

Listed@ASX Compliance Update

16 December 2016



Update no 12/16

1. Admission rule changes and accompanying Guidance Note changes

A reminder that the changes to ASX's Listing Rules relating to ASX's admission requirements will come into effect on 19 December 2016.

At the same time, ASX will also publish updates to Guidance Notes 1 *Applying for Admission - ASX Listings*, 4 *Foreign Entities Listing on ASX*, 5 *CHESS Depository Interests (CDIs)*, 8 *Continuous Disclosure: Listing Rules 3.1 - 3.1B*, 9 *Disclosure of Corporate Governance Practices*, 12 *Significant Changes to Activities*, 14 *ASX Market Announcements Platform*, 15A *Schedule of ASX Listing Fees*, 23 *Quarterly Cash Flow Reports*, 27 *Trading Policies*, 28 *Reasonable Fees for Activities Covered by Listing Rule 8.14.1*, 29 *Applying for Admission - ASX Debt Listings*, 30 *Applying for Quotation of Additional Securities* and 33 *Removal of Entities from the ASX Official List*.

Copies of all of the documents will be available on the [ASX Listing Rules webpage](#) of the ASX website from 19 December 2016.

2. Inappropriate use of the Market Announcements Platform

Listed entities are reminded that the Market Announcements platform is to be used for the publication of information required under the Listing Rules and not to publish material that is simply promotional in nature.

ASX has noted an increase in entities lodging an announcement that refers, for example, to the entity receiving an award or some other form of recognition where that information is plainly not market sensitive and not something that is required to be announced to the market under the Listing Rules. The appropriate place to publish this type of material is on the entity's website, not the Market Announcements Platform.

ASX may refuse to release a proposed announcement where it considers the information is not required to be disclosed under the Listing Rules and is promotional, political or tendentious in nature.

For further information please refer to section 4.15 of [Guidance Note 8](#).

3. Christmas/New Year period closures

The following dates over the Christmas/New Year period are non-business days and non-settlement days:

- 26 December 2016;
- 27 December 2016;
- 2 January 2017.

ASX will be closed on these days.

On both Friday 23 December 2016 and Friday 30 December 2016, normal trading on ASX will cease at 2.10pm AEDT and the ASX Market Announcements Office will close at 4.40pm AEDT.

From 2017, ASX will only close early when the last trading day before the Christmas and New Year's public holidays falls on Christmas Eve and New Year's Eve respectively. As such, ASX trade will not observe an early close on 22 or 29 December 2017.

4. Upcoming deadlines for periodic reports

Listed entities are reminded of upcoming deadlines for periodic reports:

- Quarterly reports for mining exploration, oil and gas exploration and commitments test entities - Tuesday 31 January 2017
- Half year accounts for entities other than mining exploration and oil and gas exploration entities (June year end) - Tuesday 28 February 2017
- Preliminary final reports for entities other than mining exploration and oil and gas exploration entities (December year end) - Tuesday 28 February 2017
- Half year accounts for mining exploration and oil and gas exploration entities (June year end) - Thursday 16 March 2017
- Full year audited accounts/auditor's report/directors' statement (December year end) - Friday 31 March 2017.

5. Dividend and distribution information

Listed entities declaring a dividend or distribution for the period ending 31 December 2016 are again reminded that they must use ASX Online forms to announce the dividend or distribution and that if they wish to set a record date for that period, given 31 December 2016 falls on a non-business day, they must set Friday **30 December 2016** as the record date and announce the dividend or distribution by no later than Thursday **22 December 2016** (Day 0 in the Appendix 6A Paragraph 1 timetable).

Listed entities should include the following information in such announcements (see [Appendix 6A](#) paragraph 1):

- Conduit foreign income - where an entity announces a dividend or distribution that is fully or partially unfranked, the announcement should make clear the conduit foreign income (CFI) component of that dividend or distribution, even if the CFI component is nil.

In the online form, please note that questions 3A.4 Franked amount, 3A.6 Unfranked amount and 3A.7 Conduit Foreign Income amount should all add up to the total amount of the dividend/distribution as advised at question 3A.1b (that is, the Conduit Foreign Income amount is exclusive of the Unfranked amount).

The announcement of franking details is not compulsory when announcing an estimate of a dividend or distribution.

- Dividend/distribution reinvestment plans (DRP) - where an entity has a DRP or other plan in place, ASX requests that the entity make it clear in the announcement whether the DRP will operate or will be suspended for that particular dividend or distribution. If the DRP will operate, the following information should also be given:

- the last date for electing to participate in the DRP (question 4A.2 in the online form);
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- the discount rate, if applicable (question 4A.3 in the online form);
- the ranking of the securities to be issued pursuant to the DRP (question 4A.8a in the online form); and
- pricing period and the pricing methodology for determining the issue price under the DRP (questions 4A.4 and 4A.5 in the online form).

If at the time when the dividend or distribution is announced it has not been decided by the entity whether the DRP will operate, or the above details are not known, the entity should give an indication of when the entity expects to confirm details of the DRP's operation (using Part 5 'Further information' if advising by online form).

Listed entities are also reminded to advise any update to dividend information (including actual amounts and DRP prices) by completing and submitting an Updated Online Form.

If you have any questions please contact your Listings Compliance Adviser or email: onlineforms@asx.com.au.

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