

**RULE NUMBER X.C.2 : MAINTENANCE OF DOCUMENTS BY A
CENTRAL SECURITIES DEPOSITORY.**

Attachment :
Decision of The Chairman of Bapepam
Number : Kep-69/PM/1996
Date : January 17, 1996

1. Every Central Securities Depository must administer, keep, and maintain records, books, data, and written information related to:
 - a. the status and activity of account holders of the Central Securities Depository;
 - b. records on Securities deposited in the Central Securities Depository;
 - c. the deposit and settlement of Exchange Transactions; and
 - d. the administration and management of the Central Securities Depository as a Company.
2. The documents referred to in item 1 letter a of this rule shall consist of at least:
 - a. a list of the Central Securities Depository's users; and
 - b. records of activities of the Central Securities Depository's users including financial difficulties they face and violations they have committed.
3. The documents referred to in item 1 letter b of this rule, shall consist of at least:
 - a. a list of the names of Issuers that are users of the Central Securities Depository; and
 - b. the numbers and types of Securities on the Issuer's book of shareholders that are represented by the Central Securities Depository.
4. The documents referred to in item 1 letter c of this rule, shall consist of at least:
 - a. a list of daily transfers and settlements of Securities specifying the names of the Securities transferred;
 - b. changes in deposit and settlement hours at the Central Securities Depository;
 - c. confidential information that the Central Securities Depository deems to have a material effect on the market in general and or on certain Securities;

- d. settlements of disputes among users of the Central Securities Depository; and
 - e. other actions taken to deal with emergency trading situations.
5. The documents referred to in item 1 letter d of this rule shall consist of at least:
- a. the articles of association and amendments thereto;
 - b. the book of shareholders and its administrative maintenance;
 - c. minutes of General Meetings of Shareholders, and meetings of directors and/or the board of commissioners, and commissions or committees;
 - d. changes in the management up to one level below the directors;
 - e. setting up committees or commissions or changes in their composition; and
 - f. other documents including correspondence, memoranda, papers, books, notices, announcements, circulars, and other records generated or received by the Central Securities Depository in connection with its business operations.
6. The documents referred to in items 1, 2, 3, 4, and 5 of this rule must be made available at any time for inspection by Bapepam.
7. The documents referred to in item 6 of this rule must be maintained for a period of at least 5 (five) years.