Registration Procedures
of
Krajowy Depozyt Papierów Wartościowych (KDPW)

Valid as of 3 March 2020

Explanation of symbols and abbreviations used in the procedures:

FFFF	– Institution code
AAAA or BBBB	– Symbols indicating the parties to a given operation
W	– Ownership type[1]
YY	– Participation type[2]
UR	– Representation arrangements
RR	– Account type
PP	– Portfolio
SA or XXXX	– Status of assets/Subaccount
KKKK	– Counterparty's code

Note: Structure elements of entity accounts, rather than their ID numbers, are used in the registration procedures to identify depository (entity) accounts.

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[1] Does not apply to the ownership type assigned with the value "0", unless explicitly stated.
[2] Does not apply to the participation type assigned with the value "06", unless explicitly stated.

Registration and deregistration of securities, or instruments that are not securities

1.1. Registration of securities on a deposit account

1.1.1. Registration of securities, or instruments that are not securities, on the account of the lead manager
basis for entry: KDPW instruction (operation type – PLAC)

> Dt – 0001 0 01 00 99 PP (AVAI)
> Ct – FFFF 2 03 00 00 PP (AVAI)

1.1.2. Registration of securities, or instruments that are not securities, on the account of a participant operating securities accounts (including on the account of the underwriter)
basis for entry: KDPW instruction (operation type – PLAC)

> Dt – 0001 0 01 00 99 PP (AVAI)
> Ct – FFFF W YY UR 00 PP (AVAI/TECH)

1.2. Registration of securities on the account of the participant performing the role of registration agent for these securities

1.2.1. Registration of securities on the account of the registration agent
basis for entry: KDPW instruction (operation type – PLAC)

> Dt – 0001 0 01 00 99 PP (AVAI)
> Ct – FFFF 0 06 00 00 PP (AVAI)

1.2.2. Transfer of securities from the account of the registration agent to the accounts of participants operating securities accounts or omnibus securities accounts
basis for entry: matched settlement instruction (operation type – OWNI/OWNE)

> Dt – FFFF 0 06 00 00 PP (AVAI)
> Ct – FFFF/BBBB W 01 /03 UR 00 PP (AVAI), FFFF/BBBB 2 01 UR 02 PP (AVAI)

1.3. Registration of securities through the account of a technical agent

1.3.1. Registration of securities on the accounts of participants operating securities accounts or omnibus securities accounts
basis for entry: matched settlement instructions (operation type – TRAD)

> Dt –FFFF 0 06 00 00 PP (AVAI)
> Ct –FFFF W YY UR 00 PP (AVAI)

1.3.2. Registration of securities on the account of a technical agent
basis for entry: KDPW instruction issued for matched settlement instructions (operation type – PLAC)

> Dt –0001 0 01 00 99 PP (AVAI)
> Ct –FFFF 0 06 00 00 PP (AVAI)

1.4. Processing of securities issued under public subscription
1.4.1. Registration of rights to shares of a new issue (PNE) on technical accounts

basis for entry: KDPW instruction (operation type – PLAC)

>   Dt – 0001 0 01 00 99 PP (AVAI)
>   Ct – FFFF W YY UR 03 PP (TECH)

1.4.2. Allocation of rights to shares of a new issue (PNE)

basis for entry: settlement instruction from the market (operation type – TRAD)

>   Dt – FFFF W YY UR 03 PP (TECH)
>   Ct – FFFF W YY UR RR PP (TECH)

1.4.3. Transfer of rights to shares of a new issue (PNE) between brokerage houses and banks
basis for entry: matched settlement instructions (operation type – OWNE)

>   Dt – FFFF 2 01 UR 02 PP (TECH)
>   Ct – BBBB W 01 UR 00 PP (TECH)

1.4.4. Deregistration of rights to shares of a new issue (PNE)
basis for entry: KDPW instruction (operation type – CORP)

>   Dt – FFFF W YY UR RR PP (TECH)
>   Ct – 0001 0 01 00 99 PP (AVAI)

Note: Where a share offering has been cancelled by the issuer, the deregistration of shares of a new issue (PNE) shall be performed in the manner described in the procedures for 1.6 "Deregistration of securities or instruments that are not securities, from the depository".

1.4.5. Registration of PDA (rights to shares) or shares of a new issue
basis for entry: KDPW instruction (operation type – CORP)

>   Dt – 0001 0 01 00 99 PP (AVAI)
>   Ct – FFFF W YY UR RR PP (AVAI)

Note: Registration may be performed as assimilation or conversion.

1.4.6. Deregistration of PDA (rights to shares) and registration of shares of a new issue
The deregistration of rights to shares accounts and registration of shares of a new issue according to balances on the rights to shares accounts shall be performed in the manner described in the procedures defined in 5.2 "Assimilation of securities".

Note: Registration may be performed as assimilation or conversion.

1.5. Registration and deregistration of Treasury bills

1.5.1. Registration of Treasury bills on a depository account following their transfer onto a technical account managed for the National Depository by the National Bank of Poland

basis for entry: settlement instruction (operation type – TRAD) accepted by KDPW following the receipt of transfer settlement confirmation from the NBP

> Dt –0001 0 01 00 99 PP (AVAI)
> Ct –FFFF W YY UR 00 PP (AVAI)

1.5.2. Deregistration of Treasury bills from the depository following their transfer from a technical account managed for the National Depository by the National Bank of Poland

1.5.2.1. Transfer execution order submitted by participant

basis for entry: asset status change instruction (operation type – INTP), issued by KDPW after receipt of settlement instruction from participant

> Dt –FFFF W YY UR 00 PP (AVAI)
> Ct –FFFF W YY UR 00 PP (BLWR)

1.5.2.2. Deregistration of Treasury bonds from the depository account

basis for entry: settlement instruction (operation type – TRAD) accepted by KDPW following the receipt of transfer settlement confirmation from the NBP

> Dt –FFFF W YY UR 00 PP (BLWR)
> Ct –0001 0 01 00 99 PP (AVAI)

1.6. Deregistration of securities, or instruments that are not securities, from the depository
basis for entry: KDPW instruction (operation type – REDI)

> Dt – FFFF W YY UR RR PP (XXXX)
> Ct – 0001 0 01 00 99 PP (AVAI)

1.7. Deregistration of securities through the account of a technical agent

1.7.1. Deregistration of securities from the accounts of participants operating securities accounts or omnibus securities accounts
basis for entry: matched settlement instructions (operation type – REDI)

> Dt – FFFF W YY UR 00 PP (AVAI)
> Ct –FFFF 0 06 00 00 PP (AVAI)

1.7.2. Deregistration of securities from the account of a technical agent
basis for entry: KDPW instruction for matched settlement instructions (operation type – REDI)

> Dt –FFFF 0 06 00 00 PP (AVAI)
> Ct – 0001 0 01 00 99 PP (AVAI)

1.8. Cancellation of some securities
1.8.1. Blocking of securities presented for cancellation
basis for entry: asset status change instruction (operation type – INTP)

> Dt – FFFF W YY UR 00 PP (AVAI)
> Ct – FFFF W YY UR 00 PP (BLCA)

1.8.2. Deregistration of securities presented for cancellation
basis for entry: KDPW instruction (operation type – REDI)

> Dt – FFFF W YY UR 00 PP (BLCA)
> Ct – 0001 0 01 00 99 PP (AVAI)

1.9. Transfer of foreign securities

1.9.1. Foreign institution code
Foreign institution code may be recorded according to ISO using one of three formats:
P – BIC format code
R – DataSourceScheme, where the code is recorded in two fields: DSS (code issuer ID), MmbId
(identifier according to code issuer)
Q – free identifier (not registered)

1.9.2. Registration of securities – receipt of securities (including onto the account of the registration agent)
The participant sends a settlement instruction, which should contain the following information:
1) operation type – TRAD or MKUP;
2) Dt side – Foreign Counterparty (format P, R or Q);
3) Ct side – Participant Code, entity account ID;

basis for entry: the settlement instruction (operation type – TRAD, MKUP) accepted by KDPW
following settlement confirmation by CSD/ICSD

> Dt – 0001 0 01 00 99 PP (AVAI)
> Ct – FFFF W YY/06 UR 00 PP (AVAI/TECH)

1.9.3. Deregistration of securities – delivery of securities
The participant sends a settlement instruction which should contain the following information:

1) operation type – TRAD or MKDW;
2) Dt side – Participant Code, entity account ID;
3) Ct side – Foreign Counterparty (format P, R or Q).

basis for entry: asset status change instruction (operation type – INTP), issued by KDPW after receipt
of settlement instruction from participant

> Dt –FFFF W YY UR 00/01 PP (AVAI/TECH)
> Ct –FFFF W YY UR 00/01 PP (BLWR/BLTE)

and

basis for entry: settlement instruction (operation type – TRAD/MKDW) accepted by KDPW following receipt of transfer settlement confirmation from CSD/ICSD

>
> Dt –FFFF W YY UR 00/01 PP (BLWR/BLTE)
> Ct –0001 0 01 00 99 PP (AVAI)

1.9.4 Waiver of deregistration of securities – blocking release

basis for entry: asset status change instruction (operation type – INTP) issued by KDPW after receipt of CSD/ICSD confirmation of transfer cancellation

>
> Dt –FFFF W YY UR 00 PP (BLWR/BLTE)
> Ct –FFFF W YY UR 00 PP (AVAI/TECH)

1.9.5. Refusal of deregistration of securities – blocking release

basis for entry: asset status change instruction (operation type – INTP) issued by KDPW after receipt of CSD/ICSD refusal to execute transfer

>
> Dt –FFFF W YY UR 00 PP (BLWR/BLTE)
> Ct –FFFF W YY UR 00 PP (AVAI/TECH)

2. Settlement of transactions on the secondary market

2.1. Settlement of transactions concluded on the organised market

2.1.1 Securities purchase transaction
basis for entry: KDPW_CCP settlement instruction (operation type – TRAD)

>
> Dt – 0013 3 05 00 00 PP (AVAI), KKKK W YY UR RR PP (AVAI)
> Ct – FFFF W YY UR 00 PP (AVAI), FFFF 2 01/02 UR 01 PP (AVAI)

2.1.2 Securities sale transaction
basis for entry: KDPW_CCP settlement instruction (operation type – TRAD)

>
> Dt – FFFF W YY UR 00 PP (AVAI), FFFF 2 01/02 UR 01 PP (AVAI)
> Ct – 0013 0 06 00 00 PP (AVAI), KKKK W YY UR RR PP (AVAI)

2.2. Post-transaction settlement of transactions concluded on the basis of an order placed by an entity not having a securities account in a brokerage office executing the order

2.2.1. Securities purchase transaction
basis for entry: matched settlement instructions (operation type – TRAD)

>
> Dt – FFFF 2 01 UR 00 PP (AVAI), FFFF 2 01/02 UR 01 PP (AVAI)
> Ct – BBBB W YY UR 00 PP (AVAI)

2.2.2 Securities sale transaction

basis for entry: matched settlement instructions (operation type – TRAD)

        Dt – BBBB W YY UR 00 PP (AVAI)
        Ct – FFFF 2 01 UR 00 PP (AVAI), FFFF 2 01/02 UR 01 PP (AVAI)

2.3. Settlement of transactions concluded outside the organised market
basis for entry: matched settlement instructions (operation type – TRAD)

        Dt – FFFF W YY UR RR PP (AVAI)
        Ct – KKKK W YY UR RR PP (AVAI)

2.4. Settlement of repo transactions and sell/buy-back transactions (excluding transactions cleared by KDPW_CCP)

2.4.1. Opening repo transaction
basis for entry: matched settlement instructions from the settlement counterparties (operation type – REPU/RVPO) or matched settlement instructions from the settlement counterparties (operation type – REPU/RVPO) and BondSpot (operation type – REPU) or a NBP settlement instruction (operation type – REPU)

        Dt – FFFF W YY UR 00 PP (AVAI)
        Ct – KKKK W YY UR 00 PP (AVAI), KKKK 2 01 UR 01 PP (AVAI)

2.4.2. Closing repo transaction
basis for entry: matched settlement instructions from the settlement counterparties (operation type – RVPO/REPU) or matched settlement instructions from the settlement counterparties (operation type – RVPO/REPU) and BondSpot (operation type – RVPO) or a NBP settlement instruction (operation type – RVPO)

        Dt – KKKK W YY UR 00 PP (AVAI), KKKK 2 01 UR 01 PP (AVAI)
        Ct – FFFF W YY UR 00 PP (AVAI)

2.4.3. Opening sell/buy-back transaction
basis for entry: matched settlement instructions from the settlement counterparties (operation type – SBBK/BSBK) or matched settlement instructions from the settlement counterparties (operation type – SBBK/BSBK) and BondSpot (operation type – SBBK) or a NBP settlement instruction (operation type – SBBK)

        Dt – FFFF W YY UR 00 PP (AVAI)
        Ct – KKKK W YY UR 00 PP (AVAI), KKKK 2 01 UR 01 PP (AVAI)

2.4.4. Closing sell/buy-back transaction
basis for entry: matched settlement instructions from the settlement counterparties (operation type – BSBK/SBBK) or matched settlement instructions from the settlement counterparties (operation type – BSBK/SBBK) and BondSpot (operation type – BSBK) or a NBP settlement instruction (operation type – BSBK)

        Dt – KKKK W YY UR 00 PP (AVAI), KKKK 2 01 UR 01 PP (AVAI)
        Ct – FFFF W YY UR 00 PP (AVAI)

2.5. Transfer of securities following marking to market for repo transactions
basis for entry: matched settlement instructions from the settlement counterparties (operation type for transfer of securities – COLO/COLI or their return – COLI/COLO) or a NBP settlement instruction (operation type – for transfer of securities – COLO or their return – COLI)

> Dt – FFFF W YY UR 00 PP (AVAI), KKKK 2 01 UR 01 PP (AVAI)
> Ct – KKKK W YY UR 00 PP (AVAI), KKKK 2 01 UR 01 PP (AVAI)

2.6. Settlement of repo transactions and sell/buy-back transactions cleared by KDPW_CCP
2.6.1. Opening transaction
basis for entry: KDPW_CCP settlement instructions (operation type – REPU/RVPO)

> Dt – FFFF W YY UR 00 PP (AVAI)
> Ct– 0013 3 05 00 00 PP (AVAI)

and –

> Dt – 0013 3 05 00 00 PP (AVAI)
> Ct –KKKK W YY UR 00 (AVAI), KKKK 2 01 UR 01 PP (AVAI)

2.6.2. Closing transaction
basis for entry: KDPW_CCP settlement instruction (operation type – RVPO/REPU)

> Dt – KKKK W YY UR 00 PP (AVAI), KKKK 2 01 UR 01 PP (AVAI)
> Ct – 0013 3 05 00 00 PP (AVAI)

and

> Dt – 0013 3 05 00 00 PP (AVAI)
> Ct – FFFF W YY UR 00 PP (AVAI)

2.7. Settlement performed as part of tri-party repo services

2.7.1. The transfer of securities onto a specific registration account opened by the participant for the purpose of performing settlement as part of tri-party repo services
basis for entry: asset status change instruction (operation type – INTP)

> Dt – FFFF/ KKKK W YY UR 00 PP (AVAI)
> Ct – FFFF/ KKKK W YY UR 00 PP (AVRE)

2.7.2. Withdrawal of securities from the registration account used for settlement as part of tri-party repo services
basis for entry: asset status change instruction (operation type – INTP)

> Dt – KKKK/FFFF W YY UR 00 PP (AVRE)
> Ct – KKKK/FFFF W YY UR 00 PP (AVAI)

2.7.3. Settlement of a repo opening transaction
basis for entry: KDPW instruction issued on the basis of matched tri-party repo settlement instructions sent by the settlement counterparties or matched tri-party repo settlement instructions sent by the BondSpot market and the settlement counterparties (operation type – TRPO)

> Dt – FFFF W YY UR 00 PP (AVRE)

Ct – KKKK W YY UR 00 PP (AVRE)

2.7.4. Transfer of securities following marking to market
basis for entry: KDPW instruction (operation type – for transfer of securities – COLO, for return of securities - COLI)

Dt – FFFF/KKKK W YY UR 00 PP (AVRE)
Ct – KKKK/FFFF W YY UR 00 PP (AVRE)

2.7.5. Settlement of a repo closing transaction
basis for entry: KDPW instruction issued to correspond with opening tri-party repo settlement order or matching already matched instructions amending the opening order (operation type – TRVO)

Dt – KKKK W YY UR 00 PP (AVRE)
Ct – FFFF W YY UR 00 PP (AVRE)

2.8. Settlement of mandatory redemption

2.8.1. Blocking of securities on the accounts of the redeemer
basis for entry: asset status change instruction generated by KDPW for accounts specified by the intermediary, in relation to which securities accounts of the party redeeming the securities on a mandatory basis are managed (operation type – INTP)

Dt – AAAA W YY UR 00 PP (AVAI)
Ct – AAAA W YY UR 00 PP (BLWY)

2.8.2. Settlement of transaction for mandatory redemption
basis for entry: KDPW instruction (operation type – TR)

Dt – FFFF W YY UR RR PP (XXXX)
Ct – AAAA W YY UR 00 PP (BLWY)

2.8.3. De-blocking the securities on the accounts of the redeemer
basis for entry: asset status change instruction issued by participant, accepted by KDPW (operation type – INTP)

Dt – AAAA W YY UR 00 PP (BLWY)
Ct – AAAA W YY UR 00 PP (AVAI)

2.9. Delivery of underlying instrument following options exercise
Party delivering underlying instrument
Basis for entry: KDPW_CCP settlement instruction (operation type – OWNE)

Dt – KKKK W YY UR 00 PP (AVAI)
Ct – 0013 3 05 00 00 PP (AVAI)

Party receiving underlying instrument
Basis for entry: KDPW_CCP settlement instruction (operation type – OWNE)

Dt – 0013 0 06 00 00 PP (AVAI)
Ct – FFFF W YY UR 00 PP (AVAI)

3. Settlement and collateralisation of securities lending

3.1. Making securities available for borrowing by the lender

basis for entry: asset status change instruction (operation type – INTP)

Dt – AAAA W YY UR 00 PP (AVAI)
Ct – AAAA W YY UR 00 PP (AVLE)

3.2 Withdrawal of securities made available for borrowing by the lender

basis for entry: asset status change instruction (operation type – INTP)

Dt – AAAA W YY UR 00 PP (AVLE)
Ct – AAAA W YY UR 00 PP (AVAI)

3.3. Conclusion of an automatic loan

Where securities made available for borrowing are used by KDPW
basis for entry: KDPW instruction (operation type – SECL)

Dt – AAAA W YY UR 00 PP (AVLE)
Ct – 0001 0 06 00 00 PP (AVAI)

and
basis for entry: KDPW instruction (operation type – SECB)

Dt – 0001 0 06 00 00 PP (AVAI)
Ct – FFFF W YY UR 00 PP (AVAI), FFFF 2 01 UR 01 PP (AVAI)

Note: in response to a notification by KDPW of demand for securities for lending, the participant issues an asset status change instruction and changes securities status to AVLE according to section 3.1.

3.4. Return of securities loans, on due date or at request of the borrower

basis for entry: settlement instruction from the borrower or KDPW instruction (operation type – SECB)

Dt – FFFF W YY UR 00 PP (AVAI), FFFF 2 01 UR 01 PP (AVAI)
Ct – 0001 0 06 00 00 PP (AVAI)

and

basis for entry: KDPW instruction (operation type – SECL)

Dt – 0001 0 06 00 00 PP (AVAI)
Ct – AAAA W YY UR 00 PP (AVAI), AAAA W YY UR 00 PP (AVLE)

In the return instruction, in the field "Loan ID", the reference number of the settlement instruction on the basis of which the automatic securities loan was registered should be entered.

3.5. Lender substitution vis-a-vis the borrower in the case of a request for the return of a loan

basis for entry: settlement instruction from the new lender or KDPW instruction (operation type – SECL)

> Dt – NNNN W YY UR 00 PP (AVAI), NNNN W YY UR 00 PP (AVLE)
>   Account of securities for lending of the new lender
> Ct – 0001 0 06 00 00 PP (AVAI)

and
basis for entry: KDPW instruction (operation type – SECL)

> Dt – 0001 0 06 00 00 PP (AVAI)
> Ct – AAAA W YY UR 00 PP (AVAI), AAAA W YY UR 00 PP (AVLE)
>   Account of the previous lender

3.6. Presenting securities to be used as loan collateral

basis for entry: asset status change instruction (operation type – INTP)

> Dt – FFFF W YY UR 00 PP (AVAI)
> Ct – FFFF W YY UR 00 PP (AVCO)

3.7. Transfer of securities to be used as collateral

basis for entry: asset status change instruction issued by KDPW (operation type – INTP)

> Dt – FFFF W YY UR 00 PP (AVAI), FFFF W YY UR 00 PP (AVCO)
> Ct – FFFF W YY UR 00 PP (COLE)

3.8. Unblocking securities to be used as collateral

basis for entry: asset status change instruction (operation type – INTP)

> Dt – FFFF W YY UR 00 PP (COLE)
> Ct – FFFF W YY UR 00 PP (AVAI), FFFF W YY UR 00 PP (AVCO)

3.9. Withdrawal of securities which may be used as loan collateral

basis for entry: asset status change instruction (operation type – INTP)

> Dt – FFFF W YY UR 00 PP (AVCO)
> Ct – FFFF W YY UR 00 PP (AVAI)

3.10. Termination of securities lending and borrowing agreement
Procedure applicable in the case of a transfer of collateral to the lender.
basis for entry: KDPW instruction (operation type – COLI)

> Dt – FFFF W YY UR 00 PP (COLE)

Ct – AAAA W YY UR 00 PP (AVAI)

3.11. Securities loans executed outside the securities lending system organised by KDPW

3.11.1. Conclusion of a loan

basis for entry: matched settlement instructions (operation type – SECL/SECB)

Dt – FFFF W YY UR 00/01 PP (AVAI)
Ct – AAAA W YY UR 00/01 PP (AVAI)

3.11.2. Return of a loan

basis for entry: matched settlement instructions (operation type –SECB/SECL)

Dt – AAAA W YY UR 00/01 PP (AVAI)
Ct – FFFF W YY UR 00/01 PP (AVAI)

3.12 Conclusion of a negotiated lending agreement

basis for entry: KDPW_CCP settlement instruction (operation type– SECL)

Dt – AAAA W YY UR 00 PP (AVAI)
Ct – 0013 3 05 00 00 PP (AVAI)

and

basis for entry: KDPW_CCP settlement instruction (operation type– SECB)

Dt – 0013 3 05 00 00 PP (AVAI)
Ct – BBBB W YY UR 00 PP (AVAI)

3.13. Return of a negotiated loan

basis for entry: KDPW_CCP settlement instruction (operation type– LB, operation stage type code - SECB)

Dt – BBBB W YY UR 00 PP (AVAI)
Ct – 0013 3 05 00 00 PP (AVAI)

basis for entry: KDPW_CCP settlement instruction (operation type – SECL)

Dt – 0013 3 05 00 00 PP (AVAI)
Ct – AAAA W YY UR 00 PP (AVAI)

4. Settlement of other transactions

4.1. Crediting a securities account, or omnibus securities account

basis for entry: matched settlement instructions (operation type – OWNI/OWNE)

Dt – FFFF/KKKK 2 03 00 00 PP (AVAI)
Ct – FFFF/KKKK W YY UR 00/03 PP (AVAI)

For technical accounts
basis for entry: matched settlement instruction (operation type – OWNI/OWNE)

Dt – FFFF/KKKK 2 03 00 00 PP (TECH)
Ct – FFFF/KKKK W YY UR 00 PP (TECH)

4.2. Transfer of securities without change of title
basis for entry: matched settlement instructions (operation type – PORT)

Dt – FFFF W YY UR 00 PP (AVAI)
Ct – FFFF/KKKK W YY UR 00 PP (AVAI)

For technical accounts
basis for entry: matched settlement instructions (operation type – OWNI/OWNE)

Dt – FFFF W YY UR 00 PP (TECH)
Ct – FFFF/KKKK W YY UR 00 PP (TECH)

4.3. Error correction
basis for entry: matched settlement instructions (operation type – OWNI/OWNE)

Dt – FFFF/KKKK W YY UR RR PP (AVAI/TECH)
Ct – FFFF/KKKK W YY UR RR PP (AVAI/TECH)

4.4. Removing the blocking relating to the exercise of rights or performance of a corporate action – carried out on the basis of an instruction from the participant
basis for entry: asset status change instruction issued by participant, accepted by KDPW (operation type – INTP)

Dt – FFFF W YY UR RR PP (BLCA/BLCO/BLDR)
Ct – FFFF W YY UR RR PP (AVAI)
or

Dt – FFFF W YY UR RR PP (BLTE)
Ct – FFFF W YY UR RR PP (TECH)

4.5. Pledge over bonds for the collateralisation of Lombard credit granted by the National Bank of Poland
4.5.1. Creation of pledge

basis for entry: asset status change instruction (operation type – INTP) accepted by the National Bank of Poland

Dt – BBBB 1 01 00 00 PP (AVAI), BBBB 3 01 00 00 PP (AVAI)
Ct – BBBB 1 01 00 00 PP (PLLO), BBBB 3 01 00 00 PP (PLLO)

4.5.2. Release of pledge
basis for entry: asset status change instruction of the pledger (operation type – INTP) accepted by the National Bank of Poland

Dt - BBBB 1 01 00 00 PP (PLLO), BBBB 3 01 00 00 PP (PLLO)

Ct - BBBB 1 01 00 00 PP (AVAI), BBBB 3 01 00 00 PP (AVAI)

4.6. Creation of a pledge other than for the benefit of the National Bank of Poland (including for the benefit of the Bank Guarantee Fund (BFG), the European Investment Bank (EBI), or the Ministry of Finance (MF))

Pledge creation is based on an agreement with KDPW.

4.6.1. Creation of pledge

basis for entry: asset status change instruction (operation type – INTP) accepted by KDPW after the fulfilment of formal requirements

Dt – BBBB W YY UR 00 PP (AVAI)
Ct – BBBB W YY UR 00 PP (PBFG/PEBI/PLMF/PKFW/PCEB/PCCO)

4.6.2. Release of pledge
basis for entry: asset status change instruction of the pledger (operation type – INTP) accepted by the pledgee respectively

Dt – BBBB W YY UR 00 PP (PBFG/PEBI/PLMF/PKFW/PCEB/PCCO)
Ct – BBBB W YY UR 00 PP (AVAI)

4.7. Transfer of collateral in connection with a credit operation of the National Bank of Poland (technical credit)

4.7.1. Creation of collateral

basis for entry: settlement instruction (operation type – CNCB)

Dt – BBBB 1 01 00 00 PP (AVAI), BBBB 3 01 00 00 PP (AVAI)
Ct – 0952 3 01 00 00 PP (AVAI)

4.7.2. Return of collateral
basis for entry: settlement instruction from the National Bank of Poland (operation type – CNCB)

Dt – 0952 3 01 00 00 PP (AVAI)
Ct – BBBB 1 01 00 00 PP (AVAI), BBBB 3 01 00 00 PP (AVAI)

4.8. Contributions in the form of securities to the OTC Guarantee Fund, the Clearing Fund and the ATS Settlement Guarantee Funds managed by KDPW_CCP

4.8.1. Contribution of securities

basis for entry: matched settlement instruction (operation type – COLO/COLI)

Dt – FFFF W 01 UR 00 PP (AVAI)

Ct – 0011 3 01 00 00 PP (AVAI)

4.8.2. Return of securities
basis for entry: matching settlement instructions (operation type – COLI/COLO)

Dt – 0011 3 01 00 00 PP (AVAI)
Ct – FFFF W 01 UR 00 PP (AVAI)

4.9. Contribution of initial deposit, initial margin and maintenance margin in the form of securities

4.9.1. Contribution of margin
basis for entry: matched settlement instruction (operation type – COLO/COLI)

Dt – FFFF W 01 UR 00 PP (AVAI)
Ct – 0900 3 01 00 00 PP (AVAI)

4.9.2. Return of margin
basis for entry: matched settlement instructions (operation type – COLI/COLO)

Dt – 0900 3 01 00 00 PP (AVAI)
Ct – FFFF 1/3 01 UR 00 PP (AVAI)

4.10. Transfer of securities posted as maintenance margin performed on the basis of a participant order

4.10.1. Transfer of securities to the participant
basis for entry: matched settlement instructions (operation type – COLO/COLI)

Dt – FFFF W YY UR 00 PP (AVAI)

Ct – FFFF 1 01 00 00 PP (AVAI)

4.10.2. Transferring securities from the participant
basis for entry: matched settlement instruction (operation type – COLI/COLO)

Dt – FFFF 1 01 00 00 PP (AVAI)

Ct – FFFF W YY UR 00 PP (AVAI)

4.11. Blocking securities on request of a participant

4.11.1. Blocking securities
basis for entry: asset status change instruction (operation type – INTP)

Dt – FFFF W YY UR 00 PP (AVAI)
        Ct – FFFF W YY UR 00 PP (BLOK/BLPW/PLED/FOSG)

4.11.2. Unblocking securities
basis for entry: registration certificate issued on the basis of an asset status change instruction (operation type – INTP)

        Dt – FFFF W YY UR 00 PP (BLOK/BLPW/PLED/FOSG)
        Ct – FFFF W YY UR 00 PP (AVAI)

4.12. Blocking of securities for the purpose of contributions to the Bank Guarantee Fund in the form of payment obligations

4.12.1. Securities blocking
basis for entry: asset status change instruction (operation type – INTP)
        Dt – BBBB 3 01 00 00 PP (AVAI)
        Ct – BBBB 3 01 00 00 PP (BLFG/BLPR)

4.12.2. Securities unblocking
basis for entry: asset status change instruction (operation type – INTP) accepted by the Bank Guarantee Fund
        Dt – BBBB 3 01 00 00 PP (BLFG/BLPR)
        Ct – BBBB 3 01 00 00 PP (AVAI)

4.13. Posting financial collateral in securities by a direct participant in favour of another direct participant

4.13.1. Blocking
basis for entry: matched settlement instructions (operation type – COLO/COLI)
        Dt – BBBB 1 01 00 00 PP (AVAI), BBBB 3 01 00 00 PP (AVAI)

        Ct – BBBB 1 01 00 00 PP (COBI), BBBB 3 01 00 00 PP (COBI)

4.13.2. Blocking release
basis for entry: matched settlement instructions (operation type – COLI/COLO)

        Dt - BBBB 1 01 00 00 PP (COBI), BBBB 3 01 00 00 PP (COBI)

        Ct - BBBB 1 01 00 00 PP (AVAI), BBBB 3 01 00 00 PP (AVAI)

4.13.3. Taking over of collateral
basis for entry: matched settlement instructions (operation type – COLI/COLO)

        Dt - BBBB 1 01 00 00 PP (COBI), BBBB 3 01 00 00 PP (COBI)

        Ct - KKKK 1 01 00 00 PP (AVAI), KKKK 3 01 00 00 PP (AVAI)”.

5. Corporate actions (operations on securities)

5.1. Exchange of securities

5.1.1. Securities Split
KDPW shall make changes to the balances of registration accounts for securities that are subject to the securities split operation in connection with the reduction of their nominal value, as a result of which the number of these securities shall be increased in KDPW, in accordance with the split ratio indicated by the issuer.

basis for entry: KDPW instruction issued on the basis of a Resolution of the KDPW Management Board (operation type – CORP)

- deregistration
Dt – FFFF W YY UR RR PP (XXXX)
Ct – 0001 0 01 00 99 PP (AVAI)

- registration
Ct – 0001 0 01 00 99 PP (AVAI)
Dt – FFFF W YY UR RR PP (XXXX)

5.1.2. Reverse split of shares
5.1.2.1. Registration of shares not incorporated into a global note
basis for entry: asset status change instruction (operation type – INTP)

Dt – FFFF W YY UR 00 PP (AVAI)
Ct – FFFF W YY UR 00 PP (BLCA)

5.1.2.2. Deregistration of shares not incorporated into a global note from participants' accounts
basis for entry: KDPW instruction (operation type – CORP)

Dt – FFFF W YY UR 00 PP (BLCA)
Ct – 0001 0 01 00 99 PP (AVAI)

5.1.2.3. Registration of shares not incorporated into a global note under a separate code
basis for entry: KDPW instruction (operation type – CORP)

Dt – 0001 0 01 00 99 PP (AVAI)
Ct – FFFF W YY UR RR PP (AVAI)

5.1.2.4. Incorporation of shares into a global note
basis for entry: KDPW instruction (operation type – CORP)

Dt – FFFF W YY UR RR PP (XXXX)
Ct – 0001 0 01 00 99 PP (AVAI)

5.1.2.5. Deregistration of shares not incorporated into a global note, assigned with a separate code
basis for entry: KDPW instruction (operation type – CORP)

Dt – FFFF W YY UR RR PP (AVAI)

Ct – 0001 0 01 00 99 PP (AVAI)

5.1.3. Reverse split of shares ensuring elimination of fractional shortages
5.1.3.1. Blocking of shares designated to eliminate fractional shortages
basis for entry: asset status change instruction (operation type – INTPZS)

Dt – FFFF W YY UR 00 PP (AVAI)
Ct – FFFF W YY UR 00 PP (BLCO)

5.1.3.2. Deregistration of shares with the existing nominal value
basis for entry: KDPW instruction (operation type – CORP)

Dt – FFFF W YY UR RR PP (AVAI), FFFF W YY UR OO PP (BLCO),
Ct – 0001 0 01 00 99 PP (AVAI)

5.1.3.3. Registration of shares with the new nominal value according to the amount deriving from the share split operation
basis for entry: KDPW instruction (operation type – CORP)

Dt – 0001 0 01 00 99 PP (AVAI)
Ct – FFFF W YY UR RR PP (AVAI),

5.2. Assimilation of securities
5.2.1. Closing of accounts used to register securities
basis for entry: KDPW instruction (operation type – CORP)

Dt – FFFF W YY UR RR PP (XXXX)
Ct – 0001 0 01 00 99 PP (AVAI)

5.2.2. Crediting basic issue accounts with balances of the closed accounts
basis for entry: KDPW instruction (operation type – CORP)

Dt – 0001 0 01 00 99 PP (AVAI)
Ct – FFFF W YY UR RR PP (XXXX)

5.3. Conversion of all securities assigned with a given code

In the case of conversion of all securities bearing a given ISIN code, the operation is executed pursuant to the procedure "Assimilation of securities" in section 5.2, however the balances on closed accounts are credited onto accounts for securities assigned a new ISIN code.

5.4. Conversion of a portion of securities, or conversion of a portion of securities together with their assimilation

5.4.1. Blocking of securities presented for conversion
basis for entry: asset status change instruction (operation type – INTP)

Dt – FFFF W YY UR 00 PP (AVAI)
Ct – FFFF W YY UR 00 PP (BLCA)

5.4.2. Deregistration of securities presented for conversion
basis for entry: KDPW instruction (operation type – CORP)

Dt – FFFF W YY UR 00 PP (BLCA)
Ct – 0001 0 01 00 99 PP (AVAI)

5.4.3. Registration of securities following the conversion/conversion and assimilation
basis for entry: KDPW instruction (operation type – CORP)

Dt – 0001 0 01 00 99 PP (AVAI)
Ct – FFFF W YY UR 00 PP (AVAI)

5.5. Exchange of shares following the merger, or demerger of public companies

5.5.1. Registration of shares

basis for entry: KDPW instruction (operation type - PLAC)

Dt – 0001 0 01 00 99 PP (AVAI)
Ct – FFFF 0 06 00 00 PP (AVAI)

5.5.2. Transfer of shares onto securities accounts, or omnibus securities accounts

basis for entry: matched settlement instructions (operation type – OWNI/OWNE)

Dt – FFFF 0 06 00 00 PP (AVAI)
Ct – FFFF W YY UR 00 PP (AVAI)

5.5.3. Withdrawal of shares of a merged/demerged company

basis for entry: KDPW instruction (operation type – REDI)
Dt – FFFF W YY UR 00 PP (AVAI)
Ct – 0001 0 01 00 99 PP (AVAI)

6. Processing the performance of issuers' obligations towards securities holders

6.1. Capital increase by way of a new issue, with exercising subscription rights

6.1.1. Registration of individual subscription rights (JPP)
6.1.1.1. Registration of individual subscription rights (JPP) on the technical accounts managed in KDPW for participants is performed on the basis of balances on the relevant accounts in underlying securities
basis for entry: KDPW instruction (operation type – CORP)

Dt – 0001 0 01 00 99 PP (AVAI)
Ct – FFFF W YY UR RR PP (TECH)

6.1.1.2. Registration of individual subscription rights (JPP) for shares not kept in KDPW is performed using technical accounts managed in KDPW for participants, on condition the number of these accounts does not exceed five, or on the technical account managed for the account of the registration agent
basis for entry: KDPW instruction (operation type – CORP)

Dt – 0001 0 01 00 99 PP (AVAI)
Ct – FFFF W 01/03 UR RR PP (TECH), FFFF 0 06 00 00 PP (TECH)

6.1.1.3. Transfer of individual subscription rights (JPP) from the technical account of the registration agent onto the technical account of participants
basis for entry: matched settlement instruction (operation type – OWNI/OWNE)

Dt – FFFF 0 06 00 00 PP (TECH)
Ct – FFFF W YY UR RR PP (TECH)

6.1.1.4. Transfer of individual subscription rights (JPP) from the technical accounts onto registration accounts following receipt of information confirming the admission of the individual subscription rights to trading in the organised market.
basis for entry: asset status change instruction sent by KDPW (operation type – INTP)

Dt – FFFF W YY UR RR PP (TECH)
Ct – FFFF W YY UR RR PP (AVAI)

6.1.2. Subscription for shares, as part of the exercise of subscription rights

6.1.2.1. Transfer of individual subscription rights (JPP) to the account of the brokerage office in order to exercise individual subscription rights (JPP) for a custodian, the custodian's clients, depositor, or clients holding an omnibus securities account in KDPW.
basis for entry: matched settlement instruction (operation type – OWNE)

Dt – BBBB W YY UR 00 PP (AVAI)
Ct – FFFF 2 01 UR 02 PP (AVAI)

   or
basis for entry: matched settlement instruction (operation type – OWNE)

Dt – BBBB W YY UR RR PP (TECH)
Ct – FFFF 2 01 UR 02 PP (TECH)

6.1.2.2. Exercising subscription rights on the basis of individual subscription rights (JPP)
The participant shall send KDPW, for each account, a single exercise instruction for all primary subscriptions submitted.
basis for entry: asset status change instruction sent by KDPW in response to a participant's exercise instruction (operation type – INTP)

Dt – FFFF W YY UR 00 PP (AVAI), FFFF 2 01 UR 02 PP (AVAI)
Ct – FFFF W YY UR 00 PP (BLCA), FFFF 2 01 UR 02 PP (BLCA)

or

Dt – FFFF W YY UR 00 PP (TECH), FFFF 2 01 UR 02 PP (TECH)
Ct – FFFF W YY UR 00 PP (BLTE), FFFF 2 01 UR 02 PP (BLTE)

6.1.3. Deregistration of individual subscription rights (JPP)

- in exercised individual subscription rights (JPP)
basis for entry: KDPW instructions (operation type – CORP)

Dt – FFFF W YY UR 00 PP (BLCA), FFFF 2 01 UR 02 PP (BLCA)
Ct – 0001 0 01 00 99 PP (AVAI)

or

Dt – FFFF W YY UR 00 PP (BLTE), FFFF 2 01 UR 02 PP (BLTE)
Ct – 0001 0 01 00 99 PP (AVAI)

- in non-exercised individual subscription rights (JPP)
basis for entry: KDPW instructions (operation type – CORP)

Dt – FFFF W YY UR RR PP (XXXX)
Ct – 0001 0 01 00 99 PP (AVAI)

6.1.4. Allocation of rights to shares of a new issue (PNE) to participants' accounts

basis for entry:
- KDPW instruction - on the basis of primary subscription (operation type – CORP)
or
- a KDPW instruction in the case of allocation based on additional subscription (operation type – PP, operation stage type code – 0004)

Dt – 0001 0 01 00 99 PP (AVAI)
Ct – FFFF W YY UR 00 PP (TECH), FFFF 2 01 UR 02 PP (TECH)

6.1.5. Deregistration of rights to shares of a new issue (PNE)
basis for entry: KDPW instruction (operation type – CORP)

Dt – FFFF W YY UR 00 PP (TECH), FFFF 2 01 UR 02 PP (TECH)
Ct – 0001 0 01 00 99 PP (AVAI)

6.1.6. Registration of rights to shares (PDA) or shares of a new issue
basis for entry: KDPW instruction (operation type – CORP)

Dt – 0001 0 01 00 99 PP (AVAI)
Ct – FFFF W YY UR 00 PP (AVAI), FFFF 2 01 UR 02 PP (AVAI)

Note: Registration may be performed as assimilation or conversion.

6.1.7. Deregistration of rights to shares (PDA) and registration of shares of a new issue

Deregistration of rights to shares (PDA) and registration of shares of a new issue according to balances on PDA accounts is performed in the manner described in the "Assimilation of securities" procedures, section 5.2.

Note: Registration may be performed as assimilation or conversion.

6.1.8. Transfer of rights to shares of a new issue (PNE) in connection with the exercise of individual subscription rights (JPP) for custodians, the custodian's clients, depositor, or clients holding omnibus securities accounts in KDPW
basis for entry : matched settlement instruction (operation type – OWNI/OWNE)

> Dt – FFFF W YY UR 02 PP (TECH)
> Ct – BBBB W YY UR 00 PP (TECH)

6.1.9. Transfer of rights to shares (PDA) or new issue shares in connection with the exercise of individual subscription rights (JPP) for custodians, the custodian's clients depositor, or clients holding omnibus securities accounts in KDPW
basis for entry: matched settlement instructions (operation type – OWNE)

> Dt – FFFF 2 01 UR 02 PP (AVAI)
> Ct – BBBB W YY UR 00 PP (AVAI)

6.1.10. Deregistration of individual subscription rights (JPP) or rights to shares of a new issue (PNE) in connection with the cancellation of the offering by the issuer
The deregistration of individual subscription rights (JPP) or rights to shares of a new issue (PNE) in connection with the cancellation of the offering by the issuer shall be performed according to the procedure described in 1.6. "Deregistration of securities from depository in KDPW".

6.2. Replacement of convertible bonds with new issue shares

6.2.1. Blocking instruction sent by the participant to "Statements of replacement of bonds with shares"
basis for entry: asset status change instruction (operation type – INTP)

> Dt – FFFF W YY UR 00 PP (AVAI)
> Ct – FFFF W YY UR 00 PP (BLCA)

6.2.2. Withdrawal of convertible bonds
basis for entry: KDPW instructions (operation type – CORP)

> Dt – FFFF W YY UR 00 PP (BLCA)
> Ct – 0001 0 01 00 99 PP (AVAI)

6.2.3. Registration of new issue shares obtained following an exchange
basis for entry: KDPW instructions (operation type – CORP)

> Dt – 0001 0 01 00 99 PP (AVAI)

Ct – FFFF W YY UR 00 PP (AVAI)

6.3. Exercise of rights to acquire or subscribe for shares of a new issue from convertible bonds, bonds with priority rights and subscription warrants on the basis of matched settlement instructions

6.3.1. Deregistration of convertible bonds, bonds with priority rights and subscription warrants
- transfer of convertible bonds, bonds with priority rights and subscription warrants presented for exercise of rights to the technical agent's account
basis for entry: matched settlement instructions (operation type – REDI)

> Dt – FFFF W YY UR 00 PP (AVAI)
> Ct – AAAA 0 06 00 00 PP (AVAI)

- cancellation of exercised convertible bonds, bonds with priority rights and subscription warrants
basis for entry: KDPW instruction (operation type – REDI)

> Dt – AAAA 0 06 00 00 PP (AVAI)
> Ct – 0001 0 01 00 99 PP (AVAI)

6.3.2. Registration of shares of a new issue
- registration of shares of a new issue on a technical agent's account
basis for entry: KDPW instruction (operation type – PLAC)

> Dt – 0001 0 01 00 99 PP (AVAI)
> Ct – AAAA 0 06 00 00 PP (AVAI)

- registration of shares of a new issue on accounts from which convertible bonds, bonds with priority rights and subscription warrants were exercised

basis for entry: KDPW instruction (operation type – TRAD)

> Dt – AAAA 0 06 00 00 PP (AVAI)
> Ct – FFFF W YY UR 00 PP (AVAI)

6.4. Processing of Treasury bonds and BGK Bank (Bank Gospodarstwa Krajowego) bonds underwritten or guaranteed by the State Treasury

6.4.1. Registration of Treasury bonds on the account of the Ministry of Finance (MF) and BGK bonds underwritten and guaranteed by the State Treasury on the BGK account – according to section 1.1.2. or 1.3.

6.4.2 Settlement of Treasury/BGK bond auction (purchase)
basis for entry: settlement instruction of the National Bank of Poland or matched settlement instructions of the National Bank of Poland and the bank keeping the securities account of the auction participant not being a direct KDPW participant (operation type – TRAD)

Dt – 0100/FFFF 0 01 00 00 PP (AVAI)
Ct – FFFF W YY UR 00 PP (AVAI)

6.4.3. Settlement of Treasury/BGK bond auction (redemption)
basis for entry: settlement instruction NBP (operation type – TRAD)

Dt – FFFF W YY UR 00 PP (AVAI)
Ct – 0100/FFFF 0 01 00 00 PP (AVAI)

Cancellation of redeemed bonds – according to section 1.6

6.4.4. Settlement of Treasury/BGK bond auction (exchange)
Exchange auction is a combination of a purchase auction and a redemption auction for bonds (sections 6.4.2 and 6.4.3). An exchange auction is settled on the basis of settlement instructions of the National Bank of Poland (operation type – TRAD)

6.5. Early partial redemption of securities

6.5.1. Voluntary redemption announced by the issuer
6.5.1.1. Participants send to KDPW an execution instruction. Each instruction corresponds to a voluntary redemption order from one client.
basis for entry: asset status change instruction issued by KDPW for a participant's execution instruction (operation type – INTP)

Dt – FFFF W YY UR 00 PP (AVAI)
Ct – FFFF W YY UR 00 PP (BLCA)

6.5.1.2. Cancellation of redeemed bonds:
basis for entry: KDPW instruction (operation type – REDI)

Dt – FFFF W YY UR 00 PP (BLCA)
Ct – 0001 0 01 00 99 PP (AVAI)

6.5.1.3. If voluntary redemption is not executed, or if the number of bonds presented for voluntary redemption is reduced, the relevant number of bonds is unblocked.

basis for entry: asset status change instruction sent by KDPW (operation type – INTP)

Dt – FFFF W YY UR 00 PP (BLCA)
Ct – FFFF W YY UR 00 PP (AVAI)

6.5.2. Mandatory redemption announced by the issuer
Participants send KDPW an instruction indicating the holdings of each client. The redeemed bonds are cancelled on redemption date.
basis for entry: KDPW instruction (operation type – REDI)

Dt – FFFF W YY UR 00 PP (AVAI)
Ct – 0001 0 01 00 99 PP (AVAI)

6.5.3. Redemption at the request of the bondholder

6.5.3.1. Blocking instruction for securities marked for redemption sent by the participant at the request of the bondholder

basis for entry: asset status change instruction (operation type – INTP)

        Dt –FFFF W YY UR 00 PP (AVAI)
        Ct –FFFF W YY UR 00 PP (BLCA)

6.5.3.2. Deregistration of securities marked for redemption at the request of the bondholder
basis for entry: KDPW instruction (operation type – REDI)

        Dt – FFFF W YY UR 00 PP (BLCA)
        Ct – 0001 0 01 00 99 PP (AVAI)

6.6. Payments performed by the issuer in connection with the redemption of bonds, following the redemption date, without KDPW acting as intermediary

6.6.1 Participants send KDPW instructions to block the number of bonds for which payments have been performed
basis for entry: asset status change instruction (operation type – INTP)

        Dt – FFFF W YY UR 00 PP (AVAI)
        Ct – FFFF W YY UR 00 PP (BLRD)

6.6.2 The deregistration of bonds redeemed by the issuer
Basis for entry: KDPW instruction (operation type – REDI)

        Dt – FFFF W YY UR 00 PP (BLRD)
        Ct – 0001 0 01 00 99 PP (AVAI)

6.7. Processing of investment certificates

6.7.1. Registration of investment certificates presented for redemption

Participants send investment certificates redemption instructions to KDPW. Where the terms of investment certificates redemption allow for a reduction, each instruction corresponds to a redemption order for certificates designated for exercise from one securities account; otherwise, instructions for the aggregate number of investment certificates presented for redemption by clients can be sent.
basis for entry: asset status change instruction issued by KDPW for certificates redemption instructions (operation type – INTP)

        Dt – FFFF W YY UR 00 PP (AVAI)
        Ct – FFFF W YY UR 00 PP (BLCA)

In the case of a reduction in the number of investment certificates presented for redemption, the relevant number of certificates is unblocked according to section 6.5.1.3.

6.7.2. Registration and cancellation of investment certificates following the liquidation of an investment fund

Deregistration of investment certificates from registration accounts following the transfer to KDPW participants of the amount of payable entitlements according to section 1.6.