

[CO 00/2451]

Electronic lodgment of certain reports with the ASX— approval

Issued 22/12/2000

With effect from 1 January 2001, Class Order [CO 00/2451] allows bodies on the Official List of the ASX to electronically lodge certain financial and directors reports with the ASX (as agent for ASIC).

Australian Securities and Investments Commission

Corporations Law — Subsection 352(1) — Approval

Pursuant to subsection 352(1) of the Corporations Law (Law), the Australian Securities and Investments Commission (ASIC) hereby approves, with effect from 1 January 2001, the electronic lodgment of the documents referred to in Schedule A (Documents) where the Documents are lodged by a body referred to in Schedule B (each a Body) in accordance with the requirements set out in Schedules C and D.

SCHEDULE A — DOCUMENTS

Financial reports and directors' reports required to be lodged by a Body under subsection 319(1), section 320 or subsection 322(1) of the Law but not including any financial report or directors' report upon the lodgment of which a fee is payable under the Corporations (Fees) Regulations.

SCHEDULE B — BODIES ENTITLED TO LODGE ELECTRONICALLY

Bodies which are included in the official list of Australian Stock Exchange Limited (ASX) and wholly-owned subsidiaries of such bodies.

SCHEDULE C — REQUIREMENTS OF THE APPROVAL

In order for the Document to be taken to be lodged with ASIC it must be lodged in accordance with the following requirements:

1. The Document must be lodged with ASX as agent for ASIC in accordance with the arrangements contemplated by ASIC Practice Note 61, *Relief from dual lodgment of financial*

reports [PN 61].

2. If a Body wishes to lodge Documents electronically:
 - (a) it must obtain its own telephone line, modem, computer, hardware, software and all other equipment required to have access to the Electronic Lodgment Facility. The software must enable a Body to comply with the requirements of this Approval;
 - (b) it must obtain and pay for its own Internet access and communications links to ASX;
 - (c) ASX must have provided the Body with a user name, a password and a personal identification number (PIN) for use in transmitting a Document to ASX.
3. In order to submit a Document for lodgment with ASX electronically, a Body must;
 - (a) create it as an Electronic Document; and
 - (b) transmit the Electronic Document to ASX in a Data Transmission using that Body's user name, password and PIN and in accordance with the Security Features; and
 - (c) before transmitting the Electronic Document, confirm on-screen that it is a substantially faithful copy of the original document printed on paper, but for the fact that it may differ from it by the absence from the electronic copy of any original signature; and
 - (d) comply with any procedures contained in the ASX Online User Guide.
4. ASX must take all reasonable steps to ensure that a Document submitted for lodgment with ASX electronically by a Body in accordance with paragraph 3 of this Schedule C is received by ASX in the same form that the Body sent it.
5. When ASX receives a Document submitted for lodgment with ASX electronically from a Body it must;
 - (a) issue an electronic report to the Body confirming that the Data Transmission has been received; and
 - (b) record the date and time of receipt of the Data Transmission and any Electronic Documents contained in it.

6. ASIC and ASX are entitled to act and rely on a Data Transmission or Electronic Document submitted for lodgment in accordance with paragraph 3 of this Schedule C unless:
 - (a) ASX has received prior notice from the Body that the Data Transmission or Electronic Document was not authorised; or
 - (b) ASX knew or should have known, had it exercised reasonable care, that the Data Transmission or Electronic Document was not authorised,and where neither (a) nor (b) applies a Data Transmission or Electronic Document submitted for lodgment in accordance with paragraph 3 of this Schedule C is to be treated as valid, effective and enforceable as if it had been written on paper.
7. The Body must ensure that the Document complies with the requirements of the ASX Listing Rules and the Law.
8. If a Data Transmission by a Body fails, ASX must notify the Body.
9. If a Document is lodged electronically under this Approval, a signed copy of the Document must be held for a period of not less than 7 years from the time of the Data Transmission. The Body holding the signed copy of the Document must make it available to ASIC if required by ASIC.
10. ASX must make available to the Body in accordance with the ASX Online User Guide:
 - (a) reports on the progress of lodgment of Data Transmissions and Electronic Documents submitted by the Body to ASX; and
 - (b) other information and facilities as described in the ASX Online User Guide.
11. A Body must comply with all reasonable directions issued by ASX from time to time, which relate to the Body's access to, and use of, the Electronic Lodgment Facility.
12. A Body must not disclose its user name, password or PIN issued by ASX to any person not authorised to use it and must use its best endeavours to ensure that any of its representatives who have knowledge of them also refrain from any such disclosure.

SCHEDULE D — SECURITY FEATURES

If a Body wishes to lodge a Document electronically using the Electronic Lodgment Facility, the Body must comply with the following requirements:

1. *Document format and file size*

- (a) The Document must be in PDF format using Adobe Acrobat version 3.0 or later.
- (b) All pages must be A4 in size.
- (c) The Document must be in 200DPI or 300DPI (dots per inch) for clarity.
- (d) The maximum file size in 20Mb.

2. *User name and password*

To enter the ASX system that gives access to the Electronic Lodgment Facility, the following two items must be entered by the Body:

- (a) a user name recognised by ASX; and
- (b) a password which must contain at least eight characters.

The password will be updated every 45 days.

3. *PIN*

To access the Electronic Lodgment Facility, an eight-digit PIN number must be entered. The PIN for a Body will be issued by ASX. It is the responsibility of the company secretary of the Body to ensure that the PIN is disclosed only to officers authorised to send announcements to ASX. At the request of the company secretary or when an authorised officer leaves the Body, a new PIN will be issued. Where a wholly-owned subsidiary of a Body to which a PIN has been issued is to give or send a Document to ASX through the Electronic Lodgment Facility, the subsidiary must provide the Body with the Document. The Body to which a PIN has been issued must use its PIN to submit the Document.

4. *Encryption*

The Document submitted for lodgment by the Body must be encrypted either by 56 bit or 128 bit encryption, depending on the capability of the browser used by the Body.

Interpretation

In this Approval the following terms have these meanings:

<i>Term</i>	<i>Meaning</i>
Approval	This document, including the Schedules.
ASX Online User Guide	A user manual made available or to be made available by ASX from time to time containing detailed processes, procedures and additional terms and conditions governing the transmission of Data Transmissions to ASX, the lodgment of Electronic Documents and any access a listed entity may be given in order to lodge Documents electronically.
Body	A body which is referred to in Schedule B.
Data Message	A digital representation of information generated, sent, received or stored by electronic, optical or similar means.
Data Transmission	One or more Electronic Documents and/or other information assembled into a single Data Message sent or transmitted by a Body to ASX.
Document	A document referred to in Schedule A.
Electronic Lodgement Facility	The facility which enables a Body to transmit Documents to ASX electronically available at www.asx.com/online/announcements , or such other address as may be notified by ASX from time to time.
Electronic Document	A Document in the form of a Data Message.
Security Features	The security features listed in Schedule D.
A signed copy of the Document	A paper print out of the Electronic Document, which is physically signed by the relevant signatory; or a paper Document which corresponds to the Electronic Document and which is physically signed by the relevant signatory.

Dated this 22nd day of December 2000

Signed by Brendan Byrne

as a delegate of the Australian Securities and Investments Commission