INTERNATIONAL STANDARD

ISO
9019

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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. ISO collaborates closely with the International Electrotechnical Commission (IEC) on all matters of electrotechnical standardization.

Draft International Standards adopted by the technical committees are circulated to the member bodies for voting. Publication as an International Standard requires approval by at least 75 % of the member bodies casting a vote.

International Standard ISO 9019 was prepared by Technical Committee ISO/TC 68, *Banking and related financial services*, Subcommittee SC 4, *Securities*.

This second edition cancels and replaces the first edition (ISO 9019:1987), of which it constitutes a technical revision.

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.

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Securities — Numbering of certificates

1 Scope

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

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

2 Definitions

For the purposes of this International Standard, the following definitions apply.

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

NOTE 1   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 redemption drawing purposes).

3 General rules for the numbering of certificates

3.1 Each certificate shall be identified by one unique certificate number, even if it represents underlying securities.

3.2 The Arabic digits 0 to 9 and/or the Roman 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, owing to possible misinterpretation.

3.3 The certificate number shall be clearly identifiable and legible. In particular, letters and digits shall be indicated in a manner which does not allow confusion between letters and digits of similar appearence.

For example, the letters "I", "O", "Q", "S" and "Z" shall be clearly identifiable as such to avoid possible interpretation as the digits "1", "0", "0", "5" and "2" respectively.

Where the coupon sheet or other attachment carries the certificate number of the certificate to which it is attached, the certificate number shall be indicated thereon in its entirety.

3.4 Certificate numbers shall not contain blank characters or any other separators (for an exception to this rule, see 3.8).

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 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 Any designation which does not differentiate portions of the same issue, but differentiates different issues, shall not be placed in close proximity to the certificate number, nor in the area likely to be used to optically scan the certificate number.

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