

**CCASS OPERATIONAL PROCEDURES**

**Definitions**

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

**“HKEx website”** means the official website of HKEx at <http://www.hkex.com.hk> or at such other website address specified by HKEx from time to time;

**Section 3**

**CCASS Terminals/CCASS Phone System/CCASS Internet System/  
Participant Gateways**

**3.10 CCASS PHONE SYSTEM AND CCASS INTERNET SYSTEM**

**3.10.1 CCASS Phone System and CCASS Internet System available for Investor Participants and SSA Statement Recipients**

Once a stock account is opened, an Investor Participant can operate its Stock Account, give instructions on corporate activities, give Electronic Application Instructions for New Issue Shares, Tender Instructions, input ISIs, affirm ISIs, enquire stock balance and input activities via the CCASS Phone System by using a touch-tone phone or at the Customer Service Centre. In addition, an Investor Participant using services available via the CCASS Internet System can give on-line instructions on corporate activities, give Electronic Application Instructions for New Issue Shares, Tender Instructions, input ISIs, affirm ISIs, enquire stock balance and input activities, receive ~~circulares,~~ notices and statements. Transfer Instructions must be submitted by the Investor Participant to the Customer Service Centre using the Transfer Instruction Form.