

Procedure by which Nasdaq Riga, AS issuers disclose information

The “Procedure by which Nasdaq Riga, AS issuers disclose information” has been developed in accordance to Clause 13.4.4 of Nasdaq Riga, AS (henceforth – the Exchange) rules “On listing and trading of financial instruments on the markets regulated by the Exchange” and in accordance to Clause 21.1. of Exchange Alternative Market First North Rules (hereinafter together – the Regulation) and determines the procedure by which the Exchange issuers, including asset management companies (hereinafter – the Issuer), disclose information to the Exchange.

1. The Issuer discloses all the information specified in the Regulation by sending it to the Exchange electronically through any Information disclosure system (hereinafter – the Information System), which provides such functionality.
2. If the Issuer uses the Information System maintained by the Exchange, the Issuer shall assign a representative/-s (hereinafter – User/-s) authorized on behalf of the Issuer to send information to the Exchange. The Issuer informs the Exchange in writing about the Information System Users and their change. The Exchange assigns and terminates User access to the Information System based on the written application made by the Issuer.
3. The Issuer ensures that, before starting to use the Information System, the User has acquired the knowledge of the basic principles of system usage and undertakes to comply with them.
4. After sending the information, the Issuer verifies if the information is published on the Exchange website. In case that the information is not published, the Issuer contacts the Information System Operator and the Exchange, or only the Exchange, if the Issuer uses the Information System maintained by the Exchange, and acts in accordance with the instructions provided by the Information System Operator and/or the Exchange.
5. If the Issuer cannot ensure disclosure of the information in accordance to this procedure, the Issuer immediately informs the responsible employee of the Exchange. If the circumstances that make it impossible to send information to the Exchange cannot be resolved immediately, the Exchange may determine an alternative way for the information disclosure.
6. If the country of registration of the Issuer is not Latvia, the Exchange shall have the right to establish another information disclosure procedure.