



ZIMBABWE STOCK EXCHANGE LIMITED

Practice Note 1

To the Securities and Exchange Rules, Statutory Instrument 134 of 2019
("ZSE Listing Rules")

Issued pursuant to section 3 (1) (h) of Statutory Instrument 134 of 2019
of the ZSE Listing Rules

PROCEDURES REGARDING THE DELIVERY OF INFORMATION AND DOCUMENTS

1. Definitions

Terms used in this Practice Note which are defined or interpreted in the ZSE Listing Rules shall have the same meaning as in the ZSE Listing Rules.

2. Applications for Listing and listing matters

All applications for listing must be sent to the ZSE Issuer Regulation Department and marked for the attention of the Head of Issuer Regulation and all correspondence in respect of listing matters should be sent to the Issuer Regulation Department.

3. Requests for a Review

Every request for a review under the ZSE Listing Rules must be sent by the Issuer's Sponsoring Broker to the Issuer Regulation Department and marked for the attention of the Secretary of the Listings Committee.

4. Exemptions

The issuer shall not be obliged to lodge the following documents through its Sponsoring Stockbrokers. In other words, the issuer through its Company Secretary may elect to file it directly with the ZSE Issuer Regulation Department;

- (i) Notices of Annual General Meetings
- (ii) Notifications of Director Appointments, Resignations or Retirement
- (iii) Notifications of Senior Executive Appointments
- (iv) Director Declarations

and any other filing excluded from the provisions of section 352 of Statutory Instrument 134 of 2019.

- 5. All information communicated should be precise and unambiguous.
- 6. Where the applicable ZSE Listing Rules, require documents to be sent, submitted or forwarded to the Exchange they must be delivered to Issuer Regulation.
- 7. This Practice Note takes effect from 5 August 2019.

Issued by

Zimbabwe Stock Exchange
2 August 2019