

11 June 2021

Measures for the Processing of Physical Documentation

This Circular is addressed to all persons, entities, applicants and prospective applicants, falling within the regulatory and supervisory remit of the Securities and Markets Supervision ('SMS') Function of the Malta Financial Services Authority ('MFSA').

Reference is made to the [Circular](#) issued by the MFSA on 16 December 2020 relating to an 'Update on the Interim Measures for the Processing of Physical Documentation on Notification' (the 'Circular'), which served as an update to a previous circular relating to Interim Measures for the Processing of Physical Documentation issued by the Malta Financial Services Authority, communicated to the industry on 24 March 2020.

Incoming Documentation

By virtue of the Circular dated 16 December 2020, the MFSA notified the relevant persons, that all documentation that is ordinarily requested in original physical format, and which, pursuant to the Circular issued by the MFSA on 24 March 2020, was submitted to the MFSA electronically, was expected to be submitted to the MFSA, in physical form, by mail/courier.

All such documentation was expected to be submitted to the MFSA from 4 January 2021 onwards and should have been received by the Authority, at its offices, by no later than 15 February 2021.

SMS requests all persons, entities, applicants, and prospective applicants to consider the contents of the Circular issued by the MFSA on 16 December 2020, and if not already done so, to submit any correspondence and/or documentation, which had been previously submitted electronically, in physical form, by mail/courier, without any further delay.

Persons, entities, applicants and prospective applicants who have already submitted all documentation in physical form are kindly requested to disregard this circular.

As previously explained by the MFSA in its Circular dated 16 December 2020, failure to submit the documentation in a timely manner may lead to the MFSA considering regulatory action against such persons.

The MFSA expects all relevant persons to cooperate fully with the above-communicated measures.

Contacts

Any queries in relation to specific documentation should be directed to the MFSA officials included in the relevant electronic correspondence.