



6 February 2019

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The Company Secretary

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GUIDANCE LETTER: PROCEDURAL REQUIREMENTS FOR SENS – ANNOUNCEMENTS IN RESPECT OF FINANCIAL RESULTS

The JSE has received representations from issuers regarding the complexity and effort involved in releasing certain SENS announcements relating to financial results in both (i) Text and (ii) PDF format. The JSE has also received complaints from end users about formatting errors in the Text versions of these SENS announcements.

In light of the above concerns, the JSE has made a decision that only the short form financial results in compliance with paragraph 3.46 of the JSE Listings Requirements (the “**Requirements**”) will be published on SENS through the normal channels. In addition to this, the PDF long form financial results will be made available through a web link in the short form announcement. Through this process, issuers are no longer required to attend to the manual conversion of the long form financial results into Text. The JSE will continue investigating whether there is other means to simplify the SENS process and will communicate with issuers at the appropriate time.

The JSE wishes to advise issuers of the following change in the process when making announcements in respect of financial results. Financial results will include the following SENS announcement sub-types:

- Audited
- Interim
- Late submission
- Preliminary
- Quarterly
- Reviewed
- Unaudited

Executive Directors: NF Newton-King (CEO), A Takoordeen (CFO)

Non-Executive Directors: N Nyembezi (Chairman), ZBM Bassa, F Daniels, VN Fakude, Dr M Jordaan, Dr SP Kana, FN Khanyile, BJ Kruger, DM Lawrence, Dr MA Matooane

Alternate Director: JH Burke

Group Company Secretary: GA Brookes

SENS Submission Process

The JSE is required to provide sufficient notice to end users and vendors regarding this change and can therefore only implement this with effect from 6 May 2019. The following submission process will apply from 6 May 2019 to announcements dealing with financial results published by all issuers (save for interest rate issuers):

- Documents Tab: Upload a PDF version of the applicable short form financial results complying with paragraph 3.46 of the Requirements. Either the Text version of the short form announcement could be uploaded or the SENS converter could be used to convert the short form announcement to Text. The short form announcement must contain a URL to the long form PDF financial results. The standard naming convention of the web link to the PDF long form financial results must be:

<https://senspdf.jse.co.za/documents/2018/JSE/ISSE/BIBLT/YourDocumentName.pdf>

The text version of the short form financial results will then be disseminated to the market. The long form PDF financial results will be published in the cloud for public accessibility through means of a web link in the short form financial results.

- Supporting Documents Tab: Upload a PDF version of the long form financial results. The name of this file should correspond with the name in the URL included in the short form announcement.

The automated process will lessen the administrative burden on issuers to convert the long form financial results from PDF into Text as well as minimise errors.

Please contact Annalie de Bruyn on 011 520 7063 or on annalie@jse.co.za should you have any questions regarding this new process.

Yours faithfully



**A F VISSER: GENERAL MANAGER
ISSUER REGULATION**

