer can raise a correction request to CMA and a pop box has appeared to add the reasons for requesting for correction.

The screenshot shows the same CMA portal interface as before, but with a "Confirmation" pop-up box overlaid. The pop-up box has a title bar with "Confirmation" and a close button. It contains a "Comment:" label and a text input field. At the bottom of the pop-up, there are two buttons: "Yes" and "No".

Once CMA approve for correction, status will be marked as " approved for correction " and this will enable the correction button within CSU and CU (if applicable). Once filer click on correction button all the fields are enabled, and they can edit the corresponding fields and resubmit it.

If CMA reject the request for correction, then filer will not be able to edit they can update it after CMA approval or resubmit if CMA reject the already submitted filing

Home / General Assembly / Pending Filings

**Pending filing**

From date:  To date:  General assembly type:  Report name:

Filing status:  Assigned to:  Submission status:

Sr. no.	General assembly type	Report name	Filing id	Filing status	Submission status	Version	Tracker	Submission date	Assigned to	Action
1	Extra ordinary general assembly	Applying for the authority's approval on the agenda (No objection)	C_1759	Approved for correction	On Time	1	<input type="button" value="Click to view"/>	25/08/2024 01:11:51	---	<input type="button" value="View"/>

Once approved for correction, the filer will see a correction button. Clicking it will make all fields editable for making corrections.

Home

**General assembly**

Company details		Csu details	
Entity name	PUBLIC CO 2	Csu name	First Name (En)* First Name (En)*
Sector	Financial Sector	Phone number	54-56785435555
Licensing status	Licensed	Email	surajwalhek.ar24@gmail.com
Listing status	Listed	Job position	First Name (En)*
Nature of company	Islamic		
Stock number	45		
Submission date	25/08/2024		
Current status	Approved for correction		

When a filer requests a correction and CMA approves it, the filer can make the necessary corrections and submit the data. The previous file will be discarded, and the most recent file submitted will become active, increasing the version by 0.1. Therefore, if the previous version was 1, the new version number will change from 1 to 1.1.

Home

**Pending filing**

From date:  To date:  General assembly type:  Report name:

Filing status:  Assigned to:  Submission status:

Sr. no.	General assembly type	Report name	Filing id	Filing status	Submission status	Version	Tracker	Submission date	Assigned to	Action
1	Extra ordinary general assembly	Applying for the authority's approval on the agenda (No objection)	C_1759	Submitted	On Time	1.1	<input type="button" value="Click to view"/>	25/08/2024 01:22:12	---	<input type="button" value="View"/>
2	Extra ordinary general assembly	Applying for the authority's approval on the agenda (No objection)	C_1759	Discarded	On Time	1	<input type="button" value="Click to view"/>	25/08/2024 01:11:51	---	<input type="button" value="View"/>

- Update functionality is available after CMA acknowledgment. On update the version is increased by 1.

- The update button will be enabled. And user can click on update and start editing the file. Once submitted, the previous file will be discarded, and the most recent file submitted will become active, increasing the version by 1. Therefore, if the previous version was 1, the new version number will change from 1 to 2

Filing history

From date  To date  General assembly type  Report name

Filing status  Submission status

Sr. no.	General assembly type	Report name	Filing id	Filing status	Submission status	Version	Tracker	Submission date	Action
1	Extra ordinary general assembly	Applying for the authority's approval on the agenda (No objection)	C_121	Approved	On Time	1	<input type="button" value="Click to view"/>	18/08/2024 18:35:48	<input type="button" value="View"/>

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Update

General assembly

Company details		Csu details	
Entity name	Company B	Csu name	صاحب مشرف الجهة المالكة
Sector	Financial Sector	Phone number	965-77777777777777
Licensing status	Licensed	Email	ifsahstest2@cma.gov.kw
Listing status	Unlisted	Job position	Job position
Nature of company	Islamic		
Submission date	18/08/2024		
Current status	Acknowledged		

General assembly type

Form name

Template

Upon submission, the filing will be sent to the CMA for approval. Where new version will be created with the existing filing ID and the previous filing will be marked as discarded

Pending filing

From date  To date  General assembly type  Report name

Filing status  Assigned to  Submission status

Sr. no.	General assembly type	Report name	Filing id	Filing status	Submission status	Version	Tracker	Submission date	Assigned to	Action
1	Extra ordinary general assembly	Applying for the authority's approval on the agenda (No objection)	C_1759	Submitted	On Time	2	<input type="button" value="Click to view"/>	25/08/2024 01:28:03	---	<input type="button" value="View"/>
2	Extra ordinary general assembly	Applying for the authority's approval on the agenda (No objection)	C_1759	Discarded	On Time	1	<input type="button" value="Click to view"/>	25/08/2024 01:11:51	---	<input type="button" value="View"/>