

CMA's XBRL Based Electronic Filing Platform

IFSAH

Instruction Manual for Disclosure Domain

Version 2.0

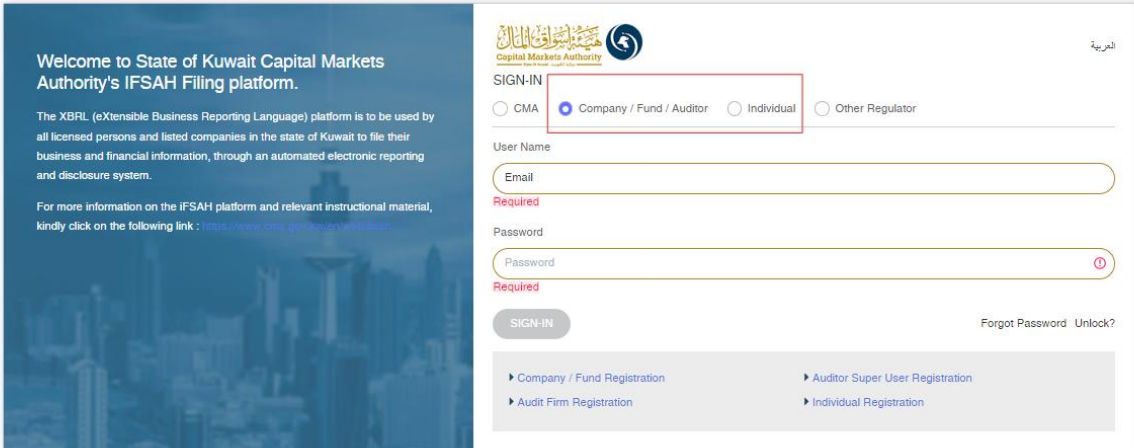
Contents

1.	Accessing the IFSAH Portal & Disclosure Domain	3
2.	Landing Page	5
3.	Language preference for submitting the Disclosure.	8
4.	Eform 1- when an interested persons acquire an interest.	11
5.	Eform 2 - when change occurs in an interested person's interest.	16
6.	Eform 3 - Group form and purpose behind ownership	21
7.	Eform 4 - Shareholders in a listed company	24
8.	Eform 5 - Corporate insiders watch list.	27
9.	Eform 6 - Corporate insiders disclosure form after dealing in listed company.	29
10.	Eform 7 - lawsuits and court judgments.....	31
11.	Eform 8 - credit rating form	32
12.	Eform 9 - listed sukuk and bonds.....	34
13.	Eform 10 - Board of directors and financial results	36
14.	Eform 11 - General assembly meeting.....	43
15.	Eform 12 - Other material information.....	50
16.	Eform 13 - Disclosure of "public" investment fund monthly information	52
17.	Eform 14 - Sales or purchases permitted for the controllers.	55
18.	Supplementary/correction/update Functionality.....	58
	Appendix 1	65

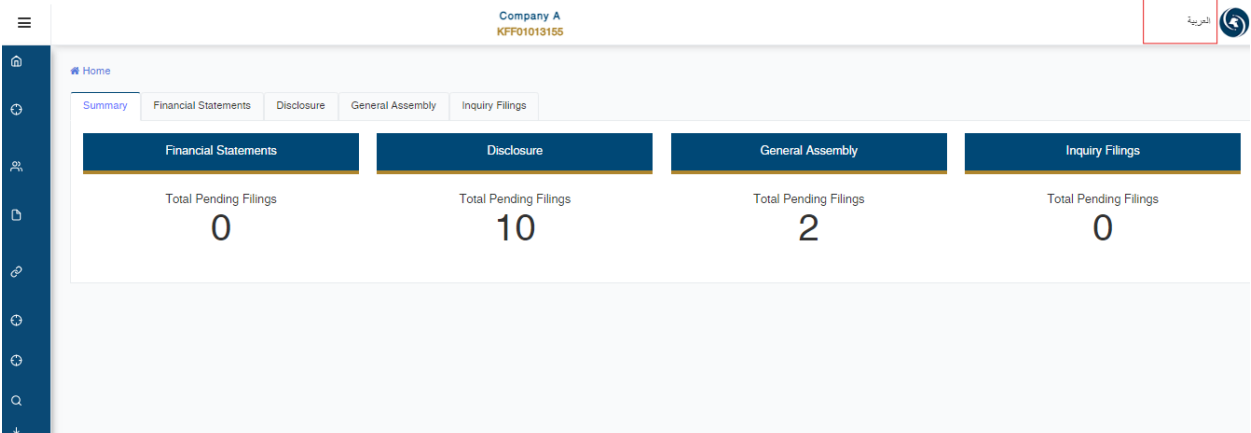
1. Accessing the IFSAH Portal & Disclosure Domain

Entity users like Company/fund Admins, Company/fund Super Users (SUs), and Company/fund/ Users (CUs) and individuals can access the IFSAH portal using any internet-connected browser. To log in, navigate to the portal at <https://ifsah.cma.gov.kw>.

After opening the link, you will see the screen given below, where you can select the appropriate radio button for either "Company" or "Individual," depending on the type of entity you represent.

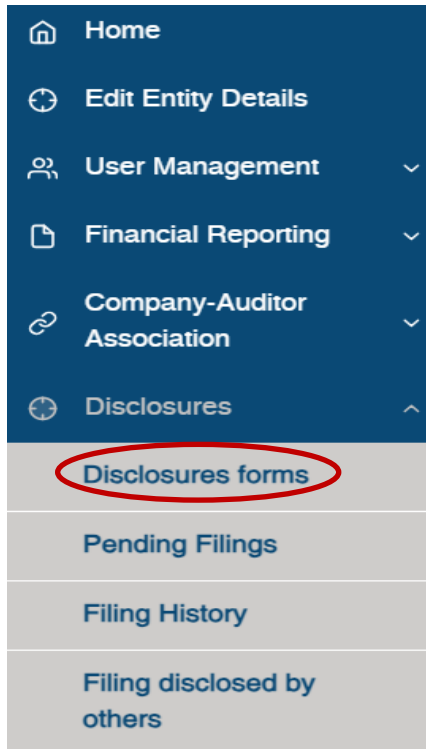


Once Filers have logged into the IFSAH portal with valid credentials, they can select their preferred system language either as English or Arabic for data entry.



After selecting the preferred language, users can access the left menu, which will display a list of all the domains they have access to.

From this list, select the "Disclosure" menu. Within the Disclosure menu, you will find four sub-menus to choose from.



Within the Disclosure menu, there are four sub-menus:

- Disclosure Forms:** Clicking on this will first take you to the landing page for all forms. From there, you can select the specific eForm you need.
- Pending Filings Submitted:** This section contains all saved filings in progress and submitted filings awaiting regulatory approval.
- Filings History:** This section includes filings approved by the regulators and completed all necessary actions.
- Filings Disclosed by Others:** This sub-menu is available only for listed companies and applies to eForms 1, 2, 3, and 6. It displays disclosures submitted by any interested party or insider, which are shared with the listed company.

2. Landing Page

Upon clicking the "Disclosure Form" sub-menu within the IFSAH portal, you will be presented with a comprehensive list of all fourteen disclosure forms. These forms are categorized into four main sections for ease of navigation:

1. Interested Person
2. Insider Disclosure
3. Material Information Disclosure
4. Other Disclosure

Below is the screenshot showing all the disclosures covered under this section.

Interested Person

يجب ملء النموذج باللغتين الإنجليزية والعربية

Interested Person Disclosure

EForm	Disclosure name	Reference to the executive bylaws	
eForm 1	Disclosure form when an interested person's acquires an interest and the purpose of such ownership	Disclosure 1	➡
eForm 2	Disclosure form when change occurs in an interested person's interest and purpose of such ownership	Disclosure 2	➡
eForm 3	Disclosure of group form and purpose behind ownership	Disclosure 3	➡
eForm 4	Disclosure form for shareholders' in a listed company whose ownership reaches 5% or more of the company's capital	Disclosure 4	➡

Insider Disclosure

Insiders Disclosures

EForm	Disclosure name	Reference to the executive bylaws	
eForm 5	Corporate insiders watch list form and its updates	Disclosure 5	➡
eForm 6	Corporate insiders disclosure form after dealing in listed company's shares or parent company's shares	Disclosure 6	➡

Material Information Disclosure

Material Information

EForm	Disclosure name	Reference to the executive bylaws	
eForm 7	Disclosure form of lawsuits and court judgments	Disclosure 7	➡
eForm 8	Disclosure of credit rating form	Disclosure 8	➡
eForm 9	Disclosures concerning listed sukuk and bonds	Disclosure 10,11,12 and 13	➡
eForm 10	Board of directors meeting and financial results	Disclosure 9,10,11 and 12	➡
eForm 11	General assembly meeting	Disclosure 10, 11, 12 and 14	➡
eForm 12	Other material information	Disclosure 10,11 and 12	➡

Other disclosure

Other Disclosures

EForm	Disclosure name	Reference to the executive bylaws	
eForm 14	Sales or purchases permitted for the controllers of a listed company's shares	Book 9 form 6	➡

2.1 Granting access to disclosure

Not all disclosures will be available for users to submit, as it depends on two scenarios:

1. The type of entity they belong to
2. The specific disclosures they have access to.

Only the relevant disclosures will be visible to them on the landing page. The type of eForm available for the company is automatically derived and auto selected when a company is created through the public URL.

Reporting Domain*

☒ Disclosures

- ☒ Disclosure Form When an Interested Person's Acquires an Interest and the Purpose of Such Ownership
- ☒ Disclosure Form When Change Occurs in an Interested Person's Interest and Purpose of Such Ownership
- ☒ Disclosure of Group Form and Purpose behind Ownership
- ☒ Disclosure Form for Shareholders' in a Listed Company whose Ownership reaches 5% or More of the Company's Capital
- ☒ Corporate Insiders Watch List Form and its updates

Submit
Reset
Return to Login

For users, such as super users and regular users, disclosure access is managed through the User Management system, where specific disclosures are assigned based on responsibility.

- a. Entity admins have access to all the reporting domain and eforms.
- b. Super users: Their access is assigned by the company admin.
- c. Users: Their disclosure access is granted by either the company admin or the super user. When the super user assigns access, they can provide access to the CU for disclosures that the super users themselves have access to.

Steps for assigning the reporting domain:

1. Go to the Company admin / CSU login.
2. Select the "User Management" menu.
3. Next, choose the option to add or edit company super user or company user details.

Dar AL Thuraya Real Estate Co.
KRF12013074

Home

Summary Financial Statements Disclosure General Assembly Corporate Governance Inquiry Filings

Financial Statements

Total Pending Filings
2

Disclosure

Total Pending Filings
85

Inquiry Filings

Total Pending Filings
12

4. This will navigate you to the grid, where you can modify the accessibility of existing users, create new users, and assign their access permissions.

Dar AL Thuraya Real Estate Co.
KRF12013074

Home / User Management / Add/Edit Company User Details

User Details

Add

Sr. no.	Role	User name	First name	Last name	Active	Action
1	Company User	testcu2@mail.com	hgdwghv	hgvhjvjbkhb	<input checked="" type="checkbox"/>	Edit View
2	Company User	test@ma.com	gfgghv	ytyguy	<input type="checkbox"/>	Edit View

5. Select the reporting domain for which they will have responsibility, allowing them to enable or disable options as needed.

Reporting Domain *

and the Purpose of Such Ownership

- ☒ Disclosure Form When Change Occurs in an Interested Person's Interest and Purpose of Such Ownership
- ☒ Disclosure of Group Form and Purpose behind Ownership
- ☒ Disclosure Form for Shareholders' in a Listed Company whose Ownership reaches 5% or More of the Company's Capital
- ☒ Corporate Insiders Watch List Form and its updates
- ☒ Corporate Insiders Disclosure Form after Dealing in Listed Company's Shares or Parent Company's Shares

Active

☒ Yes ☐ No

[Submit](#) [Reset](#)

Similarly, when individual users are created, their roles are automatically derived and selected when registered through the public URL.

3. Language preference for submitting the Disclosure.

a. Arabic Filing Mandatory; English Optional

For entities categorized under Main market (listed), Individual, or Collective Investment Scheme, the following language submission guidelines apply:

- **Arabic Submission:** It is compulsory to complete the disclosure details in Arabic. This is the primary filing requirement.
- **Optional English Submission:** You have the option to provide the same information in English. This is an additional step that can be taken if desired.

Arabic

نموذج إصاحاح الشخص المطلع لدى الحركة المدرجة بعد التعامل في الأوراق المالية للشركة المدرجة أو الحركة الأم

المعلومات الأساسية عن الشخص الملتزم/ الجهة

بيانات الاتصال	التفاصيل
رقم الهاتف : 1-684-123	اسم الملتزم : Fund test En
رقم الفاكس :	اسم الشركة التي يعمل لديها :
البريد الإلكتروني : angithafund@mail.com	رقم الهوية / السجل التجاري لمقدم الطلب : 13234
	رمز الشركة :
تفاصيل العنوان القانوني	رقم السجل التجاري :
اسم : legal first middle last arabic	المنصب / الوظيفة :
رقم التليفون : 1-264-23454	تاريخ التقدير/الإرسال : 25/08/2024
عنوان الإيميل : legalrepr@m.com	

نوع التعامل : اختر

- **Language Selection Process:**
 - After filling out the necessary details in Arabic, the system will inquire whether you wish to proceed with an English submission.
 - If you opt for "Yes," an English input tab will be made available for you to enter the corresponding details.
 - Once you have completed the English section, the submission button will be activated, allowing you to finalize and submit your disclosure.

By adhering to these guidelines, filer can ensure that disclosures are submitted accurately and in compliance with the regulatory language requirements.

أقر بأن كافة المعلومات الواردة في هذا النموذج صحيحة ودقيقة ومسجدة وقد تم إدراجها بما يتفق مع أحكام الفصل الثالث من كتاب الإفصاح والشفافية من الذئمة التنظيمية لقانون الهيئة، والتي على هامش حق هيئة أسواق المال في التفتيش أي إجراء جزائي أو تقييبي ضد أي شخص يقدم بيانات أو إقرارات غير صحيحة أو مشككة في هذا النموذج، ولتجهد بالقيام بتحديث المعلومات الواردة في هذا النموذج وتزويده هيئة أسواق المال بالبريد الإلكتروني وفقاً للائحة المصادق عليها في الأحكام المذكورة أعلاه.

☒ This disclosure will be shared with Boursa for review and publishing.
Do you want to submit this form in English? ☐ Yes ☒ No

Submit Save Reset

Arabic English

Corporate insiders disclosure form after dealing in listed company's shares or parent company's shares

Individual/Company Details

Details		Contact details	
Name of disclosing person *:	Fund test En	Phone number :	1-684-123
Name of company in which person works *:	Enter	Fax number :	
ID card/ company registration number for the applicant * :	13234	Email :	angithafund@mail.com
Company ticker :	Enter	Legal representative details	
Company number :	Enter	Name :	legal first middle last english
Position *:	Enter	Phone number :	1-264-23454
		Email id :	legalrepr@m.com

b. Arabic and English Filing Mandatory

For companies categorized under the Listed Premium Market, it is a regulatory requirement to submit disclosures in both Arabic and English. To facilitate this process, the IFSAH portal provides a dual-tab system for entering information in both languages.

Arabic English

Disclosure form when change occurs in an interested person's interest and purpose of such ownership

Individual/Company details

Details		Contact details	
Name of interested person :	Dar AL Thuraya Real Estate Co.	Phone number :	965-12345678
Identification card ⁽¹⁾ / Commercial register number :	12345678	Fax number :	965-12345678
Capacity of the applicant ⁽²⁾ *:	Enter	Email :	DarAL@gmail.com
Applicant name *:	Enter	Legal representative details	
Submission date :	02/10/2024	Name :	Ahmad Middle Name
		Phone number :	965-12345678
		Email id :	DarAL@gmail.com

Step-by-Step Guide for Dual-Language Submission:

- Language Tabs:** At the top of the form entry page, you will find two tabs: one labeled "Arabic" and the other labeled "English."
- Enter Arabic Details:**
 - Click on the "Arabic" tab to start entering the disclosure details in Arabic.

- Complete all mandatory fields as per the form requirements.

3. Enter English Details:

- Once the Arabic section is complete, click on the "English" tab to provide the same details in English.
- Fill in all corresponding fields, mirroring the information provided in the Arabic section. A markup will be present in the English field to guide what was added in the Arabic section.

4. Review and Submit:

- After entering details in both languages, review the information in each tab to ensure completeness and accuracy.
- If any adjustments are needed, you can navigate between the tabs to make corrections.
- Once you are satisfied with the entries in both languages, proceed to submit the form.

5. Final Submission:

- The submission button will be enabled only after both the Arabic and English sections of the form are completed.
- Click the submit button to finalize your disclosure submission.
- You will receive a confirmation notification email upon successful submission.

Note: Appendix I includes the accessibility matrix, which lists all the disclosure that a particular company is responsible for submitting.

4. Eform 1- when an interested persons acquire an interest.

Disclosure form when an interested persons acquire an interest and the purpose of such ownership (Reference to Executive By-Law Disclosure 1, within the Interested Person Disclosure section)

General Guidelines:

1. When to File Eform 1: This form must be filled out once an individual or entity invests in a listed company. Any transaction exceeding 0.5% or a change in investment purpose requires Eform 2.
2. Language Requirements:
 - Premier Market Companies: The form must be filled in both Arabic and English.
 - Individuals, Main Market Companies, and Funds: The form must be filled in Arabic, with the option to also fill it in English.

Section 1: Individual/company details

- Name and Identification number: The name of the Interested Person and Identification Card/Commercial Register Number are auto populated based on previously submitted and approved entity details by CMA.
- Applicant Name and Capacity: These are manual free-text fields that the user must enter.

Arabic
English

Disclosure form when an interested person's acquires an interest and the purpose of such ownership

Individual/company details

Details	
Name of interested person :	Company A
Identification card ⁽¹⁾ / commercial register number :	00000000
Applicant name * :	<input style="width: 90%; border: 1px solid #ccc;" type="text" value="Enter"/>
Capacity of the applicant ⁽²⁾ * :	<input style="width: 90%; border: 1px solid #ccc;" type="text" value="Enter"/>
Submission date :	25/08/2024

Section 2: Contact details and Legal representative.

- Contact Details: The phone number of the person submitting the filing is retrieved from the entity profile.
- Legal Representative: Details are retrieved from the data entered during entity registration and approved by CMA.

Contact details	
Phone number :	965-12345678
Fax number :	965-12345678
Email :	DarAL@gmail.com
Legal representative details	
Name :	Ahmad Middle Name
Phone number :	965-12345678
Email id :	DarAL@gmail.com

Section 3: Company information

- Mandatory Details: The user must enter details for the sector and the name of the company on whose behalf they are submitting the form. If the sector of the company is unknown, the user can select “**All**” to search for the company name across all sectors.
- Reason for Acquisition: The user must provide the reason for acquiring such an interest.

Company information	
Sector of the listed company * :	<input type="text" value="Select"/>
Name of listed company * :	<input type="text" value="Select"/>
Reason for acquiring such interest * :	<input type="text" value="Select"/>
Date of acquiring such interest * :	<input type="text" value="dd/mm/yyyy"/>

Section 4: Means for acquiring such interest.

This section contains six questions regarding the means of acquiring interest:

1. Are there any shares owned by the interested person and his minors who are under his custody?
2. Are there any shares owned by the interested person through investment portfolios, electronic trading accounts, or third parties if he controls voting rights of such shares?
3. Are there any voting rights held by a third party under an agreement concluded with that interested person providing for the temporary or permanent transfer of the voting rights of those shares?
4. Are there any voting rights attached to shares deposited with an investment portfolio or electronic trading account, provided that the person holding the investment portfolio or electronic trading account (the interested person) controls that voting rights of such shares?
5. Are there any voting rights attached to share which are lodged as collateral with the lender (the interested person)?
6. Is there any interest acquired through a collective investment scheme while having a clause in the contract or articles of associations that prevents exercising voting rights?

Means for acquiring such interest	
1. Are there any shares owned by the interested person and his minors who are under his custody?	<input type="radio"/> Yes <input checked="" type="radio"/> No
2. Are there any shares owned by the interested person through investment portfolios, electronic trading accounts, or third parties if he controls voting rights of such shares?	<input type="radio"/> Yes <input checked="" type="radio"/> No
3. Are there any voting rights held by a third party under an agreement concluded with that interested person providing for the temporary or permanent transfer of the voting rights of those shares?	<input type="radio"/> Yes <input checked="" type="radio"/> No
4. Are there any voting rights attached to shares deposited with an investment portfolio or electronic trading account, provided that the person holding the investment portfolio or electronic trading account (the interested person) controls that voting rights of such shares?	<input type="radio"/> Yes <input checked="" type="radio"/> No
5. Are there any voting rights attached to share which are lodged as collateral with the lender (the interested person)?	<input type="radio"/> Yes <input checked="" type="radio"/> No
6. Is there any interest acquired through a collective investment scheme while having a clause in the contract or articles of associations that prevents exercising voting rights?	<input type="radio"/> Yes <input checked="" type="radio"/> No

Each of the six questions related to acquiring such interest includes a radio button option. If the filer answers "Yes" to any of these questions, they must complete the accompanying table with the required details.

Means for acquiring such interest

1. Are there any shares owned by the interested person and his minors who are under his custody? ☒ Yes ☐ No

Sn	Name of interested person *	Interest type *	Number of shares *	Percentage of shares *	Date of acquiring such interest *	Name of the company holding the portfolio/ electronic trading accounts (if any) ⁽³⁾	
1	<input type="text" value="Enter"/>	<input type="text" value="Select"/>	<input type="text" value="Enter"/>	<input type="text" value="Enter"/>	<input type="text" value="dd/mm/yyyy"/>	<input type="text" value="Enter"/>	+ -

2. Are there any shares owned by the interested person through investment portfolios, electronic trading accounts, or third parties if he controls voting rights of such shares? ☐ Yes ☒ No

3. Are there any voting rights held by a third party under an agreement concluded with that interested person providing for the temporary or permanent transfer of the voting rights of those shares? ☐ Yes ☒ No

4. Are there any voting rights attached to shares deposited with an investment portfolio or electronic trading account, provided that the person holding the investment portfolio or electronic trading account (the interested person) controls that voting rights of such shares? ☐ Yes ☒ No

5. Are there any voting rights attached to share which are lodged as collateral with the lender (the interested person)? ☐ Yes ☒ No

6. Is there any interest acquired through a collective investment scheme while having a clause in the contract or articles of associations that prevents exercising voting rights? ☐ Yes ☒ No

- Name of Interested Person: Free text field
- Interest Type (questions 1, 2 and 6): dropdown list (direct and indirect)
- Voting rights (questions 3, 4 and 5): dropdown list (permanent and temporary)
- Number of Shares: Numeric fields only digits
- Percentage of Shares: Percentage field cannot exceed 100.
- Date of acquiring such interest: date field
- Name of the company holding the portfolio/ electronic trading accounts (if any): free text field

Total: Number of Shares and Percentage of Shares are auto calculated for the table.

Total	Number of shares (before change)	Percentage of shares (before change)	Number of shares (after change)	Percentage of shares (after change)
	<input type="text"/>	<input type="text"/> %	<input type="text"/>	<input type="text"/> %

Correction Functionality:

For the filing submitted the Boursa kuwait regulator will take the below action

1. Acknowledged by Boursa : Filing got acknowledge by bk
2. Published by Boursa: BK published to the Boursa Kuwait websie
3. Published with comments by Boursa: BK published to website with a comment, filer need to take action regarding the comment by boursa
4. Request for revision by Boursa: BK have rejected the filing and the filer need to re-submit the filing again. The filing cannot be edited.
5. Embargoed by Boursa : it is recived at Boursa end and currently onhold for review or if that is submitted after the Business hours

If Bursa Acknowledge or publish the filing then the filer will have access to correction functionality to make any necessary amendments.

[Correction](#)

Arabic
English

Disclosure form when an interested person's acquires an interest and the purpose of such ownership

Individual/company details

Details	
Name of interested person :	Company A
Identification card ⁽¹⁾ / commercial register number :	00000000
Applicant name * :	name 1
Country of the applicant (2) :	Kuwait

Contact details	
Phone number :	965-0000000000
Fax number :	
Email :	abdallahamad@live.com

5. Eform 2 - when change occurs in an interested person's interest.

Disclosure form when change occurs in an interested person's interest and purpose of such ownership (reference to executive by law, book 10 disclosure 2)

General guidelines

1. When to File Eform 2: This form must be filled out when there is a change in ownership in a listed company by 0.5% or a change in investment purpose.
2. Premier Market Companies: The form must be filled in both Arabic and English.
3. Individuals, Main Market Companies, and Funds: The form must be filled in Arabic, with the option to also fill it in English.
4. Date Fields: Cannot accept future dates.
5. Percentage Fields: Cannot exceed 100% and may include decimals.
6. Number of Shares: Accepts numeric values without decimals.

Section 1: Individual/company details

- Name and Identification: Auto-populated from the entity details submitted and approved by CMA.
- Applicant Name and Capacity: Manual free-text fields to be entered by the user.

Arabic
English

Disclosure form when an interested person's acquires an interest and the purpose of such ownership

Individual/company details

Details	
Name of interested person :	Company A
Identification card ⁽¹⁾ / commercial register number :	00000000
Applicant name * :	<input type="text" value="Enter"/>
Capacity of the applicant ⁽²⁾ * :	<input type="text" value="Enter"/>
Submission date :	25/08/2024

Section 2: Contact details and Legal representative.

- **Contact Details:** Phone number of the person submitting the filing is retrieved.
- **Legal Representative:** Details are retrieved from the data entered during entity registration and approved by CMA.

Contact details	
Phone number :	965-12345678
Fax number :	965-12345678
Email :	DarAL@gmail.com

Legal representative details	
Name :	Ahmad Middle Name
Phone number :	965-12345678
Email id :	DarAL@gmail.com

Section 3: Link with Eform 1

How was the document "eForm 1: disclosure when an interested person acquires an interest and the purpose of such ownership" was submitted? *

☐ Through CMA portal
 ☒ Paper based

Company information

Sector of the listed company * :

Name of listed company * :

Previous reason for acquiring such interest* :

- Initial Question: "How was eForm 1 submitted?" with options {Paper-Based, Through CMA Portal}.
- Auto-Population: If submitted through the CMA portal, information from eForm 1 will be auto-populated post choosing the listed company in the following section.
- Manual Entry: If submitted on paper, details must be entered manually.

Section 4: Company information

- Sector and Company Selection: Choose from the dropdown list. If the sector of the company is unknown, the user can select **"All"** to search for the company name across all sectors.
- Previous Reason for Acquisition: Select from the dropdown list.

Company information

Sector of the listed company * : Select ▼

Name of listed company * : Select ▼

Previous reason for acquiring such interest * : Select ▼

Date of the previous disclosure * : dd/mm/yyyy

Date of change occurrence * : dd/mm/yyyy

Are there any changes in the purpose for acquiring such interest? *
☐ Yes ☒ No

- Date of the previous Disclosure: Enter the date of the previous disclosure.
- Change Occurrence Date: Enter the date when the change occurred; must be earlier than the current date.
- Change in Purpose: If there are changes in the purpose for acquiring interest, provide the new purpose.

Company information

Sector of the listed company * : Select ▼

Name of listed company * : Select ▼

Previous reason for acquiring such interest * : Select ▼

Date of the previous disclosure * : dd/mm/yyyy

Date of change occurrence * : dd/mm/yyyy

Are there any changes in the purpose for acquiring such interest? *
☐ Yes ☒ No

There is a question: "Are there any changes in the purpose for acquiring such interest?" If you select "Yes," an additional question will appear asking for the purpose after the change.

- Purpose after the change: If there are changes in the purpose for acquiring interest, provide the new purpose.

Are there any changes in the purpose for acquiring such interest? *
☒ Yes ☐ No

The purpose after the change * : Select ▼

Section 4: Means for acquiring such interest.

This section contains six questions regarding the means of acquiring interest:

7. Are there any shares owned by the interested person and his minors who are under his custody?
8. Are there any shares owned by the interested person through investment portfolios, electronic trading accounts, or third parties if he controls voting rights of such shares?
9. Are there any voting rights held by a third party under an agreement concluded with that interested person providing for the temporary or permanent transfer of the voting rights of those shares?
10. Are there any voting rights attached to shares deposited with an investment portfolio or electronic trading account, provided that the person holding the investment portfolio or electronic trading account (the interested person) controls that voting rights of such shares?
11. Are there any voting rights attached to share which are lodged as collateral with the lender (the interested person)?
12. Is there any interest acquired through a collective investment scheme while having a clause in the contract or articles of associations that prevents exercising voting rights?

Means for acquiring such interest	
1. Are there any shares owned by the interested person and his minors who are under his custody?	<input type="radio"/> Yes <input checked="" type="radio"/> No
2. Are there any shares owned by the interested person through investment portfolios, electronic trading accounts, or third parties if he controls voting rights of such shares?	<input type="radio"/> Yes <input checked="" type="radio"/> No
3. Are there any voting rights held by a third party under an agreement concluded with that interested person providing for the temporary or permanent transfer of the voting rights of those shares?	<input type="radio"/> Yes <input checked="" type="radio"/> No
4. Are there any voting rights attached to shares deposited with an investment portfolio or electronic trading account, provided that the person holding the investment portfolio or electronic trading account (the interested person) controls that voting rights of such shares?	<input type="radio"/> Yes <input checked="" type="radio"/> No
5. Are there any voting rights attached to share which are lodged as collateral with the lender (the interested person)?	<input type="radio"/> Yes <input checked="" type="radio"/> No
6. Is there any interest acquired through a collective investment scheme while having a clause in the contract or articles of associations that prevents exercising voting rights?	<input type="radio"/> Yes <input checked="" type="radio"/> No

- **Radio Button Option:** Select "Yes" or "No". If "Yes", complete the accompanying table with required details.

Means of acquiring such interest											
1. Are there any changes in the shares owned by the interested person and his minors who are under his custody? <input checked="" type="radio"/> Yes <input type="radio"/> No											
Sr.	Name of the share owner	Interest type ⁽¹⁾	Number of shares ⁽²⁾	Percentage of shares ⁽³⁾	Date of acquiring such interest ⁽⁴⁾	Name of the company holding the portfolio/ electronic trading accounts (if any) ⁽⁵⁾	Interest type after change	Number of shares after change	Percentage of ownership after change	Date of change ⁽⁶⁾	Name of the company holding the portfolio/ electronic trading accounts (if any) ⁽⁶⁾
1	<input type="text" value="Enter"/>	<input type="text" value="Select"/>	<input type="text" value="Enter"/>	<input type="text" value="Enter"/>	<input type="text" value="dd/mm/yyyy"/>	<input type="text" value="Enter"/>	<input type="text" value="Select"/>	<input type="text" value="Enter"/>	<input type="text" value="Enter"/>	<input type="text" value="dd/mm/yyyy"/>	<input type="text" value="Enter"/>
2. Are there any shares owned by the interested person through investment portfolios, electronic trading accounts, or third parties provided that he controls voting rights of such shares? <input type="radio"/> Yes <input checked="" type="radio"/> No											
3. Are there any voting rights held by a third party under an agreement concluded with that interested person providing for the temporary or permanent transfer of the voting rights of those shares? <input type="radio"/> Yes <input checked="" type="radio"/> No											
4. Are there any voting rights attached to shares deposited with an investment portfolio or electronic trading account, provided that the person holding the investment portfolio or electronic trading account (the interested person) controls that voting rights of such shares? <input type="radio"/> Yes <input checked="" type="radio"/> No											
5. Are there any voting rights attached to share which are lodged as collateral with the lender (the interested person)? <input type="radio"/> Yes <input checked="" type="radio"/> No											
6. Is there any interest acquired through a collective investment scheme while having a clause in the contract or articles of associations that prevents exercising voting rights? <input type="radio"/> Yes <input checked="" type="radio"/> No											
7. Are there any voting rights granted to the interested person in accordance with future and forwards contracts? <input type="radio"/> Yes <input checked="" type="radio"/> No											

Table fields:

- Name of Interested Person
- Interest Type (questions 1, 2 and 6)
- voting rights (questions 3, 4 and 5)
- Number of Shares
- Percentage of Shares
- Date of acquiring such interest
- Name of the company holding the portfolio/ electronic trading accounts (if any)

Number of Shares and Percentage of Shares are auto calculated for the table.

Total	Number of shares (before change)	Percentage of shares (before change)	Number of shares (after change)	Percentage of shares (after change)
	<input type="text"/>	<input type="text"/> %	<input type="text"/>	<input type="text"/> %

- **Paper Submission:** Attach eForm 1 if it was submitted outside the portal.

Details:

Proof of submission of "eForm 1: Disclosure when an interested person acquires an interest and the purpose of such ownership" was submitted? Choose File No file chosen

- **Update and Correction Functionality:** Once acknowledged by Boursa, the filer will have access to update and correction functionality to make any necessary amendments. Certain mandatory fields from the previous disclosure will be automatically populated in the form. Any required fields that must be completed by the filer will remain blank for the user to fill in before submission.

Update
Correction

Arabic
English

Disclosure form when change occurs in an interested person's interest and purpose of such ownership

Individual/Company details

Details

Name of interested person :	Company A
Identification card ⁽¹⁾ / Commercial register number :	00000000

Contact details

Phone number :	965-0000000000
Fax number :	

6. Eform 3 - Group form and purpose behind ownership

Disclosure of group form and purpose behind ownership (reference to executive by law, book 10 disclosure 3)

General guidelines

- Eform 3 should be filled if the consolidated interest threshold reaches 5% or more of the capital of listed company.
- For companies in premier market, the form should be filled in both languages.
- For individuals, companies (main market) and fund, the form should be filled in Arabic with an option to be filled in English.
- Date fields cannot accept future dates.
- Percentage fields cannot accept more than 100% and can be decimals.
- Number of shares only accept numeric without decimals.

Section 1: Individual/company details

- Name of Interested Person and Identification Card/Commercial Register Number the detail is auto populated from the entity details submitted and approved by CMA.
- Competent person and Capacity: These are free-text fields that the user needs to enter manually.

Company details	
Details	
Name of interested person :	Company A
Commercial register number :	00000000
Submission date :	25/08/2024
Competent person * :	<input type="text" value="Enter"/>
Capacity * :	<input type="text" value="Enter"/>

Section 2: Contact details and Legal representative.

In the contact details section, the phone number of the person submitting the filing is auto populated.

For the Legal Representative, the details are auto populated from the data entered during entity registration and approved by CMA.

Contact details	
Phone number :	965-12345678
Fax number :	965-12345678
Email :	DarAL@gmail.com

Legal representative details	
Name :	Ahmad Middle Name
Phone number :	965-12345678
Email id :	DarAL@gmail.com

Section 3: Company information

- Choosing the sector, the listed company, previous reason for acquiring such interest from the dropdown in which the filer invested in. If the sector of the company is unknown, the user can select “**All**” to search for the company name across all sectors.

Number of shares of listed company and date of acquiring such interest should be added manual.

Company information

Name of sector * : Select

Name of listed company * : Select

Number of shares of listed company * : Enter

Date of acquiring such interest * :
 dd/mm/yyyy

Section 4: Ownership

A table should be filled covering type of filer (drop down) and name of filer, ownership before the change (optional) and ownership after the change (mandatory). Filer can add or delete the number of rows.

Ownership of the subsidiary companies and companies upon which the interested person has effective control and any change thereto are to be filled up in the following table :

Sn	Details of interest		Ownership before change (if any)			Current ownership			
	Type of filer *	Name *	Number of shares	Percentage of shares	Date	Number of shares *	Percentage of shares *	Date *	
1	Select	Enter	Enter	Enter	 dd/mm/yyyy 	Enter	Enter	 dd/mm/yyyy 	+ -

Number of Shares and Percentage of Shares are auto calculated before and after the change.

Total	Number of shares (before change)	Percentage of shares (before change)	Number of shares (after change)	Percentage of shares (after change)
	<input type="text"/>	<input type="text"/> %	<input type="text"/>	<input type="text"/> %

The purpose of acquiring such interest must be provided, requiring users to fill in the previous and current purposes.

Purpose of acquiring such interest

Previous purpose :

Current purpose * :

Attachment for graph or organizational structure should be added by the filer.

Ownership structure

Graph or organizational structure that shows the relationship chain between the interested person, its subsidiary companies and the companies upon which he has effective control * :

Choose File

No file chosen

Post submitting and acknowledgment from Boursa, the filer will have an update and a correction functionality. Certain mandatory fields from the previous disclosure will be automatically populated in the form. Any required fields that must be completed by the filer will remain blank for the user to fill in before submission.

7. Eform 4 - Shareholders in a listed company

Disclosure form for shareholders in a listed company whose ownership reaches 5% or more of the company's capital (reference to executive by law, book 10 disclosure 4)

General guidelines

- Eform 4 should be filled by the listed companies and listed funds on yearly basis, to disclose any major shareholders whose ownership reach 5% or more.
- For companies in premier market, the form should be filled in both languages.
- For companies (main market), the form should be filled in Arabic with an option to be filled in English.
- Date fields cannot accept future dates.
- Percentage fields cannot accept more than 100% and can be decimals.
- Number of shares only accept numeric without decimals.

Section 1: company details

- Name of Interested Person and Identification Card/Commercial Register Number the detail is auto populated from the entity details submitted and approved by CMA.
- Competent name and capacity of and phone number: These are free-text fields that the user needs to enter manually.

Company details	
Details	
Name of listed company :	Company A
Commercial register number :	00000000
Competent person * :	<input type="text" value="Enter"/>
Capacity of competent person * :	<input type="text" value="Enter"/>
Phone number of competent person * :	<input type="text" value="Enter"/>
Submission date :	25/08/2024

Section 2: Contact details and Legal representative.

In the contact details section, the phone number of the person submitting the filing is auto populated.

For the Legal Representative, the details are auto populated from the data entered during entity registration and approved by CMA.

Contact details	
Phone number :	965-12345678
Fax number :	965-12345678
Email :	DarAL@gmail.com

Legal representative details	
Name :	Ahmad Middle Name
Phone number :	965-12345678
Email id :	DarAL@gmail.com

Section 3: Company information

Chairman of the board of Director or his deputy need to be entered manually by the user

Company information

Chairman of the board of director or his deputy * :	الاسم الاسم
Number of shares of listed company * :	Enter

Number of Shares of listed company should be added as numeric field.

Company information

Chairman of the board of director or his deputy * :	الاسم الاسم
Number of shares of listed company * :	Enter

Section 4: Shareholder's ownership

Table should be filled as ownership of previous and current year as following:

Major shareholders whose ownership reach 5% or more or more of the company capital and any change that may occur to this percentage shall be filled up in the following table :

Sn	Name of shares owner	Ownership at the end of previous year (if any)			ownership at the end of current year (if any)			
		Number of shares	Percentage of shares	Date	Number of shares	Percentage of shares	Date *	
1	Enter	Enter	Enter	dd/mm/yyyy	Enter	Enter	dd/mm/yyyy	+ -

Name of Shares Owner should be added as a free text field.

Number of shares as numeric field

Shares Percentage as a numeric field

Number of Shares and Percentage of Shares are auto calculated for previous year and current year.

Total	Number of shares previous	Percentage of shares previous	Number of shares current	Percentage of shares current
	<input type="text"/>	<input type="text"/> %	<input type="text"/>	<input type="text"/> %

Attachments and comments are optional, if needed user can submit the

Attachment :

Choose File

No file chosen

Comments :

Enter

Post submitting and acknowledgment from Bursa, the filer will have a correction and update functionality. **On update**, the system will now automatically populate data from the previous submission, while leaving the fields blank for the filer to complete as required.

8. Eform 5 - Corporate insiders watch list.

Corporate insiders watch list form and its updates (reference to executive by law, book 10 disclosure 5)

General guidelines

- Eform 5 should be filled by all the listed companies for all the insiders in the company.
- For companies in premier market, the form should be filled in both languages.
- For companies (main market), the form should be filled in Arabic with an option to be filled in English.
- Email fields only accept Email format @.
- Percentage fields cannot accept more than 100% and can be decimals.
- Total Share Balance in the listed company only accept numeric without decimals.

Section 1: company details

Filer details, contact details and legal representative details are auto populated from registration form.

Company details	
Details	Contact details
Company name :	Demo Company - Fund Manager
Company ticker :	IBFM12345
Sector :	Financial Sector
Commercial register number :	98765432345
Chairman of the board of director or his deputy * :	Company User
Submission date :	09/08/2024
	Phone number :
	855-45678765432
	Fax number :
	93-123123123
	Email id :
	ibfmcompany@gmail.com
	Legal representative details
	Name :
	Legal Representative en micle name en IBFM en
	Phone number :
	359-99999999998
	Email id :
	legalrepresentative.ibfm@gmail.com

Competent name, position, Email and phone number should be filled manual and free text field.

Competent person who will answer enquires of the capital markets authority regarding insiders

Details	
Competent person name * :	Abdullah Saud Abdulaziz
Position * :	Manager

Section 2: Members of Board of Directors and Executive Body

All fields in the table are mandatory, except for the trading number, which is optional if the insider has indicated that they do not have a trading number. User can add or remove rows during the first submission.

Section 3: Insiders Watch List in Parent and Subsidiary Companies

A question “Do you have any Corporate Insider from the parent company and subsidiaries ...” with a radio button of Yes or No

If yes, All fields in the table are mandatory, except for the trading number, which is optional if the insider has indicated that they do not have a trading number.

Do you have any corporate insider from the parent company and subsidiaries board members and management team members? ☒ Yes ☐ No

Corporate Insiders watch list in parent and subsidiary companies – members of board of directors and members of the executive body

Sr	Name	Position	Are you a resident of Kuwait?	Civil id/passport number	Do insider has a trading number?	Trading number	Email id	Name of the subsidiary/parent	Relationship	Total share balance in listed company	Type of update	Update reason	As of date
1	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>

If No, table will not show.

Do you have any corporate insider from the parent company and subsidiaries board members and management team members? ☐ Yes ☒ No

Section 4: Other Corporate Insiders Persons, and Entities

All the fields in the table are mandatory to be filled apart from the trading number which is optional.

User can add or remove rows during the first submission.

Other corporate Insiders persons, and entities *

Sr	Relationship	Institution name	Institution hq	Do insider has a trading number?	Trading number	Total share balance in listed company	Type of update	Update reason	As of date	
1	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>
2	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>

Post submitting and acknowledgment from Bursa, the filer will have a correction and an update functionality.

9. Eform 6 - Corporate insiders disclosure form after dealing in listed company.

Corporate insiders' disclosure form after dealing in listed company's shares or parent company's shares (reference to executive by law, book 10 disclosure 6)

General guidelines

- Eform 6 should be filled by all insider once any transaction took place.
- For companies in premier market, the form should be filled in both languages.
- For companies (main market), funds and individuals, the form should be filled in Arabic with an option to be filled in English.
- Percentage fields cannot accept more than 100% and can be decimals.
- Number of shares only accept numeric without decimals.

Section 1: Individual/company details

Name of disclosing Person, Identification Card/Commercial Register Number this detail is auto populated from the entity details submitted and approved by CMA.

Name of company in which person works, Company ticker and company number:

These are free-text fields that the user needs to enter manually.

Individual/Company Details	
Details	
Name of disclosing person *:	Company A
Name of company in which person works *:	<input type="text" value="Enter"/>
ID card/ company registration number for the applicant * :	00000000
Company ticker :	<input type="text" value="Enter"/>
Company number :	<input type="text" value="Enter"/>
Position *:	<input type="text" value="Enter"/>
Submission date :	25/08/2024

Section 2: Trading type

Trading type is mandatory dropdown field.

Trading type *:

Trading for the account of :

☐ The applicant

☐ One of the minors under his custody or upon acting as an agent or trustee

☐ A legal entity by which the corporate insider owns 50% or more in the Listed Company

Select

Select

Purchase

Ownership change from

Others

Ownership change to

Sale

Section 3: trading the account of

A radio button for trading the account of the applicant or one of the minors under his custody, or upon acting as an agent or trustee, or a legal entity by which the Corporate Insider owns 50% or more in the Listed Company.

The fields will change based on the transaction type: direct or through investment portfolio.

Trading for the account of :

☐ The applicant

☐ One of the minors under his custody or upon acting as an agent or trustee

☐ A legal entity by which the corporate insider owns 50% or more in the listed company

Post submitting and acknowledgment from Bursa, the filer will have a correction functionality.

10. Eform 7 - lawsuits and court judgments


Disclosure form of lawsuits and court judgments (reference to executive by law, book 10 disclosure 7, 11 and 12)

General guidelines

- Eform 7 should be filled list companies or listed funds.
- For companies in premier market, the form should be filled in both languages.
- For companies (main market) and listed funds, the form should be filled in Arabic with an option to be filled in English.
- Date fields cannot accept future dates.

Section 1: Previous submissions

Three radios buttons for the classification of previous submissions

Disclosure form of lawsuits and court judgments 

☒ Select this option if you have not submitted any paper-based rulings

☐ Select this option if you have not submitted the first ruling or it was submitted in a paper-based format

☐ Select this option if you have not submitted the first and the second ruling or it was submitted in a paper-based format

Section 2: Entity details

Filer details, contact details and legal representative details are auto populated from registration form.

Company details									
<table border="1"> <thead> <tr> <th colspan="2">Details</th> </tr> </thead> <tbody> <tr> <td>Name of listed company :</td> <td>Demo Company - Fund Manager</td> </tr> <tr> <td>Commercial register number :</td> <td>98765432345</td> </tr> <tr> <td>Submission date :</td> <td>26/08/2024</td> </tr> </tbody> </table>		Details		Name of listed company :	Demo Company - Fund Manager	Commercial register number :	98765432345	Submission date :	26/08/2024
Details									
Name of listed company :	Demo Company - Fund Manager								
Commercial register number :	98765432345								
Submission date :	26/08/2024								
<table border="1"> <thead> <tr> <th colspan="2">Contact details</th> </tr> </thead> <tbody> <tr> <td>Phone number :</td> <td>855-45678765432</td> </tr> <tr> <td>Fax number :</td> <td>93-123123123</td> </tr> <tr> <td>Email :</td> <td>ibfmicompany@gmail.com</td> </tr> </tbody> </table>		Contact details		Phone number :	855-45678765432	Fax number :	93-123123123	Email :	ibfmicompany@gmail.com
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Legal representative details									
Name :	Legal Representative en middle name en IBFMI en								
Phone number :	359-999999999988								
Email id :	legalrepresentative.ibfmi@gmail.com								

Section 3: Lawsuit form

Based on the selection of previous submission, the form will be updated accordingly:

1. Select this option if you have not submitted any paper-based rulings -> First ruling fields will show and for the field “**Status of Disclosure of First Ruling**,” the user must select either “**Announcement**” or “**Ruling**” as applicable. Select this option if you have not submitted the first ruling or it was submitted in a paper-based format -> First and Appeal will require to be filled.

2. select this option if you have not submitted the first and the second ruling or it was submitted in a paper-based format -> First, Appeal and cassation will require to be filled.

Post submitting and acknowledgment from Bursa, the filer will have a subsequent ruling, correction and supplementary functionalities.

11. Eform 8 - credit rating form

Disclosure of credit rating form (reference to executive by law, book 10 disclosure 8, 11 and 12)

General guidelines

- Eform 8 should be filled by listed companies and listed funds.
- For companies in premier market, the form should be filled in both languages.
- For companies (main market) and funds, the form should be filled in Arabic with an option to be filled in English.

Section 1:

Company details

Filer details, contact details and legal representative details are auto populated from registration form.

Company details									
<table border="1"> <thead> <tr> <th colspan="2">Details</th> </tr> </thead> <tbody> <tr> <td>Name of listed company :</td> <td>Demo Company - Fund Manager</td> </tr> <tr> <td>Commercial register number :</td> <td>96765432345</td> </tr> <tr> <td>Submission date :</td> <td>26/08/2024</td> </tr> </tbody> </table>		Details		Name of listed company :	Demo Company - Fund Manager	Commercial register number :	96765432345	Submission date :	26/08/2024
Details									
Name of listed company :	Demo Company - Fund Manager								
Commercial register number :	96765432345								
Submission date :	26/08/2024								
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Contact details									
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Legal representative details									
Name :	Legal Representative en midle name en IBFMI en								
Phone number :	359-999999999988								
Email id :	legairepresentative.ibfmi@gmail.com								

Section 2: Credit rating form

All the fields in the form are mandatory (free text field) to be filled by the filer apart from other attachment and comments.

Credit rating form

Entity who issues the rating * :	<input type="text" value="Enter"/>
Rating category * :	<input type="text" value="Enter"/>
Rating implications * :	<input type="text" value="Enter"/>
Rating effect on the status of the company * :	<input type="text" value="Enter"/>
Outlook * :	<input type="text" value="Enter"/>
Press release or executive summary * :	<input type="text" value="Enter"/>

Post submitting and acknowledgment from Bursa, the filer will have a correction and supplementary functionality.

12. Eform 9 - listed sukuk and bonds

Disclosures concerning listed sukuk and bonds (reference to executive by law, book 10 disclosure 10, 11, 12 and 13)

General guidelines

- Eform 9 should be filled by listed companies and listed funds.
- For companies in premier market, the form should be filled in both languages.
- For companies (main market) and funds, the form should be filled in Arabic with an option to be filled in English.

Section 1: Company details

Filer details, contact details and legal representative details are auto populated from registration form.

Company details																									
<table border="1"> <thead> <tr> <th colspan="2">Details</th> </tr> </thead> <tr> <td>Name of listed company :</td> <td>Demo Company - Fund Manager</td> </tr> <tr> <td>Commercial register number :</td> <td>98765432345</td> </tr> <tr> <td>Submission date :</td> <td>26/08/2024</td> </tr> </table>	Details		Name of listed company :	Demo Company - Fund Manager	Commercial register number :	98765432345	Submission date :	26/08/2024	<table border="1"> <thead> <tr> <th colspan="2">Contact details</th> </tr> </thead> <tr> <td>Phone number :</td> <td>855-45678765432</td> </tr> <tr> <td>Fax number :</td> <td>93-123123123</td> </tr> <tr> <td>Email id :</td> <td>ibfmicompany@gmail.com</td> </tr> </table> <table border="1"> <thead> <tr> <th colspan="2">Legal representative details</th> </tr> </thead> <tr> <td>Name :</td> <td>Legal Representative en midle name en IBFMI en</td> </tr> <tr> <td>Phone number :</td> <td>359-99999999988</td> </tr> <tr> <td>Email id :</td> <td>legalrepresentative.ibfmi@gmail.com</td> </tr> </table>	Contact details		Phone number :	855-45678765432	Fax number :	93-123123123	Email id :	ibfmicompany@gmail.com	Legal representative details		Name :	Legal Representative en midle name en IBFMI en	Phone number :	359-99999999988	Email id :	legalrepresentative.ibfmi@gmail.com
Details																									
Name of listed company :	Demo Company - Fund Manager																								
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Phone number :	855-45678765432																								
Fax number :	93-123123123																								
Email id :	ibfmicompany@gmail.com																								
Legal representative details																									
Name :	Legal Representative en midle name en IBFMI en																								
Phone number :	359-99999999988																								
Email id :	legalrepresentative.ibfmi@gmail.com																								

Section 2: Listed sukuk and bonds

The filer should choose a subject from the dropdown as per the executive bylaw.

All the fields in the form are mandatory (free text field) to be filled by the filer apart from other attachment and comments.

Material information form

Subject * :

Title of material information * :

Date of material information * :

Material information * :

Significant effect of the material information on the financial position of the company * :

Attachment :

Select

Select

Notice or circulation regarding non-payment of any periodical distributions of sukuk or bo...

Suggested issue of shares, bonds or sukuk and any guarantee.

Suggested change to the capital structure.

Purchase, depreciation, or cancelation of its shares or sukuk or bonds immediately after t...

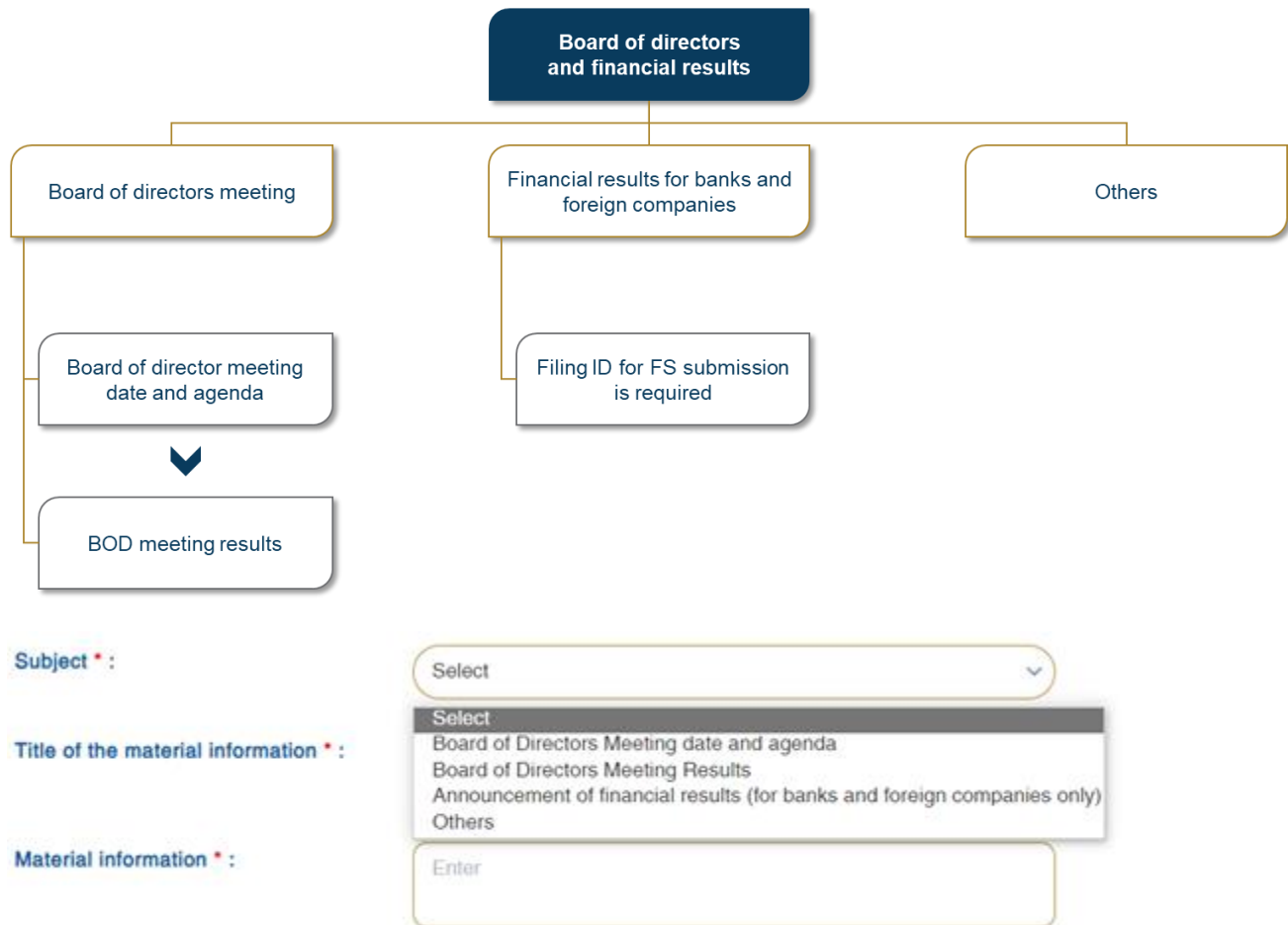
Liquidation according to the prospectus or trust document.

Change in the rights related to any category of their listed shares, convertible sukuk or

Post submitting and acknowledgment from Bursa, the filer will have a correction and supplementary functionality.

13. Eform 10 - Board of directors and financial results

Board of directors and financial results (reference to executive by law, book 10 disclosure 9, 10, 11 and 12)



A. Disclosures Board of director meeting date and agenda

General guidelines

- Listed companies must use eForm 10 for any BOD meeting date and agenda disclosure.
- Companies in the premier market must fill out the form in both the required languages.
- Companies in the main market must fill out the form in Arabic, with the option to also do so in English.

Section 1: Company details

1. **Filer Details:** Automatically populated from the registration form.
2. **Contact Details:** Automatically populated from the registration form.
3. **Legal Representative Details:** Automatically populated from the registration form.

Arabic
English

Board of directors meeting and financial results

Company details

Details	
Name of listed company :	Company A
Commercial register number :	00000000
Submission date :	25/08/2024

Contact details	
Phone number :	965-0000000000
Fax number :	
Email :	abdallahamad@live.com

Legal representative details	
Name:	الاسم: الاسم
Phone number :	965-9999999999
Email id :	abdallahamad@live.com

Section 2: Meeting date and agenda

All the fields in the form are mandatory (free text field) to be filled by the filer apart from other attachment and comments (optional).

Material information form

Subject * :

Title of the material information * :

Material information * :

Date of the material information * :

Items of the agenda * :

Significant effect of the material information on the financial position of the company * :

Attachments :

Comments :

Board of Directors Meeting date and agenda
▼

Enter
▼

Enter
▼

dd/mm/yyyy
▼

Sr.no	Circumstances of board of directors meeting *	Details *	
1	Select ▼	Enter	+ -

Enter
▼

Choose File
No file chosen

Enter
▼

Items of agenda is a mandatory field, Select the relevant circumstances and provide details for each item.

Items of the agenda

- Any change in the formation of Members of the Board of Directors, senior management members, executive management, Sharia Supervisory Board
- Formation of Board of Directors

- Election of New Board of Directors
- Board of Directors Resignation
- Board of Directors Recommendation for Voluntary Delisting
- Increase or decrease in capital.
- Acquisition of a Listed Company or Reverse Acquisition on a non-listed company
- Announcement of quarterly or yearly financial statements
- Merger, conversion, division or liquidation
- Amendment of the Companies' Contract
- Changing the Auditor or External Sharia Auditing Office
- Discussing profit distribution
- Taking judicial actions that significantly affect the financial position of the Listed Company
- Any transaction, agreement or action with Significant Effect
- Others

Items of the agenda * :

Sr.no	Circumstances of board of directors meeting	Details *
1	Select	Enter

Material information form

Subject * :

Title of the material information * :

Material information * :

Date of the material information * :

Items of the agenda * :

Board of Directors Meeting

Select

- Any change in the formation of Members of the Board of Directors, senior management member...
- Formation of Board of Directors
- Election of New Board of Directors
- Board of Directors Resignation
- Board of Directors Recommendation for Voluntary Delisting
- Increase or decrease in capital
- Acquisition of a Listed Company or Reverse Acquisition on a non-listed company
- Announcement of quarterly or yearly financial statements
- Merger, conversion, division or liquidation
- Amendment of the Companies' Contract
- Changing the Auditor or External Sharia Auditing Office.
- Discussing profit distribution
- Taking judicial actions that significantly effect the financial position of the Listed Com...
- Any transaction, agreement or action with Significant Effect
- Others

Sr.no	C		
1	Select	Enter	+ -

⚠ This field is mandatory

Adding/Removing Agenda Items: The user can add or remove any item in the agenda. The details for every item should be added in a free text field.

Submission and Acknowledgment: After submission and acknowledgment from Bursa, filers have access to correction and supplementary functionality.

Disclosures BOD meeting results

- The form must be completed after the BOD meeting has taken place and the results are ready to be disclosed.
- Companies in the premier market are required to fill out the form in both languages.
- Companies in the main market must fill out the form in Arabic, with the option to complete it in English as well.

Filing ID

- The Filing ID is a unique identifier for the submission of the meeting date and agenda.
- It is mandatory to provide the Filing ID if the meeting date and agenda were submitted through the portal.
- Upon entering the Filing ID, the items of the agenda will be automatically populated.
- If the meeting date and agenda were not submitted or were submitted outside the portal, the Filing ID is not required.

Subject * :	<div>Board of Directors Meeting Results</div>
Have you disclosed the bod meeting date and agenda * :	<div>Have submitted the filing through ifсах portal</div>
Reference id for bod meeting date and agenda * :	<div> <div>Have submitted the filing through ifсах portal</div> <div>Have not submitted the filing</div> <div>Have submitted the filing outside ifсах portal</div> </div>
Title of the material information * :	<div>Enter</div>
Material information * :	<div>Enter</div>
Date of the material information * :	<div>dd/mm/yyyy</div>

Fields must be completed by the filer such as title of material information, material information and date of material information as a free text field and date field.

Results of BOD meeting in case items submitted through IFSAH portal.

Result of Items of Agenda: This is a mandatory field where the filer must provide the outcomes of each agenda item in a free text field.

Items of the agenda * :

Sr.no	Circumstances of board of directors meeting *	Details *	Result *
1	Increase or decrease in capital	Item details 1	<input type="text" value="Enter"/>
2	Announcement of quarterly or yearly financial statements	FS results 1	<input type="text" value="Enter"/>
3	Discussing profit distribution	profit distribution	<input type="text" value="Enter"/>
4	Others	selling property	<input type="text" value="Enter"/>

Items discussed during the meeting.

Filer should add circumstances of board of directors meeting, details and results in case other items discussed during the meeting was chosen “Yes.”

Have you discussed any other items outside the agenda * :

Items discussed during meeting * :

Sr.no	Circumstances of board of directors meeting *	Details *	Result *	
1	<input type="text" value="Select"/>	<input type="text" value="Enter"/>	<input type="text" value="Enter"/>	<input type="button" value="+"/> <input type="button" value="-"/>

Announcement of financial result

If the filer is announcing financial results, a **Reference ID** related to the financial statement (FS) submission is mandatory. The financial statement and Boursa form will then be automatically populated

Financial year * :

Filing frequency * :

Reference id related to fs submission * :

Financial results form * :

Form not found

Date of the analysts' conference :

Place of analysts' conference :

Filer should choose the financial year as the reporting period and the frequency (Quarterly or annual).

Date of analyst conference and place should be added as manual free text and date field.

Submission process

- After submitting the form, an acknowledgment from Boursa is required.
- Once acknowledged, the filer will have access to correction and supplementary functionality to make any necessary amendments to the submitted information.

Disclosure of Announcement of financial results (for banks and foreign companies only)

General Guidelines

- The financial result form is applicable only to banks and foreign companies. In case foreign companies have a board of director meeting for approval of financial statements, the previous mentioned process should be used.
- Companies in the premier market must fill out the form in both languages.
- Companies in the main market must fill out the form in Arabic, with the option to also do so in English.

Results of BOD Meeting

- All fields in this section are mandatory and must be filled out by the filer.

Subject * :	Announcement of financial results (for banks and foreign companies (
Title of the material information * :	Enter
Material information * :	Enter
Date of the material information * :	dd/mm/yyyy
Items discussed during meeting * :	Enter
Significant effect of the material information on the financial position of the company * :	Enter

Date of the analysts' conference and Place of analysts' conference are optional fields for main market and mandatory for premier market.

Date of the analysts' conference :	dd/mm/yyyy
Place of analysts' conference :	Enter

Filing ID of FS

- Filer should select the financial year and filing frequency from the dropdown.

Financial year * :	2023
Filing frequency * :	<div> <div>Select</div> <div>2024</div> <div>2023</div> <div>2022</div> <div>2021</div> <div>2020</div> <div>2019</div> <div>2018</div> <div>2017</div> <div>2016</div> <div>2015</div> </div>
Reference id related to fs submission * :	
Financial results form * :	
Date of the analysts' conference :	
Financial year * :	2023
Filing frequency * :	Annual
Reference id related to fs submission * :	<div> <div>Select</div> <div>Quarter</div> <div>Annual</div> </div>

- Reference ID related to the financial statement (FS) submission is mandatory. The financial statement and Bursa form will then be automatically populated.

Reference id related to fs submission * :	Select
---	--------

- The financial statement and Bursa form will then be automatically populated.

Others

- All fields in this section are mandatory and must be filled out by the filer as a free text field and date field.

Subject * :	Others
Others(Specify) * :	Enter
Title of the material information * :	Enter
Material information * :	Enter
Date of the material information * :	dd/mm/yyyy
Significant effect of the material information on the financial position of the company * :	Enter

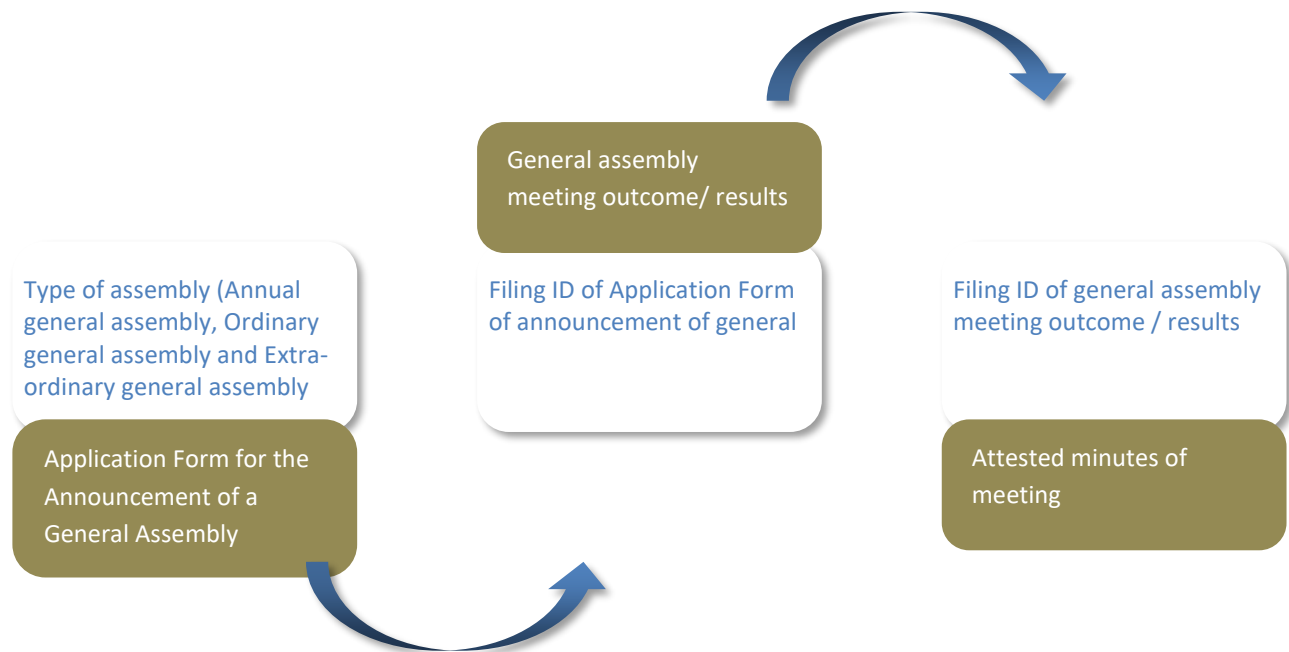
- Additional attachment and comments are optional.

14. Eform 11 - General assembly meeting

General assembly meeting (reference to executive by law, book 10 disclosure 10, 11, 12 and 14)

General guidelines

- **Applicability:** This disclosure is applicable only for listed companies and banks.
- "The 'Requirements for Holding a General Assembly' form should be submitted in the GA (General Assembly) domain. Additionally, for an extraordinary meeting, the 'No Objection' form for licensed entities must also be submitted in the GA domain."
- **Language Requirements:**
 - **Premier Market Companies:** The form must be filled in both Arabic and English.
 - **Main Market Companies:** The form must be filled in Arabic, with the option to also fill it in English.



Section 1: Company details

- Auto-Populated Fields: Filer details, contact details, and legal representative details are auto-populated from the registration form.

Company details																									
<table border="1" style="width: 100%; border-collapse: collapse;"> <thead> <tr style="background-color: #003366; color: white;"> <th colspan="2">Details</th> </tr> </thead> <tbody> <tr> <td style="width: 40%;">Name of listed company :</td> <td>Demo Company - Fund Manager</td> </tr> <tr> <td>Commercial register number :</td> <td>98765432345</td> </tr> <tr> <td>Submission date :</td> <td>26/08/2024</td> </tr> </tbody> </table>	Details		Name of listed company :	Demo Company - Fund Manager	Commercial register number :	98765432345	Submission date :	26/08/2024	<table border="1" style="width: 100%; border-collapse: collapse;"> <thead> <tr style="background-color: #003366; color: white;"> <th colspan="2">Contact details</th> </tr> </thead> <tbody> <tr> <td style="width: 40%;">Phone number :</td> <td>855-45678765432</td> </tr> <tr> <td>Fax number :</td> <td>93-123123123</td> </tr> <tr> <td>Email :</td> <td>ibfmi@company@gmail.com</td> </tr> </tbody> </table> <table border="1" style="width: 100%; border-collapse: collapse;"> <thead> <tr style="background-color: #003366; color: white;"> <th colspan="2">Legal representative details</th> </tr> </thead> <tbody> <tr> <td style="width: 40%;">Name :</td> <td>Legal Representative en micle name en IBFMI en</td> </tr> <tr> <td>Phone number :</td> <td>359-999999999988</td> </tr> <tr> <td>Email id :</td> <td>legale Representative.ibfmi@gmail.com</td> </tr> </tbody> </table>	Contact details		Phone number :	855-45678765432	Fax number :	93-123123123	Email :	ibfmi@company@gmail.com	Legal representative details		Name :	Legal Representative en micle name en IBFMI en	Phone number :	359-999999999988	Email id :	legale Representative.ibfmi@gmail.com
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Legal representative details																									
Name :	Legal Representative en micle name en IBFMI en																								
Phone number :	359-999999999988																								
Email id :	legale Representative.ibfmi@gmail.com																								

There are three dropdown options for the subject:

1. Announcement of General Assembly

Material information form Subject * :	<input type="text" value="Application Form for the Announcement of a General Assembly Meeting (Invitation)"/>
Type of general assembly meeting * :	<input type="text" value="Annual general assembly"/>
Status of the results of the board of directors meeting related to the general assembly meeting * :	<input type="text" value="Have submitted the filing through ifish portal"/>
Reference id related to board of director meeting result * :	<input type="text" value="Select"/>
Date and time of general assembly * :	<input type="text" value="dd/mm/yyyy"/>
Date of the right to attend the general assembly * :	<input type="text" value="dd/mm/yyyy"/>
Final date for purchasing the company's shares to be registered in the registry of the right to attend the general assembly * :	<input type="text" value="dd/mm/yyyy"/>
Participation period * :	<input type="text" value="Enter"/>

2.

Outcome of General Assembly

Material information form Subject * :	<input type="text" value="General assembly meeting outcome/ results"/>								
Type of general assembly meeting * :	<input type="text" value="Annual general assembly"/>								
Have you submitted requirement of holding of general assembly * :	<input type="text" value="Have not submitted the filing"/>								
Title of the material information * :	<input type="text" value="Enter"/>								
Date of the material information * :	<input type="text" value="dd/mm/yyyy"/>								
Material information * :	<input type="text" value="Enter"/>								
Items discussed during meeting * :	<table border="1" style="width: 100%; border-collapse: collapse;"> <thead> <tr style="background-color: #003366; color: white;"> <th>Sr.no</th> <th>Items of agenda</th> <th>Result</th> <th></th> </tr> </thead> <tbody> <tr> <td>1</td> <td><input type="text" value="Enter"/></td> <td><input type="text" value="Enter"/></td> <td>+ -</td> </tr> </tbody> </table>	Sr.no	Items of agenda	Result		1	<input type="text" value="Enter"/>	<input type="text" value="Enter"/>	+ -
Sr.no	Items of agenda	Result							
1	<input type="text" value="Enter"/>	<input type="text" value="Enter"/>	+ -						
Significant effect of the material information on the financial position of the company * :	<input type="text" value="Enter"/>								

3. Attested Minutes of Meeting (MOM)

Material information form

Subject * :

Type of general assembly meeting * :

Reference id of the meeting outcome for which you are submitting the attested MOM * :

Title of the material information * :

Date of the material information * :

Material information * :

Significant effect of the material information on the financial position of the company * :

Attachments :

Comments :

Attested minutes of meeting

Annual general assembly

Select

Enter

dd/mm/yyyy

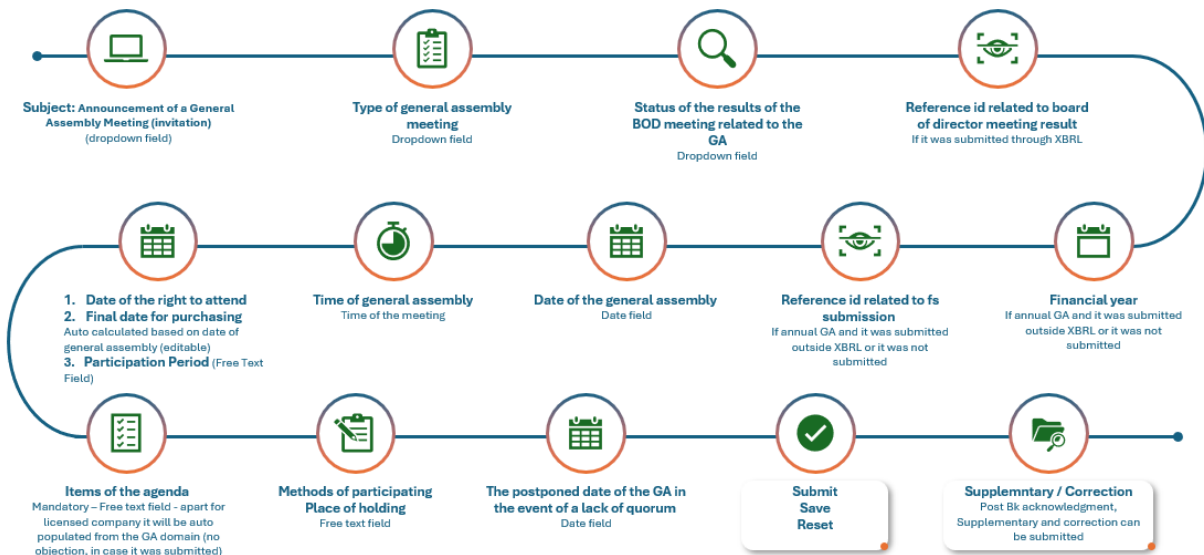
Enter

Enter

Choose File No file chosen

Enter

Announcement of a General Assembly Meeting



1. **Select the Type of General Assembly Meeting:** When choosing from the dropdown menu for the application of a general assembly, you must first select the type of general assembly meeting. The options are:
 - Annual General Assembly: once the items of agenda include the reviewing the financial statements.
 - Ordinary General Assembly any item considered as ordinary with no financial statement.
 - Extraordinary General Assembly: it includes the extra-ordinary items as per MOCI regulation.

Material information form

Subject * :

Type of general assembly meeting * :

Status of the results of the board of directors meeting related to the general assembly meeting * :

Type of general assembly meeting * :

Status of the results of the board of directors meeting related to the general assembly meeting * :

Reference id related to board of director meeting result * :

Application Form for the Announcement of a General Assem...
 Application Form for the Announcement of a General Assembly Meeting (invitation)
 Attested minutes of meeting
 General assembly meeting outcome/ results

Have submitted the filing through ifсах portal

Annual general assembly
 Annual general assembly
 Ordinary general assembly
 Extra ordinary general assembly

Select

2. **BOD Results Submission:** After selecting the type of meeting, you'll be asked whether the Board of Directors' (BOD) results have been submitted. You will have three options to choose from:

- Submitted through the IFSAH portal.
- Submitted outside the IFSAH portal.
- Not submitted

Subject * :

Type of general assembly meeting * :

Status of the results of the board of directors meeting related to the general assembly meeting * :

Reference id related to board of director meeting result * :

Application Form for the Announcement of a General Assem...

Annual general assembly

Have submitted the filing through ifсах portal
 Have submitted the filing through ifсах portal
 Have not submitted the filing
 Have submitted the filing outside ifсах portal

If they select the option "Have submitted BOD agenda" for the filing through the IFSAH portal, they need to link the previously submitted BOD agenda reference ID.

If selected through IFSAH portal:

1. The filer should select the filing ID for the BOD result that can be found in pending filing or filing history.
2. The following fields are required to be submitted. All mandatory fields must be completed.
3. The "Items of Agenda" section is presented as a table where you can add multiple rows to include additional agenda items as needed.

Material information form

Subject * :

Type of general assembly meeting * :

Status of the results of the board of directors meeting related to the general assembly meeting * :

Reference id related to board of director meeting result * :

Date and time of general assembly * :

Date of the right to attend the general assembly * :

Final date for purchasing the company's shares to be registered in the registry of the right to attend the general assembly * :

Participation period * :

Items of the agenda * :

Sr.no	Items of agenda *
1	<input type="text" value="Enter"/>

If selected Submitted outside IFSAH portal/ Not submitted:

- The following fields are required to be submitted. All mandatory fields must be completed.
- The "Items of Agenda" section is presented as a table where you can add multiple rows to include additional agenda items as needed.

Material information form

Subject * :

Type of general assembly meeting * :

Status of the results of the board of directors meeting related to the general assembly meeting * :

Financial year * :

Reference id related to fs submission * :

Date of the general assembly * :

Date of the right to attend the general assembly * :

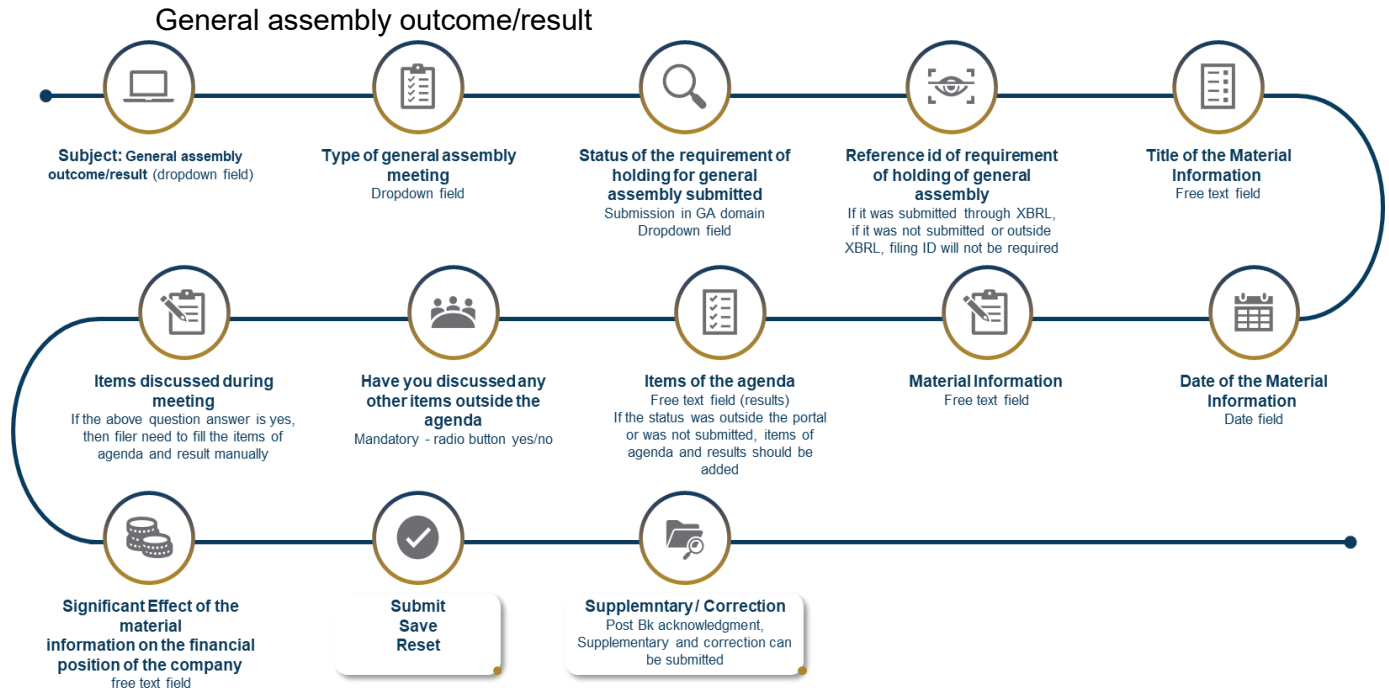
Final date for purchasing the company's shares to be registered in the registry of the right to attend the general assembly * :

Date of the share ownership to attend the assembly * :

Items of the agenda * :

Sr.no	Items of agenda *
1	<input type="text" value="Enter"/>

Methods of participating in the assembly * :



Select the Type of General Assembly Meeting: When choosing from the dropdown menu for the application of a general assembly, you must first select the type of general assembly meeting. The options are:

- Annual General Assembly
- Ordinary General Assembly
- Extraordinary General Assembly

After selecting the type of meeting, you'll be asked whether the requirement of holding of general assembly is have been submitted. You will have three options to choose from:

- Submitted through the IFSAH portal.
- Submitted outside the IFSAH portal.
- Not submitted

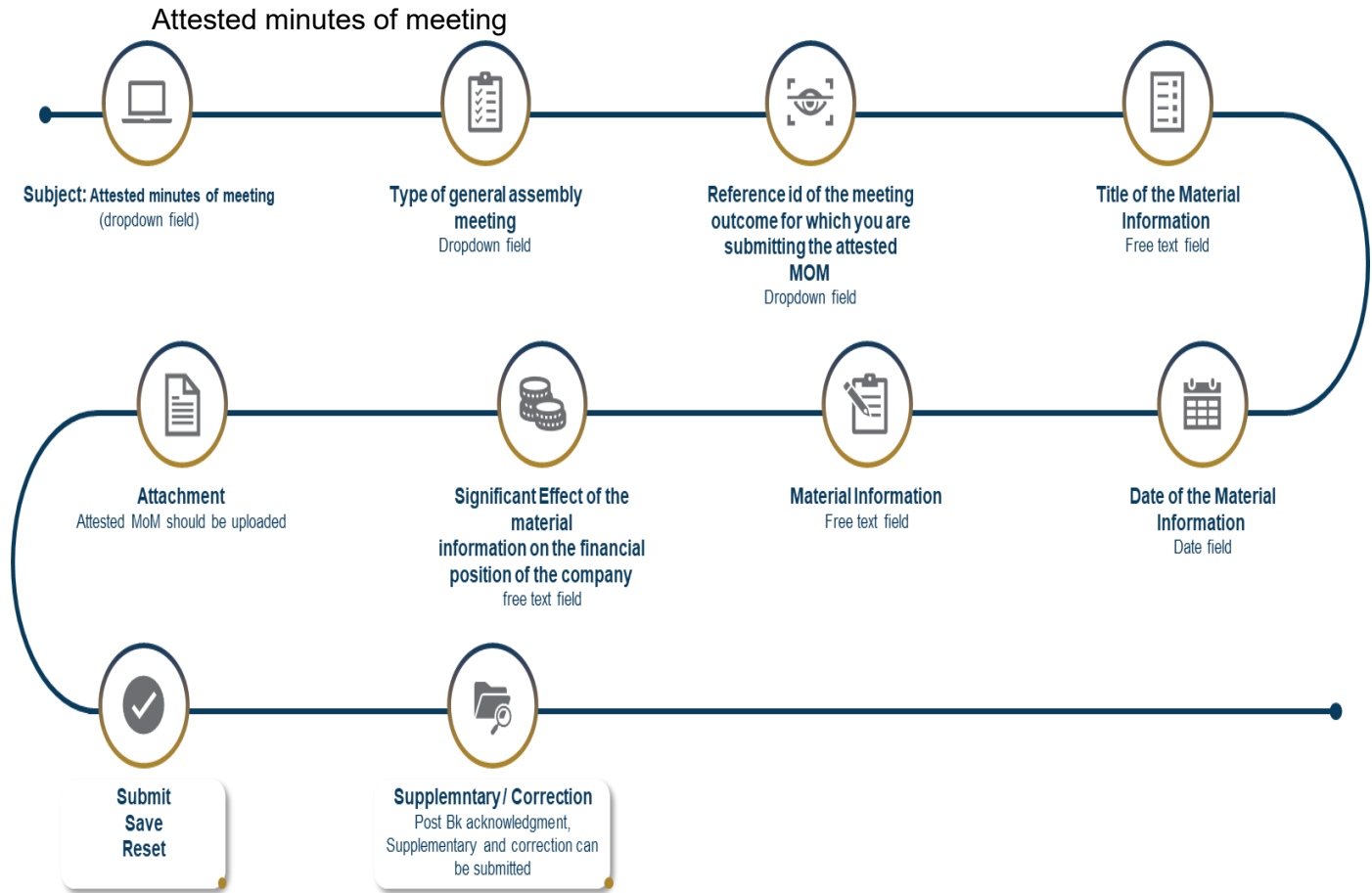
If selected through IFSAH portal:

6. The following fields are required to be submitted. All mandatory fields must be completed.
7. The "Items of Agenda" section is presented as a table where you can add multiple rows to include additional agenda items as needed.

If selected Submitted outside IFSAH portal/ Not submitted:

8. The following fields are required to be submitted. All mandatory fields must be completed.

9. The "Items of Agenda" section is presented as a table where you can add multiple rows to include additional agenda items as needed.



Select the Type of General Assembly Meeting: When choosing from the dropdown menu for the application of a general assembly, you must first select the type of general assembly meeting. The options are:

- Annual General Assembly
- Ordinary General Assembly
- Extraordinary General Assembly

After selecting the type of meeting, you'll be asked whether the requirement of holding of general assembly is have been submitted. You will have three options to choose from:

- Submitted through the IFSAH portal.
- Submitted outside the IFSAH portal.
- Not submitted

If selected through IFSAH portal:

10. The following fields are required to be submitted. All mandatory fields must be completed.
11. The "Items of Agenda" section is presented as a table where you can add multiple rows to include additional agenda items as needed.

If selected Submitted outside IFSAH portal/ Not submitted:

12. The following fields are required to be submitted. All mandatory fields must be completed.
13. The "Items of Agenda" section is presented as a table where you can add multiple rows to include additional agenda items as needed.

Post acknowledgement by BK, correction and supplementary disclosure will be available for the filer.

15. Eform 12 - Other material information

Other material information (reference to executive by law, book 10 disclosure 10, 11 and 12)

General guidelines

- Eform 12 should be filled by listed companies and listed funds.
- For companies in premier market, the form should be filled in both languages.
- For companies (main market) and funds, the form should be filled in Arabic with an option to be filled in English.

Section 1: Company details

Filer details, contact details and legal representative details are auto populated from registration form.

Company details																									
<table border="1" style="width: 100%; border-collapse: collapse;"> <thead> <tr style="background-color: #003366; color: white;"> <th colspan="2">Details</th> </tr> </thead> <tbody> <tr> <td style="width: 40%;">Name of listed company :</td> <td>Demo Company - Fund Manager</td> </tr> <tr> <td>Commercial register number :</td> <td>98785432345</td> </tr> <tr> <td>Submission Date :</td> <td>26/08/2024</td> </tr> </tbody> </table>	Details		Name of listed company :	Demo Company - Fund Manager	Commercial register number :	98785432345	Submission Date :	26/08/2024	<table border="1" style="width: 100%; border-collapse: collapse;"> <thead> <tr style="background-color: #003366; color: white;"> <th colspan="2">Contact details</th> </tr> </thead> <tbody> <tr> <td style="width: 40%;">Phone Number :</td> <td>855-45678765432</td> </tr> <tr> <td>Fax Number :</td> <td>93-123123123</td> </tr> <tr> <td>Email :</td> <td>ibfmicompany@gmail.com</td> </tr> </tbody> </table> <table border="1" style="width: 100%; border-collapse: collapse;"> <thead> <tr style="background-color: #003366; color: white;"> <th colspan="2">Legal representative details</th> </tr> </thead> <tbody> <tr> <td style="width: 40%;">Name:</td> <td>Legal Representative en midle name en IBFM en</td> </tr> <tr> <td>Phone number :</td> <td>359-99999999988</td> </tr> <tr> <td>Email id :</td> <td>legalrepresentative.ibfmi@gmail.com</td> </tr> </tbody> </table>	Contact details		Phone Number :	855-45678765432	Fax Number :	93-123123123	Email :	ibfmicompany@gmail.com	Legal representative details		Name:	Legal Representative en midle name en IBFM en	Phone number :	359-99999999988	Email id :	legalrepresentative.ibfmi@gmail.com
Details																									
Name of listed company :	Demo Company - Fund Manager																								
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Legal representative details																									
Name:	Legal Representative en midle name en IBFM en																								
Phone number :	359-99999999988																								
Email id :	legalrepresentative.ibfmi@gmail.com																								

Section 2: Material information disclosure

The filer should choose a subject from the dropdown as per the executive bylaw for topics of material information.

All the fields in the form are mandatory (free text field) to be filled by the filer apart from other attachment and comments.

Material information form

Subject * :

Title of the material information * :

Date of the material information * :

Material Information * :

Significant Effect of the material information on the financial position of the company * :

Select

Enter

dd/mm/yyyy

Enter

Enter

Attachments :

Comments :

Choose File No file chosen

Enter

Post submitting and acknowledgment from Bursa, the filer will have a correction and supplementary functionality.

For the filing submitted, the Bursa kuwait regulator will take the below action

1. Acknowledged by Bursa : BK acknowledged the submitted filing.
2. Published by Bursa : They published to the Bursa Kuwait websie
3. Published with comments by Bursa : They published to website with a comment, filer need to do corresponding changed and resubmit the filing

4. Request for revision by Bursa : They have rejected the filing and the filer need to resubmit the filing
5. Embargoed by Bursa : it is recived at Bursa end and currently onhold for review or if that is submitted after the Business hours

If Bursa Acknowldge or publish the filing then the filer will have access to correction and supplymetry functionality to make any necessary amendments.

16. Eform 13 - Disclosure of "public" investment fund monthly information

Disclosure of "public" investment fund monthly information (reference to executive by law, book 13 form 5)

General guidelines

- Eform 13 should be filled by public funds (listed funds and unlisted).

Section 1: Fund details

Filer details, contact details and legal representative details are auto populated from registration form.

Filer should add the Date of monthly information.

Fund details	
Details	Contact details
Fund name :	Demo Company - Fund Manager
Scheme license number :	98765432345
Fund manager name :	
Fund's type :	
Nature of scheme :	Conforms with islamic sharia standards
Form of fund :	
Date of monthly information * :	dd/mm/yyyy
Submission date :	26/08/2024
Name of liaison officer :	Random Company's dmin
Telephone :	855-45678765432
Fax number :	99-123123123
Email :	ibfmcompanyCSU@gmail.com
Website of fund manager :	
Address of fund manager :	
Legal representative details	
Name :	Legal Representative en middle name en IBFMI en
Phone number :	359-999999999988
Email id :	legalrepresentative.ibfmi@gmail.com

Section 2: Main information and fund components

All the fields are auto populated from registration profile apart from the following:

Net value of fund's assets

Net value of fund's unit

Main Information :

Name of fund's executive committee members

Sn	Name *	
1	<input type="text" value="Enter"/>	+ -

Fund's currency *:

Fund's investment goals *:

Name of index :

Type of index :

Established date *:

Current fund's capital(number units) *:

Term of fund *:

Net value of fund's assets *:

Net value of fund's unit *:

Minimum limit of subscription by fund's unit holders *:

Minimum limit of redemption by fund's unit holders *:

Maximum limit of subscription by fund's unit holders *:

Maximum limit of redemption by fund's unit holders *:

Time for participation :

Time for redemption *:

Subscription fees *:

Redemption fees *:

Early redemption fees *:

Largest five components of the fund

Largest five components of the fund (as a percentage of the fund's net asset value)

Sn	Name *	Percentage(%) *	
1	<input type="text" value="Enter"/>	<input type="text" value="Enter"/>	+ -

Section 3: Fund Return and distribution.

All field are free text field and mandatory to be filled.

Fund return :

Monthly return :

Return of the latest quarter :

Year to date return :

Return of the previous financial year :

Return since inception :

Fund distributions :

Monthly distributions :

Distributions of the latest quarter :

Distributions of the previous financial year :

Distributions since incorporation :

Section 4: Fund service providers

All fields are auto populated from registration apart from optional fields such as investment advisor, subscription agent and other service providers.

Fund service providers :

External auditor *:

External auditor *

Custodian *:

Custodian *

Investment controller *:

Investment controller *

External sharia auditing office *:

External sharia auditing office *

Record keeper *:

Record keeper *

Subscription agent (selling) :

Enter

Investment advisor :

Enter

Other service providers :

Enter

Enter

Post submitting and acknowledgment from Bursa, the filer will have a correction functionality.

17. Eform 14 - Sales or purchases permitted for the controllers.

Sales or purchases permitted for the controllers of a listed company's shares (reference to executive by law, book 9 form 6)

General guidelines

Eform 14 can be filled by individuals, companies or funds.

Section 1: Filer information

Filer details, contact details and legal representative (only for companies and funds) details are auto populated from registration form.

Filer should add the listed company, total ownership percentage and request date.

Company details	
Applicant data	
The controlling person :	Demo Company - Fund Manager
Commercial register/ civil number :	98765432345
Name of the listed company *:	Select
Total ownership percentage (direct and indirect) *:	Enter
Request date *:	dd/mm/yyyy
Submission date :	26/08/2024
Contact details	
Name of the person authorized to sign :	Random Companya dmin
Direct phone :	855-45678765432
Fax :	99-123123123
Email :	ibfmicompany@gmail.com
Postal address :	Enter
Legal representative details	
Name :	Legal Representative en midle name en IBFMI en
Phone number :	359-9999999999988
Email id :	legalrepresentative.ibfmi@gmail.com

Section 2: On behalf of whom are you submitting the form.

Dropdown list {Individual, Company, Group, Person acting in concert}

If individual, company, group or Person acting in concert is selected, then table should appear along with the required attachment as per the below screenshot.

On behalf of whom are you submitting the disclosure form? *	
Trading data	Natural person Natural person Company Group Person acting in concert
Trading type *	Select

Natural Person

On behalf of whom are you submitting the disclosure form? *

Natural person

Sr.	Name	Ownership percentage in listed company	Interest type	Name of the company holding the portfolio
1	<input type="text"/>	<input type="text"/>	Direct	<input type="text"/>

Total Ownership percentage in listed company %

Ownership structure *: No file chosen

Company

On behalf of whom are you submitting the disclosure form? *

Company

Sr.	Name	Ownership percentage in listed company	Interest type	Name of the company holding the portfolio
1	<input type="text"/>	<input type="text"/>	Direct	<input type="text"/>

Total Ownership percentage in listed company %

Ownership structure *: No file chosen

Group

On behalf of whom are you submitting the disclosure form? *

Group

Sr.	Name (subsidiary / associate)	Parent company's ownership percentage in the subsidiary or associate company	Ownership percentage in listed company
1	<input type="text"/>	<input type="text"/>	<input type="text"/>

Total parent company's ownership percentage in the subsidiary or associate company % Ownership percentage in listed company %

Graph or organizational structure that shows the relationship chain between the controlling person, its subsidiary companies and associates *: No file chosen

Person Acting in concert.

On behalf of whom are you submitting the disclosure form? *

Person acting in concert

Sr.	Name	Ownership percentage in listed company
1	<input type="text"/>	<input type="text"/>

Total Ownership percentage in listed company %

Acting in concert agreement *: No file chosen

Section 3: Trading Data

Trading Type: *Mandatory field – select one of the following options using the radio buttons: {Sale, Purchase, Sale & Purchase, Exiting Below 30%}.*

Each selection has specific implications:

- **Sale Minimum 30%:** The *From* field is auto populated with the total ownership percentage and is non-editable, while the *To* field remains blank. The system will reject any ownership percentage below 30% as per the bylaws.

Trading data

Trading type *: Sale (minimum of 30%)

Quantity *: Enter

Percentage % *: Enter

Permitted range of trading (%) *: From 60 To Enter

Period of trading *: From 08/07/2025 To 31/12/2025

- **Sale & Purchase:** The change between *From* and *to* must be within $\pm 2\%$ or $\pm 5\%$ in accordance with the current ownership.

Trading data

Trading type *: Sales & purchase

Quantity *: Enter

Percentage % *: ± 5

Permitted range of trading (%) *: From 65 To 65

Period of trading *: From 08/07/2025 To 31/12/2025

- **Exit Below 30%:** The *From* field is auto-populated with the total ownership percentage and is non-editable, while the *To* field remains blank.

Trading data

Trading type *: Exit below 30%

Quantity *: Enter

Percentage % *: Enter

Permitted range of trading (%) *: From 60 To Enter

Period of trading *: From 08/07/2025 To 31/12/2025

Quantity: Mandatory – Number field

Percentage %: Mandatory – Percentage field

Permitted range of trading (%) *: From to field (percentage)

Period of trading - auto calculated as per the request date.

Trading data

Trading type *: Select

Quantity *: Enter

Percentage % *: Enter

Permitted range of trading (%) *: From Enter To Enter

Period of trading *: From dd/mm/yyyy To dd/mm/yyyy

- **Post submitting and acknowledgment from Bursa, the filer will have a correction functionality.**

18. Supplementary/correction/update Functionality

1. When an eForm is submitted, and Bursa approves the filing—whether by acknowledgment, publishing, or publishing with comments—the filer can proceed with corrections, supplementary filings, or updates, depending on the type of eForm submitted. Filer can click on view present in action.

Sr. no.	Disclosure eform number	Filing id	Filing status	Embargo	Version	Tracker	Submission date	Action
	All Items ▾	Search	All Items ▾	Search	Search		Search	
1	eForm 5	C_24898	Submitted	No	18	Click to View	22/08/2024 15:49:22	View
2	eForm 6	C_67898	Published by BK	No	1	Click to View	15/08/2024 13:40:23	View
3	eForm 6	C_67897	Acknowledged by BK	No	1	Click to View	15/08/2024 13:29:39	View
4	eForm 5	C_24898	Discarded	No	17	Click to View	15/08/2024 13:16:22	View
5	eForm 12	C_67891	Published by BK	No	1	Click to View	14/08/2024 16:50:04	View
6	eForm 6	C_67890	Published by BK	No	1	Click to View	14/08/2024 16:44:41	View
7	eForm 5	C_24898	Discarded	No	16	Click to View	14/08/2024 16:37:16	View

2. Filing Supplementary Disclosure:
 - a. When submitting a supplementary disclosure, the filer can click the appropriate button to edit the content that was previously submitted and fill in the additional fields related to the supplementary disclosure, where date of previous disclosure is populated from the form submitted and approved previously.

Supplementary
Correction

Arabic English

Other material information ⓘ

Company details

Details	Contact details
Name of listed company : Dar AL Thuraya Real Estate Co.	Phone Number : 965-12345678
Commercial register number : 12345678	Fax Number : 965-12345678
Submission Date : 14/08/2024	Email : DarAL@gmail.com
Legal representative details	
Name: Ahmad Middle Name	
Phone number : 965-12345678	
Email id : DarAL@gmail.com	

Supplementary disclosure form

Disclosure title *:

Date of previous disclosure *:

Developments that occurred to the disclosure *:

The financial effect of the occurring developments (if any) *:

Enter

📅

14/08/2024

Enter

Enter

- b. Upon submitting the supplementary disclosure, the previous disclosure is discarded, and the new disclosure is incremented by 1. The filing ID remains the same.

Sr. no.	Disclosure eform number	Filing id	Filing status	Embargo	Version	Tracker	Submission date	Action
	All items ▾	C_67891 ✕	All items ▾	Search	Search		Search	
1	eForm 12	C_67891	Submitted	No	2	Click to View	26/08/2024 23:43:13	View
2	eForm 12	C_67891	Discarded	No	1	Click to View	14/08/2024 16:50:04	View

4. Filing Corrective Disclosure:

- c. When submitting a corrective disclosure, the filer can click the appropriate button to edit the content that was previously submitted and fill in the additional fields related to the corrective disclosure, where date of previous disclosure is populated from the eform submitted and approved previously. However, the eform 2 and 3 has additional fields to be filled if the current and previous purpose of interest is different.

Correction

Arabic
English

Corporate insiders disclosure form after dealing in listed company's shares or parent company's shares

Individual/Company Details

Details		Contact details	
Name of disclosing person *:	Dar AL Thuraya Real Estate Co.	Phone number :	965-12345678
Name of company in which person works *:	madar	Fax number :	965-12345678
ID card/ company registration number for the applicant *:	12345678	Email :	DarAL@gmail.com
Company ticker :	233	Legal representative details	
Company number :	101		
Position *:	bord member		
Submission date :	15/08/2024		
		Name :	Ahmad Middle Name
		Phone number :	965-12345678
		Email id :	DarAL@gmail.com

Trading type *:

Sale

Corrective announcement form

Title of the announcement *:

Enter

Date of the last announcement *:

📅

15/08/2024

The false statement of the previous announcement *:

Enter

Mistake correction *:

Enter

Reasons of mistake *:

Enter

- d. Upon submitting the corrective disclosure, the previous disclosure is discarded, and the new disclosure is incremented by 0.1. The filing ID remains the same.

Sr. no.	Disclosure eform number	Filing id	Filing status	Embargo	Version	Tracker	Submission date	Action
	All items	C_67898	All items	Search	Search		Search	
1	eForm 6	C_67898	Submitted	No	1.1	Click to View	26/06/2024 23:39:19	View
2	eForm 6	C_67898	Discarded	No	1	Click to View	15/08/2024 13:40:23	View

- e. Eform 3 correction Functionality:

In certain scenarios, When the previous and current purposes differ, editing and additional fields from Disclosure 11 are required.

How was the document "eForm 1: disclosure when an interested person acquires an interest and the purpose of such ownership" submitted?
☐ Through CMA portal ☒ Paper based

Company information

Sector of the listed company * : Insurance

Name of listed company * : 319_unlicens_company

Previous reason for acquiring such interest * : Acquisition

Date of the previous disclosure * : 05/04/2024

Date of change occurrence * :

Are there any changes in the purpose for acquiring such interest? * ☒ Yes ☐ No

The purpose after the change * : Control

Corrective announcement form

Title of the announcement * : Enter

Date of the last announcement * : 13/04/2024

The false statement of the previous announcement * : Enter

Mistake correction * : Enter

Reasons of mistake * : Enter

5. Filing Update Disclosure:

- f. When submitting an update disclosure, the filer can click the appropriate button to edit the content that was previously submitted. However, for eform 5 and 7 have additional fields to be filled and logic to be filled.

Arabic English

Disclosure of group form and purpose behind ownership

Company details

Details		Contact details	
Name of interested person :	Dar AL Thuraya Real Estate Co.	Phone number :	965-123+5678
Commercial register number :	123+5678	Fax number :	965-123+5678
Submission date :	09/08/2024	Email :	DarAL@gmail.com
Competent person * :	hjb hjb	Legal representative details Name : Ahmad Middle Name Phone number : 965-123+5678 Email id : DarAL@gmail.com	
Capacity * :	jhb hjb		

- g. Upon submitting the supplementary disclosure, the previous disclosure is discarded, and the new disclosure is incremented by 1. The filing ID remains the same.

Sr. no.	Disclosure eform number	Filing id	Filing status	Embargo	Version	Tracker	Submission date	Action
	All Items	C_57823	All Items	Search	Search		Search	
1	eForm 3	C_57823	Submitted	No	2	Click to View	26/08/2024 23:49:41	View
2	eForm 3	C_57823	Discarded	No	1	Click to View	09/08/2024 23:52:58	View

h. Eform 5 Update Functionality:

- Once Bursa approves the eForm 5 filing, any filing must be submitted through an update process.
- During this process, additional fields such as 'Type of Update,' 'Update Reason,' and 'As of Date' must be provided, although they are not mandatory.
- By default, the 'Type of Update' remains unchanged, and the 'Update Reason' and 'As of Date' are left blank.
- If there is a need to modify the 'Update Reason,' you can select the appropriate option from the dropdown menu and then enter the reason and date for the update.

Well fund solution EN
KFM01043053

Time	Position	Are you a resident of Kuwait?	Civil id/passport number	Trading number	Email id	Total share balance in listed company	Type of update	Update reason	As of date
fst	fsd	Yes	231234567887	12	ab@gmail.com	21	No Change	Enter	dd/mm/yyyy
fst	fsdf	Yes	412312	23	te@gmail	32	No Change	Enter	dd/mm/yyyy

Do you have any corporate insider from the parent company and subsidiaries board members and management team members? ☒ Yes ☐ No

Corporate insiders watch list in parent and subsidiary companies – members of board of directors and members of the executive body

a resident of	Civil id/passport number	Trading number	Email id	Name of the subsidiary/parent	Relationship	Total share balance in listed company	Type of update	Update reason	As of date
ct	Enter	Enter	Enter	Enter	Select	Enter	Adding a new n	Enter	dd/mm/yyyy

Other corporate insiders persons, and entities *

Sn	Relationship	Institution name	Institution hq	Trading number	Total share balance in listed company	Type of update	Update reason	As of date
1	eqwe	ewq	weq	12	12	No Change	Enter	dd/mm/yyyy
2	ewq	ewq	weq	21	2	No Change	Enter	dd/mm/yyyy
3	das	dsa	dsad	1	21	No Change	Enter	dd/mm/yyyy

i. Eform 7

- Apart from correction and supplementary filings, there is a "Subsequent Filing" button that allows for the submission of the next rulings.
- When subsequent filing is clicked, then the additional fields of the new ruling will be appeared which need to be filed and submitted.

Arabic English

نموذج الإفصاح عن الدعوى القضائية

تفاصيل الجهة	
بيانات الاتصال	التفاصيل
رقم الهاتف : 965-12345678	اسم الشركة المدعوة : Dar AL Thuraya Real Estate Co
رقم الفاكس : 965-12345678	رقم السجل التجاري : 12345678
البريد الإلكتروني : DarAL@gmail.com	تاريخ التقيد بالإرسال : 05/08/2024

تفاصيل المدعى القانوني	
اسم : Ahmad Middle Name	
رقم الشهود : 965-12345678	
عنوان البريد : DarAL@gmail.com	

الدعوى القضائية

رقم القضية الاتي * :

1

Comments :

1

The concluding judgement of the court of appeal

Lawsuit no * :

Enter

Judgment date * :

dd/mm/yyyy

The court that issued the judgment - circuit * :

Enter

Parties of the case * :

Enter

The judgment is in favour of * :

Enter

The concluding judgement of the court of appeal * :

Enter

The potential effect of the judgement on the company * :

Enter

Attachment :

Choose File

No file chosen

Comments :

Enter

Appendix

Appendix 1

Accessibility of Eforms

	License Status	Listed Status	Disclosure to be submitted
Company	Licensed	Listed	Eform 1-14 (excluding form 13)
	Unlicensed	Listed	Eform 1-14 (excluding form 13)
	Licensed	Unlisted	Eform 1, 2, 3, 6, 14
	Unlicensed	Unlisted	Eform 1, 2, 3, 6, 14
Fund	Licensed	Listed	Eform 1 to 14
	Licensed	Unlisted	Eform 1, 2, 3, 6, 13, 14,
	Under liquidation	Listed	No
	Under liquidation	Unlisted	Eform 1, 2, 3, 6, 13, 14,
Individual	Individual		Eform 1, 2, 3, 6, 14
Bank	Licensed	Listed	Eform 1-14 (excluding form 13)
	Unlicensed	Listed	Eform 1-14 (excluding form 13)
	Licensed	Unlisted	Eform 1, 2, 3, 6, 14
	Unlicensed	Unlisted	Eform 1, 2, 3, 6, 14

Eform number & name	Accessibility	Update	Correction	Supplementary	CMA department
Eform 1: Disclosure Form When an Interested Person's Acquires an Interest and the Purpose of Such Ownership	Individual, Company, Funds	No	Yes	No	Interested Person Division
Eform 2: Disclosure Form When Change Occurs in an Interested Person's Interest and Purpose of Such Ownership	Individual, Company, Funds	Yes	Yes	No	Interested Person Division
Eform 3: Disclosure of Group Form and Purpose behind Ownership	Individual, Company, Funds	Yes	Yes	No	Interested Person Division

Eform 4: Shareholders in a listed company whose ownership reaches 5% or more company's capital	Listed companies and funds.	Yes	Yes	No	Interested Person Division
Eform 5: Corporate Insiders Watch List Form and its updates	Listed companies and funds.	Yes	Yes	No	Corporate Insider Division
Eform 6: Corporate Insiders Disclosure Form after Dealing in Listed Company's Shares or Parent Company's Shares	Individual, Company, Funds	No	Yes	No	Corporate Insider Division
Eform 7: Disclosure form of lawsuits and court judgments	Listed companies and funds.	Yes	Yes	Yes	Material Information Division
Eform 8: Disclosure of credit rating form	Listed companies and funds.	No	Yes	Yes	Material Information Division
Eform 9: Disclosures concerning listed sukuk and bonds	Listed companies and funds.	No	Yes	Yes	Material Information Division
Eform 10: Board of directors meeting and financial results	Listed companies and funds.	No	Yes	Yes	Material Information Division
Eform 11: General assembly meeting	Listed companies and funds.	No	Yes	Yes	Material Information Division
Eform 12: Other material information	Listed companies and funds.	No	Yes	Yes	Material Information Division
Eform 13: Disclosure of "Public" investment fund monthly information	Funds (listed and unlisted)	No	Yes	No	Collective Investment Schemes Monitoring
Eform 14: Sales or Purchases Permitted for the Controllers of a Listed Company's Shares	Individual, Company, Funds	No	Yes	No	Merger and Acquisition division