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Regulations

Chapter 300: Provision of Securities Registration Services

301 Appointment of Registrar

301.01 Execution of Appointment Agreement

A Company, which will appoint the Registrar to be its securities registrar, shall enter into a securities registrar appointment agreement with the Registrar in accordance with the form specified by the Registrar. The agreement must be made in writing in at least two duplicate copies with identical and one copy shall be retained by Company as evidence.

The securities registrar appointment agreement shall consist of the provisions regarding the rights, duties, and liabilities between the Registrar and the Company.

Where the securities registrar appointment agreement is defective or lost, the Company may request a copy from the Registrar and the Registrar may charge the Company for the costs as necessary.

301.02 Scope of the Provision of Securities Registration Services to a Company

In its operation as a securities registrar, the Registrar shall perform the following functions:

(1) prepare and record accurate, complete and updated particulars in the Securities Register;

(2) provide an internal control system that can prevent any misconduct which may cause damage to the Company or the Securities Holders. The system shall at least include the following:

(a) segregation of work and authority of employees at each level in relation to the Securities Register;

(b) control and keeping of Securities Register and related securities certificates; and

(c) internal audit;

(3) provide an efficient system to keep, collect, and process data, as well as a data backup system for use in the case that such data cannot be retrieved; and

(4) provide convenience, as appropriate, to Securities Holders in their inspection of the Securities Register during the business hours specified by the Registrar.

302 Preparation and Keeping of Securities Registers

302.01 Preparation of Securities Registers

The Registrar shall prepare Securities Registers by separating securities into each category. Each Register shall at least consist of the following particulars:

(1) general details:

(1.1) name of securities;

(1.2) category of securities;

(1.3) par value;

(1.4) the total number of securities; and

- (2) details of each Securities Holder:
 - (2.1) name, nationality, and address of the Securities Holder;
 - (2.2) securities certificate number (if any);
 - (2.3) the number of securities;
 - (2.4) date, month, and year of registration as, or cessation to be, a Securities Holder;
 - (2.5) other particulars as required by law.

302.02 Keeping of Securities Register

The Registrar shall keep the Register and data related to securities registration at the office for a period of no more than 10 years. The Securities Holders may inspect the particulars in the Register and evidence ancillary to the registration, or make copies of the Register during the Company's business hours, when the Securities Holders submits a request in accordance with the procedures prescribed by the Registrar. The Registrar may specify a duration therefore, which shall not be less than two hours per day.

303 Changes in Particulars in Securities Register

When an application to change or record particulars in the Securities Register is submitted, the Registrar shall cause at least the following actions and presentation of evidence to be made:

- (1) for the registration of a securities transfer, an applicant shall submit securities certificates, with the signatures of the transferor and the transferee endorsed on the back, and attach thereto an application in the form specified by the Company.

When the application for registering the securities transfer and the evidence as per the first paragraph are submitted to the Registrar, if the Registrar is of the view that such securities transfer is not lawful, or has incomplete evidence, or is contrary to the restrictions on securities transfers, the Registrar shall notify the applicant of the same within seven (7) days from the date of receiving the application;

- (2) for the registration of a pledge, the pledgor and the pledgee shall submit a letter applying for the registration of a pledge of securities in the register, in accordance with the form specified by the Registrar. The Registrar shall then notify the pledgor, the pledgee, and the Company of such pledge;

- (3) for the revocation of a pledge of securities, the pledgee shall submit a letter applying for the revocation of the pledge in the register, in accordance with the form specified by the Company. The Registrar shall then notify the pledgor, the pledgee, and the company of such revocation;

- (4) for the enforcement of a pledge, the pledgee and/or the person eligible to receive securities from the enforcement of pledge shall submit securities certificates, together with evidence showing that there is an enforcement of the pledge, and evidence of the sale in accordance with the procedures specified by law;

- (5) for the attachment of securities by an order of the court, or of the officer under the law, the applicant shall present a copy of the court order or a copy of the order of the officer under the law, certified by the competent officer. The Registrar shall then notify the Securities Holder of the securities attachment within fourteen (14) days from the date the Registrar receives a complete document notifying of such attachment;

- (6) for the alteration of particulars of a Securities Holder in the Securities Register, the Securities Holder shall present evidence relevant to such alteration.

(7) for the division or consolidation of securities certificates, the Securities Holders shall submit securities certificates together with an application in accordance with the form as specified by the Registrar.

304 Fees

304.01 Fees for Services as a Securities Registrar

The Company is obligated to pay fees, service fees, or expenses related to the provision of securities registration services, including any outstanding debts according to the criteria and procedures specified by the Registrar, to the Registrar within the period and under the payment conditions specified by the Registrar on an invoice.

304.02 Relevant Fees or Expenses

The Registrar shall collect fees or expenses in relation to the provision of securities registration services from the Company at the rate announced by the Registrar.