

COMPANIES ORDINANCE (Chapter 622)

In exercise of the power conferred on me under section 32 of the Companies Ordinance (Chapter 622), I hereby specify that with effect from 1 January 2024, a prospectus and its accompanying documents which are authorized for registration by The Stock Exchange of Hong Kong Limited and to be delivered in electronic form ('electronic records') to the Registrar of Companies for registration under section 38D or 342C of the Companies (Winding Up and Miscellaneous Provisions) Ordinance (Chapter 32) ('the C(WUMP)O') shall comply with the following requirements:—

- (a) Electronic records must be sent through electronic mail to (crprospectus@cr.gov.hk) conforming to:—
 - (i) Simple Mail Transfer Protocol (SMTP) or Simple Mail Transfer Protocol over Transport Layer Security (SMTP over TLS);
 - (ii) Multipurpose Internet Mail Extension (MIME) or Secure Multipurpose Internet Mail Extension (S/MIME) standard; and
 - (iii) size not exceeding 25MB.
- (b) Electronic records must be presented in Adobe Portable Document Format ('PDF').
- (c) Where electronic records are compressed, the following compression standards must be followed:—
 - (i) Zip file (.zip);
 - (ii) GNU zip file (.gz);
 - (iii) 7-Zip file (.7z); or
 - (iv) RAR file (.rar).
- (d) Electronic records which contain English characters only must be coded in American Standard Code for Information Interchange (ASCII), ISO/IEC 10646-1:2000, ISO/IEC 10646:2003 with Amendment 1 or ISO/IEC 10646:2011.
- (e) Electronic records which contain Chinese characters must be coded as follows:—
 - (i) Chinese and English characters must be coded in ISO/IEC 10646-1:2000, and the set of Chinese characters is restricted to the Chinese characters within the Chinese-Japanese-Korean (CJK) Unified Ideographs defined in ISO/IEC 10646-1:2000 or the characters included in the Hong Kong Supplementary Character Set - 2001 (HKSCS-2001);
 - (ii) Chinese and English characters must be coded in ISO/IEC 10646:2003 with Amendment 1, and the set of Chinese characters is restricted to the Chinese characters within the CJK Unified Ideographs defined in ISO/IEC 10646:2003 with Amendment 1 or the characters included in the Hong Kong Supplementary Character Set - 2004 (HKSCS-2004); or
 - (iii) Chinese and English characters must be coded in ISO/IEC 10646:2011, and the set of Chinese characters is restricted to the Chinese characters within the CJK Unified Ideographs defined in ISO/IEC 10646:2011.
- (f) Where the signature of a person is required, the relevant electronic record must be signed with a digital signature (as defined in the Electronic Transactions Ordinance (Chapter 553) ('the ETO')) supported by a recognized certificate, generated within the validity of that certificate and used in accordance with the terms of that certificate ('recognized digital signature'). The terms 'recognized certificate' and 'within the validity of that certificate' are defined in the ETO.
- (g) Where any of the electronic records is required to be certified or a certificate in respect thereof is required to be issued under the C(WUMP)O, the certification and certificate must be authenticated by the recognized digital signature of the person making the certification or issuing the certificate.
- (h) When a recognized digital signature is used, it must be attached to an electronic record in accordance with the following standards:—
 - (i) Public-Key Cryptography Standards (PKCS#7); or
 - (ii) PDF v1.5/1.6/1.7 (ISO 32000-1) or v2.0 (ISO 32000-2:2017).

- (i) For an electronic record which comprises multiple electronic records and which has to be signed, each individual record must be separately signed digitally.
- (j) Electronic records must not contain any computer instructions, including but not limited to:—
 - (i) computer viruses; and
 - (ii) macros, scripts and fields that depend on the execution environment and the execution of which will cause changes to the electronic record itself or the information system displaying the electronic record.

22 December 2023

Helen TANG *Registrar of Companies*