



MEMO FOR BROKERS

The Philippine Stock Exchange, Inc.

<input type="checkbox"/> Trading Rules	<input type="checkbox"/> Computer Systems Update
<input type="checkbox"/> Membership Rules	<input type="checkbox"/> Administrative Matters
<input type="checkbox"/> Listing Rules	<input checked="" type="checkbox"/> Others: <u>Foreign Ownership Report</u>

Date : **November 8, 2007**
 Subject : **UPDATING OF MONTHLY FOREIGN OWNERSHIP LEVEL**

Please be informed that, **effective on December 1, 2007**, all listed companies submitting monthly foreign ownership reports will be required to use the *Submit Shares Information* of the Online Disclosure System (<https://odisy.pse.ph>) for the direct updating of its shares in lieu of the PDF submission. Shares update must be reported not later than the last working day of the first week of every month. Cut-off time for the submission is at **4:00 p.m. of each trading day.**

In addition, please be reminded that listed companies are also required to include in their reporting the foreign ownership data of unlisted shares.

Please refer to the attached guidelines.

For your information and guidance.

(Original Signed)
ATTY. PETE M. MALABANAN
Head, Disclosure Department

Noted by:

(Original Signed)
ROY JOSEPH M. RAFOLS
COO/Head, Issuer Regulation Division

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Finance / Admin / Membership	Compliance & Surveillance Grp.	Listing & Disclosures Grp.	COO / Automated Trading Grp.	Business Dev't & Info. Group	CEO / Legal
Tel. No.688-7560/7440/7460	Tel. No. 688-7559	Tel. No. 688-7501/7510	Tel. No. 688-7405/819-4400	Tel. No. 688-7590	Tel. No. 688-7400/819-4408



PSE Implementing Guidelines on Foreign Ownership

The following are the implementing guidelines on Foreign Ownership

I. Introduction

1. The submission of foreign owned shares on-line shall provide the investing public with timely information needed in making investment decisions.
2. Section 17.13 of the Revised Disclosure Rules of the Exchange requires that issuers with unclassified shares and foreign ownership limits shall submit to the Exchange its foreign ownership level.
3. All listed companies shall adopt prudent practice, act all times with integrity and observe the highest standards of market conduct. They shall accept responsibility for the actions of their own staff.
4. All listed companies shall;
 - a. Ensure that there are adequate systems and procedures to perform the reportorial and documentation requirements for the effective management of the risks involved with foreign ownership requirements;
 - b. Establish, retain and update daily the documentation to comply with the requirements of the applicable laws and regulations;
 - c. Ensure that suitable internal controls are in place;
 - d. Ensure that all updates to the foreign owned shares have been properly authorized before reported to PSE;
 - e. Ensure that there is a clear and timely records containing the total number of foreign and locally owned shares and dates that it would be effected;

II. Guidelines for Listed Companies

1. PSE shall provide the listed company access to the Online Disclosure System (ODiSy). The information reported by the listed company using OdiSy shall be considered valid and correct.
2. The listed company is required to update the foreign and local ownership level via the Online Disclosure System (ODiSy) not later than 4:00 p.m. of each trading day.
3. The listed company shall ensure that;
 - a. The report contains the exact number of foreign and local owned shares.
 - b. The number of foreign and local owned shares reported to the PSE is updated as of 4:00 pm of the current trading day.
 - c. The PSE has received the exact number of shares and has approved the information for public viewing.
4. The PSE shall monitor and regulate the reporting of listed companies regarding foreign ownership.
5. In the event of failure of reporting the monthly foreign ownership, penalties and charges indicated in the Revised Disclosure Rules will be used.

Prerequisite

- User must have access to ODISY
- User must login to ODISY

Submit Shares Information

1. Once login, user clicks on SUBMIT SHARES INFORMATION tab.



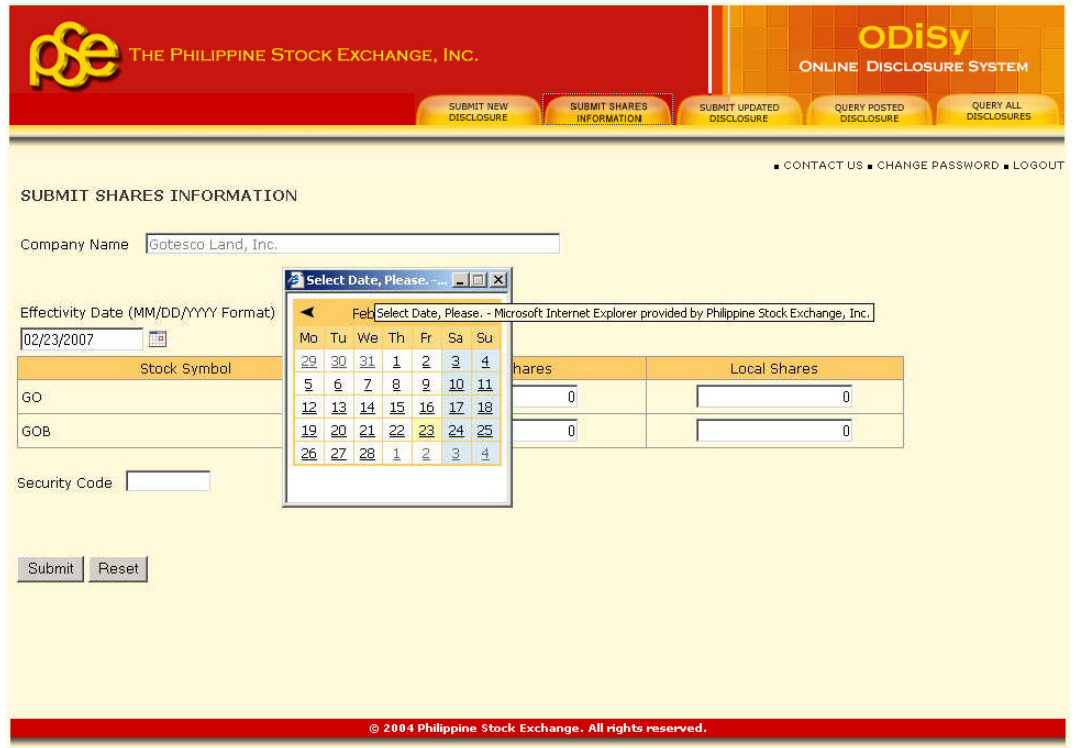
Login Confirmation Page



Foreign Ownership Monitoring Page

2. Company Name is automatically displayed

3. Enter Effectivity Date for the update. User can use the calendar icon to select the date or can key-in the date using the mm/dd/yyyy format. Effectivity date must be a future date otherwise, system will reject



Calendar pop-up

4. Enter the necessary information for the Foreign and Local Shares. If company has more than one securities listed in the Exchange, all securities will be displayed.
5. Enter Security Code for validation purposes.
6. Click on Submit button to post updates. A confirmation page will be displayed. Otherwise, click on Reset button to clear information entered.



Confirmation Page

GUIDELINES FOR UPDATING OF UNLISTED SHARES

The screenshot shows the 'SUBMIT SHARES INFORMATION' page of the PSE ODisy system. The header includes the PSE logo and navigation buttons for 'SUBMIT NEW DISCLOSURE', 'SUBMIT SHARES INFORMATION', 'SUBMIT UPDATED DISCLOSURE', 'QUERY POSTED DISCLOSURE', and 'QUERY ALL DISCLOSURES'. The main content area contains a form for entering company details and share counts.

Company Name: Megaworld Corporation

Date: 09/20/2007 (Format MMDD/YYYY (Cut off time is at 4:00 pm in the afternoon))

Stock Symbol	Foreign Shares	Local Shares
MEG	4234123	93244456

Check to post unlisted shares

	Foreign	Local	Total Outstanding
UNLISTED	456365	678567	1134932

Click to view previously submitted information that are still valid for updating

Security Code: [masked]

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The following will be the steps to report unlisted shares:

1. User has to tick the option *Check to post unlisted shares*. Text boxes will appear.
2. User enters the corresponding values for the foreign, local and outstanding shares of unlisted securities. For companies with more than one unlisted securities, aggregate value will have to be entered.

Also, user has to enter foreign and local shares per security.