

Our Ref: IS/RMG/LD13/10

23 April 2010

Via Email

### **Bursa LINK Users**

Dear Sir/Madam.

### **BURSA LINK TEMPLATES' ENHANCEMENT**

As part of our on-going efforts to improve services to Bursa LINK users, we have enhanced the Bursa LINK system to display the form version in all types of announcements to ensure that users are using the latest / enhanced version for submission of announcements.

The details of this enhancement are as follows:

 The form version will be displayed in the announcement header i.e. Form Version 4. If the form is the latest version, it will display the word "(Enhanced)" i.e. Form Version 4 (Enhanced). When there is an enhancement to that announcement template, the old form version will be "Form Version 4" and the latest form version will be "Form Version 5 (Enhanced)".

Please refer to the Appendix I to view the latest form version for all types of announcements.

- System will prompt if the user tries to make a copy of the old version of the announcement template.
- The system will prompt that the announcement template is not the latest form version when a submission is made using the old form version.

This enhancement will be available from Monday, 26<sup>th</sup> April 2010. Users will be able to obtain the enhancement as follows:

### a) CLIENT R7 USER

- Users are required to perform a synchronization procedure from the effective date above.
- The procedure can be obtained via Bursa LINK Bulletin Board webpage at <u>http://www.bursamalaysia.com/website/bm/bursalink.html</u> - Select "Document" tab and refer to Client R7 Sync Procedure
- Users that have data entry PC might require assistance from your IT support to perform the above procedure



### **BURSA LINK TEMPLATES' ENHANCEMENT**

## b) WEB BROWSER USER

Upon successful login into <a href="https://bursalink.bursamalaysia.com">https://bursalink.bursamalaysia.com</a> on 26<sup>th</sup> April 2010, users will be able to view the enhancement

### Note:

Please ensure that from <u>26<sup>th</sup> April 2010</u> onwards, you are using the latest version
of the announcement template. Any announcement made using the old form
version will not reflect the contents of the latest form version of the
announcement

For further information and enquiries on the above, kindly contact the following persons:-

(1) Roseliliwati Md Ghazali: 03-20347006(2) Faizatul Adlin Mohd Adnan: 03-20347576(3) Sharifah Norzana: 03-20347130

(4) Saw Xiao Fung : 03-20347238

Thank you.

Yours faithfully

INDERJIT SINGF

Head

Listing Division

Regulation

Encl.

Currently there are 15 main types of announcements available in Bursa LINK system. Below are the details of the announcements including the latest/enhanced form version:

No	Туре	Description	Form Version (Enhanced)
1.	General Announcement – PLC	This template is for any announcement that is not specified in template including Reply To Query  **IMPORTANT: DO NOT attach the file ONLY without keying-in the details/summary in the "Content" field.  Content: This field is for the summary of the announcement. (Mandatory field)  Announcement Details: This field is for the details of the announcement, if applicable. (Not a mandatory field)	7
2.	General Announcement  – Non Listed Issuer	This template is applicable only to the <i>Issuer of Structured Warrants ("SW")</i> and not to the non-listed company or the IPO company.  Currently, the Issuer of SW used this template to announce their company's monthly disclosure, financial statement, etc.	1
3.	Important Relevant Dates for Renounceable Rights	Any announcements on the Important Relevant Dates in connection with a Rights Issue or any Offer for Sale/Specific Issue on a renounceable basis.	3
4.	Share Buy Back	Any announcements pertaining to the share buyback activities as listed below can be made using templates as below:	
		a) Immediate Announcement	4
		b) Notice of Shares Buy Back by a Company pursuant to Form 28A	4
		c) Notice of Shares Buy Back by a Company pursuant to Form 28B	4
		d) Notice of Immediate Resale/Cancellation of Treasury Share	4

No	Туре	Description	Form Version
			(Enhanced)
5.	Entitlement (Notice of Book Closure)	For any recommendation or declaration of books closing date such as Dividend, Bonus, Rights, Dividend and other issuance of shares.	6
6.	Change of Corporate Information	Any announcements pertaining to the changes in the companies' corporate information as listed below can be made using templates as below:  a) Change of Address b) Change in Audit Committee c) Change in Boardroom d) Change in Chief Executive Officer e) Change of Company Name f) Change of Company Secretary g) Change of Registrar	2 3 3 2 2 2
7.	Changes in Shareholdings	All changes in shareholding of substantial shareholders and directors of the listed issuer, which require an announcement to be made to the Exchange, can be done using the templates as below:  a) Notice of Interest of Substantial Shareholder Pursuant to Form 29A  b) Changes in Substantial Shareholder's Interest Pursuant to Form 29B  c) Notice of Person Ceasing to be a Substantial Shareholder Pursuant to Form 29C  d) Changes in Director's Interest Pursuant to Section 135 of Co. Act 1965	3 3 3 4
8.	Financial Results	<ul> <li>a) Financial Results Announcement</li> <li>Disclosure of the listed issuer's interim financial report that is prepared on a quarterly basis</li> <li>b) Change of Financial Year End</li> <li>Disclosure on the changes in the financial year end of the listed issuer</li> </ul>	2
9.	Semi Annual / Annual Returns	There are 3 templates with regards to the Semi Annual / Annual Returns that the listed issuer	

No	Туре	Description	Form Version
			(Enhanced)
		require to announce to the Exchange (not for public release) are as below:	,
		a) Semi Annual / Annual Returns Part A1	4
		b) Semi Annual / Annual Returns Part A2	4
		c) Semi Annual / Annual Returns Part B	3
10.	PDF Submission	Currently only applicable to Annual Audited Account (AAA). The rest of documents for public release, PLC still need to submit the PDF file in CD and 15 hardcopies.	3
11.	Listing Information & Profile	This template is to provide issuers with a standard disclosure format on the salient terms and conditions of an instrument listed on the Exchange. The issuers of the respective instruments shall be the main users of the template.	6
		In this connection, the issuers are required to disseminate via Bursa LINK prior to the listing of the instruments. The instrument's specific stock name and code should be used in the header of the template instead of the mother / underlying shares.	
		This template should be used for any announcement related to any type of instruments, e.g. structured warrants (e.g. basket call warrants, call warrants or ELS), loan stocks, warrants, bonds, loan notes or preference shares.	
		Example of description of the instrument: Non-collateralized American Style cash-settled call warrants, warrants 2007/2017 and 2% Irredeemable Convertible Unsecured Loan Stocks 2007/2012.	
12.	Additional Listing	The principal adviser or the listed issuer is	2
	Announcement ("ALA")	required to make an announcement in relation to	

No	Туре	Description	Form Version
		the listing and quotation of additional securities of the same type and same class via this template.	(Enhanced)
		Refer to Paragraph 4.0 of Practice Note 28 (Main LR) / Guidance Note 17 (ACE LR) and FAQ (Chapter 6) for further information.	
		The principal adviser or listed issuer is required to make the announcement once they have received confirmation from Depository that the additional securities are ready for crediting into the accounts. In any event, the announcement must be made before 3:00pm on the market day prior to the listing date.	
13.	Expiry of Securities	This template is applicable only to the <i>Issuer of Structured Warrants ("SW")</i> in making the announcement in relation to the expiry of their respective structured warrants.	1
14.	Initial Public Offering	Any announcements pertaining to the Initial Public Offering ("IPO") must be announced using the template as below:	
		a) Timetable for IPO This template is to provide a standard disclosure format on the indicative timetable for IPO, which will be used by the principal adviser for the new IPO.	1
		The principal adviser is required to announce the indicative timetable for IPO on the issuance date of the prospectus pursuant to Paragraph 8.1 of the Practice Note 21 (Main LR) / Guidance Note 15 (ACE LR)	
		b) IPO Announcement This template is to provide a standard disclosure format on details of the IPO which	1

No	Туре	Description	Form
			Version
			(Enhanced)
		will be used by the principal adviser for the new IPO.	
		The principal adviser is required to announce the details of the IPO immediate upon receipt of confirmation from the Depository that the securities are ready to be credited into the respective securities accounts, pursuant to Paragraph 8.2 of the Practice Note 21 (Main LR) / Guidance Note 15 (ACE LR)	
15.	Transfer of Listing	Pursuant to Paragraph 2.0 (g) of Practice Note 22 (Main LR), the principal adviser or listed issuer is required to make the announcement on the transfer of listing, two (2) clear market days prior to the date of transfer.	2