



Voting policy for Mutual Funds

Objective

The Investment Fund Regulations IFR stipulate that mutual funds managers should have a voting policy after consulting with the Compliance officer. These guidelines are to facilitate the work of the Fund manager.

General Guidelines

- 1- In accordance with Article 53(a) of the IFR, the fund manager shall exercise or not exercise any rights associated with any assets of any public fund a fund manager shall act in accordance with the best interests of the Unitholders of the relevant public fund.
- 2- The fund manager should select and authorize one of its staff members to represent the funds in General Assemblies GA. Asset Management Department AMD may select different staff members for different GAs.
- 3- The selected member must be qualified to understand the discussion points of the GA.
- 4- Prior to the GA, AMD must decide on voting for items on the agenda of the GA and decide whether to vote. If yes, the designated staff member should vote accordingly.
- 5- In accordance with the IFR, the fund manager should maintain a register of meetings attended and maintain full records documenting the exercise of voting rights.
- 6- The fund manager should disclose these guidelines on its website and on Tadawul.
- 7- AMD should insure that, when it comes to voting, there is no conflict of interest between the concerned fund and any of the following:
 - a. The fund manager.
 - b. The selected staff member.
 - c. Any party related to the fund manager.

In case of potential conflicts of interest, AMD should consult with compliance officer.

Exceptions

The designated staff member should abstain from voting in the following conditions:

- 1- If an issue is raised while not being part of the GA agenda.
- 2- If the staff member believed no sufficient information was presented in order to make an informed decision.

The staff member should document any instances of the points above.

Reporting

Three weeks after the end of each quarter, AMD should present a list of attended GAs along with the votes made to the Compliance officer.

Approval

These guidelines constitute an approval from the Fund Board to AMD to vote under the above guidelines.