

The Stock Exchange of Hong Kong Limited

(A wholly-owned subsidiary of Hong Kong Exchanges and Clearing Limited)

Our Ref: MD20091214-045

14 December 2009

To: Main Board Listed Issuers (Attn: Authorised Representatives) GEM Listed Issuers (Attn: Authorised Representatives) Market practitioners

Dear Sirs

Publication of guidance materials on Listing Rules and corporate actions

We refer to our news release of 30 October 2009 on the implementation of Phase 2 of the post-vetting regime on 1 January 2010.

We are pleased to inform you that today we published new guidance materials on the HKEx website to assist issuers to meet their obligations under the Listing Rules:

- a new series of **Frequently Asked Questions** and **Listing Decisions** on notifiable transactions, connected transactions and other specific rules:
 - Frequently Asked Questions (see <u>http://www.hkex.com.hk/listing/suppmat/200912FAQ.doc</u>)
 Listing Decisions (see <u>http://www.hkex.com.hk/listing/listdec/listdec2009.htm</u>)
- updated checklists and two guides: (i) Guide on Practices and Procedures for • Post-vetting Announcements of Listed Issuers and Handling Matters Involving Trading Arrangements prior to Publication of Announcements and (ii) Guide on Pre-vetting Requirements and Selection of Headline Categories for Announcements. Minor amendments have been made in these materials to incorporate the changes related to Phase 2 of post-vetting. In addition, a new checklist on major listing rules requirements related to issuance of securities (CF092) is added for easy reference. Please see the Guides on the Exchange's Practices and Procedures for Handling Listing-related **Matters** the HKEx website page of (see http://www.hkex.com.hk/listing/epp/epp.htm).
- a new *Guide on Distribution of Dividends and Other Entitlements* (see <u>http://www.hkex.com.hk/listing/epp/F_Div.doc</u>). This Guide is the third corporate action guide published by us.

As part of our continuing efforts to improve communication with issuers, we have revised the "Rules and Guidance on Listing Matters" section on the HKEx website in November 2009. The materials in this section have been reorganised to promote easy search. Two new pages have been added: the "Latest Releases" page provides hyperlinks to materials released in the last six months; and interpretation and guidance materials which have been superseded or are no longer applicable are now stored under the "Archive" page.

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We will continue to provide guidance materials on Rules interpretation and listing matters and encourage issuers to seek our guidance in individual cases.

If you have any questions on the above, please do not hesitate to contact our case officers. You may find the relevant information from the "Contact Persons in the Listing Division of HKEx for Listed Companies" on the HKEx website (http://www.hkex.com.hk/issuer/listcontact/advisor.htm).

Yours faithfully For and on behalf of The Stock Exchange of Hong Kong Limited

[Signed]

Mark Dickens Head of Listing