

SECTION 8

CDS ACCOUNT STATEMENTS

8.1 Periodic CDS Account Statements

A. *Methodology of forwarding CDS Account Statements*

The CDS shall send Account Holders a CDS account statement which includes:

- (a) A list of Securities held by the Account Holder in the Cleared Balance of the Client Account;
- (b) A list of Securities held by the Account Holder in the Client Account which are subject to a Pending Sell Trade and a list of Securities subject to Pending Buy Trade; and
- (c) The quantity of Securities listed in (a) and (b) above in such Client Account.

The CDS account statement shall be forwarded to the Account Holder directly by the CDS in electronic form to an e-mail address provided by the Account Holder through the relevant Depository Participant, unless the Account Holder requests a printed copy of the CDS account statement in accordance with Rule 8.3. Where the Client Account is maintained through a Custodian Bank, the statements shall be forwarded to the Account Holder by the relevant Custodian Bank through whom the Client Account is maintained on behalf of the CDS.

Depository Participants shall ensure that the e-mail addresses provided to the CDS have been obtained from the relevant Account Holders.

B. *Frequency of Issuing CDS Account Statements*

The frequency of issuing CDS account statements shall be as follows:

- a) The CDS shall forward to the Account Holder a monthly statement if the Client Account was active during a particular month (monthly statement).

For the purpose of Rule 8.1 (B) (a) above, an active Client Account shall *be an account with at least one transaction (purchase / sale / deposit / withdrawal / transfer) during a particular month.*

- b) The CDS shall forward a statement annually as at 31st March to all Account Holders in respect of their Client Accounts having credit balances.

Provided however, that the CDS may, at its discretion, forward statements in electronic form to Account Holders in respect of their Client Accounts having credit balances in a more frequent manner.

8.2 Returned CDS Account Statements

(a) CDS account statements sent in electronic form

If a CDS account statement forwarded to the email address registered with the CDS is returned to the CDS or an Account Holder informs the CDS in writing that the CDS account statement was not received by such Account Holder, the CDS shall require the relevant Depository Participant to obtain in writing an alternate email address from the Account Holder to which the statement shall be forwarded. If the Depository Participant does not furnish an alternate email address to the CDS as set out herein within one (01) week of such request, the CDS shall send the CDS account statement in printed form to the postal address registered with the CDS.

(b) The CDS account statements sent in printed form

If a statement forwarded to the address registered with the CDS is returned to the CDS, the CDS shall require the relevant Depository Participant to obtain in writing an alternate address from the Account Holder to which the statement shall be forwarded. If the Depository Participant does not furnish an alternate address to the CDS as set out herein within two (02) weeks of such request, the CDS shall suspend dealings of the relevant Client Account. The CDS shall not thereafter forward the CDS account statements to the registered address of the Account Holder, until the Account Holder informs the CDS in writing, through the relevant Depository Participant of an alternate address, which shall then be considered as the registered address of the Account Holder. Upon the Account Holder informing the CDS of an address to which statements can be forwarded, the CDS shall remove the suspension on dealings of the relevant Client Account.

Provided that the CDS may, on a request made by a Depository Participant who is a Stockbroker (Stockbroker Participant), remove the suspension of a Client Account imposed in terms of this Rule where the continuance of the suspension would result in a restriction on the Stockbroker Participant's rights to recover sums due to the Stockbroker Participant from the Account Holder.

Prior to the removal of suspension, the CDS shall obtain an affidavit from the Chief Executive Officer of the Stockbroker Participant that:

- the Stockbroker Participant has adopted reasonable measures to comply with the 'know your customer' requirements at the time of opening the CDS Account,
- the Account Holder owes moneys to the Stockbroker Participant,
- the Stockbroker Participant undertakes to indemnify the CDS and/or the CSE against any liability if a claim is made by the Account Holder, and;
- the Stockbroker Participant has made adequate efforts to trace the Account Holder, which includes the following steps:

1. the Stockbroker Participant has taken efforts to contact the Account Holder through audio communication and/or via email (proof of communication via email should be attached to the affidavit).
2. the Stockbroker Participant has sent a communication to the Account Holder via registered post to the address registered with the CDS regarding returning of the CDS account statement (proof of communication via registered post should be attached to the affidavit).
3. any other steps taken by the Stockbroker Participant to trace the Account Holder (where applicable).

8.3 Copies of CDS Account Statements

If an Account Holder wishes to obtain a printed copy of a CDS account statement, the Account Holder may make a request either through the relevant Depository Participant or call over personally at the office of the CDS and obtain such statement, having proven his/her identity.

In the alternative, Account Holders may write to CDS requesting for a copy of the CDS account statement. The CDS shall mail such CDS account statement to the postal address or the email address registered with the CDS, as requested by the Account Holder.

The CDS may charge a fee from the Account Holders for providing printed copies of CDS account statements.