

ERIGHTS PROCESS WORKFLOW

SHARE REGISTRAR

BURSA DEPOSITORY

Receiving eRights Subscriptions

1. Rights Subscription Acceptance File
2. Cumulative Rights Subscription Acceptance File
3. eRSAF Summary Report
4. Copy of bank transaction slip (if any)

Compile and reconcile the eRights subscriptions received from Participating Financial Institution and Nominees

1. Rights Subscription Acceptance File
 2. Cumulative Rights Subscription Acceptance File
 3. eRSAF Summary Report
 4. Copy of bank transaction slip (if any)
- 10.3

Verify the subscription file against the entitlement ROD and issuer's bank account

YES (Acceptance)

Upload Allotment
10.4

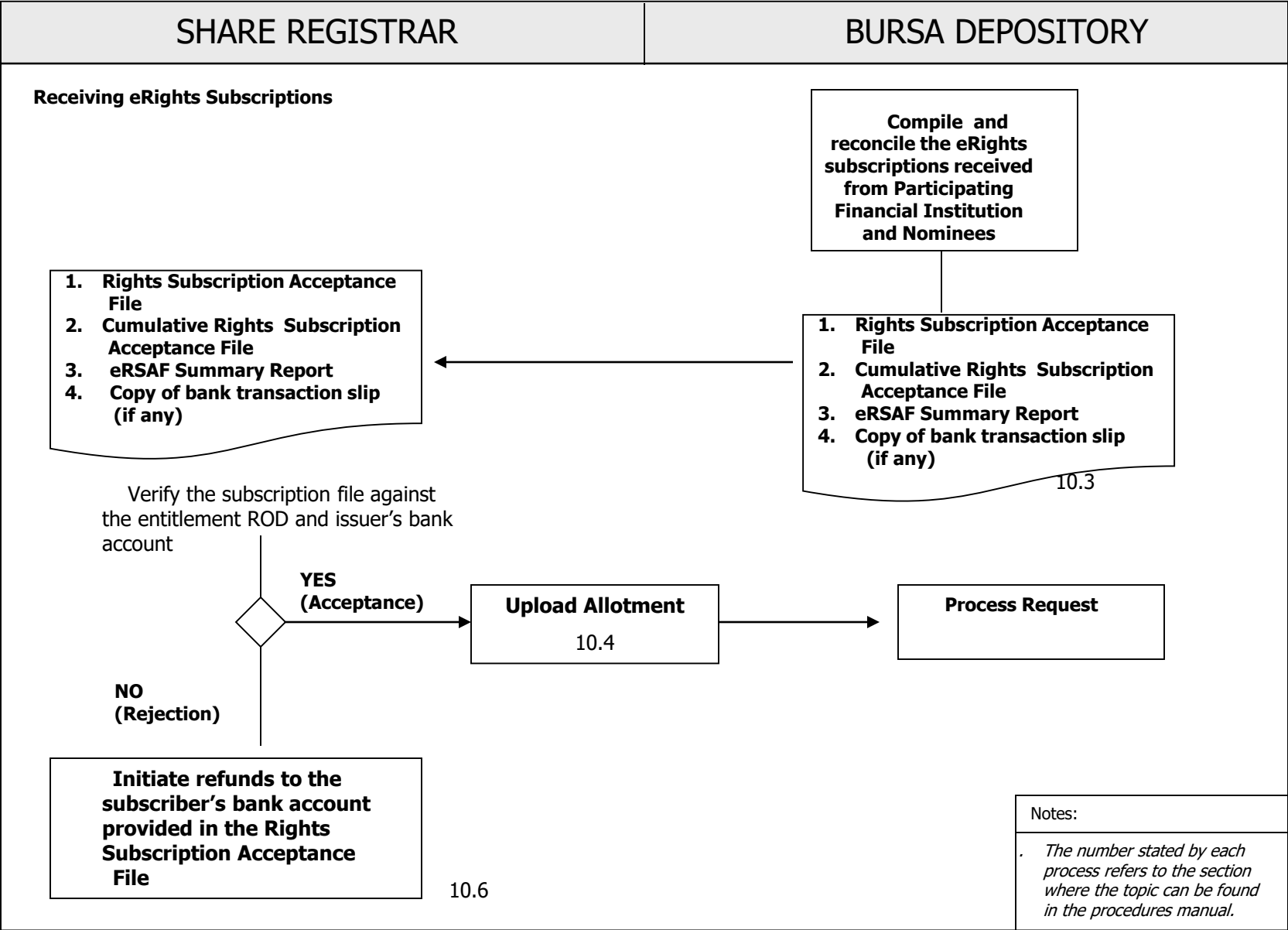
Process Request

NO (Rejection)

Initiate refunds to the subscriber's bank account provided in the Rights Subscription Acceptance File

10.6

Notes:
The number stated by each process refers to the section where the topic can be found in the procedures manual.



This chapter describes the tasks involved in processing subscription rights subscription that are received electronically.

10.1 Notification of eRights Events

- 10.1.1 Issuer/ share registrar to notify Bursa Depository on any new eRights issue exercise.
- 10.1.2 Issuer to ensure that the Abridge Prospectus incorporates the procedures for shareholders to subscribe for rights issue via eRights.

10.2 Download / Collection of RODs for eRights

- 10.2.1 The procedures are as per those stated in Section 5.4 – Downloading Of ROD and Section 5.5 – Collection Of Hardcopy ROD in Chapter 5.
- 10.2.2 Download the SPEEDS Crediting File (if any) from eRapid.
- 10.2.3 Process and dispatch the Abridged Prospectus (AP), Rights Subscription Form (RSF) and Notice of Provisional Allotment Letters (PAL) to the entitled shareholders as appeared in the ROD or SPEEDS Crediting File.

Note: *Printed copies of AP, RSF and PAL will not be provided to Nominees depositors who had been indicated as NRS in the ROD or SPEEDS Crediting File.*

Nominees depositors who had subscribed to NRS will receive the electronic copy of AP and PAL from Bursa Depository. To facilitate this, A PDF copy of the AP that had been registered with Securities Commission, shall be provided to Bursa Depository.

10.3 Receiving eRights Subscriptions

10.3.1 Receive the following files from eRapid:

a. Rights Subscription Acceptance File

***Note:** Rights Subscription Acceptance File consist of information on new electronic rights subscriptions received on the day for a particular rights issue exercise.*

The Rights Subscription Acceptance File will have indicators denoting applications submitted via ATMs and internet of participating financial institutions; NRS and Bursa Anywhere.

b. Cumulative Rights Subscription Acceptance File

***Note:** Cumulative Rights Subscription Acceptance File consist of information on total electronic rights applications received for a particular rights issue exercise.*

c. eRSAF Summary Report (Appendix 44)

***Note:** eRSAF Summary Report consist the total number of electronic rights applications via ATMs and internet of participating financial institutions; NRS and Bursa Anywhere received for a particular rights issue exercise per day*

10.3.2 Reconcile the subscription details in the Rights Subscription Acceptance File against the bank account statements for the issuer's designated bank account.

***Note:** Copies of the bank transaction slips received from the nominees will also be provided to assist the issuer/share registrars to validate that the payments of the rights issue subscriptions had been paid to the issuer's designated bank account for the rights issue.*

10.3.3 Upon processing the acceptance of the electronic rights subscriptions, Issuers/ share registrar can proceed with the allotment process together with the accepted rights issues applications that were submitted via the physical forms.

10.4 Request For Rights Issue Allotment Processing

- 10.4.1 The procedures are as per those stated in Section 6.4 – Request For Corporate Exercise Allotment Processing, Section 6.5 – Receipt of Allotment Rejected Results and Section 6.6 – Receipt of Accepted Allotment Results in Chapter 6.
- 10.4.2 Upon confirmation of allotment results are in order, the Issuer/share registrar will receive an **Allotment Notification (ERAPID) Report** (Appendix 21A) at eRapid for the appropriate share certificate to be issued to Bursa Malaysia Depository Nominees Sdn Bhd or certificate(s) for bearer securities deposited with the Depository for the total number of securities to be credited.
- 10.4.3 Issuer/ share registrar is to confirm to Bursa Depository on the finalization of the Allotment file to enable the electronic allotment notification to be sent to the entitled Nominees Depositors who had successfully subscribed for their rights issue via the Nominees Rights Subscription Services (NRS).

***Note:** Printed copy of Notice of Allotment will not be provided to Nominees depositors who had subscribe for their rights issue via the NRS.*

10.5 Crediting Of Allotted Securities

10.5.1 Bursa Depository to credit the allotment on the eve of the listing date upon obtaining confirmation on the listing date from the followings:-

- a. Notification issued by Bursa Malaysia Securities Bhd.
- b. Announcement made by the Issuer

10.5.2 On the listing day, download the following files from eRapid:-

- a. Crediting Data File (after crediting)
- b. Allotment Data Control File.

***Note:** The files contained a list of all the credited CDS accounts based on the records in the allotment file.*

10.5.3 Receive the **Confirmation Letter For Corporate Exercise Crediting** (Appendix 22) on the listing day.

10.6 Refunds to eRights Subscribers on Unsuccessful Applications

- 10.6.1 Issuer/requestor shall attempt to refund the payments arising from unsuccessful applications, directly into the eRights subscriber's bank account as provided by the subscriber in the Rights Subscription Acceptance File.
- 10.6.2 Share Registrar to provide Bursa Depository with a listing on the details of refunds for unsuccessful subscriptions submitted via NRS by the Nominees Depositors.
- 10.6.3 This listing in 10.6.2 shall include the following information:
- a. Name of Depositors
 - b. Depositor's CDS account number
 - c. Depositor's company registration number
 - d. Account qualifier details
 - e. Number of unsuccessful securities
 - f. Amount refunded for unsuccessful rights issue subscription and excess application respectively.
 - g. Depositor's bank account number (partial ie 1st and last few digits)
 - h. Depositor's bank name
 - i. Stock name and stock code

10.7 e-Refunds on Unsuccessful Applications to Subscribers Who Applied via Rights Subscription Forms (RSF)

10.7.1 Issuer intending to refund the payments arising from unsuccessful RSF applications, directly into the depositors' bank account registered with Bursa Depository shall 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 Abridged Prospectus and the RSF indicating depositor's consent has been obtained to enable Bursa Depository to disclose their bank account details.

10.7.2 After forwarding the Confirmation Letter to Bursa Depository, the issuer/share registrar is to upload to eRapid, the request file ("*eRights Depositor Refund File*") with the relevant depositors' records as set out in the "Registrar/Issuing House CDS Interface" document.

10.7.3 Upon successfully validating the records in the request file, Bursa Depository will generate *eRights Depositor Refund Response File* with the bank accounts details provided by the relevant depositors.

10.7.4 Issuer/Share Registrar is to download the *eRights Depositor Refund Response File* from eRapid to process the refund payments.

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