## **RULE NUMBER II.A.2**

## : PROCEDURE FOR SUBMITTING DOCUMENTS FOR THE PUBLIC TO THE CAPITAL MARKET

Attachment:

Decision of the Chairman of Bapepam Number : Kep-40/PM/1997 Date : December 26, 1997

- 1. Each Person that is required to submit documents to Bapepam based on Capital Market rules and regulations must submit a copy of such documents directly to the Capital Market Reference Center. The documents referred to are as follows:
  - a. semi-annual financial reports;
  - b. annual financial reports;
  - c. annual reports;
  - d. reports of General Shareholders' Meetings;
  - e. the reports referred to in Rule Number: X.K.1 regarding Disclosure of the Information That Must be Announced Immediately to the Public;
  - f. daily and weekly Securities Exchange reports;
  - g. monthly activity reports of Securities Exchanges, Clearing and Guarantee Institutions and the Central Securities Depository;
  - h. reports of the Net Adjusted Working Capital of Securities Companies;
  - i. reports of the Net Asset Value of Open-end Investment Funds; and
- 2. Documents referred to in item 1 of this Rule must also be included in a computer diskette in the format prescribed in a Bapepam circular letter.
- 3. Bapepam Documents available at the Capital Market Reference Center are, among others:
  - a. Bapepam annual reports provided by the Secretary of Bapepam;
  - b. Capital Market rules and regulations provided by the Legal Bureau;
  - c. Bapepam press releases provided by the Secretary of Bapepam; and
  - d. Weekly Capital Market Statistics provided by the Investment Management and Research Bureau.
- 4. Documents available at the Capital Market Reference Center provided by Bapepam are as follows:
  - a. Registration Statements for Public Offerings, as referred to in Rule Number IX.C.1, including Preliminary Prospectuses, Information Memoranda and similar documents (if any) provided by the Company Finance Bureaus;
  - Registration Statements for Public Offerings of Medium or Small Companies as referred to in Rule Number IX.C.7, including Preliminary Prospectuses, Information Memoranda and similar documents (if any) provided by the Company Finance Bureaus;
  - c. Registration Statements of Public Companies as referred to in Rule Number IX.B.1, All rules published are translated from the original documents. If there is any hesitation regarding the rules, please refer to the original documents

- including Preliminary Prospectuses, Information Memoranda and similar documents (if any) provided by the Company Finance Bureaus;
- d. Registration Statements for Preemptive Rights issues as referred to in Rule Number IX.D.2, Information Memoranda and similar documents (if any) provided by the Company Finance Bureaus;
- e. Tender Offer Statements as referred to in Rule Number IX.F.1 provided by the Company Finance Bureaus;
- f. Reports of allotments by Allotment Managers as referred to in Rule Number IX.A.7, provided by the Company Finance Bureaus;
- g. Registration Statements for Corporate Form Investment Funds as referred to in Rule Number IX.C.4, including Preliminary Prospectuses, Information Memoranda and similar documents (if any) provided by the Investment Management and Research Bureau; and
- h. Registration Statements for Collective Investment Contract Investment Funds as referred to in Rule Number IX. C.5, including Preliminary Prospectuses, Information Memoranda and similar documents (if any) provided by the Investment Management and Research Bureau.
- 5. Among other things, Bapepam provides the Capital Market Reference Center with a copy of documents indicating effectiveness of Registration Statements, suspensions of Public Offerings, withdrawals of suspensions of Public Offerings, granting of business licenses, suspending business licenses, granting of licenses to act as Selling Agents for Investment Funds, Securities Company Representative licenses, and certificates of registration for Capital Market Supporting Professionals.
- 6. Documents at the Capital Market Reference Center may be copied by the public with procedures established by the Reference Center.