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RESOLUTION No 3

'Technical terms and procedures for the provision of the Initial Registration Service'

THE BOARD OF DIRECTORS

OF THE GREEK CENTRAL SECURITIES DEPOSITORY SOCIETE ANONYME (ATHEXCSD)

(Meeting 311/22-02-2021)

Having regard to the following provisions:

(a) Articles 2.1.1.1, 2.1.1.2, 2.1.2, 2.2.1.1, 2.2.1.2, 2.2.2, 2.3 of Part 2, Articles 3.1, 3.2, 3.4 of Part 3, Articles 4.2, 4.3, 4.4, 4.5 of Part 4 and Articles 5.1, 5.2, 5.3, 5.4, 5.6 of Part 5 of Section IV of the Rulebook for the Operation of ATHEXCSD (hereinafter the 'Rulebook'), the need to specify the information and supporting documents required to be submitted to ATHEXCSD by the Issuers or Fund Managers in order for them to use the Initial Registration Service as well as the procedures followed by ATHEXCSD to delete transferable securities registered in the Dematerialized Securities System (DSS);

(b) paragraphs 9, 12 and 13 of Part 1 (Definitions) of Section I of the Rulebook, as well as the need to specify the information to be completed by the above Issuers or Fund Managers in the Physical Securities Conversion Files, Physical Securities Immobilization Files and Beneficiaries Allocation Files in the context of the respective procedures concerning the Initial Registration Service;

(c) and the need to specify the technical terms and procedures for the provision of the Initial Registration Service

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Scope of application

- 1. Chapter One of this Resolution defines the information and supporting documents required to be submitted to ATHEXCSD, in order for the following parties to use the Initial Registration Service:
 - a) the Listed Issuers;
 - b) the Non-listed Issuers;
 - c) the Managers of Exchange-traded Funds;
 - d) the Managers of Non-exchange-traded Funds.
- 2. Where, in relation to Listed Issuers or Non-listed Issuers, the term 'company' is mentioned herein, it shall mean any other person falling within the above categories in accordance with the legislation. In that regard, where information or supporting documents of the company are mentioned herein, they shall be construed as the information and supporting documents of that person.
- 3. Chapter two of this Resolution also specifies the information to be completed by the above Issuers or Fund Managers in the Physical Securities Conversion Files, Physical Securities Immobilization Files and Beneficiaries Allocation Files in the context of the respective procedures for the Initial Registration Service.

CHAPTER ONE

A. Supporting documents for the use of the Initial Registration Service by interested Listed Issuers

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I. Supporting documents for the use of the service for dematerialization by converting physical securities (stocks or other transferable securities) into dematerialized securities (Article 2.1.1.1 of Part 2 of Section IV of the Rulebook):

To use the service for dematerialization by converting physical securities (stocks or other transferable securities) into dematerialized securities, the interested Listed Issuers should submit to ATHEXCSD the following information and supporting documents:

- 1. an application signed by the legal representative of the company on:
 - a) the use of the service accompanied by a relevant affirmation that the physical securities (stocks or other transferable securities) of the interested Listed Issuer can be dematerialized in accordance with the legal status that governs them. If the person concerned is a foreign Listed Issuer, ATHEXCSD may request a legal opinion to certify the above.
 - b) The opening of an Issuer Transitory Account and creation and registration of an Issuer Share in the Dematerialized Securities System (DSS) under a new separate section;
 - c) the opening of a relevant Issuer Account and registration of an Issuer Share of absent issuers (or non-declaration of an intermediary) under the handling of ATHEXCSD, where applicable.
- 2. a certificate for the registration of the last codified articles of association in the GCR or in another Companies Register, in the case of a foreign company, or a relevant electronic search, where applicable;
- 3. a copy of the minutes of the meeting of the competent body of the company that decided to convert the stocks or other transferable securities into a dematerialized form or a relevant electronic search (GCR or Companies Register), where applicable.
- 4. a copy of the minutes of the meeting of the competent body of the company including its valid legal representation according to the GCR or the above corresponding Companies Register, as appropriate, or a relevant electronic search, where applicable;
- 5. an application by the Company for the issuance of an ISIN, CFI and FISN code;
- 6. a copy of the minutes of the meeting of the competent body of the company certifying the full payment of the amount of fund-raising (such as a capital increase or the bond loan) if applicable or if a relevant electronic search is available.
- 7. a copy of the approval decision of the Ministry of Development and its registration in the GCR or, in the case of a foreign company, of the Competent Authority and the

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relevant registration in the Companies Register, where required, or an electronic search thereof where applicable.

- 8. a Solemn Declaration by the company that it will provide true and accurate information for registration.
- 9. a certificate requested by ATHEXCSD approving the admission by the Trading Venue Operator of the relevant transferable securities to be traded on its Trading Venue.
- 10. In case of an admission to an ATHEX Trading Venue, it is sufficient that ATHEX certifies the receipt of the above documents referred to from points 1 to 9, according to ATHEX and ATHEXCSD procedures. [The Listed Issuers concerned shall notify ATHEX of the possibility of receipt by ATHEXCSD of all the above from 1 to 9].
- 11. After the collection of the physical securities by the Listed Issuer concerned, completion and submission to ATHEXCSD of the Physical Securities Conversion File, in electronic form, digitally signed and computerized, as well as a certificate of the company that the data included in the list match those of the conversion file that was submitted, based on the procedures of ATHEXCSD;

The Issuer should fulfil its financial obligations towards ATHEXCSD

II. Supporting documents for the use of the service for dematerialization by directly issuing stocks or other transferable securities in a dematerialized form (Article 2.1.1.2 of Part 2 of Section IV of the Rulebook):

To use the service for dematerialization by directly issuing stocks or other transferable securities in dematerialized form, the Listed Issuers concerned should submit to ATHEXCSD the following information and supporting documents:

- 1. an application signed by the legal representative of the company on:
 - a) the use of the service accompanied by a relevant affirmation that the stocks or other transferable securities required by the Listed Issuer concerned to be dematerialized, can indeed be dematerialized in accordance with the legal status that governs them. If the person concerned is a foreign Listed Issuer, ATHEXCSD may request a legal opinion to certify the above.



- b) The opening of an Issuer Transitory Account and creation and registration of an Issuer Share in the Dematerialized Securities System (DSS) under a new separate section;
- c) the opening of a relevant Issuer Account and registration of an Issuer Share of absent issuers (or non-declaration of an intermediary) under the handling of ATHEXCSD, where applicable.
- 2. a certificate for the registration of the last codified articles of association in the GCR or in another Companies Register, in the case of a foreign company, or a relevant electronic search, where applicable;
- 3. a copy of the minutes of the meeting of the competent body of the company that decided to issue the stocks or other transferable securities into a dematerialized form or a relevant electronic search (GCR or Companies Register), where applicable; The above minutes must be produced especially when the articles of association do not include arrangements for the issue of the securities in a dematerialized form.
- 4. A copy of the minutes of the meeting of the competent body of the company including its valid legal representation according to the GCR or the above corresponding Companies Register, as appropriate, or a relevant electronic search, where applicable;
- 5. an application by the Company for the issuance of an ISIN, CFI and FISN code;
- 6. a copy of the minutes of the meeting of the competent body of the company certifying the full payment of the amount of fund-raising (such as a capital increase or the bond loan) or a relevant electronic search, if applicable;
- 7. a copy of the approval decision of the Ministry of Development and its registration in the GCR or, in the case of a foreign company, of the Competent Authority and the relevant registration in the Companies Register, where required, or an electronic search thereof where applicable.
- 8. a Solemn Declaration by the company that it will provide true and accurate information for registration.
- 9. a certificate requested by ATHEXCSD approving the admission by the Trading Venue Operator of the relevant transferable securities to be traded on its Trading Venue.
- 10. In case of an admission to an ATHEX Trading Venue, it is sufficient that ATHEX certifies the receipt of the above documents referred to from points 1 to 9, according to ATHEX and ATHEXCSD procedures. [The Listed Issuers concerned shall notify ATHEX of the possibility of receipt by ATHEXCSD of all the above from 1 to 9].

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11. After completion of the allocation stage, completion and submission to ATHEXCSD of the Beneficiaries Allocation File, based on the ATHEXCSD procedures, in electronic form, digitally signed and computerized, as well as a certificate of the company that the data included in the list match those of the allocation file that was submitted;

The Issuer should fulfil its financial obligations towards ATHEXCSD

III. Supporting documents for the use of the service for immobilization of stocks already issued (Article 2.2.1.1 of Part 2 of Section IV of the Rulebook):

To use the service for immobilization of stocks or other transferable securities already issued, persons concerned should submit to ATHEXCSD the following information and supporting documents:

- 1. an application signed by the legal representative of the company on:
 - a) the use of the service accompanied by a relevant affirmation that the physical securities (stocks or other transferable securities) of the interested Listed Issuer can be dematerialized in accordance with the legal status that governs them. If the person concerned is a foreign Listed Issuer, ATHEXCSD may request a legal opinion to certify the above.
 - b) The opening of an Issuer Transitory Account and creation and registration of an Issuer Share in the Dematerialized Securities System (DSS) under a new separate section;
 - c) the opening of a relevant Issuer Account and registration of an Issuer Share of absent issuers (or non-declaration of an intermediary) under the handling of ATHEXCSD, where applicable.
- 2. a certificate for the registration of the last codified articles of association in the GCR or in another Companies Register, in the case of a foreign company, or a relevant electronic search, where applicable;
- 3. a copy of the minutes of the meeting of the competent body of the company that decided to immobilize physical securities (certificates, stocks or other transferable securities) in a dematerialized form or a relevant electronic search (GCR or Companies Register), where applicable. The above minutes must be produced especially when

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the articles of association do not include arrangements for the immobilization of physical certificates in dematerialized form.

- 4. A copy of the minutes of the meeting of the competent body of the company including its valid legal representation according to the GCR or the above corresponding Companies Register, as appropriate, or a relevant electronic search, where applicable;
- 5. an application by the Company for the issuance of an ISIN, CFI and FISN code;
- 6. a copy of the minutes of the meeting of the competent body of the company certifying the full payment of the amount of fund-raising (such as a capital increase or the bond loan) or a relevant electronic search, if applicable;
- 7. a copy of the approval decision of the Ministry of Development and its registration in the GCR or, in the case of a foreign company, of the Competent Authority and the relevant registration in the Companies Register, where required, or an electronic search thereof where applicable.
- 8. a Solemn Declaration by the company that it will provide true and accurate information for registration.
- 9. a certificate requested by ATHEXCSD approving the admission by the Trading Venue Operator of the relevant transferable securities to be traded on its Trading Venue.
- 10. In case of an admission to an ATHEX Trading Venue, it is sufficient that ATHEX certifies the receipt of the above documents referred to from points 1 to 9, according to ATHEX and ATHEXCSD procedures. [The Listed Issuers concerned shall notify ATHEX of the possibility of receipt by ATHEXCSD of all the above from 1 to 9].
- 11. After the collection of the physical securities by the Listed Issuer concerned, completion and submission to ATHEXCSD of the Physical Securities Immobilization File based on the procedures of ATHEXCSD, in electronic form, digitally signed and computerized.

IV. Supporting documents for the use of the service for immobilization of newly issued physical securities (Article 2.2.1.2 of Part 2 of Section IV of the Rulebook):

To use the service for immobilization of newly issued physical securities (stocks or other transferable securities), the Listed Issuers concerned should submit to ATHEXCSD the information and supporting documents laid down in paragraphs 1 to 10 of Part III. Moreover,

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after the allocation procedure is completed, the Listed issuer concerned shall complete and submits to ATHEXCSD

- a) the Beneficiaries Allocation File, based on the ATHEXCSD procedures, in electronic form, digitally signed and computerized, as well as a certificate of the company that the data included in the list match those of the allocation file that was submitted.
- b) Deposit of physical certificates with ATHEXCSD in accordance with Article 8 of Law 4569/2018.

V. Details and supporting documents to delete transferable securities of Listed Issuers registered in the DSS (Article 2.3 of Part 2 of Section IV of the Rulebook)

To delete the transferable securities registered in the DSS, the following are required:

- in case of voluntary deletion, a request by the Listed Issuer stating the reasons for the deletion and the manner in which the Issuer will, thereinafter, keep a record on the issuing in accordance with the relevant regulations; depending on the manner of keeping a record on the issuing (e.g. from another CSD or in another way of registration), the corresponding actions by ATHEXCSD to complete the deletion;
- 2. in case of a compulsory deletion, a certificate or other document demonstrating the decision of the Competent Authority or the relevant Trading Venue Operator for the deletion on the basis of which the respective actions by ATHEXCSD to complete the deletion, take place.
- 3. If the Listed Issuer fails to fulfil its obligations:
 - a decision taken by the Board of Directors of ATHEXCSD which establishes that the Issuer has not fulfilled its obligations or that the maintenance of the transferable securities of the Listed Issuer by ATHEXCSD has become unprofitable on the basis of an overall risk analysis in accordance with the Rulebook;
 - b) a simple notification of the above decision to the Listed Issuer;

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B. Supporting documents for the use of the Initial Registration Service by interested Nonlisted Issuers

I. Supporting documents for the use of the service for dematerialization of physical securities (Article 3.2, 3.3 of Part 3 in conjunction with Article 2.1.1.1 of Part 2 of Section IV of the Rulebook):

To use the service for dematerialization by converting physical securities (stocks or other transferable securities) into intangible (dematerialized) securities, the interested Non-Listed Issuers should submit to ATHEXCSD the following information and supporting documents:

- 1. an application signed by the legal representative of the company on:
 - a) the use of the service accompanied by a relevant affirmation that the physical securities (stocks or other transferable securities) of the interested Non-listed Issuer can be dematerialized in accordance with the legal status that governs them. If the person concerned is a foreign Non-listed Issuer, ATHEXCSD may request a legal opinion to certify the above.
 - b) The opening of an Issuer Transitory Account and creation and registration of an Issuer Share in the Dematerialized Securities System (DSS) under a new separate section;
- 2. a certificate for the registration of the last codified articles of association in the GCR or in another Companies Register, in the case of a foreign company, or a relevant electronic search, where applicable; this certificate should include the necessary statutory regulations for the issue of securities in dematerialized or book-entry form and stipulate that the securities to be dematerialized are transferable and fully repaid.
- 3. a copy of the minutes of the meeting of the competent body of the company that decided to convert the stocks or other transferable securities into a dematerialized form or a relevant electronic search (GCR or Companies Register), where applicable.
- 4. a copy of the minutes of the meeting of the competent body of the company including its valid legal representation according to the GCR or the above corresponding Companies Register, as appropriate, or a relevant electronic search, where applicable;
- 5. an application by the Company for the issuance of an ISIN, CFI and FISN code;



- 6. a copy of the minutes of the meeting of the competent body of the company certifying the full payment of the amount of fund-raising (such as a capital increase or the bond loan) if applicable or if a relevant electronic search is available;
- 7. a copy of the approval decision of the Ministry of Development and its registration in the GCR or, in the case of a foreign company, of the Competent Authority and the relevant registration in the Companies Register, where required, or an electronic search thereof where applicable;
- 8. a Solemn Declaration by the company that it will provide true and accurate information for registration.
- 9. If the Non-listed Issuer is a legal entity that issues transferable securities in the capital market (unlisted or not admitted):
 - a) certificates or other relevant documents requested by ATHEXCSD in connection with the completion of the public offering or private placement (for instance, certificates by contractors, consultants or other coordinators);
 - b) a written justification of the reasons for non-admission.
- 10. If the Non-listed Issuer does not fall under indent (a) but is a société anonyme according to Article 12 of Law 4569/2018:
 - a) certificates or other relevant documents requested by ATHEXCSD for the legal status of the company, i.e. that the company complies with the laws and regulations to which it is subject;
 - b) a certificate on the legal status of the company's transferable securities for which the application for registration is submitted to ATHEXCSD, i.e. that said securities comply with the laws and regulations to which they are subject;
 - c) a certificate confirming that the application for registration refers to all transferable securities of the same category which have already been issued;
 - d) Copy of the latest published financial statements if any, or electronic search of them (GCR)
- 11. after the collection of all physical securities by the Non-listed Issuer concerned, completion and submission to ATHEXCSD, of the Physical Securities Conversion File, based on the procedures of ATHEXCSD, in electronic form, digitally signed and computerized, as well as a certificate of the company confirming that the data included in the list match those of the Conversion File that was submitted.

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- 12. In addition to the above, the Company shall obtain the following supporting documents from the competent companies register and submit them to ATHEXCSD, or provide the relevant link to ATHEXCSD to search for them electronically:
 - α) General Certificate (Changes)
 - β) Initial Certificate of Company's Filing Record
 - y) Certificate of Valid Representation (Registrations of Representation Changes)
 - δ) Detailed Certificate of Representation (Details of Representatives)

The Issuer should fulfil its financial obligations towards ATHEXCSD

II. Supporting documents for the use of the service for dematerialization by directly issuing stocks or other transferable securities in a dematerialized form (Article 3.2, 3.3 of Part 3 in conjunction with Article 2.1.1.2 of Part 2 of Section IV of the Rulebook):

To use the service for dematerialization by directly issuing stocks or other transferable securities in intangible (dematerialized) form, the Non-listed Issuers concerned should submit to ATHEXCSD the following information and supporting documents:

- 1. an application signed by the legal representative of the company on:
 - a) the use of the service accompanied by a relevant affirmation that the stocks or other transferable securities required by the Unlisted Issuer concerned to be dematerialized, can indeed be dematerialized in accordance with the legal status that governs them. If the person concerned is a foreign Non-listed Issuer, ATHEXCSD may request a legal opinion to certify the above.
 - b) The opening of an Issuer Transitory Account and creation and registration of an Issuer Share in the Dematerialized Securities System (DSS) under a new separate section;
- 2. a certificate for the registration of the last codified articles of association in the GCR or in another Companies Register, in the case of a foreign company, or a relevant electronic search, where applicable; this certificate should include the necessary statutory regulations for the issue of securities in dematerialized or book-entry form and stipulate that the securities to be dematerialized are transferable and fully repaid.



- 3. a copy of the minutes of the meeting of the competent body of the company that decided to issue the stocks or other transferable securities into a dematerialized form or a relevant electronic search (GCR or Companies Register), where applicable;
- 4. a copy of the minutes of the meeting of the competent body of the company including its valid legal representation according to the GCR or the above corresponding Companies Register, as appropriate, or a relevant electronic search, where applicable;
- 5. an application by the Company for the issuance of an ISIN, CFI and FISN code;
- 6. a copy of the minutes of the meeting of the competent body of the company certifying the full payment of the amount of fund-raising (such as a capital increase or the bond loan) or a relevant electronic search, if applicable;
- 7. a copy of the approval decision of the Ministry of Development and its registration in the GCR or, in the case of a foreign company, of the Competent Authority and the relevant registration in the Companies Register, where required, or an electronic search thereof where applicable.
- 8. a Solemn Declaration by the company that it will provide true and accurate information for registration.
- 9. If the Non-listed Issuer is a legal entity that issues transferable securities in the capital market (unlisted or not admitted):
 - a) certificates or other relevant documents requested by ATHEXCSD in connection with the completion of the public offering or private placement (for instance, certificates by contractors, consultants or other coordinators);
 - b) a written justification of the reasons for non-admission.
- 10. If the Non-listed Issuer does not fall under indent (a) but is a société anonyme according to Article 12 of Law 4569/2018:
 - a) certificates or other relevant documents requested by ATHEXCSD for the legal status of the company, i.e. that the company complies with the laws and regulations to which it is subject;
 - b) a certificate on the legal status of the company's transferable securities for which the application for registration is submitted to ATHEXCSD, i.e. that said securities comply with the laws and regulations to which they are subject;
 - c) a certificate confirming that the application for registration refers to all transferable securities of the same category which have already been issued;

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- d) Copy of the latest published financial statements if any, or electronic search of them (GCR)
- 11. After completion of the allocation stage, completion and submission to ATHEXCSD of the Beneficiaries Allocation File, based on the ATHEXCSD procedures, in electronic form, digitally signed and computerized, as well as a certificate of the company that the data included in the list match those of the Allocation File that was submitted;
- 12. In addition to the above, the Company shall obtain the following supporting documents from the competent companies register and submit them to ATHEXCSD, or provide the relevant link to ATHEXCSD to search for them electronically:
 - a) General Certificate (Changes)
 - b) Initial Certificate of Company's Filing Record
 - c) Certificate of Valid Representation (Registrations of Representation Changes)
 - d) Detailed Certificate of Representation (Details of Representatives)

The Issuer should fulfil its financial obligations towards ATHEXCSD

III. Supporting documents for the use of the service for immobilization of stocks already issued (Article 2.2, 2.3 and Art. 2.2.1.1 of Part 2 of Section IV of the Rulebook):

To use the service for immobilization of stocks or other transferable securities already issued, persons concerned should submit to ATHEXCSD the following information and supporting documents:

- 1. an application signed by the legal representative of the company on:
 - a) the use of the service accompanied by a relevant affirmation that the physical securities (stocks or other transferable securities) of the interested Listed Issuer can be dematerialized in accordance with the legal status that governs them. If the person concerned is a foreign Non-listed Issuer, ATHEXCSD may request a legal opinion to certify the above.
 - b) The opening of an Issuer Transitory Account and creation and registration of an Issuer Share in the Dematerialized Securities System (DSS) under a new separate section;



- 2. a certificate for the registration of the last codified articles of association in the GCR or in another Companies Register, in the case of a foreign company, or a relevant electronic search, where applicable; this certificate should include the necessary statutory regulations for the issue of securities in immobilized book-entry form and stipulate that the securities to be dematerialized are transferable and fully repaid.
- 3. A copy of the minutes of the meeting of the competent body of the company that decided to immobilize physical securities and certificates (stocks or other transferable securities) or a relevant electronic search (GCR or Companies Register), where applicable;
- 4. a copy of the minutes of the meeting of the competent body of the company including its valid legal representation according to the GCR or the above corresponding Companies Register, as appropriate, or a relevant electronic search, where applicable;
- 5. an application by the Company for the issuance of an ISIN, CFI and FISN code;
- 6. a copy of the minutes of the meeting of the competent body of the company certifying the full payment of the amount of fund-raising (such as a capital increase or the bond loan) or a relevant electronic search, if applicable;
- 7. a copy of the approval decision of the Ministry of Development and its registration in the GCR or, in the case of a foreign company, of the Competent Authority and the relevant registration in the Companies Register, where required, or an electronic search thereof where applicable;
- 8. a Solemn Declaration by the company that it will provide true and accurate information for registration.
- 9. If the Non-listed Issuer is a legal entity that issues transferable securities in the capital market (unlisted or not admitted):
 - a) certificates or other relevant documents requested by ATHEXCSD in connection with the completion of the public offering or private placement (for instance, certificates by contractors, consultants or other coordinators);
 - b) a written justification of the reasons for non-admission.
- 10. If the Non-listed Issuer does not fall under indent (a) but is a société anonyme according to Article 12 of Law 4569/2018:
 - a) certificates or other relevant documents requested by ATHEXCSD for the legal status of the company, i.e. that the company complies with the laws and regulations to which it is subject;

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- b) a certificate on the legal status of the company's transferable securities for which the application for registration is submitted to ATHEXCSD, i.e. that said securities comply with the laws and regulations to which they are subject;
- c) a certificate confirming that the application for registration refers to all transferable securities of the same category which have already been issued;
- 11. After the collection of the physical securities by the Listed Issuer concerned, completion and submission to ATHEXCSD of the Physical Securities Immobilization File, based on the procedures of ATHEXCSD, in electronic form, digitally signed and computerized, as well as a certificate of the company confirming that the data included in the list match those of the Allocation File that was submitted.
- 12. Issuer's letter confirming the fulfillment of its financial obligations towards ATHEXCSD;
- 13. In addition to the above, the Company shall obtain the following supporting documents from the competent companies register and submit them to ATHEXCSD, or provide the relevant link to ATHEXCSD to search for them electronically:
 - a) General Certificate (Changes)
 - b) Initial Certificate of Company's Filing Record
 - c) Certificate of Valid Representation (Registrations of Representation Changes)
 - d) Detailed Certificate of Representation (Details of Representatives)

IV. Supporting documents for the use of the service for immobilization of newly issued physical securities (Article 3.2, 3.3 of Part 3 in conjunction with Article 2.2.1.2 of Part 2 of Section IV of the Rulebook):

- To use the service for immobilization of newly issued physical securities (stocks or other transferable securities), the Non-listed Issuers concerned should submit to ATHEXCSD the information and supporting documents laid down in paragraphs 1 to 10 of Part III.
- 2. Moreover, after the allocation procedure is completed, the Non-listed Issuer concerned shall complete and submit to ATHEXCSD Beneficiaries Allocation File, based on the ATHEXCSD procedures, in electronic form, digitally signed and

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computerized, as well as a certificate of the company demonstrating that the data included in the list match those of the Allocation File that was submitted;

- Issuer's letter confirming the fulfillment of its financial obligations towards ATHEXCSD;
- 4. In addition to the above, the Company shall obtain the following supporting documents from the competent companies register and submit them to ATHEXCSD, or provide the relevant link to ATHEXCSD to search for them electronically:
 - a) General Certificate (Changes)
 - b) Initial Certificate of Company's Filing Record
 - c) Certificate of Valid Representation (Registrations of Representation Changes)
 - d) Detailed Certificate of Representation (Details of Representatives)

V. Details and supporting documents to delete transferable securities of Non-listed Issuers registered in the DSS (Article 3.4 of Part 3 of Section IV of the Rulebook)

To delete the transferable securities registered in the DSS, the following are required:

- in case of voluntary deletion, a request by the Non-listed Issuer in accordance with its statutory provisions, stating the reasons for the deletion and the manner in which the Issuer will, thereinafter, keep a record on the issuing; depending on the manner of keeping a record on the issuing (e.g. from another CSD or in another way of registration), the corresponding actions by ATHEXCSD to complete the deletion;
- 2. in the case of compulsory removal from the register due to bankruptcy or other insolvency of the Unlisted (Non-reporting) Issuer, presentation of the evidence (judicial evidence) or a certificate from a court or other equivalent authorized body that the Unlisted (Non-reporting) Issuer is subject to the above proceedings, on the basis of which the corresponding actions to complete the procedure for the termination of the relevant Service by ATHEXCSD take place;
- 3. If the Non-listed Issuer fails to fulfil its obligations:
 - a) a decision taken by the Board of Directors of ATHEXCSD which establishes that the Issuer has not fulfilled its obligations or that the maintenance of the transferable securities of the Non-listed Issuer by ATHEXCSD has become

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unprofitable on the basis of an overall risk analysis in accordance with the Rulebook;

b) a simple notification of the above decision to the Non-listed Issuer;

C. Supporting documents for the use of the Initial Registration Service by interested Exchange-traded Fund Managers

I. Supporting documents for the use of the service for dematerialization of shares (Article 4.2 of Part 4 of Section IV of the Rulebook):

In order for the Interested Exchange-traded Fund Managers to use the Service for dematerialization of shares of Exchange-traded Funds, the concerned parties must submit to ATHEXCSD the following information and supporting documents:

- 1. an application signed by the legal representative of the Exchange-traded Fund Manager on:
 - a) the use of the service accompanied by a relevant affirmation that the shares requested to be dematerialized can indeed be dematerialized in accordance with the legal status governing them, indicating the approved maximum number of shares to be dematerialized. If the entity concerned is a foreign Exchange-traded Fund Manager, ATHEXCSD may request a legal opinion to certify the above;
 - b) The opening of a Fund Manager Transitory Account and registration of a Fund Manager Share in the Dematerialized Securities System (DSS) under a separate section record;
 - c) the opening of a Securities Account and registration of a Capital Share for the relevant Exchange-traded Fund, where applicable;
- authorization by the competent supervisory authority to create the Exchange-traded Fund;
- 3. a copy of the Exchange-traded Fund Regulation;
- 4. a certificate for the registration of the last codified articles of association in the GCR or in another Companies Register, in the case of a foreign Exchange-traded Fund Manager, or a relevant electronic search, where applicable;



- 5. a copy of the minutes of the meeting of the competent body of the Exchange-traded Fund Manager that decided to issue the shares in a dematerialized form or a relevant electronic search (GCR or Companies Register), where applicable;
- 6. a copy of the minutes of the meeting of the competent body of the Exchange-traded Fund Manager including its valid legal representation according to the GCR or the above corresponding Companies Register, as appropriate, or a relevant electronic search, where applicable;
- 7. an application by the Exchange-traded Fund Manager for the issuance of an ISIN, a CFI and a FISN code;
- 8. a Solemn Declaration by the Exchange-traded Fund Manager that it will provide true and accurate information for registration;
- 9. a certificate requested by ATHEXCSD approving the admission by the Trading Venue Operator of the relevant transferable securities to be traded on its Trading Venue.
- 10. In case of an admission to an ATHEX Trading Venue, it is sufficient that ATHEX certifies the receipt of the above documents referred to from points 1 to 7, according to ATHEX and ATHEXCSD procedures. [The Exchange-traded Fund Managers concerned shall notify ATHEX of the possibility of receipt by ATHEXCSD of all the above from 1 to 7].
- 11. Manager's letter confirming the fulfillment of its financial obligations towards ATHEXCSD;
- 12. After completing the stage of allocation (or collection of the entries with the information of the shareholders and shares), completion and submission to ATHEXCSD of the Beneficiaries Allocation File, based on the ATHEXCSD procedures, in electronic form, digitally signed and computerized, as well as a certificate of the Manager that the data included in the list match those of the Allocation File that was submitted;

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II. Supporting documents for the use of the service for immobilization of already issued or newly issued shares (Article 4.3 of Part 4 of Section IV of the Rulebook):

In order for the Interested Exchange-traded Fund Managers to use the Service for dematerialization of already issued or newly issued shares of Exchange-traded Funds, the concerned parties must submit to ATHEXCSD the following supporting documents:

- 1. an application signed by the legal representative of the Exchange-traded Fund Manager on:
 - a) the use of the service accompanied by a relevant affirmation that the physical securities of shares requested to be immobilized can be immobilized in accordance with the legal status that governs them, indicating the maximum number of shares that has been approved. If the person concerned is a foreign Exchange -traded Fund Manager, ATHEXCSD may request a legal opinion to certify the above.
 - b) The opening of a Fund Manager Transitory Account and registration of a Fund Manager Share in the Dematerialized Securities System (DSS) under a separate section record;
 - c) the opening of a Securities Account and registration of a Capital Share for the relevant Exchange-traded Fund, where applicable;
- authorization by the competent supervisory authority to create the Exchange-traded Fund;
- 3. a copy of the Exchange-traded Fund Regulation;
- 4. a certificate for the registration of the last codified articles of association in the GCR or in another Companies Register, in the case of a foreign Exchange-traded Fund Manager, or a relevant electronic search, where applicable;
- 5. a copy of the minutes of the meeting of the competent body of the Exchange-traded Fund Manager that decided to immobilize the physical securities of shares or a relevant electronic search (GCR or Companies Register), where applicable;
- 6. a copy of the minutes of the meeting of the competent body of the Exchange-traded Fund Manager including its valid legal representation according to the GCR or the above corresponding Companies Register, as appropriate, or a relevant electronic search, where applicable;
- 7. an application by the Exchange-traded Fund Manager for the issuance of an ISIN, a CFI and a FISN code;

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- 8. a Solemn Declaration by the Manager that it will provide true and accurate information for registration;
- 9. a certificate requested by ATHEXCSD demonstrating the approval of the admission by the Trading Venue Operator of the relevant transferable securities to be traded on its Trading Venue.
- 10. In case of an admission to an ATHEX Trading Venue, it is sufficient that ATHEX certifies the receipt of the above documents referred to from points 1 to 7, according to ATHEX and ATHEXCSD procedures. [The Exchange-traded Fund Managers concerned shall notify ATHEX of the possibility of receipt by ATHEXCSD of all the above from 1 to 7].
- 11. Manager's letter confirming the fulfillment of its financial obligations towards ATHEXCSD;
- 12. After the stage of collection of the physical securities of shares is completed by the Exchange-traded Fund Manager, completion and submission to ATHEXCSD of the Physical Securities Immobilization File or the Beneficiaries Allocation File, based on the procedures of ATHEXCSD, in electronic form, digitally signed and computerized, as well as a certificate of the company confirming that the data included in the list match those of the Immobilization or Allocation File that was submitted.

III. Details and supporting documents to delete shares of Exchange-traded Funds registered in the DSS (Article 4.5 of Part 4 of Section IV of the Rulebook)

To delete shares of Exchange-traded Funds that have been registered in the DSS (apart from the cases where shares are deleted as a result of the acquisition of Article 4.4.2 of Part 4 of Section IV of the Rulebook) the following are required:

- 1. in case of voluntary deletion, a request by the Exchange-traded Fund Manager stating the reasons for the deletion and the manner in which it will, thereinafter, keep a record on the issuing in accordance with the relevant regulations; depending on the manner of keeping a record on the issuing (e.g. from another CSD or in another way of registration), the corresponding actions by ATHEXCSD to complete the deletion;
- 2. in case of a compulsory deletion, a certificate or other document demonstrating the decision of the Competent Authority or the relevant Trading Venue Operator for the

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deletion on the basis of which the respective actions by ATHEXCSD to complete the deletion, take place.

- 3. If the Exchange-traded Fund Manager fails to fulfil its obligations:
 - a decision taken by the Board of Directors of ATHEXCSD which establishes that the Exchange-traded Fund Manager has not fulfilled its obligations or that the maintenance of the shares of Exchange-traded Funds of the concerned Exchange-traded Fund by ATHEXCSD has become unprofitable on the basis of an overall risk analysis in accordance with the Rulebook;
 - b) a simple notification of the above decision to the Exchange-traded Fund Manager.

D. Supporting documents for the use of the Initial Registration Service by interested Nonexchange-traded Fund Managers

I. Supporting documents for the use of the service for dematerialization of shares (Article 5.1, 5.2, 5.3 of Part 5 of Section IV of the Rulebook):

In order for the Interested Non-exchange-traded Fund Managers to use the Service for dematerialization of shares of Non-exchange-traded Funds, the concerned parties must submit to ATHEXCSD the following information and supporting documents:

- 1. an application signed by the legal representative of the Non-exchange-traded Fund Manager on:
 - a) the use of the service accompanied by a relevant affirmation that the shares requested to be dematerialized can be dematerialized in accordance with the legal status that governs them, indicating the maximum number of shares that has been approved. If the person concerned is a foreign Exchange -traded Fund Manager, ATHEXCSD may request a legal opinion to certify the above.
 - b) The opening of a Fund Manager Transitory Account and registration of a Fund Manager Share in the Dematerialized Securities System (DSS) under a separate section record;
 - c) the opening of a Securities Account and registration of a Capital Share for the relevant Non-exchange-traded Fund, under a separate section record, where applicable;



- 2. authorization by the competent supervisory authority to create the Non-exchange-traded Fund;
- 3. a copy of the Non-exchange-traded Fund Regulation;
- 4. a certificate for the registration of the last codified articles of association in the GCR or in another Companies Register, in the case of a foreign Non-exchange-traded Fund Manager, or a relevant electronic search, where applicable;
- 5. a certificate based on the statutory or regulatory provisions concerning the Nonexchange-traded Fund for the issue of shares in dematerialized form and a relevant provision that the shares to be dematerialized are subject to creation or redemption procedures or should be transferable, where applicable, pursuant to the law establishing them;
- 6. a copy of the minutes of the meeting of the competent body of the Non-exchangetraded Fund Manager that decided to issue the shares in a dematerialized form or a relevant electronic search (GCR or Companies Register), where applicable;
- 7. a copy of the minutes of the meeting of the competent body of the Non-exchangetraded Fund Manager including its valid legal representation according to the GCR or the above corresponding Companies Register, as appropriate, or a relevant electronic search, where applicable;
- 8. an application by the Manager for the issuance of an ISIN, a CFI and a FISN code;
- 9. a Solemn Declaration by the Non-exchange-traded Fund Manager that it will provide true and accurate information for registration;
- 10. certificates or other relevant documents requested by ATHEXCSD concerning the share allotment (marketing of the units) and a written justification of the reasons for non-admission.
- 11. certificates or other relevant documents requested by ATHEXCSD on the legal status of the company, i.e. that the Non-exchange-traded Fund Manager complies with the laws and regulations to which it is subject;
- 12. a certificate on the legal status of the shares for which the application for registration is submitted to ATHEXCSD, i.e. that said shares comply with the laws and regulations to which they are subject;
- 13. a certificate demonstrating that the application for registration refers to all shares of the same category issued (issued / to be issued created);

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- 14. Manager's letter confirming the fulfillment of its financial obligations towards ATHEXCSD;
- 15. after the stage of aggregation of the entries including the information of the shareholders and shares, completion and submission to ATHEXCSD of the Beneficiaries Allocation File, based on the ATHEXCSD procedures, in electronic form, digitally signed and computerized, as well as a certificate of the Manager that the data included in the list match those of the Allocation File that was submitted;

II. Supporting documents for the use of the service for immobilization of already issued or newly issued shares (Article 5.4 of Part 5 of Section IV of the Rulebook):

In order for the Interested Non-exchange-traded Fund Managers to use the Service for dematerialization of shares of Non-exchange Traded Funds, which (shares) have been issued in physical form, the concerned parties must submit to ATHEXCSD the following supporting documents:

- 1. an application signed by the legal representative of the Non-exchange-traded Fund Manager on:
 - a) the use of the service accompanied by a relevant affirmation that the shares requested to be immobilized can be immobilized in accordance with the legal status that governs them, indicating the maximum number of shares that has been approved; If the person concerned is a foreign Non-exchange-traded Fund Manager, ATHEXCSD may request a legal opinion to certify the above.
 - b) The opening of a Fund Manager Transitory Account and registration of a Fund Manager Share in the Dematerialized Securities System (DSS) under a separate section record;
 - c) the opening of a Securities Account and registration of a Capital Share for the relevant Non-exchange-traded Fund, under a separate section record, where applicable;
- authorization by the competent supervisory authority to create the Non-exchangetraded Fund;
- 3. a copy of the Non-exchange-traded Fund Regulation;



- 4. a certificate for the registration of the last codified articles of association in the GCR or in another Companies Register, in the case of a foreign Non-exchange-traded Fund Manager, or a relevant electronic search, where applicable;
- 5. a certificate based on the statutory or regulatory provisions concerning the Nonexchange-traded Fund for the issue of shares in immobilized book-entry form and a relevant provision that the shares to be immobilized are subject to creation or redemption procedures or should be transferable, where applicable, pursuant to the law establishing them;
- 6. a copy of the minutes of the meeting of the competent body of the Manager that decided to immobilize the shares or a relevant electronic search (GCR or Companies Register), where applicable;
- 7. a copy of the minutes of the meeting of the competent body of the Non-exchangetraded Fund Manager including its valid legal representation according to the GCR or the above corresponding Companies Register, as appropriate, or a relevant electronic search, where applicable;
- 8. an application by the Manager for the issuance of an ISIN, a CFI and a FISN code;
- 9. a Solemn Declaration by the Non-exchange-traded Fund Manager that it will provide true and accurate information for registration;
- 10. certificates or other relevant documents requested by ATHEXCSD concerning the share allotment (marketing of the units) and a written justification of the reasons for non-admission.
- 11. certificates or other relevant documents requested by ATHEXCSD on the legal status of the company, i.e. that the Non-exchange-traded Fund Manager complies with the laws and regulations to which it is subject;
- 12. a certificate on the legal status of the shares for which the application for registration is submitted to ATHEXCSD, i.e. that said shares comply with the laws and regulations to which they are subject;
- a certificate demonstrating that the application for registration refers to all shares of the same category issued (issued / to be issued - created);
- 14. Manager's letter confirming the fulfillment of its financial obligations towards ATHEXCSD;
- 15. after the stage of aggregation of the physical shares accompanied by the information of the shareholders and shares, completion and submission to ATHEXCSD of the

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Physical Securities Immobilization File, based on the procedures of ATHEXCSD, in electronic form, digitally signed and computerized, as well as a certificate of the Manager confirming that the data included in the list match those of the Immobilization File that was submitted.

III. Details and supporting documents to delete shares of Non-exchange-traded Funds registered in the DSS (Article 5.6 of Part 5 of Section IV of the Rulebook)

To delete shares of Non-exchange-traded Funds that have been registered in the DSS (apart from the cases where shares are deleted as a result of the acquisition of Article 4.4.2 of Part 4 of Section IV of the Rulebook) the following are required:

- in case of voluntary deletion, a request by the Non-exchange-traded Fund Manager stating the reasons for the deletion and the manner in which it will, thereinafter, keep a record on the issuing in accordance with the relevant regulations; depending on the manner of keeping a record on the issuing (e.g. from another CSD or in another way of registration), the corresponding actions by ATHEXCSD to complete the deletion;
- 2. in the case of compulsory removal from the register due to bankruptcy or other insolvency of the Non-negotiable Fund Manager, presentation of the evidence (judicial evidence) or a certificate from a court or other equivalent authorized body that the Non-negotiable Fund Manager, is subject to the above proceedings, on the basis of which the corresponding actions to complete the procedure for the termination of the relevant Service by ATHEXCSD take place;
- 3. If the Non-negotiable Fund Manager fails to fulfil its obligations:
 - a decision taken by the Board of Directors of ATHEXCSD which establishes that the Non-exchange-traded Fund Manager has not fulfilled its obligations or that the maintenance of the shares of the concerned Non-exchange-traded Fund by ATHEXCSD has become unprofitable on the basis of an overall risk analysis in accordance with the Rulebook;
 - b) a simple notification of the above decision to the Non-exchange-traded Fund Manager.



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CHAPTER TWO

A. Information of the Physical Securities Conversion File

The information of the Physical Securities Conversion File that should be completed by the Issuers or Fund Managers are as follows:

(a)

- i. Details of Issuer(Listed or Non-listed Issuer) or
- ii. Details of Fund Manager and information of Exchange-traded Fund or Non-exchange-traded Fund

(b) Information of the physical securities to be converted

(c)

- i. Details of beneficiaries or
- ii. Details of the Registered Intermediaries acting on their behalf:
- (d) Quantity of the physical securities received per beneficiary
- (e) Division into securities encumbered or not

(f) Determination of Securities Accounts declared for the beneficiaries (if declared) and of corresponding Participants

B. Information of the Physical Securities Immobilization File

The information of the Physical Securities Immobilization File that should be completed by the Issuers or Fund Managers are as follows:

(a)

- i. Details of Issuer(Listed or Non-listed Issuer) or
- ii. Details of Fund Manager and information of Exchange-traded Fund or Non-exchange-traded Fund

(b) Information of the securities to be immobilized

(c)

- i. Details of beneficiaries or
- ii. Details of the Registered Intermediaries acting on their behalf

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(d) Quantity of the physical securities received per beneficiary

(e) Division into securities encumbered or not

(f) Determination of Securities Accounts declared for the beneficiaries (if declared) and of corresponding Participants

C. Information of Beneficiaries Allocation File

The information of the Beneficiaries Allocation File that should be completed by the Issuers or Fund Managers are as follows:

(a)

- i. Details of Issuer (Listed or Non-listed Issuer) or
- ii. Details of Fund Manager and information of Exchange-traded Fund or Non-exchange-traded Fund

(b) Information of the securities to be dematerialized or immobilized

(c)

- i. Details of the beneficiaries of allocation or
- ii. Details of the Registered Intermediaries acting on their behalf
- (d) Quantity of the Securities per beneficiary
- (e) Division into securities encumbered or not

(f) Determination of Securities Accounts declared for the beneficiaries (if declared) and of corresponding Participants

D. Additional information in case of non-listed Issuers¹

In case of a beneficiary who does not have a Share in the DSS or a Client Securities Account has not been opened in it or a Clients Securities Account is not declared for the relevant Securities of the beneficiary, the Issuer declares timely the Participant performing the following actions, according to the procedures of ATHEXCSD:

¹ The Part D of the Second Chapter was inserted as above by virtue of the 312/29.03.2021 decision of ATHEXCSD Board of Directors.

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- a) The Participant opens a Securities Account in the Issuer's Share on behalf of the beneficiary based on the data provided by the Issuer.
- b) Then and according to procedures of ATHEXCSD the beneficiary's securities are transferred to the relevant Securities Account.

Securities Accounts opened in accordance with the above, are terminated by ATHEXCSD through transferring their balance of Securities to the Securities Accounts declared for the beneficiaries. The above transfer is carried out by order and under the care of the Issuer. The termination in this case takes place in accordance with the terms of Part 9 of Section III of the Rulebook.

In case of a beneficiary who has a Share in the DSS and a Securities Account has been opened in it, ATHEXCSD transfers the Securities to the relevant Securities Account following a relevant announcement to the Participants through its website. If there are more than one Securities Account in the same Share of the beneficiary, the transfer is made by ATHEXCSD. in the Securities Account which is later. If there are more than one Securities Account in the same Share of the beneficiary, the transfer is made by ATHEXCSD in the later Securities Account. The above transfers are made by order and under the care of the Issuer.

Entry into force

- 1. This resolution shall be made public via the website <u>www.athexgroup.gr</u>. This shall become effective from its publication, namely from 12.04.2021.
- 2. The publication hereof shall be subject to the formalities set out in Article 2.6 of Part 2 of Section I of the Rulebook.