

DD - BDA INSTITUTION DISSEMINATION MANUAL

March 2020

Table of Contents

1	Overview.....	3
2	Copyright © JSE Limited.....	3
3	Version Control	3
4	Passwords	3
4.1	Password Requirements	3
4.2	Issuing of new passwords.....	3
4.3	Password resume on RACF	4
4.4	Password resume on Authentication (TACACS) Server.....	4
4.5	Confirmation of user Id and Password	4
5	Downloading Data	5
5.1	Scheduling the download.....	5
5.1.1	Header Record.....	7
5.1.2	Trailer Record.....	7
5.1.3	Key	7
5.2	Record Layouts.....	8
5.2.1	Account Details	8
5.2.1.1	Account Details Record 1 - Layout 80	8
5.2.1.2	Account Details Record 2 - Layout 85	9
5.2.1.3	Account Details Record 3 - Layout 86	10
5.2.1.4	Account Details Record 4 - Layout 77	11
5.2.1.5	Account Details Record 5 - Layout 78	12
5.2.1.6	Account Details Record 6 - Layout 79	13
5.2.1.7	Account Details Record 7 - Layout 98	14
5.2.2	Balance Details	15
5.2.2.1	Balances Record 1 - Layout 90	15
5.2.2.2	Balances Record 2 - Layout 91	15
5.2.2.3	Portfolio Balances Record - Layout 95	16
5.2.3	Daily Financial & Scrip Transactions.....	17
5.2.3.1	Financial Transaction Records - Layout 87	17
5.2.3.2	Scrip Transaction Record 1 - Layout 88	18
5.2.3.3	Scrip Transaction Record 2 - Layout 89	20
5.2.3.4	Cash Transaction Record - Layout 97.....	20
5.2.4	Daily Deals	21
5.2.4.1	Deals Record 1 - Layout 81	21
5.2.4.2	Deals Record 2 - Layout 82	22
5.2.4.3	Deals Record 3 - Layout 83	23
5.2.4.4	Deals Record 4 - Layout 84	24
5.2.4.5	Deals Record 5 - Layout 99	25
5.2.5	Instrument Record - Layout 92	26
5.2.6	Multiple Bank Accounts Record - Layout 69	27
5.2.7	Equity Entitlement Information.....	28
5.2.7.1	Dividend Record - Layout 93	28
5.2.7.2	Entitlements Record - Layout 94	29
5.2.7.3	Electronically Settled Corporate Actions Record - Layout 74.....	30
5.2.8	Portfolio / All Holdings Record - Layout 96.....	31

1 OVERVIEW

Participating Institutions can request data to be downloaded overnight. The request must be in writing to Customer Support who will schedule the details of the download via RPROC in BDA. Each participant is allocated a file to which the data is downloaded

2 COPYRIGHT © JSE LIMITED

All intellectual property rights contained in this document, including but not limited to, all designs, trademarks, logos, text and images, whether registered or unregistered, are the intellectual property of the JSE and are protected by South African and international intellectual property laws and conventions. Save in respect of the user's personal use, the JSE reserves the right to take legal action in respect of any reproduction, copying, distribution, publication, alteration, adaptation or other use or communication of this document or part thereof, without the prior written consent of the JSE. None of the trademarks contained in this document may be used without the prior written consent of the JSE.

3 VERSION CONTROL

Version	Author	Date	Reason for changes
V1.8	Barbara Teasdale	28 July 2014	Rebranded and new contact details
V 1.9	Barbara Teasdale	7 August 2014	Prime Broking fields added to card codes 78 and 98
V 2	Barbara Teasdale	16 March 2020	New ICB Sector Codes update to card codes 92, 95 and 96 effective from 18 September 2020.

4 PASSWORDS

Passwords are required in order to access the information. The Open Systems Department of the JSE will maintain the passwords.

4.1 Password Requirements

The passwords must consist of the following:

- a minimum of 8 characters
- must be alpha numeric
- must be unique to each user
- must not consist of any common words or phrases
- must not consist of any initial, name, surname or any other name which can be associated with the user

4.2 Issuing of new passwords

- Open Systems will be responsible for issuing new passwords

4.3 Password resume on RACF

The following steps must be followed to resume passwords:

- Letterhead of the company must be faxed to the JSE
- Contact number must be specified
- Contact name must be specified
- Open Systems will phone the client to confirm details
- Password will be resumed

4.4 Password resume on Authentication (TACACS) Server

The following steps must be followed to reset passwords:

- Letterhead of the company must be faxed to the JSE
- Contact number must be specified
- Contact name must be specified
- Open Systems will phone the client to confirm details
- Password will be reset

4.5 Confirmation of user Id and Password

1. A representative from the Customer Support department will provide you with your Sign-on and Dataset name before 11am on the day you go live.
2. For security purposes, a representative from the RACF department will provide you with your Password.
3. An Account Officer, from the Information Products Sales Division will contact you to confirm receipt of the Dataset, UserID and Password.
4. The onus is on you to test as soon as you have received the above-mentioned information to ensure that you will gain access to the Mainframe.

Should you experience any problems relating to the information communicated to you or the actual testing of this information, please contact Customer Support on +27 11 520 7777 or CustomerSupport@jse.co.za

5 DOWNLOADING DATA

5.1 Scheduling the download

Customer Support will schedule the process DISINS on RPROC according to the written instructions from the institution. Multiple requests may be submitted. Each request can be tailored to the Institutions daily requirements as follows:

- **INSTITUTION CODE**
The institution will be allocated an account code by Customer Support
- **BRANCH /PARTNER CODE**
The applicable Branch and Partner code must be entered if left blank, all branch and main office data will be downloaded
- **PF IND**
Portfolio indicator if set to 'Y', only portfolio clients detail will be downloaded
If set to 'N', only non-portfolio detail will be downloaded
If left blank, all clients' detail will be downloaded

NOTE: The BRANCH/PARTNER CODE and PF IND are the highest order of selection. Other selections are within these primary selections.

- **AC1/2/3/4/5/6/UP/DEA**
Download of account details 'Y' or 'N' - record layout 80
Download of account address lines 1 and 2 'Y' or 'N' - record layout 85
Download of account address lines 3 and 4 'Y' or 'N' - record layout 86
Download of account other information 'Y' or 'N' - record layout 77
Download of additional account information 'Y' or 'N' - record layout 78
Download of CSDP account details 'Y' or 'N' - record layout 98
Download of accounts that have changed 'Y' or 'N' - record layouts 80/85/86/77/78/98
Download of accounts deactivated on the day 'Y' or 'N' - record layout 80
- **BL1/BL2/PF/NZ/UP**
Download of all accounts 'other' balances 'Y' or 'N' - record layout 90
Download of all accounts trading balances 'Y' or 'N' - record layout 91
Download of all accounts portfolio balances 'Y' or 'N' - record layout 95
Exclude zero balances for record layouts 90 and 91 above 'Y' or 'N'
Download updated balance records only 'Y' or 'N'
- **RV/FN/SCR/XOP/CS**
Include deal reversals 'Y' or 'N'.
Daily financial movements 'Y' or 'N' - record layout 87
Daily scrip movements 'Y' or 'N' - record layouts 88/89

Include XOP's	'Y' or 'N'
Cash transactions	'Y' or 'N' - record layout 97
• DL1/DL2/DL3/DL4/DL5	
Daily deals	'Y' or 'N' - record layouts 81/82/83/84/99
• INS/IUP/BNK/BUP/BDEA	
Instruments	'Y' or 'N' - record layout 92
Download updated instruments only	'Y' or 'N'
Download all bank records	'Y' or 'N' - record layout 69
('Y' will download ALL active bank account details if the Updated and Deactivated indicators are set to 'N')	
Download only updated bank records	'Y' or 'N'
('Y' will download only updated bank account details for the day. The Bank Record details must also be set to 'Y')	
Download deactivated bank records	'Y' or 'N'
('Y' will download only bank account details deactivated that day. The Bank Record details must be set to 'Y')	
• DIVS/R-MSTS/STRT ENT	
All dividends with LDT date more recent than 60 business days loaded by the listings department	
	'Y' or 'N' - record layout 93
All 'rights' processes more recent than 20 business days	'Y' or 'N' - record layout 94
All Corporate Actions for STRATE Approved Securities	'Y' or 'N' - record layout 74
• PFV/ALL HOLDINGS/UP/ENTDU	
Portfolios	'Y' or 'N' - record layout 96
Download updated portfolio records only	'Y' or 'N'
Download ENTDU records	'Y' or 'N' - record layout 73
• BEE/ALL/EXP/TAX/ID	
Download Active BEE Records	'Y' or 'N' - Card Code 79
All BEE Records	'Y' or 'N' - Card Code 79
Expired BEE Records	'Y' or 'N' - Card Code 79
Download Tax Exemption Info	'Y' or 'N' - Card Code 68
Download Tax ID Information	'Y' or 'N' - Card Code 62

Record Layouts Used

All balance amounts are multiplied by 100 so that they are represented as whole numbers rather than numbers with decimals. The sign for these balance fields precedes the balance figure. (Signs are '+', '-' or space, when the balance is zero). All records are a standard 173 characters long and are blank filled.

5.1.1 Header Record

The first record on the file to be downloaded is the header record.

NOTE: The terms 'machine date' and 'machine time' refer to the actual date and time that the file being downloaded started being written to.

BDA FIELD NAME	LENGTH	VALUE	DESCRIPTION
DATE	X(10)	CCYY/MM/DD	Machine date
FILLER	X		
TIME	X(8)	HH:MM:SS	Machine time
FILLER	X		
BAT-DTE	9(8)	YEARMDD	Batch run date
FILLER	X(147)		

5.1.2 Trailer Record

The last record on the file to be down loaded is the trailer record.

NOTE: The terms 'machine date' and 'machine time' refer to the actual date and time that the file being downloaded finished being written to.

BDA FIELD NAME	LENGTH	VALUE	DESCRIPTION
DATE	X(10)	CCYY/MM/DD	Machine date
FILLER	X		
TIME	X(8)	HH:MM:SS	Machine time
FILLER	X		
NARRATIVE	X(20)		'NUMBER OF RECORDS = '
RECORDS	9(9)		Number of detail records on file
FILLER	X		
BAT-DTE	9(8)	YEARMDD	Batch run date
FILLER	X(117)		

5.1.3 Key

- X Represents an alpha field
- 9 Represents a numeric field

5.2 Record Layouts

5.2.1 Account Details

5.2.1.1 Account Details Record 1 - Layout 80

BDA FIELD NAME	LENGTH	VALUE	DESCRIPTION
SYSTEM	X(2)	BD	System BDA
CARD-CDE	9(2)	80	Card code 80
BRK-CDE	9(3)		Broker code
ACC-CDE	9(7)		Account code
ACC-TYP-CDE	X(2)		Account type code
BRN-CDE	X(2)		Branch code
PARTNER-CDE	X(2)		Partner code
PF-IND	X(1)		Portfolio indicator - 'Y' or 'N'
PF-MAN-CHG-CDE	9(2)		Portfolio management charge code
ADVR-CDE	X(4)		Portfolio advisor code
CLI-TITLE	X(10)		Clients title
INITIALS	X(4)		Clients initials
SURNAME	X(40)		Clients surname
EXTNL-ACC-IND	X(1)		External account indicator
EXTNL-ACC-CDE	X(17)		External account code
MAN-CDE	X(3)		Managed code
SET-TYP-CDE	X(1)		Settlement type code
NON-RES-IND	X(1)		Non-resident indicator
COUNTRY-CDE	X(3)		Country of residence code
INV-TYPE	X(3)		Investment type code
DTE-DEACTIVATED	9(8)		Date deactivated
SEX	X(1)		Male Female or Blank
ID-NO	X(13)		Identification number
LANG-CDE	X(1)		Language code
PRIN-AG-IND	X(1)		Trading capacity indicator
CLI-IND	X(7)		Client indicator
CLI-CAT	X(2)		Client category
SCRIP-ACC-NO	X(12)		Scrip account number
EL-PAY-MAN-DTE	9(8)		Electronic payment mandate date
MIN-NTE-IND	X(1)		Minimised note indicator
ELECTION-IND	X(1)		Election indicator
ELEC-RPT-IND	X(1)		Electronic report indicator
SLB-RATE	9(5)		Scrip lending and borrowing rate
FILLER	X(2)		Spaces

5.2.1.2 Account Details Record 2 - Layout 85

BDA FIELD NAME	LENGTH	VALUE	DESCRIPTION
SYSTEM	X(2)	BD	System BDA
CARD-CDE	9(2)	85	Card code 85
BRK-CDE	9(3)		Broker code
ACC-CDE	9(7)		Account code
ADR-LINE-1	X(40)		Address line 1
ADR-LINE-2	X(40)		Address line 2
TEL-NO-1	X(15)		Telephone number 1
TEL-NO-2	X(15)		Telephone number 2
TAX-NO	X(12)		Income tax number
VAT-NO	X(13)		Vat Number
CO-REG-NO	X(14)		Company Registration Number
FILLER	X(10)		Spaces

5.2.1.3 Account Details Record 3 - Layout 86

BDA FIELD NAME	LENGTH	VALUE	DESCRIPTION
SYSTEM	X(2)	BD	System BDA
CARD-CDE	9(2)	86	Card code 86
BRK-CDE	9(3)		Broker code
ACC-CDE	9(7)		Account code
ADR-LINE-3	X(40)		Address line 3
ADR-LINE-4	X(40)		Address line 4
POSTAL-CDE	X(4)		Postal code
TELEFAX	X(15)		Telefax number
EMAIL-ADDR	X(45)		E-mail address
FILLER	X(15)		Spaces

5.2.1.4 Account Details Record 4 - Layout 77

BDA FIELD NAME	LENGTH	VALUE	DESCRIPTION
SYSTEM	X(2)	BD	System BDA
CARD-CDE	9(2)	77	Card code 77
BRK-CDE	9(3)		Broker code
ACC-CDE	9(7)		Account code
FIRST-NAMES	X(40)		First Names
DTE-LOADED	9(8)		Date account loaded
EXCH-CTL	X(1)		Exchange control code
STAFF-IND	X(1)		Staff Indicator
FILLER	9(2)		Filler
FILLER	9(5)		Filler
FILLER	9(11)		Filler
MAND-RCV-DTE	9(8)		Mandate received date
MAND-CHG-DTE	9(8)		Mandate changed date
INSTIT-CDE	X(3)		Institution code
BKGE-PCNT	9(3)		Brokerage percentage
LAS-UPD-DTE	9(8)		Machine date of last update
ACC-ID-CDE	X(3)		Account ID code
BCA-CITY-CDE	X(2)		Temporary field for city code
SHORT-NAME	X(20)		Shortened account name
REF-BY	X(30)		Name of person who referred client
FILLER	X(6)		Spaces

5.2.1.5 Account Details Record 5 - Layout 78

BDA FIELD NAME	LENGTH	VALUE	DESCRIPTION
SYSTEM	X(2)	BD	System BDA
CARD-CDE	9(2)	78	Card code 78
BRK-CDE	9(3)		Broker code
ACC-CDE	9(7)		Account code
CTA-OPTN-CDE	X(1)		Contra parameters option code
MANDATE-MOD	X(1)		Mandate modification indicator
REG-INS-CDE	9(2)		Registration instruction code
SCR-DISP-CDE	X(2)		Scrip dispatch code
SC-CHG-CDE	9(2)		Safe custody charge code
SPEC-REG-NAME	X(70)		Full name for registration
NEG-SCALE	X(3)		Negotiated brokerage scale code
INV-RET-CDE	X(2)		Investment return code
ASSET-RATE	9(5)		Account asset rating
CR-LIM-CDE	X(2)		Credit limit
CR-LIM-AMT	9(15)		Credit limit amount
RTS-CONSOL-IND	X(1)		Rights consolidation indicator
CON-KEY-OPTN	X(1)		Consolidation option code
ALLOC-SEQ-NO	9(3)		Scrip allocation sequence number
VAT-INV-IND	X(1)		VAT invoice to be created - 'Y' or ' '
DEL-CHQ-IND	X(1)		Deal cheque production indicator
LEG-ENT-CDE	X(2)		Legal status code
POW-ATT	X(1)		Power of attorney held
MMKT-IND	X(1)		Indicates a money market account
MMKT-MANDATE-DTE	9(8)		Mandate date for money market account
SAFEX-ACC-CDE	X(5)		SAFEX account code related to BDA
SAFEX-RATE-CLASS	X(1)		SAFEX rate charge
UNEX-CDE	X(8)		UNEXcor code
NO-MST-IND	X(1)		Marketable securities tax indicator
CMPY-RPT-IND	X(1)		Company Report indicator
PRIME-BRK-CDE	9(3)		Prime broker Code
PRIME-ACC-CDE	9(7)		Prime account code
PRIME-BRK-VER-DTE	9(8)		Prime broker verification date
PRIME-STATUS-IND	X(1)		Prime status indicator

5.2.1.6 Account Details Record 6 - Layout 79

BDA FIELD NAME	LENGTH	VALUE	DESCRIPTION
SYSTEM	X(2)	BD	System BDA
CARD-CDE	9(2)	79	Card code 79
BRK-CDE	9(3)		Broker code
ACC-CDE	9(7)		Account code
PROCS-DTE	9(8)		Process date of entry
BEE-IND	X(1)		Y (yes) or space
EXP-DTE	9(8)		BEE expiry date
FILLER	X(142)		Spaces

5.2.1.7 Account Details Record 7 - Layout 98

BDA FIELD NAME	LENGTH	VALUE	DESCRIPTION
SYSTEM	X(2)	BD	System BDA
CARD-CDE	9(2)	98	Card code 98
BRK CDE	9(3)		Broker code
ACC-CDE	9(7)		Account code
CSDP-CDE	X(2)		Bank code
CSDP-BRN-CDE	X(4)		Bank branch code
CSDP-ACC-NO	X(16)		Bank account number
CSDP-BIC-CDE	X(11)		Bank BIC code
CSDP-BP-ID	X(8)		Business partner ID
CSDP-CSD-ACC-NO	9(9)		Bank CSD account number
CSDP-VER-DTE	9(8)		Bank verification date
CSH-AGT-CDE	X(2)		CSA bank code
CSH-AGT-BRN-CDE	X(4)		CSA Bank branch code
CSH-AGT-ACCT-NO	X(16)		CSA bank account number
CSH-AGT-BIC-CDE	X(11)		Bank BIC code
CSH-AGT-BP-ID	X(8)		Business partner ID
CSH-AGT-VER-DTE	9(8)		CSH bank verification date
CLNT-BIC-CDE	X(11)		Client account BIC code
NTE-IND	X(1)		Electronic broker note indicator
STRT-CSDP-TEL-NO	X(15)		Strate CSDP telephone number
STRT-ACC-TYP-HOLDER	X(1)		Strate CSDP account type holder
PRIME-ACC-IND	X(1)		Prime account indicator
FILLER	X(23)		Spaces

5.2.2 Balance Details

5.2.2.1 Balances Record 1 - Layout 90

BDA FIELD NAME	LENGTH	VALUE	DESCRIPTION
SYSTEM	X(2)	BD	System BDA
CARD-CDE	9(2)	90	Card code 90
BRK-CDE	9(3)		Broker code
ACC-CDE	9(7)		Account code
BAL-CDE	X(2)		Balance code
KOU-SIGN	X(1)	+/-	Sign of cash balance
KOU-CASH-BAL	9(15)		Cash balance
KOU-JSET-SIGN	X(1)	+/-	Sign of JSE trustees balance
KOU-JSET-BAL	9(15)		JSE Trustees balance
FILLER	X(125)		Spaces

5.2.2.2 Balances Record 2 - Layout 91

BDA FIELD NAME	LENGTH	VALUE	DESCRIPTION
SYSTEM	X(2)	BD	System BDA
CARD-CDE	9(2)	91	Card code 91
BRK-CDE	9(3)		Broker code
ACC-CDE	9(7)		Account code
K06-SIGN	X(1)	+/-	Sign of cash balance
K06-CASH-BAL	9(15)		Cash balance
K06-JSET-SIGN	X(1)	+/-	Sign of JSE trustees balance
K06-JSET-BAL	9(15)		JSE Trustees balance
K06-CS-SIGN	X(1)	+/-	Sign of current sales balance
K06-CUR-SAL	9(15)		Current sales balance
K06-CP-SIGN	X(1)	+/-	Sign of current purchases balance
K06-CUR-PUR	X(15)		Current purchases balance
K06-FS-SIGN	X(1)	+/-	Sign of future sales balance
K06-FUT-SAL	9(15)		Future sales balance
K06-FP-SIGN	X(1)	+/-	Sign of future purchases balance
K06-FUT-PUR	9(15)		Future purchases balance
K06-FR-SIGN	X(1)	+/-	Sign of free deals balance
K06-FREE-BAL	9(15)		Free deals balance
FILLER	X(47)		Spaces

5.2.2.3 Portfolio Balances Record - Layout 95

BDA FIELD NAME	LENGTH	VALUE	DESCRIPTION
SYSTEM	X(2)	BD	System BDA
CARD-CDE	9(2)	95	Card code 95
BRK-CDE	9(3)		Broker code
ACC-CDE	9(7)		Account code
INSTR-TYP	X(1)		Share type code, E = equity, G =bond
ICB SECTOR-CDE	X(4)		Spaces
COST-SIGN	X(1)	+/-	Sign of position cost
POSN-COST	9(15)		Cost of position
VAL-SIGN	X(1)	+/-	Sign of current market value
POSN-VAL	9(15)		Current market value of position
INC-SIGN	X(1)	+/-	Sign of income
POSN-INC	9(15)		Income from position
VAL-CLNP-SIGN	X(1)	+/-	Sign of clean price value
POSN-VAL-CLNP	9(15)		Clean price value
BOARD-IND	X(1)		Board Field (ALTX Board: A, JSE Overall: J, NAM Overall: N)
ICB SECTOR-CDE	X(8)		New ICB sector code
FILLER	X(80)		Spaces

5.2.3 Daily Financial & Scrip Transactions

5.2.3.1 Financial Transaction Records - Layout 87

BDA FIELD NAME	LENGTH	VALUE	DESCRIPTION
SYSTEM	X(2)	BD	System BDA
CARD-CDE	9(2)	87	Card code 87
BRK-CDE	9(3)		Broker code
ACC-CDE	9(7)		Account code
BAL-CDE	X(2)		Balance code
DESIG-CDE	X(2)		Designation code
SIGN-AMT	X(1)	+/-	Sign of transaction amount
TRAN-AMT	9(15)		Transaction amount
TRAN-NARATV	X(40)		Transaction narrative
FIN-TRAN-CDE	X(2)		Transaction code
DOC-REF-NO	X(6)		Document reference number
CHQ-DEP-NO	9(7)		Cheque deposit number
CASH-ALPHA	X(2)		Alpha code of bank if cash transaction
AGE-DTE	9(8)		Age date of transaction
EXCH-CTL	X(1)		Exchange control code
GENRL-ANALS	X(9)		General analysis code
FILLER	X(64)		Spaces

5.2.3.2 Scrip Transaction Record 1 - Layout 88

BDA FIELD NAME	LENGTH	VALUE	DESCRIPTION
SYSTEM	X(2)	BD	System BDA
CARD-CDE	9(2)	88	Card code 88
BRK-CDE	9(3)		Broker code
ACC-CDE	9(7)		Account code
INSTR-TYP	X(1)		Share type code, E = equity, G =bond
INSTR-ALPHA	X(6)		Share alpha code
INSTR-VERSION	9(3)		Share version number
SCR-TYP	X(2)		Scrip type, e.g. C = certificate.
CERT-NO	X(9)		Certificate number
DEED-NO	X(9)		Transfer deed number
SCR-RCPT-NO	X(9)		Scrip receipt number
SCR-SEQ-NO	9(3)		Scrip sequence number
SCR-REC-ORG	X(2)		Scrip record origin
DTE-RCVD	9(8)		Date scrip was received
LOCN-ALPHA	X(2)		Location alpha code after transaction
LOCN-BRN	X(2)		Branch code of scrip after transaction.
SIGN-QTY	X(1)	+/-	Sign of transaction quantity
TRAN-QTY	9(11)		Transaction quantity
SIGN-AMT	X(1)	+/-	Sign of transaction amount
TRAN-AMT	9(15)		Transaction amount
AGE-DTE	9(8)		Age date of transaction
LOCN-ALPHA2	X(2)		Location alpha code before transaction.
LOCN-BRN2	X(2)		Branch code of scrip before transaction.
LOCN-DUE	X(2)		Location alpha code of scrip destination.
SCR-TRAN-CDE	X(2)		Transaction code
REG-CDE	9(2)		Nominee company registration code
DEL-ID	9(7)		Deal id
FILLER	(50)		Spaces

NB: If a transaction record is for a managed client with scrip held in dematerialised form, users should be aware of the following:

- 1) A transaction record for this client will contain 'dematerialised' data which differ from the current data in the fields below.
- 2) A transaction record for the Nominee Company of this client will contain data of fungible scrip received, moved or dispatched. This transaction record is in the same format, with the same content as the current records, but the account number is the account number of the Nominee Company.

BDA FIELD NAME	LENGTH	DESCRIPTION
SCR-TYP	X(2)	'DM' = 'Dematerialised)
CERT-NO	X(9)	Same as ACC-CDE, left-justified with leading zeroes i.e. 123467bb or 001234bb.
DEED-NO	X(9)	Nominee Company account left-justified with leading zeroes i.e. 0039xxcbb in this 9 position alphanumeric field. Zero Spaces
SCR-RCPT-NO	X(9)	Spaces
SCR-SEQ-NO	9(3)	Zero
SCR-REC-ORG	X(2)	Same as the reg-cde
DTE-RCVD	9(8)	'O', spaces
LOCN-ALPHA	X(2)	updated
LOCN-BRN	X(2)	zero
TRAN-QTY	X(1)	zero
AGE-DTE	9(8)	same as for non-DM scrip
LOCN-DUE	X(2)	zero
SCR-TRAN-CDE	X(2)	
DEL-ID	9(7)	

5.2.3.3 Scrip Transaction Record 2 - Layout 89

BDA FIELD NAME	LENGTH	VALUE	DESCRIPTION
SYSTEM	X(2)	BD	System BDA
CARD-CDE	9(2)	89	Card code 89
BRK-CDE	9(3)		Broker code
ACC-CDE	9(7)		Account code
INSTR-TYP	X(1)		Share type code, E = equity, G = bond
INSTR-ALPHA	X(6)		Share alpha code
INSTR-VERSION	9(3)		Share version number
SCR-TYP	X(2)		Scrip type, eg C = certificate.
CERT-NO	X(9)		Certificate number
DEED-NO	X(9)		Transfer deed number
SCR-RCPT-NO	X(9)		Scrip receipt number
SCR-SEQ-NO	9(3)		Scrip sequence number
REG-HOLDER	X(70)		Name of registered holder of the scrip
FILLER	X(47)		Spaces

5.2.3.4 Cash Transaction Record - Layout 97

BDA FIELD NAME	LENGTH	VALUE	DESCRIPTION
SYSTEM	X(2)	BD	System BDA
CARD-CDE	9(2)	97	Card code 97
BRK-CDE	9(3)		Broker code
ACC-CDE	9(7)		Account code
BAL-CDE	X(2)		Balance code
DESIG-CDE	X(2)		Designation code
SIGN-AMT	X(1)	+/-	Sign of transaction amount
TRAN-AMT	9(15)		Transaction amount
TRAN-NARATV	X(40)		Transaction narrative
FIN-TRAN-CDE	X(2)		Transaction code
DOC-REF-NO	X(6)		Document reference number
CHQ-DEP-NO	9(7)		Cheque deposit number
CASH-ALPHA	X(2)		Alpha code of cash account
AGE-DTE	9(8)		Age date of transaction
EXCH-CTL	X(1)		Exchange control code
GENRL-ANALS	X(9)		General analysis code
FILLER	X(64)		Spaces

5.2.4 Daily Deals

5.2.4.1 Deals Record 1 - Layout 81

BDA FIELD NAME	LENGTH	VALUE	DESCRIPTION
SYSTEM	X(2)	BD	System BDA
CARD-CDE	9(2)	81	Card code 81
BRK-CDE	9(3)		Broker code
ACC-CDE	9(7)		Account code
DEL-ID	9(7)		Deal number
DEL-SEQ	9(3)		Deal line sequence number
ACC-TYP-CDE	X(2)		Account type code
BRN-CDE	X(2)		Branch code
PARTNER-CDE	X(2)		Partner code
AGE-DTE	9(8)		Age date of deal
INSTR-TYP	X(1)		Share type code, E = equity, G = bond
INSTR-ALPHA	X(6)		Share alpha code
INSTR-VERSION	9(3)		Share version number
PS-IND	X(1)		Purchase or sale
SIGN-TRAN-AMT	X(1)	+/-	Sign of note amount
TRAN-AMT	9(15)		Note amount
SIGN-QTY	X(1)	+/-	Sign of quantity of shares
TRAN-QTY	9(11)		Deal line quantity
CON-CHG-IND	X(1)		Indicates lines to be grouped for charges
CON-NTE-IND	X(1)		Indicates lines to be grouped on one note
SIGN-CONSID	X(1)	+/-	Sign of consideration
CONSID	9(15)		Consideration
PRCE	9(9)		Deal line price
DEL-TRAN-CDE	X(2)		Deal transaction code
TRADE-CAP	X(1)		Trade capacity
TRADE-TYP	X(2)		Trade type
RVSD-DEL-ID	9(7)		Deal id of the opposite leg of reversed deal
DEALR-CDE	9(5)		Dealer code
ORD-NUM	X(12)		Order number
SIGN-UT-QTY	X(1)		Sign of Unit Trust Quantity
UT-QTY	9(15)		Unit Trust Quantity
RAND-IND	X(1)		Rand Indicator , either = 'Y' or = ''
FILLER	X(23)		Spaces

5.2.4.2 Deals Record 2 - Layout 82

BDA FIELD NAME	LENGTH	VALUE	DESCRIPTION
SYSTEM	X(2)	BD	System BDA
CARD-CDE	9(2)	82	Card code 82
BRK-CDE	9(3)		Broker code
ACC-CDE	9(7)		Account code
DEL-ID	9(7)		Deal number
DEL-SEQ	9(3)		Deal line sequence number
CHG-STRCT-ENTRD	X(1)		Indicates charge structure code was entered
CHG-ENTRD	X(1)		Indicates charges were entered manually
CHG-STR-CDE	X(2)		Charge structure code
SIGN-BAS	X(1)	+/-	Sign of basic charge
CHG-BAS	9(15)		Basic charge
SIGN-BRO	X(1)	+/-	Sign of brokerage
CHG-BRO	9(15)		Brokerage charge
SIGN-VAT	X(1)	+/-	Sign of VAT charge
CHG-VAT	9(15)		VAT charge
SIGN-MST	X(1)	+/-	Sign of Marketable Securities Tax
CHG-MST	9(15)		Marketable Securities Tax charge
SIGN-INS	X(1)	+/-	Sign of Insider Trading Levy
CHG-INS	9(15)		Insider Trading Levy charge
SIGN-SET	X(1)	+/-	Sign of Strate cost recovery levy
CHG-SET	9(15)		Strate cost recovery levy
SETTLE-WK	9(4)		Settlement period YYWW
TRMS-1	X(2)		Terms of this line
TRMS-2	X(2)		Terms of this line
TRMS-3	X(2)		Terms of this line
TRMS-4	X(2)		Terms of this line
TRMS-5	X(2)		Terms of this line
TRMS-6	X(2)		Terms of this line
TRMS-7	X(2)		Terms of this line
RVSD-DEL-ID	9(7)		Deal id of the opposite leg of reversed deal
DEALR-CDE	9(5)		Dealer code
ORD-NUM	X(12)		Order number
FILLER	X(7)		Spaces

5.2.4.3 Deals Record 3 - Layout 83

BDA FIELD NAME	LENGTH	VALUE	DESCRIPTION
SYSTEM	X(2)	BD	System BDA
CARD-CDE	9(2)	83	Card code 83
BRK-CDE	9(3)		Broker code
ACC-CDE	9(7)		Account code
DEL-ID	9(7)		Deal number
DEL-SEQ	9(3)		Deal line sequence number
REF-ALPHA	X(2)		Alpha reference
REF-TYP	X(1)		Reference type code
REF-PAGE-NO	X(10)		Reference page number ex trading sheet
REF-LINE-NO	9(3)		Reference line number ex trading sheet
REF-ORD-NO	9(7)		Clients order number (DLDIR, DLEXT)
ORD-NO	X(12)		Order number
DEL-ID-OPTN	9(7)		Deal id of option deal to be exercised
SETTLE-DTE	9(8)		Settlement date
BRK-DIR-IND	X(1)		Indicates broker direct deal
COUNTRY-CDE	X(3)		Country of residence code of account holder
NON-RES-IND	X(1)		Non-resident indicator
EXCH-CTL	X(1)		Exchange control type
PRCE-FORMAT	X(1)		Price format code, 'C' cents, 'P' percent
PRCE-NOM	9(9)		Nominal price
REF-BRK-CDE	9(3)		Refereeing broker code
EXTNL-ACC-CDE	X(17)		External account code
ORDER-DTE	9(9)		Order date
CAPTR-TIME-STMP	9(7)		Order time
MATCH-TIME	9(9)		Matched time
RVSD-DEL-ID	9(7)		Deal id of the opposite leg of reversed deal
DEALR-CDE	9(5)		Dealer code
DEAL-EXTNL-ACC-CDE	X(17)		Deal External Account Code
FILLER	X(9)		Spaces

5.2.4.4 Deals Record 4 - Layout 84

BDA FIELD NAME	LENGTH	VALUE	DESCRIPTION
SYSTEM	X(2)	BD	System BDA
CARD-CDE	9(2)	84	Card code 84
BRK-CDE	9(3)		Broker code
ACC-CDE	9(7)		Account code
DEL-ID	9(7)		Deal number
CLEAN-PRCE	9(9)		Clean price - 5 decimal places
NET-PRCE	9(9)		Nett price - 5 decimal places
ALL-IN-PRCE	9(9)		All in price - 5 decimal places
YIELD-TO-M	9(9)		Yield to maturity - 5 decimal places
SIGN-BKGE	X(1)	+/-	Sign of brokerage
BKGE-PCNT-GILT	9(9)		Bond brokerage - 5 decimal places
SIGN-INT-FAC	X(1)	+/-	Sign of interest factor
INT-FACTOR	9(9)		Interest - 5 decimal places
EX-IND	X(1)		Indicates ex interest bond deal
INT-DTE	X(8)		Date from/to which interest is calculated.
NUM-DAY-INT	9(3)		Number of days interest
SIGN-INT-AMT	X(1)	+/-	Sign of interest amount
INT-AMT	9(15)		Interest amount - 2 decimal places
FILLER	X(68)		Spaces

5.2.4.5 Deals Record 5 - Layout 99

BDA FIELD NAME	LENGTH	VALUE	DESCRIPTION
SYSTEM	X(2)	'BD'	System BDA
CARD-CDE	9(2)	99	Card code 99
BRK-CDE	9(3)		Broker code
ACC-CDE	9(7)		Account code
DEL-ID	9(7)		Deal ID seq. number
BRN-CDE	X(2)		Branch code
PARTNER-CDE	X(2)		Partner code
AGE-DTE	9(9)		Age date of record
INSTR-TYP	X(1)		Instrument type
INSTR-ALPHA	X(6)		Instrument alpha
INSTR-VERSION	9(3)		Instrument version
SETTLE-DTE	9(9)		Settlement date
PS-IND	X(1)		Purchase/sale indicator
SIGN-TRAN-AMT	X(1)		Sign for deal amount
TRAN-AMT	9(15)		Initial deal amount inclusive of charges
SIGN-QTY	X(1)		Sign for quantity on deal
TRAN-QTY	9(11)		Original quantity on deal
FILLER	X(91)		Spaces

5.2.5 Instrument Record - Layout 92

BDA FIELD NAME	LENGTH	VALUE	DESCRIPTION
SYSTEM	XX	'BD'	System BDA
CARD-CDE	9(2)	92	Card code 92
BRK-CDE	9(3)		Broker code
INSTR-TYP	X(1)		Share type code, E = equity, G = bond
INSTR-ALPHA	X(6)		Share alpha code
INSTR-VERSION	9(3)		Share version number
DTE-EFF-FROM	9(8)		Date instrument version started trading
DTE-EFF-TO	9(8)		Date instrument version ceased trading
PRCE	9(9)		Ruling price at close of business
PRCE-NOM	9(9)		Nominal price instrument
GILT-PRCE	9(9)		Clean price - 5 decimal places
GILT-ALLIN-PRCE	9(9)		All in price - 5 decimal places
INSTR-RPT-NAME	X(24)		Instrument report name
INSTR-SHRT-NAME	X(14)		Instrument short name
ICB SECTOR-CDE	X(4)		Spaces
PRCE-FORMAT	X(1)		Price format, C=Cents, P=percent
COUPON-RATE	9(7)		Rate of interest (bonds) - 3 decimal places
YIELD-TO-M	9(9)		Yield to maturity - 5 decimal places
ELEC-TRADE-DTE	9(8)		Electronic trade date
BOARD-IND	X(1)		Board Field (ALTX Board: A, JSE Overall: J, NAM Overall: N)
BEE-IND	X(1)		Bee Indicator, either ='Y' or = ''
MST % FACTOR	9(7)		MST % factor, 5 decimals e.g. 12, 12345 = 1212345
ICB SECTOR-CDE	X(8)		New ICB Sector code of instrument
FILLER	X(20)		Spaces

5.2.6 Multiple Bank Accounts Record - Layout 69

BDA FIELD NAME	LENGTH	VALUE	DESCRIPTION
SYSTEM	X(2)	'BD'	System BDA
CARD-CDE	9(2)	'69'	Card code 69
BRK-CDE	9(3)		Broker code
ACC-CDE	9(7)		Account Code
BAL-CDE	X(2)		Balance Code
BANK-BRN-NO	9(6)		Bank Branch Number
BANK-ACC-NO	X(16)		Bank Account Number
BANK-DESCRIP	X(20)		Bank Description
BANK-ACC-TYP	X(1)		Bank Account Type
PREFERRED-ACC	X(1)		Preferred Account Indicator
VERIFY-STA	X(1)		Verified Status
VERIFY-DTE	9(8)		Verified Date
VERIFY-TME	9(7)		Verified Time
VERIFY-USER	X(4)		Verified by user
DTE-DEACTIVATED	9(8)		Date deactivated
TME-DEACTIVATED	9(7)		Time deactivated
USER-DEACTIVATED	X(4)		Deactivated by user
LAS-UPD-DTE	9(8)		Last update date
LAS-UPD-TME	9(7)		Last update time
LAS-UPD-USER	X(4)		Last updated by user
LAS-UPD-SOURCE	X(8)		Last update source
FILLER	X(47)		Filler

5.2.7 Equity Entitlement Information

NOTE: Corporate Action information provided as part of the BDA dissemination files are only related to the information required to process Corporate Actions in BDA and does not necessarily reflect all Corporate Action Events.

5.2.7.1 Dividend Record - Layout 93

BDA FIELD NAME	LENGTH	VALUE	DESCRIPTION
SYSTEM	X(2)	BD	System BDA
CARD-CDE	9(2)	93	Card code 93
BRK-CDE	9(3)		Broker Code
INSTR-TYP	X(1)		Share type code, E = equity, G = bond
INSTR-ALPHA	X(6)		Share alpha code
INSTR-VERSION	9(3)		Share version number
LDR-DTE	9(8)		Last day to register for dividend
DIV-SEQ-NO	9		Dividend sequence number
DIV-NO	9(5)		Dividend number ex company
DIV-TYP	X(1)		Dividend type
DTE-DECLARED	9(8)		Date dividend was declared
EX-DIV-DTE	9(8)		Ex-dividend date
PAY-DTE	9(8)		Dividend pay date
DIV-RATE	9(11)		Dividend rate - 6 decimal places
DIV-FORMAT	X(1)		Format of dividend - C = cents, P = percent
DIV-BONUS	9(11)		Dividend bonus - 6 decimal places
RATE-CONF	X(1)		Rate confirmed - 'Y' or 'N'.
NRST-PCNT	9(9)		Non-resident tax - 6 decimal places
ISSUE-RAT-OLD	9(13)		Old ratio - 7 decimal places
ISSUE-RAT-NEW	9(13)		New ratio - 7 decimal places
INSTR-TYP-REP	X(1)		New share type.
INSTR-ALPHA-REP	X(6)		New share alpha code.
INSTR-VERS-REP	9(3)		New share version
FILLER	X(48)		Spaces

5.2.7.2 Entitlements Record - Layout 94

NOTE: Corporate Action information provided as part of the BDA dissemination files are only related to the information required to process Corporate Actions in BDA and does not necessarily reflect all Corporate Action Events.

BDA FIELD NAME	LENGTH	VALUE	DESCRIPTION
SYSTEM	X(2)	BD	System BDA
CARD-CDE	9(2)	94	Card code 94
BRK-CDE	9(3)		Broker Code
INSTR-TYP	X		Share type code, E = equity, G = bond
INSTR-ALPHA	X(6)		Share alpha code
INSTR-VERSION	9(3)		Share version number
RTS-CONV-DTE	9(8)		Date entitlement takes place
LINK-SEQ-NO	9		Link sequence number (complex operations)
INSTR-TYP-REP	X(1)		New share type code, E = equity, G = bond
INSTR-ALPHA-REP	X(6)		New share alpha code
INSTR-VERS-REP	9(3)		New share version number
RTS-CONV-CDE	X(2)		Entitlement conversion code
ISSUE-RAT-OLD	9(13)		Ratio of old shares - 7 decimal places
ISSUE-RAT-NEW	9(13)		Ratio of new shares - 7 decimal places
RTS-TU-PRCE	9(13)		Take up price - 6 decimal places
RTS-PAY-QTY	9(6)		Minimum number of new shares
RTS-PO-PRCE	9(13)		Pay out price - 6 decimal places
RTS-LINK-CDE	X(1)		Link code for complex cases
NRST-PCNT	9(9)		Non-resident tax percentage
FILLER	X(67)		Spaces

5.2.7.3 Electronically Settled Corporate Actions Record - Layout 74

NOTE: Corporate Action information provided as part of the BDA dissemination files are only related to the information required to process Corporate Actions in BDA and does not necessarily reflect all Corporate Action Events.

BDA FIELD NAME	LENGTH	VALUE	DESCRIPTION
SYSTEM	XX	VALUE 'BD'	System BDA
CARD-CDE	99	VALUE 74	CARD CODE 74
BRK-CDE	9(3)		Broker Code
LDT	9(8)		Last Day to Trade for Dividend
INSTR-TYP	X(1)		Share type code
INSTR-ALPHA	X(6)		Share alpha code
INSTR-VERSION	9(3)		Share version number
PROCS-TYP	X(2)		Entitlement process type
PROCS-SEQ	9(3)		Entitlement process sequence number
RD	9(8)		Record Date
ELECTION-DTE	9(8)		Election-Date
PAY-DTE	9(8)		Dividend Pay Date
EX-DIV-DTE	9(8)		Ex-Dividend Date
DIV-NO	9(5)		Dividend Sequence Number
DIV-TYP	X(3)		Dividend Number ex Company
DIV-RATE	9(11)		Dividend rate (6 decimal places)
DIV-BONUS	9(11)		Dividend bonus - 6 decimal
RATE-CONF	X(1)		Rate confirmed - 'Y' or 'N'
INSTR-TYP-REP	X(1)		New share type code
INSTR-ALPHA-REP	X(6)		New share alpha code
INSTR-VERS-REP	9(3)		New share version number
ISSUE-RAT-OLD	9(13)		Ratio of old shares
ISSUE-RAT-NEW	9(13)		Ratio of new shares
PAY-OUT-PRCE	9(13)		Pay out price
TAKE-UP-PRC	9(13)		Take up price
FILLER	X(18)		Spaces

5.2.8 Portfolio / All Holdings Record - Layout 96

BDA FIELD NAME	LENGTH	VALUE	DESCRIPTION
SYSTEM	X(2)	BD	System BDA
CARD-CDE	9(2)	96	Card code 96
BRK-CDE	9(3)		Broker code
ACC-CDE	9(7)		Account code
INSTR-TYP	X(1)		Share type code, E = equity, G = bond
INSTR-ALPHA	X(6)		Share alpha code
INSTR-VERSION	9(3)		Share version number
ICB SECTOR-CDE	X(4)		Spaces
SIGN-HLDG-QTY	X(1)		Sign of shareholding quantity
SH-HLDG-QTY	9(13)		Shareholding quantity not at home
SIGN-QTY-AH	X(1)		Sign of shareholding quantity at home
QTY-AH	9(13)		Shareholding quantity at home
SIGN-COST-OTH	X(1)		Sign of cost of scrip not at home
COST-PF-OTH	9(15)		Cost of scrip not at home - 2 decimal places
SIGN-COST-AH	X(1)		Sign of cost of scrip at home
COST-PF-AH	9(15)		Cost of scrip at home - 2 decimal places
SIGN-QTY-HLDG	X(1)		Sign of unit trust quantity holding
UT-QTY-HLDG	9(15)		Foreign unit trust quantity holding 5 decimal places
SIGN-DEMAT-QTY	X(1)		Sign of demat quantity holding
DEMAT-HLDG-QTY	9(13)		Dematerialized quantity at CSD
SIGN-UT-QTY	X(1)		Sign of Unit Trust Quantity
UT-QTY	9(15)		Unit Trust Quantity
SIGN-CL-QTY	X(1)		Sign of CL Quantity
CL-QTY	9(13)		CL Quantity
BOARD-IND	X(1)		Board Field (ALTX Board: A, JSE Overall: J, NAM Overall: N)
ICB SECTOR-CDE	X(8)		New ICB sector code
FILLER	X(16)		Spaces

Should you have any queries regarding this manual please contact Customer Support on +27 11 520 7777

JSE Limited
Equity Market
One Exchange Square
Gwen Lane, Sandown
South Africa
Tel: +27 11 520 7000
www.jse.co.za

Enquiries:
CustomerSupport@jse.co.za
Tel: +27 11 520 7777

Disclaimer: The data provided in this document ("the Data") is for information purposes only and for no other purpose. The JSE does not guarantee or warrant the availability, the sequence, accuracy, or completeness or any other aspect of the Data (or part thereof) nor shall the JSE or any of its directors, officers, employees or agents be liable in any way to the reader or to any other person (natural or juristic) ("Person") whatsoever for any delays, inaccuracies, errors in, or omission in respect of such Data or the transmission thereof, or for any actions taken in reliance thereon or for any damages arising from the unavailability or termination of the display of the Data (or any part thereof) at any time without notice or any other liability of whatsoever nature to any Person.