



SGX-ST Listing Rules

Practice Note 13.1

Procedures for Trading Halt and Suspension

Details	Cross References	Enquiries
Issue date: 3 Nov 2003 Effective date: 10 Nov 2003	Listing Rules 1301,1302,1303, and paragraph 21 of Appendix 7.1	Please contact Market Control: - 6-236-8893 Darrell Lam 6-236-8343 Caroline Yeo 6-236-8175 Serene Wee 6-236-8890 Patricia Lee 6-236-8756 Melvin Tan 6-236-8341 Juliana Seng

1. Introduction

- 1.1 This Practice Note provides guidance on the procedures for Trading Halt and Suspension.
- 1.2 A Trading Halt is a short term trading stoppage requested by an issuer to disclose material information. It is generally requested for a minimum of one hour to a maximum of three market days. When a Trading Halt is being lifted, a stock will enter into the phase that the market is then in.
- 1.3 A Suspension is generally a longer term trading stoppage that can be requested either by an issuer or imposed by the Exchange. When a Suspension is being lifted, a stock will enter into an adjust phase for a minimum duration of 15 minutes before normal trading commences.
- 1.4 In a Trading Halt, orders in the system are not purged until the end of the trading day while for a Suspension, all orders are purged at the time of the Suspension.

2. Trading Hours

- 2.1 Our trading hours is from 9.00 am to 12.30 pm and 2.00 pm to 5.00 pm. Opening Routine is a 30-minute session before trading commences at 9.00 am, i.e. 8.30 am to 9.00 am. Closing Routine will run for 6 minutes after 5.00 pm, i.e. 5.00 pm to 5.06 pm. Issuers should preferably release material price sensitive announcements before 7.30 am or after 5.05 pm.

3. Procedures for Trading Halt and Suspension

- 3.1 Trading Halt or Suspension can be applied at any time. When an issuer wishes to request for a Trading Halt or Suspension in its securities during trading hours, it must first contact the officers in Market Control (“MC”). After alerting the MC officer, the issuer can then send the MASNET announcement to request for Trading Halt or Suspension.
- 3.2 In the MASNET announcement, issuers should state the reason for requesting the Trading Halt or Suspension.
- 3.3 Issuers are to observe the following guidelines when requesting for a Trading Halt or Suspension:-

(a) During trading hours (9.00 am to 12.30 pm and 2.00 pm to 5.00 pm)

Please call and alert Market Control **before** releasing the request via MASNET.

(b) Between 12.30 pm to 2.00 pm on a trading day

Please call and alert Market Control before 1.30 pm although the MASNET request can be released.

(c) Before or After Trading Hours

Please call and alert Market Control before 8.30 am although the MASNET request can be released.

4. Procedures for Lifting of Trading Halt and Resumption of Trading from Suspension

- 4.1 For both Trading Halt and Suspension, trading can resume only on the quarter-hour, that is, at the following times:

9.00 am	9.15 am	9.30 am	9.45 am
10.00 am	10.15 am	10.30 am	10.45 am
11.00 am	11.15 am	11.30 am	11.45 am
12.00 pm	12.15 pm		
2.00 pm	2.15 pm	2.30 pm	2.45 pm
3.00 pm	3.15 pm	3.30 pm	3.45 pm
4.00 pm	4.15 pm	4.30 pm	4.45 pm

- 4.2 Issuers must allow at least one hour of dissemination time after a material announcement is made and before trading resumes.
- 4.3 Issuers are to observe the following guidelines when requesting for a Lifting of Trading Halt or Resumption of Trading From Suspension: -

(a) During trading hours (9.00 am to 12.30 pm and 2.00 pm to 5.00 pm)

Please call and alert Market Control **before** releasing the request via MASNET.

- (b) Between 12.30 pm to 2.00 pm on a trading day
Please call and alert Market Control before 1.30 pm although the MASNET request can be released.

(Issuers are to note that the material announcement must be released before 1.00 pm and the MASNET request for Lifting of Trading Halt or Resumption of Trading from Suspension should be sent in subsequently latest by 1.15 pm.)

- (c) Before or After Trading Hours

Please call and alert Market Control before 8.30 am although the MASNET request can be released.

(Issuers are to note that the material announcement must be released before 7.30 am and the MASNET request for Lifting of Trading Halt or Resumption of Trading from Suspension should be sent in subsequently latest by 8.15 am.)

5. MASNET Templates

Issuers must use the correct template when sending in the above requests. Issuers can choose from the following four templates:-

- a. Request for Trading Halt;
- b. Request for Suspension;
- c. Request for Lifting of Trading Halt;
- d. Request for Resumption of Trading from Suspension