

## How to become a participant in ARM?

### I STEP 1 - APPLICATION FOR PARTICIPATION

#### Documentation regarding the conclusion of the ARM participation agreement.

Entities applying for the status of an ARM participant submit an application for concluding the ARM participation agreement and the grant of ARM participant status in accordance with the template available on the KDPW website.

Attachments to the application, which must be enclosed in the original document or in the form of a copy official or notary certified for compliance with the original:

- 1) current copy or extract from the relevant register or other document identifying the applicant \*;
- 2) copies of the power of attorney, in instances where the right to represent the applicant does not derive from the document, referred to in point 1 \*;
- 3) a specimen card containing signatures of persons authorised to represent the applicant in accordance with the applicant's representation rules, or containing notarised signature specimens of such persons \*;
- 4) in instances where a representative is used – a power of attorney issued by the ordinary ARM participant and granted to the applicant to send ARM messages on that participant's behalf \*;
- 5) the instruction referred to in § 9 paragraph 4 of the ARM Regulations (regarding the construction of reports from the Warsaw Stock Exchange and BondSpot by KDPW).

\* if on the day of submitting the application, the entity applying for the status of ARM participant has the status of a participant of the Central Securities Depository, participant of the Trade Repository or participant of the Compensation System and delivered this document to the Central Securities Depository, the delivery requirement applies only if the content contained in this document needs updating.

All templates of documents and ARM Regulations are available on the KDPW website in the Rules tab.

**The contract is concluded within 10 working days from the submission of the application and the set of required documents. The document confirming the acquisition of the ARM participant status is the resolution of the KDPW SA Management Board.**

### II STEP 2 - ACCESS TO THE ARM SYSTEM

#### Documentation regarding communication with the ARM system and electronic certificates

1. Entities requesting the ARM participant status, being participants of the SWI (direct participants of KDPW), may use ESDI / WEB and ESDK communication channels and use certificates issued on the basis of the SWI Regulations, if they use the institution code for identification in the ARM supporting IT system identifying them so far in the deposit system.

The condition is to sign an annex to the SWI agreement. Two copies signed by the Institution should be delivered to KDPW.

2. Entities requesting the status of an ARM participant who are participants in the Transaction Repository may use electronic certificates issued on the basis of the provisions of the Trade Repository Regulations and do not have to submit applications for issuing new certificates for those users who hold valid certificates in the Transaction Repository.
3. Entities requesting the ARM Participant status who are not KDPW participants and do not have institution codes for other services provided by KDPW, fill in the application for an U2A or A2A electronic certificate with the institution code provided by KDPW. The institution code is included in the content of the resolution of the Management Board regarding the conclusion of the contract for participation in the ARM system.

After sending the application for the certificate (and earlier filling in the certification form), the participant receives an automatically generated message with attached certification statement, which must be completed, signed in accordance with the representation and sent to the KDPW in the original.

After the application and declaration is approved by KDPW, the participant receives an e-mail with links to the certificate (s).

For each institution code, including the code that will be assigned by KDPW in connection with the application to join the ARM, the ARM participant is obliged to indicate the distribution channel of messages sent from the ARM. It can be an ESDIweb application or an MQ queue (ESDK / XRAW).

### **Configuration in the ARM system**

KDPW performs configuration of the participant in the ARM system immediately after the Management Board adopts a resolution regarding the conclusion of the contract for participation in the ARM system.