

22 December 2006 No: R/R 17 of 2006 Date:

- DIRECTIVES ON THE USE OF DAY TRADING ACTIVITIES A) ACCOUNT ("THE SAID DIRECTIVES").
- DIRECTIVES PURSUANT TO PARAGRAPHS 5.4 AND 9.3 OF THE B) SAID DIRECTIVES

Participating Organisations are hereby advised of the following directives issued by Bursa Malaysia Securities Berhad ("Bursa Securities") pursuant to Rule 303.1(g) and Rule 601.1(10) of the Rules of Bursa Securities which shall take effect from 3 January 2007.

A copy of this circular is available on Bursa Malaysia's website at this link: http://www.bursamalaysia.com/website/bm/rules and regulations/bursa rules/bm se curities.html

In the event of any queries, kindly contact the following persons at the contact numbers stated below:

- 1. Encik Khairul Annuar on trading related issues (03-20347774)
- 2. Mr. Arulnathan on general queries (Tel No: 03-20347364)
- 3. Ms Benothini Bascaran on the contents of the Said Directives (Tel No: 03-20347317)

A) DIRECTIVES ON THE USE OF DAY TRADING ACTIVITIES ACCOUNT ("THE SAID DIRECTIVES").

1. **Application and Effect**

- Words and expressions used in these directives shall save as otherwise defined 1.1 herein or unless the context otherwise requires bear the same meaning as defined in the Rules of Bursa Securities.
- 1.2 Unless otherwise expressly provided herein, these directives shall take effect from the effective date stipulated herein unless and until amended, varied, supplemented, substituted thereof or revoked by Bursa Securities.
- 1.3 All rules, directives, rulings, guidelines and circulars in force which make reference or contain provisions relating to the matters set out in these directives shall have effect from the effective date hereof as if such reference or provisions relate to these directives.

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2. Interpretation

2.1 For the purposes of these directives only -:

"Act" means the Securities Industry Act 1983;

"associated" shall have the meaning assigned to that expression under section 3 of the Securities Industry Act;

"Buy" means the purchase of securities, executed on the stock market of the Exchange and for the avoidance of doubt excludes Direct Business transactions:

"Day Trading" means the taking of proprietary positions by Participating Organisations on an intra day Buy and Sell and vice versa;

"Day Trading Activities Account" means a trading account opened in the name of a Participating Organisation and used by the Participating Organisation for Day Trading;

"Eligible Securities" means the securities prescribed by the Exchange under paragraph 3.1 to which short sale is permitted to be executed in respect of those securities, subject to the terms stipulated in these directives;

"futures broker's representative" has the same meaning assigned to that expression under the Futures Industry Act 1993;

"Investment Account" means 'Investment Account' as defined in Participating Organisations' Circular No: R/R 18 of 2005 including any amendments thereto;

"MESDAQ Securities" shall mean all securities which have been admitted for listing on the MESDAQ Market and not removed;

"Proprietary Day Trader" means a holder of a dealer's representative license who is registered as a Proprietary Day Trader pursuant paragraph 6 of these directives;

"Rules of Bursa Securities" means the Rules of Bursa Malaysia Securities Bhd and all directives, rulings and guidelines issued thereunder including any amendments thereto;



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> "Sell" means the sale of securities or the short sale of Eligible Securities, executed on the stock market of the Exchange and for the avoidance of doubt excludes Direct Business transactions;

> "short sale" means the selling of Eligible Securities to which section 41(4)(c) of the Securities Industry Act applies ,where the seller does not, at the time of the execution of the sale, have an exercisable and unconditional right to vest such securities in the purchaser; and

> "T" means the trading day on which the Sell or Buy as the case may be is executed on the stock market of the Exchange.

3. Class of securities to which section 41(4)(c) applies

- 3.1 For the purposes of these directives, all securities admitted to the Official List excluding MESDAQ Securities shall fall under the class of securities to which section 41(4)(c) applies and to which short sale is permitted to be executed.
- 3.2 The Exchange may at any time and from time to time vary and/or exclude securities that falls under the class of securities stipulated in paragraph 3.1.

4. **Day Trading**

- Participating Organisations are permitted to carry out Day Trading subject to 4.1 the following conditions:
 - the Participating Organisations shall close off any Sell positions with (a) Buy positions on T day itself;
 - the Participating Organisations shall close off any Buy positions with (b) Sell positions not later than T + 2;
 - that only Proprietary Day Traders carry out any Day Trading on behalf (c) of the Participating Organisations;
 - (d) the Participating Organisations shall comply with these directives and any other directives issued from time to time by the Exchange in relation to Day Trading;



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- (e) the Participating Organisations shall ensure compliance of the Rules of Bursa Securities and these directives by their Proprietary Day Traders and shall remain liable for all actions of their Proprietary Day Traders; and
- (f) that Day Trading shall not be carried out for MESDAQ Securities.
- 4.2 For the avoidance of doubt, the Day Trading governed by these directives, shall only be applicable and permitted for the Participating Organisations' proprietary positions and does not extend to the positions of the clients of the Participating Organisations or any other persons.
- 4.3 Nothing in these directives shall be construed as prohibiting a Participating Organisation from using its Investment Account in taking proprietary positions on an intra day buy and sell, in which case the provisions in the Rules of Bursa Securities in relation to Investment Account shall apply to those positions.
- Without prejudice to any other provisions in the Rules of Bursa Securities, no 4.4 Participating Organisation shall be permitted to execute any short sale of Eligible Securities in relation to its Day Trading where the Participating Organisation is associated with the body corporate that issued or made available the Eligible Securities.

5. **Opening of Day Trading Activities Account**

- 5.1 A Participating Organisation shall carry out all Day Trading in Day Trading Activities Accounts and in no other accounts.
- 5.2 A Participating Organisation is permitted to open and maintain Day Trading Activities Accounts for the purposes stipulated under paragraph 4.1 subject to the following conditions:
 - the Day Trading Activities Accounts shall be proprietary accounts of (a) the Participating Organisation;
 - (b) the Day Trading Activities Accounts shall be opened in the name of the Participating Organisation;
 - only Proprietary Day Traders shall be authorised to operate Day (c) Trading Activities Accounts on behalf of the Participating Organisation:



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- where more than one Day Trading Activities Account is opened, each (d) account opened shall be assigned to one Proprietary Day Trader only and no sharing of the account among the Proprietary Day Traders of the Participating Organisation;
- each Day Trading Activities Account shall be abbreviated as PDT (e) followed by the code of the Participating Organisation and the code of the Proprietary Day Trader in brackets and the full name of the Proprietary Day Trader as set out below;

Illustration ABC Securities Sdn Bhd A/C Qualifier: PDT (123-456) Tan Ah Kow

- proper records must be maintained in respect of each Day Trading Activities Account opened by the Participating Organisation; and
- The provisions in Rules 601.2(3), 601.2(4) and 601.2(5) in relation (g) to amendments of contracts shall not be applicable and shall be strictly prohibited, where the amendments relate to Day Trading Activities Accounts and/or the CDS Account stipulated in paragraph 5.3.
- 5.3 A Participating Organisation shall open a separate CDS Account in the name of the Participating Organisation for each Day Trading Activities Account opened by the Participating Organisation and subject to the requirements in the Depository Rules, designate that CDS account in accordance with the requirements stipulated in paragraph 5.2 (e).
- 5.4 A Participating Organisation shall submit in such format prescribed by the Exchange the particulars of the Day Trading Activities Account and CDS Account operated by each Proprietary Day Trader.

6. Proprietary Day Traders

- Only Proprietary Day Traders shall be authorised to execute any Day Trading 6.1 on behalf of a Participating Organisation.
- 6.2 A Participating Organisation shall have the discretion to determine the appointment of its Proprietary Day Traders, however, notwithstanding the provisions in Rule 310.4(d), the Participating Organisation shall ensure that



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> its Proprietary Day Traders are not holders of futures broker's representative license.

- 6.3 A Proprietary Day Trader of a Participating Organisation shall first be registered with the Exchange as a Proprietary Day Trader before commencing his activities as a Proprietary Day Trader for the Participating Organisation.
- 6.4 A Participating Organisation shall submit the application for the registration of their Proprietary Day Traders with the Exchange as follow:
 - Where the person appointed by the Participating Organisation is a (a) Commissioned Dealer's Representative or Salaried Representative currently employed or engaged by the Participation Organisation, the Participating Organisation shall submit the application for registration of the Commissioned Representative or Salaried Dealer's Representative as a Proprietary Day Trader in accordance with the procedures determined by the Upon registration as a Proprietary Day Trader, the Representative or Salaried Commissioned Dealer's Representative as case may be shall cease to be a Commissioned Dealer's Representative or Salaried Dealer's Representative as the case may be and be bound by the provisions in these directives;
 - (b) Where the person appointed by the Participating Organisation is currently employed or engaged by another Participating Organisation or who has ceased to be employed or engaged by another Participating Organisation not more than six (6) months prior to the intended employment or engagement by the Participating Organisation as its Proprietary Day Trader, the Participating Organisation shall submit its application to the Exchange for the registration of the Commissioned Dealer's Representative or Salaried Dealer's Representative as its Proprietary Day Trader in accordance with the procedures determined by the Exchange together with the following documents:
 - (i) a letter of release from the Participating Organisation with whom the Commissioned Dealer's Representative or Salaried Dealer's Representative is or was employed or engaged by; and
 - (ii) a copy of a valid dealer's representative license issued by the Commission.

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- (c) Subject to paragraph 6.10, where the person appointed by the Participating Organisation is other than persons mentioned under paragraphs 6.4(a) and 6.4(b), the Participating Organisation shall submit its application for the registration of the above person as a Proprietary Day Trader in accordance with the provisions in Rule 310.3 of the Rules of Bursa Securities.
- 6.5 A Proprietary Day Trader shall be regarded as one of the categories of registered person/s prescribed under Rule 303.1(g) of the Rules of Bursa Securities.
- 6.6 The registration of a Proprietary Day Trader is a privilege granted by the Exchange to the Participating Organisation and the Proprietary Day Trader. As such the registration thereof shall be solely at the discretion of the Exchange and the Exchange reserves its rights not to register person(s) pursuant to paragraph 6.4 as a Proprietary Day Trader without assigning any reasons thereto. Once registered, the Exchange reserves its rights to deregister or suspend a Proprietary Day Trader at any time without assigning any reasons thereto, in the manner and subject to such terms and conditions determined by the Exchange.
- 6.7 Upon registration as a Proprietary Day Trader, a Proprietary Day Trader shall be authorised to carry out activities as a Proprietary Day Trader subject to compliance with the following conditions:
 - the Proprietary Day Trader shall all times comply with the Rules of (a) Bursa Securities and these directives save and except where the compliance thereof whether in part or in full is expressly mentioned in the Rules of Bursa Securities and these directives as not required or where the provisions thereof whether in part or in full is expressly mentioned in the Rules of Bursa Securities and these directives as not applicable to Proprietary Day Traders;
 - (b) the Proprietary Day Trader shall only be authorised to operate Day Trading Activities Account and no other accounts;
 - the Proprietary Day Trader shall comply with the requirements (c) stipulated under paragraphs 4 and 5;

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(d) the Proprietary Day Trader shall only be allowed to carry out Day Trading on behalf of a Participating Organisation for the Participating,

> Bursa Malaysia Securities Berhad 303632-P (Formerly known as Malaysia Securities Exchange Berhad



Organisation's proprietary positions and shall be strictly prohibited from carrying out any other types of trading whether proprietary, agency or otherwise or any other activities for the Participating Organisation; and

- Notwithstanding Rule 310.4(d) of the Rules of Bursa Securities, a (e) Proprietary Day Trader shall not be a holder of a futures broker's representative license.
- 6.8 For the avoidance of doubt, the provisions in the Rules of Bursa Securities pertaining to transactions by a Commissioned Dealer's Representative in relation to its own proprietary positions shall equally apply to a Proprietary Day Trader in relation to its own proprietary positions.
- 6.9 A Participating Organisation may re-designate a Proprietary Day Trader of a Participating Organisation to a Commissioned Dealer's Representative or Salaried Dealer's Representative as the case may be, in which case the Participating Organisation shall give the Exchange notice in writing of the redesignation three (3) days prior to the effective date of the re-designation. However, the Exchange reserves its rights not to allow for such re-designation on the grounds stipulated in Rule 303.3 of the Rules of Bursa Securities.
- 6.10 Where any Participating Organisation is desirous of employing or engaging a Proprietary Day Trader who is currently employed or engaged by another Participating Organisation or who has ceased to be employed or engaged by another Participating Organisation not more than six (6) months prior to the intended employment or engagement by the Participating Organisation as a Proprietary Day Trader, the Participating Organisation shall apply to the Exchange for a transfer of the Proprietary Day Trader and submit the following documents:
 - a letter of release from the Participating Organisation with whom the (a) Proprietary Day Trader is or was employed or engaged by; and
 - a copy of a valid dealer's representative license issued by the (b) Securities Commission to the Proprietary Day Trader.

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6.11 Participating Organisations shall be required to pay fees and charges for the registration, re-designation and transfer of their Proprietary Day Traders stipulated in paragraph 6 herein, in accordance with the schedule of fees and charges attached herein. 8



- 6.12 Without prejudice to paragraph 6.7(a), all provisions in the Rules of Bursa Securities relating to and/or which make reference to Representatives, Commissioned Dealer's Representatives, Salaried Dealer's Representatives registered person/s and employees where the Proprietary Day Traders are employees of the Participating Organisation, shall equally apply to Proprietary Day Traders and in this respect both the Participating Organisations and the Proprietary Day Traders shall be bound to comply with those provisions. However the following provisions are not applicable to Proprietary Day Traders:
 - Rules 310.2(4),310.2(5),310.2(8),310.2(12) and 310.5; (a)
 - (b) Rule 601.1(4);
 - The granting of margin financing to the spouse, parent or child of (c) Commissioned Dealer's Representatives pursuant to Rule 703;
 - (d) where the provisions of the Rules of Bursa Securities conflict with the provisions of these directives; and
 - where expressly mentioned in these directives to be not applicable to (e) Proprietary Day Traders.
- 6.13 Without prejudice to any other powers of the Exchange contained in the Rules of Bursa Securities and these directives, the Exchange may take any of the following actions against any of the Proprietary Day Traders of a Participating Organisation for failure to comply with paragraphs 4.1 (a) and (b):-
 - Imposition of fine; (a)
 - Suspension as a Proprietary Day Trader; or (b)
 - Striking Off the Proprietary Day Trader from the register. (c)
- 6.14 The terms and conditions of employment or engagement of a Proprietary Day Trader including his remuneration thereof shall be as agreed to between the Participating Organisation and the Proprietary Day Trader.

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Participating Organisations shall notify the Exchange in writing of the 6.15 cessation of employment or engagement of any of its Proprietary Day Traders, seven (7) days prior to the effective date of such cessation.



7. **Limit on Day Trading**

- 7.1 Without prejudice to any other powers that may be conferred on the Exchange in the Rules of Bursa Securities and these directives, where a suspension is imposed against the carrying out of regulated short selling on an approved securities in accordance with Rule 704 of the Rules of Bursa Securities, the Participating Organisation and its Proprietary Day Traders shall be prohibited from making any order entry into the ATS for the purpose of execution of any short sale of the Eligible Securities of an Issuer, where the Eligible Securities is also an approved securities.
- 7.2 Where the Eligible Securities in paragraph 7.1 are shares of an Issuer, the prohibition in paragraph 7.1 shall also apply to the following:
 - all classes of securities other than the shares issued by the Issuer; and (a)
 - all securities issued by any Issuer where the underlying instrument of the securities issued comprise solely the shares of an Issuer in relation to which the prohibition pursuant to paragraph 7.1 has been imposed.
- 7.3 Unless directed otherwise by the Exchange, the prohibition imposed on the Eligible Securities pursuant to paragraph 7.1 shall only be removed, when the suspension imposed against the carrying out of regulated short selling as stipulated in paragraph 7.1 is uplifted.
- 7.4 The Compliance Officer of a Participating Organisation shall report of any breach of paragraph 7 in its monthly compliance report pursuant to Rule 309.8(4) of the Rules of Bursa Securities.

8. **Delivery and Settlement**

8.1 For the avoidance of doubt, the Rules of Bursa Securities in particular Chapter 8 in relation to delivery and settlement of securities traded on the Exchange shall apply to both Sell and Buy trades respectively.

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9. **Procedures and Controls**

Participating Organisations shall establish and maintain adequate internal 9.1 controls, systems and procedures to supervise and monitor their Day Trading in order to ensure compliance with these directives and any other directives that 10



may be issued by the Exchange from time to time in relation to Day Trading. The internal controls, systems and procedures established by the Participating Organisations shall include the following:

- (a) The criteria for the appointment of Proprietary Day Traders;
- (b) The value of trading limit set for each of their Proprietary Day Traders; and
- Monitoring mechanism in respect of the activities of their Proprietary (c) Day Traders.
- 9.2 Where during the course of investigation and/or inspection on a Participating Organisation, the Exchange finds that that the internal controls, systems and procedures established by a Participating Organisation are not adequate, the Exchange may direct the Participating Organisation to put in place the relevant internal controls, systems and procedures.
- 9.3 Participating Organisations shall report to the Exchange in such format that may be prescribed by the Exchange of the following:
 - the net Sell positions which have not been closed off in accordance (a) with the requirements of paragraph 4.1(a) and the reasons thereof by 9.00 am on T + 1:and
 - (b) the net Buy positions which have not been closed off in accordance with the requirements of paragraph 4.1(b) and the reasons thereof by 9.00 am on T + 3.

10. **Non Compliance of directives**

10.1 Without prejudice to any provisions in the Rules of Bursa Securities and these directives, where a Participating Organisation or a Proprietary Day Trader fails to comply with any provisions in these directives, the Exchange may suspend, prohibit or restrict the carrying out of Day Trading by the

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Participating Organisation or the Proprietary Day Trader for such period and upon such terms determined by the Exchange.

11. **Suspension/Prohibition**



11.1 The Exchange may in circumstances that it deems fit suspend or prohibit the carrying out of any further Day Trading by Participating Organisations and Proprietary Day Traders upon such terms and conditions as may be determined by the Exchange.

B) DIRECTIVES PURSUANT TO PARAGRAPHS 5.4 AND 9.3 OF THE SAID DIRECTIVES

- 2.1 Pursuant to paragraph 5.4 of the Said Directives, kindly be directed that the particulars of the Day Trading Activities Account and CDS Account operated by each Proprietary Day Trader shall be submitted in writing to the Exchange, addressed to 'Head Market Surveillance Division' and the particulars thereof shall contain the following information:
 - 1. Trading Account and CDs account numbers;
 - 2. Date the above accounts were opened;
 - 3. Name & Code of the Participating Organisation;
 - 4. Principal/Branch Office Code;
 - 5. Name of the Proprietary Day Trader; and
 - Date of Submission.
- 2.2 Pursuant to paragraph 9.3 of the Said Directives, Participating Organisations are hereby directed that the reporting therein shall be in the format attached herewith as Appendix 1(a) and 1(b) ("Exceptional Reporting") and shall be subject to the following conditions:
 - all reporting on the net Sell positions which have not been closed off in (a) accordance with the requirements of paragraph 4.1(a) of the Said Directives shall be in Appendix 1(a);
 - all reporting on the net Buy positions which have not been closed off in (b) accordance with the requirements of paragraph 4.1(b) of the Said Directives shall be in Appendix 1(b);

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(c) Participating Organisations shall submit the Exceptional Reporting to the Exchange vide email address of *MSD_reporting@bursamalaysia.com* within the time prescribed under paragraph 9.3 in the Said Directives. The contents of the Exceptional Reporting shall be verified by both the Executive Director Operations/Head of Operations and the Compliance Officer and the 12

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submission thereof shall be taken as a declaration by the above persons that the contents thereof are true and accurate:

- (d) in the event a Participating Organisation is unable to transmit the Exceptional Reporting by way of email due to system malfunction, the Participating Organisation shall instead submit the duly completed and printed hardcopies of the Exceptional Reporting by way of facsimile, courier or by hand within the time prescribed in paragraph 9.3 of the Said Directives and ensure that once the malfunction has been rectified, to transmit the Exceptional Reporting in the mode prescribed in 2.2(c) herein;
- (e) the Exceptional Reporting submitted by the Participating Organisation pursuant to paragraph 2.2 (d), shall be executed by the Executive Director Operations/Head of Operations and the Compliance Officer. In this respect, the Participating Organisation shall ensure that the name and the designation of the authorised signatory must be stipulated and the company's rubber stamp duly affixed on the printed hardcopies thereof; and
- (f) For the purpose of submitting the Exceptional Reporting by way of facsimile pursuant to paragraph 2.2 (d) herein, Participating Organisations shall fax the Exceptional Reporting addressed to 'Head Market Surveillance Division' and the facsimile number is 03-2732 0764 or 03-2732 2063.

LEGAL ADVISORY AND CORPORATE LEGAL AFFAIRS



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SCHEDULE OF FEES AND CHARGES

Item	Payment (RM)				
First time registration (from Commissioned Dealer's Representative or Salaried Dealer's Representative to Proprietary Day Trader). [Paragraph 6.4(a) and 6.4(b)]	No payment				
Second time registration onwards (from Commissioned Dealer's Representative or Salaried Dealer's Representative to Proprietary Day Trader).	500				
[Paragraph 6.4(a) and 6.4(b)] Registration as Proprietary Day	500				
Trader. [Paragraph 6.4(c)]					
Re-designation from Proprietary Day Trader to Commissioned Dealer's Representative or Salaried Dealer's Representative.	500				
[Paragraph 6.9]					
Transfer of a (1)/(2)/(3) of one Participating Organisation ("PO A") to another Participating Organisation as a Proprietary Day Trader ("PO B")					
[Paragraphs 6.4(b)and 6.4(10)]					
(1) Salaried Dealer's Representative	1st transfer: RM20,000 2nd transfer: RM24,000 3rd transfer: RM32,000				
Bursa Malaysia Securi	14				

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T4	Do (DM)
Item	Payment (RM)
	Transfer fee shall be payable by PO B. After the third transfer, the Exchange may refuse any further application for transfer or may otherwise approve the same subject to payment of a fee at twice the rate applicable on the third transfer.
(2)Commissioned Dealer's Representative	1 st transfer: RM2,000 2 nd transfer: RM4,000 3 rd transfer: RM8,000
	Transfer fee shall be payable by PO B.
	After the third transfer, the Exchange may refuse any further application for transfer or may otherwise approve the same subject to payment of a fee at twice the rate applicable on the third transfer.
(3)Proprietary Day Trader	**1 st transfer: RM2,000 2 nd transfer: RM4,000 3 rd transfer: RM8,000
	Transfer fee shall be payable by PO B.
	After the third transfer, the Exchange may refuse any further application for transfer or may otherwise approve the same subject to payment of a fee at twice the rate applicable on the third transfer.
	** Where the Proprietary Day Trader of PO A was re-designated by PO A from a Commissioned Dealer's Representative or Salaried Dealer's Representative to a Proprietary Day Trader of PO A 6 months prior to the
	date of application of the transfer to the Exchange, the transfer fee shall be as follows:
	• Where prior to the re-designation, ₁



Item	Payment (RM)				
	the Proprietary Day Trader was a Salaried Dealer's Representative the transfer fees shall be the transfer of a Salaried Dealer's Representative stipulated herein; or • Where prior to the re-designation, the Proprietary Day Trader was a Commissioned Dealer's Representative the transfer fees shall be the transfer fees prescribed for a transfer of a Commissioned Dealer's stipulated herein.				

Form Report Name	MSD/PDT PDT position	n reporting						
Part A	Exception reporting - Short sale carried forward (>T)							
Submission by (PDT dealer) PDT Account		_(e.g Dealer ID -			_(e.g. Dealer Nam	ne - Tan Ah Kow)		
		Date		Quantity (in shares	1	T		
# Stock Code	Stock Name	(dd/mm/yy)	Shorted	Bought Back	Carry Forward	Reasons for not closing off positions	Mitigation/Action Plan	
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2								
3								
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Signature					Signature			
Name				_	Name			
Position	on Executive Director Operations		_	Position	Compliance Officer			
Dated				_	Dated			
Contact Number			<u> </u>	Contact Numbe	er			
Email Address				Email Address				

Form Repo	n ort Name	MSD/PDT PDT position	reporting							
Part	В	Exception reporting - Long position carried forward (>T+2)								
	nission by dealer)		(e.g Dealer ID	- XYZ)		_(e.g. Dealer Nam	ne - Tan Ah Kow)			
PDT	Account		_(e.g 012-001-1	23456789)						
			Date		Quantity (in shares	hares)				
#	Stock Code	Stock Name	(dd/mm/yy)	Shorted	Bought Back	Long Positions	Reasons for not closing off positions	Mitigation/Action Plan		
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•			,	rified and accu	rately reported as st	ipulated in accorda	ance with 9.3 (b) of R/R 17 of 2006			
Repo	ported by					Verified and reviewed by				
Sign	nature			<u></u>	Signature					
Nam	е					Name				
Posi	Position Executive Director Operations			Position	Compliance Officer					
Date	d					Dated		<u></u>		
Cont	act Number					Contact Numbe	er			
Email Address				Email Address						