

CCASS OPERATIONAL PROCEDURES

Definitions

(a) For the convenience of readers, the definitions contained in the Rules are repeated below.

“Settlement Instruction” or “SI”

means an instruction of a Participant, in such form or manner as HKSCC may from time to time prescribe as being valid (including through a CCASS Terminal or Synapse), relating to transactions in Eligible Securities (other than Exchange Trades, China Connect Securities Trades, Clearing Agency Transactions, Electronic Application Instructions for New Issue Shares, Investor Settlement Instructions, Transfer Instructions and Cross-border Transfer Instructions) to be settled in CCASS, as referred to in Rule 904;

“Stock Segregated Account Transfer Instruction” or “STI”

means an instruction of a Clearing Participant or Custodian Participant, in such form or manner as HKSCC may from time to time prescribe as being valid (including through a CCASS Terminal or Synapse), to effect book-entry movements of Eligible Securities between an SSA with Statement Service or a Special Segregated Account and any other Stock Account of the Participant in CCASS (including any other SSA with Statement Service or Special Segregated Account but excluding the Stock Collateral Control Account and where a Clearing Participant or a Custodian Participant is a TSF CCASS Participant, excluding also the TSF Accounts), as referred to in Rule 601;

“Synapse”

means the communications platform operated by HKSCC which provides a channel for the transmission of information and instructions among Synapse Users, CCASS and any other system that interfaces with Synapse for the facilitation of post-trade processes and workflows pertaining to China Connect Securities Trades or for such other purposes as may be prescribed or permitted by HKSCC from time to time;

“Synapse Terms and Conditions”

means the terms and conditions governing the use of Synapse, as from time to time prescribed by HKSCC;

“Synapse User”

means, for the purposes of these Rules, a Participant which is accepted by HKSCC to use Synapse as a “Clearing Participant” or “Local Custodian” under the Synapse Terms and Conditions;

“Synapse User Guide”

means the “Synapse User Guide” of HKSCC in relation to Synapse, containing information on the use of Synapse by Synapse users, as from time to time in force;

- (b) When used in the Operational Procedures, the following expressions shall have the following meanings unless the context otherwise requires:

“SI Activity Report”

means, in relation to a Participant (other than an Investor Participant), a daily report provided by HKSCC to it showing (i) details of all SI input activities of the Participant on the previous day, and (ii) details of its SIs that are matched, revoked (either using a CCASS Terminal or via Synapse) or purged by CCASS before the end of the previous day, as referred to in Section 12.1.8 (refer to the CCASS Terminal User Guide for Participants for details);

“Synapse Report”

means the report to be available in Synapse in relation to Synapse-related activities as from time to time prescribed in the Synapse User Guide;

Section 2

Participants

2.3 STOCK ACCOUNTS AND CCMS COLLATERAL ACCOUNTS

2.3.4 Book-entry record of Eligible Securities

The Eligible Securities of a Participant in CCASS will be recorded in its Stock Account(s).

At the time of deposit of Eligible Securities, a Participant other than an Investor Participant may designate one or more Stock Accounts, other than the Stock Collateral Control Account and the TSF Accounts (if the Participant is a TSF CCASS Participant), to be credited with such Eligible Securities.

A Participant may move Eligible Securities between its Stock Accounts, other than its Stock Collateral Control Account, SSA with Statement Service and Special Segregated Accounts, by the input of an “Account Transfer Instruction” or by the upload of an “ATI Batch File” or from its Stock Clearing Account to a Stock Segregated Account other than an SSA with Statement Service or a Special Segregated Account by the input of a “Mass ATI”.

A Clearing Participant or a Custodian Participant may move Eligible Securities from one of its Stock Accounts, other than the Stock Collateral Control Account and any one of its TSF Accounts (if the Clearing Participant or Custodian Participant is a TSF CCASS Participant), to any one of its SSA with Statement Service or Special Segregated Accounts, or vice versa by the input of a “Stock Segregated Account Transfer Instruction” or by the upload of an “STI Batch File” or from its Stock Clearing

Account to an SSA with Statement Service or a Special Segregated Account by the input of a “Mass STI”.

Subject to the Rules, a Clearing Participant or a Custodian Participant may, in respect of each SSA with Statement Service of the Participant, authorise the SSA Statement Recipients named and/or maintained by the Participant in relation to the SSA with Statement Service to give affirmation to STI input (and authorised, if required) by the Participant before the STI is accepted by HKSCC. Any STI input (and authorised, if required) by a Clearing Participant or a Custodian Participant in relation to a SSA with Statement Service which is to be affirmed by the relevant SSA Statement Recipient is a STI (with affirmation) and otherwise a STI (without affirmation).

A Clearing Participant or a Custodian Participant inputting a STI shall state in the STI whether the STI Transfer is to be effected on a DVP or FOP basis. Any STI transmitted through Synapse involving China Connect Securities shall be effected on an FOP basis only. STI Transfer to be effected on a DVP basis is only available to the STI Transfer with Eligible Securities debited from SSA with Statement Service. For STI Transfer to be effected in CCASS on a DVP basis, upon the completion of transfer of the Eligible Securities, HKSCC will issue EPIs in the normal way to the Designated Banks of the Clearing or Custodian Participants concerned to effect payment and cause credits to the bank accounts of SSA Statement Recipients.

Delivery of Eligible Securities under an STI Transfer (other than that involving a Special Segregated Account) will be effected by HKSCC by way of on-line delivery upon input (and authorisation and affirmation, if required) of an STI if there are sufficient Eligible Securities in the delivering Stock Account at the time of input or an STI Batch-run.

Delivery of Eligible Securities under an STI Transfer involving a Special Segregated Account will be effected by HKSCC as follows:

- (i) the STI Transfer will be placed in the “Pending for Transfer” status if input and authorisation of the STI are made between 8:15 a.m. and the time the FCS is available to the China Connect Clearing Participant, and will be effected by HKSCC if there are sufficient Eligible Securities in the delivering Stock Account at the time of an STI Batch-run in accordance with Section 6.2.2; and
- (ii) the STI Transfer will be placed in the “Transferred” status and effected by HKSCC immediately if input and authorisation of the STI are made at a time after the FCS is available to the China Connect Clearing Participant and before the final CNS Batch-settlement-run and there are sufficient Eligible Securities in the delivering Stock Account,

provided that if the STI Transfer in either of the above cases involves the delivery of an Eligible Security

from a non-Special Segregated Account to a Special Segregated Account, the STI Transfer will be effected only if the China Connect Clearing Participant has no outstanding CNS short position in the same Eligible Security.

Delivery of Eligible Securities in CCASS from one Participant to another will be achieved by means of a debit entry to the Stock Account (other than the Stock Collateral Control Account) of the delivering Participant and a corresponding credit entry to the Stock Account (other than the Stock Collateral Control Account) of the receiving Participant.

Section 6

Operational and Service Schedule

6.2 DAILY PROCESSING AND SERVICE SCHEDULE FOR PARTICIPANTS OTHER THAN INVESTOR PARTICIPANTS

The daily processing and service schedule in CCASS below only sets out the major events. For details on the daily processing and service schedule availability in CCASS (including RMS), please refer to the CCASS Terminal User Guide for Participants and the RMS Guide.

6.2.2 Daily Processing and Service Schedule in relation to China Connect Securities

Time	CCASS (including RMS) events
7:00 a.m.	<p>Revaluation of General Collateral Inventory</p> <p>Commencement of RMS for retrieval of reports and data files</p>
7:15 a.m.	<p>Commencement of the following services and functions through CCASS Terminal and Participant Gateway where applicable:</p> <ul style="list-style-type: none"> (i) clearing services (ATI/STI and SI maintenance and upload functions); (ii) acceptance of SI and STI transmitted to CCASS through Synapse; and (iii) clearing and settlement services enquiry functions, Enquire Broadcast Message function and report retrieval functions. <p>All previous day's reports are available for retrieval</p>

Time	CCASS (including RMS) events
7:30 a.m. (around)	First batch of scrip entitlement distribution for both SSE Market and SZSE Market
8:00 a.m.	Commencement of the following services and functions through CCASS Terminal and Participant Gateway where applicable: <ul style="list-style-type: none"> (i) Mass ATI/STI maintenance function; (ii) Intra-day Payment Standing Instruction (only applicable to nominee payment), Cash Prepayment Standing Instruction and Nominee Payment (Evening) Standing Instruction maintenance functions; and (iii) subscription (except for the acceptance of Take-over Offer of listed securities), election, voting instructions, Shareholding Category Disclosure and Proxy instruction maintenance functions. <p>Generation of CPIs by HKSCC (in respect of money obligations arising from CNS stock positions settled on previous Mainland Business Day) for same day settlement</p> <p>First STI Batch-run</p>
8:15 a.m.	Snapshot taking of total sellable balance of China Connect Securities of China Connect Clearing Participants and their NCCCPs for pre-trade checking in the trading sessions for trading China Connect Securities between the time of such snapshot and the time of the next snapshot
9:15 a.m.	Second STI Batch-run (excluding Special Segregated Accounts)
10:00 a.m.	Third STI Batch-run (excluding Special Segregated Accounts)
11:45 a.m.	First SI matching
12:00 noon	Deadline for inputting election instructions, where the deadline prescribed by HKSCC for inputting such instructions falls on such day
12:45 p.m.	Fourth STI Batch-run (excluding Special Segregated Accounts)

Time	CCASS (including RMS) events
1:00 p.m. (after)	First batch of Corporate Announcement Master Data File and Corporate Announcement Maintenance Activities Report available
1:15 p.m.	Deadline for inputting Intra-day Payment Standing Instructions (only applicable to nominee payment) in order to have such instructions effected on the same day
1:45 p.m.	Second SI matching
2:00 p.m.	Deadline for submitting the following instructions in relation to the Collateral provided for the early release of Securities-on-hold, in order to have such instructions effected on the same Settlement Day: <ul style="list-style-type: none"> (i) standing instructions to request HKSCC not to redeliver the Collateral or instructions to cancel such standing instructions; and (ii) withdrawal instructions to request HKSCC to redeliver all or any of the Collateral.
2:30 p.m. (around)	Generation of Intra-day Payment Instructions (only applicable to nominee payment) by HKSCC
3:00 p.m.	Third SI matching Close of Cash Prepayment Standing Instruction maintenance function
3:30 p.m.	Fifth STI Batch-run (excluding Special Segregated Accounts) Deadline for inputting Nominee Payment (Evening) Standing Instruction in order to have the evening distribution of nominee payment to start on the same day, subject to acceptance of the Nominee Payment (Evening) Standing Instruction by HKSCC
3:45 p.m. (around)	Second batch of Corporate Announcement Master Data File and Corporate Announcement Maintenance Activities Report available

Time	CCASS (including RMS) events
4:00 p.m. (after)	Final Clearing Statement or FCS in respect of China Connect Securities Trades effected via a Trading Link available to China Connect Clearing Participants Commencement of Cash Prepayment Instruction Maintenance and DI input functions Application for the early release of Securities-on-hold available
4:05 p.m. (around)	Generation of EPIs by HKSCC for same day settlement
4:15 p.m.	Deadline for inputting voting instructions, Proxy instructions and Shareholding Category Disclosure where the deadline prescribed by HKSCC for inputting such instructions falls on such day
4:45 p.m.	Fourth SI matching First Batch-settlement-run
5:00 p.m.	Fifth SI matching Sixth STI Batch-run (for STI Transfers on FOP basis only and excluding STI Transfers from Special Segregated Accounts)
5:30 p.m.	Sixth SI matching Second Batch-settlement-run Seventh STI Batch-run (for STI Transfers on FOP basis only) Deadline for inputting DI for settlement of SI stock positions in Eligible Currencies other than RMB on RDP basis Deadline for inputting Cash Prepayment Instructions with “CHATS” selected as the payment method Deadline for submitting an application for the early release of Securities-on-hold and transferring same day available funds as Collateral for the early

Time	CCASS (including RMS) events
	release to HKSCC's specified bank account
5:45 p.m. (around)	Reconciliation of China Connect Securities Trades with the relevant China Connect Clearing House
6:00 p.m.	Deadline for inputting Cash Prepayment Instructions with "OTHERS" selected as the payment method
6:00 p.m. (around)	Second batch of scrip entitlement distribution for SSE Market
6:15 p.m. (around)	Third batch of Corporate Announcement Master Data File and Corporate Announcement Maintenance Activities Report available
	Seventh SI matching
	Eighth STI Batch-run (for STI Transfers on FOP basis only)
	Third Batch-settlement-run
7:00 p.m.	Close of Intra-day Payment Standing Instruction maintenance (only applicable to nominee payment), election, voting, Shareholding Category Disclosure and Proxy instructions maintenance functions
	Close of ATI/STI maintenance and upload functions
	Third batch of scrip entitlement distribution for SSE Market
7:00 p.m. (around)	Eighth SI matching
	Fourth Batch-settlement-run
	Deadline for inputting DI for settlement of SI stock positions in RMB on RDP basis and CNS stock positions
	Commencement of SPSA Delivery Failure maintenance function and subscription instructions maintenance function (for all announcement types)

Time	CCASS (including RMS) events
	Second session of ATI/STI maintenance/upload services commence
	Ninth STI Batch-run (for STI Transfers on FOP basis only)
7:00 p.m. (after)	Calculation of Mainland Settlement Deposit
7:30 p.m.	Close of SI upload function
	Tenth STI Batch-run (for STI Transfers on FOP basis only)
7:45 p.m.	Close of SI maintenance function, DI input function (for settlement of SI stock positions only), Mass ATI/STI maintenance function, SPSA Delivery Failure maintenance function and subscription instructions maintenance function
	Close of acceptance of SI transmitted to CCASS through Synapse
	Final SI matching
	Final Batch-settlement-run (for settlement of SI stock positions on DVP and FOP basis only)
8:00 p.m.	Final STI Batch-run (for STI Transfers on FOP basis only)
	Close of all enquiries, except for CCMS enquiry, Enquire Sellable Balance Adjustment Request and Enquire Broadcast Message functions
	Close of ATI/STI maintenance and upload functions
	Close of acceptance of STI transmitted to CCASS through Synapse
8:00 p.m. (after)	Second batch of scrip entitlement distribution for SZSE Market
8:05 p.m. (around)	Generation of EPIs by HKSCC for same day Night Settlement
8:30 p.m.	Close of CCMS enquiry function
	Final batch of scrip entitlement distribution for SSE Market

Time	CCASS (including RMS) events
	Third batch of scrip entitlement distribution for SZSE Market
8:30 p.m. (around)	Generation of DDIs, DCIs and EPIs by HKSCC for settlement on the next Business Day
9:00 p.m.	Close of Enquire Sellable Balance Adjustment Request function
	Final batch of scrip entitlement distribution for SZSE Market
9:30 p.m.	Report retrieval and Enquire Broadcast Message functions through CCASS Terminal and Participant Gateway close
9:30 p.m. (after)	Snapshot taking of total sellable balance of China Connect Securities of China Connect Clearing Participants and their NCCCPs for pre-trade checking
12:00 a.m.	Report retrieval through RMS close

Notes:

- (i) Report retrieval functions through CCASS Terminal and Participant Gateway are available on Saturdays (except public holidays).
- (ii) The schedule set out above is indicative only.
- (iii) Final Clearing Statement or FCS availability to China Connect Clearing Participants is subject to HKSCC's timely receipt of clearing information from the relevant China Connect Clearing House.
- (iv) The commencement of the fourth Batch-settlement-run is subject to HKSCC's timely receipt of settlement information from the relevant China Connect Clearing House.

Section 9

Overview of Clearing and Settlement in CCASS

9.1 TRANSACTIONS ACCEPTED FOR SETTLEMENT IN CCASS

In brief, subject to the Rules, transactions in Eligible Securities accepted for settlement in CCASS will be (i) Exchange Trades, (ii) SI Transactions, (iii) Clearing Agency Transactions, (iv) ISI Transactions,

(v) Compulsory Stock Borrowing Transactions and (vi) China Connect Securities Trades. Transfer Instructions to effect transfers of Exchange Fund Notes, Government Bonds or Specified Instruments between a Participant and a Recognized Dealer and Transfer Instructions to effect transfers of CMU Instruments between a Participant and a CMU Member are also accepted for settlement between CCASS and CMU. Cross-Border Transfer Instructions are accepted for settlement and/or clearance by HKSCC on a Free of Payment basis for the time being.

Arrangements have been made by HKSCC for details of the Exchange Trades, China Connect Securities Trades and Clearing Agency Transactions to be reported to HKSCC on a daily basis. Participants will not, therefore, generally have to input into CCASS details of Exchange Trades, China Connect Securities Trades or Clearing Agency Transactions.

SI Transactions are transactions in Eligible Securities to be settled in CCASS between Participants other than Investor Participants, other than Exchange Trades, China Connect Securities Trades, Clearing Agency Transactions and ISI Transactions. Details of SI Transactions are input into CCASS by "Settlement Instructions" or "SIs" given by the two Participants other than Investor Participants concerned to HKSCC either using their CCASS Terminals or via Synapse.

ISI Transactions (see Section 12.3) are transactions in Eligible Securities other than China Connect Securities to be settled in CCASS involving Investor Participants. Details of ISI Transactions are input into CCASS by "Investor Settlement Instructions" or "ISIs" given by a Participant to HKSCC and which are, if required, affirmed by the relevant Investor Participant via the CCASS Phone System or the CCASS Internet System.

Transactions in Eligible Securities can be settled in CCASS, either on a Free of Payment, or FOP, basis, or on a Delivery versus Payment, or DVP, basis or on a Realtime Delivery versus Payment, or RDP, basis.

Compulsory Stock Borrowing Transactions are stock borrowing transactions relating to Eligible Securities which are entered into in accordance with the Compulsory Stock Lending and Borrowing Regulations between HKSCC and a Participant other than an Investor Participant.

Section 12

Non-Exchange Trades – SI Transactions, Clearing Agency Transactions, ISI Transactions, Transfer Instructions and Non-Trade Transfers in China Connect Securities

12.1 SI TRANSACTIONS (BETWEEN PARTICIPANTS OTHER THAN INVESTOR PARTICIPANTS)

12.1.2A Use of Synapse to Input SIs

Other than inputting SIs into CCASS using CCASS Terminals, Participants accepted by HKSCC as Synapse Users may input SIs into CCASS through Synapse.

The use of Synapse by a Participant shall be subject to the Synapse Terms and Conditions, the Synapse User Guide and such other requirements as HKSCC may from time to time prescribe.

12.1.5 SI Functions Available for Use

Various SI functions are available for use by Participants through their CCASS Terminals and Participant Gateways. To access the relevant SI, a Participant will need to key into its CCASS Terminal or Participant Gateway the SI Input Number of such SI.

At any time before matching, all data input fields of an SI may be changed by a Participant through the “Change SI” function (either using a CCASS Terminal or via Synapse). Once matched, the only input data of an SI which can be changed are the DI requirement field (see item (l) of Section 12.1.2(i)) through the “Change DI Requirement” function (see further Section 13.2.3), the Hold Matched SI requirement field (see item (p) of Section 12.1.2(i)) through the “Change Hold Matched SI” function and certain non-matching input fields, namely, the stock settlement account, client name, internal transaction reference, SI linkage reference, remarks and Processing reference fields (see items (f), (j), (m), (n), (o) and (q) of Section 12.1.2(i)) through the “Change Matched/Settled SI” function.

At any time before a matched SI is settled, either the delivering or the receiving Participant may revoke the SI with matched or matched on-hold status through the “Revoke Matched SI” function (either using a CCASS Terminal or via Synapse). In the case of a SI Transaction which is to be settled on a RDP basis, where Eligible Securities have been put on hold in the delivering Participant’s Stock Account (i.e. the SI Transaction status is “Shares On-hold”), only the receiving Participant is allowed to revoke the SI, and where the SI Transaction status has been updated to “Payment Validated”, neither the delivering nor the receiving Participant is allowed to revoke the SI.

Participants should refer to the CCASS Terminal User Guide for further information on the SI functions available for use by Participants.

12.1.6 Settlement of SI Transactions

(vi) China Connect Securities

Input and matching of SIs relating to China Connect Securities will be conducted at stated times in CCASS on each Business Day in accordance with Section 6.2.2. SI Transactions in China Connect Securities inputted into CCASS on a Business Day will be settled in the Batch-settlement-runs or by the use of DI.

Notwithstanding any other provision in the Rules, the following shall apply to SIs relating to China Connect Securities:

- (a) Repealed
- (b) Repealed
- (c) SIs which involve the delivery by a China Connect Clearing Participant of a China Connect Security from its Stock Accounts will only be effected in the first to fourth Batch-settlement-runs provided that such Stock Accounts are Special Segregated Accounts or that the China Connect Clearing Participant has no outstanding short stock position in such China Connect Security under the CNS System ; and
- (d) Repealed
- (e) in the event that a China Connect Clearing Participant has any short stock positions in a China Connect Security under the CNS System which are outstanding for settlement on the due date after the fourth Batch-settlement-run, SIs which involve the delivery by the China Connect Clearing Participant of such China Connect Security from its Stock Accounts will only be effected under the following circumstances:
 - (i) where the overdue short positions are solely due to the failure of the China Connect Clearing Participant to transfer such China Connect Securities to its Stock Clearing Account for CNS settlement, but the China Connect Clearing Participant has since transferred sufficient quantity of China Connect Securities to its Stock Clearing Account; or
 - (ii) where the overdue short positions are solely due to an SPSA Delivery Failure and a request for adjustment has been submitted to HKSCC in accordance with Section 2.3.15; or
 - (iii) where the overdue short positions are partly due to an SPSA Delivery Failure and partly due to the failure of the China Connect Clearing Participant to transfer such China Connect Securities to its Stock Clearing Account for CNS settlement, and (i) in respect of the SPSA Delivery Failure, a request for adjustment has been submitted to HKSCC in accordance with Section 2.3.15 and (ii) in respect of the overdue short position which are not due to SPSA Delivery Failure, the China Connect Clearing Participant has since transferred sufficient quantity of China Connect Securities to its Stock Clearing Account.

Each Participant using Synapse to input SIs in respect of an SI Transaction which involves the delivery of China Connect Securities for the onward settlement of a China Connect Securities Trade under the CNS System must have contingency measures and backup processes in place to ensure the timely input of SIs into CCASS in respect of any such SI Transaction in case there is any unavailability, disruption, suspension, or delay in the operation of Synapse.

12.1.8 Relevant CCASS Reports

(i) Reports available

Four sets of reports relating to SI transactions are available in CCASS, namely:

- (a) the SI Activity Report;
- (b) the SI Status Report;
- (c) the Intra-day ISI/SI Full List; and
- (d) the Unmatched SI Report.

The reports are available for retrieval via CCASS Terminals and Participant Gateways. Please refer to Section 16.6 and the CCASS Terminal User Guide for Participants for details.

(ii) SI Activity Report

This report shows details of SIs that are matched, matched on-hold, revoked, or purged by CCASS on each Business Day or Mainland Business Day in the case of SIs relating to China Connect Securities, and lists SI input activities (including input, change, change matched on-hold, authorise, delete and revoke instructions, either using a CCASS Terminal or via Synapse) and maintenance activities of the “Hide Unmatched SI Content Counterparty List” function on that day.

(iii) SI Status Report

This report lists all SIs of a Participant which remain pending or unmatched at the end of each Business Day or Mainland Business Day in the case of SIs relating to China Connect Securities, SIs that are matched but are not yet due for settlement on the following Settlement Day, as well as SIs that are matched but whose settlement has been put on-hold.

(iv) Intra-day ISI/SI Full List

In relation to Eligible Securities other than China Connect Securities, the report shows details of due/overdue ISIs/SIs in such Eligible Securities of a Participant on the current Business Day with status as of the completion of each Batch-settlement-run and of the completion of each of the fifth,

sixth, eighth and final SI matching runs. Details of SIs that are due on a future day are also included in the reports generated after the final Batch-settlement-run.

In relation to China Connect Securities, the report shows details of due/overdue SIs in China Connect Securities of the Participant on the current Mainland Business Day with status as of the completion of each of the Batch-settlement-runs and of the completion of each of the SI matching runs for China Connect Securities. Details of SIs that are due on a future day are also included in the reports generated after the final Batch-settlement-run for settlement of SI stock positions only.

(v) Unmatched SI Report

This report shows the details and reasons of the unmatched SIs on the current Business Day or Mainland Business Day in the case of SIs in China Connect Securities as of the completion of each SI matching run. Where a Participant has specifically elected not to disclose its input data regarding an unmatched SI to the counterparty Participant via the “Hide Unmatched SI Content Counterparty List” function, only the SI Input Number and Participant ID/name of the Participant together with the unmatched reasons would be shown in the Unmatched SI Report of the counterparty Participant and the other details of the unmatched SIs will not be shown.

Section 15

Enquiry Services

15.1 ENQUIRY SERVICES

Details of the enquiry services provided by CCASS, the operational steps for utilising these services and the descriptions of the enquiry screens, are set out in the CCASS Terminal User Guide.

Investor Participants may access the enquiry service of HKSCC via the CCASS Phone System or the CCASS Internet System or at the Customer Service Centre.

Upon authorization by a Clearing Participant or a Custodian Participant under Section 3.4A, HKSCC will allow the SSA Statement Recipient to access the enquiry functions in relation to the relevant SSA with Statement Service via the CCASS Phone System or the CCASS Internet System.

Details of the enquiry services provided by Synapse and the operational steps for utilising these services are set out in the Synapse User Guide.

Section 16

Statements and Reports

16.1 STATEMENTS AND REPORTS AVAILABLE

CCASS and RMS will generate statements and reports for Participants other than Investor Participants and Designated Banks throughout the day after completion of different processes as set out in Section 16.6.1, Section 16.6.1A and Section 16.7. Where a report is stated in Section 16.6.1, Section 16.6.1A or Section 16.7 to be available “daily”, the report will be available on each Business Day or Mainland Business Day only and will not be available on a Saturday unless expressly stated otherwise. Further, full descriptions of the information contained in the reports for Participants other than Investor Participants and Designated Banks are set out in the CCASS Terminal User Guide for Participants, the RMS Guide and the CCASS Terminal User Guide for Designated Banks.

Participants other than Investor Participants and Designated Banks may retrieve such reports through their CCASS Terminals or Participant Gateways or RMS (see Section 16.3).

In the event that a Clearing Participant or a Custodian Participant authorises HKSCC to furnish statements and reports relating to SSA with Statement Service to SSA Statement Recipients, such statements and reports are to be made available by HKSCC as set out in Section 16.8.

Investor Participants will receive statements from HKSCC relating to activities and balances of their Stock Accounts as described in Section 16.6.2.

In relation to Synapse, the details regarding various statements and reports that are to be made available by HKSCC to Synapse Users are set out in the Synapse User Guide.

16.9 ERRORS

Participants other than Investor Participants and Designated Banks should report immediately to HKSCC in respect of any errors found in CCASS reports and statements specified in this section. Investor Participants should report immediately to HKSCC in respect of any errors found in any CCASS statements.

Participants which are Synapse Users should report immediately to HKSCC in respect of any errors found in Synapse Reports and statements.

For the avoidance of doubt, HKSCC will not entertain any notification of error or omission in any advice, statement or report or any request to rectify any error or omission in any advice, statement or report from any person other than a Participant or a Designated Bank.

Section 17

Suspension of Services

17.2 TYPHOONS AND EXTREME CONDITIONS

17.2.1 General principles

In general, in the event that a Typhoon Signal No. 8 or above is hoisted or Extreme Conditions are announced on any Business Day at or after 9:00 a.m., all CCASS and CCASS Depository services and facilities in relation to Eligible Securities other than China Connect Securities available to Participants other than Investor Participants will be terminated by HKSCC within fifteen minutes except as provided below.

- (i) the SI, ATI, STI upload functions will continue to be available for use in accordance with their normal service hours;
- (ii) the maintenance functions of and relating to SIs, ISIs, ATIs, STIs, DIs, Multi-counter Transfer Instructions, Parallel Trading Conversion Instructions and Cash Prepayment Instructions will continue to be available for use within one hour after the hoisting and will be terminated thereafter;
- (iii) the SI, ISI, ATI, STI, Cash Prepayment Instruction and Intra-day Payment Summary enquiry functions, Enquire Broadcast Message function and such other enquiry functions as HKSCC may from time to time specify will continue to be available for use in accordance with their normal service hours;
- (iv) the maintenance functions of and relating to Collateral Security batch upload and enquiry functions on collateral account balance and movements will continue to be available for use in accordance with their normal service hours; and
- (v) various statements and reports will continue to be available for retrieval and printing in accordance with their normal service hours.

In general, in the event that a Typhoon Signal No. 8 or above is hoisted or Extreme Conditions are announced on any Business Day at or after 9:00 a.m., all CCASS services and facilities in relation to China Connect Securities available to Participants will be terminated by HKSCC within fifteen minutes except as provided below.

- (i) the SI, ATI, STI upload functions will continue to be available for use in accordance with their normal service hours;

- (ii) the maintenance functions of and relating to SIs, ATIs, STIs, DIs, Cash Prepayment Instructions (including SIs and STIs input through Synapse), SPSA Delivery Failure and Nominee-related instructions will continue to be available for use in accordance with their normal service hours;
- (iii) the SI, ATI, STI, Cash Prepayment Instruction, Sellable Balance Adjustment Request and Intra-day Payment Summary enquiry functions, Enquire Broadcast Message function and such other enquiry functions as HKSCC may from time to time specify will continue to be available for use in accordance with their normal service hours; and
- (iv) various statements and reports will continue to be available for retrieval and printing in accordance with their normal service hours.

In general, in the event that a Typhoon Signal No. 8 or above is hoisted or Extreme Conditions are announced on any Business Day, CCASS services and facilities available to Investor Participants via the CCASS Phone System and the CCASS Internet System will continue to be available for use in accordance with their normal service hours. However, ISI (without affirmation) and the subscription instructions input and ISI (with affirmation) affirmed during the period when a Typhoon Signal No. 8 or above is hoisted or Extreme Conditions are announced will only be processed by CCASS after the Typhoon Signal is lowered and Extreme Conditions are cancelled (where applicable) and when normal CCASS and CCASS Depository services and facilities resume. If a Typhoon Signal No. 8 or above is hoisted or Extreme Conditions are announced on a Business Day at the time when CCASS Depository services and Customer Service Centre service for Investor Participants are available, such services will be terminated by HKSCC within fifteen minutes.

In general, in the event that a Typhoon Signal No. 8 or above is hoisted or Extreme Conditions are announced on any Business Day, access to SSA with Statement Service in CCASS by SSA Statement Recipients via the CCASS Phone System and the CCASS Internet System will continue to be available in accordance with the normal service hours. However, STI (with affirmation) affirmed during the period when a Typhoon Signal No. 8 or above is hoisted or Extreme Conditions are announced will only be processed by CCASS after the Typhoon Signal is lowered and Extreme Conditions are cancelled (where applicable) when normal CCASS and CCASS Depository services and facilities resume.

Notwithstanding the foregoing, HKSCC has the discretion to extend the time of access to or termination of any CCASS and CCASS Depository services and facilities to such times and on such terms as it may from time to time specify. Provided that if the Typhoon Signal is lowered and Extreme Conditions are cancelled (where applicable) at or before 12:00 noon, normal CCASS and CCASS Depository services will resume two hours thereafter. If the Typhoon Signal is still hoisted or Extreme Conditions are still in force at 12:00 noon, no CCASS and CCASS Depository services or facilities or access to CCASS will be available on that day except those provided in this Section or otherwise specified by HKSCC.

The procedures adopted by HKSCC in relation to typhoons and Extreme Conditions are generally in line with those of the Exchange.