

Dividend Procedure Timetable 2022

In accordance with Schedule 3 of the Admission and Disclosure Standards and AIM Rules 24 and 25, only Dividend timetables which specifically follow the guidelines set out here in the Dividend Procedure Timetable, need not be notified to London Stock Exchange (“the Exchange”) in advance. In this case the dividend information must be disseminated via a Primary Information Provider (PIP) under a correct headline category (please refer to the PIP Service Criteria & Regulatory Headline Categories standards set out by the Financial Conduct Authority). Dividends can be announced as part of an Interim or Final Results announcement or under the Headline Category ‘Dividend Declaration’. Dividends should not be announced under other headlines as this can lead to dividend details not being noticed. In such cases an issuer may be asked to change and re-announce dividend dates.

The announcement must include the dividend amount and whether it is to be paid net or gross, whether the dividend is wholly or partially a Property Income Distribution (PID) or has been designated as an Interest Distribution, the record date, the pay date and the availability of any Scrip, Dividend Reinvestment Plan or Scheme (DRIP / DRIS), Currency Election or other alternative. If available, the last day and time to elect for any alternative should be included.

Any deviation from the Dividend Procedure Timetable must be notified to, and agreed with, the Exchange’s Corporate Actions team in advance of the announcement of the dividend as set out below.

Any discussions on corporate action timetables must be undertaken with the Exchange’s Corporate Actions Team whose details are set out below. Contact with another part of the Exchange does not satisfy the issuer’s obligations under the Admission and Disclosure Standards or the AIM Rules for Companies.

Discussions with the Exchange’s Corporate Actions Team may be undertaken through the issuer’s adviser. In such circumstances, the Exchange will be entitled to assume that the issuer has ensured that any such adviser is sufficiently knowledgeable to discuss corporate action timetables and has access to corporate action newsfeeds such as Corporate Events Diary.

The basic principle:

Record date should normally be a Friday, therefore with standard settlement of T+2, the associated Ex date falls one business day earlier. If a dividend is to be made ex, the dividend must be declared via a PIP or notified to the Exchange at least six business days before the proposed record date, otherwise the ex dividend date may be deferred until the following week.

Any changes to a previously notified Dividend timetable, including deferral or cancellation of payment, must be notified to the Corporate Actions-Team and changes agreed prior to announcement.

If an announcement is released which does not meet the guidelines in the Dividend Procedure Timetable, the issuer may be required to make a further correcting announcement.

Dividends which fall outside these guidelines must be discussed and agreed in advance with the Corporate Actions Team on +44 (0)20 7797 1579 or e-mail ssn@lseg.com .

Dividend with Options

Dividends with Options (Scrip Dividends, Dividend Reinvestment Plans (DRIPs), Currency Options, Dividend Income Access Plans) which follow the guidelines of the Dividend Procedure timetable need not be notified to the Exchange in advance of the announcement, provided that the dividend announcement includes the dividend amount and whether it is to be paid net or gross, the record date, the pay date, the availability of any Scrip, DRIP or Currency Elections and the relevant Election date.

Advance notice should be given of any election date, which should fall at least ten business days after the record date. Timetables for Dividends with Options which are outside the guidelines, should be agreed in advance with the Corporate Actions Team.

CREST Elections

An alternative 'Electronic Election Entitlement' ('EEE') process is available in CREST for dividends with options elections. Issuers wishing to use the EEE process (subject to agreement with their paying agent) must ensure that the Dividend timetable follows the Dividend Procedure Timetable outlined above. In addition, the Issuer, or their paying agent, must apply for the ISIN number(s) required for the EEE. The announcement of the Dividend Option will need to confirm that the EEE process is being utilised.

Payment Dates

Companies should aim to pay straightforward cash dividends within 30 business days of the record date and Dividends with Options within 20 business days of the election date.

The Exchange believes that these timescales are achievable for all companies and produce advantages for issuers and the market as a whole. In most cases companies with relatively small shareholder registers should target paying a straightforward cash dividend within 20 business days of the record date.

Payment dates which fall outside these guidelines must be discussed and agreed in advance with the Corporate Actions Team on +44 (0)20 7797 1579 or e-mail ssn@lseg.com.

Dividends outside Timetable guidelines

A special dividend subject to an offer becoming unconditional in all respects (UIAR), will be marked ex-dividend one business day following announcement of the offer becoming UIAR, (if the announcement is made before 8.00am), or two business days following, (if announced after 8.00am). The date the offer is announced as UIAR will normally be the record date.

A dividend which is conditional upon a Scheme of Arrangement becoming effective and which uses the same record date, would not normally be marked ex-dividend.

A special dividend alongside a consolidation, will be deemed ex-entitlement to the dividend on the effective date, when dealings in the consolidated shares begin. The record date for the dividend and consolidation should normally be the business day prior to the effective date.

These events or any other dividends which fall outside these guidelines must be discussed and agreed in advance with the Corporate Actions Team on +44 (0)20 7797 1579 or e-mail ssn@lseg.com.

Overseas Issuers

The Dividend Procedure Timetable applies to overseas issuers and if an overseas issuer wishes a timetable to fall outside the normal timetable this should be agreed in advance with the Corporate Actions Team prior to publication and, in any case, at least six business days prior to the proposed dividend record date. However, where the principal place of Listing is on an overseas Exchange the issuer should follow the rules for dividends as defined by that market.

Exchange Traded Funds (ETFs)

Dividends for ETFs should be announced six business days prior to the record date so as to be marked ex-dividend in the normal way, (one business day prior to the record date), otherwise the ex dividend date may be deferred until the following week.

Dividends which fall outside these guidelines must be discussed and agreed in advance with the Corporate Actions team on +44 (0)20 7797 1579 or e-mail ssn@lseg.com

Depository Receipts

Dividends for Depository Receipts trading on the Exchange (including the International Order Book) should be notified to the Corporate Actions Team by no later than 9.00am three business days prior to the record date to allow the Depository Receipts to be marked ex-dividend in the normal way, (one business day prior to the record date). In the event of late notification of the dividend for the underlying security to the Depository Bank, the Depository Bank will be required to set a separate record date for the Depository Receipt in line with the above. In this case the Depository Bank should contact the Corporate Actions Team as soon as possible to agree the record and ex dates for the Depository Receipt.

Fixed Interest Securities & Debt Securities

Any payment for fixed Interest and debt securities must be notified to the Exchange no later than six business days prior to the record date. Where fixed payment details are available the issuer or their agent may use one timetable to inform the Exchange of all future payments. Notification should normally be made by email to ssn@lseg.com.

How to use the Dividend Procedure Timetable

If ex-dividend or record date is the key date driving the timetable, declare the dividend on or before the announcement date on the same line. If announcement date is the key date driving a timetable, choose the ex-dividend and record date on the same line or on any subsequent line. Ex-dividend dates normally fall on Thursdays, with the associated record date falling one business day later usually on a Friday.

Dividend Procedure Timetable 2022

Ex-Dividend Date	Associated Record Date	Latest Announcement Date
All dates are a Thursday unless otherwise shown	All dates are a Friday unless otherwise shown	All dates are a Thursday unless otherwise shown
30/12/2021	31/12/2021	21/12/2021 (Tue)
06/01/2022	07/01/2022	29/12/2021 (Wed)
13/01/2022	14/01/2022	06/01/2022
20/01/2022	21/01/2022	13/01/2022
27/01/2022	28/01/2022	20/01/2022
03/02/2022	04/02/2022	27/01/2022
10/02/2022	11/02/2022	03/02/2022
17/02/2022	18/02/2022	10/02/2022
24/02/2022	25/02/2022	17/02/2022
03/03/2022	04/03/2022	24/02/2022
10/03/2022	11/03/2022	03/03/2022
17/03/2022	18/03/2022	10/03/2022
24/03/2022	25/03/2022	17/03/2022
31/03/2022	01/04/2022	24/03/2022
07/04/2022	08/04/2022	31/03/2022
14/04/2022	19/04/2022 (Tue)	07/04/2022
21/04/2022	22/04/2022	12/04/2022(Tue)
28/04/2022	29/04/2022	21/04/2022
05/05/2022	06/05/2022	27/04/2022(Wed)
12/05/2022	13/05/2022	05/05/2022
19/05/2022	20/05/2022	12/05/2022
26/05/2022	27/05/2022	19/05/2022
01/06/2022(Wed)	06/06/2022(Mon)	25/05/2022(Wed)
09/06/2022	10/06/2022	31/05/2022(Tue)
16/06/2022	17/06/2022	09/06/2022

23/06/2022	24/06/2022	16/06/2022
30/06/2022	01/07/2022	23/06/2022
07/07/2022	08/07/2022	30/06/2022
14/07/2022	15/07/2022	07/07/2022
21/07/2022	22/07/2022	14/07/2022
28/07/2022	29/07/2022	21/07/2022
04/08/2022	05/08/2022	28/07/2022
11/08/2022	12/08/2022	04/08/2022
18/08/2022	19/08/2022	11/08/2022
25/08/2022	26/08/2022	18/08/2022
01/09/2022	02/09/2022	24/08/2022 (Wed)
08/09/2022	09/09/2022	01/09/2022
15/09/2022	16/09/2022	08/09/2022
22/09/2022	23/09/2022	15/09/2022
29/09/2022	30/09/2022	22/09/2022
06/10/2022	07/10/2022	29/09/2022
13/10/2022	14/10/2022	06/10/2022
20/10/2022	21/10/2022	13/10/2022
27/10/2022	28/10/2022	20/10/2022
03/11/2022	04/11/2022	27/10/2022
10/11/2022	11/11/2022	03/11/2022
17/11/2022	18/11/2022	10/11/2022
24/11/2022	25/11/2022	17/11/2022
01/12/2022	02/12/2022	24/11/2022
08/12/2022	09/12/2022	01/12/2022
15/12/2022	16/12/2022	08/12/2022
22/12/2022	23/12/2022	15/12/2022
29/12/2022	30/12/2022	20/12/2022 (Tues)
05/01/2023	06/01/2023	28/12/2022 (Wed)

If considered necessary for the purpose of maintaining orderly markets, the Exchange may request amendments or make alterations to the Dividend Procedure Timetable at any time.

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