

3.2 Nominee Services

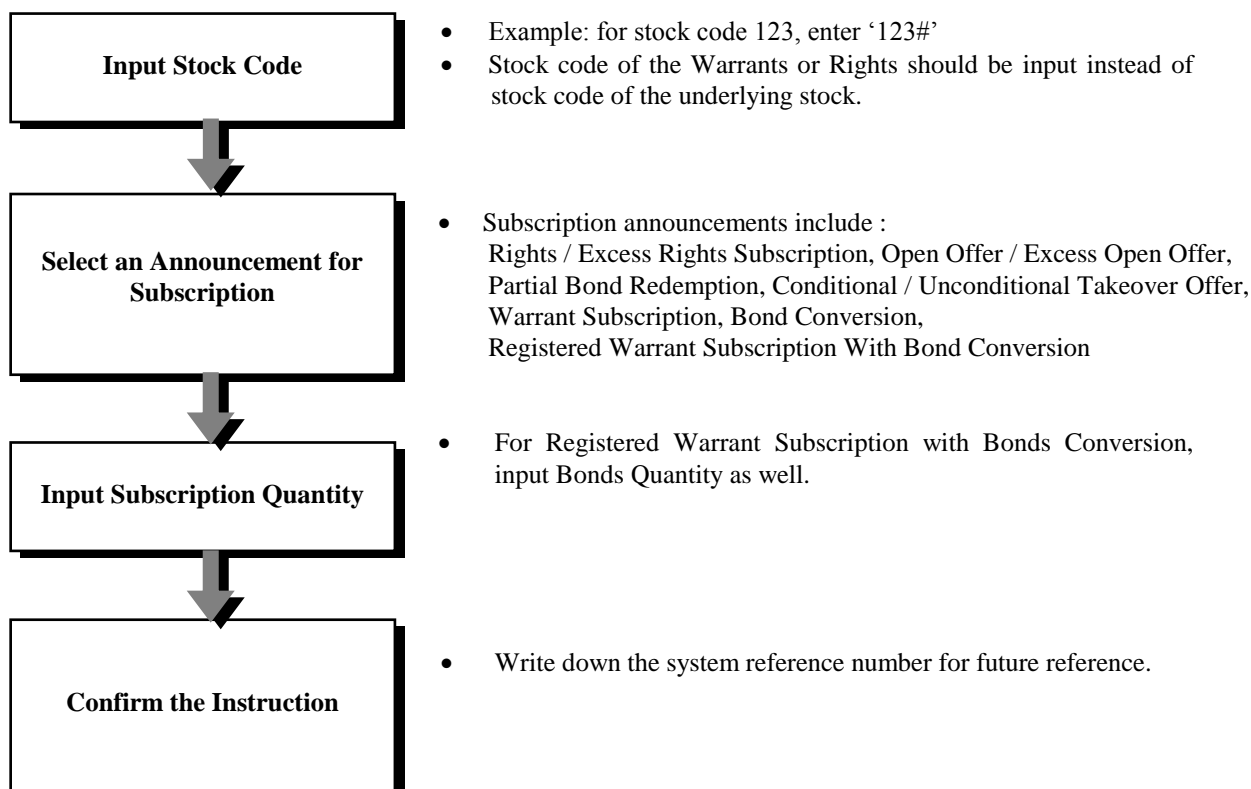
3.2.1 Subscription (such as rights issue, takeover offer, warrant subscription, open offer or bond conversion)

Investor Participants can issue Subscription Instructions to HKSCC to exercise their rights issues and warrants, convert bonds, accept takeover offers and subscribe for open offers. Instructions can be issued via the CCASS Phone Operations Hotline, CCASS Internet System or by submitting ‘Subscription Instruction Input Request Form’ to our Customer Service Centre on or before the subscription deadline.

To input Subscription Instructions via the CCASS Phone Operations Hotline :

Select ‘Subscription, such as rights issue, takeover offer, warrant subscription, open offer or bond conversion’ by Pressing ‘3’ at the Main Menu...

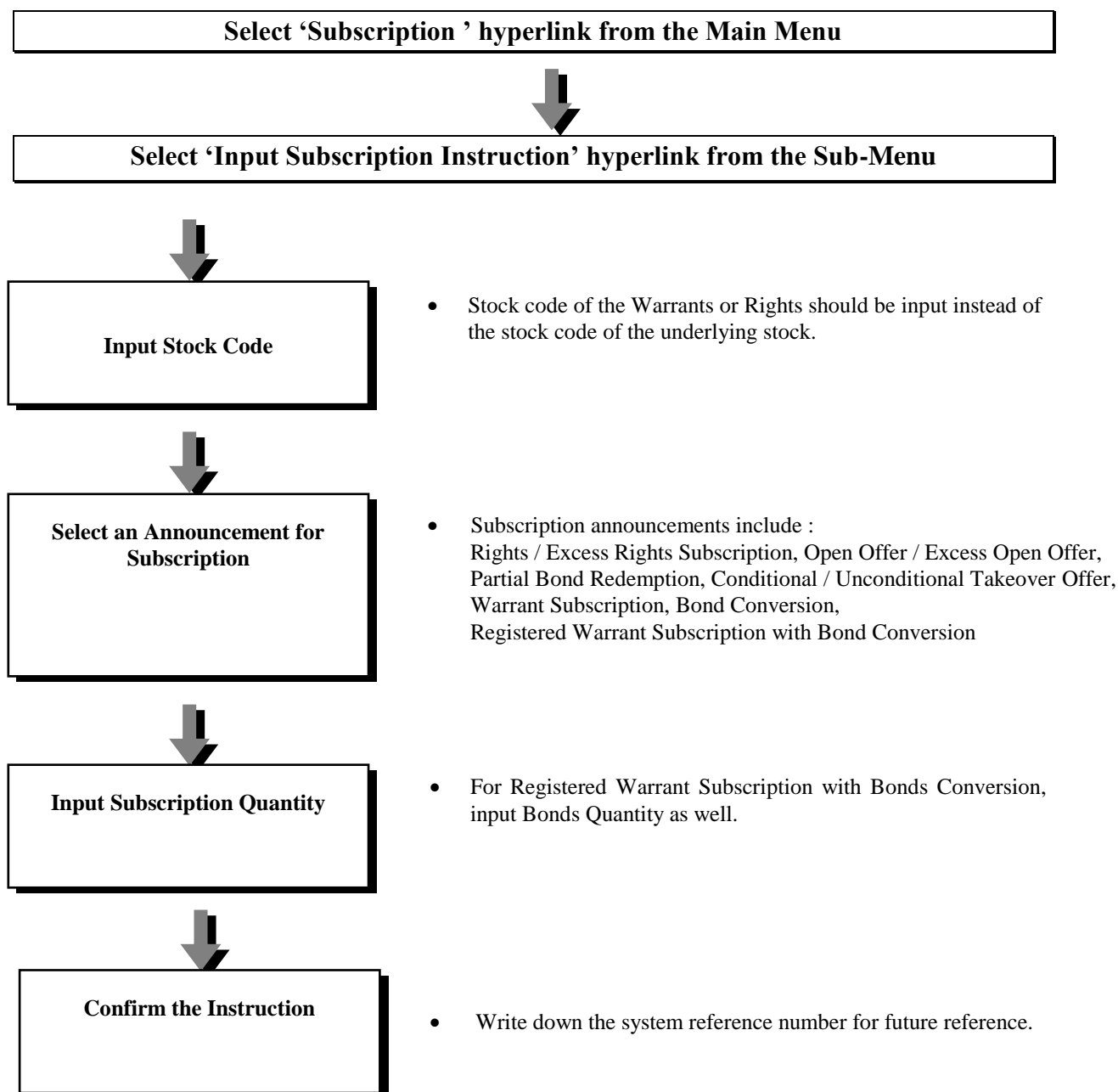
Select ‘Input Subscription Instruction’ by Pressing ‘1’ at the Sub Menu...



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To input Subscription Instructions via CCASS Internet System :

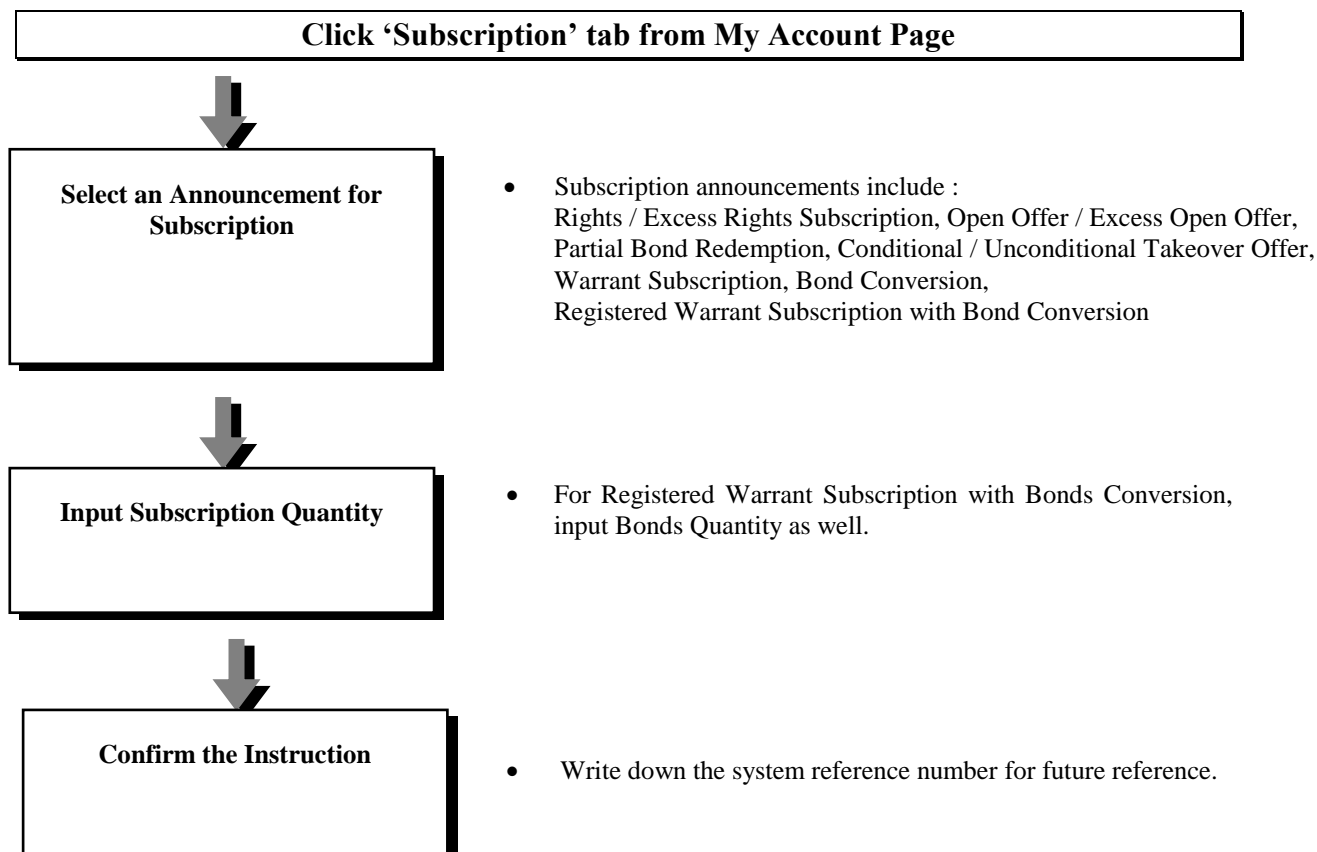
From Main Menu



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To input Subscription Instructions via CCASS Internet System :

From My Account Page



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To cancel Subscription Instruction via the CCASS Phone Operations Hotline :

Select 'Subscription, such as rights issue, takeover offer, warrant subscription, open offer or bond conversion' by Pressing '3' at the Main Menu...

Select 'Cancel Subscription Instruction' by Pressing '2' at the Sub Menu...

Input Stock Code

- Example: for stock code 123, enter '123#'
- Stock code of the Warrants or Rights should be input instead of stock code of the underlying stock.

Select an Announcement for Cancellation

- Subscription announcements include :
Rights / Excess Rights Subscription, Open Offer / Excess Open Offer, Partial Bond Redemption, Conditional / Unconditional Takeover Offer, Warrant Subscription, Bond Conversion, Warrant Subscription With Bond Conversion

Listen to the Details of the Subscription Instruction

- Details include:
 - Announcement Type
 - Instruction Quantity
 - Bond Quantity (if any)
 - Subscription Monies and Charges

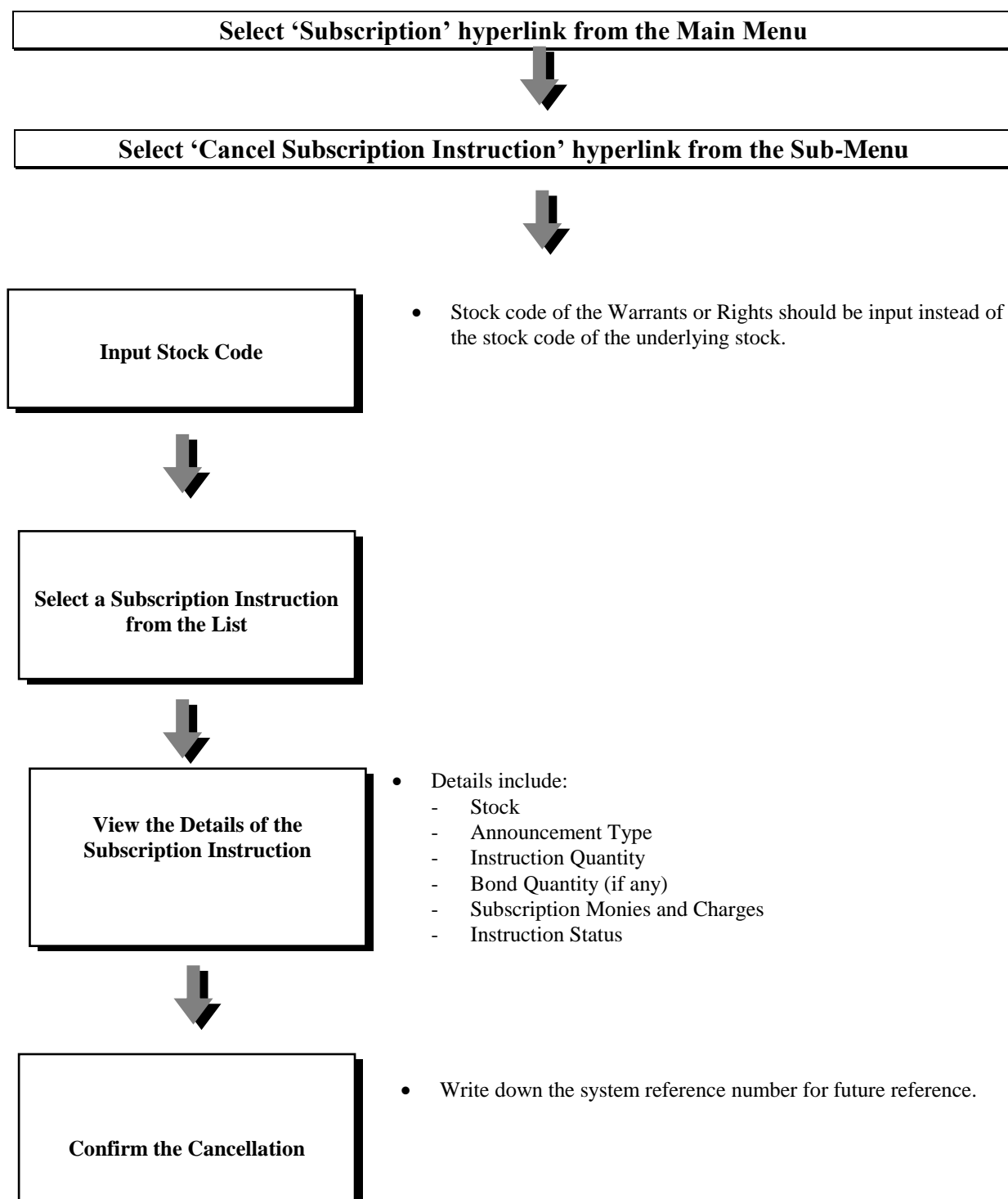
Confirm the Cancellation

- Write down the system reference number for future reference.

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To Cancel Subscription Instruction via the CCASS Internet System :

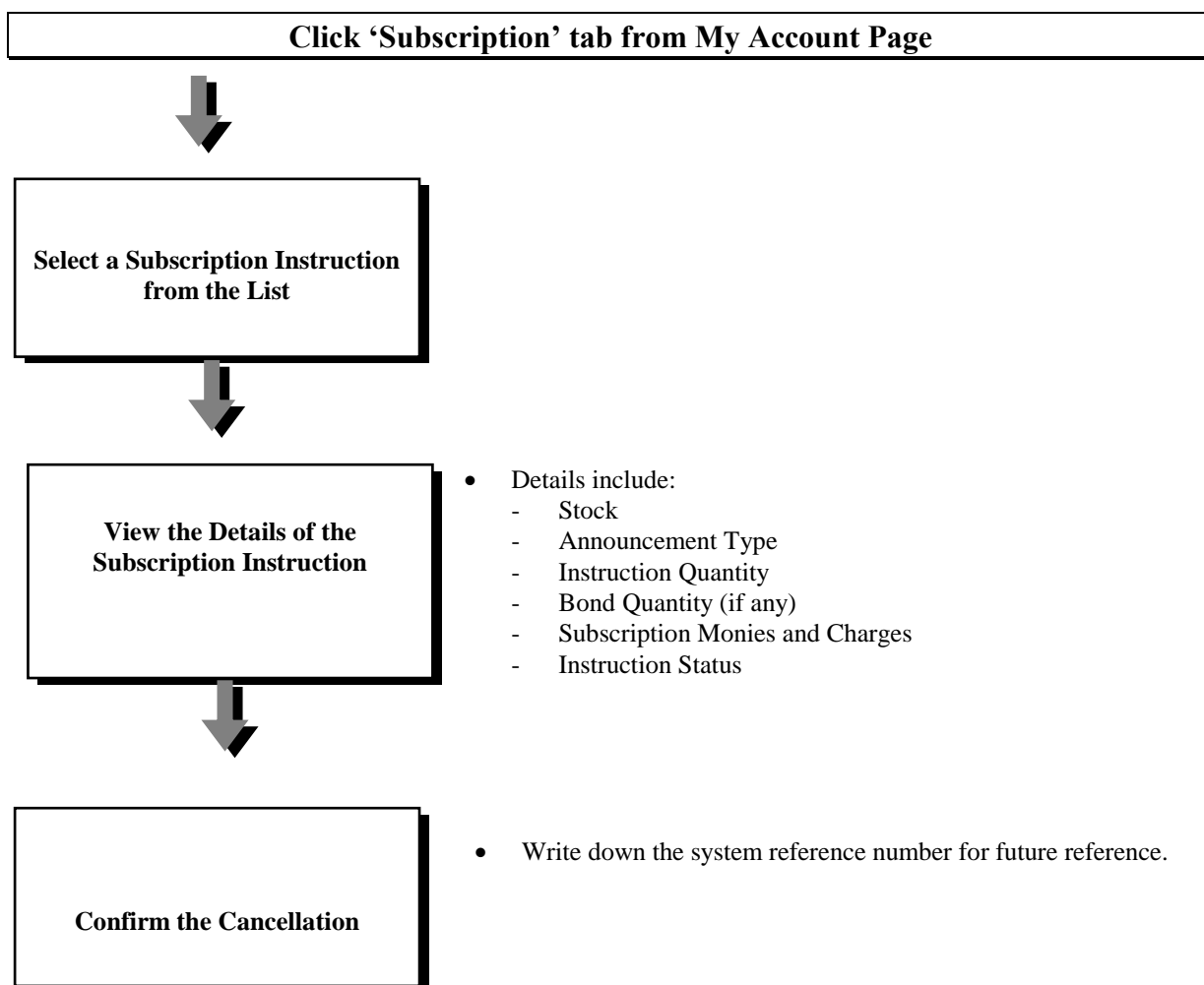
From Main Menu



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To Cancel Subscription Instruction via the CCASS Internet System :

From My Account



3.2 Nominee Services**Important Notes :**

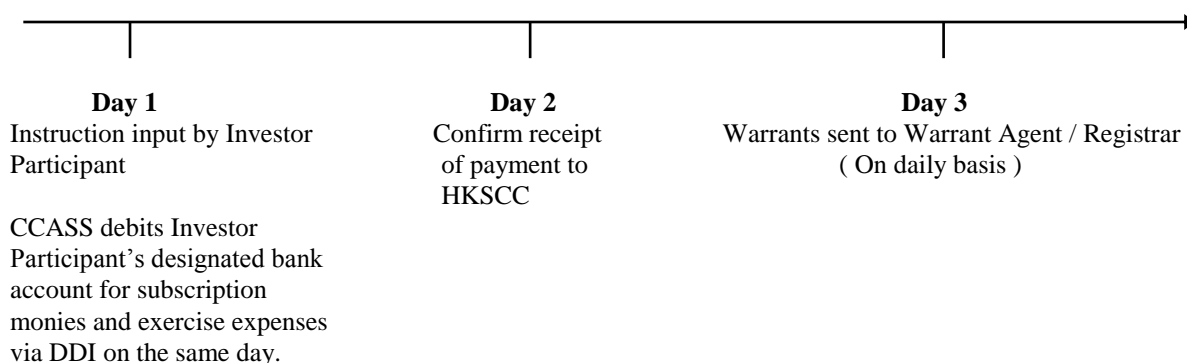
- The subscription quantity will be immediately debited from Investor Participants' stock accounts upon successful input.
- For subscription instructions input **before** the CCASS deadline, the subscription monies and exercise expenses (if any) will be debited from Investor Participants' designated bank account via Direct Debit Instructions (DDIs).
- The end time to input subscription instruction **on** CCASS deadline is 11:00 am. The subscription monies and exercise expenses (if any) will be debited from Investor Participants' designated bank account via CHATS Payment Instructions. CCASS generates the CHATS payment instructions at around 11:00 am to the Investor Participant's designated bank to effect payment.
- The subscription deadline printed on Reminder section of Activity Statement is the end date for instruction by DDI payment or without subscription money involved.
- The end time to input subscription instruction by DDI payment is 7:00 pm on subscription end day for DDI payment which is usually 1 business day before the deadline for CHATS payment.
- For Investor Participants whose designated banks do not support CHATS payment service, input of subscription instruction on deadline for CHATS payment is not allowed.
- For subscription involving subscription monies and exercise expenses (if any), Investor Participants must ensure that sufficient funds are in their designated bank accounts on the day when the instructions are input / authorized. Handling fee may be charged by the designated banks for processing the CHATS payment instructions.
- If the Direct Debit Instructions (DDIs) or CHATS payment instructions are rejected, the subscription instructions will be cancelled. Investor Participants can enquire about the cancellation of subscription instructions via the CCASS Phone Operations Hotline or the CCASS Internet System and, subject to the deadline, re-arrange funding in their designated bank accounts and re-input their instructions to CCASS. Investor Participants will also receive activity statements notifying them of the cancelled transactions. However, if HKSCC in such circumstances as it deems fit to effect the subscription instruction, a new DDI will be generated.
- Cancellation of subscription instructions for accepting Open Offer, Excess Open Offer, Rights Subscription, and Excess Rights Subscription is allowed within the subscription period. If the subscription monies and charges are already collected by HKSCC, they will be refunded to the Investor Participants' designated bank account via Direct Credit Instructions (DCIs).
- Cancellation of subscription instructions for Warrant Subscription, Bond Conversion, Registered Warrant Subscription With Bond Conversion, Partial Bond Redemption and Takeover Offer is NOT allowed if the instructions are already processed by the system (i.e. instruction status is changed to "Authorized" or "System Processed").
- The subscription quantity will be immediately returned to Investor Participants' stock accounts upon successful cancellation.
- For subscription instructions input / cancelled during the following period will be processed on next system online session (at around 07:00). Investor Participants are advised to contact Hotline to check the instruction status on following business day or enquire the Activity Statement.
 - (i) 00:00 to 06:30 and 19:00 to 00:00 from Monday to Friday
 - (ii) Saturday, Sunday and public holiday

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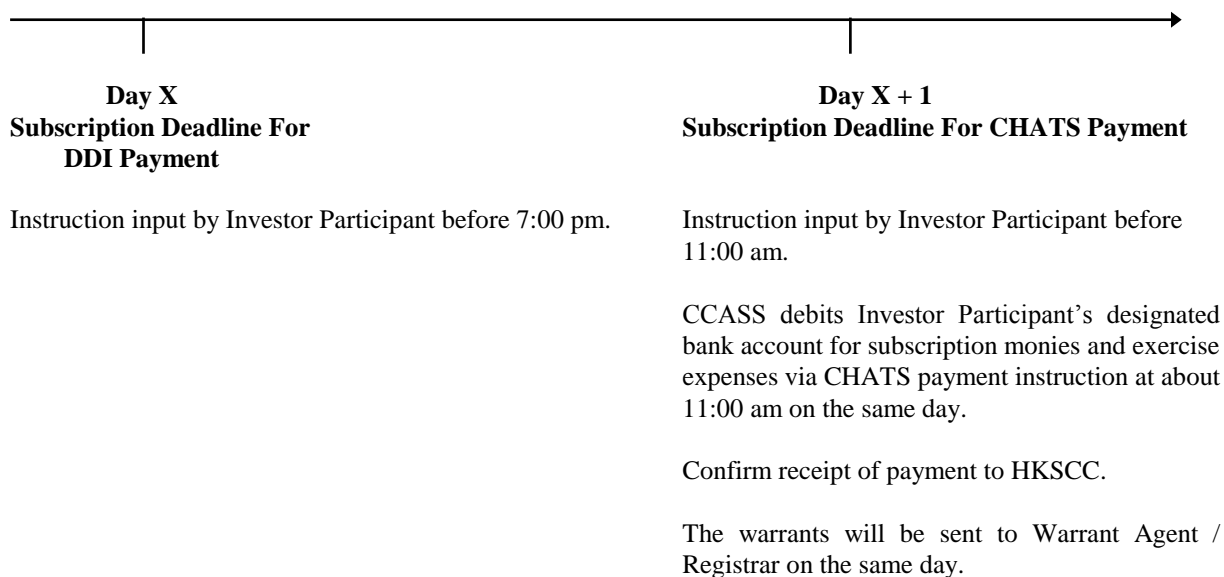
Warrant Subscription

The process of warrant subscription performed by CCASS is illustrated by the following time-line (each Day represents a business day excluding Saturday).

Subscription instruction input BEFORE the deadline by DDI payment:



Subscription instruction input ON deadline by CHATS payment:



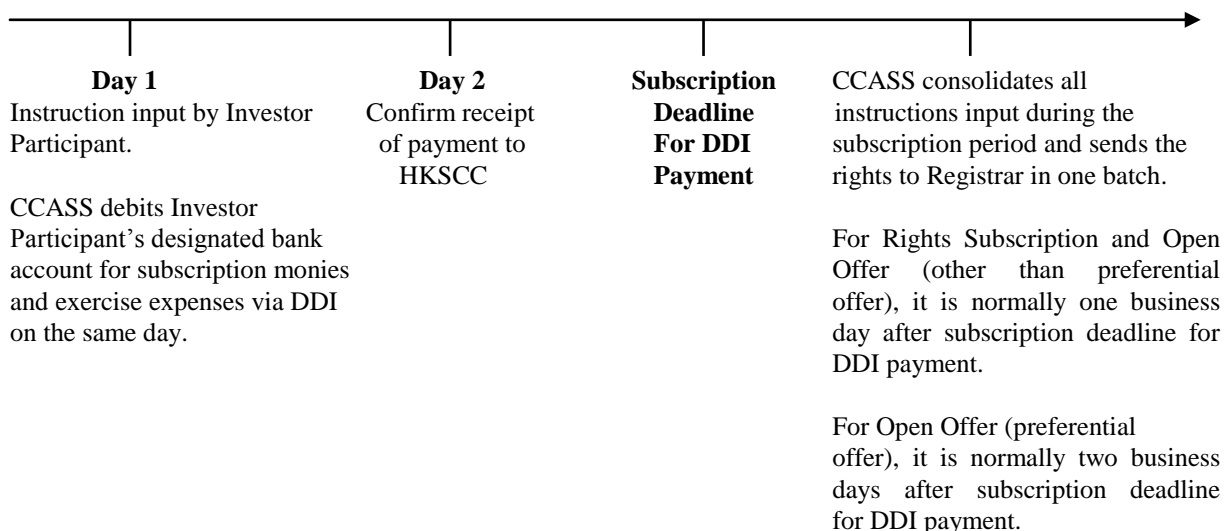
Important Notes for Warrant Subscription:

- Under normal circumstances, the deadline for inputting subscription instructions by CHATS payment to subscribe registered warrants is usually the same as the issuer's stipulated deadline. For subscription instructions by DDI payment, the deadline is usually one business day before the issuer's stipulated deadline.
- Investor Participants who wish to exercise registered warrants in order to receive benefit entitlements of the underlying shares have to ensure that subscription instructions are input at least two business days before the last registration date of the underlying shares.
- HKSCC will NOT provide nominee services to exercise any put warrant (except cash settled put warrant).
- Investor Participants who exercise warrants are deemed to have read and complied with the terms and conditions of the issuing documents.
- The warrant certificates will lapse after expiry date and will be destroyed 7 days after their delisted date.

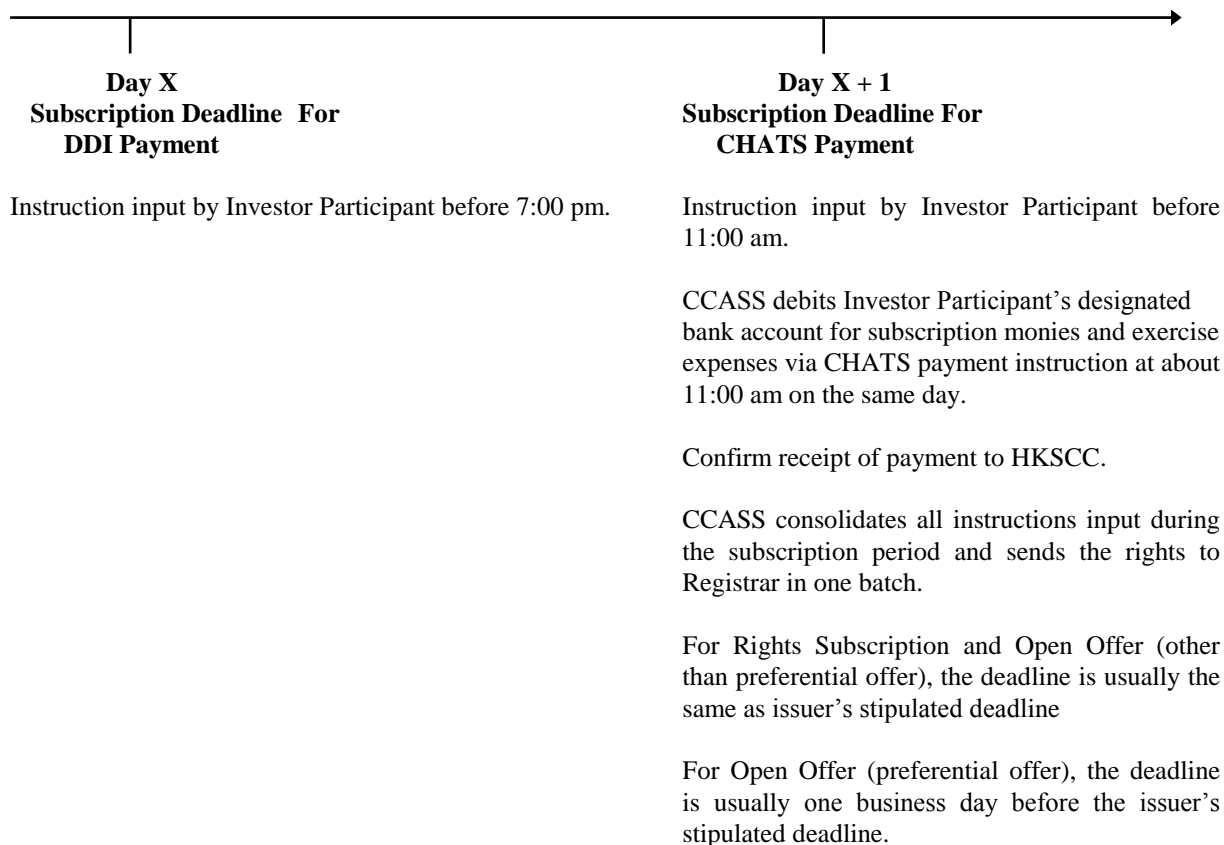
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Rights Subscription / Open Offer Subscription

Subscription instruction input BEFORE the deadline by DDI payment:



Subscription instruction input ON deadline by CHATS payment:



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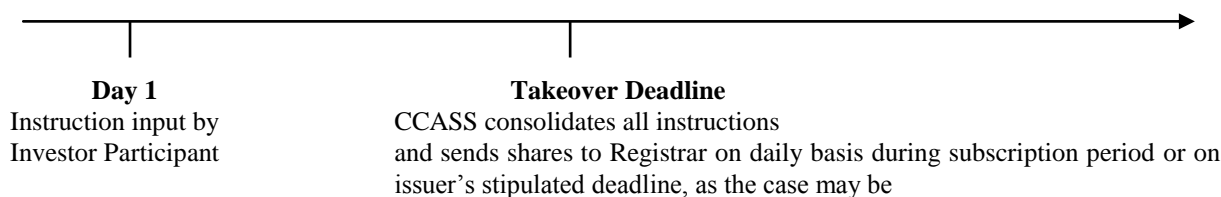
Important Notes :

- If you want to subscribe for the rights shares or open offer, you have to input the rights / open offer subscription instruction.
- Unless the offer document specifically provides otherwise, only the Investor Participants who are entitled to or to whom the rights have been issued may apply for Excess Rights.
- If you apply for excess rights / excess open offer subscription instruction through CCASS, the successful allotment ratio may be different from the ratio announced by the listed company and odd lot shares may be allotted.
- An Investor Participant is not entitled to give more than one instruction to HKSCC to apply for excess shares in respect of any one rights issue event.
- Investor Participants should refer to the reminder section of the activity statement for the stock code to subscribe under rights / open offer subscription.
- Rights which are not listed on the Stock Exchange of Hong Kong cannot be transferred into / out of Investor Participants' stock accounts via ISIs.
- For Rights Subscription and Open Offer (other than preferential offer), the deadline for inputting subscription instructions (by CHATS payment) is usually the same as the issuer's stipulated deadline. For instructions (by DDI payment), the deadline is usually one business day before the issuer's stipulated deadline.
- For Open Offer (preferential offer), the deadline for inputting subscription instructions (by CHATS payment) is usually one business day before the issuer's stipulated deadline. For instructions (by DDI payment), the deadline is usually two business days before the issuer's stipulated deadline.

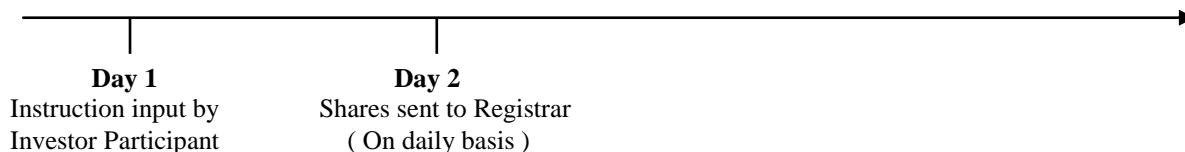
Takeover Offer

There are three types of takeover offers, namely *Conditional Takeover Offer*, *Unconditional Takeover Offer* and *Compulsory Takeover Offer*. CCASS processes these takeover offers in different ways.

Conditional Takeover Offer :



Unconditional Takeover Offer:



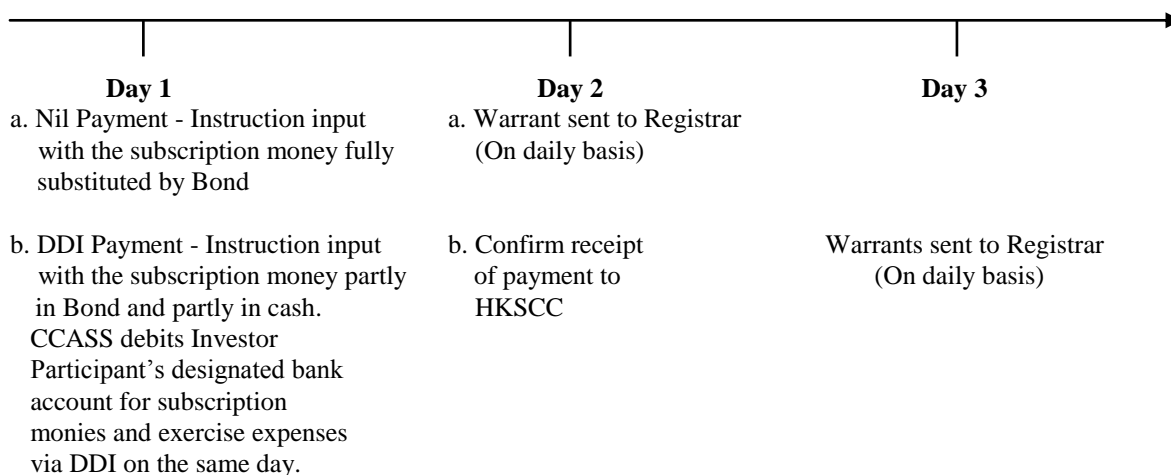
Compulsory Takeover Offer :

Investor Participants are not required to input any instruction for compulsory takeover offer as HKSCC will process the takeover offer automatically.

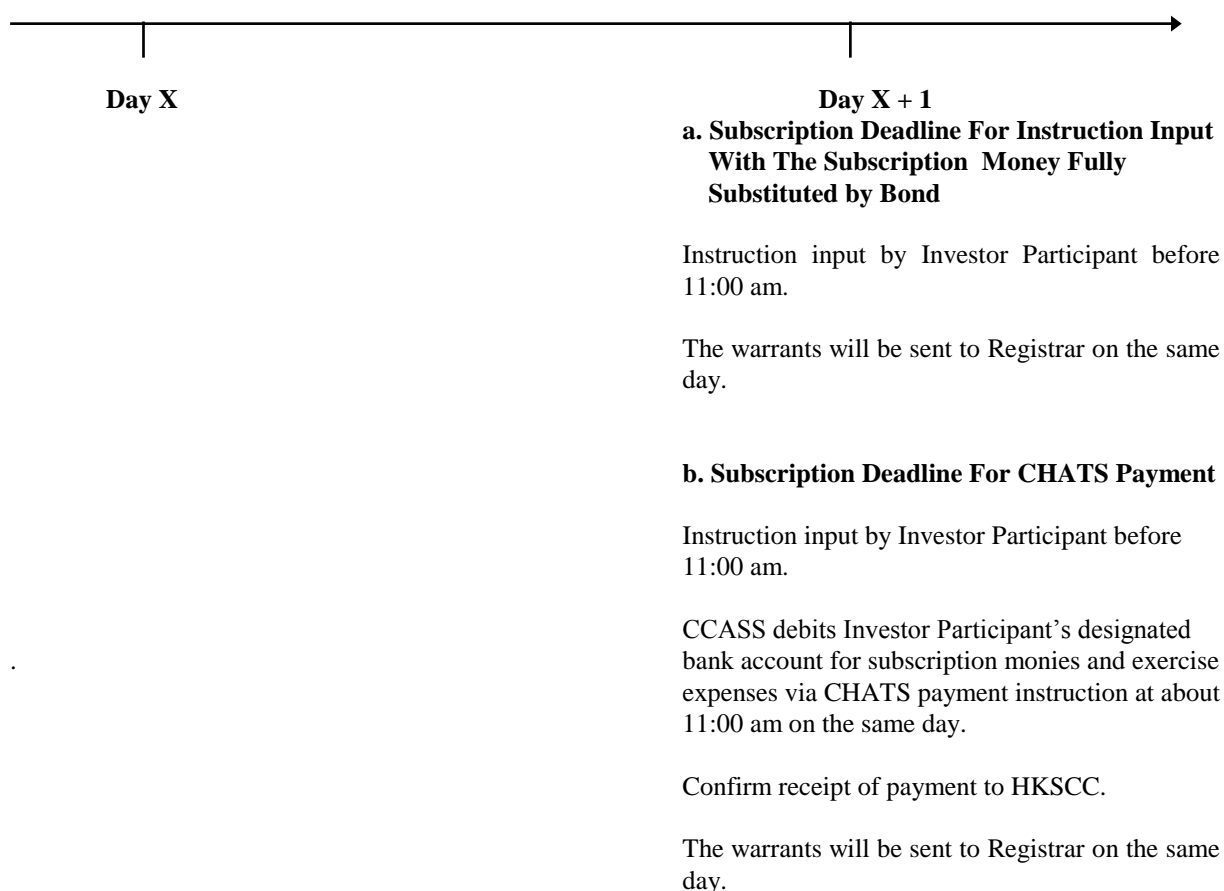
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Registered Warrant Subscription with Bond Conversion

Subscription instruction input BEFORE the deadline with Nil Payment or by DDI payment:



Subscription instruction input ON deadline with Nil Payment or by CHATS payment:



Important Notes :

- Instruction will not be accepted if subscription money is paid fully in cash. Investor Participants should make such subscription by selecting the Warrant Subscription announcement with the warrant code (not the bond code).

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Bond Conversion / Partial Redemption at Bondholder's Request

