INTERNATIONAL STANDARD

INTERNATIONAL ORGANIZATION FOR STANDARDIZATION
ORGANISATION INTERNATIONALE DE NORMALISATION
МЕЖДУНАРОДНАЯ ОРГАНИЗАЦИЯ ПО СТАНДАРТИЗАЦИИ

Securities — Numbering of certificates

Valeurs mobilières — Numérotation des titres/certificats

Foreword

ISO (the International Organization for Standardization) is a worldwide federation of national standards bodies (ISO member bodies). The work of preparing International Standards is normally carried out through ISO technical committees. Each member body interested in a subject for which a technical committee has been established has the right to be represented on that committee. International organizations, governmental and non-governmental, in liaison with ISO, also take part in the work.

Draft International Standards adopted by the technical committees are circulated to the member bodies for approval before their acceptance as International Standards by the ISO Council. They are approved in accordance with ISO procedures requiring at least 75 % approval by the member bodies voting.

International Standard ISO 9019 was prepared by Technical Committee ISO/TC 68, *Banking and related financial services.*

Users should note that all International Standards undergo revision from time to time and that any reference made herein to any other International Standard implies its latest edition, unless otherwise stated.

Securities — Numbering of certificates

0 Introduction

The securities industry's need to systematize the handling and processing of securities worldwide, has led to the development of a standardized method for the numbering of securities certificates to be issued in the future. Such a method is provided by this International Standard.

1 Scope and field of application

This International Standard gives rules for the numbering of security certificates. It also addresses the application of the series designation, where applicable.

This International Standard applies to all types of securities in bearer or registered form, regardless of issuer and country of issuance.

2 Definitions

2.1 certificate number : A number that identifies one specific document of any security issue.

NOTE — This definition includes transferable or negotiable receipts representing underlying securities.

2.2 series designation : A designation that differentiates portions of the same issue (for example for redemptional drawing purposes).

3 General rules for the numbering of certificates

3.1 Each certificate shall be identified by one unique certificate number.

3.2 The certificate number shall be clearly identifiable.

3.3 The Arabic digits 0 to 9 and/or the capital letters A to Z shall be considered acceptable in structuring the certificate number. Where letters are used, it is recommended to avoid I, O and Q.

3.4 Certificate numbers shall not contain blank characters or any other separators (for exception to this rule see 3.7).

3.5 For certificates of bearer securities, the number of characters shall not exceed eight; for certificates of registered securities, the number of characters shall not exceed twelve. The limitation of eight characters for bearer securities does not apply if and to the extent that the number of certificates of an issue or of a series thereof in circulation exceeds or is really expected to exceed 90 million.

3.6 Certificate numbers shall not be repeated within the same series of an issue or within an issue without series.

3.7 The series designation, if applicable (see 2.2), shall preceed and be in close proximity to the certificate number. A full stop "." or one blank character shall separate the series designation from the certificate number.

NOTE — Future International Standards dealing with the optical character recognition of securities in general or of certificate numbers in particular, may specify separation of series designation and certificate numbers differently.

3.8 The series designation shall not exceed four characters; it is not included in the limitation of characters as mentioned in 3.5.

3.9 The series designation shall have the same characteristics as defined in 3.2 and 3.3.