

BET-BK® Index Management Rules

Bucharest Exchange Trading Benchmark® Index

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1. Introduction

1.1. This document presents the rules regarding the calculation principles, the selection criteria for the index constituents, the calculation formula and the index management principles of BET-BK (Bucharest Exchange Trading Benchmark).

1.2. Within the *BET-BK Management Rules*, unless otherwise stated, the following abbreviations shall have the following meanings:

- "BVB" represents the Bucharest Stock Exchange S.A.;
- "BET-BK" represents the Bucharest Exchange Trading Benchmark index;
- "IC" represents BVB's Index Committee, i.e. the committee which provides consultancy for the development of new BVB indices and participates to the adoption of the necessary operational measures related to these indices.

1.3. The rules herein and any amendments to this document are adopted by BVB's Index Committee and are approved by BVB's Board of Governors.

1.4. BET-BK index is a free float market capitalization weighted index of the Romanian and foreign stocks, listed on BVB's regulated market, with the highest free-float market capitalization adjusted with liquidity factors, selected also based on qualitative criteria, for which the composition and weights are determined according to the principles presented in this document. The performance of the index can be replicated by a portfolio made out of shares included in the index. The procedure of calculating the index and changing the composition is based on transparent rules defined within this methodology. Any changes of these rules governing the index will be announced before their entry into force.

1.5. BET-BK index in national currency (RON) is calculated and disseminated by BVB in real time, on each day BVB is open for trading.

1.6. BET-BK index denominated in EUR and USD is published daily, after the closing of the trading session, using the currency exchange ratios published by the National Bank of Romania (NBR) for that day.

1.7. All relevant information regarding BET-BK index are made available to the public through press releases or BVB's webpage, www.bvb.ro.

1.8. BVB holds all rights for BET-BK index as full owner of the index.

2. Calculation principles

2.1. Basic information

2.1.1. BET-BK index was launched on July 3, 2012, with a start value of 1,000 points computed retroactively to September 18, 2009.

2.1.2. Due to its methodology, BET-BK can be used as underlying for derivatives (futures, options, etc.) and structured products (warrants, certificates, etc.).

2.1.3. BET-BK can be used as a benchmark by asset managers and by other institutional investors. The methodology reflects legal constraints and investment limits of managed funds.

2.1.4. The number of BET-BK member companies is 30.

2.1.5. BET-BK index is a free float market capitalization weighted index of the Romanian and foreign stocks listed on BVB's regulated market, with the highest free float market capitalization adjusted with liquidity factors and selected also based on qualitative criteria.

2.1.6. BET-BK takes into consideration the transactions registered on the main market segment ("regular").

2.1.7. In case of corporate events with an impact on the market price of the BET-BK constituents (such as: splits, consolidations, share capital increases, etc.), the operational index adjustments will be implemented so that the continuity of BET-BK index values is ensured, thereby avoiding artificial price influences from such events.

2.1.8. The index will not be adjusted for dividends.

2.2. Composition and selection criteria

2.2.1. BET-BK index includes the Romanian and foreign stocks listed on BVB's regulated market with the highest free-float market capitalization adjusted with liquidity factors and selected also based on qualitative criteria, except for undertakings for collective investment of transferable securities as well as other categories of entities as established by the IC.

2.2.2. The main selection criteria for companies to be included in BET-BK index are quantitative criteria, applied as follows:

i. *Criterion 1: Liquidity factor*[1]. Companies with the liquidity factor equal to or higher than 0.25 are eligible to be included in BET-BK;

[1] *The liquidity factor is determined according to 2.3.2*

ii. *Criterion 2: The product of Capitalization, Free float factor and Liquidity factor.* The companies with the highest result of the multiplication stated above will be selected for inclusion in the BET-BK.

2.2.3. For a listed company to be included in the screening process, it must have been traded for at least 20 days until the date of analysis.

2.2.4. For a new company to be included in BET-BK index, it must be among the Top 25 companies based on the product of Capitalization, Free float and Liquidity factor and to replace an index constituent with a lower index weight. If, at the review date, an index constituent has a Liquidity factor lower than 0.25, it can be replaced by the best positioned company from the perspective of the product of Capitalization, Free float and Liquidity factor that has a Liquidity factor of at least 0.25. The provisions of article 2.2.4 will enter into force starting with the periodic meeting of March 2022.

2.2.5. After eligible companies are determined using the criteria described above, they are also tested against the qualitative criteria detailed below:

a. If the compliance with the quantitative criteria was triggered by one-off events (e.g.: the number and/or value of trades does not suggest a sustainable evolution of the company's liquidity);

b. Relevant features considered by the IC, as the case may be: the company's financial and legal standing, the company's transparency, investors' interest, etc.

c. Current and periodic reports as well as financial results submitted in English, reporting according to IFRS, etc.;

d. the quality of Investor Relations activities (disclosure through BVB's website and/or another platform designated by BVB, periodic meetings/conferences with analysts & investors, etc.).

The IC may modify, enlarge, and narrow the range and content of these obligations.

2.2.6. Decisions regarding the inclusion and exclusion of companies in and from the index are taken by the IC, as decisional body, on a half-yearly basis, during the periodic meetings held in the first week of March and September. The changes in index composition are made available to the public as soon as possible after the IC decisions are made, but not later than the next working day.

2.2.7. Exceptionally, the IC meets urgently and can decide upon the inclusion and exclusion of companies in and from the index. In such situations, the Index Committee's decisions are made public immediately.

2.2.8. The IC can decide upon a company being included/retained in the index, even if the selection criteria stated at 2.2.5 are only partially met.

2.2.9. The IC can decide to exclude a company from the index if at least one criterion from those stated in art. 2.2.5 is not met.

2.2.10. Companies that partially meet criteria stated in art. 2.2.2 – 2.2.5 can be included on a watchlist, before they are introduced in the index, for monitoring purposes. Companies will remain on the watchlist for at least 6 months prior to the decision regarding their inclusion in the index. The watchlist is updated quarterly, during the periodic meetings of March, June,

September and December. Updates of the watchlist will be publicly disclosed after the periodic meetings of the IC.

2.3. Weighting factors

The weight of each BET-BK constituent is determined by adjusting its market capitalization by the free float factor, the liquidity factor and the representation factor.

free float market capitalization of an index constituent = price x number of shares outstanding x free float factor x liquidity factor x representation factor x price correction factor

2.3.1. The free float factor

2.3.1.1. The free float factor of a BET-BK constituent represents the number of shares issued and available for trading.

2.3.1.2. For a company, the free float in absolute value is estimated as being the total number of shares issued by the company, of which the following are excluded:

- treasury stock;
- the shares held by the State or other government agencies, strategic investors, majority shareholders;
- any holding of at least 30% owned by insurance companies, pension funds, investment funds;
- any holding of at least 5% owned by other investor categories.

2.3.1.3. A company's free float expressed as a percentage is determined as the ratio between the free float in absolute value and the total number of shares issued and registered in the shareholders' registry.

2.3.1.4. The weight of each constituent of BET-BK index is adjusted with the corresponding free float factor, so that a company with a large market capitalization but a small free float cannot heavily influence the index and that the index reflects how much can realistically be invested in the individual shares.

2.3.1.5. In BET-BK index, for each constituent, the free float factor can take one of the following values: {0.1, 0.2, 0.3, 0.4, 0.5, 0.6, 0.7, 0.8, 0.9, 1.0}, by rounding up the relative free float value of that company.

2.3.1.6. The free float factor that adjusts the market capitalization of each index constituent is revised quarterly by the Index Committee, if necessary, based on the available shareholders' structure.

2.3.2. The liquidity factor

2.3.2.1. The liquidity factor is calculated based on the value of the liquidity coefficient computed for each symbol. The liquidity coefficient for each company is determined as follows:

$$\text{Coefficien } t_{\text{liquidity}} = \frac{\sum_{\substack{i=1,N \\ j=\{1,3,6,9,12\}}} Av_{i,j} \times j}{31}$$

where:

$Av_{i,j}$ - the weight of the traded value for company i in total traded value of the regulated market for period j (1 month, 3 months, 6 months, 9 months, 12 months). Only the traded registered on the main market are taken into account. The input data for the calculation of are $Av_{i,j}$ obtained from daily value series of trades executed for symbol i during the last 12 months, during which the first 12 values corresponding to the highest registered daily trading values are replaced with the next registered value (corresponding to the 13th recorded value).

j - period for calculating $Av_{i,j}$

2.3.2.2. To calculate the liquidity factors, the companies are ranked in descending order by liquidity coefficients. The resulting list is then divided into 5 ranges: Top 10% most liquid companies in range (0 - 10%), next 10% in range (10% - 20%), next 10% in range (20% - 30%), next 10% in range (30% - 40%) and the remaining 60% in range (40% - 100%). Depending on the range a company is included in, each company is assigned a liquidity factor, determined as follows:

- for companies in the range (0% – 10%): 1.00
- for companies in the range (10% – 20%): 0.75
- for companies in the range (20% – 30%): 0.50
- for companies in the range (30% – 40%): 0.25
- for companies in the range (40% – 100%): 0.10

2.3.2.3. The weight of each BET-BK constituent is adjusted by applying the liquidity factor, so that companies with low liquidity but with significant market capitalization cannot heavily influence the index.

2.3.3. The representation factor

2.3.3.1. The purpose of applying the representation factor is to cap the weight of a company or a group of companies in BET-BK index. Moreover, by applying representation factors, legal investment limit requirements to be met by investment funds are fulfilled. Therefore, the following maximum exposures will be continuously monitored for compliance:

a. the maximum weight of a company in the index cannot exceed 10% of the index capitalization;

b. the maximum weight of a group of companies in the index cannot exceed 20% of the index capitalization;

c. the sum of weights of companies/groups of companies accounting for more than 5% of the index cannot exceed 40% of the index capitalization.

2.3.3.2. To meet the abovementioned maximum exposures, at the adjustment date (when representation factors are calculated) the companies included in BET-BK index will first be ranked in descending order of the capitalization value, weighted with the free float factor, liquidity factor and price correction factor. Representation factors will be determined so that the following requirements are met:

a. the first four companies/groups of companies ranked by market capitalization weighted by the free float factor, the liquidity factor and the correction factor will have a maximum weight in BET-BK capitalization of 7.25% each;

b. for the following companies/groups of companies ranked by market capitalization weighted by the free float factor, the liquidity factor and the correction factor, the maximum weight in BET-BK capitalization will be 4.70%.

2.3.3.3. The groups of companies will be established by BVB's Index Commission in line with the provisions of art. 2, par. 1 pct. 12 of Law no. 24/2017 on issuers of financial instruments and market operations.

2.3.3.4. The representation factors are calculated with 6 decimal places and can take values between 0.000001 and 1.

2.3.3.5. Generally, representation factors are analyzed and recalculated on a quarterly basis, at periodic adjustments, and whenever necessary at the end of every trading session, if limits set forth in sections *2.3.3.1 a), 2.3.3.1 b)* and *2.3.3.1 c)* are exceeded.

2.3.3.6. In the case of an adjustment that follows the inclusion/exclusion of a company in/from the index which significantly affects an index constituent weight, an immediate review of the representation factors will be considered.

2.2.3.7. In general, in case of the change of a group of companies' structure, the index structure will be adjusted at the following Index Committee meeting.

3. Calculation formula

The calculation formula for BET-BK index is:

$$BET\text{-}BK_T = BET\text{-}BK_{T\text{-}1} \times \frac{\sum_{i=1,N} p_{i,T} \times q_{i,T} \times Ff_i \times R_i \times c_{i,T}}{\sum_{i=1,N} p_{i,T-1} \times q_{i,T} \times Ff_i \times R_i \times c_{i,T-1}}$$

where:

BET-BK$_T$ - value of BET-BK at time T (current date)

BET-BK$_{T-1}$ - value of BET-BK at time T-1 (previous date)

$p_{i,T}$ - price of the i-th stock at time T (current date)

$p_{i,T-1}$ - price of the i-th stock at time T-1 (previous date)

$q_{i,T}$ - number of shares of the i-th stock at time T (current date)

Ff_i - the free float factor of the i-th stock; it is calculated with two decimal places and can take the following values: {0.1, 0.2, 0.3, 0.4, 0.5, 0.6, 0.7, 0.8, 0.9, 1.0}

R_i - the representation factor of the i-th stock, for the maximum weights; it is calculated with 6 decimal places; it can take values between 0 and 1

$c_{i,T}$ - the price correction factor for the i-th stock at time T on operational adjustment dates; it is calculated with 6 decimal places

$c_{i,T-1}$ - the price correction factor for the i-th stock at time T-1 on operational adjustment dates; it is calculated with 6 decimal places

N - the number of companies included in BET-BK

The calculation formulas for BET-BK USD and BET-BK EUR are:

BET-BK USD$_T$ = (NBR exchange rate for USD at time T-1 / NBR exchange rate for USD at time T) x (BET-BK RON$_T$ / BET-BK RON$_{T-1}$) x BET-BK USD$_{T-1}$

BET-BK EUR$_T$ = (NBR exchange rate for EUR at time T-1 / NBR exchange rate for EUR at time T) x (BET-BK RON$_T$ / BET-BK RON$_{T-1}$) x BET-BK EUR$_{T-1}$

4. Adjustment procedures

4.1. Periodic adjustments

4.1.1. BET-BK adjustments are done quarterly, based on IC decisions, to update the BET-BK constituents' weights following:

a. corporate events (share capital increases, splits, consolidations, etc.);

b. changes of the index composition following the inclusion/exclusion of a company (based on decisions taken by the IC during March and September meetings);

c. the market price evolution of the index constituents' shares;

d. changes in the structure of groups of companies included in the index.

4.1.2. Usually, the periodic adjustments are made five trading days before the end of the futures contracts quarterly cycle March-June-September-December, so that they become effective on the first trading day following the futures contract expiry date.

4.1.3. If on the date of the periodic adjustment an index constituent is suspended from trading or in any other exceptional cases, the Index Committee may decide upon postponing the periodic adjustment related procedures or upon changing the date at which the periodic adjustment is made and/or the date on which they become effective. If a postponement decision is taken, with regard to periodic adjustments, as well as the date on which they become effective, BVB will inform the public in due time about this decision and the reasons for it being taken. If possible, the Index Committee will communicate the new date when the periodic adjustment will be done and the date when the adjustment becomes effective.

Corporate events

4.1.3.1. If the number of shares issued by a BET-BK constituent changes between two periodic adjustments following a share capital increase/decrease, a split/consolidation, the new number of shares issued as registered in the shareholders' registry[2] will be included in the index at the next periodic adjustment.

4.1.3.2. In case of other corporate events, the periodic adjustments are to be done according to the stipulations of this document.

[2] *This reference is needed given the long period of time (generally 2-3 months) between the share capital increase/decrease, split/consolidation decision is taken by the AGM and the effective registry date of the new shares in the shareholders' registry.*

4.2. Operational adjustments

4.2.1. Introduction

Operational adjustments are made:

a. to correct the artificial influences on the index of corporate events announced by the companies included in BET-BK. In this case, the adjustment is made via the price correction factor $c_{i,T}$;

b. to correct the weights of the companies in case of exceeding the limits as per 2.3.3 paragraph 1. In this case, the adjustment is made via the representation factor.

4.2.2. Operational adjustments due to corporate events

4.2.2.1. The operational adjustments are technically implemented via the price correction factor $c_{i,T}$. The factor is taken into account for index calculation starting the first trade on the main market ("regular") of the trading day when the trading price changes according to the corporate event announced by the index constituent (*ex-date*).

4.2.2.2. Operational adjustments may refer to the following corporate events, without being limited to: splits, consolidations, bonus shares issues, the right to subscribe to new shares at a lower price than the market price etc.

4.2.2.3. For company i, the price correction factor $c_{i,T}$ is rebased to 1 at every index quarterly adjustment if this is done at the same time with the change of the number of shares issued and registered in the shareholders' registry.

4.2.3. Split/Consolidation

If an index constituent decides upon a shares split/consolidation, the price correction factor $c_{i,T}$ is determined as follows:

$$c_{i,T} = \frac{q_{i,T}}{q_{i,T-1}}$$

where:

$q_{i,T}$ - number of shares of stock i at time T

$q_{i,T-1}$ - number of shares of stock i at time T-1

4.2.4. Bonus share issue

If an index constituent carries out a bonus share issue, the price correction factor $c_{i,T}$ is determined as follows:

$$c_{i,T} = 1 + \frac{q_{i,bonus}}{q_{i,T-1}}$$

where:

$q_{i,bonus}$ - number of bonus shares for stock i

$q_{i,T-1}$ - initial number of shares for stock i at time T-1

4.2.5. The right to subscribe to new shares at a lower price than the market price

If an index constituent offers to its shareholders the right to subscribe new shares at a lower price than the market price, the price correction factor $c_{i,T}$ is determined as follows:

$$c_{i,T} = \frac{p_{i,T-1}}{p_{i,T-1} - \left[\left(p_{i,T-1} - p_s\right)/\left(R_s + 1\right)\right]}$$

where:

$p_{i,T-1}$ - price of stock i at time T-1

p_s - subscription price for the new shares

R_s - subscription ratio for the new shares

When index constituents announce other types of corporate events than those presented above, BVB's Index Committee will calculate and disseminate to the public the new price correction factor $c_{i,T}$ which will be taken into account for index calculation.

Also, BVB's Index Committee will notify the public regarding the $c_{i,T}$ factor value when two or more types of corporate events overlap on the same date.

4.2.6. Operating adjustments when exposures set forth at pct. 2.3.3 paragraph 1 are exceeded

At the closing of each trading day, the compliance with the exposure limits set out at pct. 2.3.3. paragraph 1 is verified. In case any of these limits is exceeded, the index will be rebalanced by recalculating the representation factors for companies/group of companies in the index, so that the weights return below the limits set out at pct. 2.3.3 paragraph 1.

The new structure of the index will come into force in the following trading session.

5. The Index Committee

5.1. Overview

BVB's Index Committee is organized in accordance with the stipulations of the Regulation on the Organization and Functioning of BVB and the decisions of BVB's Board of Governors, and operates in line with the powers delegated by the Board.

5.2. Members of the Index Committee

5.2.1. Members with voting rights

a. The nomination and revocation of BVB's Index Committee members are made by BVB's Board of Governors.

b. The Index Committee has 5 voting members (natural persons):

- President of BVB's Board of Governors, acting as President of the IC;
- BVB's General Manager;
- 2 representatives of Participants to BVB's trading system from the research, development, actuary, new products or asset management department;
- a representative of CFA Romania.

c. Each member is entitled to one vote. The delegation of voting rights is not accepted.

d. In case of vacancy, the President of the Index Committee will submit a nomination for approval of the Board of Governors. The new mandate will be valid until the expiration of the previous member mandate. Any event that leads to the inability of exercising of a member's duties for 30 consecutive days is deemed to be a definitive impossibility of exercising the member's mandate.

e. The term of a mandate of a member in BVB's Index Committee is 2 years, counting from the date of appointment by BVB's Board of Governors.

f. The decision making principle is the simple majority. The Index Committee has quorum when at least 3 voting members are present at the meeting, of which one is the President.

g. The President can invite to Index Committee meetings: members of the Board of Governors, of CFA Romania, specialists from research, development, actuary, new products or asset

management departments of Participants to BVB's trading system, credit institutions, specialists from financial institutions issuing financial products underlying BVB indices, representatives of issuers, as well as academic personnel and other experts.

5.2.2. Obligations and responsibilities

a. BVB's Index Committee takes decisions regarding the composition, calculation methodology and the adjustment of BVB indices, and makes proposals to BVB's Board of Governors regarding the strategy of BVB indices.

b. Index Committee members have the obligation to maintain confidentiality with regard to all the data and information they have been in contact with as members of the Index Committee, to act objectively and in good faith, in the interest of the capital market and investors, as well as for their protection.

c. The President of BVB's Index Committee will be notified with regard to any conflict of interest before the start of the meeting. The members of the Index Committee in conflict of interest to any of the items of the meeting agenda will abstain from debate and voting.

d. In addition, the following measures are meant to ensure the objectivity in the index management process:

   i. The calculation of the index and identification of its constituents are based on transparent principles, as defined in this methodology;

   ii. IC decisions are taken with majority of votes;

   iii. IC members have the obligation to act objectively, in the general interest of the market and investors;

   iv. IC decisions are made public as soon as possible.

e. Decisions are taken by the IC following internal discussions, based on documentation and information made available by the Committee's Secretariat, and considering the provisions of letter c) stated above.

5.3. Decision making process

5.3.1. As a rule, BVB's IC holds its sessions in the first week of the last month of each quarter, i.e. in March, June, September and December, to decide upon the following:

   i. periodic adjustment of the index;

   ii. update of the watchlist;

   iii. inclusion/exclusion of companies in/from the index (meetings held in March and September)

   iv. general issues and strategic index policy.

5.3.2. Apart from meetings held for the periodic index adjustment, the IC can meet urgently in extraordinary circumstances which are not explicitly described in this methodology, in order to take the necessary decisions to ensure the continuity of BET-BK index.

5.3.3. For decision making, the simple majority is needed. In case of equality of votes, the IC's President has the decisive vote.

5.3.4. The President of the Index Committee chairs the meeting.

6. Index dissemination and copyright

6.1. The index values, as well as any changes in the index composition, are published on BVB's website www.bvb.ro. Index real-time data is available via data vendors and BVB's website, implicitly as part of BVB's data monitoring products. The closing values of the index are included in the daily market statistics, in monthly bulletins and other BVB statistical products.

6.2. The designation "Bucharest Exchange Trading Benchmark" and the abbreviation "BET-BK" are protected by legislation related to the protection of intellectual and industrial property rights. The Bucharest Stock Exchange reserves the property right of BET-BK index. The use of the index as underlying for derivatives and/or structured products is prohibited without BVB's prior consent.

Version	Index Committee approval	BVB Board of Directors approval	Summary of the updates vs last version
September 2021	8 August 2021	31 August 2021	Update of the minimum number of index constituents. New selection criteria (inclusion and maintenance - Art. 2.2.4.)
December 2024	5 December 2024	19 December 2024	Clarification regarding the method of determining the Liquidity Factor under Art. 2.3.2.2. to facilitate the understanding that the 5 intervals mentioned in the article are determined in descending order based on the liquidity coefficient.

Disclaimer

This document provides the principles and rules underlying the construction and the management of *BET-BK (Bucharest Exchange Trading Benchmark)* index. BVB reserves the right to manage BET-BK index transparently, neutrally and in the best possible manner, in accordance of these index rules. BVB doesn't assume any responsibility for any errors or changes in the way the respective rules are applied in certain circumstances, nor for any loss that might derive from this.