CASP Form 1

CASP APPLICATION FORM

GENERAL INSTRUCTIONS

1. The CASP Form 1 shall be used for the application for the CASP License under the SEC Crypto Assets Service Providers Guidelines.
2. This application form shall be signed by the principal executive officer, president, or persons performing similar functions in the corporation.
3. Any information required in the CASP Form may be incorporated by indicating the annex number in which the information may be found. The authorized officer of the applicant should sign each attachment.

Name of the applicant:	
SEC Registration No.:	
Address:	
Contact details, as registered according to MC 28-2020:	
Trade name, website, or application to be used:	

Contact Person

Name:	
Designation in the Corporation:	
Contact No.:	
Email:	

I. Governance

List of directors and officers of the corporation including their age, nationality, addresses, and their profile.	
A detailed description of the organizational structure of the applicant, including the distribution of tasks and powers, relevant reporting lines, and internal control arrangements, together with an organizational chart.	
The personal details of the heads of internal functions (management, supervisory, and internal control functions), including their residence and a curriculum vitae. It should include relevant education, professional training, and professional experience, as well as a description of the skills, knowledge, and expertise required to discharge the responsibilities allocated to them.	
The policies and procedures, along with a detailed description of the arrangements in place to ensure that relevant staff are aware of the policies and procedures that must be followed to properly discharge their responsibilities.	
The policies and procedures and a detailed description of the arrangements put in place to maintain adequate and orderly records of the business and internal organization of the applicant.	
The policies and procedures and arrangements to enable the management body to assess and periodically review the effectiveness of the policy arrangements and procedures put in place.	
A description of the arrangements put in place to prevent and detect market abuse and fraudulent activities.	
A description of the company's policies on conflicts of interests.	

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II. Operations

Technical documentation of the ICT systems, including the DLT infrastructure relied upon, where relevant, and the security arrangements.	
Description and location of the data center.	
A business plan which shall include: • Marketing strategies; and • Financial plan for the next 12 months.	
Trading and disclosure rules.	
Business conduct rules.	
List of bank accounts, with a continuing authorization for the Commission's duly authorized representative to verify.	
Description of any relevant agreements or licenses concerning the operation of the platform or the service or products to be offered.	
Risk disclosure matrix including: • Process of identification of risks; • Description of the risks involved; • Assessment and valuing of risks; and • Risk management.	
Description of the independent risk control unit.	
Detailed description of the procedures governing the execution, reporting, clearance, and settlement of transactions or trades.	
Any exchange of crypto-assets for funds and other crypto-asset activities that the applicant intends to undertake, including through any decentralised finance applications with which the applicant wishes to interact on its own account.	
Current and future capacity estimates, contingency, and business continuity plans. Procedures for the review of system capacity, security, and contingency planning procedures.	

III. Products and Investors

A list of crypto-asset services that the applicant intends to provide as well as the types of crypto-assets to which the crypto-asset services will relate.	
Rules regarding the admission of crypto-assets to trading, including its approval process.	
The policies and procedures adopted to assess the suitability of crypto-assets.	
Target customer demographics.	
Screening mechanism and criteria for qualification for customer onboarding.	
A description of all fees to be paid by customers, including fees relating to connection to the system, access, data, regulation (if applicable) and how such fees are set.	
Description of mechanisms to ensure that the clients understand the risks associated with investing in crypto-assets and crypto-asset services, and are financially able to satisfy any obligation that may arise.	
A description of the means of access to the applicant's crypto-asset services by clients, including the domain names for each website or other ICT-based application through which the applicant will provide the crypto-asset services and the types of crypto-asset services that will be available.	

IV. Affiliates and Third-party service providers

List of affiliates and third-party service providers.	
An explanation of how the activities of the entities affiliated with the applicant, including where there are regulated entities in the group, are expected to impact the activities of the applicant. This explanation shall include a list of and information on the entities affiliated with	

the applicant, including those that are regulated entities. It shall also provide details on the services provided by these entities (including regulated services, activities, and types of clients) and the domain names of each website operated by such entities.	
The applicant's outsourcing policy and a detailed description of the applicant's planned outsourcing arrangements. The applicant shall also include information on the functions or person responsible for outsourcing, the resources (human and ICT) allocated to the control of the outsourced functions, services or activities of the related arrangements and on the risk assessment related to the outsourcing.	

V. Anti-Money Laundering Measures

The applicant's assessment of the inherent and residual risks of money laundering and terrorist financing associated with its business, including the risks relating to the applicant's customer base, the services provided, and the distribution channels used.	
The measures that the applicant has or will put in place to prevent the identified risks and comply with applicable anti-money laundering and counter-terrorist financing requirements, including the applicant's risk assessment process, the policies and procedures to comply with customer due diligence requirements, and the policies and procedures to detect and report suspicious transactions or activities.	
The identity of the person in charge of ensuring the applicant's compliance with anti-money laundering and counter-terrorist financing obligations, and evidence of the person's skills and expertise.	

A copy of the applicant's anti-money laundering and counter-terrorism policies procedures, and systems.	
The frequency of the assessment of the adequacy and effectiveness of such mechanisms, systems, policies and procedures, as well as the person or function responsible for such assessment.	

VI. Segregation of Customer Funds

How the applicant ensures that: • Client's funds are not used for its own account; • Crypto-assets belonging to the clients are not used for its own account; • The wallet holding the client's crypto-assets is different from the applicant's own wallets.	
A detailed description of the approval system for cryptographic keys and safeguarding of cryptographic keys (for instance, multi-signature wallets)	
How the applicant segregates clients' crypto-assets, including from other clients' crypto-assets, in the event of wallets containing crypto-assets of more than one client (omnibus accounts).	