

User Briefing for New Bursa LINK System



- **Current System vs. New System**
- **What's Relatively the Same**
- **What's Changed**
- **What's New**
- **Demo #1 on Announcement**
- **** 15-minute break ****
- **Demo #2 on External User Security Administrator**
- **Demo #3 on Online Application**
- **Demo #4 on Online Application**
- **Demo #5 on Offline Client**
- **Prerequisites**
- **Transition Plan**
- **Q&A**
- **Website Linking Licence Agreement**

Current System vs. New System

Current System	New System
Developed with IBM Lotus Domino	Developed with Java
Runs on IBM Lotus Domino servers	Runs on IBM Websphere web application servers
Un-structured non-relational database	Structured relational database (Oracle)
Users have had the option to use: <ul style="list-style-type: none"><li data-bbox="120 868 824 915">• Lotus Notes desktop clients or<li data-bbox="120 925 472 972">• web browsers	Users can only use web browsers

WHAT'S RELATIVELY THE SAME

What's Relatively the Same: Common IDs and Authorised IDs

- **There are 2 types of IDs available to access Bursa LINK**
 - i. **Authorised ID** - authorised user who is the primary contact and person responsible for submitting announcements to Bursa Malaysia
 - ii. **Common ID** - data entry user who can create announcements but not able to submit them to Bursa Malaysia
- **Announcements can be composed or created by Common ID Users or Authorised ID Users.**
- **Announcements created by Common ID User need to be submitted to his/her Authorised ID User for review.**
- **Announcements created by Authorised ID User do not need to go through the submit for review process.**



What's Relatively the Same: Mark Complete for Announcements

- Only Authorised ID Users can view the “Mark Complete” button and perform Mark Complete; the announcement status changes to “Completed”.
- “Completed” status announcement is not editable.



The screenshot displays the Bursa Malaysia website interface for an announcement. The top navigation bar includes the Bursa Malaysia logo, the text 'BURSA Listing Information Network (Bursa LINK)', and user information: 'Welcome, MAIN SAMPLE COMPANY - AUTHORISED USER', 'Quota Utilised: 6/15', and '23 October 2014, 11:10:33 AM'. A 'Change Password | Logout' link is visible in the top right. The main content area shows a 'General Announcement for PLC (v12)' with reference number GA1-23102014-00005. The announcement details include 'Announcement Type', 'Company Name', 'Stock Name', 'Stock Code', and 'Board'. A 'PENDING COMPLETION' status is shown with a 'Mark Complete' button highlighted in a red box. A red arrow points from this button to a 'COMPLETED' status in the top right corner. Below the announcement details is a 'CONTACT DETAIL' table with columns for 'Contact Person', 'Designation', 'Contact No', and 'Email Address'. The table contains one row with the following data:

Contact Person	Designation	Contact No	Email Address
MAIN SAMPLE COMPANY - AUTHORISED USER		6010-123456789	bursa_user10@customcodes.com.my

At the bottom of the page, there is a footer with the text: '© 2014 Bursa Malaysia Berhad 5_0_5_build_2. All rights reserved.'

What's Relatively the Same: Pre-submission Process Involving Authorised IDs Only

Common ID User

- Pre-submission process involving Common IDs is slightly changed and will be shown on a later slide under “What’s Changed”.

Authorised ID User



Legend:



What's Relatively the Same: General Structure of an Announcement

Header

(Title, reference no., status, “Created by ...”, “Submitted by ...”, common buttons)

Company Information Section

(Company name, stock code, stock Name, ACE sponsorship details, submitting party)

Contact Details Section

(Names, designations, contact numbers and email addresses of contact persons)

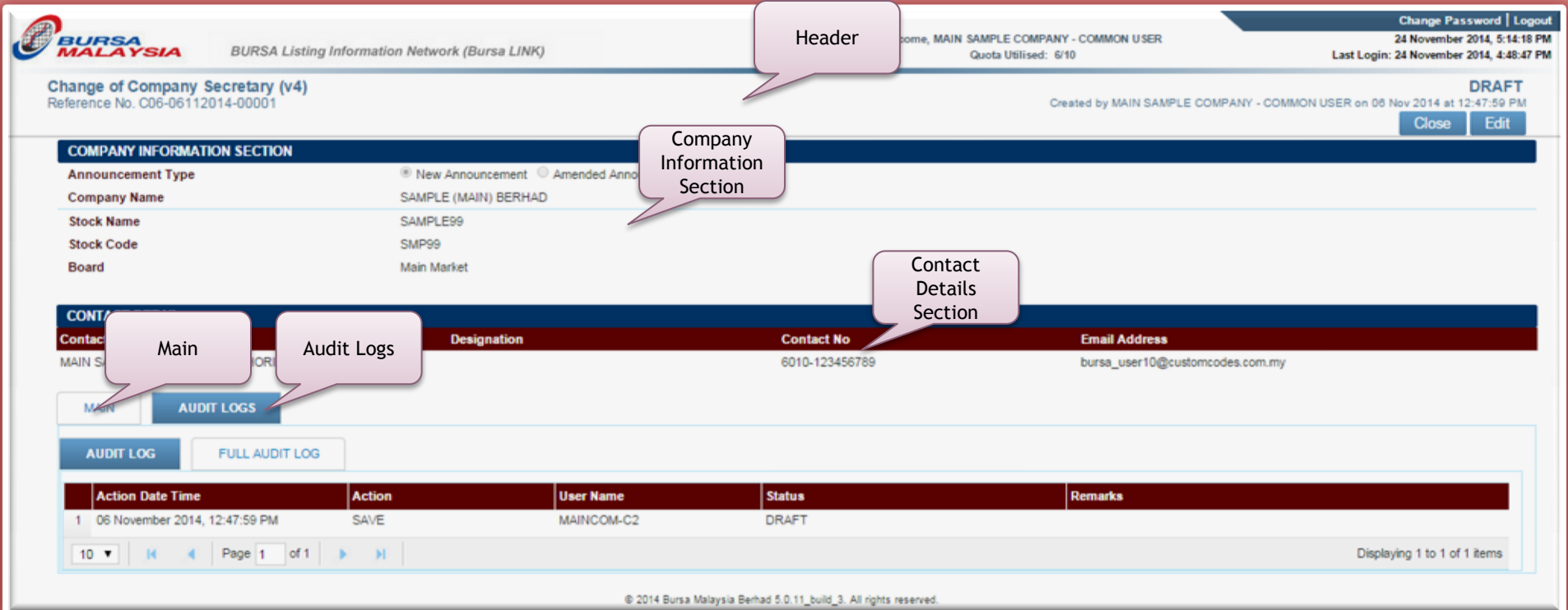
Used to be under
Company
Information
Section.

Main

(Body of announcement; different for
each type of announcement)

Audit Logs

What's Relatively the Same: General Structure of an Announcement (Cont.)



Header

BURSA MALAYSIA
BURSA Listing Information Network (Bursa LINK)

Change of Company Secretary (v4)
Reference No. C06-06112014-00001

Change Password | Logout
24 November 2014, 5:14:18 PM
Last Login: 24 November 2014, 4:48:47 PM

Quota Utilised: 6/10

Created by MAIN SAMPLE COMPANY - COMMON USER on 06 Nov 2014 at 12:47:59 PM
DRAFT
Close Edit

Company Information Section

Announcement Type New Announcement Amended Announcement
Company Name SAMPLE (MAIN) BERHAD
Stock Name SAMPLE99
Stock Code SMP99
Board Main Market

Contact Details Section

Contact No	Designation	Email Address
6010-123456789		bursa_user10@customcodes.com.my

Main **Audit Logs**

Audit Log **FULL AUDIT LOG**

Action Date Time	Action	User Name	Status	Remarks
1 06 November 2014, 12:47:59 PM	SAVE	MAINCOM-C2	DRAFT	

10 Page 1 of 1 Displaying 1 to 1 of 1 items

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What's Relatively the Same: Announcement's Header



The screenshot shows the header of an announcement with the following elements:

- Title:** Change in Audit Committee (v7)
- Reference No.:** C02-17022015-00001
- Created by ...:** ANNIE - AUTHORISED ID 168
- Status:** DRAFT
- Created by ...:** ANNIE - AUTHORISED ID 168 on 17 Feb 2015 at 3:49:44 PM
- Common buttons:** Close, Save, Mark Complete

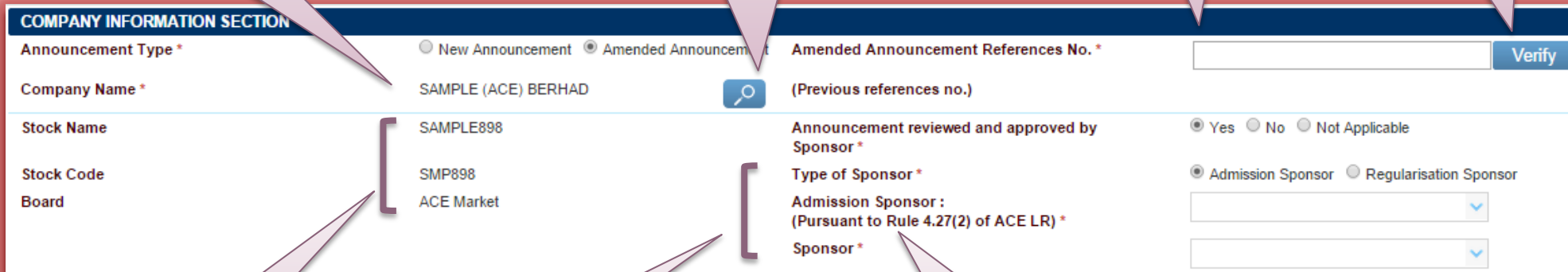
What's Relatively the Same: Company Information Section

If the User is from a Listed Issuer, the Company Name of the Listed Issuer is auto-populated into the Company Name field

Click to open the Search Company window to search and select the Listed Issuer (Refer to the Search Company section on the next slide)

Enter the previous announcement Reference No. that need to be amended

NEW: Click to check if the amended announcement Reference No. exists



The screenshot shows a web form titled "COMPANY INFORMATION SECTION" for an "Amended Announcement". The form includes the following fields and options:

- Announcement Type ***: Radio buttons for "New Announcement" and "Amended Announcement" (selected).
- Company Name ***: Text field containing "SAMPLE (ACE) BERHAD". A search icon is visible next to the field.
- Amended Announcement References No. ***: Text field with a "Verify" button next to it.
- Stock Name**: Text field containing "SAMPLE898".
- Stock Code**: Text field containing "SMP898".
- Board**: Text field containing "ACE Market".
- Announcement reviewed and approved by Sponsor ***: Radio buttons for "Yes", "No", and "Not Applicable".
- Type of Sponsor ***: Radio buttons for "Admission Sponsor" (selected) and "Regularisation Sponsor".
- Admission Sponsor: (Pursuant to Rule 4.27(2) of ACE LR) ***: Text field with a dropdown arrow.
- Sponsor ***: Text field with a dropdown arrow.

System auto-populates these fields based on Company Name

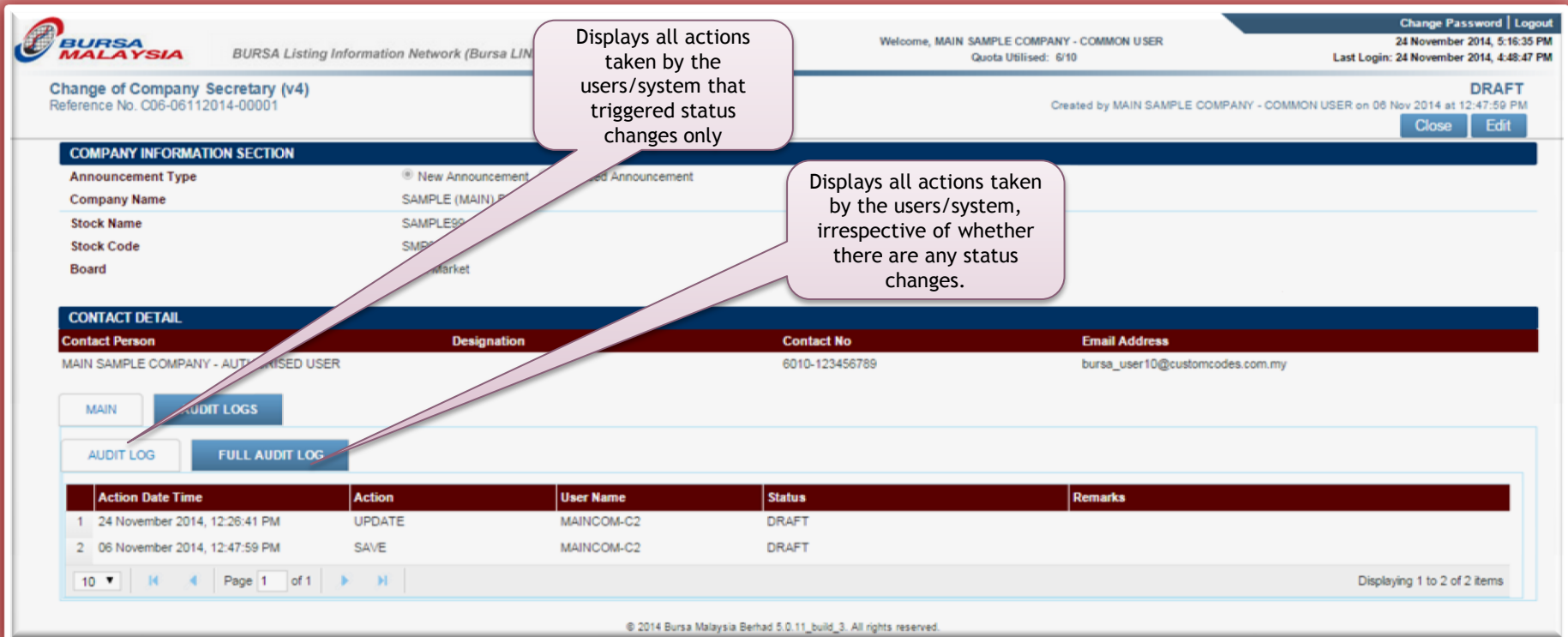
These 3 fields are shown when "Announcement reviewed and approved by Sponsor" is "Yes" or "No"

If "Type of Sponsor" chosen is "Regularisation Sponsor", this field label will display "Regularisation Sponsor"

If "Type of Sponsor" chosen is "Admission Sponsor", this field label will display "Admission Sponsor"

- Shown above is an example from the User Guide for an Amended Announcement for an ACE Market PLC.

What's Relatively the Same: Audit Logs



The screenshot displays the Bursa Malaysia website interface for a 'Change of Company Secretary (v4)' form. The form is in 'DRAFT' status and was created on 06 Nov 2014 at 12:47:59 PM. The interface includes sections for 'COMPANY INFORMATION SECTION' and 'CONTACT DETAIL'. The 'AUDIT LOGS' section is highlighted, showing a table of actions taken by users/systems.

COMPANY INFORMATION SECTION

Announcement Type	<input type="radio"/> New Announcement <input type="radio"/> Amended Announcement
Company Name	SAMPLE (MAIN P...
Stock Name	SAMPLES...
Stock Code	SMP...
Board	Market

CONTACT DETAIL

Contact Person	Designation	Contact No	Email Address
MAIN SAMPLE COMPANY - AUTOMATED USER		6010-123456789	bursa_user10@customcodes.com.my

AUDIT LOGS

FULL AUDIT LOG

Action	Action Date Time	Action	User Name	Status	Remarks
1	24 November 2014, 12:26:41 PM	UPDATE	MAINCOM-C2	DRAFT	
2	06 November 2014, 12:47:59 PM	SAVE	MAINCOM-C2	DRAFT	

Page 1 of 1 | Displaying 1 to 2 of 2 items

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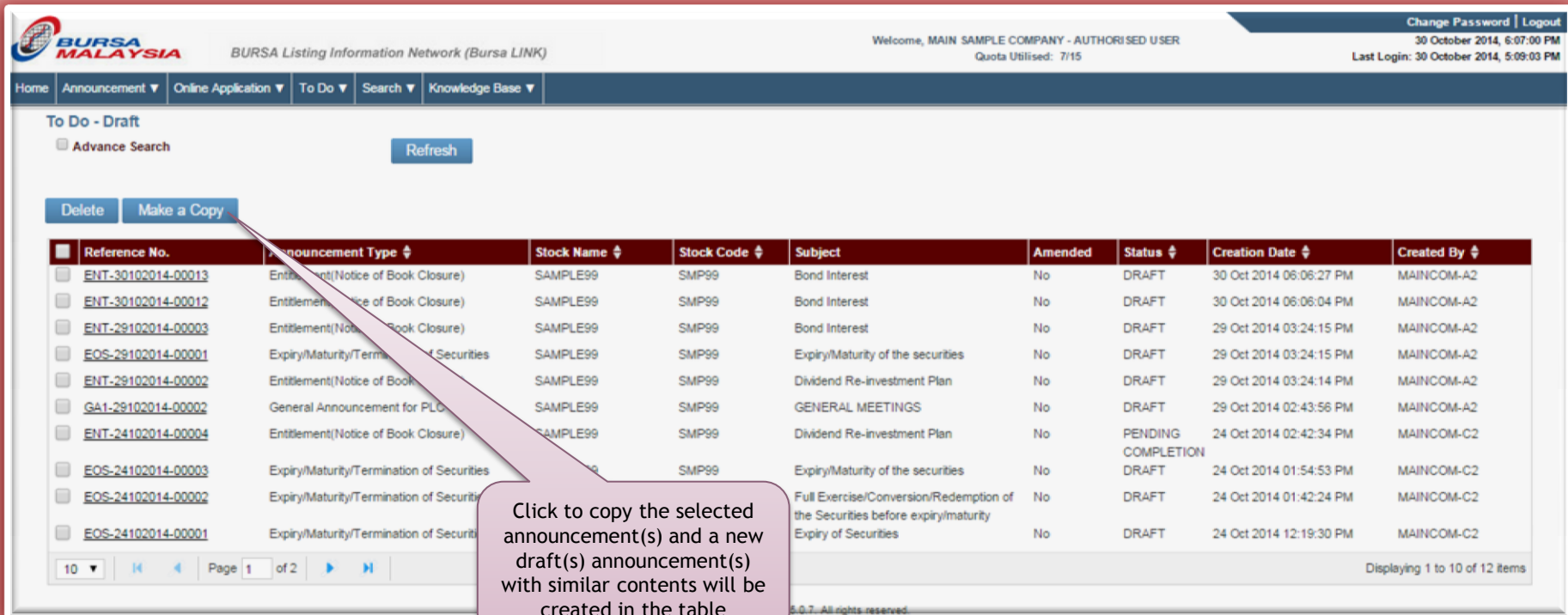
Callout 1: Displays all actions taken by the users/system that triggered status changes only

Callout 2: Displays all actions taken by the users/system, irrespective of whether there are any status changes.

What's Relatively the Same: Make Copy for Announcements

- **Make Copy** is available on:
 - To Do - Draft and
 - To Do - Submit

- **Only to be used for un-submitted announcements.**



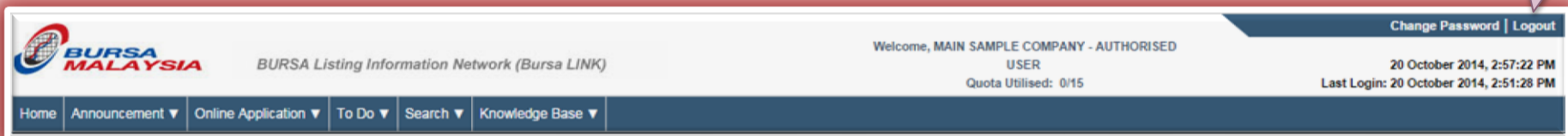
The screenshot shows the Bursa Malaysia website interface. The top navigation bar includes 'Home', 'Announcement', 'Online Application', 'To Do', 'Search', and 'Knowledge Base'. The main content area is titled 'To Do - Draft' and contains a 'Refresh' button and a 'Make a Copy' button. Below this is a table of announcements with columns for Reference No., Announcement Type, Stock Name, Stock Code, Subject, Amended, Status, Creation Date, and Created By. A callout box points to the 'Make a Copy' button with the text: 'Click to copy the selected announcement(s) and a new draft(s) announcement(s) with similar contents will be created in the table'.

Reference No.	Announcement Type	Stock Name	Stock Code	Subject	Amended	Status	Creation Date	Created By
<input type="checkbox"/> ENT-30102014-00013	Entitlement(Notice of Book Closure)	SAMPLE99	SMP99	Bond Interest	No	DRAFT	30 Oct 2014 06:06:27 PM	MAINCOM-A2
<input type="checkbox"/> ENT-30102014-00012	Entitlement(Notice of Book Closure)	SAMPLE99	SMP99	Bond Interest	No	DRAFT	30 Oct 2014 06:06:04 PM	MAINCOM-A2
<input type="checkbox"/> ENT-29102014-00003	Entitlement(Notice of Book Closure)	SAMPLE99	SMP99	Bond Interest	No	DRAFT	29 Oct 2014 03:24:15 PM	MAINCOM-A2
<input type="checkbox"/> EOS-29102014-00001	Expiry/Maturity/Termination of Securities	SAMPLE99	SMP99	Expiry/Maturity of the securities	No	DRAFT	29 Oct 2014 03:24:15 PM	MAINCOM-A2
<input type="checkbox"/> ENT-29102014-00002	Entitlement(Notice of Book Closure)	SAMPLE99	SMP99	Dividend Re-investment Plan	No	DRAFT	29 Oct 2014 03:24:14 PM	MAINCOM-A2
<input type="checkbox"/> GA1-29102014-00002	General Announcement for PLC	SAMPLE99	SMP99	GENERAL MEETINGS	No	DRAFT	29 Oct 2014 02:43:56 PM	MAINCOM-A2
<input type="checkbox"/> ENT-24102014-00004	Entitlement(Notice of Book Closure)	SAMPLE99	SMP99	Dividend Re-investment Plan	No	PENDING	24 Oct 2014 02:42:34 PM	MAINCOM-C2
<input type="checkbox"/> EOS-24102014-00003	Expiry/Maturity/Termination of Securities	SAMPLE99	SMP99	Expiry/Maturity of the securities	No	DRAFT	24 Oct 2014 01:54:53 PM	MAINCOM-C2
<input type="checkbox"/> EOS-24102014-00002	Expiry/Maturity/Termination of Securities	SAMPLE99	SMP99	Full Exercise/Conversion/Redemption of the Securities before expiry/maturity	No	DRAFT	24 Oct 2014 01:42:24 PM	MAINCOM-C2
<input type="checkbox"/> EOS-24102014-00001	Expiry/Maturity/Termination of Securities	SAMPLE99	SMP99	Expiry of Securities	No	DRAFT	24 Oct 2014 12:19:30 PM	MAINCOM-C2

What's Relatively the Same: Log Out Properly to End Session With System

- Do a proper logout in order to log back in.
- You would not be able to log back in if the application (or web browser) is closed without clicking on “Logout” first.
- The system only allows one login session per user. You will not be able to log in with more than one web browser at the same time.
- Your session with the system is still active if you do not logout properly.
- NOTE: New remedial measure for improper logout to be explained on a later slide under “What’s New”.

Click to logout from the system



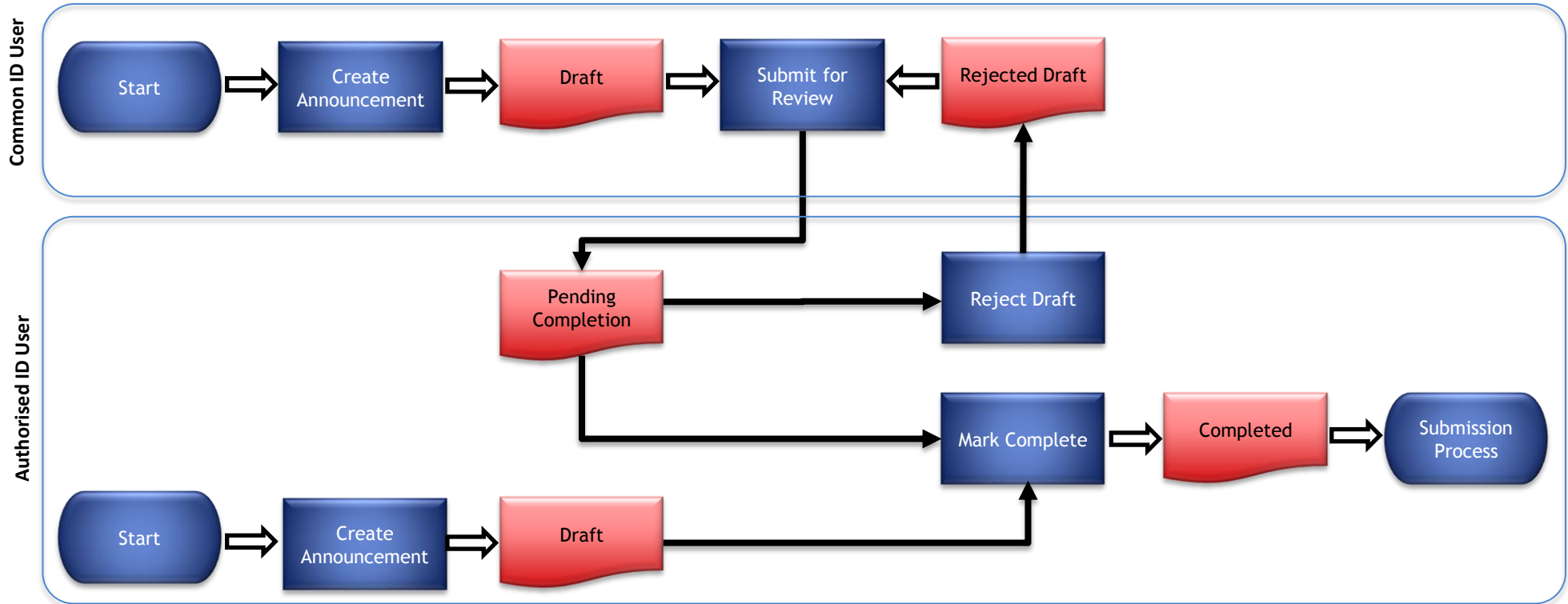
The screenshot shows the Bursa Malaysia website interface. The header includes the Bursa Malaysia logo, the text "BURSA Listing Information Network (Bursa LINK)", and a user session summary: "Welcome, MAIN SAMPLE COMPANY - AUTHORISED USER", "Quota Utilised: 0/15", and "20 October 2014, 2:57:22 PM". A "Logout" link is visible in the top right corner, highlighted by a callout box. The navigation menu at the bottom includes "Home", "Announcement", "Online Application", "To Do", "Search", and "Knowledge Base".

Summary of “What’s Relatively the Same”

- **Common IDs & Authorised IDs**
- **Mark Complete**
- **Pre-submission process involving Authorised IDs only**
- **General structure of an announcement**
 - Header
 - Company Information Section
 - Contact Details Section
 - Main
 - Audit Logs
- **Make Copy for announcements**
- **Log out properly to end session with system**

WHAT'S CHANGED

What's Changed: Pre-submission Process Involving Common IDs for Announcements

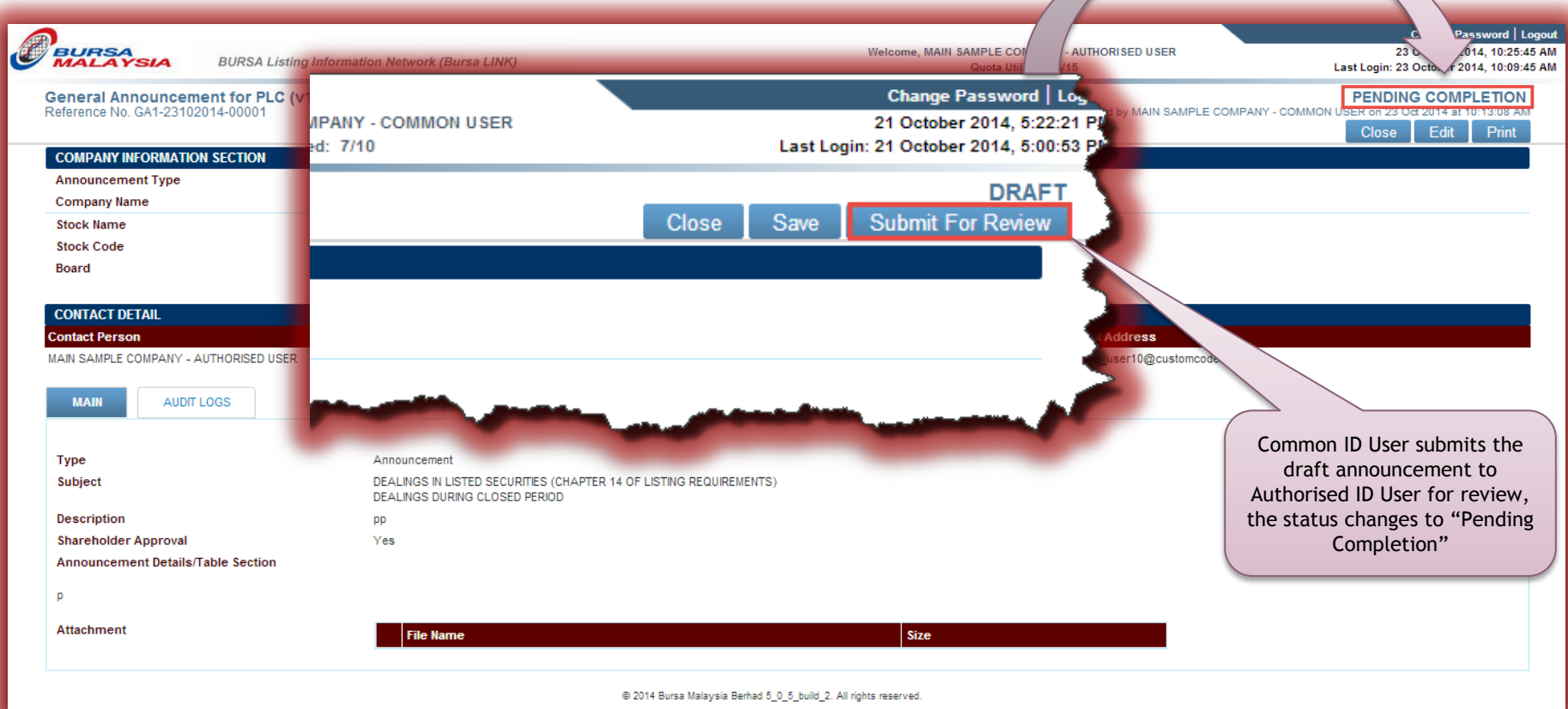


Legend:



What's Changed: Pre-submission Process Involving Common IDs (Cont.)

- Announcements with “Pending Completion” status are not visible to the Common ID User.
- Authorised ID User can edit and update the Announcement with additional information.



The screenshot displays the Bursa Malaysia website interface for submitting an announcement. The page is titled "General Announcement for PLC (v)" with Reference No. GA1-23102014-00001. The user is identified as "MAIN SAMPLE COMPANY - COMMON USER" and is logged in as an "AUTHORISED USER". The page shows the "COMPANY INFORMATION SECTION" and "CONTACT DETAIL" sections. The "Submit For Review" button is highlighted, and a callout box explains that clicking this button changes the status to "Pending Completion".

COMPANY INFORMATION SECTION

Announcement Type
Company Name
Stock Name
Stock Code
Board

CONTACT DETAIL

Contact Person
MAIN SAMPLE COMPANY - AUTHORISED USER

MAIN | **AUDIT LOGS**

Type: Announcement
Subject: DEALINGS IN LISTED SECURITIES (CHAPTER 14 OF LISTING REQUIREMENTS) DEALINGS DURING CLOSED PERIOD
Description: pp
Shareholder Approval: Yes

Announcement Details/Table Section

Attachment

File Name	Size
-----------	------

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What's Changed: "To Do - Draft" for Common IDs and Authorised IDs

Home | Announcement ▼ | Online Application ▼ | To Do ▲

Announcements

- » Draft
- » Submit

Change Password | Logout
30 October 2014, 6:07:00 PM
Last Login: 30 October 2014, 5:09:03 PM

Welcome, MAIN SAMPLE COMPANY - AUTHORIZED USER
Quota Utilised: 7/15

Home | Announcement ▼ | Online Application ▼ | To Do ▼ | Search ▼ | Knowledge Base ▼

To Do - Draft

Advance Search

Reference No.	Announcement Type	Stock Name	Stock Code	Subject	Amended	Status	Creation Date	Created By
<input type="checkbox"/> ENT-30102014-00013	Entitlement (Notice of Book Closure)	SAMPLE99	SMP99	Bond Interest	No	DRAFT	30 Oct 2014 06:06:27 PM	MAINCOM-A2
<input type="checkbox"/> ENT-30102014-00012	Entitlement (Notice of Book Closure)	SAMPLE99	SMP99	Bond Interest	No	DRAFT	30 Oct 2014 06:06:04 PM	MAINCOM-A2
<input type="checkbox"/> ENT-29102014-00003	Entitlement (Notice of Book Closure)	SAMPLE99	SMP99	Bond Interest	No	DRAFT	29 Oct 2014 03:24:15 PM	MAINCOM-A2
<input type="checkbox"/> EOS-29102014-00001	Expiry/Maturity/Term of Securities	SAMPLE99	SMP99	Expiry/Maturity of the securities	No	DRAFT	29 Oct 2014 03:24:15 PM	MAINCOM-A2
<input type="checkbox"/> ENT-29102014-00002	Entitlement (Notice of Book Closure)	SAMPLE99	SMP99	Dividend Re-investment Plan	No	DRAFT	29 Oct 2014 03:24:14 PM	MAINCOM-A2
<input type="checkbox"/> GA1-29102014-00002	General Announcement for PLC	SAMPLE99	SMP99	GENERAL MEETINGS	No	DRAFT	29 Oct 2014 02:43:56 PM	MAINCOM-A2
<input type="checkbox"/> ENT-24102014-00004	Entitlement (Notice of Book Closure)	SAMPLE99	SMP99	Dividend Re-investment Plan	No	PENDING COMPLETION	24 Oct 2014 02:42:34 PM	MAINCOM-C2
<input type="checkbox"/>	Termination of Securities			Expiry/Maturity of the securities	No	DRAFT	24 Oct 2014 01:54:53 PM	MAINCOM-C2
<input type="checkbox"/>	Termination of Securities			Full Exercise/Conversion/Redemption of the Securities before expiry/maturity	No	DRAFT	24 Oct 2014 01:42:24 PM	MAINCOM-C2
<input type="checkbox"/>	Termination of Securities			Expiry of Securities	No	DRAFT	24 Oct 2014 12:19:30 PM	MAINCOM-C2

Displaying 1 to 10 of 12 items

Click on the checkbox to change to the Advance Search section

Click to reload the page. The default page will be displayed

Click to delete the selected announcement(s)

Click to copy the selected announcement(s) and a new draft(s) announcement(s) with similar contents will be created in the table

What's Changed: “To Do - Submit” for Authorised IDs Only

Home | Announcement ▼ | Online Application ▼ | To Do ▲

Announcements

- » Draft
- » Submit

“Request for TAC” will not be enabled until further notice.

This is the same as TAC for online banking.

Warning icons are shown in the “Warning” column to highlight that the announcement has failed business rules validation

Click to copy the selected announcement(s) and create as new draft(s) in the table below

Welcome, MAIN SAMPLE COMPANY - AUTHORISED USER
Quota Utilised: 9/15
04 November 2014, 6:31:59 PM
Last Login: 04 November 2014, 6:16:03 PM


Home | Announcement ▼ | Online Application ▼ | Search ▼ | Knowledge Base ▼

To Do - Submit

Advance Search

Refresh

Request TAC | Submit | Delete | Make a Copy

Reference No.	Warning	Announcement Type	Stock Name	Stock Code	Subject	Amended	Creation Date	Mark Completed Date
<input type="checkbox"/> ALA-27102014-00002		Additional Listing Announcement	SAMPLE99	SMP99	Additional Listing Announcement	No	27 Oct 2014 10:40:48 AM	27 Oct 2014 10:40:48 AM
<input type="checkbox"/> SB3-24102014-00001		Notice of Shares Buy Back by a Company Pursuant to Form 28B	SAMPLE99	SMP99	Notice of Shares Buy Back by a Company Pursuant to Form 28B	No	24 Oct 2014 10:53:33 AM	24 Oct 2014 10:53:33 AM
<input type="checkbox"/> GA1-23102014-00003		General Announcement for PLC	SAMPLE99	SMP99	GENERAL MEETINGS : NOTICE OF MEETING	No	23 Oct 2014 10:32:50 AM	23 Oct 2014 11:18:28 AM
<input type="checkbox"/> GA1-23102014-00005		General Announcement for PLC	SAMPLE99	SMP99	GENERAL MEETINGS : OUTCOME OF MEETING	No	23 Oct 2014 10:33:13 AM	23 Oct 2014 11:10:02 AM

10 | Page 1 of 1 | Displaying 1 to 4 of 4 items

Click to submit the selected announcement(s)

Click to delete the selected draft(s)

What's Changed: Search for Submitted and Released Announcements



Home | Announcement ▼ | Online Application ▼ | To Do ▼ | Search ▼ | Knowledge Base ▼

Search Announcements

Advance Search

Stock Name

Submission Date * From To

Announcement Type *

Available		Selected
Additional Listing Announcement	>>	
Change in Audit Committee	>	
Change in Boardroom	<	
Change in Boardroom/Audit Committee	<<	
Change in Boardroom/Chief Executive Officer		
Change in Financial Year End		
Change in Nomination Committee		
Change in Principal Officer		
Change in Substantial Shareholders Interest Pursuant to Form 29B		
Change of Address		
Change of Chief Executive Officer		
Change of Company Secretary		

Please be informed that selecting all announcement type in the search result might impact search performance

Reference No

Reference No.	Announcement Type	Company Name	Stock Name	Subject	Amended	Status	Submission Date
---------------	-------------------	--------------	------------	---------	---------	--------	-----------------

What's Changed: Contact Details Section

- **Contact Details Section contains contact details of:**
 - the person who is authorised to submit announcements to Bursa Malaysia, and
 - the people who will receive email notification on the announcement.

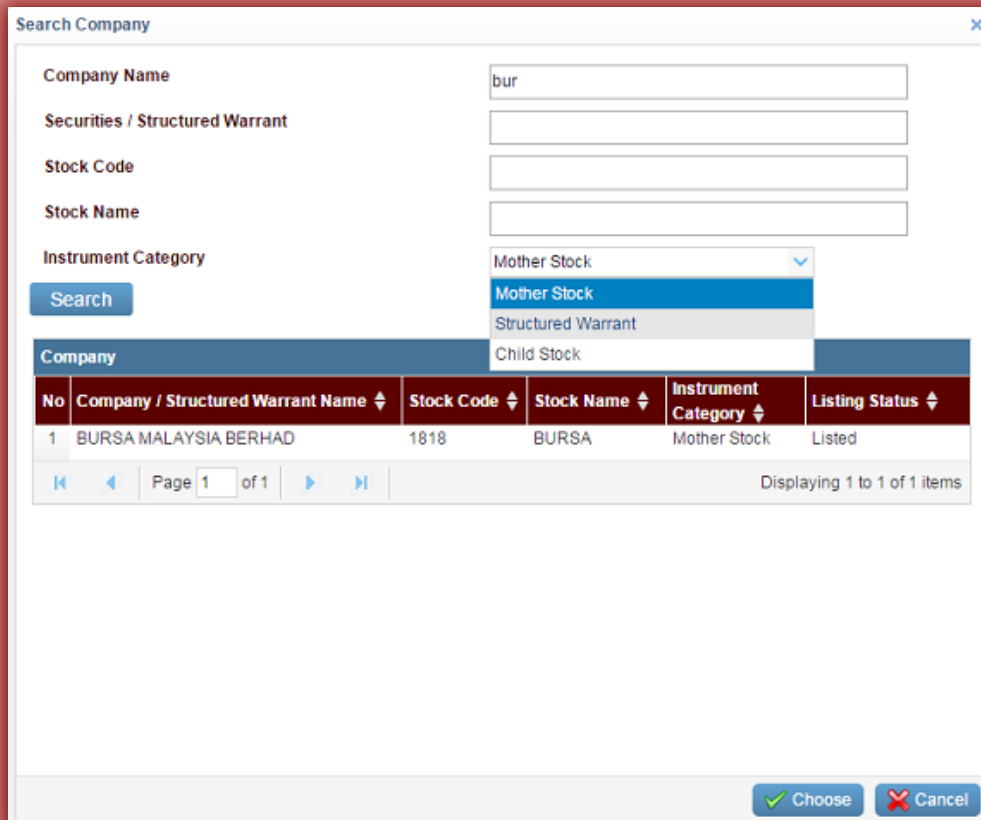
User Name of the
Authorised ID User
will be auto-
populated

CONTACT DETAIL				
No	Contact Person	Designation	Contact No	Email Address
1	OA ADVISER 3 AUTHORISED		017-6684819	oouser2@customcodes.com.my
2	<input type="text"/>	Please Select <input type="button" value="v"/>	<input type="text"/>	<input type="text"/>
3.	<input type="text"/>	Please Select <input type="button" value="v"/>	<input type="text"/>	<input type="text"/>
4	<input type="text"/>	Please Select <input type="button" value="v"/>	<input type="text"/>	<input type="text"/>

An option to enter
up to 3 additional
contacts

What's Changed: Search Company Feature

- Users from Listed Issuers can search and select child stocks (if any).
- Users from External Company Secretarial firms can search and select companies they are authorised to submit announcements for.
- For users from Advisers/Investment Banks to search and select any securities.



The screenshot shows a 'Search Company' dialog box with the following fields and options:

- Company Name: bur
- Securities / Structured Warrant: (empty)
- Stock Code: (empty)
- Stock Name: (empty)
- Instrument Category: Mother Stock (dropdown menu is open showing options: Mother Stock, Structured Warrant, Child Stock)

A 'Search' button is located below the instrument category dropdown.

The search results are displayed in a table with the following data:

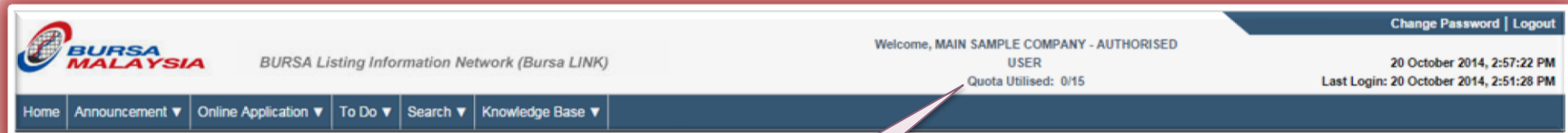
No	Company / Structured Warrant Name	Stock Code	Stock Name	Instrument Category	Listing Status
1	BURSA MALAYSIA BERHAD	1818	BURSA	Mother Stock	Listed

Navigation controls at the bottom of the table include: Page 1 of 1, and a 'Displaying 1 to 1 of 1 items' indicator.

At the bottom right of the dialog box, there are 'Choose' and 'Cancel' buttons.

What's Changed: Quota

- Quota is now measured by number (or count) of un-submitted announcements per user.
- No longer measured by amount of disk space used (i.e. megabytes).

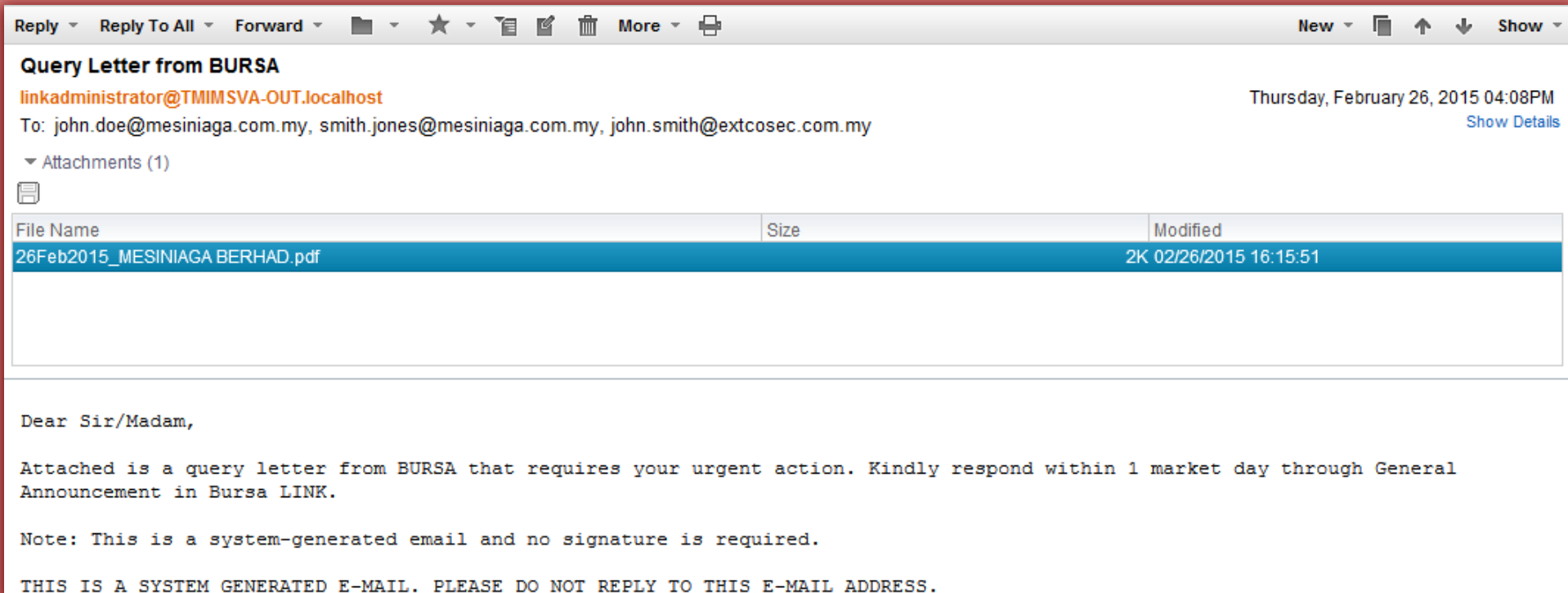








The screenshot shows the Bursa Malaysia website interface. The header includes the Bursa Malaysia logo, the text "BURSA Listing Information Network (Bursa LINK)", and a user greeting: "Welcome, MAIN SAMPLE COMPANY - AUTHORISED USER". The user's quota utilization is displayed as "Quota Utilised: 0/15". The page also shows the date and time of the last login: "20 October 2014, 2:57:22 PM" and "Last Login: 20 October 2014, 2:51:28 PM". A navigation menu at the bottom includes links for Home, Announcement, Online Application, To Do, Search, and Knowledge Base.

Quota Utilization is the number of records used out of the assigned quota
Example: 20/100 means 20 records used, with a quota of 100 records

What's Changed: How Query Letter is Issued and Received

- Query Letter is now issued via e-mail as a PDF e-mail attachment.
- Method of response is still the same i.e. by submitting a General Announcement.




Reply ▾ Reply To All ▾ Forward ▾  ▾  ▾    More ▾ 

Query Letter from BURSA

linkadministrator@TMIMSVA-OUT.localhost Thursday, February 26, 2015 04:08PM
[Show Details](#)

To: john.doe@mesiniaga.com.my, smith.jones@mesiniaga.com.my, john.smith@extcosec.com.my

▾ Attachments (1)



File Name	Size	Modified
26Feb2015_MESINIAGA BERHAD.pdf		2K 02/26/2015 16:15:51

Dear Sir/Madam,

Attached is a query letter from BURSA that requires your urgent action. Kindly respond within 1 market day through General Announcement in Bursa LINK.

Note: This is a system-generated email and no signature is required.

THIS IS A SYSTEM GENERATED E-MAIL. PLEASE DO NOT REPLY TO THIS E-MAIL ADDRESS.

What's Changed: “Reply to Query” on General Announcement

1. Select “Reply to Query”.

2. Enter Ref. No. of e-mailed Query Letter.

3. Click to auto-populate Subject and Content.

General Announcement for PLC (View)

Type* Announcement Reply to Query

Reply to Bursa Malaysia’s Query Letter - Reference ID*

Subject*

(Note: Information entered in the description field will be displayed as the title of announcement in Bursa Malaysias website)

Reply To Query - Description*

(Note: Please enter the announcement description in this field and the announcement details in the Announcement Details/Tab full announcement details as an attachment)

Content

Close

What's Changed: Change of Address Announcement


- Change up to 3 types of addresses with one announcement.
- **CAVEAT: Effective Date must be the same for all 3 types of addresses.**

Tick at the checkbox for:
Change of Registered Address and/or
Change of Correspondence Address and/or
Change of Registrar Address

You can select multiple addresses to be
made in the same announcement, if
applicable

This button is to retrieve the existing addresses
of the Registered Address, Correspondence
Address and Registrar Address.

The existing addresses will be auto-populated
into the "Old Address Information" section of
the REGISTERED, CORRESPONDENCE and
REGISTRAR tabs.



REGISTERED tab contains
details for Change of
Registered Address


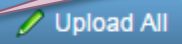
CORRESPONDENCE tab
contains details for
Change of
Correspondence Address

REGISTRAR tab contains
details for Change of
Registrar Address

What's Changed: Attaching and Uploading Files

1. Click to select files to attach.

Upload file


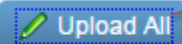
 

No	File Name	Size	Action
1	Attachment A.pdf	17.9KB	Cancel
2	Attachment B.pdf	17.9KB	Cancel

2. Click to upload selected files.

Action would read as "Remove" once uploaded.

Upload file

No	File Name	Size	Action
1	Attachment A.pdf	17.9KB	Remove
2	Attachment B.pdf	17.9KB	Remove

Please upload file

Upload file

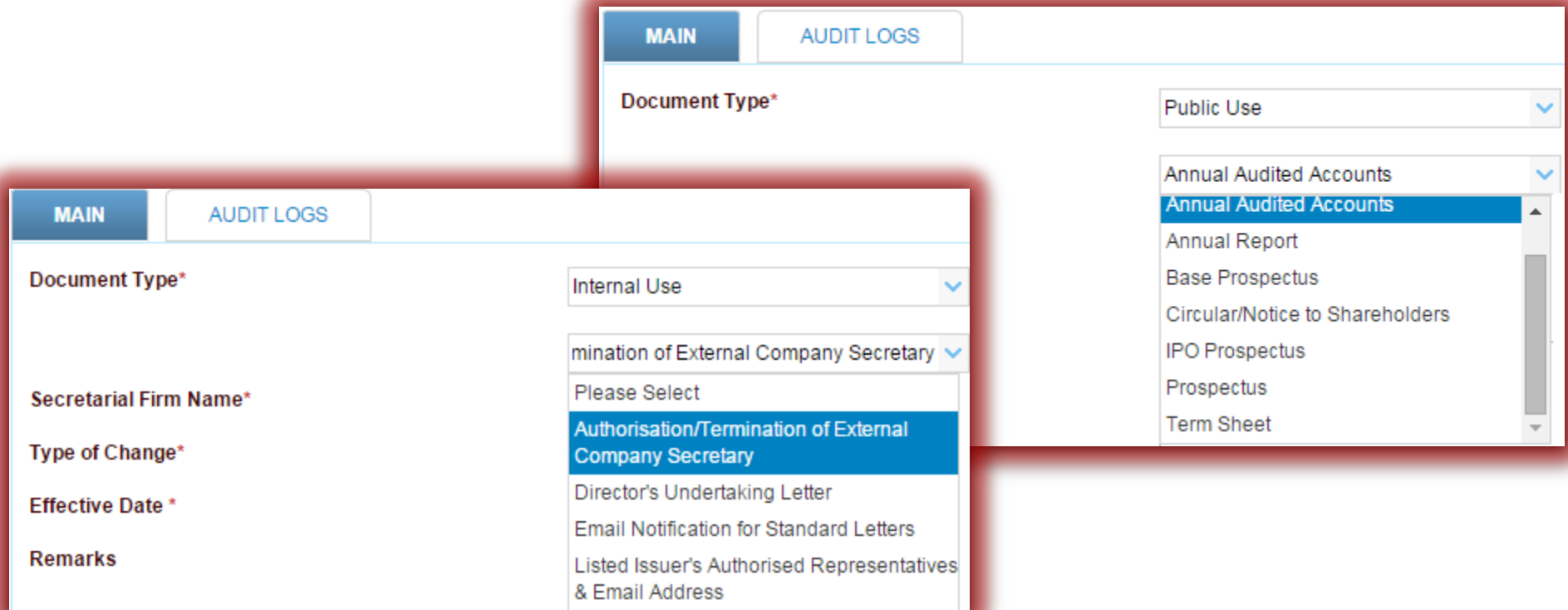
 

No	File Name	Size	Action
1	Attachment A.pdf	17.9KB	Cancel
2	Attachment B.pdf	17.9KB	Cancel

Unable to save if selected files are not uploaded.

What's Changed: Document Submission (Formerly PDF Submission)

- PDF Submission is now renamed to “Document Submission” and now accepts documents for:
 - “Public Use” i.e. published on Bursa Malaysia’s web site
 - “Internal Use” i.e. for Bursa Malaysia’s internal consumption only.



The image displays two overlapping screenshots of the Bursa Malaysia Document Submission form. The top screenshot shows the form with 'Public Use' selected in the 'Document Type*' dropdown. The bottom screenshot shows the form with 'Internal Use' selected, and a dropdown menu is open, listing various document types. The dropdown menu options are:

- Annual Audited Accounts (highlighted)
- Annual Report
- Base Prospectus
- Circular/Notice to Shareholders
- IPO Prospectus
- Prospectus
- Term Sheet

The form fields visible in both screenshots include:

- Document Type*
- Secretarial Firm Name*
- Type of Change*
- Effective Date *
- Remarks

What's Changed: FYE on Entitlement Announcement

Entitlement(Notice of Book Closure) (v8)

MAIN AUDIT LOGS

To be filled by Public Listed Company

Entitlement Date *

Entitlement Time

Entitlement Subject *

Entitlement Description *

Period of Interest Payment to

Financial Year End — Auto-populated. No longer editable.

Share transfer book & register of members will be closed from to

What's Changed: One Submission for Semi Annual Return

Home	Create	Submit	Views
	Announcement		
	Semi Annual / Annual Returns		Semi Annual / Annual Returns - Part A (1)
	PDF Submission		Semi Annual / Annual Returns - Part A (2)
	Listing Information & Profile		Semi Annual / Annual Returns - Part B
	Additional Listing Announcement		
	Expiry / Maturity / Termination of Securities		
	Initial Public Offering		
	Transfer of Listing		

Home	Announcement ▲	Online Application ▼	To Do ▼	Search ▼	Knowledge Base ▼
Announcement					
General Announcement		Change in Corporate Information		Notice of Shares Buy Back	
» PLC		» Change of Address		» Immediate Announcement	
» Non Issuer		» Change of Registrar		» Notice of Shares Buy Back by a Company Pursuant to Form 28A	
Financial Results		» Proposed Change of Company Name		» Notice of Share Buy Back by a Company Pursuant to Form 28B	
» Change in Financial Year End		» Change in Principal Officer		» Notice of Immediate Resale or Cancellation of Treasury Shares	
» Financial Results		» Change in Boardroom		» Listing Information and Profile	
Initial Public Offering		» Change in Audit Committee		» Additional Listing Announcement	
» IPO Announcement		» Change in Nomination Committee		» General Meeting	
» Timetable for IPO		» Change of Company Secretary		» Important Relevant Dates for Renounceable Right	
		Changes in Shareholdings		» Entitlement(Notice of Book Closure)	
		» Notice of Interest of Substantial Shareholders Pursuant to Form 29A		» Expiry/Maturity/Termination of Securities	
		» Change in Substantial Shareholders Interest Pursuant to Form 29B		» Transfer of Listing	
		» Notice of Person Ceasing Substantial Shareholders Pursuant to Form 29C		» Semi Annual/ Annual Return	
		» Changes in Director's Interest Pursuant to Section 135		» Document Submission	

What's Changed: Dynamic Tables - Add Rows on Needs Basis

Add Substantial Shareholders ✕

Name of Substantial Shareholder*

Malaysian / Foreigner* ▼

NRIC No. / Passport No.*

Nationality Country of Incorporation ▼

Direct Holdings		Indirect Holdings (Excluding Bare Trustees)	
No.	%	No.	%
<input type="text" value="9"/>	<input type="text" value="9.00"/>	<input type="text" value="9"/>	<input type="text" value="9"/>

<< COMPANY
INFORMATION ON DIRECTORS
DISTRIBUTION TABLE A & B
SUBSTANTIAL SHAREHOLDERS
30 SECURITIES ACCOUNT HOLDERS
>>

Information on Substantial Shareholders

	Name of Substantial Shareholders	NRIC No. / Passport No.	Malaysian / Foreign	Nationality / Country of Incorporation	Direct Holdings		Indirect Holdings (excluding bare trustees)	
					No.	%	No.	%
<input type="checkbox"/>	JOHN DOE	ABC123	Foreigner	Belgium	10	10.00	10	10.00
<input type="checkbox"/>	JANE DOE	DEF456	PR		81	81.00	81	81.00

Displaying 1 to 2 items

Summary of “What’s Changed”

- Pre-submission process involving Common IDs
- "To Do - Draft" for Common IDs and Authorised IDs
- "To Do - Submit" for Authorised IDs only
- Search for Submitted and Released announcements
- Contact Details Section
- Search Company feature
- Quota
- How Query Letter is issued and received
- "Reply to Query" on General Announcement
- Change up to 3 types of addresses on a single Change of Address announcement.
- PDF Submission is now Document Submission and now accepts more types for documents for either public use or for Bursa Malaysia's internal consumption

Summary of “What’s Changed” (Cont.)



- **FYE field on Entitlement announcement is now auto-populated and not editable**
- **One submission for Semi Annual Return**
- **Dynamic tables**

WHAT'S NEW

What's New: Bulletin & Alerts



- Bulletin is available to all users until the expiry of the bulletin as setup by Bursa Malaysia (e.g. 30 days).
- Alerts are only available to Authorised ID users.
- Alerts are generated when certain conditions are triggered by the submitted announcements.
- Only the person who performed the submission will receive Alerts on his/her dashboard.

Home | Announcement ▼ | Online Application ▼ | To Do ▼ | Search ▼ | Knowledge Base ▼

Bulletin

No	Subject	Published Date
1	DRC Notice	26 Feb 2015

Page 1 of 1 | Displaying 1 to 1 of 1 items

You have 0 **New Alerts** Latest 30 days

Alerts

No	Subject	Date Time	Status
1	Change in Boardroom [0028TI] [XXL]	17 Feb 2015 03:49:46 PM	(READ)
2	Reminder to create Circular/Notice to Shareholders for Expiry/Maturity/Termination of Securities	12 Feb 2015 04:14:24 PM	(READ)

Page 1 of 1 | Displaying 1 to 2 of 2 items

What's New: Change in Nomination Committee Announcement



Home | Announcement ▲ | Online Application ▼ | To Do ▼ | Search ▼ | Knowledge Base ▼

Announcement

General Announcement <ul style="list-style-type: none">» PLC» Non Issuer	Change in Corporate Information <ul style="list-style-type: none">» Change of Address» Change of Registrar» Proposed Change of Company Name» Change in Principal Officer» Change in Boardroom» Change in Audit Committee» Change in Nomination Committee» Change of Company Secretary	Notice of Shares Buy Back <ul style="list-style-type: none">» Immediate Announcement» Notice of Shares Buy Back by a Company Pursuant to Form 28A» Notice of Share Buy Back by a Company Pursuant to Form 28B» Notice of Immediate Resale or Cancellation of Treasury Shares» Listing Information and Profile» Additional Listing Announcement» General Meeting» Important Relevant Dates for Renounceable Right» Entitlement(Notice of Book Closure)» Expiry/Maturity/Termination of Securities» Transfer of Listing» Semi Annual/ Annual Return» Document Submission
Financial Results <ul style="list-style-type: none">» Change in Financial Year End» Financial Results	Changes in Shareholdings <ul style="list-style-type: none">» Notice of Interest of Substantial Shareholders Pursuant to Form 29A» Change in Substantial Shareholders Interest Pursuant to Form 29B» Notice of Person Ceasing Substantial Shareholders Pursuant to Form 29C» Changes in Director's Interest Pursuant to Section 135	
Initial Public Offering <ul style="list-style-type: none">» IPO Announcement» Timetable for IPO		

What's New: Change of Internal or External Company Secretary

Change of Company Secretary (v4)

MAIN **AUDIT LOGS**

Date Of Change*

Type Of Change*

License No*

Name*

Designation*

Previous Position*

New Position*

Internal/External Secretary* Internal Secretary External Secretary

Working experience and occupation during past 5 years

Information on this new field is not published or disseminated to the public.

What's New: NRIC/Passport Field With Check Button

Change in Principal Officer (v2)

MAIN | AUDIT LOGS

Date Of Change*

Type Of Change* Please Select

NRIC/Passport No* DEF345

Salutation* Please Select

Name*

Age*

Gender* Female Male

Nationality* Please Select

Designation* Please Select

NRIC/Pasport No is not published or disseminated on Bursa Malaysia's web site.

Change in Principal Officer (v2)

MAIN | AUDIT LOGS

Date Of Change*

Type Of Change* Please Select

NRIC/Passport No* DEF345

Salutation* Cik

Name* JANE SMITH

Age*

Gender* Female Male

Nationality* Singapore

Designation* Director

Qualifications

Auto-populated by Check button if NRIC/Passport No is valid.

What's New:

Status of “Expired”

- Status of un-submitted announcements (“Draft”, “Completed”, “Rejected Draft” and “Pending Completion”) automatically changes to “Expired” if the version of the announcement-type changes.
- Announcements with the status of “Expired”:
 - cannot be marked as “Completed” and
 - cannot be submitted to Bursa Malaysia.
- If Make Copy is used on Expired announcements, only data from fields available on the older version of the announcement-type would be copied to the new announcement.

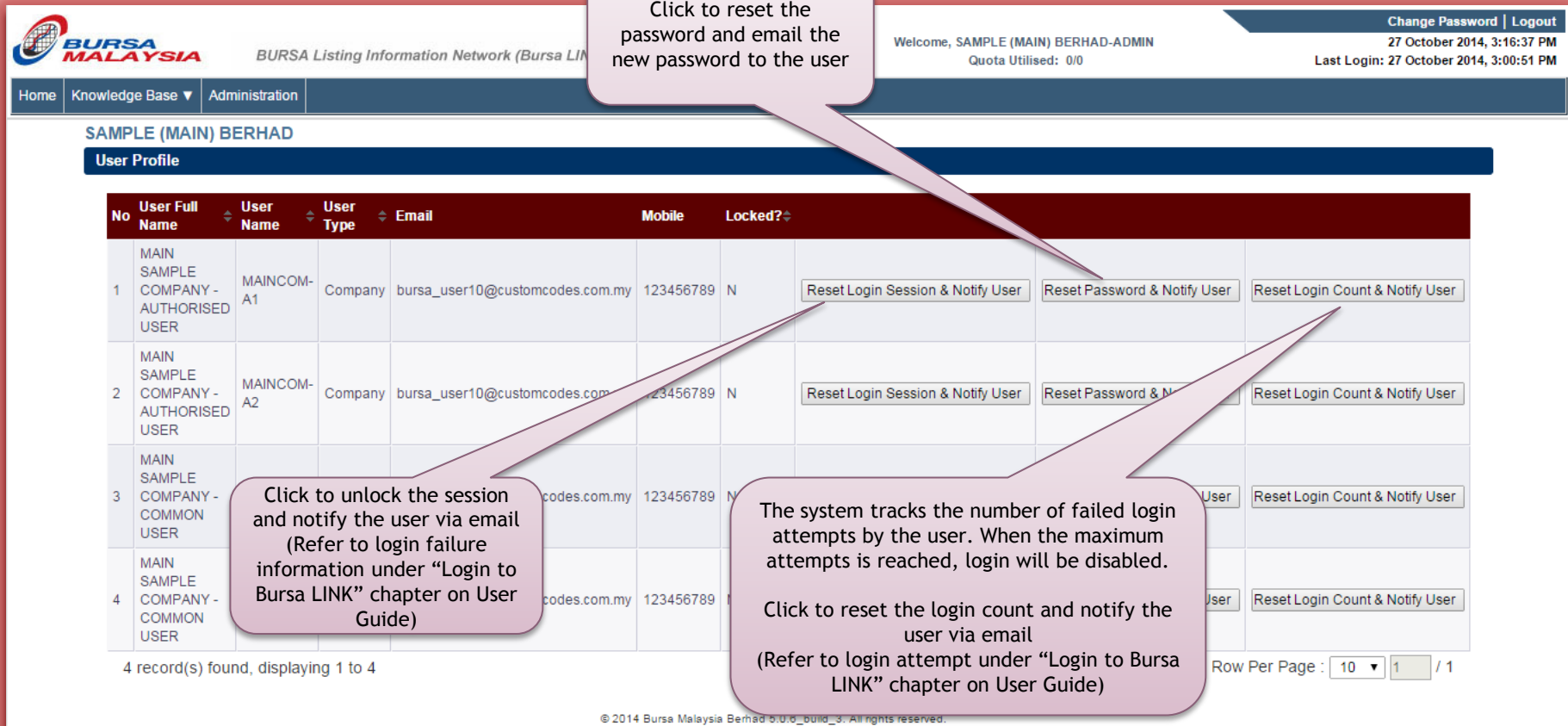
Proposed Change of Company Name (v4) **EXPIRED**
 Reference No. C05-22092014-00019 Created by MAIN COMPANY - AUTHORISED USER 2 on 22 Sep 2014 at 4:55:30 PM
Close

Delete Make a Copy

<input type="checkbox"/>	Reference No.	Announcement Type	Stock Name	Stock Code	Subject	Amended	Status	Creation Date	Created By
<input type="checkbox"/>	C05-07102014-00004	Proposed Change of Company Name	ABC123	ABC123	Change of Company Name - TEST FORM VERSION UPGRADE	No	EXPIRED	07 Oct 2014 02:49:44 PM	COM-A5
<input type="checkbox"/>	C05-07102014-00003	Proposed Change of Company Name	ABC123	ABC123	Change of Company Name - TEST FORM VERSION UPGRADE IN DRAFT	No	EXPIRED	07 Oct 2014 01:14:07 PM	COM-A5

What's New: External User Security Administrator

- An External User Security Administrator can perform administration tasks for users who are registered under the same company.
- One External User Security Administrator per company.



Click to reset the password and email the new password to the user

Click to unlock the session and notify the user via email (Refer to login failure information under "Login to Bursa LINK" chapter on User Guide)

The system tracks the number of failed login attempts by the user. When the maximum attempts is reached, login will be disabled.

Click to reset the login count and notify the user via email (Refer to login attempt under "Login to Bursa LINK" chapter on User Guide)

Change Password | Logout
27 October 2014, 3:16:37 PM
Last Login: 27 October 2014, 3:00:51 PM

Welcome, SAMPLE (MAIN) BERHAD-ADMIN
Quota Utilised: 0/0

Home Knowledge Base Administration

SAMPLE (MAIN) BERHAD

User Profile

No	User Full Name	User Name	User Type	Email	Mobile	Locked?			
1	MAIN SAMPLE COMPANY - AUTHORISED USER	MAINCOM-A1	Company	bursa_user10@customcodes.com.my	123456789	N	Reset Login Session & Notify User	Reset Password & Notify User	Reset Login Count & Notify User
2	MAIN SAMPLE COMPANY - AUTHORISED USER	MAINCOM-A2	Company	bursa_user10@customcodes.com.my	123456789	N	Reset Login Session & Notify User	Reset Password & Notify User	Reset Login Count & Notify User
3	MAIN SAMPLE COMPANY - COMMON USER			codes.com.my	123456789	N	User		Reset Login Count & Notify User
4	MAIN SAMPLE COMPANY - COMMON USER			codes.com.my	123456789		User		Reset Login Count & Notify User

4 record(s) found, displaying 1 to 4

Row Per Page: 10 1 / 1

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What's New: Offline Client for Announcements

Home | Announcement ▲ | Online Application ▼ | To Do ▼ | Search ▼ | Knowledge Base ▼

Announcement

General Announcement

- » PLC
- » Non Issuer

Financial Results

- » Change in Financial Year End
- » **Financial Results**

Initial Public Offering

- » IPO Announcement
- » Timetable for IPO

Change in Corporate Information

- » Change of Address
- » Change of Registrar
- » Proposed Change of Company Name
- » Change in Principal Officer
- » Change in Boardroom
- » Change in Audit Committee
- » Change in Nomination Committee
- » Change of Company Secretary

Changes in Shareholdings

- » Notice of Interest of Substantial Shareholders Pursuant to Form 29A
- » Change in Substantial Shareholders Interest Pursuant to Form 29B
- » Notice of Person Ceasing Substantial Shareholders Pursuant to Form 29C
- » Changes in Director's Interest Pursuant to Section 135

Notice of Shares Buy Back

- » Immediate Announcement
- » Notice of Shares Buy Back by a Company Pursuant to Form 28A
- » Notice of Share Buy Back by a Company Pursuant to Form 28B
- » Notice of Immediate Resale or Cancellation of Treasury Shares

» Listing Information and Profile

- » Additional Listing Announcement
- » General Meeting
- » Important Relevant Dates for Renounceable Right
- » **Entitlement(Notice of Book Closure)**
- » **Expiry/Maturity/Termination of Securities**
- » Transfer of Listing
- » Semi Annual/ Annual Return
- » Document Submission

Download

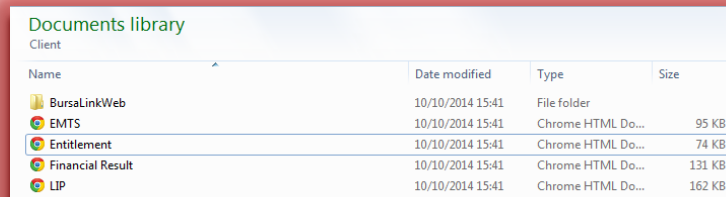
» [Download Offline Client](#)



What's New: Offline Client for Announcements (Cont.)

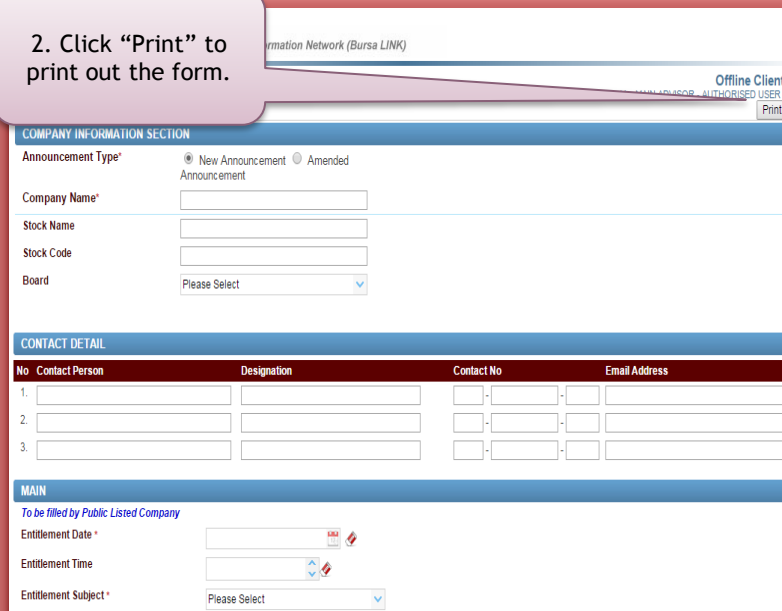
- The following are the steps to submit an Offline Client announcement:
 1. Create an offline client announcement
 2. Print out the announcement
 3. Fax the announcement to Bursa Malaysia

1. Select and open appropriate form from Offline Client folder. Enter details of announcements.



Name	Date modified	Type	Size
BursaLinkWeb	10/10/2014 15:41	File folder	
EMTS	10/10/2014 15:41	Chrome HTML Do...	95 KB
Entitlement	10/10/2014 15:41	Chrome HTML Do...	74 KB
Financial Result	10/10/2014 15:41	Chrome HTML Do...	131 KB
LIP	10/10/2014 15:41	Chrome HTML Do...	162 KB

2. Click "Print" to print out the form.



Information Network (Bursa LINK) Offline Client
Created by MAIN COMPANY - AUTHORIZED USER 1

COMPANY INFORMATION SECTION

Announcement Type* New Announcement Amended Announcement

Company Name*

Stock Name

Stock Code

Board

CONTACT DETAIL

No	Contact Person	Designation	Contact No	Email Address
1.	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>
2.	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>
3.	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>

MAIN

To be filled by Public Listed Company

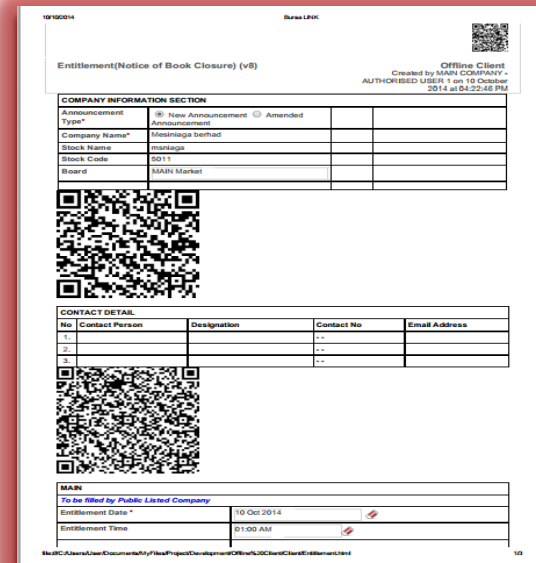
Entitlement Date*

Entitlement Time

Entitlement Subject*

Print

3. Fax printout to Bursa, together with supporting documents (If any).



Entitlement(Notice of Book Closure) (v8)

Created by MAIN COMPANY - AUTHORIZED USER 1 on 10 October 2014 at 04:22:48 PM

COMPANY INFORMATION SECTION

Announcement Type*	<input checked="" type="radio"/> New Announcement <input type="radio"/> Amended Announcement
Company Name*	Mestilaga berhad
Stock Name	mestilaga
Stock Code	5011
Board	MAIN Market

CONTACT DETAIL

No	Contact Person	Designation	Contact No	Email Address
1.	--	--	--	--
2.	--	--	--	--
3.	--	--	--	--

MAIN

To be filled by Public Listed Company

Entitlement Date*	10 Oct 2014
Entitlement Time	01:00 AM



Home	Announcement ▼	Online Application ▲	To Do ▼	Search ▼	Knowledge Base ▼
------	----------------	----------------------	---------	----------	------------------

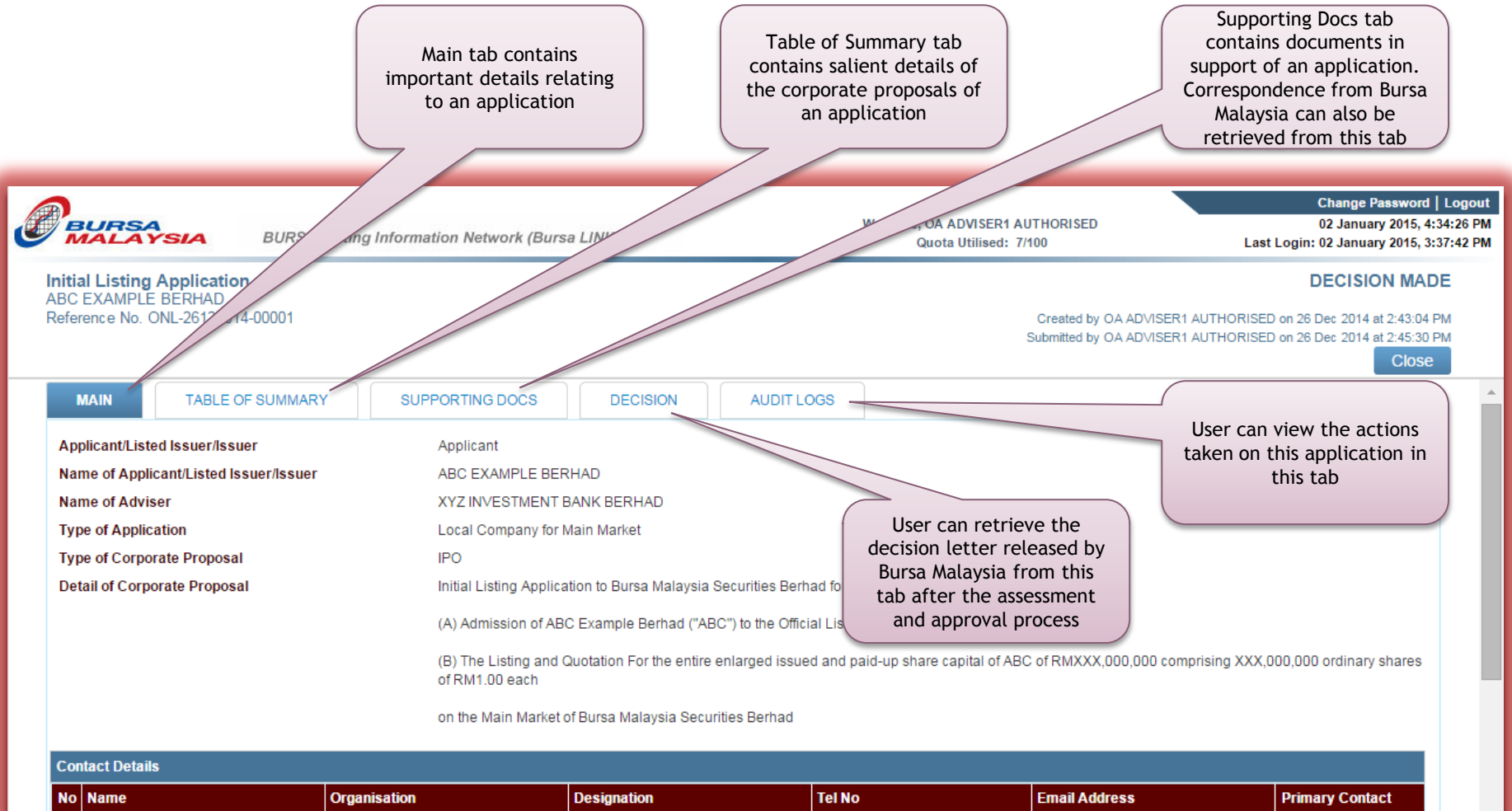
Online Applications

» Initial Listing Application	» Regularisation Proposals (PN17/PN16/GN3/GN2)	» Application for Waiver/Extension/Modification
» Initial Listing Application-For Structured Warrant	» Request for Withdrawal of Listing	» Request for suspension
» Initial Listing Application-Structured Warrant for Further Issue	» Draft Circular	» Request for Upliftment for PN17/GN3 and Request for De-classification for PN16/GN2 Status
» Additional Listing Application	» Subdivision of Shares	» Request for Concurrence on PN16/GN2 Status
» Transfer Of Listing Application	» Consolidation of Shares	» Application for Change of Sponsorship by Ace Market Companies

- **Bulletin & Alerts**
- **Change in Nomination Committee Announcement**
- **New field for Change of Company Secretary announcement - Internal or External Secretary**
- **NRIC/Passport field and Check button for the following types of announcements:**
 - Change in Principal Officer
 - Change in Boardroom
 - Change in Audit Committee
 - Change in Nomination Committee
- **External User Security Administrator**
- **Offline client for announcements**
- **Online Applications**

ONLINE APPLICATIONS

Online Applications: General Structure



Main tab contains important details relating to an application

Table of Summary tab contains salient details of the corporate proposals of an application

Supporting Docs tab contains documents in support of an application. Correspondence from Bursa Malaysia can also be retrieved from this tab

Decision Made
Created by OA ADVISER1 AUTHORISED on 26 Dec 2014 at 2:43:04 PM
Submitted by OA ADVISER1 AUTHORISED on 26 Dec 2014 at 2:45:30 PM
Close

MAIN | TABLE OF SUMMARY | SUPPORTING DOCS | DECISION | AUDIT LOGS

Applicant/Listed Issuer/Issuer Applicant
Name of Applicant/Listed Issuer/Issuer ABC EXAMPLE BERHAD
Name of Adviser XYZ INVESTMENT BANK BERHAD
Type of Application Local Company for Main Market
Type of Corporate Proposal IPO
Detail of Corporate Proposal Initial Listing Application to Bursa Malaysia Securities Berhad for
 (A) Admission of ABC Example Berhad ("ABC") to the Official Lis
 (B) The Listing and Quotation For the entire enlarged issued and paid-up share capital of ABC of RMXXX,000,000 comprising XXX,000,000 ordinary shares of RM1.00 each
 on the Main Market of Bursa Malaysia Securities Berhad

Contact Details

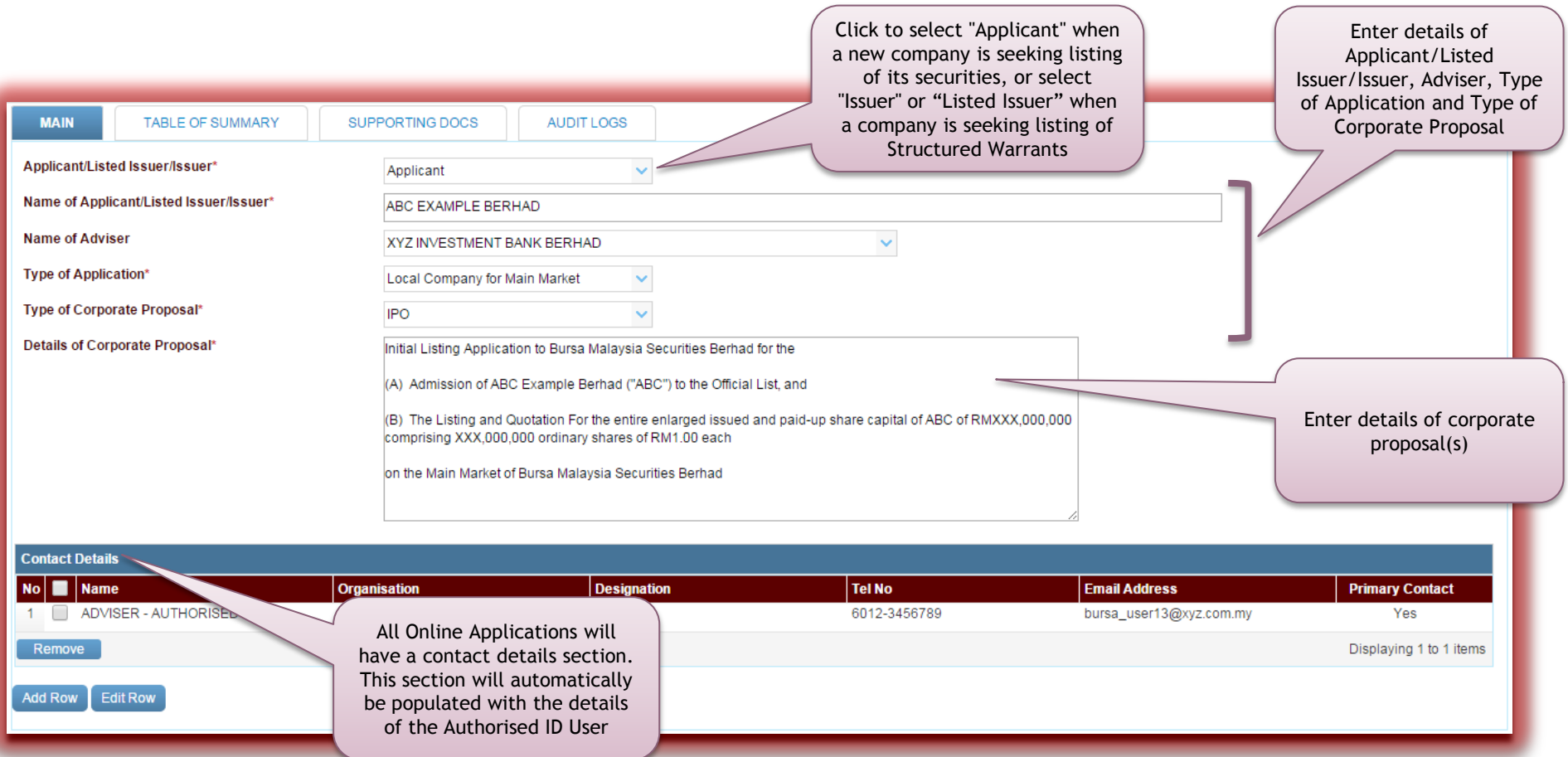
No	Name	Organisation	Designation	Tel No	Email Address	Primary Contact
----	------	--------------	-------------	--------	---------------	-----------------

User can view the actions taken on this application in this tab

User can retrieve the decision letter released by Bursa Malaysia from this tab after the assessment and approval process

Online Applications: Main Tab

- Main tab contains important details relating to an application
- Main tab varies depending on the type of Online Application; the fields change according to the type of Online Application



The screenshot displays the 'MAIN' tab of the online application system. It features a navigation bar with 'MAIN', 'TABLE OF SUMMARY', 'SUPPORTING DOCS', and 'AUDIT LOGS'. The main form area includes several fields:

- Applicant/Listed Issuer/Issuer***: A dropdown menu currently set to 'Applicant'. A callout explains: "Click to select 'Applicant' when a new company is seeking listing of its securities, or select 'Issuer' or 'Listed Issuer' when a company is seeking listing of Structured Warrants".
- Name of Applicant/Listed Issuer/Issuer***: A text input field containing 'ABC EXAMPLE BERHAD'.
- Name of Adviser**: A dropdown menu currently set to 'XYZ INVESTMENT BANK BERHAD'.
- Type of Application***: A dropdown menu currently set to 'Local Company for Main Market'.
- Type of Corporate Proposal***: A dropdown menu currently set to 'IPO'.
- Details of Corporate Proposal***: A large text area containing the following text:
Initial Listing Application to Bursa Malaysia Securities Berhad for the
(A) Admission of ABC Example Berhad ("ABC") to the Official List, and
(B) The Listing and Quotation For the entire enlarged issued and paid-up share capital of ABC of RMXXX,000,000 comprising XXX,000,000 ordinary shares of RM1.00 each
on the Main Market of Bursa Malaysia Securities Berhad

Below the main form is a 'Contact Details' section with a table:

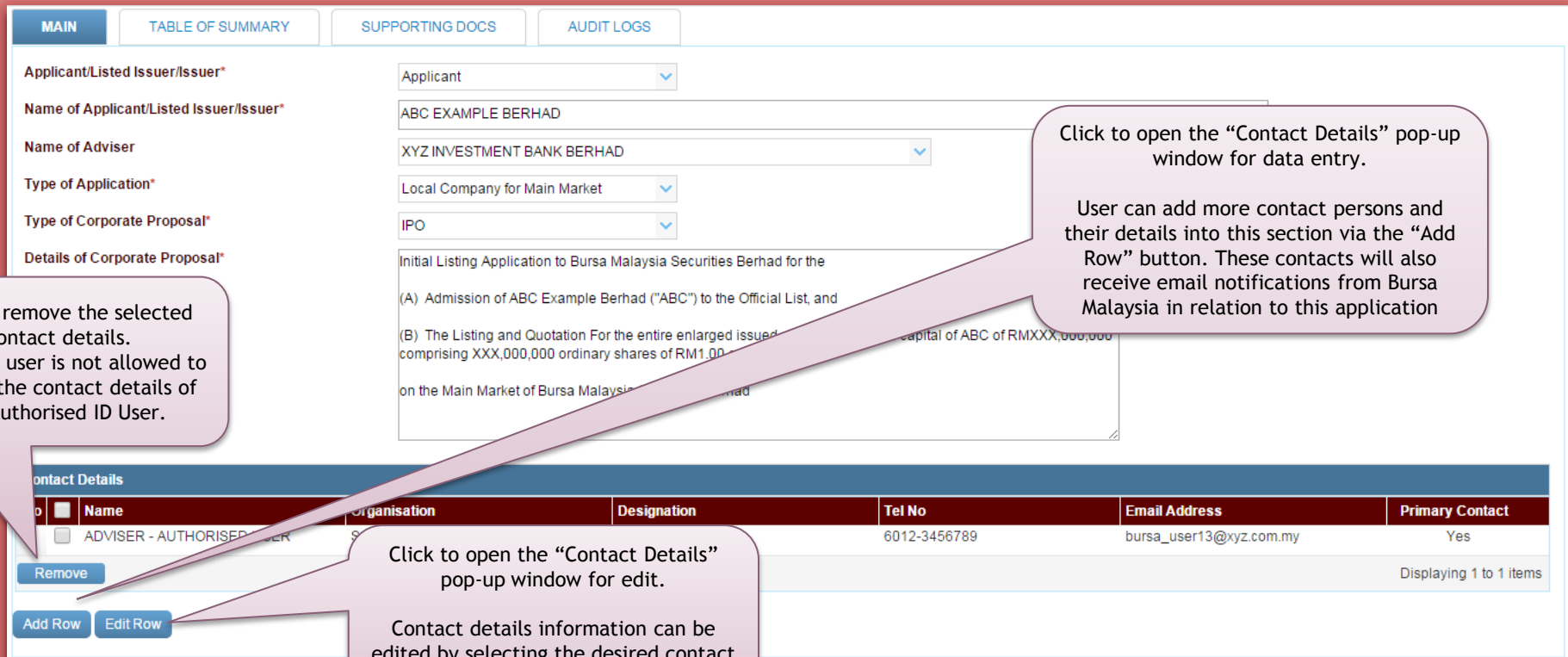
No	Name	Organisation	Designation	Tel No	Email Address	Primary Contact
1	ADVISER - AUTHORISED			6012-3456789	bursa_user13@xyz.com.my	Yes

Buttons for 'Remove', 'Add Row', and 'Edit Row' are located below the table. A callout explains: "All Online Applications will have a contact details section. This section will automatically be populated with the details of the Authorised ID User".

Additional callouts on the right side of the form indicate: "Enter details of Applicant/Listed Issuer/Issuer, Adviser, Type of Application and Type of Corporate Proposal" (pointing to the top four fields) and "Enter details of corporate proposal(s)" (pointing to the large text area).

Online Applications: Contact Details Section

- All Online Applications will have a Contact Details section located on the MAIN Tab.
- The System shall auto populate the contact details of the Authorised ID User when the application is composed; this contact detail cannot be removed by the user.



Click to remove the selected contact details. However, user is not allowed to remove the contact details of the Authorised ID User.

Click to open the "Contact Details" pop-up window for data entry.

User can add more contact persons and their details into this section via the "Add Row" button. These contacts will also receive email notifications from Bursa Malaysia in relation to this application

Click to open the "Contact Details" pop-up window for edit.

Contact details information can be edited by selecting the desired contact person and clicking the "Edit Row" button.

Name	Organisation	Designation	Tel No	Email Address	Primary Contact
ADVISER - AUTHORISED USER			6012-3456789	bursa_user13@xyz.com.my	Yes

Displaying 1 to 1 items

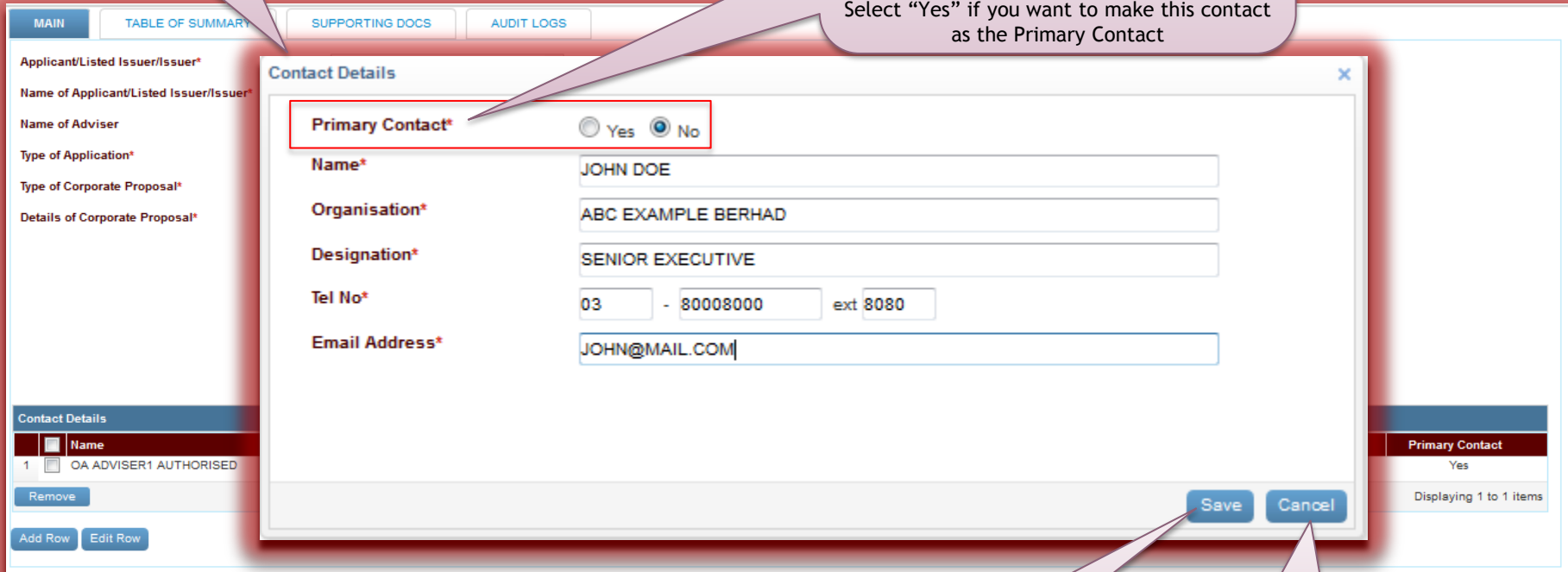
Online Applications: Contact Details Section - Add Row & Edit Row

“Contact Details” pop-up window appears when the “Add Row” or “Edit Row” button is clicked

Primary Contact shall mean the primary contact person for the application.

By default, the Authorised ID User would be the primary contact but it can be changed to another contact.

Select “Yes” if you want to make this contact as the Primary Contact



The screenshot shows a web application interface with a 'Contact Details' pop-up window. The background interface includes a navigation bar with 'MAIN', 'TABLE OF SUMMARY', 'SUPPORTING DOCS', and 'AUDIT LOGS'. Below this is a table with columns for 'Applicant/Listed Issuer/Issuer*', 'Name of Applicant/Listed Issuer/Issuer*', 'Name of Adviser', 'Type of Application*', 'Type of Corporate Proposal*', and 'Details of Corporate Proposal*'. A 'Contact Details' section is visible at the bottom left of the background interface, with a 'Remove' button and 'Add Row' and 'Edit Row' buttons. The 'Contact Details' pop-up window has a title bar with a close button (X). It contains the following fields:

- Primary Contact***: Radio buttons for 'Yes' and 'No'. The 'No' button is selected.
- Name***: Text input field containing 'JOHN DOE'.
- Organisation***: Text input field containing 'ABC EXAMPLE BERHAD'.
- Designation***: Text input field containing 'SENIOR EXECUTIVE'.
- Tel No***: Text input field containing '03 - 80008000 ext 8080'.
- Email Address***: Text input field containing 'JOHN@MAIL.COM'.

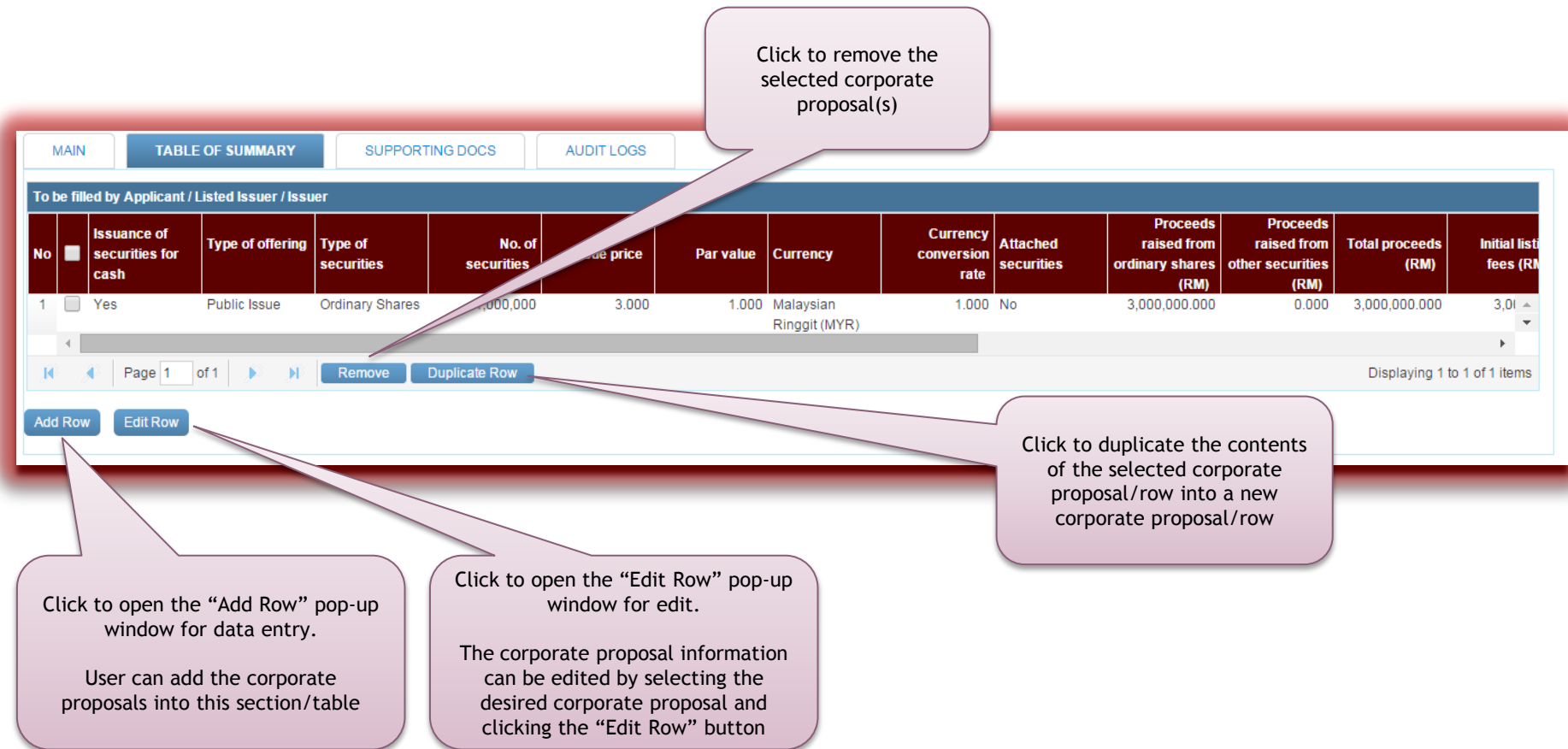
At the bottom right of the pop-up window are 'Save' and 'Cancel' buttons. A table is visible on the right side of the background interface, showing a row for 'Primary Contact' with the value 'Yes' and a footer indicating 'Displaying 1 to 1 items'.

Click to insert/update the contact details into the Contact Details section

Click to close the pop-up window without saving.

Online Applications: Table of Summary Tab

- Table of Summary section will contain salient details of the corporate proposals in an Application.
- Table of Summary tab varies depending on the type of Online Application; the table columns change according to the type of Online Application



Click to remove the selected corporate proposal(s)

Click to duplicate the contents of the selected corporate proposal/row into a new corporate proposal/row

Click to open the "Add Row" pop-up window for data entry.
User can add the corporate proposals into this section/table

Click to open the "Edit Row" pop-up window for edit.
The corporate proposal information can be edited by selecting the desired corporate proposal and clicking the "Edit Row" button

No	Issuance of securities for cash	Type of offering	Type of securities	No. of securities	Issue price	Par value	Currency	Currency conversion rate	Attached securities	Proceeds raised from ordinary shares (RM)	Proceeds raised from other securities (RM)	Total proceeds (RM)	Initial list fees (RM)
1	<input checked="" type="checkbox"/> Yes	Public Issue	Ordinary Shares	1,000,000	3.000	1.000	Malaysian Ringgit (MYR)	1.000	No	3,000,000.000	0.000	3,000,000.000	3.000

Page 1 of 1

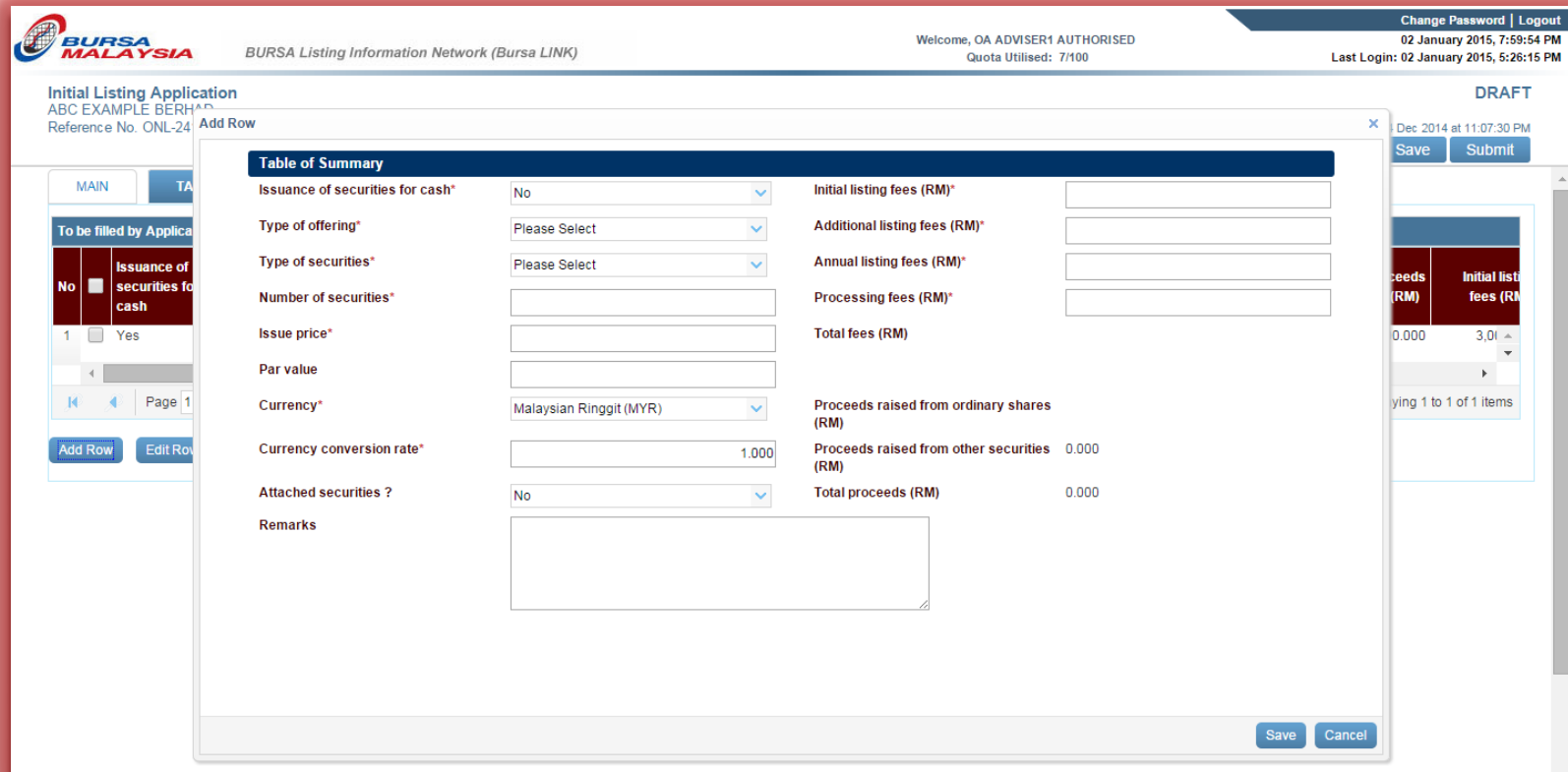
Remove Duplicate Row

Displaying 1 to 1 of 1 items

Add Row Edit Row

Online Applications: Table of Summary Tab - Add Row & Edit Row

- Click on “Add Row” button to open the “Add Row” pop up window for data entry
 - “Edit Row” pop up window is the same as the “Add Row” window except that the data in the fields are auto populated with data entered earlier
- Below is a sample screen; the fields shown in the pop up window will be different for different types of Online Application



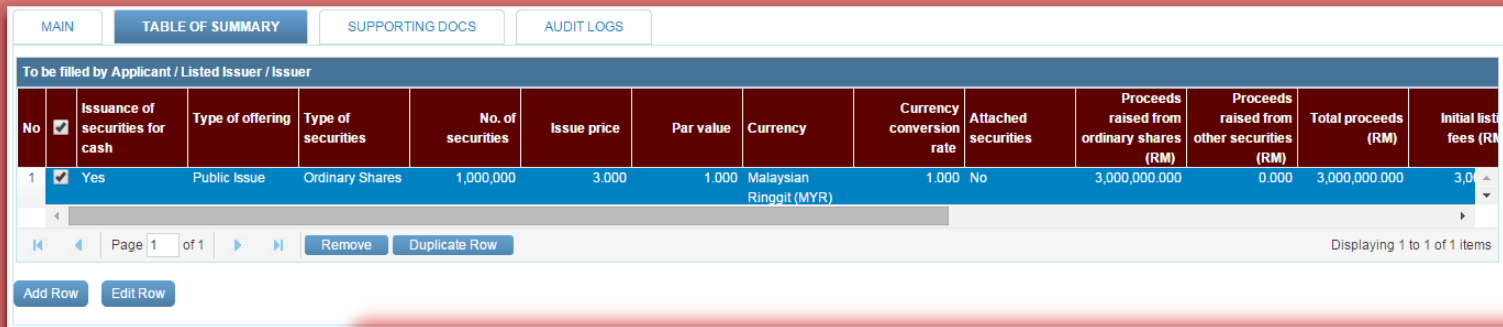
The screenshot displays the Bursa Malaysia Initial Listing Application interface. The main window shows the 'Table of Summary' tab with the following fields:

Field	Value	Field	Value
Issuance of securities for cash*	No	Initial listing fees (RM)*	
Type of offering*	Please Select	Additional listing fees (RM)*	
Type of securities*	Please Select	Annual listing fees (RM)*	
Number of securities*		Processing fees (RM)*	
Issue price*		Total fees (RM)	
Par value		Proceeds raised from ordinary shares (RM)	
Currency*	Malaysian Ringgit (MYR)	Proceeds raised from other securities (RM)	0.000
Currency conversion rate*	1.000	Total proceeds (RM)	0.000
Attached securities ?	No		
Remarks			

The interface also includes a 'DRAFT' status, a 'Save' button, and a 'Submit' button. The background shows the 'Initial Listing Application' form with a 'Table of Summary' pop-up window overlaid.

Online Applications: Table of Summary Tab - Duplicate Row

1. Select the corporate proposal that you want to duplicate by clicking on it (checkbox for that row will show a tick)
2. Click on “Duplicate Row” to make a copy of the selected row
3. A new row with the same corporate proposal details will be added into the table
4. You can now select this new row and click “Edit Row” to make the appropriate changes



MAIN | TABLE OF SUMMARY | SUPPORTING DOCS | AUDIT LOGS

To be filled by Applicant / Listed Issuer / Issuer

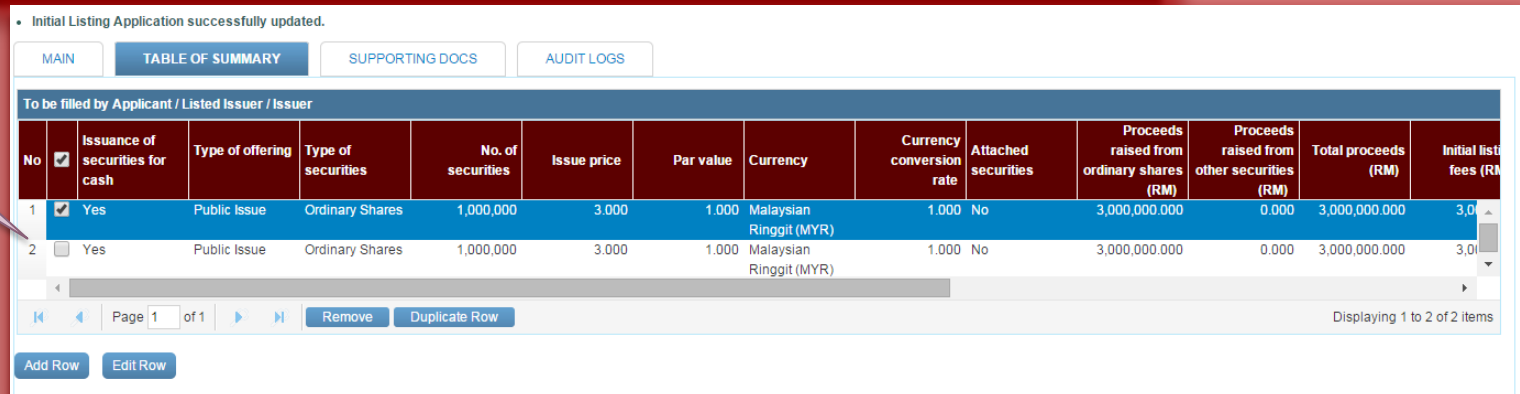
No	<input checked="" type="checkbox"/>	Issuance of securities for cash	Type of offering	Type of securities	No. of securities	Issue price	Par value	Currency	Currency conversion rate	Attached securities	Proceeds raised from ordinary shares (RM)	Proceeds raised from other securities (RM)	Total proceeds (RM)	Initial list fees (RM)
1	<input checked="" type="checkbox"/>	Yes	Public Issue	Ordinary Shares	1,000,000	3.000	1.000	Malaysian Ringgit (MYR)	1.000	No	3,000,000.000	0.000	3,000,000.000	3.0

Page 1 of 1 | Remove | Duplicate Row | Displaying 1 to 1 of 1 items

Add Row | Edit Row



New row added after clicking “Duplicate Row” button



• Initial Listing Application successfully updated.

MAIN | TABLE OF SUMMARY | SUPPORTING DOCS | AUDIT LOGS

To be filled by Applicant / Listed Issuer / Issuer

No	<input checked="" type="checkbox"/>	Issuance of securities for cash	Type of offering	Type of securities	No. of securities	Issue price	Par value	Currency	Currency conversion rate	Attached securities	Proceeds raised from ordinary shares (RM)	Proceeds raised from other securities (RM)	Total proceeds (RM)	Initial list fees (RM)
1	<input checked="" type="checkbox"/>	Yes	Public Issue	Ordinary Shares	1,000,000	3.000	1.000	Malaysian Ringgit (MYR)	1.000	No	3,000,000.000	0.000	3,000,000.000	3.0
2	<input type="checkbox"/>	Yes	Public Issue	Ordinary Shares	1,000,000	3.000	1.000	Malaysian Ringgit (MYR)	1.000	No	3,000,000.000	0.000	3,000,000.000	3.0

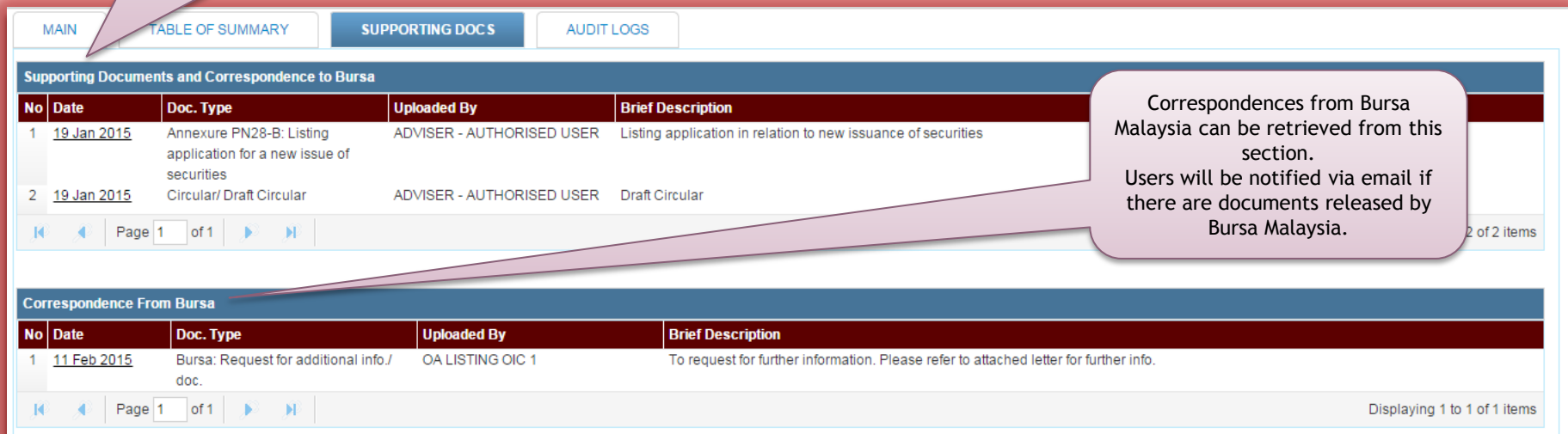
Page 1 of 1 | Remove | Duplicate Row | Displaying 1 to 2 of 2 items

Add Row | Edit Row

Online Applications: Supporting Docs Tab

- **Supporting Docs tab contains 2 sections:**
 - Supporting Documents and Correspondence to Bursa
 - Correspondence from Bursa
- **Supporting Docs tab is the same for all types of Online Applications**

This Section/Table is meant for users to upload any supporting documents in support of its Online Application as well as upload any correspondences or additional information/documents to Bursa Malaysia



The screenshot displays the 'Supporting Docs' tab interface. At the top, there are navigation tabs: 'MAIN', 'TABLE OF SUMMARY', 'SUPPORTING DOCS' (selected), and 'AUDIT LOGS'. Below the tabs, the interface is divided into two main sections.

Supporting Documents and Correspondence to Bursa

No	Date	Doc. Type	Uploaded By	Brief Description
1	19 Jan 2015	Annexure PN28-B: Listing application for a new issue of securities	ADVISER - AUTHORISED USER	Listing application in relation to new issuance of securities
2	19 Jan 2015	Circular/ Draft Circular	ADVISER - AUTHORISED USER	Draft Circular

Page 1 of 1

2 of 2 items

Correspondence From Bursa

No	Date	Doc. Type	Uploaded By	Brief Description
1	11 Feb 2015	Bursa: Request for additional info/ doc.	OA LISTING OIC 1	To request for further information. Please refer to attached letter for further info.

Page 1 of 1

Displaying 1 to 1 of 1 items

Correspondences from Bursa Malaysia can be retrieved from this section. Users will be notified via email if there are documents released by Bursa Malaysia.

Online Applications:

Supporting Documents and Correspondence to Bursa



- All documentation in support of the Application must be attached and uploaded before the Application is submitted to Bursa Malaysia; incomplete documentation will be rejected
- Paper documents, duly signed if signatories required, can be scanned into PDF format and attached

This section shows all documents uploaded by the user. The uploaded documents will be made available to Bursa Malaysia after submission.

Documents that are already uploaded are shown in this table. To download the uploaded document, click on the hyperlink on the "Date" column.

These fields must be filled before the document can be uploaded. Details of the uploaded document will appear on the "Supporting Documents and Correspondence to Bursa" table after clicking "Upload" button.

Change Password | Logout
19 January 2015, 12:52:14 AM
Last Login: 19 January 2015, 12:33:11 AM

DRAFT

Created by ADVISER - AUTHORISED USER on 19 Jan 2015 at 12:37:11 AM

Close Save Request TAC Submit

Supporting Documents and Correspondence to Bursa

No	Date	Document Type	Uploaded By	Brief Description
1	19 Jan 2015	Annexure PN28-B: Listing application for a new issue of securities	ADVISER - AUTHORISED USER	Listing application in relation to new issuance of securities

Page 1 of 1 Remove

Displaying 1 to 1 of 1 items

Document Type*
Circular/ Draft Circular

Brief Description*
Draft circular in relation to the corporate proposal

Attachment(s)* (Please attach here)
Circular ABC Example Bhd.pdf

Browse Upload

Correspondence From Bursa

No	Date	Document Type	Uploaded By	Brief Description
----	------	---------------	-------------	-------------------

Click to open a pop-up window to select a document from the user's computer

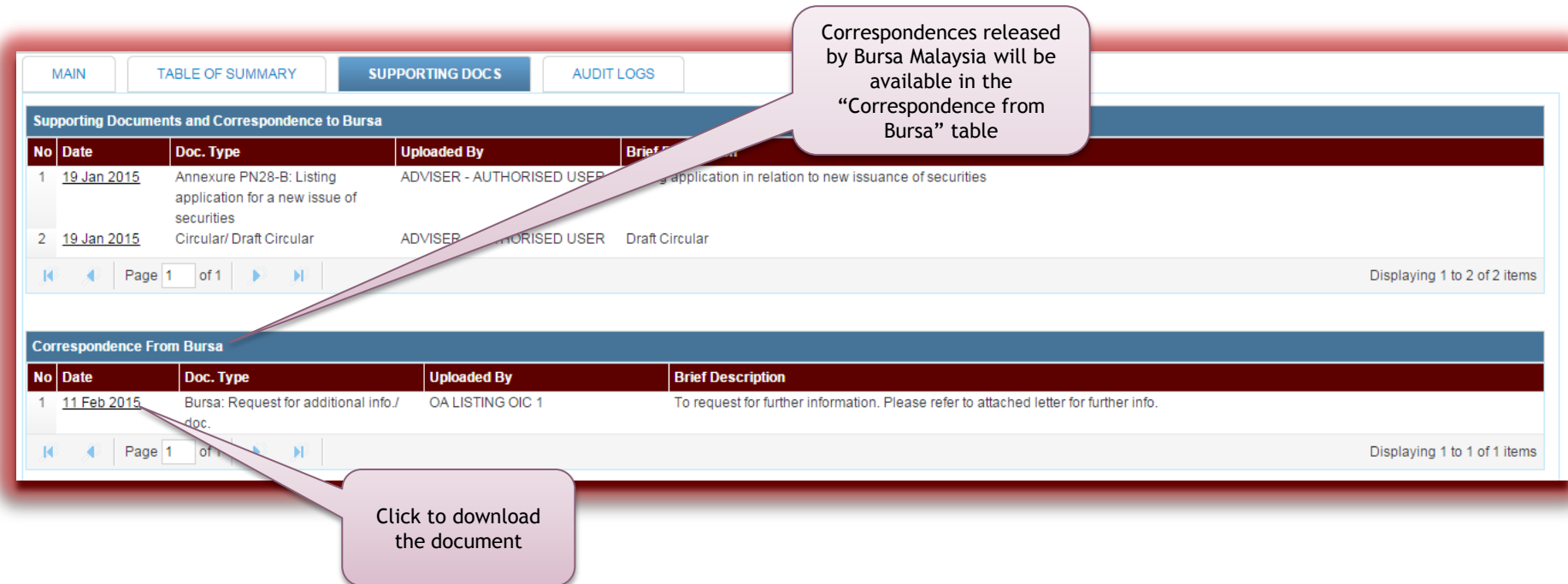
Click to upload the selected document from the user's computer to the server. However, the system will prevent the upload if the mandatory fields are not entered.

Click to save the uploaded documents to the server

- **Bursa Malaysia may impose a “No-Upload” period for Online Applications. This period is usually imposed during peak hours of the Announcement submission. Users will not be able to upload any documents if the activity falls within the imposed “No-Upload” period.**
- **Documents uploaded and submitted to Bursa Malaysia cannot be deleted/removed.**

Online Applications: Correspondence from Bursa

- This section is for Bursa Malaysia to release correspondence/documents/letters to the Applicant/Listed Issuer/Issuer of the Online Application
- Correspondences that are already released by Bursa Malaysia via this section cannot be removed
- The Applicant/Listed Issuer/Issuer cannot remove or upload documents in this section
- When Bursa Malaysia release a correspondence in this section, all contacts persons listed on the Contact Details section will be notified via email



Supporting Documents and Correspondence to Bursa

No	Date	Doc. Type	Uploaded By	Brief Description
1	19 Jan 2015	Annexure PN28-B: Listing application for a new issue of securities	ADVISED - AUTHORISED USER	Listing application in relation to new issuance of securities
2	19 Jan 2015	Circular/ Draft Circular	ADVISED - AUTHORISED USER	Draft Circular

Page 1 of 1

Displaying 1 to 2 of 2 items

Correspondence From Bursa

No	Date	Doc. Type	Uploaded By	Brief Description
1	11 Feb 2015	Bursa: Request for additional info/ doc.	OA LISTING OIC 1	To request for further information. Please refer to attached letter for further info.

Page 1 of 1

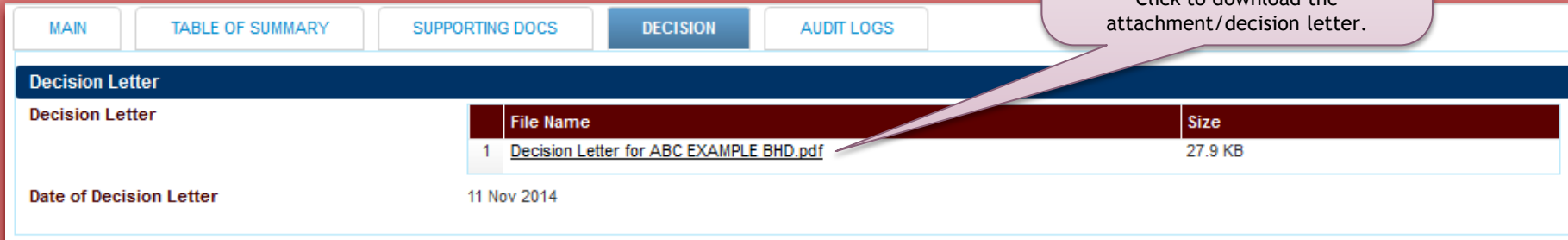
Displaying 1 to 1 of 1 items

Correspondences released by Bursa Malaysia will be available in the "Correspondence from Bursa" table

Click to download the document

Online Applications: Decision Tab

- This section is for Bursa Malaysia to release its decision on the application to the user; all contact persons listed on the Contact Details section will be notified via email
- The Decision Tab is only available to the user after Bursa Malaysia has made a decision on the application
- The Decision Tab is the same for all types of Online Applications

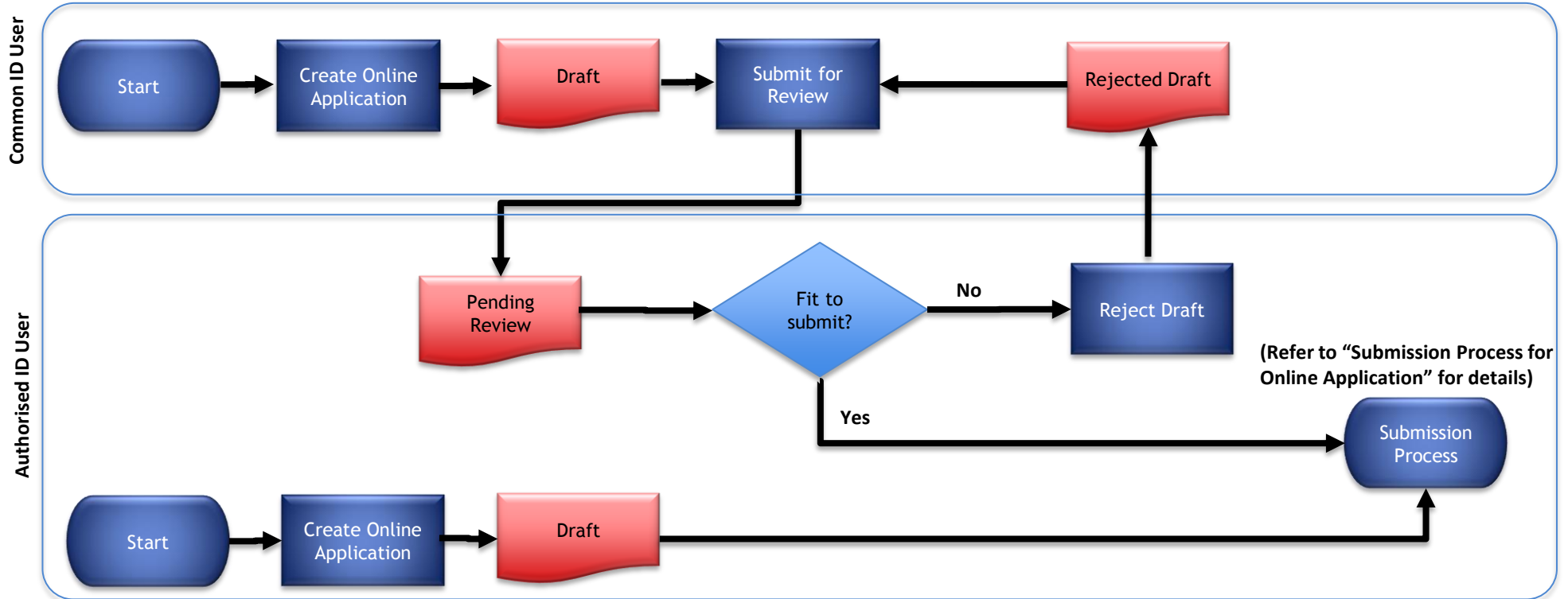


The screenshot shows a web interface with a navigation bar containing tabs: MAIN, TABLE OF SUMMARY, SUPPORTING DOCS, DECISION (highlighted), and AUDIT LOGS. Below the navigation bar is a section titled "Decision Letter". It contains a table with the following data:

Decision Letter	File Name	Size
	1 Decision Letter for ABC EXAMPLE BHD.pdf	27.9 KB

Below the table, the "Date of Decision Letter" is listed as "11 Nov 2014". A callout box points to the file name in the table, containing the text: "The Decision Letter uploaded and released by Bursa Malaysia can be retrieved via the attachment found in this table. Click to download the attachment/decision letter."

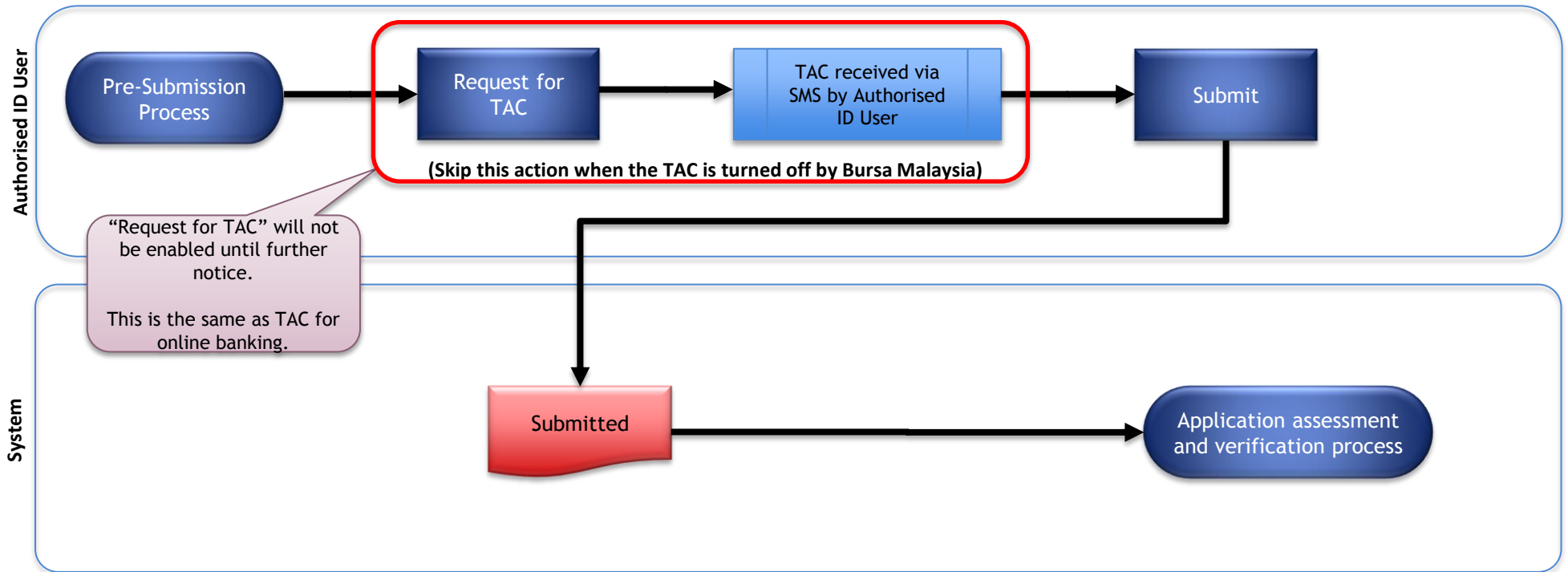
Online Applications: Pre-Submission Process



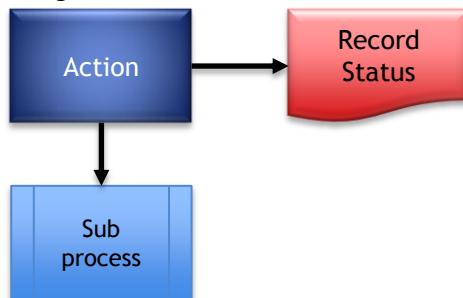
Legend:



Online Applications: Submission Process

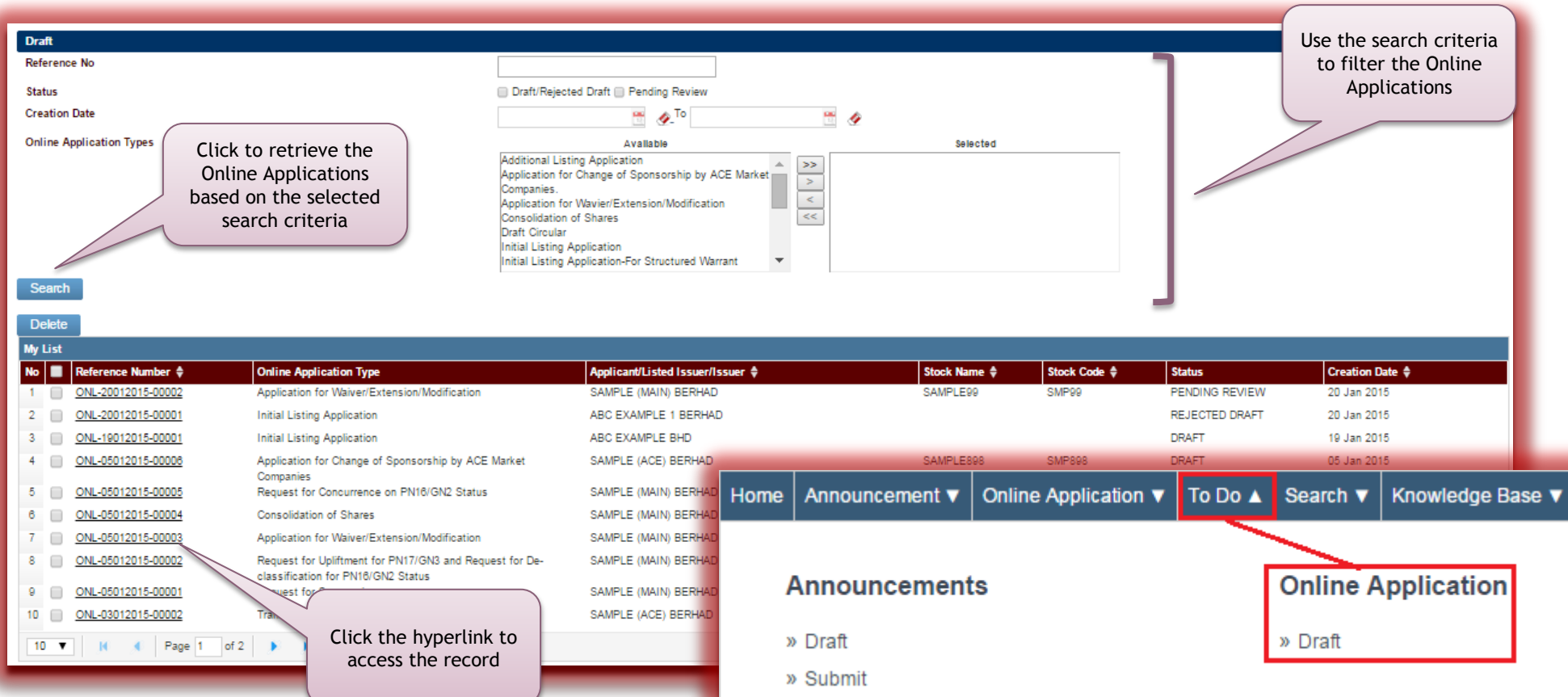


Legend:



Online Applications: Authorised ID User's View of "To Do"

- An Authorised ID User can access all un-submitted Online Applications created by him/her or the Common ID Users associated to him/her.
- Once an Online Application is submitted to Bursa, it is no longer displayed in the table



Use the search criteria to filter the Online Applications

Click to retrieve the Online Applications based on the selected search criteria

Click the hyperlink to access the record

Home | **Announcement** | **Online Application** | **To Do** | **Search** | **Knowledge Base**

Announcements

- » Draft
- » Submit

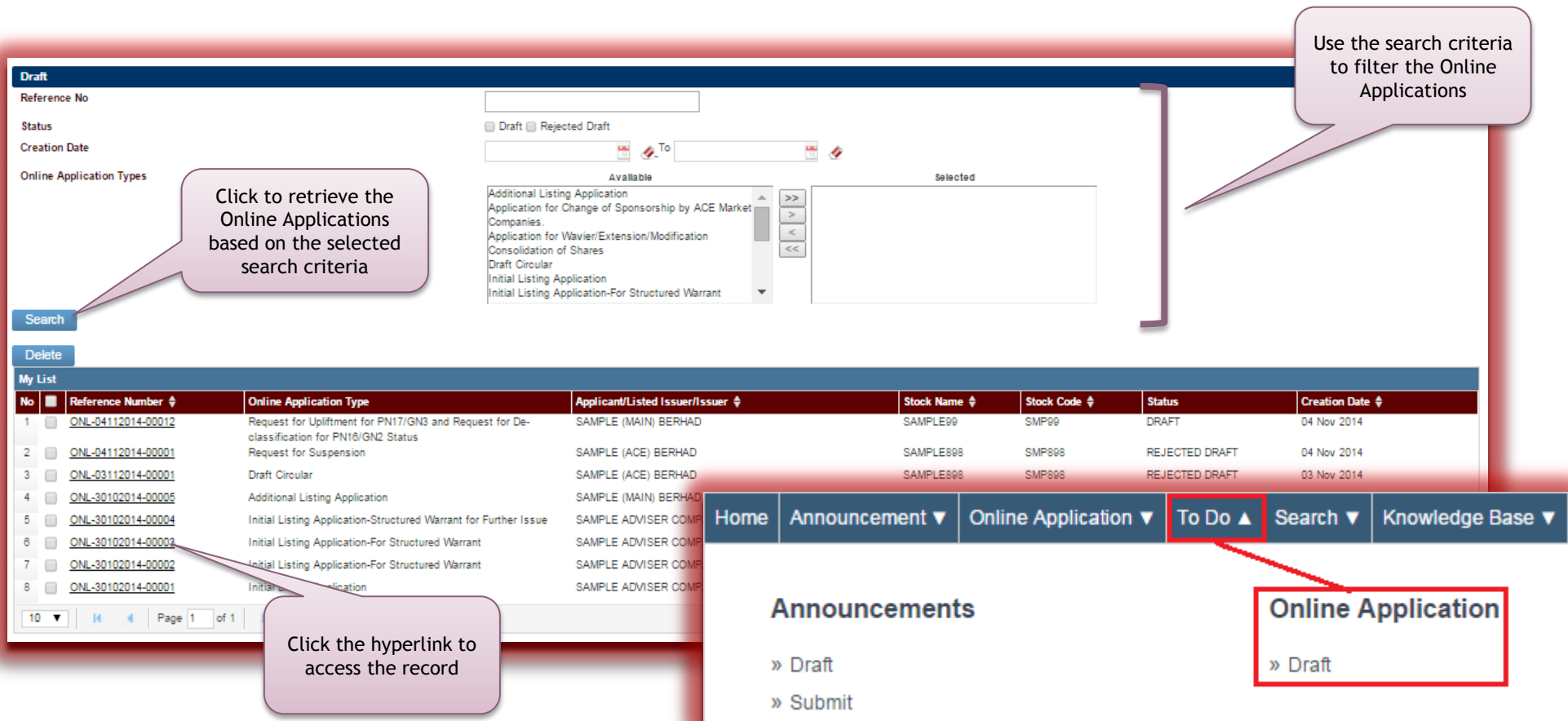
Online Application

- » Draft

No	Reference Number	Online Application Type	Applicant/Listed Issuer/Issuer	Stock Name	Stock Code	Status	Creation Date
1	ONL-20012015-00002	Application for Waiver/Extension/Modification	SAMPLE (MAIN) BERHAD	SAMPLE99	SMP99	PENDING REVIEW	20 Jan 2015
2	ONL-20012015-00001	Initial Listing Application	ABC EXAMPLE 1 BERHAD			REJECTED DRAFT	20 Jan 2015
3	ONL-19012015-00001	Initial Listing Application	ABC EXAMPLE BHD			DRAFT	19 Jan 2015
4	ONL-05012015-00008	Application for Change of Sponsorship by ACE Market Companies	SAMPLE (ACE) BERHAD	SAMPLE999	SMP999	DRAFT	05 Jan 2015
5	ONL-05012015-00005	Request for Concurrence on PN16/GN2 Status	SAMPLE (MAIN) BERHAD				
6	ONL-05012015-00004	Consolidation of Shares	SAMPLE (MAIN) BERHAD				
7	ONL-05012015-00003	Application for Waiver/Extension/Modification	SAMPLE (MAIN) BERHAD				
8	ONL-05012015-00002	Request for Upliftment for PN17/GN3 and Request for De-classification for PN16/GN2 Status	SAMPLE (MAIN) BERHAD				
9	ONL-05012015-00001	Request for	SAMPLE (MAIN) BERHAD				
10	ONL-03012015-00002	Tran	SAMPLE (ACE) BERHAD				

Online Applications: Common ID User's View of "To Do"

- A Common ID User can access draft / rejected draft Online Applications created by him/her only
- Once an Online Application is submitted for review, it is no longer displayed in the table



Use the search criteria to filter the Online Applications

Click to retrieve the Online Applications based on the selected search criteria

Click the hyperlink to access the record

Home Announcement ▼ Online Application ▼ **To Do ▲** Search ▼ Knowledge Base ▼

Announcements

- » Draft
- » Submit

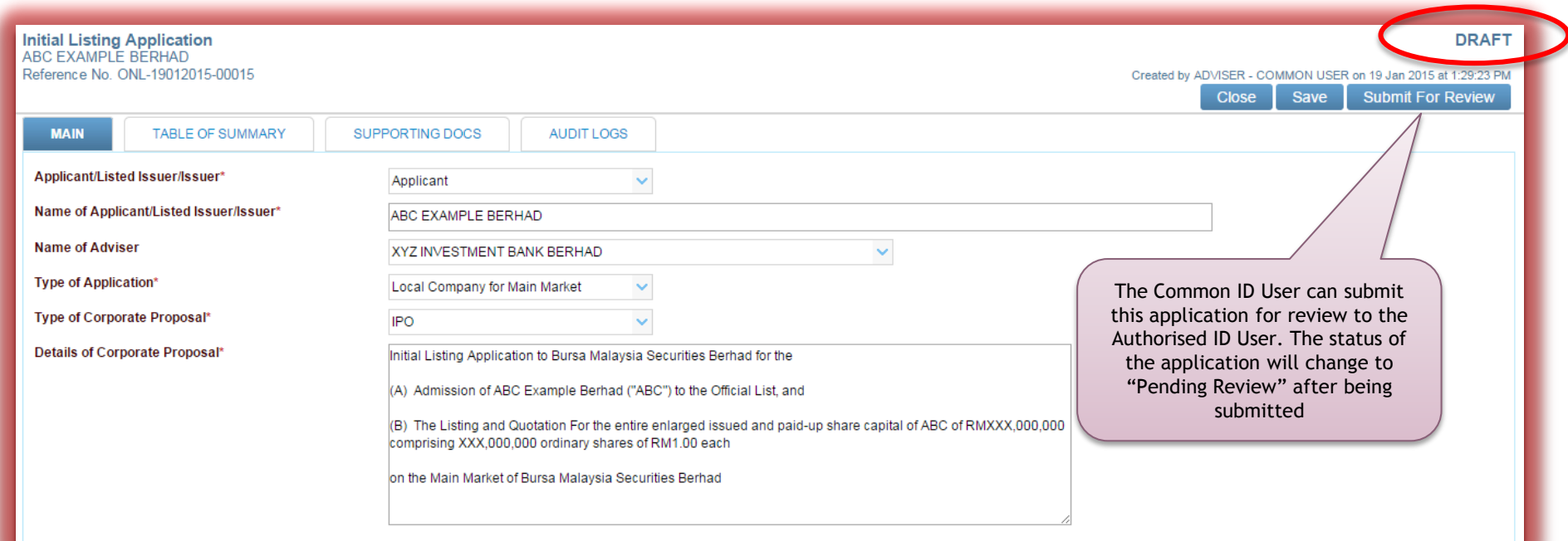
Online Application

- » Draft

No	Reference Number	Online Application Type	Applicant/Listed Issuer/Issuer	Stock Name	Stock Code	Status	Creation Date
1	ONL-04112014-00012	Request for Upliftment for PN17/GN3 and Request for De-classification for PN18/GN2 Status	SAMPLE (MAIN) BERHAD	SAMPLE99	SMP99	DRAFT	04 Nov 2014
2	ONL-04112014-00001	Request for Suspension	SAMPLE (ACE) BERHAD	SAMPLE898	SMP898	REJECTED DRAFT	04 Nov 2014
3	ONL-03112014-00001	Draft Circular	SAMPLE (ACE) BERHAD	SAMPLE898	SMP898	REJECTED DRAFT	03 Nov 2014
4	ONL-30102014-00005	Additional Listing Application	SAMPLE (MAIN) BERHAD				
5	ONL-30102014-00004	Initial Listing Application-Structured Warrant for Further Issue	SAMPLE ADVISER COMP				
6	ONL-30102014-00003	Initial Listing Application-For Structured Warrant	SAMPLE ADVISER COMP				
7	ONL-30102014-00002	Initial Listing Application-For Structured Warrant	SAMPLE ADVISER COMP				
8	ONL-30102014-00001	Initial Listing Application	SAMPLE ADVISER COMP				

Online Applications Status: Status of “Draft”

- The Sample below shows a newly composed Online Application by a Common ID User
- All newly created Online Applications will start with status “Draft”
- For Common ID Users, they can submit the Online Application to their Authorised ID User for review
- The Common ID User will not have access to the Online Application once it has been submitted for review



Initial Listing Application
ABC EXAMPLE BERHAD
Reference No. ONL-19012015-00015

Created by ADVISER - COMMON USER on 19 Jan 2015 at 1:29:23 PM

DRAFT

Close Save Submit For Review

MAIN TABLE OF SUMMARY SUPPORTING DOCS AUDIT LOGS

Applicant/Listed Issuer/Issuer* Applicant

Name of Applicant/Listed Issuer/Issuer* ABC EXAMPLE BERHAD

Name of Adviser XYZ INVESTMENT BANK BERHAD

Type of Application* Local Company for Main Market

Type of Corporate Proposal* IPO

Details of Corporate Proposal*
Initial Listing Application to Bursa Malaysia Securities Berhad for the
(A) Admission of ABC Example Berhad ("ABC") to the Official List, and
(B) The Listing and Quotation For the entire enlarged issued and paid-up share capital of ABC of RMXXX,000,000 comprising XXX,000,000 ordinary shares of RM1.00 each
on the Main Market of Bursa Malaysia Securities Berhad

The Common ID User can submit this application for review to the Authorised ID User. The status of the application will change to “Pending Review” after being submitted

Online Applications: Status of “Pending Review”

- After the Common ID User submit the Application to the Authorised ID User for review, the application status will be “Pending Review”
- At this stage, the Common ID User who submitted this Online Application no longer has access to the application
- The sample below shows an Online Application “Pending Review” as viewed by the Authorised ID User
- The Authorised ID User has the rights to update the contents of this Application before submitting to Bursa Malaysia. A TAC security code is required for submission if TAC has been turned on

The Authorised ID User has the option to reject the Online Application back to the Common ID User for amendments

PENDING REVIEW

Created by ADVISOR COMMON USER on 19 Jan 2015 at 1:29:23 PM
Close Save Reject Draft Request TAC Submit

Only Authorised ID User can request for TAC.

“Request for TAC” will not be enabled until further notice.

This is the same as TAC for online banking.

Click to submit the Online Application to Bursa Malaysia

Initial Listing Application
ABC EXAMPLE BERHAD
Reference No. ONL-19012015-00015

Created by ADVISOR COMMON USER on 19 Jan 2015 at 1:29:23 PM

Close Save Reject Draft Request TAC Submit

MAIN TABLE OF SUMMARY SUPPORTING DOCS AUDIT LOGS

Applicant/Listed Issuer/Issuer* Applicant

Name of Applicant/Listed Issuer/Issuer* ABC EXAMPLE BERHAD

Name of Adviser XYZ INVESTMENT BANK BERHAD

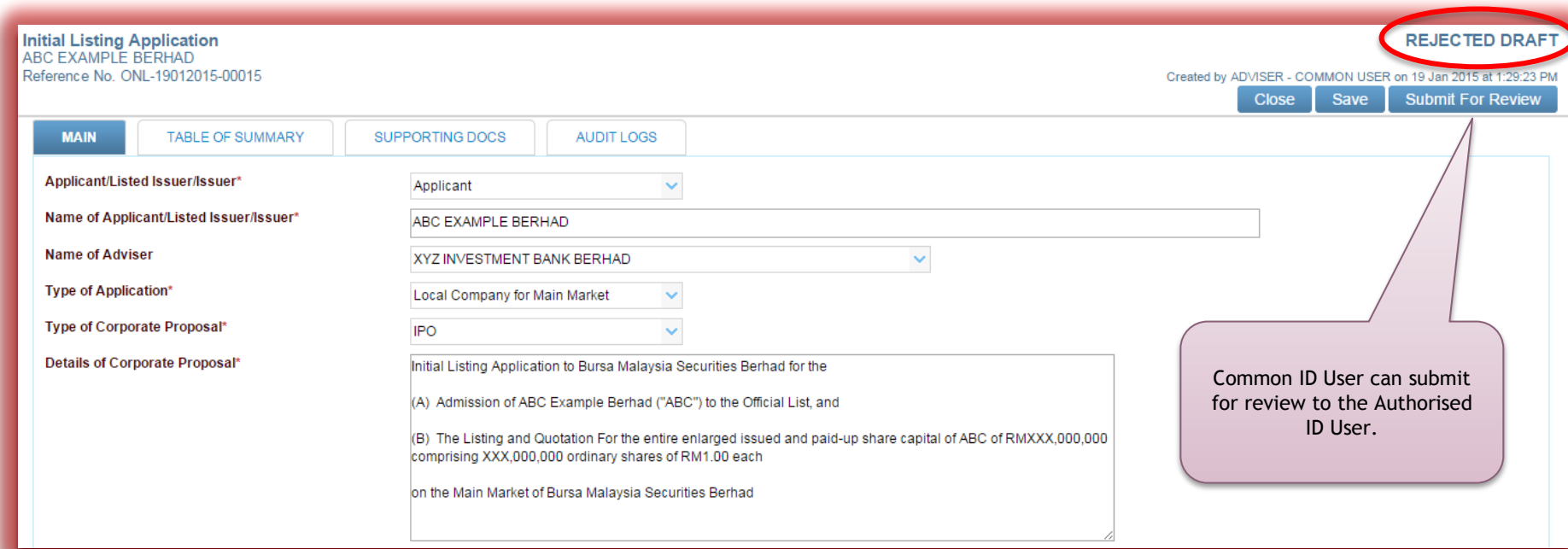
Type of Application* Local Company for Main Market

Type of Corporate Proposal* IPO

Details of Corporate Proposal*
Initial Listing Application to Bursa Malaysia Securities Berhad for the
(A) Admission of ABC Example Berhad ("ABC") to the Official List, and
(B) The Listing and Quotation For the entire enlarged issued and paid-up share capital of ABC of RMXXX,000,000 comprising XXX,000,000 ordinary shares of RM1.00 each
on the Main Market of Bursa Malaysia Securities Berhad

Online Applications: Status of “Rejected Draft”

- When the Authorised ID User rejects an application, it will be returned to the Common ID User as ‘Rejected Draft’.
- The Common ID User will regain access to the Online Application, allowing him to have edit access to the Application
- The Common ID User can submit for review again to the Authorised ID User



Initial Listing Application
ABC EXAMPLE BERHAD
Reference No. ONL-19012015-00015

Created by ADVISER - COMMON USER on 19 Jan 2015 at 1:29:23 PM

REJECTED DRAFT

Close Save Submit For Review

MAIN TABLE OF SUMMARY SUPPORTING DOCS AUDIT LOGS

Applicant/Listed Issuer/Issuer* Applicant

Name of Applicant/Listed Issuer/Issuer* ABC EXAMPLE BERHAD

Name of Adviser XYZ INVESTMENT BANK BERHAD

Type of Application* Local Company for Main Market

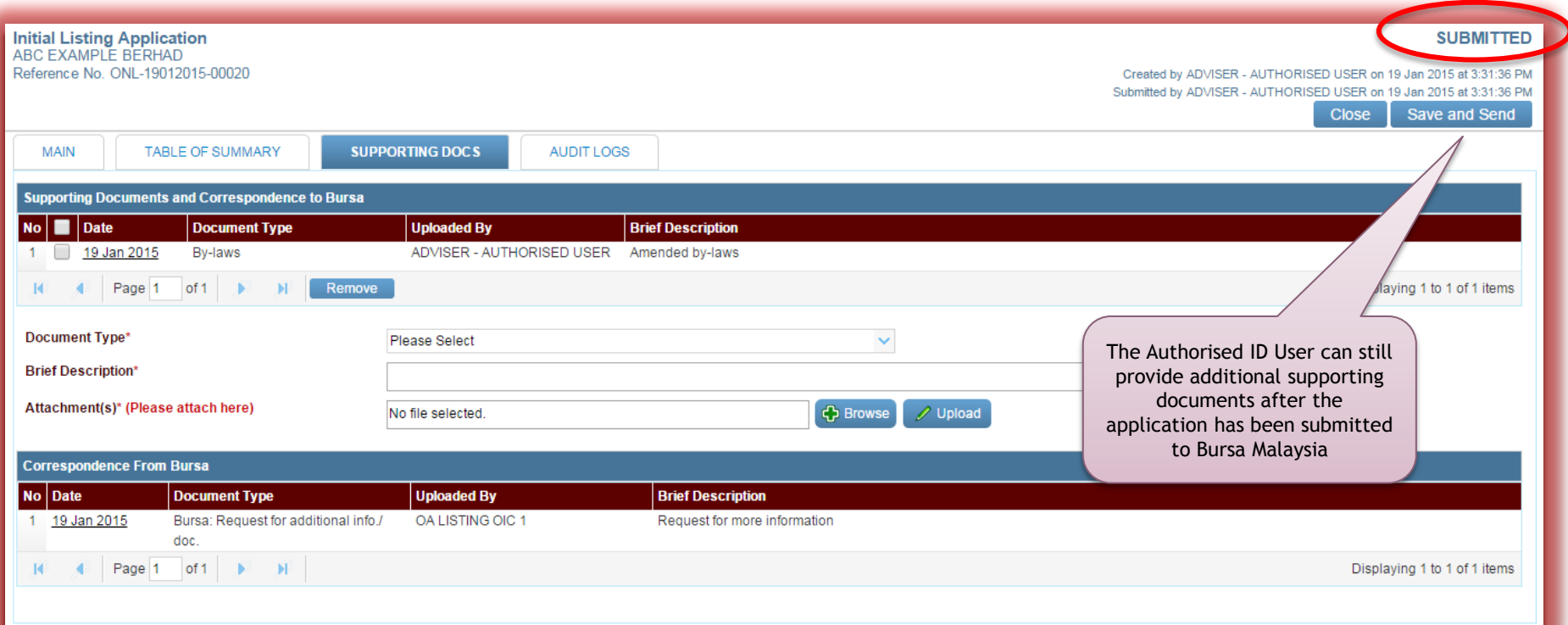
Type of Corporate Proposal* IPO

Details of Corporate Proposal*
Initial Listing Application to Bursa Malaysia Securities Berhad for the
(A) Admission of ABC Example Berhad ("ABC") to the Official List, and
(B) The Listing and Quotation For the entire enlarged issued and paid-up share capital of ABC of RMXXX,000,000 comprising XXX,000,000 ordinary shares of RM1.00 each
on the Main Market of Bursa Malaysia Securities Berhad

Common ID User can submit for review to the Authorised ID User.

Online Applications: Status of “Submitted”

- The sample below shows an Online Application that had been submitted to Bursa Malaysia (status is “Submitted”)
- At this stage, contents of the Online Application cannot be edited; however, the Authorised ID User can still upload and send additional supporting documents to Bursa Malaysia via the “Supporting Docs” tab



The screenshot displays the Bursa Malaysia online application interface. At the top right, the status "SUBMITTED" is highlighted with a red circle. The application is titled "Initial Listing Application" for "ABC EXAMPLE BERHAD" with reference number "ONL-19012015-00020". It was created and submitted by "ADVISER - AUTHORISED USER" on 19 Jan 2015 at 3:31:36 PM. The interface includes tabs for "MAIN", "TABLE OF SUMMARY", "SUPPORTING DOC S", and "AUDIT LOGS". The "Supporting Documents and Correspondence to Bursa" section shows a table with one entry: a document titled "Amended by-laws" uploaded by "ADVISER - AUTHORISED USER" on 19 Jan 2015. Below this table are fields for "Document Type*", "Brief Description*", and "Attachment(s)* (Please attach here)" with "Browse" and "Upload" buttons. The "Correspondence From Bursa" section shows a table with one entry: a request for additional information uploaded by "OA LISTING OIC 1" on 19 Jan 2015. A callout box points to the "Supporting Docs" tab, stating: "The Authorised ID User can still provide additional supporting documents after the application has been submitted to Bursa Malaysia".

Initial Listing Application
ABC EXAMPLE BERHAD
Reference No. ONL-19012015-00020

Created by ADVISER - AUTHORISED USER on 19 Jan 2015 at 3:31:36 PM
Submitted by ADVISER - AUTHORISED USER on 19 Jan 2015 at 3:31:36 PM

Close Save and Send

MAIN TABLE OF SUMMARY SUPPORTING DOC S AUDIT LOGS

Supporting Documents and Correspondence to Bursa

No	Date	Document Type	Uploaded By	Brief Description
1	19 Jan 2015	By-laws	ADVISER - AUTHORISED USER	Amended by-laws

Page 1 of 1 Remove

Document Type* Please Select

Brief Description*

Attachment(s)* (Please attach here) No file selected. Browse Upload

Correspondence From Bursa

No	Date	Document Type	Uploaded By	Brief Description
1	19 Jan 2015	Bursa: Request for additional info./ doc.	OA LISTING OIC 1	Request for more information

Page 1 of 1

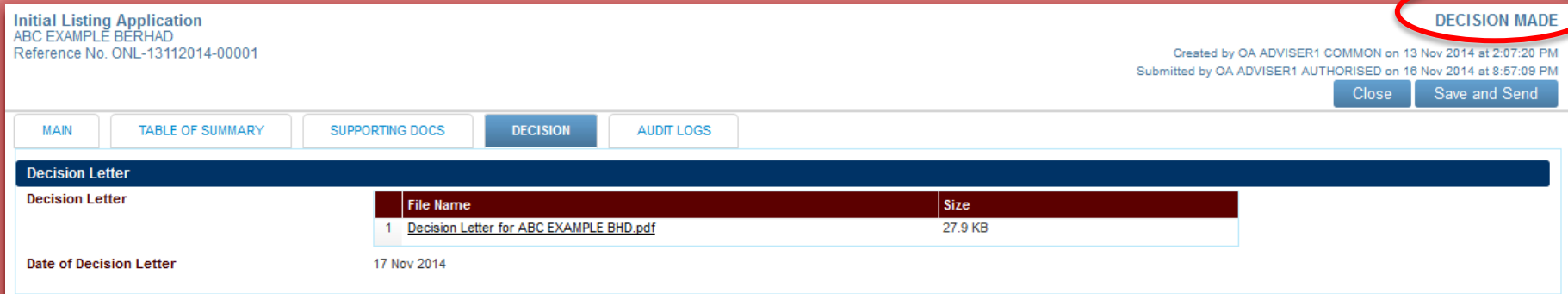
Displaying 1 to 1 of 1 items

Displaying 1 to 1 of 1 items

The Authorised ID User can still provide additional supporting documents after the application has been submitted to Bursa Malaysia

Online Applications: Status of “Decision Made”

- After the decision has been made, the Authorised ID User will be notified via email to retrieve the Decision Letter from the “Decision” tab
- The Authorised ID User can still submit additional documents to Bursa Malaysia via the “Supporting Docs” tab until Bursa Malaysia decides that no additional documentation is required



The screenshot displays the 'Initial Listing Application' interface for ABC EXAMPLE BERHAD. The status is 'DECISION MADE', which is circled in red. The interface includes a navigation menu with tabs for MAIN, TABLE OF SUMMARY, SUPPORTING DOCS, DECISION (selected), and AUDIT LOGS. The 'Decision Letter' section shows a table with one entry: 'Decision Letter for ABC EXAMPLE BHD.pdf' (27.9 KB). The date of the decision letter is 17 Nov 2014. The interface also shows a 'Close' button and a 'Save and Send' button.

Initial Listing Application
ABC EXAMPLE BERHAD
Reference No. ONL-13112014-00001

Created by OA ADVISER1 COMMON on 13 Nov 2014 at 2:07:20 PM
Submitted by OA ADVISER1 AUTHORISED on 16 Nov 2014 at 8:57:09 PM

Close Save and Send

MAIN TABLE OF SUMMARY SUPPORTING DOCS **DECISION** AUDIT LOGS

Decision Letter

Decision Letter	File Name	Size
1	Decision Letter for ABC EXAMPLE BHD.pdf	27.9 KB

Date of Decision Letter 17 Nov 2014

DEMO #1 ON ANNOUNCEMENT

Summary of Demo #1 on Announcement:



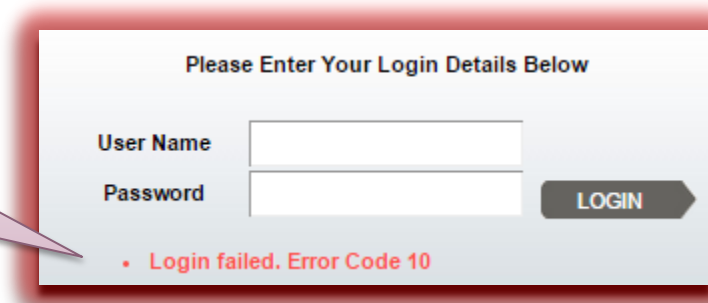
- **Finding User Guide**
- **Finding Bulletin and Alerts**
- **How to log in and properly log out**
- **How to use Search Company feature**
- **How to create, save and close an announcement as a draft**
- **How to re-open and make modifications to a draft**
- **How to create New and Amended announcements for Main and ACE market companies**
- **How to Submit for Review**
- **How to Mark Complete**
- **How to submit announcements to Bursa Malaysia**
- **How to search for submitted and released announcements**

DEMO #2 ON EXTERNAL USER SECURITY ADMINISTRATOR

Demo #2 on External User Security Administrator: Error Messages for Login Failures

If login is unsuccessful, the system will display the login error message below the Password field. User to take the appropriate action as listed in below table.

If login is unsuccessful, error message will be displayed below the Password. Refer to table below for the list of login error messages.



The screenshot shows a login form titled "Please Enter Your Login Details Below". It contains two input fields: "User Name" and "Password". To the right of the "Password" field is a "LOGIN" button. Below the "Password" field, a red error message is displayed: "• Login failed. Error Code 10".

Login Fail Error Messages	Action to be taken by User
Login failed. Error Code 40	Please contact Bursa LINK Administrator
Login failed. Error Code 50	Please contact Bursa LINK Administrator
Clear browser cookies and try to login again.	Clear browser cookies, then try to login again

Note: Other than the above error code, please contact your system administrator for assistance.

Summary of Demo #2 on External User Security Administrator



- How to help your users to reset their passwords
- How to help your users to reset their failed login counts
- How to help your users to reset their sessions

DEMO #3 ON ONLINE APPLICATION

DEMO #4 ON ONLINE APPLICATION

- How to create, save and close an online application as a draft
- How to re-open and make modifications to a draft
- How to Submit for Review
- How to submit online applications to Bursa Malaysia
- How to search for online applications submitted to Bursa Malaysia
- How to add additional Supporting Documents on already submitted online applications
- How to add, delete and duplicate rows on Table of Summary, including “attached securities”.
- How to check for decision made by Bursa Malaysia on submitted online application.

DEMO #5 ON OFFLINE CLIENT

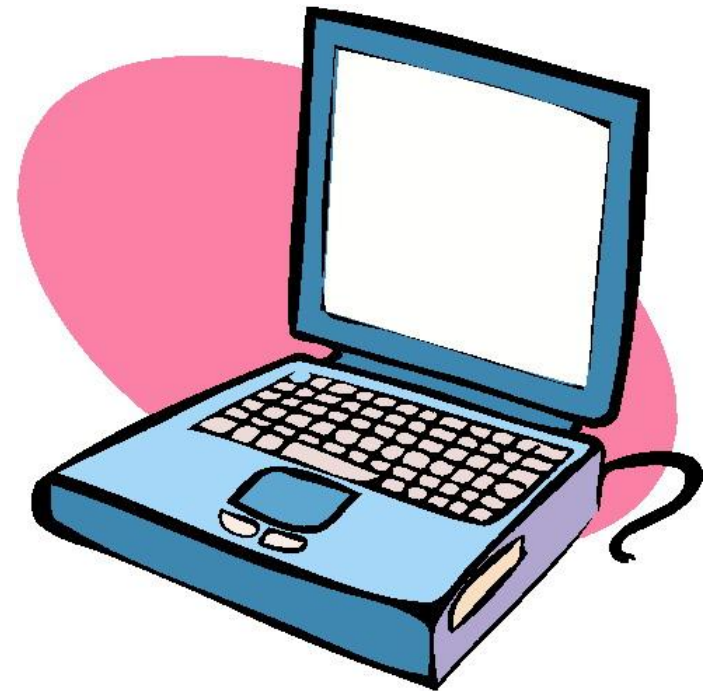
Summary of Demo #5 on Offline Client



- How to download an offline client
- How to set up an offline client
- How to make a hard copy announcement from an offline client

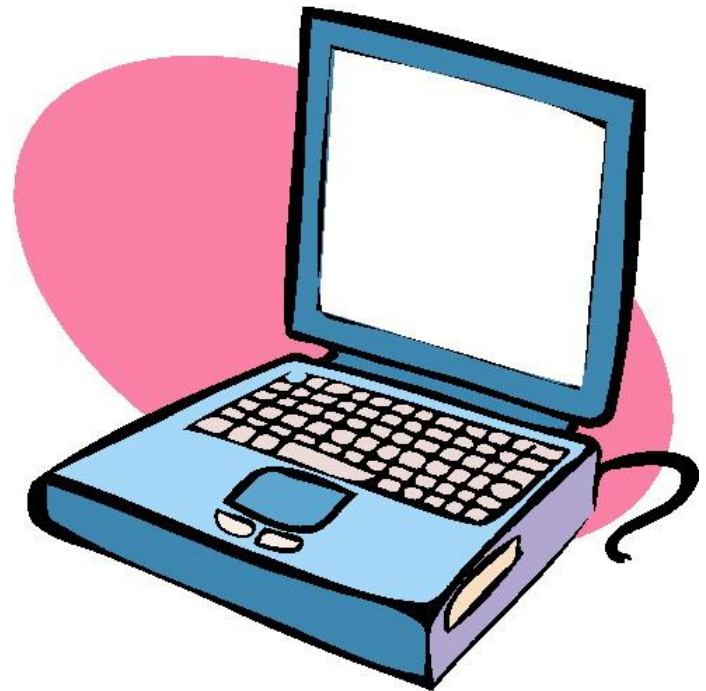
PREREQUISITES

- **Minimum computer specifications:**
 - Windows 7 (with Service Pack 1 or higher) or Windows 8.1
 - 4GB Memory
 - 2GB free disk space
 - Core i5 processor
- **Screen resolution**
 - Width of at least 1,280 pixels
- **Web browsers**
 - Microsoft's Internet Explorer 10 or 11
 - Mozilla Firefox 29 or 30
 - Google Chrome 34 and onwards
- **High-speed Internet connection, preferably at least 4Mbps.**



- Successful Connectivity Test.
- Read User Guide under “Knowledge Base” link.

NOTE: Information from today’s briefing are available on the User Guide.



TRANSITION PLAN

Transition Plan:

Go Live Date (or Cut-over to New System)

- You will be informed of Go Live Date (or cut-off date) one week before Go Live.
- Announcements can be submitted up till the last market day before Go Live date.
- Physical submissions of online applications will still be allowed until end-June 2015. Online applications must all be done online from 01 July 2015 onwards.



Transition Plan: User IDs and Passwords

- Existing users should collect your user IDs and passwords before leaving the briefing session.
- Keep your user IDs and passwords safe.
- Log in during Connectivity Test period (16 Mar to 03 Apr) and immediately change password.
- Must perform Connectivity Test and ensure successful connectivity.
- New passwords for Go Live will be provided through e-mails before Go Live.
- Fill up Request Form for additional user IDs, if required. A fee is charged per existing policy.



Transition Plan: Connectivity Test

- You will be given a period of time to perform a Connectivity Test.
- Connectivity scripts will be made available on the Bulletin board.
- Each PLC user is required to submit to Bursa Malaysia at least one test announcement.
- CoSecs/Advisers are required to submit to Bursa Malaysia at least:
 - one test announcement and
 - one test online application
- If there are problems, please contact the contact persons indicated on the test scripts.



Transition Plan: Signed Copy of Terms & Conditions

- **Terms & Conditions (T&C) will be made available for print-out on Bulletin board.**
- **All users are required to:**
 - print out the T&C,
 - sign the new T&C, and
 - send it to Bursa Malaysia by 31 March 2015.



Transition Plan:

Announcements from Current (or Older) System



- All drafts or announcements that were not submitted to Bursa Malaysia will no longer be available to users on the new system.
- Historical released announcements will not be available on the new system.
- Released announcements can be seen on Bursa Malaysia's web site which will display up to past 5 years of announcements.
- If you wish to retain (or back up) the announcements, make print-outs or convert them into PDFs.



Q&A

Thank You

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