

APPROVED

By order of director of
CJSC “Capital Com Bel”
of 16 July 2019, No.14-OD
V.G.Rzheutskaya

**REGULATIONS
on Submitting, Processing and Executing the Orders of Clients to Fix the Price of
the Underlying Asset while Conducting Transactions in Non-Deliverable Over-
the-counter Financial Instruments**

These Regulations on submitting, processing and executing the orders of clients to fix the price of the underlying asset while trading with non-deliverable over-the-counter financial instruments (hereinafter – the “Regulations”) is created on the basis of Edict of the President of the Republic of Belarus No. 231 ”On Carrying Out Activities in the Over-the-counter Forex Market” dated June 4, 2015, the Charter and other local laws and regulations of CJSC «Capital Com Bel» (hereinafter – the “Forex Company”) and outlines the general terms and conditions of submitting, processing and executing the orders of clients to fix the price of the underlying asset while trading with non-deliverable over-the-counter financial instruments, placed via the Platform.

1. General Provisions

1.1. Transactions in non-deliverable over-the-counter financial instruments (hereinafter – the “Transactions”) shall be conducted by the Forex Company on the basis of the Terms and Conditions (Public Offer) concluded with the Client. Under the Terms and Conditions (Public Offer), the Forex Company undertakes to conduct on its own behalf and at its own expense the transactions initiated by the Client. Unless otherwise stated, the terms and definitions used in these Regulations, shall have the meanings given to them in the Rules of trading with non-deliverable over-the-counter financial instruments at CJSC «Capital Com Bel» (hereinafter – the Rules).

1.2. The Client and the Forex Company shall interact via the Platform (an online platform or a mobile app). A complete list of financial instruments and the terms and conditions of conducting transactions therein (the information regarding the schedules, spreads, swaps, margin requirements, minimum and maximum trade sizes, etc.) are presented in the Platform.

2. Types of Orders to Fix the Price of the Underlying Asset

2.1. An order to fix the price of the underlying asset while the Client is conducting transactions in the Platform is called an Order.

2.2. There are two types of Orders in the Platform used to fix the price of the underlying asset: a market order and a pending order.

2.3. A Market Order is an order to fix the price of the underlying asset at the current price. Execution of such order results in opening or closing a position at a current moment. When a market order is placed to open a position, the Client may simultaneously while placing such order or at any time after a position is opened, create pending orders to close the position upon reaching the “Stop loss” and/or “Take profit” levels.

2.4. A Pending Order is an order to open a position in the future at the price specified in the order. Such order is used to open a position provided that future quoted prices reach the price of the underlying asset specified by the Client in a particular order.

2.5. Any order (market or pending) is always an instruction to buy or sell. Purchase is always carried out at an Ask price, and sale is always carried out at a Bid price, corresponding to a current market price.

2.6. Market and pending orders are accepted and executed in accordance with the trading schedule for the selected financial instrument (indicated under the “Schedule” Section of the Platform).

3. Pending Orders

3.1. Pending orders can be divided into pending orders to open a position and pending orders to close a position.

3.1.1. Pending orders to open a position:

A Buy Stop pending order to open a position involves opening a buy position at a price higher than the market price at the time when the order is placed.

A Sell Stop pending order to open a position involves opening a sell position at a price lower than the market price at the time when the order is placed.

A Buy Limit pending order to open a position involves opening a buy position at a price lower than the market price at the time when the order is placed.

A Sell Limit pending order to open a position involves opening a sell position at a price higher than the market price at the time when the order is placed.

Pending orders to close a position are always linked to a position or a pending order to open a position.

3.1.2. Pending orders to close a position:

A Stop Loss and a Guaranteed Stop Loss pending orders to close a buy position are orders to sell, and orders to close a sell position are orders to buy.

A Take Profit order to close a buy position is an order to sell, and an order to close a sell position is an order to buy.

All pending orders to close a position are immediately and necessarily cancelled without coordinating with the Client if and as soon as the relevant position was closed (in any manner).

3.5. Pending orders are received for execution as soon as the market price reaches the price specified in the pending order and are executed at the first available price in the order of their receipt. The pending order execution price may differ from the price

originally specified in the pending order and depends on the market situation. The Guaranteed Stop Loss (GSL) order is the only exception.

The Guaranteed Stop Loss (GSL) order is executed at a price specified in the order, regardless of the fact whether or not such price was available in the market at the time of execution. The Forex Company charges a fee for GSL execution at a guaranteed price. The amount of such fee is set in the Platform when the order is placed.

4. Open Positions Tracking Systems

4.1. The Forex Company Platform offers two ways to track open positions of the Client: by hedge mode or by normal mode.

4.2. Tracking positions in a normal mode means that positions may be opened in only one direction at every instance of time on a single financial instrument:

If there is an open position on a financial instrument and the Client places an order in the opposite direction, the size of the existing position decreases, it closes (if a transaction is made for the amount equal to the size of the current position) or it reverses (if the amount of the opposite transaction is greater than the current position);

If there is an open position on a financial instrument and the Client places an order in the same direction, another position is opened, i.e. there may be several unidirectional positions.

In such case it does not matter what action has led to a transaction – a market order or a pending order.

4.3. A hedging tracking system allows you to have multiple positions in your account on the same financial instrument, including oppositely directed positions.

If there is an open position on a financial instrument and the Client makes a new transaction (or a pending order is triggered), a new position is opened. The existing position does not change.

4.4. The Client chooses a way to track open positions at his/her own discretion under the “Settings” menu of the Platform.

5. Placing Orders

5.1. The Client may place a market order to open a position in the Platform by doing the following:

Go to the “Markets” Section of the Platform;

Select a financial instrument;

Select a direction of the position being opened – sell or buy;

Specify the desired size of the position being opened (position size is indicated in the units in which the underlying asset is measured (for currency pairs – in currency units of the base currency, for securities – in the number of shares, for futures contracts – in the number of contracts, for oil – in barrels, etc.);

Confirm his/her intention by pressing the “Sell” (red button) or “Buy” button (blue button) when the streaming or market prices of the Forex Company suit the Client.

In addition, the Client may set the optional parameters, such as the “Stop loss”, “Guaranteed Stop Loss” and/or «Take profit» levels of the pending order.

5.2. To place a pending order to open a position in the Platform, the Client should do the following:

Go to the “Markets” Section;

Select a financial instrument;

Select a direction of the position being opened – sell or buy;

Specify the desired size of the position being opened (position size is indicated in the units in which the underlying asset is measured (for currency pairs – in currency units of the base currency, for securities – in the number of shares, for futures contracts – in the number of contracts, for oil – in barrels, etc.);

Put the relevant mark opposite the words “sell (buy) when the price is” and specify the desired price at which the order should be executed. The Client may also fill in the “date of order cancellation” field and set the desired date when the order should be cancelled.

If the Client selects the Buy direction and sets the price above the current price value, a Buy Stop order is placed by pressing the “Place a Stop Order” button.

If the Client selects the Buy direction and sets the price below the current price value, a Buy Limit order is placed by pressing the “Place a Limit Order” button.

If the Client selects the Sell direction and sets the price below the current price value, a Sell Limit order is placed by pressing the “Place a Limit Order” button.

If the Client selects the Sell direction and sets the price above the current price value, a Sell Stop order is placed by pressing the “Place a Stop Order” button.

5.3. To place a pending order to close a position, the Client should do the following:

Select an open position (either immediately upon opening a position with a market order or placing a pending order to open) and put the relevant mark (check) opposite the words «Stop loss» or «Take profit»;

In the open menu, select the parameter that he/she wishes to fill in to close the position – the amount of loss/profit, distance in points to the desired price or the price limit;

Set the selected parameter;

Confirm his/her intention by pressing the relevant button (“Update the Order”, “Buy”, “Sell”, “Place a Stop Order”, “Place a Limit Order”).

5.4. The quantity of orders sent by the Client per unit of time may be limited by the technical capabilities of the Platform.

6. Reporting Environment

6.1. All actions of the Client in the Platform are recorded and displayed in the form of reports under the specialized “Portfolio” and “Reports” Sections of the Platform.

6.2. There are two tabs in the “Portfolio” Section – «Positions» and «Orders».

6.2.1. In the “Positions” tab, you can view all the open positions in the account at the current moment in terms of the following parameters:

- Financial instrument;
- Number of units of the underlying asset;
- Opening price;
- Current price;
- Stop Loss and Take Profit levels;
- Deposit;
- Floating financial result.

Here, by selecting the relevant options, you can also modify or set the Stop Loss and Take Profit levels or close an open position.

6.2.2. In the “Orders” tab, you can view all the pending orders to open a position placed at the current moment in terms of the following parameters:

- Financial instrument;
- Number of units of the underlying asset;
- Order type (stop or limit)
- Stop Loss and Take Profit levels;
- Order trigger price;
- Current price;
- Date and time to which the pending order is valid.

Here, you can also delete the previously placed pending order by selecting the “Delete” option.

6.3. There are two tabs in the “Reports” Section – “Transactions” and “Activity”. Any report generated in this Section can be sent to the Client by email.

6.3.1. By selecting the “Transactions” tab, you can view all the movements in the account for a selected time period that contributed to the change of the deposit. The information is displayed in terms of the following parameters:

- date;
- time;
- transaction type (deposits, withdrawals, closing a trade, overnight commission, dividend commission, etc.);
- financial instrument;
- status (processed, in process, cancelled, transaction deleted, etc.);
- result (amount debited/credited to the account);
- balance (deposited amount in the Client’s account after the transaction);
- transaction ID.

You may also add filters by parameters, such as transaction type and status.

6.3.2. By selecting the “Activity” tab, you can view all the actions with the open positions and orders in the account in terms of the following parameters:

- date;
- time;
- type (of a position or an order);
- number of units of the underlying asset;

price (opening/closing price, underlying asset price at the time of calculating the overnight commission, price of the pending order, etc.);
financial instrument;
status;
additional information;
ID.

You may also add filters by parameters, such as “type” and “status”. When there is a “position” filter for the “type” parameter, the report reflects any activity with the positions, and the “status” parameter may have the following values – position opened, position closed, overnight commission, etc. When there is an “order” filter for the “type” parameter, the report reflects the information about all the changes made to the pending orders, and the “status” parameter may have the following values – order created, order modified, order executed, order cancelled, order expired, etc.

7. Amendments

7.1. Changes and amendments to these Regulations shall be made by the Forex Company in its sole discretion. To stay up to date with the changes and amendments, it is recommended to the Client to visit the official website of the Forex Company on a regular basis. The Forex Company is entitled to introduce amendments or changes to these Regulations at any time, including any and all annexes hereto, as well as to change the terms and conditions and the operating procedure by posting such amendments or changes on its official website. The Client agrees that these amendments or changes shall enter into force and become binding upon their posting on the official website of the Forex Company, as well as under the “About the Market” Section of the Platform.