



Our Checklist Supports Your Being Public

As an equity issuer and primary listed company, you have a number of important duties to fulfil as regards informing your investors and the general public. These obligations for maintaining a listing serve to ensure transparency over your company at all times.

SIX provides you with expert support in all matters relating to your being public. We can reduce your workload to a minimum with our industry-leading know-how, helpful information and active assistance. Thanks to our being public checklist, you can constantly keep track of your tasks as a listed company, such as meeting disclosure obligations on time and producing annual reports. The information requirements for companies primary listed on the Swiss stock exchange are manageable in comparison with other exchanges. Quarterly reporting, for instance, is voluntary.

The new online training offering from the Swiss Stock Exchange gives you access to a digital learning environment, where you can at any time develop, review and update your specific expertise on the various reporting obligations you have towards your investors and the public. www.six-group.com/en/products-services/the-swiss-stock-exchange/education/equity-issuers.html

Recurring and Event-related Obligations

Recurring Obligations	Event-related Obligations
Corporate Reporting <ul style="list-style-type: none">– Financial reporting: annual & semi-annual report, alternative performance measures– Corporate governance: information on the governance and management of the company (e.g. composition and compensation of the board of directors and of the management); “comply or explain” rule	Ad hoc Publicity <p>Information on price-sensitive facts (e.g. material changes in earnings, restructuring, purchase offers)</p>
Regular Reporting <p>Technical and administrative information on the issuer and on the securities (e.g. information on dividends)</p>	Disclosure of Management Transactions <p>Reporting of all relevant transactions by the board of directors and management</p>
	Disclosure of Shareholdings <p>Reporting by the person or group subject to reporting obligations when reaching, exceeding or falling below the voting right thresholds of: 3%, 5%, 10%, 15%, 20%, 25%, 33 ⅓%, 50% or 66 ⅔%</p>

The examples given below are not intended to be exhaustive. Instead, they give you an overview of the obligations that come with being public. The detailed

legal basis and further information can be found on the SIX Exchange Regulation website: www.ser-ag.com/en/topics.html.

Recurring Obligations

Some information and reporting obligations recur periodically, which means that you can plan for them in advance.

Regular Reporting

These reporting obligations are intended to guarantee that the stock exchange and the market participants are provided with technical and administrative information about the listed securities promptly and in suitable form. This includes information for example on:

- Changes of name
- Capital structure
- Dividends
- Annual general meeting
- Updating of various weblinks

§ [Directive on Regular Reporting Obligations for Issuers of Equity, Securities, Bonds, Conversion Rights, Derivatives and Collective Investment Schemes](#)

📄 The legal basis and further information can be found at the following address: www.ser-ag.com/en/topics/regular-reporting.html

✉ Our electronic reporting platform [CONNEXOR® Reporting](#) offers you a simple and efficient means of fulfilling your reporting obligations.

Financial Reporting

Issuers listed on SIX are required to convey a true and fair view of their net assets, financial position and results of operations based on a recognized financial reporting standard in their financial reporting twice a year. This includes for example:

- Publishing an annual report (deadline: four months after the end of the financial year), financial reporting requirements depending on the listing standard
- Publishing an interim report (deadline: three months after the end of the period)

§ [Directive on Financial Reporting](#)

📄 The legal basis and further information can be found at the following address: www.ser-ag.com/en/topics/corporate-reporting.html

Corporate Governance

The rules on corporate governance instruct the issuers to publish important aspects relating to the senior management of their company or to provide substantial justification as to why these disclosures are not published. This includes information on:

- Organizational structure of the group, including all subsidiaries and information on the significant shareholders
- Composition of the board of directors (with short curriculum vitae)
- Composition of the management (with short curriculum vitae)
- Compensation of the board of directors and management
- Shareholders' participation rights
- Audit
- Information policy
- Quiet periods
- "Change of control" and defensive measures
- "Comply or explain" rule: Explicit non-disclosures have to be substantiated individually and materially

§ [Directive on Information Relating to Corporate Governance](#), including Annex

📄 The legal basis and further information can be found at the following address: www.ser-ag.com/en/topics/corporate-reporting.html

Event-Driven Obligations

Event-driven disclosure obligations arise from time to time and require issuers to provide information on specific events.

Ad Hoc Publicity

The duty to provide information as part of the Ad hoc Publicity concerns price-sensitive facts that are not publicly known and that occur in the area of operations of a listed company. The following recipients must be informed as a minimum in the event of a duty to make an ad hoc communication – this generally happens in the form of a media release, to be flagged with the preface of “ad hoc announcement pursuant to Art. 53 LR” from 1 July 2021 onwards:

- SIX Exchange Regulation AG
- Two electronic news providers, such as Reuters or Bloomberg
- Two major Swiss media (printed or electronic) and
- Any interested party upon request (push system)
- Publication of the media release on the website (pull system)

Examples of price-sensitive facts are:

- Significant changes in profits, profit collapses and profit warnings
- Mergers and acquisitions
- Restructuring
- Purchase offers
- Staff changes in the board of directors and the management

§ [Directive on Ad hoc Publicity](#)

📄 The legal basis and further information can be found at the following address: www.ser-ag.com/en/topics/ad-hoc-publicity.html

✉ Ad hoc announcements for the attention of SIX Exchange Regulation AG must be transmitted exclusively via our electronic reporting platform [CONNEXOR® Reporting](#).

Disclosure of Management Transactions

Issuers have to disclose transactions in relevant financial instruments by the members of their board of directors and management in accordance with the following process:

- The issuer is required to instruct, train and periodically remind the persons subject to reporting requirements in an adequate and sustainable way regarding the obligations to disclose management transactions.
- Members of the board of directors and of the management must report to the issuer all relevant transactions within two trading days from the creation of the reporting obligation (conclusion of the binding transaction or, in stock exchange trades, the execution of the transaction).
- The issuer has to submit the transaction (including the indication of the name and function of the person subject to the reporting obligation) within three subsequent trading days on the electronic reporting and publication platform of SIX Exchange Regulation AG.
- The report is published without the name, but with the specification of the relevant function, on the website of SIX Exchange Regulation AG.

§ [Directive on Disclosure of Management Transactions](#)

📄 The legal basis and further information can be found at the following address: www.ser-ag.com/en/topics/management-transactions.html

✉ [Our electronic reporting platform](#) offers you a simple and efficient means of disclosing management transactions.

Disclosure of Shareholdings

Shareholders are required to disclose their shareholdings in listed companies. Persons who are authorized to exercise voting rights at their own discretion are also subject to reporting obligations.

- Shareholders as well as persons who are authorized to exercise voting rights at their own discretion must report to the issuer and to the Disclosure Office within four trading days if they reach, exceed or fall below the following voting rights thresholds: 3%, 5%, 10%, 15%, 20%, 25%, 33 ⅓%, 50% or 66 ⅔%.
- The reporting obligation arises in accordance with Art. 13(1) FMIO-FINMA with the creation of the right to acquire or sell equity securities (binding transaction), irrespective of whether this claim is conditional or not.
- The issuer publishes the disclosure notification within two trading days of reaching the threshold using the electronic publication platform operated by the Disclosure Office.

§ [Federal Act on Financial Market Infrastructures and Market Conduct in Securities and Derivatives Trading \(FMIA, Art. 120ff\)](#)

📄 The legal basis and further information can be found at the following address: www.ser-ag.com/en/topics/disclosure-of-shareholdings.html

✉ [Our electronic reporting platform](#) offers you a simple and efficient means of disclosing shareholdings.

Your Being Public

Efficiency Through Personal Support

The Issuer Relations Team at the Swiss Stock Exchange supports companies with advice on questions relating to their listing. We offer you individual, expert support and customized services. Together, we work for your success. iir@six-group.com or contact us at the phone number +41 58 399 2245

For more information, see:

→ www.six-group.com/en/products-services/the-swiss-stock-exchange/listing/equities/services-for-issuers.html

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Surveillance and Enforcement
→ ser-ag.com/en/contacts/contact-enc.html

For additional information please see:
→ ser-ag.com/en/contacts.html

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