



ISRAEL SECURITIES AUTHORITY

**MAGNA – Rules for Registration, Signing, Reporting and Dissemination on
MAGNA¹**

According to Securities Law, 5728-1968

By virtue of its authority under section 44E of the Securities Law, 5728-1968² (hereinafter - the Law), the Israel Securities Authority (hereinafter – the ISA) hereby announces the following rules pertaining to registration, signing, reporting and dissemination on MAGNA:

Chapter A: Interpretation

Definitions

1. In these rules –

"Means of signature authentication", "means of signing," "electronic signature", "secure electronic signature" and "electronic certificate" — shall have the meaning given to them in the Electronic Signature Law;

"Token", "Identification number", "Personal key", "Public key" — shall have the meaning given to them in the Securities (certification authority) Regulations, 5763- 2003

"Reporting site", "Dissemination site", "Reporting entity", "Cover sheet", "Handwritten signature", "MAGNA" (Electronic Fair Disclosure System), "Authorized electronic signatory", "Document", "Senior corporate officer" — shall have the meaning given to them in the Electronic Signature and Reporting Regulations;

"Form", "reporting form" - an electronic form that is used for the purpose of electronic reporting to the ISA, as it appears on the reporting date on the reporting site or on the form site, at the address provided in the First Appendix to these rules;

"Non-public reporting form" – a reporting form not intended for public dissemination;

"Public reporting form" – a reporting form intended for public dissemination and transferred, after its absorption in MAGNA, for public viewing on the ISA's dissemination site;

"certification authority" — shall have the meaning given to it in section 44D (b) of the Law;

¹ Note: The Internet pages appearing in these rules are for the purpose of demonstration only, and are not necessarily the pages that will be displayed in practice.

² Sefer HaHukkim (Book of Laws) 5728, page 234; 5763, page 70.



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“Reporting Computer” — a computer that is used by an authorized electronic signatory for the purpose of downloading reporting forms from the reporting site and carrying out electronic reporting to the ISA, and which complies with the hardware and software requirements established in Chapter C, including a connection to the internet network;

“Electronic Reporting Regulations”- Securities (Electronic Signature and Reporting) Regulations, 5763- 2003³;

“Certification Authority Regulations” — Securities (Certification Authority) Regulations, 5763- 2003⁴.

Preservation of Laws

2. These rules complement the provisions of the Law and its Regulations pertaining to electronic reporting, and are to be read as being subject to the Law and the regulations enacted pursuant thereto.

Chapter B: Registration of an Authorized Electronic Signatory

First time registration of a reporting entity and its authorized electronic signatory on MAGNA

3.
 - (a) An application for a first time registration of a reporting entity and its authorized electronic signatories on MAGNA shall be submitted on the "**Application for first time registration of authorized electronic signatory**" form, with the text that appears on the dissemination site (www.MAGNA.ISA.GOV.IL) under the "registration forms" menu.
 - (b) The application shall be signed with a handwritten signature and submitted the ISA at its office in Jerusalem, by hand delivery or by posting.
 - (c) If the ISA approves the application, the proposed authorized electronic signatory will receive an approval from the ISA, including an identification number, to act as an authorized electronic signatory for the reporting entity.

³ Collection of Regulations 5763, page 665.

⁴ Collection of Regulations 5763, page 594.



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Registration of additional authorized electronic signatory

4. (a) An application for registration of an authorized electronic signatory for a reporting entity already registered on Magna shall be submitted to the ISA by means of electronic reporting on the "**Application for addition/deletion of authorized electronic signatory of reporting entity**" form (Form 301)
- (b) If the ISA approves the application, the proposed authorized electronic signatory will receive an approval from the ISA, including an identification number, to act as an authorized electronic signatory for the reporting entity.

Acquisition of electronic means of signature and permit

5. The designated electronic signatory shall approach the offices of a certification authority, according to the list appearing in the Second Appendix, with the ISA's approval (the approval being valid for 14 days from the date stipulated on it), identify himself to the certification authority, submit to him the ISA's approval and purchase from him a means of signature and an electronic certificate which shall be stored on a token for the purpose of electronic reporting.

Renewal of the electronic permit

6. (a) The renewal of an electronic certificate which was issued for the purpose of electronic reporting can be carried out during the thirty-day period prior to its expiry date at the offices of certification authority who issued the original electronic certificate, without an additional approval from the ISA being required; if the renewal is not carried out within the aforesaid period of time – a new electronic certificate will have to be acquired.
- (d) (b) An electronic certificate will be renewable, providing its accumulated validity is for no longer than four years from the date the first certificate was issued.



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Cancellation of an authorized electronic signatory's appointment or amendment of his personal details

7. (a) If a reporting entity has cancelled the appointment of its authorized electronic signatory, it should electronically report the cancellation to the ISA on an "**Application for addition/deletion of authorized electronic signatory of a reporting entity**" form (Form 301), and inform the certification authority who had issued the electronic certificate for the aforesaid entity no later than when the cancellation enters into effect.
- (e) (b) If a change takes place regarding the position of the authorized electronic signatory, or in his details reported to the ISA, the reporting entity should electronically report the aforesaid changes to the ISA on a "**Change of details pertaining to authorized electronic signatory**" form (Form 300), on the date the changes enter into effect; if the authorized electronic signatory has ceased to act as a senior corporate officer in a reporting entity, the reporting entity should electronically report to the ISA regarding the cancellation of his appointment as the authorized electronic signatory on an "**Application for addition/deletion of authorized electronic signatory of a reporting entity**" form (Form 301), and notify the certification authority regarding the cancellation of the electronic certificate.
- (c) Notwithstanding the provisions of clauses (a) and (b), under special circumstances, the chairman of the ISA or an employee authorized by him for this purpose is authorized to allow submission of reports described in clauses (a) and (b) to the ISA by means other than electronic reporting and according to prescribed conditions.

**Chapter C:
Electronic Reports to MAGNA**

Reporting computer



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8. (a) The electronic reporting to the ISA shall be carried out from a computer that complies with the following hardware and software requirements:
1. Either a Windows XP or WIN 2000 operating system;
 2. A Microsoft Word 2000 or XP word processor;
 3. An active Internet connection – preferably high speed ADSL connection or ISDN or PPP;
 4. A USB port;
 5. Internet explorer browser version 6.0 or a newer version; the browser definitions should allow downloads of Active X files to the reporting computer;
 6. Minimal screen resolution of 800x600;
 7. 32 bit color;
 8. Acrobat 6.02 Standard ME, adjusted for use on MAGNA; the software can be purchased at the dealer listed in the Third Supplement;
 9. The possibility of writing to a local disk.
 10. If there is a security system installed on the computer or on the network to which it is connected, it must allow access to the reporting site through protocol http/s 443.



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- (b) Prior to establishing the initial connection between the reporting computer and the reporting site, it is necessary to access the website at <http://install.MAGNA.isa.gov.il> (hereinafter – the installation site) in order to carry out a one-time installation of a number of software components onto a local disk on the reporting computer (such as the OCX software component, which uses Active X and a driver for the token); instructions for the required one-time installation will appear on the installation site.

Note that the aforesaid installation of components is to be a one-time installation for each new reporting computer; if and when there are updates or version upgrades in the future, the system shall post an alert regarding such when the reporting site is entered.

Installation of "ISA 3" software

- 8A** (a) Once the Acrobat 6.02 Standard ME software had been installed on the reporting computer, as required by section 8(a)(8), the "ISA 3" software must be installed. The installation process shall be carried out as follows:
- (1) Close the Acrobat 6.02 Standard ME, Microsoft Word and Microsoft Outlook applications.
 - (2) Insert the "ISA 3" disc into a disc drive. The installation process will commence immediately after the following notice:
 - (3) In the next window that opens click on Next to continue the installation process:
 - (4) Again, click on Next in the next window that opens:
 - (5) In the next window, choose the interface language from the menu that will open up:
 - (6) Read the license for the use of software, and after choosing to "accept the terms in the license agreement", click on Next:
 - (7) A dialog box will open at the next stage, in which it is necessary to fill in personal details and the software's serial number, as it appears on the sticker attached to the cover of the disc.



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- (8) The next window shows the location for the installation of the software, which should not be changed:
- (9) To continue the installation process, click on Install:
- (10) Wait a few minutes until the installation process is complete:
- (11) To end the installation process click on Finish:
- (b) After the installation of "ISA 3," the "ISA Wizard" icon will appear on the window, on the Word tool bar – to be used in closing a document in order to report to MAGNA. If the Wizard icon does not appear, the following actions should be taken:
 - (1) First, check whether "ISA 3" is active. To do this, right click on the toolbar, and confirm that "ISA 3" is marked:
 - (2) If "ISA 3" is not marked, choose "tools> Templates and Add-ins" from the menu, and select "Isa 3.dot":
- (c) Once the installation of "ISA 3" is successfully completed, carry out the following operations immediately:
 - (1) Click on the Start menu, and choose Printers and Faxes:
 - (2) Right click on "Adobe PDF" printer and choose "Printing Preferences":
 - (3) Select the Adobe PDF Setting tab and remove the marker from the "Do not send fonts to Adobe PDF" option:
 - (4) Click on "OK."

Connection to reporting site

9. (a) Access to the reporting site is permitted for holders of a means of signing and a valid electronic certificate, issued for the purpose of the electronic reporting to the ISA.



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- (b) The site is accessible through any Internet provider (ISP), and access shall be through the Microsoft Explorer browser, version 6.0 or any later version; the site's entrance window will display a link to the appropriate internet site for downloading the correct version of the browser.
- (c) To establish a connection to the reporting site, the authorized electronic signatory will connect his "token" to the USB port on the reporting computer, check its connection to the Internet and type the address of the reporting site (<http://Filing.MAGNA.isa.gov.il>) in the browser's address bar; if there are a number of electronic certificates on the "token," the authorized electronic signatory shall choose the relevant certificate for the entity on behalf of which he wishes to report.

Page for choosing electronic certificate

- (d) Prior to the appearance of the entrance window to the reporting site, a window will appear in which the authorized electronic signatory will be asked to enter his personal password (for the means of signing) in the appropriate field, and to click on OK for confirmation.

If an error occurs in entering a password, the authorized electronic signatory will enter the password a second time; if access to the reporting site is blocked, the authorized electronic signatory must contact the telephone support center (according to details provided under section 19).

Page for entering password

- (e) The "**Site Entry**" link will appear on the entrance page to the reporting site and an authorized electronic signatory can click on it to enter the reporting site; the system will identify the user as a holder of the electronic certificate and will allow him to access the reporting site, while adjusting the interface language and the relevant pages to the type of the reporting entity on behalf of whom he acts; clicking on the "**Site's terms of use**" link will activate the page detailing the system's terms of use.



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Reporting site's entry page

Structure of the reporting site

10.

(a) The title line of the reporting site contains the following links:

- 1 **"Help"** – clicking on this link will present the user with help menus for using the reporting site;
- 2 **"Info"** – clicking on this link will connect the user to a page presenting details of certification authorities, details of the telephone support center, and details of the ISA service offices, for as long as the ISA operates them;
- 3 **"MAGNA Dissemination"** – clicking on this links the user to the www.MAGNA.isa.gov.il dissemination site;
- 4 **"ISA site"** - links the user with the ISA's information site (www.isa.gov.il) which contains information on the functions, departments and



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activities of the ISA. The site also contains information pertaining to laws, regulations, court decisions, lists of public companies, mutual funds, investment advisers, investment portfolio managers, etc.

- 5 **"Contact us"** – clicking on this opens a window for sending e-mail messages to the ISA;
- 6 **"Reporting Rules"** – clicking on this opens a window with details pertaining to the forms used for reporting events pursuant to the Law.
- 7 Telephone number of the telephone support center.

- (b) In the upper part of each page in the reporting site, there is a toolbar of task buttons, used to perform tasks related to the process of preparing and submitting a report.

Task buttons toolbar

As described below, the buttons will be active if there is a form loaded onto the reporting computer. (For a



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specification regarding each button – see "stages of the reporting process").

- (c) On the right hand side of the page there is a menu listing the subjects of the report forms that are available to reporting entities, with a differentiation between public and non-public reporting forms; the choice of a topic from the menu's list will lead to the presentation of all of the forms relating to this topic, subject to and in accordance with the type of reporting that has been chosen (public/non-public).

Menu of main topics

- (d) In the right hand corner of the task buttons toolbar there is a button that enables the display or hiding of the menu listing the subjects of the reports. A click on this button will hide the menu listing the subjects of the reports and will display the report form on the area of the work window.

Main Window

Reporting Process

11. (a) An authorized electronic signatory who wishes to report to the ISA will enter the reporting site and choose the required type of reporting – either reporting through a public reporting form or reporting through a non-public reporting form.

- (b) The choice of the reporting form can be done in two ways:

1. A reporting form can be chosen according to its number from the selection box.
2. The relevant main subject can be chosen from the main subject listing menu, on the right hand side of the window; the choice of a main subject from the list of



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subjects will lead to the display of all the forms related to that subject on the center of the window.

An authorized electronic signatory can select - from the list of forms that appears in the center of the window – the appropriate form for the event that he wishes to report; clicking on the title of the desired form will cause the form to be loaded onto the work window.

- (c) Once the desired form is chosen, the header of the form will present identifying details of the reporting entity in whose name the reporting is being done, while details of the authorized electronic signatory who is submitting the report will appear in the footer of the form.

Header:

Footer:

- (d) Once the form is loaded on the window, the authorized electronic signatory will complete the form on the reporting computer; the completion of the form can be done "off line", without a connection to the reporting site.
- (e) The authorized electronic signatory shall fill in all required fields as well as other fields, according to requirements;

For this purpose – an "required field" is a field that is designated to be filled in in any event, and if it is not filled in the report will not be considered complete - for example, a field that includes the starting date of a senior corporate officer's tenure.



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Please note, even if a certain field is not designated as an "required field" it must be filled in if it is relevant to the reported event.

Transition from field to field within the form is performed by means of a **TAB** key or by a mouse.

(f) In some forms - fields such as this will appear:

Drop-down list box - clicking on it causes the display of a list of values which can be chosen by using the mouse.

Radio button – for choosing only one option.

Check box – a check box allows for single or multiple choices, from a variety of choices. Chosen option/options are marked with a "√".

Add button – clicking on the button allows addition of another record.

Delete button – clicking on the button will delete the record.

Free text box – a free text box will appear at the bottom of each report form, in which it will be possible to enter any expansion, explanation, addition, etc. regarding the details in the report for which there are no specific fields in which such expansions, explanations or additions can be entered. There are also fields in which reference numbers of reports related to the present report can be entered.

(g) Accompanying files can be attached to forms in which there are fields alongside which a "Browse" button appears, so long as they have been saved and closed as a PDF file as set out in section 12. Clicking on the "Browse" button opens a window from which the desired file can be loaded.

(h) Electronic reporting - and this refers to all files attached to the report as well - may not contain video files, audio or animation files or pictures, with the exception of graphs, tables, or the logo or emblem of the reporting entity.



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- (i) If the report includes a cover sheet, the authorized electronic signatory will fill in the required details on the cover sheet and will ascertain that the details he has entered on the cover sheet conform to the details appearing on the report which he intends to file with the ISA.
- (j) At any stage in the process of preparing the report during which the report form is loaded on the reporting computer, the following actions can be carried out, in accordance with the task buttons:
- (1) **"Save Data"** – saves data that have been typed in the reporting form in an ".rne" file; the saving is possible at any stage of filling in the form or after its completion; clicking on the button opens a "Save" window through which the authorized electronic signatory must choose a location for the saving of the file and give it a name. (As a default option, the user will be offered the possibility of a name comprised of the letters magna, the date and time of the save and the name of the form, but the user may choose a different name for the file, so long as he does not change the ".rne" suffix. For good order, it is recommended that the file name chosen be one that indicates the content of the file.)

Please note, the "save data" function does not save the form itself or the PDF files attached to it, but only the information typed on the form. The saving of data is intended to assist with, *inter alia*, the continued completion of a form whose completion had been interrupted (without it being necessary to re-enter all of the data that has been saved) or to serve as the basis for completing a new form in the future.

- (2) **"Load data"** – enables the loading onto a new form of data that have been saved as described in paragraph (1), when the new form has been loaded onto the reporting computer. A PDF file may not be loaded, even if the original data that had been saved include a reference to a PDF file. An authorized electronic signatory wishing to continue the process



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of completing a form whose data have been saved will take the following actions in order:

1. Choose the desired report form from the list of forms menu, click on it and cause its display on the work window;
2. Click on the “Load data” button;
3. Locate the file in which the form’s data were saved and select it; the data that have been saved will be loaded on the form displayed on the work window.

Note that “load data” option as described above is possible only when there is a complete identity between the form whose data have been saved and the new form which is displayed on the work window, and when these two report forms both relate to the same reporting entity.

- (3) **“Save form”** – enables the saving of a form which has not yet been transmitted (without a reference number) with all of the details included in it, as an HTML file (as a file with the “.htm” suffix). As a default, the user will be offered the possibility of saving the file with a name comprised of the letters magna, the date and time of the save and the name of the form, but the user may choose a



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different name for the file, so long as he does not change the “.htm” suffix. For good order, it is recommended that the file name chosen be one that indicates the content of the file. A file that is saved in this manner can be sent to any addressee through tools that are external to the system (such as regular e-mail), without there being any possibility of changing the data that have been entered into it.

- (4) **“Check”** is for checking the technical propriety of the form before its transmission. Clicking on the button executes a check of whether all the required fields are completed, whether the dates have been entered, whether the type of data that have been entered are of the appropriate type, etc., and logic checks such as the connection between fields. If the form has been properly completed, a notice will be received indicating that the “form is proper.”

Note that the said check of technical propriety does not include a check of content of the report or of its completeness.

- (5) **“Display”** – presents the form in a preliminary display prior to its transmission; clicking on the button presents the form on the window in a preliminary display without a reference number. A “Save data” or “Print” can be performed from the preliminary display page, but not a “Send” or “Save form” action.
- (6) **“Print”** – clicking on the button opens the print menu, through which the printer on which the form will be printed is chosen.

Conversion of file into PDF format

12. (a) Creating a textual **PDF** file (Portable Document Format) for a reporting form (which allows the execution of a textual search in the language in which the



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document is written) for the purpose of attaching it to a reporting form requires its creation in a "**Word**" format followed by its conversion into a **PDF** format, by means of the **Acrobat 6.02 Standard ME** software adjusted for use MAGNA (as required by subsection 8(a)(8)).

Subject to the exception described in subsections (e) and (f), **Excel** files and other files cannot be converted directly into a "closed" **PDF** format (as defined in paragraph (b) below); instead, they must first be inserted into a Word file.

The following fonts may be used in the Word file that is to be changed into the PDF format:

Aharoni, Arial, Arial Unicode MS, Courier New, David, David Transparent, Fixed Miriam Transparent, Frank Ruehl, Levenim MT, Lucida Sans Unicode, Microsoft Sans Serif, Miriam, Miriam Fixed, Miriam Transparent, Monotype Hadassah, Narkisim, Rod, Rod Transparent, Tahoma, Times New Roman, WinSoft Sans Serif, WinSoft Serif.

- (b) In order to convert a **Word** file into a "closed" **PDF** file (a file that cannot be merged with other **PDF** documents), the following steps should be performed:
- (1) Open the Microsoft Word program
 - (2) Make sure the **ISA Wizard** icon, used to close a document for reporting to MAGNA, appears in the tool bar. If the icon does not appear, follow the instructions in section 8A(b)
 - (3) Open the document to be closed as a PDF file and click on the icon.
 - (4) The ISA "Document Closure Wizard" will open; it will include instructions for closing the document. If an error takes place during the process, a notice with the error number and a link to the support and database will appear, to allow for immediate error rectification.



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- (5) To start the process of closing the document - click "Next"
- (6) At this stage, one of the following options can be chosen:
 - (a) Closing the document, and preparing it for transmission to the ISA. If this option is chosen it will be impossible to merge this document with other PDF documents or to alter it in any other way.
 - (b) Converting the document into a PDF without closing it. Once one of the options has been chosen, click "next" to continue the process.
- (7) The next window displays the file name and its "save" location: click "start" and wait for the completion of the closing process.

A notice that the document has been successfully closed will appear, which will display the location in which it was saved. Click "finish" to complete the process.
- (c) Closing a PDF document for reporting to MAGNA will be carried out in the described manner, similar to the closing of a Word document, as described in subsection (b), with the necessary changes.
- (e) The attachment of a number of PDF documents in order to close them in one PDF document, for reporting to MAGNA, will be carried out as follows:
 - (1) Open the PDF document (hereinafter: "the **Main Document**") to which the other documents will be attached, using Acrobat 6.02 Standard ME,



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- (2) From the menu choose - Document<Pages<Insert:
- (3) Choose the document or documents to be added to the Main Document, from the window that opens:
- (4) From the "Insert Pages" window, it is possible to define the specific location in which the attached document will appear in relation to the Main Document or to a certain page in it.

After choosing the location of the file to be inserted – click "OK".

Submission of a report to the ISA

13.

- (a) Once the authorized electronic signatory has finished completing the form and has executed the propriety check and ascertained that all of the Electronic Reporting Regulations' requirements for the execution of electronic signing and electronic reporting to the ISA have been met, he will click the "Send" task button, which will generate a preview of the form with its reference number included.
- (b) The preview window provides the authorized electronic signatory with the opportunity to carry out any one of the following four actions:
 1. **"Save the data to file"**
– the option of saving the report's data to file (as an .rne file), as described in



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- section
12(j)(1).
2. **“Print”**
– the
option
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3. **“Close”**
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- 8 4. **“Sign and send”**
– signing the
document with a
certified electronic
signature and
sending it to the
ISA. So long as the
authorized
electronic signatory
has not clicked on
the **“sign and
send”** button, it is
still possible to
return to the form
for editing and to
make changes in
the data that appear
in the document.



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- (c) Clicking on "**sign and send**", will begin the process of transmitting the report form to the to the ISA, in the context of which the following messages will appear on the screen:
1. Upon the commencement of the transmission procedure, the authorized electronic signatory will be presented with a notice asking for his approval of the transmission of the report. If the form is for a public report, the notice will indicate that fact. If the authorized



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completed; that proper **PDF** files have been used; etc. If the check is successfully completed, the reporting site will present an announcement confirming that the report has been transmitted but not yet absorbed.

In addition, the authorized electronic signatory will be asked whether



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he wishes
to save
the report
form that
was
transmitted
(i.e., to
save it as
an
HTML
file – as
described
in section
11(j)(3) –
but with a
reference
number).
The
option to
print the
transmitted
document
will also
appear..

- (d) A document which has been electronically reported to the ISA will be viewed as having been submitted on the date on which it is absorbed in MAGNA, in accordance with a confirmation that will be issued to the authorized electronic signatory who executed the electronic reporting. Such a confirmation will appear in the reporting site on the “**Last transmitted reports**” page (which will present an updated list of the last ten reports transmitted by the authorized electronic signatory to the ISA), and will be sent to the authorized electronic signatory’s e-mail address.

A document that does not pass the technical acceptance in MAGNA check will be rejected without being absorbed in MAGNA, and an appropriate notice will appear in the reporting site on the “**Last transmitted reports**” page and which will indicate a code for the rejection. The telephone support center whose details appear in section 19 can clarify the reason for the rejection.



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Hyperlinks

14. A document which has been electronically reported to the ISA may not have any hyperlink to information within the document or external to it, although the reporting entity may include a link in the **PDF** document for the purpose of linking from the table of contents, if there is such, to the relevant sections in the body of the document, or for the purpose of making a reference, if there is such, from the document text to relevant sections, footnotes or notes in the body of the document.



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Submission of amended report

15.

- (a) Once a reported document has been electronically reported to the ISA and absorbed in MAGNA, no changes can be made other than through the submission of an amending report.
- (b) For some of the subjects that will be reported (such as financial statements, transactions with a controlling person, purchase offers, a prospectus for employees, a private offering and prospectus), there are special forms for the amendment of a report.
- (c) For subjects for which there are no special forms for an amending report, an amending report may be created in the following manner:
 - (1) Choose the appropriate form for the report that needs to be amended from the list of forms and load it onto the computer.
 - (2) Click on the “**Amending report**” button which appears on the lower right-hand side of the window, under the list of subjects of report forms; clicking on the button will lead to the presentation of the following fields underneath the chosen report form’s title – fields which indicate that the report is an amending one:

Heading of the Amending Report form

- (3) If the data in the report whose amendment is sought have been saved in a file, it is possible to load these data from the file onto the amending report by clicking the “**Load from file**” task button. If such report data have not been saved to file, the data must be re-entered on the amending report form.



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- (4) The following details need to be put into the fields under the form's title:
- (a) The date on which the original report was transmitted and its reference number;
 - (b) The error in the original report;
 - (c) The reason for the error in the original report;
 - (d) The main aspects of the amendment.
- (5) When the said fields have been completely filled in, the report should be completed with the amended details, as required, and the amending report should be transmitted in the same manner as any other report is transmitted.
- (d) Notwithstanding the provisions of paragraph (b), for those subjects for which there is a special amending report form, such as for reports of transactions with controlling persons, reports of private offerings or prospectuses, the amending report will be made in accordance with the special amending report form for that subject.

Submission of supplementary report

16. In order to submit a supplementary report with regard to a report that has been electronically submitted in the past, the following steps should be taken:



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- (a) Choose the appropriate form for the report that requires supplementation from the list of forms and load it onto the computer.
- (b) Click on "**supplementary report**" on the lower right hand side of the window, below the menu of subjects of reporting forms; clicking on the button will bring up the following fields under the heading of the chosen reporting form – which indicate that it is a supplementary report:

Heading for a supplementary report form

- (c) If the data of the report that is to be supplemented have been saved to a file, these data can be loaded from the file onto the supplementary report form by clicking on the "**load from file**" task button. If the data of the said report were not saved to a file, the data must be re-entered onto the supplementary report form.
- (d) Enter the following details in the fields under the form's heading:
 - (1) The submission date of the original report and its reference number;
 - (2) The main points that were added or supplemented.

Queries regarding the last submitted reports

17.

- (a) An authorized electronic signatory can submit a query at the reporting site in which he may ask to



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see the details of the last reports that were submitted by him.

- (b) In order to see these details, an authorized electronic signatory can click on the “**Last transmitted reports**” button located on the lower right-hand side of the window, under the list of topics of report forms.
- (c) Clicking on the “**Last transmitted reports**” button will bring up a page that lists the last ten reports executed by the authorized electronic signatory that have been absorbed in MAGNA or which were executed but were not absorbed, including the reason for such. The following data is presented for each report: the report’s date and time, its reference number, the name of the form and the report’s status.

It is clarified that the date and time of the report refers to the date and time of the report’s absorption in MAGNA and not necessarily the date and time on which the report was made public. There may be a delay of up to 25 minutes, depending on the type of report, from the time of the report’s absorption to the time of its publication.

“Last Transmitted Reports” Page

Date	Reference Number	Form Number	Name of form	Status
July 23, 2003 12:14	2003-01-006008	F121	General reporting	Report successfully absorbed
July 23, 2003 10:34	2003-01-006005	T046	Notice of calling of meeting	Report successfully absorbed
July 23, 2003 10:21	2003-01-006002	T090	Appointment of accountant	Report successfully absorbed
July 23, 2003 10:00	2003-01-005996	T090	Appointment of accountant	Report successfully absorbed
July 23, 2003 09:47	2003-01-005990	T090	Appointment of accountant	Report successfully absorbed
July 22, 2003 17:51:02	2003-01-005987	T046	Notice of calling of meeting	Reporting failed (25)



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Accessibility of MAGNA

18. It is intended that MAGNA will be available for absorption of reports from reporting entities twenty-four hours a day. However, if system failures take place on the Sabbath or on Jewish holidays, they will be repaired only after the Sabbath or after the holiday.

Failure of a reporting computer

19. A temporary or permanent failure of a reporter's computer will not serve as a justification for a delay or deferral in the submission of reports to the ISA. In the event of a mishap which cannot be immediately resolved (including one which cannot be resolved with the assistance of the ISA's telephone support center), the reporting entity will be responsible for finding an alternate computer in which to carry out the electronic reporting or for obtaining assistance from a service center operated by the ISA, if there is such a service center. In special cases and with the ISA's prior approval, the reporting can be done from a dedicated computer that will be made available for this purpose at the ISA's offices.

Chapter D: Assistance to reporting entities

Telephone support center

20. The ISA will provide a telephone support center for all reporting entities, at telephone number 03 – 9298877. The center will operate between 8.00 am and 10.00 pm on the days that there is trading on the stock exchange.

The center will provide technical support to all those reporting to MAGNA with regard to operational and technical problems related to the operation of the system.

Instruction

21. Reporting entities can receive paid instruction services pertaining to the format and manner of reporting to MAGNA. To order the service, please call the training center at telephone number 03 – 5661777.



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Help on the reporting site

22. The header line of the reporting site includes a link to the “**Help**” menu. Clicking on the link will bring up a page that provides explanations and assistance regarding the use of the reporting site.

In addition, the “**Help**” menu includes a link to an FAQ (**Frequently Asked Questions**) list; clicking on the link brings up a page with a list of common questions regarding the use of the site and the answers to them.

Service center

23. Repealed

Chapter E:

Review, production and dissemination of reports

Dissemination Site

24. (a) After their absorption, all public reports that are intended to be disseminated to the public will be made available for public review at the dissemination site (www.magna.isa.gov.il).
- (b) Entry into the dissemination site and review of the information appearing there will not require the payment of any fee whatsoever.

Viewing of information at the ISA’s offices

25. Internet stations will be made available to the public at the ISA’s offices in Jerusalem for the purpose of reviewing the information appearing on the dissemination site. The stations will be operational on Sundays through Thursdays between 8:30 a.m. and 5:00 p.m.

Downloading data from the dissemination site

26. (a) A fee, such as is described in Regulation 16 of the Electronic Signing and Reporting Regulations, will be paid for the downloading and saving of data from the dissemination site, subject to the possibility of a waiver of payment of the fee when the data to be downloaded is of a reasonable



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amount or is not intended to be for the purpose of selling the data, or of presenting, disseminating or transmitting them on a regular basis.

- (b) (b) The dissemination of raw, processed or partial information, on the basis of data that have been downloaded from the dissemination site will be subject to the provisions of Regulation 17 of the Electronic Signing and Reporting Regulations. The text of an application to serve as a disseminator appears in the ISA's information site (www.isa.gov.il).

Obtaining certified copies

27. (a) Any person may receive a certified hard copy of any report which is open to review by the public on the dissemination site. A reporting entity may obtain a certified hard copy of any document it has submitted to the ISA.
- (b) The Authority will be paid a fee such as is described in Regulation 18 of the Electronic Signing and Reporting Regulations for the actions and services provided by the ISA in connection with the issuance of certified copies. Payment vouchers will be located at the ISA's offices in Jerusalem and Tel Aviv.
- (c) In order to obtain a certified copy, a written application that includes the following details must be submitted to the ISA: the applicant's name, the name of the reporting entity that submitted the requested report, the type of report and the date on which it was submitted, the report's reference number and the number of pages in the report. The application should have attached to it a voucher indicating the payment of the fee described in sub-section (b). The application form may be downloaded from the dissemination site or obtained at the ISA's offices.
- (d) A certified copy of the requested document will be made available to the applicant at the ISA's offices in Jerusalem within one business day after the ISA receives the application; the applicant will notify the ISA as to whether the applicant intends to come to the ISA offices in order to obtain the document personally, or whether the applicant wishes to have the document sent by mail.



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First Appendix
(Section 1)

The updated and required versions of the electronic reporting forms appear on the following internet sites:

1. "Reporting site" – <http://filing.magna.isa.gov.il>
2. "Forms site" – <http://tofes.magna.isa.gov.il/tofes/general/pages/login.asp>

Second Appendix
(Section 5)

certification authority

Details of entities authorized by the ISA to act as certification authorities:

1. Name: Skiornet Ltd
Address: 34 Ben Gurion Street, Ramat Gan 52573
Internet site for information, coordination and issuance of electronic certificates: www.ica.co.il.il/magna
Telephone number for information, coordination and issuance of electronic certificates: 03-7544660.
03 – 7544633 (phone)
03 – 7544634 (fax)
Email: magna@ica.co.il
2. name: Comsign Ltd
Address: Kiryat Atidim, Building 4, 11th floor, Tel Aviv 69440
Internet site for information, coordination and issuance of electronic certificates:
www.comsign.co.il.il/magna
Telephone number for information, coordination and issuance of electronic certificates: 03-6443620
03 – 6485255 ext.127 (phone)
03 – 6474207 (fax)
Email: magna@comsign.co.il



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Third Appendix
(Section 8(a)(8))

Name of Supplier: Karat Israel Ltd
Address: 50 Anilevitch Street, Tel Aviv 61091
Site address: www.karatsoft.co.il
03 – 6888525 ext. 377 (phone)