ΠΡΟΣ : Εισηγμένους Εκδότες στο Χρηματιστήριο Αξιών Κύπρου

ΑΠΟ : Κύριο Νίκο Τρυπάτσα, Πρώτο Λειτουργό ΧΑΚ

ΘΕΜΑ : Επικαιροποιημένη αίτηση για έκδοση Κωδικών LEI/

Ευρωπαϊκή Οδηγία MiFID II

**HMEP.** : 11Μαΐου, 2017

**AP. EΓK.**: 08 - 2017

### Κυρίες / Κύριοι,

Αναφερόμαστε στην Εγκύκλιο του ΧΑΚ με ημέρ. 10/5/2017 και αριθμό 06 – 2017 σχετικά με το πιο πάνω θέμα. Σύμφωνα με νεότερη ενημέρωση που μόλις έχει αποσταλεί στο ΧΑΚ από την αρμόδια Αρχή έκδοσης των Κωδικών LEI, σας αποστέλλουμε επικαιροποιημένο έντυπο προς απόκτηση του Κωδικού LEI καθώς και επεξηγηματικούς όρους. Σύμφωνα με τη σχετική αυτή επικαιροποίηση, τα πρόσθετα πεδία που αφορούν στην επικαιροποιημένη αίτηση, εστιάζονται στην περίπτωση όπου ο αιτητής έχει μητρική εταιρεία όπως περιγράφεται εκτενέστερα στο επισυναπτόμενο έντυπο.

Παρακαλούμε συνεπώς όπως για σκοπούς εξασφάλισης του Κωδικού LEI χρησιμοποιήσετε την επισυναπτόμενη αίτηση και όπως αγνοήσετε το έντυπο που επισυνάπτεται στην εγκύκλιο 06-2017.

Ευχαριστούμε εκ των προτέρων για την κατανόηση σας και προσβλέπουμε στη συνεργασία σας.

Με εκτίμηση

Νίκος Τρυπάτσας Πρώτος Λειτουργός

Εσώκλ.

# Legal Entity Identifier(LEI)

#### Εισαγωγή

Το Χρηματιστήριο Αξιών Κύπρου (ΧΑΚ) στα πλαίσια της συνεχούς προσπάθειας του για αναβάθμιση των Αγορών, προϊόντων και υπηρεσιών του και με απώτερο στόχο την εξυπηρέτηση των συντελεστών της Αγοράς καθώς και του επενδυτικού κοινού προχώρησε σε συμφωνία/ συνεργασία με το London Stock Exchange (LSE)/ Unavista για την έκδοση σε ενδιαφερόμενα Νομικά Πρόσωπα Κωδικών Legal Entity Identifier (LEI). Το ΧΑΚ παρέχει σε ενδιαφερόμενα Νομικά Πρόσωπα τη δυνατότητα να αποκτήσουν κωδικό LEI με τη διαδικασία του Assisted Registration.

Ο Κωδικός LEI είναι ένας 20ψήφιος αλφαριθμητικός κωδικός ο οποίος περιέχει πληροφορίες για εταιρείες όπως π.χ. επωνυμία της νομικής οντότητας, διεύθυνση των κεντρικών γραφείων της, στοιχεία του οικονομικού διευθυντή της κ.α. και επιτρέπει τη ξεκάθαρη και μοναδική ταυτοποίηση νομικών προσώπων που συμμετέχουν στις Χρηματιστηριακές Αγορές.

Η υπεύθυνη Εποπτική Αρχή η οποία συντονίζει και εποπτεύει την έκδοση των κωδικών LEIs είναι η 'Legal Entity Identifier Regulatory Oversight Committee' (LEIROC) και οι κωδικοί εκδίδονται από πιστοποιημένα Local Operating Units (LOUs).

#### Συγκεκριμένα το ΧΑΚ έχει αναλάβει:

- Την παραλαβή αιτήματος από το ενδιαφερόμενο Νομικό Πρόσωπο Αιτητή.
- Την παραλαβή και έλεγχο των απαιτούμενων νομιμοποιητικών εγγράφων που αφορούν τον αιτητή.
- Την είσπραξη του χρηματικού αντίτιμου για την έκδοση κωδικού LEI.
- Κατόπιν εξουσιοδότησης από τον αιτητή, την εισαγωγή εκ μέρους του των απαραίτητων στοιχείων στην πλατφόρμα Unavista. Η εξουσιοδότηση αποτελεί αναπόσπαστο μέρος της αίτησης.
- Παρακολούθηση της διαδικασίας έκδοσης του κωδικού LEI.
- Παραλαβή του κωδικού και γνωστοποίηση του στο Νομικό Πρόσωπο Αιτητή.

#### Διαδικασία Έκδοσης Κωδικού LEI

- 1. Κατάθεση, σε πρωτότυπη μορφή, του εντύπου «Application for the issuance of Legal Entity Identifier», δεόντως συμπληρωμένο και υπογεγραμμένο. Σημειώνεται ότι με την υποβολή του εντύπου και των απαραίτητων εγγράφων μέσω ηλεκτρονικού ταχυδρομείου ή μέσω φωτοτηλεμηνύματος, είναι εφικτό να γίνει ένας προκαταρκτικός έλεγχος, ωστόσο για να μπορέσει να καταχωρηθεί το αίτημα έκδοσης κωδικού LEI στο σύστημα του LSE/ Unavista, πρέπει τα εν' λόγω έγγραφα να παραληφθούν από το ΧΑΚ σε πρωτότυπη μορφή.
- 2. Μαζί με το πιο πάνω έντυπο, πρέπει να κατατεθούν πρόσφατα (εντός ενός μηνός από την ημερομηνία έκδοσης) και σε πρωτότυπη μορφή, έγγραφα εκπροσώπησης του νομικού προσώπου εκδομένα από Αρμόδια Αρχή. Σημειώνεται ότι και στην περίπτωση αυτή, ακολουθείται η υφιστάμενη πολιτική χρέωσης των Νομιμοποιητικών Εγγράφων που σήμερα

εφαρμόζεται στο ΧΑΚ. Περισσότερες πληροφορίες για τη σχετική τιμολογιακή πολιτική του ΧΑΚ βρίσκονται αναρτημένες στην ιστοσελίδα του, στην ενότητα <u>'Τέλη και Δικαιώματα'</u>.

- **3.** Το εξουσιοδοτημένο άτομο το οποίο θα υπογράψει το έντυπο πρέπει να επισυνάψει αντίγραφο της ταυτότητας ή του διαβατηρίου του.
- **4.** Κατάθεση στον ακόλουθο τραπεζικό λογαριασμό του σχετικού τέλους, το οποίο ανέρχεται στα €138,:

**Bank of Cyprus Public Company Ltd** 

**IBAN:** CY83-0020-0120-0000-0005-0203-3400

**BIC CODE:** BCYPCY2N

Στην κατάθεση θα πρέπει πάντα να υποδεικνύετε ότι η κατάθεση αφορά έκδοση κωδικού LEI – "LEI – (όνομα αιτητή)".

Επισημαίνεται ότι υπάρχει ετήσια χρέωση συντήρησης του κωδικού LEI, η όποια ανέρχεται στα €84.

Τέλος σημειώνεται ότι, στην περίπτωση που κάποιος κωδικός δεν ανανεωθεί σε ετήσια βάση τότε το σύστημα της Unavista θα σημειώνει ότι ο κωδικός αυτός έχει καταστεί ληξιπρόθεσμος.

# APPLICATION FOR THE ISSUANCE OF LEGAL ENTITY IDENTIFIER

To: Central Securities Depository/Registry, of the Cyprus Stock Exchange (CSE)

To be completed by the CSE
Date
Time received

	Applicant's Data	
Information with asterisk (*) is not manda	tory – If available stron	gly requested to be submitted
Legal Entity Name IN GREEK		
Alternative Name *		
Anglicised Name		
Legal Form Country	Legal Form	
Headquarters Address		
City	Zip	Country
Legal Formation Address 1	<u> </u>	
City	Zip	Country
Country of Business Registry	 Name	
Official Business Registry		
Official Business Registry Reference		
Number		
Legal Entity Website*		
Applicant' s Email		
BIC *	ISIN *	
Tax Country	Number	
Attached Documents		
<ul> <li>Legal representation document (more information see Fill-in instruction)</li> </ul>	ctions)	• Bank Payment Slip
A certificate of incorporation or off for funds, trust deed for trusts etc.	icial document relevan	t to the entity such a prospectus

# Parent Company Information: Please complete 1 of the 3 forms for Parent Company Information.

# (1). If your company has a Direct and Ultimate Parent Company please complete the details below:

Field	Direct Parent Company	Ultimate Parent Cpmpany		
Description of	DIRECTLY CONSLIDATED_BY	ULTIMATLEY CONSOLIDATED		
Relationship	The Direct Parent entity is the closest fully	The Ultimate Parent entity is the most distant fully		
Туре	consolidating parent to the LEI entity in any	consolidating parent from the LEI entity in any applicable		
1,460	applicable hierarchical ownership structure	hierarchical ownership structure.		
Parent Name				
HQ address	Headquarters address of Direct Parent Company	Headquarters address of Ultimate Parent Company		
	Address line1:	Address line1:		
	Town or City:	Town or City:		
	Region:	Region:		
	Country:	Country:		
	Postcode:	Postcode:		
Legal Address	Legal/registered address of Direct Parent Company	Legal/registered address of Ultimate Parent Company		
	Address line1:	Address line1:		
	Town or City:	Town or City:		
	Region:	Region:		
Country:		Country:		
	Postcode:	Postcode:		
Registration	Business Registry of Direct Parent Company	Business Registry of Ultimate Parent Company		
Authority				
Registry Entity Id	Business Registry Number of Direct Parent Company	Business Registry Number of Ultimate Parent Company		
Validation	Tick the appropriate document that confirms the group	Tick the appropriate document that confirms the group		
Documents	structure	structure		
	□ ACCOUNTS_FILING	□ ACCOUNTS_FILING		
	CONTRACTS	CONTRACTS		
	OTHER_OFFICIAL_DOCUMNETS	OTHER_OFFICIAL_DOCUMNETS		
	<ul><li>□ REGULATORY_FILING</li><li>□ SUPPORTING_DOCUMENTS</li></ul>	☐ REGULATORY_FILING ☐ SUPPORTING_DOCUMENTS		
Upload	Upload document confirming relationship between	Upload document confirming relationship between		
Validation	Parent and LEI entity	Parent and LEI entity		
Document	Attach document such as financial statement,	Attach document such as financial statement, regulatory		
Confirming	regulatory filing, org chart of 50%+ ownership, group	filing, org chart of 50%+ ownership, group structure		
Group Structure	structure			
Accounting	Tick the appropriate accounting standard of the group	Tick the appropriate accounting standard of the group structure		
Consolidating	structure	☐ OTHER_ACCOUNTING_STANDARD		
Standard	☐ OTHER_ACCOUNTING_STANDARD	☐ IFRS (International Financial Reporting		
(Qualifier	☐ IFRS (International Financial Reporting	Standard)  US_GAAP (United States-Generally Accepted		
Category)	Standard)  US_GAAP (United States-Generally Accepted Accounting Principles)	Accounting Principles)		

# (2). If your company does not have a Direct or Ultimate Parent Company please select the reason why:

Field	Direct Parent Company	Ultimate Parent Company
Parent	(N/A) If the LEI entity has no Parent company	(N/A) If the LEI entity has no Parent company
Exception Reasons	Select the reason explaining why the LEI entity has no Parent company:	Select the reason explaining why the LEI entity has no Parent company:
	□ NATURAL_PERSONS: (The parent entity is a natural person)	□ NATURAL_PERSONS: (The parent entity is a natural person)
	□ NO_KNOWN_PERSON: (There is no parent entity to control the entity e.g. Joint venture, diversified shareholding)	□ NO_KNOWN_PERSON: (There is no parent entity to control the entity e.g. Joint venture, diversified shareholding)
	□ NON_CONSOLIDATING: (There is no parent according to the consolidated financial statements.)	□ NON_CONSOLIDATING: (There is no parent according to the consolidated financial statements.)

#### (3). If your company cannot disclose the Direct or Ultimate Parent Company please select the reason why:

Field	<b>Direct Parent Company</b>	Ultimate Parent Company		
Parent	(N/A) If there is a legal reason the Parent company information cannot be provided	(N/A) If there is a legal reason the Parent company information cannot be provided		
Exception Reasons	Select the reason explaining why the LEI entity cannot disclose the Parent company:	Select the reason explaining why the LEI entity canno disclose the Parent company:		
	☐ LEGAL_OBSTACLES (Obstacles in the laws or regulations of a jurisdiction prevent providing or publishing this information.)	☐ LEGAL_OBSTACLES (Obstacles in the laws o regulations of a jurisdiction prevent providing o publishing this information.)		
	□ CONSENT_NOT_OBTAINED (The consent of the parent was necessary under the applicable legal framework and the parent did not consent or could not be contacted.)	☐ CONSENT_NOT_OBTAINED (The consent of the parent was necessary under the applicable legal framework and the parent did not consent or could not be contacted.)		
	□ BINDING_LEGAL_COMMITMENTS (Binding legal commitments (other than the laws or regulations of a jurisdiction), such as articles governing the legal entity or a contract, prevent providing or publishing this information.)	☐ BINDING_LEGAL_COMMITMENTS (Binding legal commitments (other than the laws or regulations of a jurisdiction), such as articles governing the legal entity or a contract, prevent providing or publishing this information.)		
	DETRIMENT_NOT_EXCLUDED (The child entity has sought to consult the parent entity about the reporting of the parent information to the GLEIS but could not confirm the absence of detriment in a way that can appropriately prevent liability risks for the child entity (or those acting on its behalf) under the applicable legal framework. The disclosure of this information would be detrimental to the legal entity or the relevant parent.)	DETRIMENT_NOT_EXCLUDED (The child entity has sought to consult the parent entity about the reporting of the parent information to the GLEIS but could not confirm the absence of detriment in a way that can appropriately prevent liability risks for the child entity (or those acting on its behalf) under the applicable legal framework. The disclosure of this information would be detrimental to the legal entity or the relevant parent.)		
	□ DISCLOSURE_DETRIMENTAL (The disclosure of this information would be detrimental to the legal entity or the relevant parent. This will include reasons generally accepted by public authorities in similar circumstances, based on a declaration by the entity.)	□ DISCLOSURE_DETRIMENTAL (The disclosure of thi information would be detrimental to the legal entity or the relevant parent. This will include reason generally accepted by public authorities in similar circumstances, based on a declaration by the entity.		

#### The undersigned legal representative(s) of applicant responsibly declare the following:

- 1. All the submitted data and documents attached to this Application are genuine, full and accurate.
- **2.** The submission of this Application is considered as an irrevocable authorisation to the Cyprus Stock Exchange to carry out, in our name and on our behalf, all necessary and lawful actions for:
  - a) The issuance of the Legal Entity Identifier (L.E.I.) by the Local Operating Unit that CSE is cooperating with
  - **b)** The receiving of the LEI on our behalf by the competent LOU.
- **3.** We undertake to notify the CSE our updated identification data immediately after any change and on an annual basis from the submission of this Application.
- **4.** Documents submitted in any other language other than Greek or English must be translated by the competent authority in Cyprus

Applicant's Signature:		ID	/Passport:	
Full Name of the Applicant:		Da	ate:	
Position within Organisation_				
Company Stamp:				
(For use by the Stock Exchang		gnature		
Entered on: Date	Time	_ By	Signature	<u></u>
File Reference:		By		_
Entry checked on: By		Signati	ure	
CSE foos				

# APPLICATION FOR THE ISSUANCE OF LEGAL ENTITY IDENTIFIER – BULK APPLICATION

The undersigned legal representative(s) of applicant named overleaf is authorized to request LEIS for the following legal entities:

1.	<u>Legal Entity</u> Name IN GREEK				
	Anglicised Name				
2.	<u>Legal Entity</u> Name				
	IN GREEK				
	Anglicized Name				
3.	Legal Entity Name				
	IN GREEK				
	Anglicized Name				
4.	<u>Legal Entity</u> Name				
	IN GREEK				
	Anglicized Name				
5.	<b>Legal Entity Name</b>				
	IN GREEK				
	Anglicized Name				
6.	<u>Legal Entity</u> Name				
	IN GREEK				
	Anglicized Name				
7.	Legal Entity Name				
	IN GREEK				
_	Anglicized Name				
8.	<u>Legal Entity</u> Name IN GREEK				
_	Anglicized Name				
9.	<u>Legal Entity</u> Name IN GREEK				
	Anglicized Name				
10.	Legal Entity Name				
10.	IN GREEK				
	Anglicized Name				
	Please consult the following do	 ocument "LEI Fund Guidance,	v. 40, 12/5/2013" for	multiple entities e.g. funds,	
	http://www.gfma.org/uploade	dFiles/Initiatives/Legal Entity	<u> Identifier (LEI)/LEI-F</u>	Fund-Guidance-2013.pdf	
	Attached documents				
	<ul> <li>Legal representation</li> <li>(more information)</li> </ul>	tion document n see Fill-in instructions)		Bank Payment Slip	
	A certificate of in for funds, trust defined as a second control of the following control o		ocument relevant t	o the entity such a prospec	tus 🔲

#### The undersigned legal representative(s) of applicant responsibly declare the following:

- 1. All the submitted data and documents attached to this Application are genuine, full and accurate.
- **2.** The submission of this Application is considered as an irrevocable authorisation to the Cyprus Stock Exchange to carry out, in our name and on our behalf, all necessary and lawful actions for:
  - a) the issuance of the Legal Entity Identifier (L.E.I.) by the Local Operating Unit that CSE is cooperating with
  - b) the receiving of the LEI on our behalf by the competent LOU.
- **3.** We undertake to notify the CSE our updated identification data immediately after any change and on an annual basis from the submission of this Application.
- **4.** Documents submitted in any other language other than Greek or English must be translated by the competent authority in Cyprus

Applicant's Signature:			Date:
Full Name of the Applican	t:		ID/Passport:
Position within organisation	on		
Company Stamp:			
(For use by the Stock Exch		Signature	
Entered on: Date	Time	Ву	Signature
File Reference:		By	
Entry checked on: By		Signatur	e
005 (			

#### **Terminology Explained:**

#### **Relationship Type**

#### IS\_DIRECTLY\_CONSOLIDATED\_BY

The child entity directly consolidated by the parent entity: the "child" entity has its accounts fully consolidated by the "parent" entity, in the sense given by the accounting standard(s) specified in RelationshipQualifiers; the parent entity is the closest fully consolidating parent to the child entity in any applicable hierarchical ownership structure.

#### IS ULTIMATELY CONSOLIDATED BY

The child entity is ultimately consolidated by the parent entity. The "child" entity has its accounts fully consolidated by the "parent" entity, in the sense given by the accounting standard(s) specified in RelationshipQualifiers; the parent entity is the most distant fully consolidating parent from the child entity in any applicable hierarchical ownership structure.

#### IS\_INTERNATIONAL\_BRANCH\_OF

The child entity is an international branch of the legal entity designated by parent entity (in jurisdiction country of child entity). The Parent entity is the Head Office and MUST be an LEI.

#### **Qualifier Category**

#### **US\_GAAP**

United States-Generally Accepted Accounting Principles.

#### **IFRS**

International Financial Reporting Standard (developed by the International Accounting Standards Board – IASB see <a href="http://www.ifrs.org">http://www.ifrs.org</a>).

#### OTHER ACCOUNTING STANDARD

A financial reporting (accounting) standard not otherwise listed in the latest version of the relationship data file format.

#### **Validation Documents**

#### ACCOUNTS\_FILING

A consolidated financial (accounting) statement, prepared and submitted to the relevant authority.

#### **REGULATORY\_FILING**

An annual regulatory filing providing public information on parent relationships.

#### SUPPORTING\_DOCUMENTS

Other documents supporting the preparation of consolidated financial statements.

#### **CONTRACTS**

Contract(s) attesting to the validity of the relationship.

#### OTHER\_OFFICIAL\_DOCUMENTS

Other official document(s) attesting to the validity of the relationship.

#### **Exception Reason**

If a Parent entity does not exist:

#### NATURAL\_PERSONS

The parent entity is a natural person; There is no parent according to the definition used, because the entity is controlled by natural person(s) without any intermediate legal entity meeting the definition of accounting consolidating parent.

#### NO\_KNOWN\_PERSON

There is no parent entity to control the entity (e.g. Joint venture, diversified shareholding); There is no parent according to the definition used, because the entity is controlled by legal entities not subject to preparing consolidated financial statements.

#### NON\_CONSOLIDATING

There is no parent according to the consolidated financial statements; There is no parent according to the definition used, because there is no known person controlling the entity (e.g., diversified shareholding).

If a Parent entity exists but cannot be disclosed:

#### LEGAL\_OBSTACLES

Obstacles in the laws or regulations of a jurisdiction prevent providing or publishing this information. This does not include cases where, under the applicable legal framework disclosing the parent relationship would require the consent of one of the entities in the relationship, or both, and such consent could not be obtained (in these cases "CONSENT\_NOT\_OBTAINED" is the applicable code). The LOU is not expected to verify or analyse whether the legal framework constitutes a legal obstacle.

#### **CONSENT NOT OBTAINED**

Obstacles in the laws or regulations of a jurisdiction prevent providing or publishing this information: "the consent of the parent was necessary under the applicable legal framework and the parent did not consent or could not be contacted". Note that it is a responsibility of a child entity to seek parent consent when necessary for disclosing the parent relationship, for instance by inviting in writing the parent entity to provide consent. The LOU is not expected to verify or analyse whether the legal framework constitutes a legal obstacle.

#### BINDING\_LEGAL\_COMMITMENTS

Binding legal commitments (other than the laws or regulations of a jurisdiction), such as articles governing the legal entity or a contract, prevent providing or publishing this information. The LOU is not expected to verify or analyse whether the legal framework constitutes a legal obstacle.

#### DETRIMENT\_NOT\_EXCLUDED

The child entity has sought to consult the parent entity about the reporting of the parent information to the GLEIS but could not confirm the absence of detriment in a way that can appropriately prevent liability risks for the child entity (or those acting on its behalf) under the applicable legal framework. The disclosure of this information would be detrimental to the legal entity or the relevant parent. This will include reasons generally accepted by public authorities in similar circumstances, based on a declaration by the entity. This reason may be used only when all following cumulative circumstances apply: [i) the parent could not be informed via the GLEIS and have the possibility to correct the relationship information before publication (including raising a cause for opt out, either because the parent does not have an LEI, or it has an LEI but the GLEIS has not yet implemented such system;] ii) the relationship is not already in the public domain (information being in the public domain assumes here that the way the information came into the public domain did not infringe the applicable legal framework); iii) the child entity has reasons to believe that the parent may consider disclosure to be detrimental; (iv) the child entity has sought to consult the parent entity of the reporting of the parent information to the GLEIS but could not confirm the absence of detriment in a way that can appropriately prevent liability risks for the child entity (or those acting on its behalf) under the applicable legal framework.

#### DISCLOSURE\_DETRIMENTAL

The disclosure of this information would be detrimental to the legal entity or the relevant parent. This will include reasons generally accepted by public authorities in similar circumstances, based on a declaration by the entity.