

This chapter gives an overview on System Administration, CDS Circular, Record Of Depositors (ROD), Corporate Exercise, Public Issue, Exchange Traded Fund (ETF) and Cross Border Listing.

## **2.1 System Administration**

The chapter on System Administration describes the procedures in submitting Authorised Signatory List for approving access to eRapid. It also describes the procedures in applying and maintaining User ID and password for eRapid users.

## **2.2 CDS Circular**

The chapter on CDS Circular describes the procedures in accessing CDS Circulars in the eRapid server.

## **2.3 Record Of Depositors (ROD)**

The chapter on Record Of Depositors (ROD) describes the procedures involved in requesting for the ROD in order to ascertain the shareholders of a company as of a particular lodgement date. The ROD contains a list of shareholders' names, addresses, CDS account numbers, NRIC/Company Registration numbers and their shareholdings.

## **2.4 Corporate Exercise**

The chapter on Corporate Exercise describes the tasks involved in the various types of corporate exercises, from the process of requesting corporate exercise ROD, preparation of allotment files to the crediting or debiting of securities into or out of the depositors' CDS accounts.

## **2.5 Public Issue**

The chapter on Public Issue describes the tasks involved in requesting for public issue verification, preparation of allotment record for Public Issue and crediting of securities into the successful applicants' CDS accounts. It includes preparation of allotment record for Provision of Information related to Initial Public Offering (PIPO), Electronic Share Application (ESA) and the Final Verification Request by the Issuing House. Creation of public issue request, uploading and downloading of ESA files, PIPO files and Final Verification files can be requested from Monday to Friday, 8.30 a.m. to 7.00 p.m., or any other time prescribed by Bursa Depository.

**2.6    Exchange Traded Fund (ETF)**

The chapter on Exchange Traded Fund (ETF) describes the tasks involved in the creation of ETF units, redemption of ETF units, requesting for non-corporate exercise an corporate exercises ROD and processing of any corporate exercise associated to ETF.

**2.7    Cross Border Listing**

The chapter on Cross Border Listing describes the tasks involved in the transfer of securities from Bursa Malaysia Securities Berhad to an Approved Foreign Market by way of debit of the securities together with the necessary documentation associated with the request. The transfer process is to be initiated by the share registrar.

