7.2   Provision Of Information Related To Initial Public Offering (PIPO)

7.2.1   Preparation Of PIPO Record

7.2.1.1   Prepare the PIPO Record as set out in the "Registrar/Issuing House CDS Interface" document.

7.2.1.2   The PIPO Record should not include successful applicants arising from ESA.

7.2.1.3   Verify the CDS account numbers' details against the successful applicants' listing before preparing the PIPO Allotment Record.

Note: This is to ensure no invalid data is given to Bursa Depository.

7.2.1.4   Bursa Depository may reject PIPO Record, which fail to comply with the above instruction. In such instance, Bursa Depository will not proceed with the assignment of the CDS accounts' information.

7.2.1.5   To insert a **"Dummy Record"** each time the PIPO Record is created. This is to avoid the allotment file from being finalised and to also facilitate further verification request.

7.2.1.6   To strictly follow the instruction stated below to create the Dummy Record:-

a.   Serial number "99999999"

b.   CDS account number "999-999-999999999"

c.   NRIC/Registration number "999999-99-9999".

7.2.2   Upload PIPO Verification Request

7.2.2.1   Submit a letter confirming that depositor's consent has been obtained to enable Bursa Depository to disclose their bank account details for purposes of making electronic refunds to shareholders instead of via cheque.

Note: This Confirmation letter is to be submitted together with relevant supporting documents such as extracted pages of

prospectus and public issue application form indicating depositor's consent has been obtained to enable Bursa Depository to disclose their bank account details. The Confirmation letter and the supporting document(s) must be forwarded to Bursa Depository prior to sending the first PIPO file to Bursa Depository.

7.2.2.2   Upload the PIPO Request into eRapid server using the Upload Public Issue.

7.2.2.3   Key-in the following particulars of the public issue:-

     a.   Stock code or CDS reference number

         Note: *To use the same CDS Reference Number created in item 7.1 unless instructed by Bursa Depository.*

     b.   File version

         Note: *The file version must be indicated as "SID9999".*

     c.   Allotment file to be attached.

         Note: *The allotment file must be in a text file format and the file name must not exceed eight (8) characters.*

7.2.2.4   If any of the above particulars are keyed-in wrongly, Bursa Depository will not be able to assign the CDS accounts' information and may reject the PIPO Request.

7.2.2.5   Bursa Depository will only assign the CDS accounts' information to those records with valid CDS account numbers and will reject any records with invalid CDS account numbers.

7.2.3   PIPO Assignment Process

7.2.3.1   During PIPO Assignment Process, Bursa Depository will assign the CDS accounts' information and bank account information (PIPO Assignment) as stipulated in the "Registrar/Issuing House CDS Interface" document. The information assigned are as follows:-

a.   Applicant's name

b.   Correspondence address or registered address, as per the instruction of the Issuing House

c.   ADA's name, code and branch code

d.   State code and country code

e.   Nationality / Place of incorporation code

f.   Race / Ownership code

g.   Investor type

h.   Account qualifier

i.   Bank account number (if available)

j.   Bank code and SWIFT code (if available)

k.   Status code.

7.2.3.2   Bursa Depository will perform the PIPO Assignment every time the Issuing House submits the PIPO Verification Request for processing.

7.2.4   Downloading Of PIPO Assignment Information

7.2.4.1   Upon completion of processing and assignment of CDS accounts' information by Bursa Depository, Issuing House will be able to download the PIPO Assignment from the eRapid server.

7.2.4.2   Login to eRapid and download the following files for PIPO:-

a.   **PIPO Assignment Details File** (Appendix 30). This file contains the CDS accounts' information in relation to all the accepted allotment records and rejected allotment records

b.   Allotment Data Control Report. This file contains a summary of allotment information being copied into the allotment file

c.   Allotment Verification Details File

       d.   Rejected Allotment File.

7.2.4.3   Verify all the information provided by Bursa Depository and rectify all errors contained in the Rejected Allotment File.

7.2.4.4   Issuing House to update records that have been accepted during the earlier rounds of verification and is strongly advised not to resubmit again allotment records that have been accepted, unless these accepted records are to be removed or amended.

7.2.4.5   The Issuing House shall verify the information provided through PIPO with the information provided by the applicants in their application forms.

7.2.4.6   In the event of any discrepancy detected and if the Issuing House intend to rectify the discrepancy, the Issuing House may submit an amended PIPO Allotment Information to Bursa Depository for processing by repeating procedures 7.2.1 to 7.2.4.