



PROCEDURE

for inclusion of corporate bonds subject to private placement

PROCESS

- ▶ Agreeing with the Exchange upon the AML/CFT Questionnaire and internal control documents
- ▶ Submitting an application for inclusion and documents for consideration
- ▶ Acceptance of application for consideration / motivated refusal

PROCESS DESCRIPTION

The AML/CFT questionnaire of the admission initiator and documents confirming the accuracy of the information specified in the AML/CFT Questionnaire, as well as internal control documents certifying compliance with the regime of international economic sanctions, must be submitted to the Exchange *before submitting an application for inclusion of securities in the Exchange's official list*

The admission initiator submits to the Exchange an application for inclusion of securities in the Exchange's official list in the form established by Appendix 4 to the Listing Rules, as well as documents specified in the list of documents to be provided as part of the listing procedures, in accordance with *Table 7 of Appendix 2 to the Listing Rules*

The period for verification by the Exchange of compliance of corporate bonds subject to private placement and/or their issuer with listing requirements and requirements for documents established by the Listing Rules is *no more than 5 business days following the day of receipt of the application and documents*.

In case of obvious non-compliance of corporate bonds subject to private placement and/or their issuer with listing requirements and/or in case of non-compliance with the requirements for documents established by the Listing Rules, the Exchange sends a motivated refusal to the admission initiator.

In the absence of grounds for preparing a motivated refusal, the Exchange accepts the specified application for consideration

PROCESS

- ▶ Preparation by the authorized division of the Exchange of a conclusion on the compliance of the issuer and its corporate bonds subject to private placement with the listing requirements
- ▶ Submitting the issue of the possibility of including corporate bonds subject to private placement in the Exchange's official list for consideration by the Listing Commission or the Exchange's Management Board
- ▶ Notification of the decision made by the Listing Commission or the Exchange's Management Board
- ▶ Payment of listing fees

PROCESS DESCRIPTION

Preparation of an opinion on the compliance of the issuer and its corporate bonds subject to private placement with listing requirements *is carried out within 2 business days* following the day the Exchange accepted the application for consideration

After preparing the said conclusion, the Exchange puts the issue of the possibility of including corporate bonds subject to private placement in the Exchange's official list forward to the Listing Commission or the Exchange's Management Board

The Exchange, *no later than 2 business days* following the day the Listing Commission or the Exchange's Management Board made a decision, brings to the attention of the admission initiator information about the decision made by the Listing Commission or the Exchange's Management Board

When the Listing Commission or the Exchange's Management Board makes a decision to include corporate bonds subject to private placement in the Exchange's official list *no later than the business day following the day of making this decision*, issues to the admission initiator an invoice for payment of the entrance fee and the annual fee for the first year that the bonds are in the Exchange's official list.

The entrance fee and annual fee must be paid by the admission initiator *within 20 working days from the day the Exchange presents the corresponding invoice*.

In case of failure to pay the entrance fee and/or the first annual fee by the admission initiator within the established period, the Exchange will raise the issue of canceling the previously made decision on the inclusion of corporate bonds subject to private placement in the Exchange's official list at a meeting of the Listing Commission or the Exchange's Management Board

PROCESS

- ▶ Coming into effect of the decision of the Listing Commission or the Exchange's Management Board on the inclusion of corporate bonds subject to private placement in the Exchange's official list
- ▶ Notification on the inclusion of corporate bonds subject to private placement in the Exchange's official list
- ▶ Disclosure of information on the issuer and its securities when including securities

PROCESS DESCRIPTION

The decision of the Listing Commission or the Exchange's Management Board on inclusion of corporate bonds subject to private placement in the Exchange's official list comes into *effect on the business day following the day the admission initiator pays the entrance fee and the annual fee*, unless otherwise provided when it's made

The Exchange brings to the attention of the admission initiator information on the inclusion of corporate bonds subject to private placement in the Exchange's official list no later than 2 business days following the day the corresponding decision of the Listing Commission or the Exchange's Management Board comes into effect

The Exchange, in the manner and within the time limits established by the internal documents of the Exchange, discloses information and documents submitted by the admission initiator as part of the inclusion of securities in the Exchange's official list