



Canadian Securities  
Administrators

Autorités canadiennes  
en valeurs mobilières

**NOTICE OF**

**NATIONAL POLICY 11-204 *PROCESS FOR REGISTRATION IN MULTIPLE JURISDICTIONS***  
**AND**  
**AMENDMENTS TO**  
**MULTILATERAL INSTRUMENT 11-102 *PASSPORT SYSTEM*,**  
**COMPANION POLICY 11-102CP *PASSPORT SYSTEM*,**  
**NATIONAL POLICY 11-202 *PROCESS FOR PROSPECTUS REVIEWS IN MULTIPLE JURISDICTIONS*, AND**  
**NATIONAL POLICY 11-203 *PROCESS FOR EXEMPTIVE RELIEF APPLICATIONS IN MULTIPLE JURISDICTIONS***

**July 17, 2009**

**Introduction — Passport/Interface System**

Members of the Canadian Securities Administrators (CSA or we), other than the Ontario Securities Commission (OSC), (passport regulators) will implement the next phase of the passport system for registrants and amend phase II of passport for issuers effective on September 28, 2009 when National Instrument 31-103 *Registration Requirements and Exemptions* (NI 31-103) is implemented. Phase II of passport for issuers covers continuous disclosure, prospectuses and discretionary exemption applications. The amendments deal with issues that have arisen since implementation in March 2008.

All CSA members, including the OSC, will implement a new national policy setting out the processes for registration in multiple jurisdictions (NP 11-204) and amend the national policies for the filing and review of prospectuses (NP 11-202) and exemptive relief applications (NP 11-203). CSA members will also repeal National Instrument 31-101 *National Registration System* (NI 31-101) and its related policy and forms.

On December 19, 2008, CSA published a notice that the passport regulators intended to implement the passport for registrants and amend the passport for issuers and CSA intended to adopt NP 11-204 and amend NP 11-202 and NP 11-203. We are republishing the documents because we revised them to reflect the final versions of NI 31-103 and the various registration rules.

**Passport system**

The amendments to Multilateral Instrument 11-102 *Passport System* (MI 11-102) and Companion Policy 11-102CP *Passport System* (11-102CP) are initiatives of the passport regulators.

Each of the passport regulators will make the amendments to MI 11-102 as a rule or regulation and will adopt the amendments to 11-102CP. The text of the amendments to MI 11-102 is set out in Schedule A. Appendix D to MI 11-102 as amended (blackline) is in Schedule B and 11-102CP as amended is in Schedule C.

MI 11-102 and 11-102CP implement, in the main areas of securities regulation, a system that gives a market participant access to the capital markets in multiple jurisdictions by dealing only with its principal regulator and meeting the requirements of one set of harmonized laws. The amendments to MI 11-102 and 11-102CP implement the next phase of the passport system for registrants and deal with issues that have arisen since the implementation of phase II of passport for issuers.

Although the OSC is not adopting MI 11-102 or the amendments to MI 11-102, it can be a principal regulator under the instrument, thereby giving market participants in Ontario access to the capital markets in passport jurisdictions by dealing only with the OSC.

***National policy on the process for registration in multiple jurisdictions***

NP 11-204 is an initiative of the CSA. Each member of the CSA will adopt NP 11-204. The text of NP 11-204 is in Schedule D.

NP 11-204 and the amendments to MI 11-102 replace NI 31-101 and its related policy and forms. Each CSA member will repeal:

- NI 31-101,
- Form 31-101F1 *Election to use NRS and Determination of Principal Regulator*, and
- Form 31-101F2 *Notice of Change*,

and will rescind

- National Policy 31-201 *National Registration System*  
(collectively, NRS)

An instrument repealing NI 31-101 is attached as Schedule E.

NP 11-204 sets out the procedures for a firm or individual to register in more than one jurisdiction. It includes an interface similar to NRS for registrants in passport jurisdictions to gain access to the Ontario market. Ontario registrants get direct access to passport jurisdictions under the amendments to MI 11-102.

Under MI 11-102 and NP 11-204, the principal regulator for a firm will usually be the regulator of the jurisdiction where the firm's head office is located and for an individual will be the regulator of the jurisdiction where the individual's working office is located. Firms and individuals that register in their principal jurisdiction through the Investment Industry Regulatory Organization of Canada will continue to do so.

### ***Consequential amendments***

All CSA members will also adopt consequential amendments to the following policies:

- NP 11-202
- NP 11-203

The text of the consequential amendments to NP 11-202 is in Schedule F and NP 11-203 as amended (blackline) is in Schedule G.

In addition, consequential amendments related to passport are included in NI 31-103 and its companion policy and in the related amendments to National Instrument 31-102 *National Registration Database* (NI 31-102) and National Instrument 33-109 *Registration Information* (NI 33-109).

### **Local non-harmonized requirements and NRS**

Most regulatory requirements for registrants will be harmonized through NI 31-103. However, registrants will be subject to a few additional local requirements that continue to exist in some jurisdictions. 11-102CP includes a description of these requirements.

In addition, NI 31-103 transition provisions allow registrants to carry on their activities on the basis of the current capital and insurance requirements that apply in their principal jurisdiction under NRS. After the transition period, registrants must comply with the new, harmonized capital and insurance requirements in NI 31-103. NI 31-103 also harmonizes proficiency requirements across the country so applicants for registration no longer need an exemption from the proficiency requirements in non-principal jurisdictions. Please refer to NI 31-103 for further details.

### **Effective date and transition**

A key foundation for the passport system is a set of nationally harmonized regulatory requirements consistently interpreted and applied throughout Canada. Implementation of passport for registrants depends on the adoption of NI 31-103. CSA members expect to implement consequential amendments to national and local rules when we adopt NI 31-103. In addition, governments in some jurisdictions will need to proclaim act amendments to harmonize registration requirements. We will implement the changes described in this notice on September 28, 2009 when we implement NI 31-103.

The amendments to MI 11-102 apply to an individual or firm seeking registration outside the principal jurisdiction on or after the effective date of NI 31-103. In addition, the amendments apply to an individual or firm that is registered in more than one jurisdiction on that date unless the individual or firm requests and obtains an exemption under section 4A.9(2) of MI 11-102.

The amendments to passport for issuers apply to prospectuses filed under National Instrument 71-101 *The Multijurisdictional Disclosure System* on or after September 28, 2009.

The amendments to MI 11-102 and 11-102CP refer to rules (e.g., NI 31-103) and Act provisions that CSA expects to be in force on the effective date.

## **Background**

CSA published the proposal to streamline the process for registration on July 18, 2008. All CSA members published NP 11-204 and the amendments to NP 11-202 and NP 11-203 and the repeal of NRS. In the same publication, the passport regulators published the amendments to MI 11-102 and 11-102CP.

On December 19, 2008, CSA published notice that we intended to implement the passport for registrants and amend the passport for issuers when we adopt NI 31-103. We also published a summary of the comments we received in response to the request for comments published in July 2008 and noted the CSA responses to comments.

CSA has now completed its work on NI 31-103, NI 31-102 and NI 33-109 and today, published advance notice that we intend to adopt these instruments. Since the December 2008 publication, we made only minor changes to the documents. We revised them to reflect the final versions of NI 31-103, NI 31-102 and NI 33-109 and the registration act amendments in each jurisdiction. We also renumbered the passport for registration in MI 11-102 as Part 4A instead of Part 6.

## **Questions**

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**SCHEDULE A**  
**AMENDMENTS TO**  
**MULTILATERAL INSTRUMENT 11-102 PASSPORT SYSTEM**

**1**     *This Instrument amends Multilateral Instrument 11-102 Passport System.*

**2**     *Section 1.1 is amended*

**(a)**   *by adding the following definitions:*

“category” means a category of registration set out in NI 31-103;

“firm” means a person or company that is registered, or is seeking registration, as a dealer, adviser or investment fund manager;

“foreign firm” means a firm that has its head office outside Canada;

“foreign individual” means an individual whose working office is outside Canada;

“Form 33-109F2” means Form 33-109F2 *Change or Surrender of Individual Categories* under NI 33-109;

“Form 33-109F4” means Form 33-109F4 *Registration of Individuals and Review of Permitted Individuals* under NI 33-109;

“Form 33-109F5” means Form 33-109F5 *Change of Registration Information* under NI 33-109;

“Form 33-109F6” means Form 33-109F6 *Firm Registration* under NI 33-109;

“NI 31-103” means National Instrument 31-103 *Registration Requirements and Exemptions*;

“NI 33-109” means National Instrument 33-109 *Registration Information*;

“sponsoring firm” has the same meaning as in NI 33-109;

“working office” means the office of the sponsoring firm where an individual does most of his or her business.

**(b)**   *in the definition of “national prospectus instrument” by striking out “or” at the end of paragraph (d) and by adding the following paragraph:*

(d.1) National Instrument 71-101 *The Multijurisdictional Disclosure System*, or, *and*

(c) *in the definition of “principal regulator” by striking out “Part 3 or 4,” and substituting “Part 3, 4 or 4A,”.*

3 *Part 2 is repealed.*

4 *Section 3.4 is repealed.*

5 *Section 4.4 is amended by striking out “Subject to section 4.5 and 4.6,” and substituting “Subject to sections 4.4.1, 4.5 and 4.6,”.*

6 *The following section is added:*

**4.4.1 Principal regulator for discretionary exemption application made with an application for registration**

Subject to sections 4.5 and 4.6, if a firm or individual makes an application for exemption from a requirement listed below in connection with an application for registration in the principal jurisdiction, the principal regulator for the application for exemption is the principal regulator as determined under section 4A.1:

(a) a requirement in Parts 3 and 12 of NI 31-103;

(b) a requirement in Part 2 of NI 33-109.

7 *Section 4.5 is amended*

(a) *in subsection (1),*

(i) *by striking out “Subject to subsection (2),” and substituting “Subject to section 4.6 and subsection (2),”, and*

(ii) *by striking out “as determined under section 4.2, 4.3 or 4.4” and substituting “as determined under section 4.2, 4.3, 4.4 or 4.4.1”, and*

(b) *in subsection (2),*

(i) *by striking out “If at any one time” and substituting “Subject to section 4.6, if at any one time”, and*

(ii) *by striking out “as determined under section 4.2, 4.3 or 4.4 or subsection (1), and substituting “as determined under section 4.2, 4.3, 4.4 or 4.4.1 or subsection (1)”.*

8 *Section 4.7(1) is amended by adding “and the exemption is in effect” at the end of paragraph (b).*

9 *The following Part is added:*



## **PART 4A REGISTRATION**

### **4A.1 Principal regulator for registration**

- (1) Subject to subsections (2) and (3) and section 4A.2, for the purposes of this Part, the principal regulator is the securities regulatory authority or regulator of the jurisdiction in which,
  - (a) for a firm, the firm's head office is located, or
  - (b) for an individual, the individual's working office is located.
- (2) The principal regulator for a foreign firm is the securities regulatory authority or regulator in the jurisdiction of Canada the firm identified
  - (a) in item 2.2(b) of its most recently submitted Form 33-109F6, or
  - (b) in its most recently submitted Form 33-109F5, if the change noted in that form relates to item 2.2(b) of Form 33-109F6.
- (3) The principal regulator for a foreign individual is the principal regulator for the individual's sponsoring firm.

### **4A.2 Discretionary change of principal regulator for registration**

If a securities regulatory authority or regulator gives written notice that specifies a principal regulator for the firm or individual, the securities regulatory authority or regulator specified in the notice is the principal regulator for the firm or individual as of the later of

- (a) the date the firm or individual receives the notice, and
- (b) the effective date specified in the notice, if any.

### **4A.3 Firm registration**

- (1) Subject to subsection (4), if a firm is registered in a category in its principal jurisdiction, the firm is registered in the same category in the local jurisdiction if
  - (a) the firm has submitted a completed Form 33-109F6 in accordance with NI 33-109, and
  - (b) in the case of a category for which securities legislation requires that the firm be a member of a self-regulatory organization, the firm is a member of the self-regulatory organization or is exempt from the requirement.

- (2) A firm that makes a submission under subsection (1)(a) must pay the required fee at the time it makes the submission.
- (3) For the purpose of subsection (1), the firm may make the submission by giving it to the principal regulator.
- (4) Subsection (1) does not apply to a firm registered in the category of restricted dealer.

#### **4A.4 Individual registration**

- (1) If an individual acting on behalf of a sponsoring firm is registered in a category in his or her principal jurisdiction, the individual is registered in the same category in the local jurisdiction if
  - (a) the sponsoring firm is registered in the local jurisdiction in the same category as in the firm's principal jurisdiction,
  - (b) the individual has submitted a completed Form 33-109F2 or a completed Form 33-109F4 in accordance with NI 33-109, and
  - (c) in the case of a category for which securities legislation requires that the individual be a member or an approved person of a self-regulatory organization, the individual is a member or approved person of the self-regulatory organization or is exempt from the requirement.
- (2) An individual who makes a submission under subsection (1)(b) must pay the required fee at the time the individual makes the submission.

#### **4A.5 Terms and conditions of registration**

- (1) If a firm or individual is registered in the same category in the principal jurisdiction and in the local jurisdiction, a term, condition, restriction or requirement imposed on the registration in the principal jurisdiction applies as if it were imposed in the local jurisdiction.
- (2) A term, condition, restriction or requirement that applies in the local jurisdiction under subsection (1) continues to apply until the earlier of the date
  - (a) the securities regulatory authority or regulator that imposed the term, condition, restriction or requirement cancels or revokes it, or
  - (b) the term, condition, restriction or requirement expires.

#### **4A.6 Suspension**

If a firm's or individual's registration in the principal jurisdiction is suspended, the firm's or individual's registration in the local jurisdiction is suspended.

#### **4A.7 Termination**

If a firm's or individual's registration in the principal jurisdiction is cancelled, revoked or terminated, as applicable, the firm's or individual's registration in the local jurisdiction is cancelled, revoked or terminated, as applicable.

#### **4A.8 Surrender**

If a firm or individual is registered in the same category in the local jurisdiction and the principal jurisdiction, and the firm or individual applies to surrender the registration in the principal jurisdiction, the firm's or individual's registration in that category in the local jurisdiction is cancelled, revoked or terminated, as applicable, if the principal regulator accepts the firm's or individual's surrender of registration in the principal jurisdiction.

#### **4A.9 Transition – terms and conditions in non-principal jurisdictions**

- (1) Subject to subsection (2), section 4A.5 does not apply to a firm or individual until October 28, 2009 if the firm or individual was registered in the local jurisdiction before September 28, 2009.
- (2) Section 4A.5 does not apply to a firm or individual after October 28, 2009 if
  - (a) on or before October 28, 2009, the firm or individual applies to the securities regulatory authority or regulator for an exemption from section 4A.5, and
  - (b) the securities regulatory authority or regulator has not issued a decision rejecting the application and the application has not been withdrawn.
- (3) Subject to subsection (4), if a firm or individual was registered in the same category in the principal jurisdiction and the local jurisdiction before September 28, 2009, a term, condition, restriction or requirement imposed on the registration in the local jurisdiction before October 28, 2009, if any, does not apply to the firm or individual on or after October 28, 2009 unless the term, condition, restriction or requirement was
  - (a) agreed to under a settlement agreement between the firm or individual and the securities regulatory authority or regulator, or
  - (b) imposed in a decision relating to the firm or individual made by the securities regulatory authority or regulator following a hearing.

- (4) If a firm or individual applies for an exemption under subsection (2), subsection (3) does not apply unless
- (a) the securities regulatory authority or regulator has issued a decision rejecting the application, or
  - (b) the application has been withdrawn.

**4A.10 Notice of principal regulator for foreign firm**

- (1) If a foreign firm was registered in a category in the local jurisdiction and another jurisdiction of Canada before September 28, 2009, the firm must submit the information required in item 2.2(b) of Form 33-109F6 by submitting a Form 33-109F5 on or before October 28, 2009.
- (2) For the purposes of subsection (1), the foreign firm may make the submission by giving it to the principal regulator.

**10** *Appendix A is repealed.*

**11** *Appendix B is amended by*

- (a) *repealing the text opposite “Prince Edward Island” and substituting “sections 94 (Prospectus required) and 95 (Filing prospectus without distribution)”*,
- (b) *repealing the text opposite “Yukon” and substituting “sections 94 (Prospectus required) and 95 (Filing prospectus without distribution)”*,
- (c) *repealing the text opposite “Northwest Territories” and substituting “sections 94 (Prospectus required) and 95 (Filing prospectus without distribution)”*, **and**
- (d) *repealing the text opposite “Nunavut” and substituting “sections 94 (Prospectus required) and 95 (Filing prospectus without distribution)”*.

**12** *Appendix C is repealed.*

**13** *Appendix D is repealed and Appendix D attached to this Instrument is substituted.*

**14** *This Instrument comes into force on September 28, 2009.*

**SCHEDULE B**

**APPENDIX D  
Equivalent provisions**

All references are to provisions of the *Securities Act* of the relevant jurisdiction unless otherwise noted. All references to ‘NI’ are to ‘National Instruments’. All references to ‘MI’ are to ‘Multilateral Instruments’.

Provision	British Columbia	Alberta	Saskatchewan	Manitoba	Québec	Nova Scotia	New Brunswick	Prince Edward Island	Newfoundland and Labrador	Yukon	Northwest Territories	Nunavut	Ontario
SEDAR	NI 13-101												
Marketplace operation	NI 21-101 (only Parts 6, 7 – 11, as they apply to an ATS, and 13)												
Trading rules	NI 23-101 (only Parts 4 and 8 – 11)												
<u>Use of client brokerage commissions</u>	<u>NI 23-102</u>												
Institutional trade matching and settlement	NI 24-101 <del>n/aNI 24-101</del>												
National registration database (NRD)	NI 31-102												
<u>Registration requirements</u>	<u>NI 31-103</u> (except as noted below)												
<u>Dealing representative category</u>	<u>s.2.1(1)(a) of NI 31-103</u>												<u>s.25(1)(b)</u>

Provision	British Columbia	Alberta	Saskatchewan	Manitoba	Québec	Nova Scotia	New Brunswick	Prince Edward Island	Newfoundland and Labrador	Yukon	Northwest Territories	Nunavut	Ontario
<u>Advising representative category</u>	<u>s.2.1(1)(b) of NI 31-103</u>												
<u>Associate advising representative category</u>	<u>s.2.1(1)(c) of NI 31-103</u>												
<u>Ultimate designated person registration</u>	<u>s.2.1(1)(d) of NI 31-103</u>	<u>ss.75(2)(c) and 75.1 of Securities Act and s.2.1(1)(d) of NI 31-103</u>	<u>s.27(3) of Securities Act and s.2.1(1)(d) of NI 31-103</u>	<u>Paragraph 2 of s.149 of Securities Act and s. 2.1(1)(d) of NI 31-103</u>	<u>s.2.1(1)(d) of NI 31-103</u>	<u>s.87 of Securities Act and s.2.1(1)(d) of NI 31-103</u>	<u>ss.26(2)(c) and 26.1 of Securities Act and s.2.1(1)(d) of NI 31-103</u>	<u>s.87 of Securities Act and s.2.1(1)(d) of NI 31-103</u>	<u>s.87 of Securities Act and s.2.1(1)(d) of NI 31-103</u>	<u>s.87 of Securities Act and s.21(1)(d) of NI 31-103</u>	<u>s.25(5)</u>		
<u>Chief compliance officer registration</u>	<u>s.2.1(1)(e) of NI 31-103</u>	<u>ss.75(2)(c) and 75.1 of Securities Act and s.2.1(1)(e) of NI 31-103</u>	<u>s.27(3) of Securities Act and s.2.1(1)(e) of NI 31-103</u>	<u>Paragraph 2 of s.149 of Securities Act and s.2.1(1)(e) of NI 31-103</u>	<u>s.2.1(1)(e) of NI 31-103</u>	<u>s.87 of Securities Act and s.2.1(1)(e) of NI 31-103</u>	<u>ss.26(2)(c) and 26.1 of Securities Act and s.2.1(1)(e) of NI 31-103</u>	<u>s.87 of Securities Act and s.2.1(1)(e) of NI 31-103</u>	<u>s.87 of Securities Act and s.2.1(1)(e) of NI 31-103</u>	<u>s.87 of Securities Act and s.2.1(1)(e) of NI 31-103</u>	<u>s.25(6)</u>		

Provision	British Columbia	Alberta	Saskatchewan	Manitoba	Québec	Nova Scotia	New Brunswick	Prince Edward Island	Newfoundland and Labrador	Yukon	Northwest Territories	Nunavut	Ontario
<u>Dealing representative of a mutual fund must be approved person</u>	<a href="#">s.3.15(2) of NI 31-103</a>				<a href="#">n/a</a>	<a href="#">s.3.15(2) of NI 31-103</a>							
<u>Employment, partnership or agency relationship ends</u>	<a href="#">s.6.1 of NI 31-103</a>										<a href="#">s.29(3)</a>		
<u>Suspension of IIROC approval for individual</u>	<a href="#">s.6.2 of NI 31-103</a>										<a href="#">s.29(1), paragraph 3</a>		
<u>Suspension of MFDA approval for individual</u>	<a href="#">s.6.3 of NI 31-103</a>				<a href="#">n/a</a>	<a href="#">s.6.3 of NI 31-103</a>					<a href="#">s.29(1), paragraph 3</a>		
<u>Sponsoring firm suspended</u>	<a href="#">s.6.4 of NI 31-103</a>										<a href="#">s.29(2)</a>		
<u>Revocation of a suspended registration – individual</u>	<a href="#">s.6.6 of NI 31-103</a>										<a href="#">s.29(5)</a>		

Provision	British Columbia	Alberta	Saskatchewan	Manitoba	Québec	Nova Scotia	New Brunswick	Prince Edward Island	Newfoundland and Labrador	Yukon	Northwest Territories	Nunavut	Ontario
<a href="#">Exception for individuals involved in a hearing</a>	<a href="#">s.6.7 of NI 31-103</a>												<a href="#">s.29(6)</a>
<a href="#">Dealer and underwriter categories</a>	<a href="#">s.7.1(1) of NI 31-103</a>												<a href="#">s.26(2)</a>
<a href="#">Adviser categories</a>	<a href="#">s.7.2(1) of NI 31-103</a>												<a href="#">s.26(6)</a>
<a href="#">Investment fund manager category</a>	<a href="#">s.7.3 of NI 31-103</a>												<a href="#">s.25(4)</a>
<a href="#">MFDA membership for mutual fund dealers</a>	<a href="#">s.9.2 of NI 31-103</a>			<a href="#">n/a</a>		<a href="#">s.9.2 of NI 31-103</a>							
<a href="#">Suspension or revocation of IIROC membership</a>	<a href="#">s.10.2 of NI 31-103</a>												<a href="#">s.29(1) paragraph 2</a>
<a href="#">Suspension of MFDA firm membership</a>	<a href="#">s.10.3 of NI 31-103</a>			<a href="#">n/a</a>		<a href="#">s.10.3 of NI 31-103</a>							<a href="#">s.29(1), paragraph 2</a>
<a href="#">Revocation of a suspended registration – firm</a>	<a href="#">s.10.5 of NI 31-103</a>												<a href="#">s.29(5)</a>



Provision	British Columbia	Alberta	Saskatchewan	Manitoba	Québec	Nova Scotia	New Brunswick	Prince Edward Island	Newfoundland and Labrador	Yukon	Northwest Territories	Nunavut	Ontario
<a href="#">Exception for firms involved in a hearing</a>	<a href="#">s.10.6 of NI 31-103</a>												<a href="#">s.29(6)</a>
<a href="#">Provide records to regulator</a>	<a href="#">s.11.6(1)(c) of NI 31-103</a>												<a href="#">s.19(3)</a>
<a href="#">Insurance – scholarship plan dealer only</a>	<a href="#">s.12.3 of NI 31-103</a>			<a href="#">n/a</a>		<a href="#">s.12.3 of NI 31-103</a>							
<a href="#">Complaint handling</a>	<a href="#">s.13.15 of NI 31-103</a>			<a href="#">s.168.1.1 of Securities Act and s.13.15 of NI 31-103</a>		<a href="#">s.13.15 of NI 31-103</a>							
<a href="#">Dispute resolution service</a>	<a href="#">s. 13.16 of NI 31-103</a>			<a href="#">s.168.1.3 of Securities Act and s.13.16 of NI 31-103</a>		<a href="#">s.13.16 of NI 31-103</a>							
Underwriting conflicts	NI 33-105												
Registrant information	NI 33-109												
Prospectus disclosure requirements	NI 41-101 (except as noted below)												

Provision	British Columbia	Alberta	Saskatchewan	Manitoba	Québec	Nova Scotia	New Brunswick	Prince Edward Island	Newfoundland and Labrador	Yukon	Northwest Territories	Nunavut	Ontario
Certificate of issuer						s.5.3(1) of NI 41-101						s.58	
Certificate of corporate issuer						s.5.4(1) of NI 41-101						s.58	
Certificate of issuer involved in reverse takeover						s.5.8 of NI 41-101						n/a	
Certificate of underwriter						s.5.9(1) of NI 41-101						s.59(1)	
Certificate of promoter						s.5.11(1) of NI 41-101						s.58(±)	
Delivery of amendments						s.6.4 of NI 41-101						s.57(3)	
Amendment to a preliminary prospectus						s.6.5(1) of NI 41-101						s.57(1)	
Amendment to a final prospectus						s.6.6(1) of NI 41-101						s.57(1)	
Amendment to a final prospectus						s.6.6(2) of NI 41-101						s.57(2)	
Regulator must issue receipt						s.6.6(3) of NI 41-101						s.57(2.1)	
Regulator must not refuse a receipt						s.6.6(4) of NI 41-101						ss.57(2.1) and 61(3)	

Provision	British Columbia	Alberta	Saskatchewan	Manitoba	Québec	Nova Scotia	New Brunswick	Prince Edward Island	Newfoundland and Labrador	Yukon	Northwest Territories	Nunavut	Ontario
Prohibition against distribution	s.6.6(5) of NI 41-101												s.57(2.2)
Distribution of preliminary prospectus and distribution list	s.16.1 of NI 41-101												ss.66 and 67
<u>Lapse date</u>	<u>s.17.2 of NI 41-101</u>												<u>s.62</u>
Statement of rights	s.18.1 of NI 41-101												s.60
Disclosure standards for mineral projects	NI 43-101												
Short form prospectus distribution requirements	NI 44-101												
Shelf prospectus requirements	NI 44-102												
Post receipt pricing	NI 44-103												
Rights offering requirements	NI 45-101												
Resale of securities	NI 45-102												
Standards of disclosure for oil and gas activities	NI 51-101												

Provision	British Columbia	Alberta	Saskatchewan	Manitoba	Québec	Nova Scotia	New Brunswick	Prince Edward Island	Newfoundland and Labrador	Yukon	Northwest Territories	Nunavut	Ontario
Continuous disclosure obligations	NI 51-102 (except as noted below) <del>n/a NI 51-102</del>												
Publication of material change	s. 7.1 of NI 51-102												s.75 of <i>Securities Act</i> and s.3(1.1) of Regulation 1015 (General)
Accounting principles, auditing standards and reporting currency requirements	NI 52-107 <u>(except as noted below)</u>												
<u>Acceptable accounting principles</u>	<u>s.3.1 of NI 52-107</u>												<u>s.2(1) of Regulation 1015 (General) and s.3.1 of NI 52-107</u>
Auditor oversight	NI 52-108												
Certification of disclosure in annual and interim filings	NI 52-109												

Provision	British Columbia	Alberta	Saskatchewan	Manitoba	Québec	Nova Scotia	New Brunswick	Prince Edward Island	Newfoundland and Labrador	Yukon	Northwest Territories	Nunavut	Ontario
Audit committees	NI 52-110												
Communication with beneficial owners	NI 54-101 <del>NI 54-101</del> n/a												
System for electronic disclosure by insiders (SEDI)	NI 55-102 <del>NI 55-102</del> n/a												
Insider reporting for certain derivative transactions (EM) - Reporting requirement	ss.87(2), (5) and (6)	s.2.1 of MI 55-103										s.2.1 of MI 55-103	
EM – Existing agreements which continue in force	s.87.1	s.2.3 of MI 55-103										s.2.3 of MI 55-103	
EM – Existing agreements entered into prior to becoming insider	s.87(2) and (6)	s.2.4 of MI 55-103										s.2.4 of MI 55-103	

Provision	British Columbia	Alberta	Saskatchewan	Manitoba	Québec	Nova Scotia	New Brunswick	Prince Edward Island	Newfoundland and Labrador	Yukon	Northwest Territories	Nunavut	Ontario
EM – Form and timing of report	s.87(2), (5) and (6) of <i>Securities Act</i> and s. 155.1(1), (2) and (3) of Securities Rules								s.3.1 of MI 55-103				s.3.1 of MI 55-103
EM – Form and timing of report for existing agreements	s.87.1 of <i>Securities Act</i> and s. 155.1(4) of Securities Rules								s.3.2 of MI 55-103				s.3.2 of MI 55-103
EM – Form and timing of report for existing agreements entered into prior to becoming insider	s.87 (2) and (6) of <i>Securities Act</i> and s. 155.1(1) and (3) of Securities Rules								s.3.3 of MI 55-103				s.3.3 of MI 55-103
Disclosure of corporate governance practices									NI 58-101				

<b>Provision</b>	<b>British Columbia</b>	<b>Alberta</b>	<b>Saskatchewan</b>	<b>Manitoba</b>	<b>Québec</b>	<b>Nova Scotia</b>	<b>New Brunswick</b>	<b>Prince Edward Island</b>	<b>Newfoundland and Labrador</b>	<b>Yukon</b>	<b>Northwest Territories</b>	<b>Nunavut</b>	<b>Ontario</b>
Protection of minority security holders in special transactions	n/a				MI 61-101	n/a						MI 61-101	
Early warning reports and other take-over bid and insider reporting requirements	NI 62-103												
Take-over bids and issuer bid requirements (TOB/IB) – Restrictions on acquisitions during take-over bid	s.2.2(1) of MI 62-104											s.93.1(1)	
TOB/IB – Restrictions on acquisitions during issuer bid	s.2.3(1) of MI 62-104											s.93.1(4)	
TOB/IB – Restrictions on acquisitions before take-over bid	s.2.4(1) of MI 62-104											s.93.2(1)	





<b>Provision</b>	<b>British Columbia</b>	<b>Alberta</b>	<b>Saskatchewan</b>	<b>Manitoba</b>	<b>Québec</b>	<b>Nova Scotia</b>	<b>New Brunswick</b>	<b>Prince Edward Island</b>	<b>Newfoundland and Labrador</b>	<b>Yukon</b>	<b>Northwest Territories</b>	<b>Nunavut</b>	<b>Ontario</b>	
TOB/IB – Notice of change													s.2.11(4) of MI 62-104	s.94.3(4) of <i>Securities Act</i> and s.3.4 of OSC Rule 62-504
TOB/IB – Variation of terms													s.2.12(1) of MI 62-104	s.94.4(1)
TOB/IB – Notice of variation													s.2.12(2) of MI 62-104	s.94.4(2) of <i>Securities Act</i> and s.3.4 of OSC Rule 62-504
TOB/IB – Expiry date of bid if notice of variation													s.2.12(3) of MI 62-104	s.94.4(3)
TOB/IB – No variation after expiry													s.2.12(5) of MI 62-104	s.94.4(5)

Provision	British Columbia	Alberta	Saskatchewan	Manitoba	Québec	Nova Scotia	New Brunswick	Prince Edward Island	Newfoundland and Labrador	Yukon	Northwest Territories	Nunavut	Ontario	
TOB/IB – Filing and sending notice of change or notice of variation													s.2.13 of MI 62-104	s.94.5
TOB/IB – Change or variation in advertised take-over bid													s.2.14(1) of MI 62-104	s.94.6(1)
TOB/IB – Consent of expert – bid circular													s.2.15(2) of MI 62-104	s.94.7(1)
TOB/IB – Delivery and date of bid documents													s.2.16(1) of MI 62-104	s.94.8(1)
TOB/IB – Duty to prepare and send directors’ circular													s.2.17 of MI 62-104	s.95(1) – (4) of <i>Securities Act</i> and s.3.2 of OSC Rule 62-504

Provision	British Columbia	Alberta	Saskatchewan	Manitoba	Québec	Nova Scotia	New Brunswick	Prince Edward Island	Newfoundland and Labrador	Yukon	Northwest Territories	Nunavut	Ontario	
TOB/IB – Notice of change													s.2.18 of MI 62-104	s.95.1(1) and (2) of <i>Securities Act</i> and s.3.4 of OSC Rule 62-504
TOB/IB – Filing directors’ circular or notice of change													s.2.19 of MI 62-104	s.95.2
TOB/IB – Change in information in director’s or officer’s circular or notice of change													s.2.20(2) of MI 62-104	s.96(2)
TOB/IB – Form of director’s or officer’s circular													s.2.20(3) of MI 62-104	s.96(3) of <i>Securities Act</i> and s.3.3 of OSC Rule 62-504

Provision	British Columbia	Alberta	Saskatchewan	Manitoba	Québec	Nova Scotia	New Brunswick	Prince Edward Island	Newfoundland and Labrador	Yukon	Northwest Territories	Nunavut	Ontario	
TOB/IB – Send director’s or officer’s circular or notice of change to securityholders													s.2.20(5) of MI 62-104	s.96(5)
TOB/IB – File and send to offeror director’s or officer’s circular or notice of change													s.2.20(6) of MI 62-104	s.96(6)
TOB/IB – Form of notice of change for director’s or officer’s circular													s.2.20(7) of MI 62-104	s.96(7) of <i>Securities Act</i> and s.3.4 of OSC Rule 62-504
TOB/IB – Consent of expert, directors’ circular, etc.													s.2.21 of MI 62-104	s.96.1

<b>Provision</b>	<b>British Columbia</b>	<b>Alberta</b>	<b>Saskatchewan</b>	<b>Manitoba</b>	<b>Québec</b>	<b>Nova Scotia</b>	<b>New Brunswick</b>	<b>Prince Edward Island</b>	<b>Newfoundland and Labrador</b>	<b>Yukon</b>	<b>Northwest Territories</b>	<b>Nunavut</b>	<b>Ontario</b>	
TOB/IB – Delivery and date of offeree issuer’s documents													s.2.22(1) of MI 62-104	s.96.2(1)
TOB/IB – Consideration													s.2.23(1) of MI 62-104	s.97(1)
TOB/IB – Variation of consideration													s.2.23(3) of MI 62-104	s.97(3)
TOB/IB – Prohibition against collateral agreements													s.2.24 of MI 62-104	s.97.1(1)
TOB/IB – Proportionate take up and payment													s.2.26(1) of MI 62-104	s.97.2(1)
TOB/IB – Financing arrangements													s.2.27(1) of MI 62-104	s.97.3(1)
TOB/IB – Minimum deposit period													s.2.28 of MI 62-104	s.98(1)
TOB/IB – Prohibition on take up													s.2.29 of MI 62-104	s.98(2)

Provision	British Columbia	Alberta	Saskatchewan	Manitoba	Québec	Nova Scotia	New Brunswick	Prince Edward Island	Newfoundland and Labrador	Yukon	Northwest Territories	Nunavut	Ontario
TOB/IB – Obligation to take up and pay for deposited securities													s.98.3
TOB/IB – Return of deposited securities													s.98.5
TOB/IB – News release on expiry of bid													s.98.6
TOB/IB – Language of bid documents													n/a
TOB/IB – Filing of documents by offeror													s.98.7 of <i>Securities Act</i> and s.5.1(1) of OSC Rule 62-504
TOB/IB – Filing of documents by offeree issuer													s.5.1(2) of OSC Rule 62-504
TOB/IB – Time period for filing													s.5.1(3) of OSC Rule 62-504



<b>Provision</b>	<b>British Columbia</b>	<b>Alberta</b>	<b>Saskatchewan</b>	<b>Manitoba</b>	<b>Québec</b>	<b>Nova Scotia</b>	<b>New Brunswick</b>	<b>Prince Edward Island</b>	<b>Newfoundland and Labrador</b>	<b>Yukon</b>	<b>Northwest Territories</b>	<b>Nunavut</b>	<b>Ontario</b>
TOB/IB – Application of <i>Canada Business Corporations Act</i>	s.3.4(2) of MI 62-104												s.99.1(2)
TOB/IB – Early Warning	s.5.2 of MI 62-104												s.102.1(1) – (4) of <i>Securities Act</i> and s.7.1 of OSC Rule 62-504
TOB/IB – Acquisitions during bid	s.5.3 of MI 62-104												s.102.2(1) and (2) of <i>Securities Act</i> and s.7.2(1) of OSC Rule 62-504
TOB/IB – Copies of news release and report	s.5.5 of MI 62-104												s.7.2(3) of OSC Rule 62-504
Multi-jurisdictional disclosure system	NI 71-101												



Provision	British Columbia	Alberta	Saskatchewan	Manitoba	Québec	Nova Scotia	New Brunswick	Prince Edward Island	Newfoundland and Labrador	Yukon	Northwest Territories	Nunavut	Ontario
Mutual fund prospectus disclosure	NI 81-101 ( <a href="#">except as noted below</a> )												
<a href="#">Amendment to a preliminary simplified prospectus</a>	<a href="#">s.2.2.1(1) of NI 81-101</a>												<a href="#">s.57(1)</a>
<a href="#">Delivery of amendments</a>	<a href="#">s.2.2.2 of NI 81-101</a>												<a href="#">s.57(3)</a>
<a href="#">Amendment to a simplified prospectus</a>	<a href="#">s.2.2.3(1) of NI 81-101</a>												<a href="#">s.57(1)</a>
<a href="#">Amendment to a simplified prospectus</a>	<a href="#">s.2.2.3(2) of NI 81-101</a>												<a href="#">s.57(2)</a>
<a href="#">Regulator must issue receipt</a>	<a href="#">s.2.2.3(3) of NI 81-101</a>												<a href="#">s.57(2.1)</a>
<a href="#">Regulator must not refuse a receipt</a>	<a href="#">s.2.2.3(4) of NI 81-101</a>												<a href="#">ss.57(2.1) and 61(3)</a>
<a href="#">Lapse date</a>	<a href="#">s.2.5 of NI 81-101</a>												<a href="#">s.62</a>
<a href="#">Statement of rights</a>	<a href="#">s.2.8 of NI 81-101</a>												<a href="#">s.60</a>
<a href="#">Distribution of preliminary simplified prospectus and distribution list</a>	<a href="#">s.3.2(3) of NI 81-101</a>												<a href="#">ss.66 and 67</a>

Provision	British Columbia	Alberta	Saskatchewan	Manitoba	Québec	Nova Scotia	New Brunswick	Prince Edward Island	Newfoundland and Labrador	Yukon	Northwest Territories	Nunavut	Ontario
<a href="#">Certificate of mutual fund</a>	<a href="#">s.5.1.3(1) of NI 81-101</a>												<a href="#">s.58</a>
<a href="#">Certificate of promoter</a>	<a href="#">s.5.1.6(1) of NI 81-101</a>												<a href="#">s.58</a>
<a href="#">Certificate of corporate mutual fund</a>	<a href="#">s.5.1.7(1) of NI 81-101</a>												<a href="#">s.58</a>
Mutual fund requirements	NI 81-102												
Commodity pools	NI 81-104												
Mutual fund sales practices	NI 81-105												
Investment fund continuous disclosure	NI 81-106												
Independent review committee	NI 81-107												
<b>Registration</b>													
Dealer/ <a href="#">underwriter</a> registration requirement	<del>ss.</del> 34(1)(a) and 34(1)(d)	<del>ss.</del> 75(1) (a) and 75(2)(a)	s.27(2)(a)	<del>ss.</del> 6(1)(a) and 6(1)(d)	ss.148 &and 149	<del>ss.</del> 31(1) and 31(a4)	<del>ss.</del> 45(a) and 45(d)	<del>ss.</del> 86(1) (a) and 86(2)	s.26(1)(a)	<del>ss.</del> 86(1) (a) and 86(2)	<del>ss.</del> 486(1)(a) and 86(2)	<del>ss.</del> 486(1) (a) and 86(2)	<del>ss.</del> 25(1) and (a2)
Underwriter registration requirement	s.34(1)(b)	s.75(1)(a)	n/a	s.6(1)	s.148	s.31(1)(b)	n/a	s.86(2)	s.26(1)(b)	s.86(2)	n/a	n/a	s.25(1)(a)

Provision	British Columbia	Alberta	Saskatchewan	Manitoba	Québec	Nova Scotia	New Brunswick	Prince Edward Island	Newfoundland and Labrador	Yukon	Northwest Territories	Nunavut	Ontario
Adviser registration requirement	s.34(1)( <del>eb</del> )	<del>sss.</del> 75(1)( <del>b</del> ) and 75(2)(b)	s.27( <del>e2</del> )( <del>b</del> )	<del>sss.</del> 6( <del>71</del> )( <del>b</del> )	ss.148 & <del>and</del> 149	<del>sss.</del> 31( <del>12</del> ) and 31( <del>e4</del> )	s.45(b)	s.86(1)(b)	s.26(1)( <del>eb</del> )	s.86(1)(b)	s. <del>86(1)(b)</del> 4	s. <del>86(1)(b)</del> 4	s.25( <del>13</del> )( <del>e</del> )
Investment fund manager registration requirement	s.34(1)(c)	s.75(1)(c)	s.27(2)(c)	s.6(1)(c)	s.148	ss.31(3) and 31(4)	s.45(c)	s.86(3)	s.26(1)(c)	s.86(3)	s.86(3)	s.86(3)	s.25(4)
Compensation or contingency trust fund	s.23 of Securities Rules	s.28 of ASC Rules (General)	s.23 of Regulations	n/a	s.196 of Securities Regulation	s.27 of General Securities Rules	n/a	s.98 of Regulation	n/a	n/a	n/a	n/a	s.110 of Regulation 1015 (General)
<b>Requirements when using registration exemptions</b>													
Offering memorandum in required form	s.3.9(5) of NI 45-106												n/a
Requirement to file offering memorandum within prescribed time	s.3.9(14) of NI 45-106												n/a
<b>Trading in Securities Generally</b>													
Registered dealer acting as principal	s.51	<del>s.94</del> n/a	<del>s.45</del> n/a	s.70	<del>n/a</del> s.163 of Securities Act and s.234.3 of Securities Regulation	<del>n/a</del> s.45	<del>n/a</del> s.59	s.40	n/an/an/a	n/an/an/a	n/an/an/a	n/an/an/a	s.39

Provision	British Columbia	Alberta	Saskatchewan	Manitoba	Québec	Nova Scotia	New Brunswick	Prince Edward Island	Newfoundland and Labrador	Yukon	Northwest Territories	Nunavut	Ontario
Disclosure of investor relations activities	s.52	n/a/n/a/n/a/n/a					s.62	n/a/n/a/n/a/n/a/n/a					
Use of name of another registrant	s.53	s.99	s.49	s.73	n/a	s.49	s.63	n/a	s.44	n/a/n/a/a			s.43
<b>Trading in Exchange Contracts</b>													
Trading exchange contracts on an exchange in jurisdiction	s.58	s.106 & 107	s.40	n/a			<a href="#">n/as.70.1</a>	n/a/n/a/n/a/n/a/n/a/n/a					
Trading exchange contracts on an exchange outside jurisdiction	s.59	s.108 & 109	s.41	n/a			<a href="#">n/as.70.2</a>	n/a/n/a/n/a/n/a/n/a/n/a					
<b>Prospectus</b>													
Prospectus requirement	s.61	s.110	s.58	s.37	ss.11 and 12	s.58	s.71(1)	s. 94	s.54	s.94	s. <del>27</del> <a href="#">94</a>	s. <del>27</del> <a href="#">94</a>	s.53
Contents of prospectus (full, true & plain disclosure)	s.63	s.113	s.61	s.41	ss.13 and 20	s.61	s.74	s. 99	s.57	s.99	<a href="#">n/as.99</a>	<a href="#">n/as.99</a>	s.56
Waiting period communications	s.78	s.123	s.73	s.38	ss.21 & 22	s.70	s.82	s. 97	s.66	s.97	<a href="#">n/as.97</a>	<a href="#">n/as.97</a>	s.65(2)

Provision	British Columbia	Alberta	Saskatchewan	Manitoba	Québec	Nova Scotia	New Brunswick	Prince Edward Island	Newfoundland and Labrador	Yukon	Northwest Territories	Nunavut	Ontario	
Obligation to send prospectus	s.83	s.129	s.79	s.64	ss.29, 30, 31 and 32	s.76	s.88	s. 101(1)	s.72	s.101 (1)	s. <del>28</del> <a href="#">101(1)</a>	s. <del>28</del> <a href="#">101(1)</a>	s.71(1)	
<b>Requirements when using prospectus exemptions</b>														
Filing disclosure documents in connection with exemption <a href="#">Offering memorandum in required form</a>	n/as. <del>127.2 of ASC Rules s.80.1</del> n/as. <del>37.2 of Securities Regulation</del> n/as. <del>2.3 of Local Rule</del> <a href="#">2.9(5) of NI 45-106</a> <del>802</del> n/a n/an/an/an/a												s. 6.4 of OSC Rule 45-501 <a href="#">n/a</a>	
<a href="#">Requirement to file offering memorandum within prescribed time</a>	<a href="#">s.2.9(14) of NI 45-106</a>												<a href="#">n/a</a>	
Filing report of exempt distribution	<del>s.139 of Securities Rules</del> and ss. 6.1 and 6.3 of NI 45-106	s.129.1 of ASC Rules (General) and ss. 6.1 and 6.3 of NI 45-106	ss. 6.1 and 6.3 of NI 45-106	s.7 of Regulation and ss. 6.1 and 6.3 of NI 45-106	ss. 6.1 and 6.3 of NI 45-106 <del>ss. 6.1 and 6.3 of NI 45-106</del> ss. 6.1 and 6.3 of NI 45-106 ss. 6.1 and 6.3 of NI 45-106 ss. 6.1 and 6.3 of NI 45-106 ss. 6.1 and 6.3 of NI 45-106									<del>ss. 6.1 and 6.3 of NI 45-106</del> ss. 6.1 and 6.3 of NI 45-106
<b>Continuous Disclosure</b>														
Voting if proxies provided	s.118	s.157	s.96	s.105	n/a	s.93	ss.102 and 103(2)	n/a	s.88	n/a/an/a			s 87	
Shares in name of registrant not to be voted	s. 182 of Securities Rules	s.104	s.55	s.79	<del>ss.164 and 165</del>	s.55	s.103(3) – (7)	s.163	s.50	s.163	<del>n/a</del> <a href="#">s.163</a>	<del>n/a</del> <a href="#">s.163</a>	s.49	

Provision	British Columbia	Alberta	Saskatchewan	Manitoba	Québec	Nova Scotia	New Brunswick	Prince Edward Island	Newfoundland and Labrador	Yukon	Northwest Territories	Nunavut	Ontario
<b>Insider Reporting</b>													
Insider reports – filing upon becoming an insider of a reporting issuer	s.87(2) other than as it applies to a related financial instrument	s.182(1)	s.116(1)	s.109	s.96	ss.113(1) of <i>Securities Act</i> and 172 of General Securities Rules	s.135(1)	s.1(1) of Local Rule 55-501	s.108(1)	<del>n/a</del> s.1(1) of Local Rule 55-501	<del>n/a</del> s.2(1) of Local Rule 55-501	<del>n/a</del> Local Rule 55-501	s.107(1)
Insider reports – filing upon acquisition or change in securities	s.87 (5) other than as it applies to a related financial instrument	s.182(2)	s.116(2)	s.109	s.97	s.113(2)	s.135(2)	s.1(2) of Local Rule 55-501	s.108(2)	<del>n/a</del> s.1(2) of Local Rule 55-501	<del>n/a</del> s.2(2) of Local Rule 55-501	<del>n/a</del> Local Rule 55-501	s.107(2)
Insider reports – filing upon being deemed an insider	s.87 (6) other than as it applies to a related financial instrument	s.182(3)	s.116(3)	s.109	s.98	s.113(4)	s.135(3)	s.1(3) of Local Rule 55-501	s.108(3)	<del>n/a</del> s.1(3) of Local Rule 55-501	<del>n/a</del> s.2(3) of Local Rule 55-501	<del>n/a</del> Local Rule 55-501	s.107(3)
Time periods for filing insider reports	s.155.1 of Securities Rules other than as it applies to a related financial instrument	s.190 of ASC Rules <a href="#">(General)</a>	s.165(1) of Regulations	s.109	ss.171, 171.1, 172 & 174 of Securities Regulation	s.113	s.5 of Local Rule 11-502	s.1 of Local Rule 55-501	s.108	<del>n/a</del> s.1 of Local Rule 55-501	<del>n/a</del> s.2 of Local Rule 55-501	<del>n/a</del> Local Rule 55-501	s.107

Provision	British Columbia	Alberta	Saskatchewan	Manitoba	Québec	Nova Scotia	New Brunswick	Prince Edward Island	Newfoundland and Labrador	Yukon	Northwest Territories	Nunavut	Ontario
Transfer reports	n/a	s.182(2)	s.117	n/a	s.102	s.116	s.136	n/a	s.109	n/a	<a href="#">s.2(4) of Local Rule 55-501</a>	<a href="#">n/a</a>	s.108 of <i>Securities Act</i> and s. 167 of Regulation 1015 (General)
Nominee reports	n/a	s.183	s.118	n/a	s.103	s.117	n/a		s.110	n/a	<a href="#">s.2(5) of Local Rule 55-501</a>	<a href="#">n/a</a>	s.109 of <i>Securities Act</i> and s.168 of Regulation 1015 (General)
<b>Take-Over Bids and Issuer Bids</b>													
Directors must make recommendation on bid	s.99(1)(a)	s.160	s.100	s.90	ss.113 & 114	<del>s.105(2)</del> <a href="#">s.97</a>	s.124	s.108(1)	s.92	s.108(1)	<del>n/a</del> <a href="#">s.108(1)</a>	<del>n/a</del> <a href="#">s.108(1)</a>	ss.95 and 96
<b>Investment Funds – Self Dealing</b>													
Investments of mutual funds	s.121	s.185	s.120	<del>n/a</del> <del>s.236 of Securities Regulation</del>		s.119	s.137	n/a	<del>n/a</del> <a href="#">s.112</a>	n/a/n/a/a			s.111
Indirect investment	s.122	s.186	s.121	n/a/n/a		s.120	s.138	n/a	<del>n/a</del> <a href="#">s.113</a>	n/a/n/a/a			s.112
Fees on investment for mutual fund	s.124	s.189	s.124	n/a/n/a		s.123	s.141	n/a	<del>n/a</del> <a href="#">s.116</a>	n/a/n/a/a			s.115

Provision	British Columbia	Alberta	Saskatchewan	Manitoba	Québec	Nova Scotia	New Brunswick	Prince Edward Island	Newfoundland and Labrador	Yukon	Northwest Territories	Nunavut	Ontario
Report of mutual fund manager	s.126	s.191	s.126	n/a/n/a		s.125	s.143	n/a	<del>n/a</del> <a href="#">s.118</a>	n/a/n/a/n/a			s.117
Restrictions on transactions with responsible persons	<del>s.127s.192s.127</del> n/a/s.236 of Securities Regulation					s.126	<del>s.144</del> n/a		<del>n/a</del> <a href="#">s.119</a>	n/a/n/a/n/a s.118			
<a href="#">Principal Trading Prohibitions</a>	<a href="#">n/a</a>	<a href="#">s. 193</a>	<a href="#">s.128</a>	<a href="#">n/a</a>		<a href="#">s.127</a>	<a href="#">n/a</a>		<a href="#">s.120</a>	<a href="#">n/a</a>			<a href="#">s.119</a>
<b>General</b>													
Confidentiality	s.169	s.221	s.152	s.149(q)	s.296	s.148	s.198	s.26	s.140	s.25	s.44	s.44	s.140
Accounting principles, auditing standards and reporting requirements (other than in NI 52-107) <a href="#">Public inspection of records</a>	<del>s.3169</del> (3) of Securities Rules	<del>n/a</del> <a href="#">s.221(3)</a>	<del>n/a</del> <a href="#">s.152(2)</a>	<del>n/a</del> <a href="#">s.134</a>	ss.116 and 121 of Securities Regulation <a href="#">n/a</a>	<del>s.3148</del> (41) of Reg.	<del>n/a</del> <a href="#">s.198(3)</a>	<del>n/a</del> <a href="#">s.26(1)</a>	<del>n/a</del> <a href="#">s.140(1)</a>	<del>n/a</del> <a href="#">s.26(1)</a>	<del>n/a</del> <a href="#">s.26(1)</a>	<del>n/a</del> <a href="#">s.26(1)</a>	s.2(1) of Regulation 1015 (General) <a href="#">140(1)</a>



## SCHEDULE C

### COMPANION POLICY 11-102CP *PASSPORT SYSTEM*

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**COMPANION POLICY 11-102CP**  
***PASSPORT SYSTEM***

**PART 1      GENERAL**

**1.1      Definitions**

In this Policy,

“CP 33-109” means Companion Policy 33-109CP *Registration Information*;

“domestic firm” means a firm whose head office is in Canada;

“domestic individual” means an individual whose working office is in Canada;

“MI 11-101” means Multilateral Instrument 11-101 *Principal Regulator System*;

“non-principal jurisdiction” means, for a person or company, a jurisdiction other than the principal jurisdiction;

“non-principal regulator” means, for a person or company, the securities regulatory authority or regulator of a jurisdiction other than the principal jurisdiction;

“NP 11-202” means National Policy 11-202 *Process for Prospectus Reviews in Multiple Jurisdictions*;

“NP 11-203” means National Policy 11-203 *Process for Exemptive Relief Applications in Multiple Jurisdictions*;

“NP 11-204” means National Policy 11-204 *Process for Registration in Multiple Jurisdictions*;

“NRD” has the same meaning as in NI 31-102;

“NRD format” has the same meaning as in NI 31-102;

“SRO” means self regulatory organization; and

“T&C” means a term, condition, restriction or requirement imposed by a securities regulatory authority or regulator on the registration of a firm or an individual.

**1.2      Additional definitions**

Terms used in this policy and that are defined in NP 11-202, NP 11-203 and NP 11-204 have the same meanings as in those national policies.

### 1.3 Purpose

- (1) **General** – Multilateral Instrument 11-102 *Passport System* (the Instrument) and this policy implement the passport system contemplated by the Provincial/Territorial Memorandum of Understanding Regarding Securities Regulation.

The Instrument gives each market participant a single window of access to the capital markets in multiple jurisdictions. It enables a person or company to deal only with its principal regulator to

- get deemed receipts in other jurisdictions (except Ontario) for a preliminary prospectus and prospectus,
- obtain automatic exemptions in other jurisdictions (except Ontario) equivalent to most types of discretionary exemptions granted by the principal regulator, or
- register automatically in other jurisdictions (except Ontario).

- (2) **Process** – NP 11-202, NP 11-203 and NP 11-204 set out the processes for a market participant in any jurisdiction to obtain a deemed prospectus receipt, an automatic exemption or automatic registration in a passport jurisdiction. These policies also set out processes for a market participant in a passport jurisdiction to get a prospectus receipt or a discretionary exemption from the OSC or to register in Ontario.

NP 11-203 also sets out the process for seeking exemptive relief in multiple jurisdictions that falls outside the scope of the Instrument. NP 11-203 applies to a broad range of exemptive relief applications, not just discretionary exemption applications from the provisions listed in Appendix D of the Instrument. For example, NP 11-203 applies to an application to be designated a reporting issuer, mutual fund, non-redeemable investment fund or insider. It also applies to an application for a discretionary exemption from a provision not listed in Appendix D of the Instrument.

Please refer to NP 11-202, NP 11-203 and NP 11-204 for more details on these processes.

- (3) **Interpretation of the Instrument** – As with all national or multilateral instruments, you should read the Instrument from the perspective of the local jurisdiction in which you seek a deemed prospectus receipt or an automatic exemption or registration. For example, if the Instrument does not specify where you file a document, it means that you must file it in the local jurisdiction. In this policy, we generally use the term ‘non-principal jurisdiction’ instead of ‘local jurisdiction’.

To get a deemed receipt for a prospectus in the non-principal jurisdiction, a filer must file the prospectus in the jurisdiction through SEDAR. Similarly, to get an automatic exemption based on a discretionary exemption granted in the principal jurisdiction, a filer must give notice under section 4.7(1)(c) of the Instrument to the securities regulatory authority or regulator in the non-principal jurisdiction. Under section 4.7(2) of the Instrument, a filer can satisfy the latter

requirement by giving notice to the principal regulator instead of the securities regulatory authority or regulator in the non-principal jurisdiction.

To register in the non-principal jurisdiction, a firm or individual must make the required submission in the non-principal jurisdiction. To streamline the process, section 4A.3(3) of the Instrument allows a firm to make its submission to the principal regulator instead of the non-principal regulator. Submissions for individuals are made through NRD. If the principal regulator imposes a T&C on a firm's or individual's registration, or suspends, terminates or accepts the surrender of registration of the firm or individual, that decision applies automatically in the non-principal jurisdiction, whether or not the firm or individual registered in the non-principal jurisdiction under the Instrument.

(4) **Operation of law** – The provisions of the Instrument on prospectus receipt, discretionary exemptions, and registration produce automatic legal outcomes in the non-principal jurisdiction that result from a decision made by the principal regulator. The effect is to make the law of the non-principal jurisdiction apply to a market participant as if the non-principal regulator had made the same decision as the principal regulator.

(5) **Applicable requirements** – A market participant must comply with the law of each jurisdiction in which it files a prospectus, is a reporting issuer, seeks registration or is registered.

- Most prospectus, continuous disclosure and registration requirements are harmonized and are in rules or regulations commonly referred to as 'national instruments'. The securities regulatory authorities and regulators intend to interpret and apply the harmonized requirements in national instruments in a consistent way, and we have put practices and procedures in place to achieve this objective.
- Some jurisdictions have non-harmonized requirements in Securities Acts or local rules or regulations. In addition, some national instruments contain requirements or carve-outs for specific jurisdictions, which are apparent on the face of the instruments.
- Registrants will be subject to a few non-harmonized requirements. Section 4A.5 contains a description of these requirements.

(6) **Ontario** – The OSC has not adopted the Instrument, but the Instrument provides that the OSC can be a principal regulator for purposes of a prospectus filing under Part 3, a discretionary exemption application under Part 4 or registration under Part 4A. Consequently, Ontario market participants have direct access to passport as follows:

- When the OSC issues a receipt for a prospectus to an issuer whose principal jurisdiction is Ontario, a deemed receipt is automatically issued in each passport jurisdiction where the market participant filed the prospectus under the Instrument.
- When the OSC grants a discretionary exemption to a market participant whose principal jurisdiction is Ontario, the person obtains an automatic exemption from the equivalent provision of securities legislation of each passport jurisdiction for which the person gives the notice described in section 4.7(1)(c) of the Instrument

- A firm or individual whose principal jurisdiction is Ontario and who is registered in a category in Ontario is automatically registered in the same category in a passport jurisdiction when the firm or individual makes the required submission under the Instrument.

#### **1.4 Language of documents – Québec**

The Instrument does not relieve issuers filing in Québec from the linguistic obligations prescribed by Québec law, including the specific obligations in the Québec *Securities Act* (e.g. section 40.1). For example, where a prospectus is filed in several jurisdictions including Québec, the prospectus must be in French or in French and English.

### **PART 2 CONTINUOUS DISCLOSURE** (*Repealed*)

### **PART 3 PROSPECTUS**

#### **3.1 Principal regulator for prospectus**

For a prospectus filing subject to Part 3 of the Instrument, the principal regulator is the principal regulator identified under section 3.1 of the Instrument. Under this section, the principal regulator must be the securities regulatory authority or regulator in a specified jurisdiction. Section 3.1(1) of the Instrument specifies the following jurisdictions for purposes of that section: British Columbia, Alberta, Saskatchewan, Manitoba, Ontario, Québec, New Brunswick and Nova Scotia.

Section 3.4 of NP 11-202 gives guidance on how to identify the principal regulator for a prospectus filing subject to Part 3 of the Instrument.

#### **3.2 Discretionary change in principal regulator for prospectus**

Section 3.2 of the Instrument permits the securities regulatory authority or regulator to change the principal regulator for a prospectus filing subject to Part 3 of the Instrument on its own motion or on application. Section 3.5 of NP 11-202 gives guidance on the process for, and considerations leading to, a discretionary change in principal regulator for a prospectus filing subject to Part 3 of the Instrument.

#### **3.3 Deemed issuance of receipt**

Section 3.3 of the Instrument deems a receipt to be issued for a preliminary prospectus or prospectus in the non-principal jurisdiction if certain conditions are met. A deemed receipt in the non-principal jurisdiction has the same legal effect as a receipt issued in the principal jurisdiction.

To rely on section 3.3 of the Instrument in the non-principal jurisdiction, a filer must file on SEDAR the preliminary prospectus or the pro forma prospectus, and the prospectus, in both the non-principal jurisdiction and the principal jurisdiction. When filing, the filer must also indicate

that it is filing the preliminary prospectus or pro forma prospectus under the Instrument. Under the law of the non-principal jurisdiction, these filings trigger the obligation to file supporting documents (e.g., consents and material contracts) and to pay required fees.

NP 11-202 sets out the process for making a waiver application for a prospectus filing subject to Part 3 of the Instrument.

If the principal regulator refuses to issue a receipt for a prospectus, it will notify the filer and the non-principal regulators by sending a refusal letter through SEDAR. In these circumstances, the Instrument will no longer apply to the filing and the filer may deal separately with the local securities regulatory authority or regulator in any non-principal jurisdiction in which the prospectus was filed to determine if the local securities regulatory authority or regulator would issue a local receipt.

### **3.4 Exemption from non-harmonized prospectus provisions** *(Repealed)*

### **3.5 Transition for section 3.3**

Section 3.3 of the Instrument applies to a preliminary prospectus or pro forma prospectus and their related prospectus, and to an amendment to a prospectus, filed on or after March 17, 2008.

Section 3.5(1) of the Instrument removes the deemed receipt that would otherwise be available in the non-principal jurisdiction under section 3.3 of the Instrument if a preliminary prospectus amendment is filed after March 17, 2008 and the related preliminary prospectus was filed before March 17, 2008.

Section 3.5(2) provides an exemption from the requirement in section 3.3(2)(b) of the Instrument to indicate on SEDAR, at the time of filing the preliminary prospectus or pro forma prospectus, that the preliminary prospectus or pro forma prospectus is filed under Instrument. This means there is a deemed receipt in the non-principal jurisdiction for a prospectus amendment if the related preliminary prospectus or pro forma prospectus was filed before March 17, 2008 and the filer indicated on SEDAR that it filed the amendment under the Instrument at the time of filing the amendment.

## **PART 4 DISCRETIONARY EXEMPTIONS**

### **4.1 Application**

Part 4 of the Instrument applies to an application for a discretionary exemption from a provision listed in Appendix D of the Instrument. Part 4 does not apply to a discretionary exemption application from a provision not listed in Appendix D of the Instrument or to other types of exemptive relief applications. For example, Part 4 does not apply to an application to designate a person to be a reporting issuer, mutual fund, non-redeemable investment fund or insider.

## **4.2 Principal regulator for discretionary exemption applications**

For purposes of a discretionary exemption application under Part 4 of the Instrument, the principal regulator is the principal regulator identified under sections 4.1 to 4.5 of the Instrument. Except under section 4.4.1, the principal regulator must be the securities regulatory authority or regulator in a specified jurisdiction. Section 4.1 of the Instrument specifies the following jurisdictions for this purpose: British Columbia, Alberta, Saskatchewan, Manitoba, Ontario, Québec, New Brunswick and Nova Scotia.

Section 4.4.1 of the Instrument provides that the principal regulator for an application for exemption from a requirement in Parts 3 and 12 of NI 31-103 and Part 2 of NI 33-109 made in connection with an application for registration in the principal jurisdiction is the principal regulator as determined under section 4A.1 of the Instrument. The securities regulatory authority or regulator of each jurisdiction may be a principal regulator under section 4A.1 of the Instrument.

Section 3.6 of NP 11-203 gives guidance on how to identify the principal regulator for a discretionary exemption application under Part 4 of the Instrument.

## **4.3 Discretionary change of principal regulator for discretionary exemption applications**

Section 4.6 of the Instrument permits the securities regulatory authority or regulator to change the principal regulator for a discretionary exemption application under Part 4 of the Instrument on its own motion or on application. Section 3.7 of NP 11-203 gives guidance on the process for, and considerations leading to, a discretionary change in principal regulator for a discretionary exemption application under Part 4 of the Instrument.

## **4.4 Passport application of discretionary exemptions**

Section 4.7(1) of the Instrument exempts a person or company from an equivalent provision of securities legislation in the non-principal jurisdiction if the principal regulator for the application grants the discretionary exemption, the filer gives the notice required under paragraph (c) of that section and other conditions are met. The equivalent provisions from which an automatic exemption is available under section 4.7(1) of the Instrument are set out in Appendix D of the Instrument.

If the principal regulator revokes or cancels the discretionary exemption or it expires under a sunset clause, the exemption in section 4.7 is no longer available in the non-principal jurisdiction.

A discretionary exemption under section 4.7(1) of the Instrument is available in the passport jurisdictions for which the filer gives the required notice when filing the application. However, the discretionary exemption can become available later in other passport jurisdictions if the circumstances warrant. For example, if a reporting issuer obtains a discretionary exemption from a national continuous disclosure requirement in its principal jurisdiction and an automatic exemption under section 4.7(1) in three non-principal jurisdictions in 2008 and the issuer

becomes a reporting issuer in a fourth non-principal jurisdiction in 2009, the issuer could obtain an automatic exemption in the new jurisdiction. To obtain the automatic exemption in the new jurisdiction, the issuer would have to give the notice referred to in section 4.7(1)(c) of the Instrument in respect of that jurisdiction and meet the other condition of the exemption.

Under section 4.7(2) of the Instrument the filer may give the required notice to the principal regulator instead of the non-principal regulator.

A filer should identify in the application all the exemptions required and give notice for all the jurisdictions in which section 4.7(1) of the Instrument is intended to be relied upon. If an exemption is required in a non-principal jurisdiction when the filer files the application, but the filer does not give the required notice for that jurisdiction until after the principal regulator grants the exemption, the securities regulatory authority or regulator of the non-principal jurisdiction will take appropriate action. This could include removing the exemption, in which case the filer may have an opportunity to be heard in that jurisdiction in appropriate circumstances.

A principal regulator's decision to vary a decision the principal regulator previously made to exempt a person or company from a provision set out in Appendix D of the Instrument has automatic effect in a non-principal jurisdiction if

- the person or company applied in the principal jurisdiction to have the decision varied and gave the notice required under section 4.7(1)(c) of the Instrument in respect of the non-principal jurisdiction,
- the principal regulator grants the exemption and the exemption is in effect, and
- the other conditions of section 4.7(1) of the Instrument are met.

If the principal regulator for an application for exemption from a filing requirement under section 6.1 of National Instrument 45-106 *Prospectus and Registration Exemptions* (NI 45-106) grants an exemption under section 4.7(1) of the Instrument, a person or company has an automatic exemption in a non-principal jurisdiction under the section only if

- the filing requirement arises from the person or company relying on one of the provisions referred to in section 6.1 of NI 45-106 in the principal jurisdiction,
- the person or company is relying on the equivalent exemption in the non-principal jurisdiction, and
- the person or company complies with the conditions of section 4.7(1) of the Instrument.

Because, under the Instrument, a person or company files an application for a discretionary exemption only in the principal jurisdiction to obtain an automatic exemption in multiple jurisdictions, the filer is required to pay fees only in the principal jurisdiction.



NP 11-203 sets out the process for seeking exemptive relief in multiple jurisdictions, including the process for seeking a discretionary exemption under Part 4 of the Instrument.

#### **4.5 Availability of passport for discretionary exemptions applied for before March 17, 2008**

Under section 4.8(1) of the Instrument, an exemption from the equivalent provision is automatically available in the local jurisdiction if

- an application was made in a specified jurisdiction before March 17, 2008 for an exemption from a provision of securities legislation that is now listed in Appendix D of the Instrument,
- the securities regulatory authority or regulator in the specified jurisdiction granted the exemption before, on or after March 17, 2008, and
- certain other conditions are met.

These conditions include giving the notice required under section 4.8(1)(c). Section 4.8(2) permits the filer to give the required notice to the securities regulatory authority or regulator that would be the principal regulator for the application under Part 4 if an application were to be made under that Part at the time the notice is given, instead of to the non-principal regulator.

Under section 4.1, the specified jurisdictions are British Columbia, Alberta, Saskatchewan, Manitoba, Ontario, Québec, New Brunswick and Nova Scotia.

A specified jurisdiction for purposes of section 4.8 of the Instrument is a principal jurisdiction under MI 11-101.

The combined effect of sections 4.8(1) and 4.8(3) is to make an exemption from a CD requirement granted by the principal regulator before March 17, 2008 under MI 11-101 automatically available in the non-principal jurisdiction, even though the decision of the principal regulator under MI 11-101 does not refer to the non-principal jurisdiction. To benefit from this, however, the reporting issuer must comply with the terms and conditions of the decision of the principal regulator under MI 11-101. Only exemptions granted from CD requirements that are now listed in Appendix D of the Instrument become available in the non-principal jurisdiction in this way.

Appendix A of this policy lists the CD requirements from which a reporting issuer could get an exemption under section 3.2 of MI 11-101. Appendix D of the Instrument sets out the list of equivalent provisions.

## **PART 4A REGISTRATION**

### **4A.1 Application**

The Instrument permits a firm or individual to register automatically in a non-principal jurisdiction based on its principal jurisdiction registration. It also makes some types of regulatory

decisions by a firm's or individual's principal regulator apply automatically in each non-principal jurisdiction where the firm or individual is registered, whether or not the firm or individual is registered automatically under the Instrument.

***Permitted individual***

The Instrument does not apply to "permitted individuals" under NI 33-109 because these individuals are not registered under securities legislation. The Instrument applies to a permitted individual only if the permitted individual becomes registered in a category in his or her principal jurisdiction and seeks registration in the same category in a non-principal jurisdiction.

***Restricted dealers and their representatives***

Section 4A.3 of the Instrument does not apply to a firm registered in the category of "restricted dealer" under NI 31-103. To register in a non-principal jurisdiction, a restricted dealer must apply directly to the non-principal regulator. Automatic registration under the Instrument does not apply to restricted dealers because there are no standard requirements for this category and most firms registered as restricted dealers operate in a single jurisdiction. However, if a restricted dealer registers directly in the same category in a non-principal jurisdiction, the provisions of the Instrument relating to T&Cs (section 4A.5), suspension (section 4A.6), termination (section 4A.7) and surrender (section 4A.8) apply to the firm.

All the provisions of the Instrument apply to the dealing representatives of a restricted dealer. This includes automatic registration under section 4A.4 of the Instrument if the representative's sponsoring firm is registered as a restricted dealer in the representative's principal jurisdiction and the non-principal jurisdiction in which the representative seeks registration. It also includes the provisions of the Instrument relating to T&Cs (section 4A.5), suspension (section 4A.6), termination (section 4A.7) and surrender (section 4A.8).

**4A.2 Registration by SRO**

The securities regulatory authority or regulator in some jurisdictions has delegated, assigned or authorized an SRO to perform all or part of its registration function. The instrument applies to the decisions made by SROs under these arrangements. For more details, refer to section 3.5 of NP 11-204.

**4A.3 Principal regulator for registration**

The principal regulator of a firm or individual is the securities regulatory authority or regulator identified under section 4A.1 of the Instrument. The securities regulatory authority or regulator of any jurisdiction can be a principal regulator for registration.

Section 3.6 of NP 11-204 gives guidance on how to identify the principal regulator of a firm or individual under Part 4A of the Instrument.

#### **4A.4 Discretionary change of principal regulator for registration**

Section 4A.2 of the Instrument permits the securities regulatory authority or regulator to change the principal regulator for the purpose of Part 4A of the Instrument. Section 3.7 of NP 11-204 gives guidance on the process for a discretionary change of principal regulator for registration under Part 4A of the Instrument.

#### **4A.5 Registration**

Sections 4A.3 and 4A.4 of the Instrument are available for firms or individuals required to be registered under NI 31-103, except for firms registering as restricted dealers.

A firm or individual who registers in a non-principal jurisdiction under section 4A.3 or 4A.4 of the Instrument must comply with all applicable requirements of the non-principal jurisdiction, including the obligation to pay the required fees in that jurisdiction and any non-harmonized requirements.

In Québec, firms and individuals in the mutual fund and scholarship plan sectors are subject to a specific regulatory framework that also applies under passport:

- mutual fund firms registered in Québec are not required to be members of the Mutual Fund Dealers Association of Canada (MFDA) and are under the direct supervision of the Autorité des marchés financiers, as are scholarship plan firms,
- individuals in the mutual fund and scholarship plan sectors are required to be members of the Chambre de la sécurité financière,
- firms and individuals must maintain professional liability insurance, and
- firms must contribute to the Fonds d'indemnisation des services financiers which provides financial compensation to investors who are victims of fraudulent tactics or embezzlement committed by these firms or individuals.

In addition, in Québec, an individual who is a representative of an investment dealer cannot concurrently be employed by a financial institution and carry on business as a representative in a Québec branch of a financial institution unless he or she is a representative specialized in mutual funds or scholarship plans.

In British Columbia, investment dealers that trade in the U.S. over-the-counter markets must comply with local requirements to manage the risks of trading these securities, retain records and report quarterly to the Commission.

#### ***To register in a non-principal jurisdiction***

Before making a submission under section 4A.3 or 4A.4, the firm or individual should ensure that the firm's or individual's principal jurisdiction is correctly identified in the firm's or individual's latest submission under NI 33-109.

***Firm***

Under section 4A.3(1) of the Instrument, if a firm is registered in its principal jurisdiction in a category set out in NI 31-103, other than the category of “restricted dealer”, the firm is registered in the same category in a non-principal jurisdiction if the firm

- (a) has submitted a completed Form 33-109F6 in accordance with NI 33-109, and
- (b) is a member of an SRO if required for that category.

A firm should refer to Part 4 and section 5.2 of NP 11-204 for guidance on how to make its submission under the Instrument.

Under section 4A.3(3) of the Instrument, a firm may make the relevant submission by giving it to its principal regulator instead of the non-principal regulator. In a jurisdiction where the principal regulator has delegated, assigned or authorized an SRO to register firms, the firm should make the submission by giving it to the relevant office of the SRO.

To register under section 4A.3(1) of the Instrument, the firm must be a member of an SRO if required in the local jurisdiction for that category of registration. This condition does not apply if the firm has an exemption in the local jurisdiction from the requirement to be a member of the SRO. All jurisdictions require investment dealers to be members of the Investment Industry Regulatory Organization of Canada. All jurisdictions, except Québec, require mutual fund dealers to be members of the MFDA. A mutual fund dealer whose principal jurisdiction is Québec must be a member of the MFDA before it can register in another jurisdiction.

***Individual***

Under section 4A.4 of the Instrument, if an individual acting on behalf of a sponsoring firm is registered in his or her principal jurisdiction in a category set out in NI 31-103, the individual is registered in the same category in a non-principal jurisdiction if

- (a) the individual’s sponsoring firm is registered in the non-principal jurisdiction in the same category as in the firm’s principal jurisdiction,
- (b) the individual submitted a completed Form 33-109F2 or Form 33-109F4 in accordance with NI 33-109, and
- (c) the individual is a member or an approved person of an SRO if required for that category.

Section 5.2 of NP 11-204 provides guidance on how to make a submission.

To register under section 4A.4 of the Instrument, the individual must be a member or an approved person of an SRO if required in the local jurisdiction for that category of registration. This condition does not apply if the individual has an exemption in the local jurisdiction from the requirement to be a member or approved person of the SRO. Québec legislation requires individuals who are representatives of mutual fund or scholarship plan dealers to be members of

the Chambre de la sécurité financière. Other jurisdictions require individuals who are representatives of mutual fund dealers to be approved persons under the rules of the MFDA.

For greater certainty, if an individual is registered in a category in his or her principal jurisdiction for more than one sponsoring firm, each sponsoring firm must be registered in the same category in the non-principal jurisdiction in which the individual seeks registration under section 4A.4 of the Instrument.

#### **4A.6 Terms and conditions of registration**

Section 4A.5 (1) of the Instrument provides that, if a firm or individual is registered in the same category in the principal jurisdiction and in the non-principal jurisdiction, a T&C imposed on the registration in the principal jurisdiction applies to the firm or individual as if it were imposed in the non-principal jurisdiction (i.e., by operation of law). Under section 4A.5(2) of the Instrument, a T&C continues to apply until the earlier of the date the securities regulatory authority or regulator that imposed it, cancels or revokes it, or it expires.

Under section 4A.5 of the Instrument, if the principal regulator amends or adds a T&C to a category in which a firm or individual is registered, the amended or additional T&C automatically applies to the firm's or individual's registration in the same category in the non-principal jurisdiction.

In the event of a change of principal regulator, and for each category in which a firm or an individual is registered in the non-principal jurisdiction under section 4A.3 or 4A.4 of the Instrument, the firm's or individual's

- original principal regulator will revoke any T&C it imposed, and
- new principal regulator will adopt any T&C's that are appropriate.

This will enable the new principal regulator to amend the firm's or individual's T&Cs in appropriate circumstances and result in any T&C amended by the new principal regulator applying automatically in a non-principal jurisdiction as if it had been imposed in that jurisdiction (i.e., by operation of law).

#### **4A.7 Suspension**

Under section 4A.6 of the Instrument, if a firm's or an individual's registration in the principal jurisdiction is suspended, the firm's or individual's registration is automatically suspended in any non-principal jurisdiction where the firm or individual is registered. For greater certainty, a suspension of registration is a suspension of a firm's or individual's trading or advising privileges and the firm or individual remains registered under securities legislation. A firm's or individual's registration is suspended on the same day in the principal jurisdiction and the non-principal jurisdiction. NRD will show the same suspension date in each relevant jurisdiction.

A firm's or individual's registration is suspended in the non-principal jurisdiction for as long as the firm's or individual's registration is suspended in the principal jurisdiction. If the principal regulator lifts a firm's or individual's suspension, the firm or individual may resume trading or advising in the non-principal jurisdiction on the date NRD shows that the suspension has been lifted. Any T&C imposed by the principal regulator when it lifts a suspension applies automatically in the non-principal jurisdiction under section 4A.5 of the Instrument.

#### **4A.8 Termination**

Under section 4A.7 of the Instrument, if a firm's or individual's registration in the principal jurisdiction is cancelled, revoked or terminated, as applicable, the firm's or individual's registration in the non-principal jurisdiction is automatically cancelled, revoked or terminated, as applicable. A firm's or individual's registration is terminated on the same date in the principal jurisdiction and the non-principal jurisdiction. NRD will show the same termination date in each relevant jurisdiction.

#### **4A.9 Surrender**

Under section 4A.8 of the Instrument, a firm's or individual's registration is automatically cancelled, revoked or terminated, as applicable, in a category in **all** non-principal jurisdictions in which the firm or individual is registered if the firm or individual applies to surrender registration in the category in its principal jurisdiction and the principal regulator accepts the surrender.

A firm should submit an application to surrender registration in one or more categories in the firm's principal jurisdiction and Ontario, if Ontario is a non-principal jurisdiction. The application should identify any non-principal jurisdiction where the firm is registered in the same category(ies). In a jurisdiction where the principal regulator has delegated, assigned or authorized an SRO to perform registration functions, a firm should submit its application to surrender to the relevant office of the SRO. A firm should refer to Appendix B of CP 33-109 for guidance on how to submit its application for surrender to the principal regulator or the relevant office of the SRO.

An individual should make the relevant NRD submission under NI 33-109 to surrender registration.

If a firm or individual applies to surrender a category in the principal jurisdiction, the principal regulator may suspend registration in the category pending surrender, or impose a T&C. See section 4A.7 of this Policy for guidance on suspension of registration.

If the principal regulator imposes a T&C, section 4A.5 of the Instrument provides that the T&C applies in each non-principal jurisdiction where a firm or individual is registered in the same category as if the T&C had been imposed in the non-principal jurisdiction.

The Instrument does not deal with a firm or individual that seeks to surrender a category in a non-principal jurisdiction only. If a firm or individual seeks to surrender a category in a non-principal jurisdiction, other than Ontario,

- the firm may still submit its application by giving it to the principal regulator only or, if the principal regulator has delegated, assigned or authorized an SRO to perform registration functions, the relevant office of the SRO in the principal jurisdiction,
- the individual should make the relevant NRD submission under NI 33-109,
- the firm's or individual's submission should indicate the non-principal jurisdiction where the firm or individual is applying to surrender registration, and
- the fact that a securities regulatory authority, regulator or SRO accepts the surrender of registration of a firm or individual in the non-principal jurisdiction does not affect the registration of the firm or individual in another jurisdiction.

#### **4A.10 Transition – terms and conditions in non-principal jurisdiction**

The purpose of section 4A.9(1) of the Instrument is to delay until October 28, 2009 the automatic application of section 4A.5 of the Instrument in a non-principal jurisdiction in which a firm or individual is registered on September 28, 2009. This gives the firm or individual time to make an application under section 4A.9(2) of the Instrument for an exemption from having a T&C imposed by the principal regulator apply automatically in the non-principal jurisdiction.

A firm or individual should apply for the exemption contemplated in section 4A.9(2) of the Instrument separately in each non-principal jurisdiction because the purpose of the exemption application is to give the firm or individual an opportunity to be heard on the automatic application in the non-principal jurisdiction of a T&C imposed by the principal regulator. For this reason, a firm or individual should not make the application under NP 11-203.

If a firm or individual does not apply for an exemption under section 4A.9(2) of the Instrument in a non-principal jurisdiction,

- a T&C imposed by the principal regulator automatically applies on October 28, 2009 in the non-principal jurisdiction, and
- a T&C previously imposed by the non-principal regulator ceases to apply unless it is enforcement related.

#### **4A.11 Transition – notice of principal regulator for foreign firm**

Under section 4A.10(1) of the Instrument, a foreign firm registered in a category in multiple jurisdictions before September 28, 2009 is required to submit the information to identify its principal jurisdiction in item 2.2(b) in Form 33-109F6 by submitting a Form 33-109F5 on or before October 28, 2009. This information will determine the foreign firm's principal regulator under section 4A.1 of the Instrument.

Section 4A.10(2) of the Instrument permits the foreign firm to make this submission to a non-principal regulator by giving it only to its principal regulator. In a jurisdiction where the principal

regulator has delegated, assigned or authorized an SRO to perform registration functions, the foreign firm should make the submission to the relevant office of the SRO. Foreign firms should refer to Appendix B of CP 33-109 for guidance on how to make a submission.

Because the principal regulator for a foreign individual is the same as the principal regulator for the individual's sponsoring firm, the Instrument does not require the foreign individual to make a submission to identify the individual's principal regulator.

## **PART 5      EFFECTIVE DATE**

### **5.1      Effective date**

The Instrument applies to continuous disclosure documents, prospectuses and discretionary exemption applications filed on or after March 17, 2008.

The Instrument applies to an individual or firm seeking registration outside its principal jurisdiction on or after September 28, 2009. In addition, it applies to an individual or firm that is registered on that date unless the individual or firm requests and obtains an exemption under section 4A.9(2).



**Companion Policy 11-102CP**  
*Passport System*

**Appendix A**

**CD requirements under MI 11-101**

For ease of reference, this appendix reproduces the definition of CD requirements in MI 11-101 even though some references might no longer be relevant because sections were repealed after September 19, 2005 when MI 11-101 came into force.

**British Columbia:**

*Securities Act:* section 85 and 117  
*Securities Rules:* section 144 (except as it relates to fees), 145 (except as it relates to fees, 152 and 153  
sections 2, 3 and 189 as they relate to a filing under another CD requirement, as defined in MI 11-101

**Alberta:**

*Securities Act:* sections 146, 149 (except as it relates to fees), 150, 152 and 157.1  
*Securities Commission Rules (General):* except as it relates to a prospectus, section 143 – 169, 196 and 197

**Saskatchewan:**

*The Securities Act, 1988:* section 84, 86 – 88, 90, 94 and 95  
*The Securities Regulations:* section 117 – 138.1 and 175 as it relates to a filing under another CD requirement, as defined under MI 11-101

**Manitoba:**

*Securities Act:* sections 101(1), 102(1), 104, 106(3), 119, 120 (except as it relates to fees) and 121– 130  
*Securities Regulation:* sections 38 – 40 and 80 – 87

**Québec:**

*Securities Act:* sections 73 excluding the filing requirement of a statement of material change, 75 excluding the filing requirement, 76, 77 excluding the filing requirement, 78, 80 – 82.1, 83.1, 87, 105 excluding the filing requirement, 106 and 107 excluding the filing requirement  
*Securities Regulation:* sections 115.1 – 119, 119.4, 120 – 138 and 141 – 161  
*Regulations:* No. 14, No. 48, Q-11, Q-17 (Title IV) and 62 – 102

A document filed with or delivered to the Autorité des marchés financiers, delivered to securityholder in Québec or disseminated in Québec under section 3.2 of the Instrument, is deemed, for the purposes of securities legislation in Québec, to be a document

filed, delivered or disseminated under Chapter II of Title III or section 84 of the *Securities Act* (Québec).

**New Brunswick:**

*Securities Act:* sections 89(1) – (4), 90, 91, 100 and 101

**Nova Scotia:**

*Securities Act:* section 81, 83, 84 and 91

*General Securities Rules:* sections 9, 140(2), 140(3) and 141

**Newfoundland  
and Labrador:**

*Securities Act:* except as they relate to fees, sections 76, 78 – 80, 82, 86 and 87

*Securities Regulations:* sections 4 – 14 and 71 – 80

**Yukon:**

*Securities Act:* section 22(5) except as it relates to filing a new or amended prospectus

**All jurisdictions:**

- (a) National Instrument 43-101 *Standards of Disclosure for Mineral Projects*, except as it relates to a prospectus,
- (b) National Instrument 51-101 *Standards of Disclosure for Oil and Gas Activities*, except as it relates to a prospectus,
- (c) National Instrument 51-102 *Continuous Disclosure Obligations*,
- (d) National Instrument 52-107 *Acceptable Accounting Principles, Auditing Standards and Reporting Currency* as it applies to a document filed under National Instrument 51-102 *Continuous Disclosure Obligations*,
- (e) National Instrument 52-108 *Auditor Oversight*,
- (f) National Instrument 52-109 *Certification of Disclosure in Issuers' Annual and Interim Filings*,
- (g) National Instrument 52-110 *Audit Committees*, except in British Columbia
- (h) BC Instrument 52-509 *Audit Committees*, only in British Columbia
- (i) National Instrument 54-101 *Communication with Beneficial Owners of Securities of a Reporting Issuer*,
- (j) National Instrument 58-101 *Disclosure of Corporate Governance Practices*,
- (k) section 8.5 of National Instrument 81-104 *Commodity Pools*, and
- (l) National Instrument 81-106 *Investment Fund Continuous Disclosure*.

## **SCHEDULE D**

### **NATIONAL POLICY 11-204 *PROCESS FOR REGISTRATION IN MULTIPLE JURISDICTIONS***

#### **PART 1 APPLICATION**

##### **1.1 Application**

#### **PART 2 DEFINITIONS**

##### **2.1 Definitions**

##### **2.2 Further definitions**

##### **2.3 Interpretation**

#### **PART 3 OVERVIEW AND PRINCIPAL REGULATOR**

##### **3.1 Overview**

##### **3.2 Passport registration**

##### **3.3 Interface registration**

##### **3.4 Registration in passport jurisdictions and Ontario**

##### **3.5 Registration by SRO**

##### **3.6 Principal regulator**

##### **3.7 Discretionary change of principal regulator**

#### **PART 4 GENERAL GUIDANCE FOR FIRMS AND INDIVIDUALS**

##### **4.1 Effect of submission**

##### **4.2 Fees**

##### **4.3 Firm submissions**

#### **PART 5 PASSPORT REGISTRATION**

##### **5.1 Application**

##### **5.2 Filing of materials**

##### **5.3 Registration**

#### **PART 6 INTERFACE REGISTRATION**

##### **6.1 Application**

##### **6.2 Filing materials**

##### **6.4 Decision**

##### **6.5 Opportunity to be heard**

**NATIONAL POLICY 11-204**  
***PROCESS FOR REGISTRATION IN MULTIPLE JURISDICTIONS***

**PART 1 APPLICATION**

**1.1 Application**

This policy describes procedures for a firm or individual to register in more than one Canadian jurisdiction.

**PART 2 DEFINITIONS**

**2.1 Definitions**

In this policy,

“IIROC” means the Investment Industry Regulatory Organization of Canada;

“interface registration” means a registration described in section 3.3 of this policy;

“MI 11-102” means Multilateral Instrument 11-102 *Passport System*;

“NI 31-102” means National Instrument 31-102 *National Registration Database*;

“NRD” has the same meaning as in NI 31-102;

“NRD submission” has the same meaning as in NI 31-102;

“OSC” means the regulator in Ontario;

“passport jurisdiction” means the jurisdiction of a passport regulator;

“passport registration” means a registration described in section 3.2 of this policy;

“passport regulator” means a regulator that has adopted MI 11-102;

“permitted individual” has the same meaning as in NI 33-109;

“regulator” means a securities regulatory authority or regulator; and

“SRO” means self-regulatory organization.

**2.2 Further definitions**

Terms used in this policy and that are defined in National Instrument 14-101 *Definitions*, MI 11-102 or Companion Policy 11-102CP *Passport System* have the same meanings as in those instruments and policy.

### **2.3 Interpretation**

Unless the context indicates otherwise, a reference in this policy to a ‘regulator’, ‘principal regulator’, or the OSC is a reference to the SRO to whom the regulator, principal regulator, or OSC has delegated, assigned or authorized the performance of all or part of its registration function or to the relevant office of that SRO for the jurisdiction of the regulator or principal regulator.

## **PART 3 OVERVIEW AND PRINCIPAL REGULATOR**

### **3.1 Overview**

This policy deals with a firm’s or individual’s registration in multiple jurisdictions in the following circumstances:

- (i) The firm or individual is seeking registration or is registered in the firm’s or individual’s principal jurisdiction (including Ontario) and the firm or individual seeks registration in another jurisdiction (excluding Ontario). This is a “passport registration.”
- (ii) The firm or individual is seeking registration or is registered in the firm’s or individual’s principal jurisdiction, the principal regulator is a passport regulator, and the firm or individual seeks registration in Ontario. This is an “interface registration.”

### **3.2 Passport registration**

Under MI 11-102, if a firm or individual seeks registration or is registered in the firm’s or individual’s principal jurisdiction (including Ontario) and seeks registration in another jurisdiction (excluding Ontario), the firm or individual makes a submission to register in the other jurisdiction. Only the principal regulator reviews the firm’s or individual’s submission and the firm or individual’s sponsoring firm deals only with the firm’s or individual’s principal regulator. The principal regulator reviews the firm’s or individual’s submission to register in the other jurisdiction only to ensure that it is complete. The other regulator does not conduct a review of the firm or individual.

### **3.3 Interface registration**

If a firm or individual seeks registration or is registered in the firm’s or individual’s principal jurisdiction, the principal regulator is a passport regulator, and the firm or individual seeks registration in Ontario, the firm or individual submits an application to register in Ontario. The principal regulator will review the firm’s or individual’s application to register in Ontario and the OSC will decide whether to opt in or opt out of the principal regulator’s determination. The firm or the individual’s sponsoring firm will generally deal only with the firm’s or the individual’s principal regulator.

### **3.4 Registration in passport jurisdictions and Ontario**

If a firm or individual whose principal regulator is a passport regulator seeks registration in a non-principal passport jurisdiction and in Ontario, the firm or individual should refer to the processes for

- a passport registration, to register in the non-principal passport jurisdiction, and
- an interface registration, to register in Ontario.

### **3.5 Registration by SRO**

In some jurisdictions, the regulator has delegated, assigned or authorized an SRO to perform all or part of its registration function. The SRO continues to perform these functions in the relevant jurisdictions for a passport registration or an interface registration under this policy. At the date of this policy, the following arrangements apply to registration of IIROC member firms and their representatives.

- (a) If Alberta, Saskatchewan, British Columbia or Newfoundland and Labrador is the principal jurisdiction of a firm or individual, the firm or the individual's sponsoring firm should deal with the office of IIROC, instead of the regulator, in or for that jurisdiction.
- (b) If Ontario or Québec is the principal jurisdiction of an individual, the individual's sponsoring firm should deal with the office of IIROC, instead of the regulator, in or for that jurisdiction in respect of the individual.

### **3.6 Principal regulator**

(1) For purposes of a passport registration and an interface registration under this policy, the principal regulator of a firm or individual is identified in the same manner as in section 4A.1 of MI 11-102. This section summarizes section 4A.1 of MI 11-102 and provides guidance for identifying a firm's or individual's principal regulator. The regulator of any jurisdiction can be a principal regulator for registration under this policy.

If a firm or individual makes an application for exemptive relief from a requirement in Parts 3 and 12 of NI 31-103 or Part 2 of NI 33-109 in connection with an application for registration in the principal jurisdiction, the principal regulator for the application for exemptive relief is identified in the same manner as in section 4.4.1 of MI 11-102. If a firm or individual makes any other application for exemptive relief from a registration requirement, the principal regulator is identified in the same manner as in sections 4.1 to 4.4 of MI 11-102. If a firm or individual is not seeking the relief, or is seeking more than one item of relief and not all of the items of relief, in its principal jurisdiction, the principal regulator is identified in the same manner as in section 4.5 of MI 11-102. A firm or individual should refer to section 3.6 of NP 11-203 for further guidance on how to identify the principal regulator for exemptive relief application purposes.

(2) Subject to subsection (5) of this section and section 3.7 of this policy, the principal regulator of a firm is the regulator in the jurisdiction where the firm has its head office, unless the firm's head office is outside Canada. A firm identifies its head office in item 2.1 *Head office address* of Form 33-109F6 and this information is reflected on NRD.

(3) For greater certainty, a firm is a domestic firm if it is a legal entity and has a head office in Canada. For example, a Canadian subsidiary of a foreign firm is a domestic firm. A Canadian branch office of a foreign firm is not.

(4) Subject to subsection (7) of this section and section 3.7 of this policy, the principal regulator of an individual is the regulator in the jurisdiction where the individual has his or her working office, unless the individual's working office is outside Canada. The working office of a domestic individual is the office of the sponsoring firm where the individual does most of his or her business. A domestic individual identifies his or her working office in item 9 *Location of Employment* of Form 33-109F4 and this information is reflected on NRD.

(5) Subject to section 3.7 of this policy, if the head office of a firm is outside Canada, the principal regulator for the foreign firm is the regulator in the jurisdiction of Canada the firm identified as its principal jurisdiction in its most recently filed Form 33-109F5 or Form 33-109F6. These forms require a foreign firm to identify its principal jurisdiction in Canada. If the foreign firm is not registered in a jurisdiction of Canada or has not completed its first financial year since being registered, the principal jurisdiction is the jurisdiction of Canada in which the firm expects most of its clients to be resident at the end of its current financial year. In all other circumstances, it is the jurisdiction in which most of the firm's clients were resident at the end of its most recently completed financial year.

(6) Subject to section 3.7 of this policy, if the working office of an individual is outside Canada, the principal regulator of the foreign individual is the principal regulator of the individual's sponsoring firm.

(7) A firm should notify the regulator by providing the information about its head office or principal jurisdiction in Form 33-109F6 in accordance with NI 33-109 if

- in the case of a domestic firm, the firm changes the jurisdiction of its head office,
- in the case of a foreign firm, the jurisdiction in which most of the firm's clients were resident at the end of its most recently completed financial year changes.

NI 33-109 provides that the firm may make this submission to a non-principal regulator by giving it only to its principal regulator. A firm should refer to Appendix B of CP 33-109 for guidance on how to make this submission.

(9) In the event of a change in a domestic individual's working office, the individual should make the NRD Submission for a *Location of Employment Change* in accordance with NI 33-109.

(10) Under MI 11-102, a foreign firm registered in a non-principal passport jurisdiction before September 28, 2009 must submit the information required in item 2.2(b) of Form 33-109F6 by submitting a Form 33-109F5 on or before October 28, 2009. A foreign firm

may make its submission to a non-principal passport regulator by giving it only to its principal regulator. Foreign firms should refer to Appendix B of CP 33-109 for guidance on how to make this submission.

(11) Under MI 11-102, the principal regulator for a foreign individual is the same as the principal regulator for the individual's sponsoring firm. For that reason, the foreign individual is not required to make a submission to identify the individual's principal regulator.

### **3.7 Discretionary change of principal regulator**

(1) If a regulator thinks that the principal regulator identified under section 3.6 of this policy is inappropriate, the regulator will give the firm or individual written notice of the appropriate principal regulator for the firm or individual and the reasons for the change. The regulator specified in the notice will be the firm or individual's principal regulator as of the later of the date the firm or individual receives the notice and the effective date specified in the notice, if any. To streamline the process, the regulators will give the written notice relating to the principal regulator of an individual to the individual's sponsoring firm.

(2) Regulators do not generally expect changing the principal regulator for a domestic firm or domestic individual. Regulators anticipate changing the principal regulator for a foreign firm only in exceptional circumstances. Regulators may change the principal regulator for a foreign individual if the foreign individual is not registered in his or her sponsoring firm's principal jurisdiction or if the individual's principal regulator under this policy does not correspond to his or her principal regulator as shown on NRD. Regulators will give written notice of a change in principal regulator.

## **PART 4 GENERAL GUIDANCE FOR FIRMS AND INDIVIDUALS**

### **4.1 Effect of submission**

(1) If an individual makes an NRD submission for the individual in relation to a passport registration or an interface registration in a non-principal jurisdiction, this has the effect of submitting the current information in the individual's entire Form 33-109F4 in the jurisdiction.

(2) Because firms do not file or submit their Form 33-109F6 on NRD, the form requires instead that the firm make a solemn declaration or affirmation that, among other things,

- the information provided on the form is true and complete, and
- with respect to a submission made in respect of a non-principal jurisdiction, at the date of the submission,
  - the firm has filed or submitted all information required to be filed or submitted in relation to the firm's registration in its principal jurisdiction,



- the information is true and complete.

In addition, the form requires the firm to authorize its principal regulator to give each non-principal regulator access to any information the firm has filed or submitted to the principal regulator under securities legislation of the principal jurisdiction in relation to the firm's registration in that jurisdiction.

Should a regulator discover that a firm made a false declaration or affirmation, the regulator may take appropriate enforcement action against the firm.

#### **4.2 Fees**

(1) A firm or an individual must submit any required fees for the firm or the individual under applicable securities legislation in the principal jurisdiction and the non-principal passport jurisdiction when making the relevant submission. A submission is not considered complete unless the required fees are submitted under applicable securities legislation in relevant jurisdictions.

(2) A firm may pay the fee related to a submission by sending a cheque to the relevant regulator or submitting payment to each relevant regulator directly on NRD. A domestic individual must pay the fee related to a submission to each relevant regulator by submitting it on NRD. A foreign individual must pay the fee related to a submission by sending a cheque to the relevant regulator or submitting payment to each relevant regulator directly on NRD.

#### **4.3 Firm submissions**

A firm should refer to Appendix B of CP 33-109 for guidance on how to make a submission under section 5.2(1) to (3) or section 6.2(1) or (2) of this policy.

### **PART 5 PASSPORT REGISTRATION**

#### **5.1 Application**

(1) This part applies to a firm or individual seeking registration in any category (other than a firm seeking registration as a restricted dealer) in a non-principal passport jurisdiction. To register in a non-principal jurisdiction, a restricted dealer must apply directly to the non-principal passport regulator. This part applies to an individual seeking registration in a non-principal passport jurisdiction to act on behalf of a restricted dealer if the restricted dealer is registered as such in that jurisdiction and its principal jurisdiction.

(2) A firm seeking registration as a restricted dealer must complete the entire Form 33-109F6 and submit it, along with all supporting materials, in each jurisdiction where it seeks registration as such.

## **5.2 Filing of materials**

### ***For a firm***

(1) Under MI 11-102, a firm that seeks registration in a non-principal passport jurisdiction in a category for which the firm is registered or is concurrently seeking registration in its principal jurisdiction (including Ontario) should complete the entire Form 33-109F6 or the items of Form 33-109F6 specified in section 1.3 of the form for the firm's particular situation. The firm should submit the F6 or relevant items together with any supporting materials. Making the submission to the principal regulator satisfies the firm's obligation under MI 11-102 to make the submission to the regulator in the non-principal passport jurisdiction.

### ***For an individual***

(2) Under MI 11-102, an individual who seeks registration in a non-principal passport jurisdiction in a category for which the individual is registered or is concurrently seeking registration in his or her principal jurisdiction (including Ontario) should submit a completed Form 33-109F4, or in some cases a completed Form 33-109F2, for the individual in accordance with NI 33-109.

(3) NI 33-109 requires a completed Form 33-109F4 or completed Form 33-109F2 to be submitted on NRD. NRD automatically submits the relevant form to the appropriate regulators. In some circumstances, it is not necessary to complete the entire form. For example, it is not necessary to complete the entire form for an individual to seek registration in the same category in an additional jurisdiction, to add or remove a category of registration, or to register in a category with an additional or a new sponsoring firm. In those circumstances, the relevant NRD submission indicates which items of the form to complete.

(4) Making an NRD submission under subsection (3) satisfies the individual's obligation under MI 11-102 to submit a completed Form 33-109F4.

### ***Fees in non-principal jurisdiction***

(5) Fees required for a firm or individual to register automatically in a non-principal passport jurisdiction under MI 11-102 are prescribed in the fee regulation of each jurisdiction. If the principal regulator refuses to register the firm or individual, the regulator in any non-principal passport jurisdiction in respect of which a submission was made will return the fees submitted in relation to the submission.

## **5.3 Registration**

(1) NRD will record a firm's or an individual's category of registration in the principal jurisdiction, any T&C imposed by the principal regulator, and any exemption from Parts 3 and 12 of NI 31-103 or Part 2 of NI 33-109 granted by the principal regulator.

(2) Under MI 11-102, a firm or individual that is registered in a category in the firm's or individual's principal jurisdiction is automatically registered in a non-principal passport jurisdiction in the same category as in the firm's or the individual's principal jurisdiction

if the firm or individual submitted the relevant completed NI 33-109 form and is a member or approved person of an SRO if that is required for that category of registration.

For a mutual fund dealer based in Québec, the SRO condition means that the firm must be a member of the Mutual Fund Dealers Association of Canada (MFDA) before it can register in another jurisdiction. However, this condition does not apply if the firm has an exemption in the local jurisdiction from the requirement to be a member of the MFDA.

For a representative of a mutual fund dealer or scholarship plan dealer whose working office is outside Québec, the SRO condition means that he or she must be a member of the Chambre de la sécurité financière before he or she can become registered in Québec. This condition does not apply if the individual has an exemption in Québec from the requirement to be a member of the Chambre.

For a representative of a mutual fund dealer whose working office is in Québec, the SRO conditions means that he or she must be an approved person of the MFDA before he or she can become registered outside of Québec. This condition does not apply if the individual has an exemption in the relevant jurisdiction from the requirement to be an approved person of the MFDA.

If a firm or individual is registered in the same category in the principal jurisdiction and in the non-principal passport jurisdiction, MI 11-102 provides that a T&C imposed on the registration in the principal jurisdiction applies as if it were imposed in the non-principal passport jurisdiction. The T&C applies until the earlier of the date that the regulator that imposed it cancels or revokes it, or the T&C expires.

(3) NRD will record for each non-principal passport jurisdiction in respect of which the firm or individual made the relevant submission

- the firm's or the individual's automatic registration in the same category as in the principal jurisdiction,
- any T&C imposed by the principal regulator that applies automatically to the firm or individual in the non-principal jurisdiction, and
- any exemption from Parts 3 and 12 of NI 31-103 or Part 2 of NI 33-109 granted by the principal regulator that applies automatically in the non-principal jurisdiction.

If a firm or individual made the relevant submission to register concurrently in the principal jurisdiction and one or more non-principal passport jurisdictions, NRD will show the same registration date in the principal jurisdiction and the non-principal passport jurisdiction(s).

If a firm or individual is already registered in the principal jurisdiction when the firm or individual makes the relevant submission in respect of a non-principal jurisdiction, NRD

will show the date the submission is made in respect of the non-principal passport jurisdiction as the registration date in the non-principal passport jurisdiction for an individual. For a firm, NRD may show a different registration date in the non-principal passport jurisdiction. If that is the case, the registration date in the non-principal passport jurisdiction is the date on which the relevant submission was made in respect of the non-principal passport jurisdiction. The principal regulator will confirm the firm's registration date in the non-principal passport jurisdiction outside NRD.

(4) The principal regulator may grant or have granted a discretionary exemption application from a requirement of Parts 3 and 12 of NI 31-103 or Part 2 of NI 33-109 in connection with an application to register in the principal jurisdiction. In that case, the exemption applies automatically in the non-principal passport jurisdiction in which the firm or individual is registered automatically under MI 11-102 if certain conditions are met. The conditions are set out section 4.7 of MI 11-102. Among other things, section 4.7(1)(c) of MI 11-102 requires the applicant to give notice of intention to rely on the exemption in the non-principal jurisdiction.

## **PART 6      INTERFACE REGISTRATION**

### **6.1    Application**

(1) This part applies to a firm or an individual seeking registration in any category (other than a firm seeking registration as a restricted dealer) in Ontario when Ontario is a non-principal jurisdiction. To register in Ontario, a restricted dealer must apply directly to the OSC. This part applies to an individual seeking registration in Ontario to act on behalf of a restricted dealer if the restricted dealer is registered as such in Ontario and its principal jurisdiction.

(2) A firm seeking registration as a restricted dealer in Ontario must complete the entire Form 33-109F6 and submit it, along with all supporting materials, directly to the OSC whether Ontario is the firm's principal jurisdiction or non-principal jurisdiction.

### **6.2    Filing materials**

#### ***For a firm***

(1) If a firm seeks registration in Ontario in a category for which it is concurrently seeking registration in its principal jurisdiction, the firm should complete the entire Form 33-109F6 and submit it to its principal regulator and the OSC. Supporting materials that are required under Form 33-109F6 may be submitted to the OSC by giving them to the principal regulator.

(2) If a firm is registered in a category in its principal jurisdiction and subsequently seeks registration in the same category in Ontario, the firm should complete the items of Form 33-109F6 specified in section 1.3 of the form and submit the form to the principal regulator and the OSC.

Supporting materials that are required under Form 33-109F6 may be submitted to the OSC by giving them to the principal regulator.

(3) If a firm seeks to add a category in its principal jurisdiction and in Ontario, the firm must complete the items of Form 33-109F6 specified in section 1.3 of the form and submit the form to its principal regulator and the OSC.

Supporting materials that are required under Form 33-109F6 may be submitted to the OSC by giving them to the principal regulator.

***For an individual***

(4) Under NI 33-109, an individual who seeks registration is required to submit a completed Form 33-109F4, or in some cases a completed Form 33-109F2, through NRD. NRD automatically submits the relevant form to the appropriate regulators. In some circumstances, it is not necessary to complete the entire form. For example, it is not necessary to complete the entire form for an individual to seek registration in the same category in an additional jurisdiction, to add or remove a category of registration, or to register in a category with an additional or a new sponsoring firm. In those circumstances, the relevant NRD submission indicates which items of the form to complete.

(5) Making an NRD submission under subsection (4) satisfies the individual's obligation to submit a completed Form 33-109F4.

**6.3 Decision-making process**

(1) If a firm or individual seeks registration in the principal jurisdiction and in Ontario, the firm or the individual's sponsoring firm will generally deal only with the principal regulator.

(2) The principal regulator will submit to the OSC (or the Ontario office of IIROC, for an individual seeking registration as a representative of an investment dealer) an interface document containing its proposed determination. The OSC will advise the principal regulator whether it opts in to, or opts out of, the principal regulator's proposed determination generally within one business day from receiving the interface document. The Ontario office of IIROC will generally do this within one business day from receiving the interface document.

(3) The OSC may impose a local T&C on a firm's or an individual's registration without opting out.

(4) If the OSC opts out, it will give the principal regulator written reasons for its decision and the principal regulator will forward the reasons to the firm or the individual's sponsoring firm and use its best efforts to resolve the opt-out issues with the firm or the sponsoring firm of the individual and the OSC.

(5) If the principal regulator is able to resolve the OSC's opt-out issues with the firm or the individual's sponsoring firm before NRD shows the firm or individual as being registered in the principal jurisdiction, the OSC may opt back into the interface registration. In that case, the OSC will notify the principal regulator and the firm or the individual's sponsoring firm that it has opted back in. If the principal regulator is unable to resolve the OSC's opt-out issues, the firm or individual's sponsoring firm should deal with the OSC directly to resolve them.

#### **6.4 Decision**

(1) NRD will record a firm or individual's category of registration in the principal jurisdiction, any T&C that applies in the principal jurisdiction, and any exemption from Part 4 of NI 31-103 or Part 2 of NI 33-109 granted by the principal regulator. If the OSC opts in, NRD will also record that the firm or individual is registered in the same category in Ontario, including the date when the registration takes effect, and that the OSC has adopted the same T&C and granted the same exemption from Divisions 1 and 2 of Part 3 and Part 12 of NI 31-103 [or Part 2 of NI 33-109] as the principal regulator.

(2) If the OSC imposes a local T&C on a firm's or an individual's registration, NRD will also record any T&C applicable in Ontario only.

#### **6.5 Opportunity to be heard**

(1) If the principal regulator of a firm or an individual that seeks registration in the principal jurisdiction and, concurrently, in Ontario is not prepared to grant registration or is prepared to grant registration with a T&C, the principal regulator will

- send the firm or the individual's sponsoring firm a copy of the principal regulator's proposed T&C, if applicable, and
- notify the firm or the individual's sponsoring firm that it has the right to request an opportunity to be heard from the principal regulator.

If the OSC opts in to the determination of the principal regulator to refuse registration or impose a T&C, the principal regulator will forward to the firm or the individual's sponsoring firm the OSC's notification that the firm or individual has the right to request an opportunity to be heard from the OSC.

(2) If a firm or individual exercises the right to request an opportunity to be heard from the principal regulator or from the principal regulator and the OSC, the principal regulator will notify the OSC.

(3) If the firm or the individual's sponsoring firm also requests an opportunity to be heard in Ontario, the principal regulator and the OSC will decide whether to provide an opportunity to be heard separately, jointly or concurrently. After the firm or individual had an opportunity to be heard and the principal regulator makes a decision, the principal regulator will send to the OSC a new interface document setting out its proposed determination, if applicable.

(4) If a firm or individual is registered in the principal jurisdiction and, subsequently, applies to register in Ontario, and the OSC decides to refuse registration or impose a local T&C, the OSC will send the principal regulator for the firm or the individual

- a copy of the T&C, if applicable, and
- the OSC's notification that the firm or individual has the right to request an opportunity to be heard in Ontario.

The principal regulator will forward these documents to the firm or individual's sponsoring firm. Thereafter, the firm or individual will deal directly with the OSC.

## **SCHEDULE E**

### **Repeal of *National Instrument 31-101 National Registration System***

- 1 This Instrument repeals National Instrument 31-101 National Registration System.***
- 2 This Instrument comes into force on September 28, 2009.***



**SCHEDULE F**  
**AMENDMENTS TO**  
**NATIONAL POLICY 11-202**  
***PROCESS FOR PROSPECTUS REVIEWS IN MULTIPLE JURISDICTIONS***

- 1 This Instrument amends National Policy 11-202 Process for Prospectus Reviews in Multiple Jurisdictions.***
- 2 Section 4.1 is amended by striking out “under this policy” and substituting “under this policy and MI 11-102”.***
- 3 Section 7.1(1) is amended by striking out the last sentence and substituting “To assist filers, the principal regulator will list in its receipt the passport jurisdictions where the prospectus has been filed under MI 11-102 and indicate that a receipt is deemed to be issued in each of those jurisdictions, if the conditions of MI 11-102 have been satisfied.”.***
- 4 Section 7.1 is amended by adding the following:***
  - (3) If a pro forma prospectus or an amended and restated preliminary prospectus is filed in the principal jurisdiction and a preliminary prospectus is filed in a non-principal jurisdiction, the principal regulator will issue a document that evidences that the regulator in the non-principal jurisdiction issued a receipt for the preliminary prospectus.***
- 5 These amendments come into effect on September 28, 2009.***

## **SCHEDULE G**

### **NATIONAL POLICY 11-203 PROCESS FOR EXEMPTIVE RELIEF APPLICATIONS IN MULTIPLE JURISDICTIONS**

#### **PART 1 APPLICATION**

- 1.1 Application

#### **PART 2 DEFINITIONS**

- 2.1 Definitions
- 2.2 Further definitions

#### **PART 3 OVERVIEW, PRINCIPAL REGULATOR AND GENERAL GUIDELINES**

- 3.1 Overview
- 3.2 Passport application
- 3.3 Dual application
- 3.4 Coordinated review application
- 3.5 Hybrid applications
- 3.6 Principal regulator
- 3.7 Discretionary change in principal regulator
- 3.8 General guidelines

#### **PART 4 PRE-FILINGS**

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- 4.2 Procedure for passport application pre-filing
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#### **PART 5 FILING MATERIALS**

- 5.1 Election to file under this policy and identification of principal regulator
- 5.2 Materials to be filed with application
- 5.3 Materials to be filed to make an exemption available in an additional passport jurisdiction under sections 4.7 and 4.8 of MI 11-102
- 5.4 Request for confidentiality
- 5.5 Filing
- 5.6 Incomplete or deficient material
- 5.7 Acknowledgment of receipt of filing
- 5.8 Withdrawal or abandonment of application

#### **PART 6 REVIEW OF MATERIALS**

- 6.1 Review of passport application
- 6.2 Review and processing of dual application or coordinated review application

#### **PART 7 DECISION-MAKING PROCESS**

- 7.1 Passport application
- 7.2 Dual application or coordinated review application

#### **PART 8 DECISION**

- 8.1 Effect of decision made under passport application
- 8.2 Effect of decision made under dual application

- 8.3 Effect of decision made under coordinated review application
- 8.4 Listing non-principal jurisdictions
- 8.5 Form of decision
- 8.6 Issuance of decision

**PART 9 EFFECTIVE DATE AND TRANSITION**

- 9.1 Effective date
- 9.2 Exemptive relief applications filed before March 17, 2008
- 9.3 Availability of passport for exemptions applied for before March 17, 2008
- 9.4 Revocation or variation of MRRS decisions made before March 17, 2008

**Annex A**

Form of decision for passport application

**Annex B**

Form of decision for a dual application

**Annex C**

Form of decision for coordinated review application

**Annex D**

Form of decision for hybrid application

**NATIONAL POLICY 11-203**  
**PROCESS FOR EXEMPTIVE RELIEF APPLICATIONS**  
**IN MULTIPLE JURISDICTIONS**

**PART 1 APPLICATION**

**1.1 Application** – This policy describes the process for the filing and review of an application for exemptive relief in more than one Canadian jurisdiction.

**PART 2 DEFINITIONS**

**2.1 Definitions** – In this policy

“AMF” means the regulator in Québec;

“application” means a request for exemptive relief other than a pre-filing or waiver application as those terms are defined in NP 11-202;

“coordinated review” means the review under this policy of a coordinated review application;

“coordinated review application” means an application described in section 3.4 of this policy;

~~“coordinated review” means the review under this policy of a coordinated review application;~~

“CP 11-102” means Companion Policy 11-102CP *Passport System* to MI 11-102;

“dual application” means an application described in section 3.3 of this policy;

“dual review” means the review under this policy of a dual application;

“exemption” means any discretionary exemption to which Part 4 of MI 11-102 applies;

“exemptive relief” means any approval, decision, declaration, designation, determination, exemption, extension, order, ruling, permission, recognition, revocation, waiver or other relief sought under securities legislation or securities directions;

“filer” means

(a) a person or company filing an application, or

(b) an agent of a person or company referred to in paragraph (a);

“hybrid application” means an application comprised of both

(a) a passport application or dual application, and

(b) a coordinated review application;

“MI 11-102” means Multilateral Instrument 11-102 *Passport System*;

“notified passport jurisdiction” means a passport jurisdiction for which a filer gave the notice referred to in section 4.7(1)(c) of MI 11-102

“NP 11-202” means National Policy 11-202 *Process for Prospectus Reviews in Multiple Jurisdictions*;

“NP 11-204” means National Policy 11-204 *Process for Registration in Multiple Jurisdictions*;

“OSC” means the regulator in Ontario;

“passport application” means an application described in section 3.2 of this policy;

“passport jurisdiction” means the jurisdiction of a passport regulator;

“passport regulator” means a regulator that has adopted MI 11-102;

“pre-filing” means a consultation with the principal regulator for an application, initiated before the filing of the application, regarding the interpretation of securities legislation or securities directions or their application to a particular transaction or matter or proposed transaction or matter; and

“regulator” means a securities regulatory authority or regulator.

**2.2 Further definitions** – Terms used in this policy that are defined in MI 11-102 or National Instrument 14-101 *Definitions* have the same meanings as in those instruments.

## **PART 3 OVERVIEW, PRINCIPAL REGULATOR AND GENERAL GUIDELINES**

### **3.1 Overview**

This policy applies to any application for exemptive relief in multiple jurisdictions. These are the possible types of applications:

- (a) The principal regulator is a passport regulator and the filer does not seek an exemption in Ontario. This is a “passport application.”
- (b) The principal regulator is the OSC and the filer also seeks an exemption in a passport jurisdiction. This is also a “passport application.”
- (c) The principal regulator is a passport regulator and the filer also seeks an exemption in Ontario. This is a “dual application.”

- (d) An application for any type of exemptive relief not covered by Part 4 of MI 11-102. This is a “coordinated review application.”

### **3.2 Passport application**

(1) If the principal regulator is a passport regulator and the filer does not seek an exemption in Ontario, the filer files the application only with, and pays fees only to, the principal regulator. Only the principal regulator reviews the application. The principal regulator’s decision to grant an exemption automatically results in an equivalent exemption in the notified passport jurisdictions.

(2) If the principal regulator is the OSC and the filer also seeks an equivalent exemption in a passport jurisdiction, the filer files the application only with, and pays fees only to, the OSC. Only the OSC reviews the application. The OSC’s decision to grant the exemption automatically results in an equivalent exemption in the notified passport jurisdictions.

**3.3 Dual application** – If the principal regulator is a passport regulator and the filer also seeks an exemption in Ontario, the filer files the application with, and pays fees to, both the principal regulator and the OSC. The principal regulator reviews the application and the OSC, as a non-principal regulator, coordinates its review with the principal regulator. The principal regulator’s decision to grant the exemption automatically results in an equivalent exemption in the notified passport jurisdictions and, if the OSC has made the same decision as the principal regulator, evidences the decision of the OSC.

**3.4 Coordinated review application** – If the application is outside the scope of MI 11-102 (see section 4.1 of CP 11-102 for details on the types of applications that fall outside the scope of MI 11-102), the filer files the application and pays fees in each jurisdiction where the exemptive relief is required. The principal regulator reviews the application, and each non-principal regulator coordinates its review with the principal regulator. The decision of the principal regulator to grant exemptive relief evidences the decision of each non-principal regulator that has made the same decision as the principal regulator.

**3.5 Hybrid applications** – The processes and outcomes applicable to a passport application, dual application or a coordinated review application under this policy also apply to a hybrid application. For a hybrid application, the filer should follow the processes for both a coordinated review application and either a passport application or dual application, as appropriate.

### **3.6 Principal regulator**

(1) For any application under this policy, the principal regulator is identified in the same manner as in sections 4.1 to 4.5 of MI 11-102. This section summarizes sections 4.1 to 4.5 of MI 11-102 and provides guidance on identifying the principal regulator for an application under this policy.

(2) For the purpose of this section, a specified jurisdiction is one of British Columbia, Alberta, Saskatchewan, Manitoba, Ontario, Québec, New Brunswick or Nova Scotia.

(3) Except as provided in subsections (4) to (89) of this section and in section 3.7 of this policy, the principal regulator for an exemptive relief application is

- (a) for an application made for an investment fund, the regulator of the jurisdiction in which the investment fund manager's head office is located; or
- (b) for an application made for a person or company other than an investment fund, the regulator of the jurisdiction in which the person or company's head office is located.

(4) ~~For~~ Except as provided in subsection (6) to (9) of this section and in section 3.7 of this policy, the principal regulator for an application for exemptive relief from a provision of securities legislation related to insider reporting, the principal regulator is the regulator in the jurisdiction in which the head office of the reporting issuer, not the insider, is located.

(5) ~~For~~ Except as provided in subsection (6) to (9) of this section and in section 3.7 of this policy, the principal regulator for an application for exemptive relief from a provision of securities legislation related to take-over bids, the principal regulator is the regulator in the jurisdiction in which the head office of the issuer whose securities are subject to the take-over bid, not the person or company that is making the take-over bid, is located.

(6) ~~If~~ Except as provided in subsections (7), (8) and (9) of this section and section 3.7 of this policy, if the jurisdiction identified under subsection (3), (4) or (5) is not a specified jurisdiction, the principal regulator for the application is the regulator of the specified jurisdiction with which

- (a) in the case of an application for exemptive relief from a provision of securities legislation related to insider reporting, the reporting issuer has the most significant connection,
- (b) in the case of an application for exemptive relief from a provision of securities legislation related to take-over bids, the issuer whose securities are subject to the take-over bid has the most significant connection, or
- (c) in any other case, the person or company or, in the case of an investment fund, the investment fund manager, has the most significant connection.

(7) Except as provided in subsections (8) and (9) of this section and section 3.7 of this policy, if a firm or individual makes an application for exemptive relief from a requirement in Parts 3 and 12 of NI 31-103 or Part 2 of NI 33-109 in connection with an application for registration in the principal jurisdiction, the principal regulator for the exemptive relief application is the principal regulator as determined under section 3.6 of NP 11-204. Under section 3.6 of NP 11-204 the securities regulatory authority or regulator of any jurisdiction can be a principal regulator.

(8) Except as provided in subsection ~~(8)~~9 of this section, and section 3.7 of this policy, if a person or company is not seeking exemptive relief in the jurisdiction of the principal regulator, as determined under subsections (3), (4), (5), (6) or ~~(6)~~7, the principal regulator for the application is the regulator in the specified jurisdiction

- (a) in which the person or company is seeking exemptive relief, and
- (b) with which
  - (i) in the case of an application for exemptive relief from a provision of securities legislation related to insider reporting, the reporting issuer has the most significant connection,
  - (ii) in the case of an application for exemptive relief from a provision of securities legislation related to take-over bids, the issuer whose securities are subject to the take-over bid has the most significant connection, or
  - (iii) in any other case, the person or company or, in the case of an investment fund, the investment fund manager, has the most significant connection.

~~(8)~~9 Except as provided in section 3.7 of this policy, if at any one time a person or company is seeking more than one item of exemptive relief and not all of the exemptive relief is needed in the jurisdiction of the principal regulator, as determined under subsection (3), (4), (5), (6), (7) or ~~(6)~~8, the person or company may make an application to the regulator in the specified jurisdiction

- (a) in which the person or company is seeking all of the exemptive relief, and
- (b) with which
  - (i) in the case of an application for exemptive relief from a provision of securities legislation related to insider reporting, the reporting issuer has the most significant connection,
  - (ii) in the case of an application for exemptive relief from a provision of securities legislation related to take-over bids, the issuer whose securities are subject to the take-over bid has the most significant connection, or
  - (iii) in any other case, the person or company or, in the case of an investment fund, the investment fund manager, has the most significant connection.

That regulator will be the principal regulator for the application.

(9)10 The factors a filer should consider in identifying the principal regulator for the application based on the most significant connection test are, in order of influential weight:



- (a) location of reporting issuer status or registration status,
- (b) location of management,
- (c) location of assets and operations,
- (d) location of majority of security holders or clients, and
- (e) location of trading market or quotation system in Canada.

### **3.7 Discretionary change in principal regulator**

(1) If the principal regulator identified under section 3.6 of this policy thinks it is not the appropriate principal regulator, it will first consult with the filer and the appropriate regulator and then give the filer a written notice of the new principal regulator and the reasons for the change.

(2) A filer may request a discretionary change of principal regulator for an application if

- (a) the filer believes the principal regulator identified under section 3.6 of this policy is not the appropriate principal regulator,
- (b) the location of the head office changes over the course of the application,
- (c) the most significant connection to a specified jurisdiction changes over the course of the application, or
- (d) the filer withdraws its application in the principal jurisdiction because no exemptive relief is required in that jurisdiction.

(3) Regulators do not anticipate changing a principal regulator except in exceptional circumstances.

(4) A filer should submit a written request for a change in principal regulator to its current principal regulator and include the reasons for requesting the change.

### **3.8 General guidelines**

(1) A filer should identify the exemptive relief that is appropriate and necessary in the principal jurisdiction and each non-principal jurisdiction to which the filer applies or for which it gives notice under section 4.7(1)(c) of MI 11-102.

(2) The terms, conditions, restrictions and requirements of a decision will reflect the securities legislation and securities directions of the principal jurisdiction.

(3) A decision will generally provide exemptive relief for the entire transaction or matter that is the subject of the application to ensure the transaction or matter gets uniform treatment in

all jurisdictions. This means that, if the transaction or matter is comprised of a series of trades, the decision will generally exempt all the trades in the series and the filer will not rely on statutory exemptions for some trades and on the decision for others.

(4) The regulators are not prepared to extend the availability of a non-harmonized exemption set out in National Instrument 45-106 *Prospectus and Registration Exemptions* (NI 45-106) to a non-principal jurisdiction where the non-harmonized exemption is not available under that rule. If a filer makes a passport application or a dual application that would have that effect, the principal regulator will request that the filer provide a representation that no person or company will rely on the exemption in that non-principal jurisdiction. For example, jurisdictions have adopted two types of offering memorandum exemptions under NI 45-106. A principal regulator would not grant an exemption that would have the effect of allowing the use of a type of offering memorandum exemption that is not available under NI 45-106 in a non-principal jurisdiction, unless the filer gave a representation that no person or company would offer the securities relying on that type of offering memorandum exemption in the non-principal jurisdiction.

(5) Regulators will generally send communications to filers by e-mail or facsimile.

## **PART 4 PRE-FILINGS**

### **4.1 General**

(1) A filer should submit a pre-filing sufficiently in advance of an application to avoid any delays in the issuance of a decision on the application.

(2) The principal regulator will treat the pre-filing as confidential except that it:

- (a) may provide copies or a description of the pre-filing to other regulators for discussion purposes if the pre-filing involves a novel and substantive issue or raises a novel policy concern, and
- (b) may have to release the pre-filing under freedom of information and protection of privacy legislation.

**4.2 Procedure for passport application pre-filing** – A filer should submit a pre-filing for a passport application by letter to the principal regulator and should

- (a) identify in the pre-filing the principal regulator for the application and each passport jurisdiction for which the filer intends to give the notice referred to in section 4.7(1)(c) of MI 11-102, and
- (b) submit the pre-filing to the principal regulator only.

#### **4.3 Procedure for dual application pre-filing**

(1) A filer submitting a pre-filing for a dual application should identify in the pre-filing the principal regulator, each passport jurisdiction for which the filer intends to give the notice referred to in section 4.7(1)(c) of MI 11-102, and Ontario.

(2) The filer should submit the pre-filing only to the principal regulator. If the pre-filing is routine, the filer will deal only with the principal regulator to resolve the pre-filing.

(3) If the principal regulator determines that a pre-filing submitted as a routine pre-filing involves a novel and substantive issue or raises a novel policy concern, it will advise the filer and direct the filer to submit the pre-filing to the OSC.

(4) If it is apparent to the filer that a pre-filing involves a novel and substantive issue or raises a novel policy concern, the filer may accelerate this process by submitting the pre-filing to both the principal regulator and the OSC.

(5) If a pre-filing involves a novel and substantive issue or raises a novel policy concern, the principal regulator will arrange with the OSC to discuss it within seven business days, or as soon as practicable after the OSC receives the pre-filing.

#### **4.4 Procedure for coordinated review application pre-filing**

(1) A filer submitting a pre-filing for a coordinated review application should identify in the pre-filing the principal regulator and all non-principal jurisdictions where the filer intends to file the application.

(2) The filer should submit the pre-filing only to the principal regulator. If the pre-filing is routine, the filer will deal only with the principal regulator to resolve the pre-filing.

(3) If the principal regulator determines that a pre-filing submitted as a routine pre-filing involves a novel and substantive issue or raises a novel policy concern, it will advise the filer and direct the filer to submit the pre-filing to each non-principal regulator.

(4) If it is apparent to the filer that a pre-filing involves a novel and substantive issue or raises a novel policy concern, the filer may accelerate this process by submitting the pre-filing to the principal regulator and each non-principal regulator with whom the filer intends to file the application.

(5) If a pre-filing involves a novel and substantive issue or raises a novel policy concern, the principal regulator will arrange with the non-principal regulators to discuss the pre-filing within seven business days, or as soon as practicable after all non-principal regulators receive the pre-filing.

**4.5 Disclosure in related application** – The filer should include in the application that follows a pre-filing,

- (a) a description of the subject matter of the pre-filing and the approach taken by the principal regulator, and
- (b) any alternative approach proposed by a non-principal regulator that was involved in discussions and that disagreed with the principal regulator.

## **PART 5 FILING MATERIALS**

**5.1 Election to file under this policy and identification of principal regulator** – In its application, the filer should indicate whether it is filing a passport application, dual application, coordinated review application or hybrid application under this policy and identify the principal regulator for the application. If submitting a hybrid application, the filer should indicate whether it includes a passport application or a dual application.

### **5.2 Materials to be filed with application**

(1) For a passport application, the filer should remit to the principal regulator the fees payable under the securities legislation of the principal regulator, and file the following materials with the principal regulator only:

- (a) a written application drafted in accordance with the procedures of the principal regulator as to format and content in which the filer:
  - (i) states the basis for identifying the principal regulator under section 3.6 of this policy,
  - (ii) identifies whether another application in connection with the same transaction or matter has been filed in one or more jurisdictions, the reasons for that application, and the principal regulator for that application,
  - (iii) sets out, for any related pre-filing, the information referred to in section 4.5 of this policy,
  - (iv) sets out, under separate headings, each provision of securities legislation listed in Appendix D of MI 11-102 below the name of the principal jurisdiction from which the filer and other relevant party seek an exemption,
  - (v) gives notice of the non-principal passport jurisdictions for which section 4.7(1) of MI 11-102 is intended to be relied upon for each equivalent provision of the local jurisdiction,
  - (vi) sets out any request for confidentiality,
  - (vii) sets out references to previous decisions of the principal regulator or other regulators that would support granting the exemption, or indicates that the exemption sought is novel and has not been previously granted;

- (viii) includes a verification statement that authorizes the filing of the application and confirms the truth of the facts in the application; and
  - (ix) states that the filer and other relevant party is not in default of securities legislation in any jurisdiction or, if the filer is in default, the nature of the default;
- (b) supporting materials; and
- (c) a draft form of decision with terms, conditions, restrictions or requirements, including
- (i) a representation stating that the filer and other relevant party are not in default of securities legislation in any jurisdiction or, if the filer or other relevant party is in default, the nature of the default; and
  - (ii) resale restrictions, if applicable, based on the securities legislation and securities directions of the principal jurisdiction.

(2) For a dual application, the filer should remit the fees payable under the securities legislation of the principal regulator and the OSC to each of them, as appropriate, and file the following materials with both the principal regulator and the OSC:

- (a) a written application drafted in accordance with the procedures of the principal regulator as to format and content in which the filer:
- (i) states the basis for identifying the principal regulator under section 3.6 of this policy,
  - (ii) identifies whether another application in connection with the same transaction or matter has been filed in one or more jurisdictions, the reasons for the application, and the principal regulator for that application,
  - (iii) sets out, for any related pre-filing, the information referred to in section 4.5 of this policy,
  - (iv) sets out, under separate headings, each provision of securities legislation listed in Appendix D of MI 11-102 below the name of the principal jurisdiction from which the filer and other relevant party seek an exemption, the relevant provisions of securities legislation in Ontario and an analysis of any differences between the applicable provisions in the principal jurisdiction and Ontario,
  - (v) gives notice of the non-principal passport jurisdictions for which section 4.7(1) of MI 11-102 is intended to be relied upon for each equivalent provision of the local jurisdiction,

- (vi) sets out any request for confidentiality,
  - (vii) sets out any request to shorten the review period (see section 6.2(3) of this policy) or the opt-out period (see section 7.2(4) of this policy) and provides supporting reasons,
  - (viii) sets out references to previous decisions of the principal regulator or other regulators that would support granting the exemption, or indicates that the exemption sought is novel and has not been previously granted;
  - (ix) includes a verification statement that authorizes the filing of the application and confirms the truth of the facts in the application; and
  - (x) states that the filer and any relevant party are not in default of securities legislation in any jurisdiction or, if the filer or other relevant party is in default, the nature of the default;
- (b) supporting materials; and
- (c) a draft form of decision with terms, conditions, restrictions or requirements, including
- (i) a representation stating that the filer and other relevant party are not in default of securities legislation in any jurisdiction or if the filer or relevant party is in default, the nature of the default; and
  - (ii) resale restrictions, if applicable, based on the securities legislation and securities directions of the principal jurisdiction.
- (3) For a coordinated review application, the filer should remit the fees payable under the securities legislation of the principal regulator and each non-principal regulator from whom the filer or other relevant parties seek exemptive relief to each of them, as appropriate, and file the following materials with the principal regulator and each of the non-principal regulators:
- (a) a written application drafted in accordance with the procedures of the principal regulator as to format and content in which the filer:
    - (i) states the basis for identifying the principal regulator section 3.6 of this policy,
    - (ii) identifies whether another application in connection with the same transaction or matter has been filed in one or more jurisdictions, the reasons for the application, and the principal regulator for that application,

- (iii) sets out, for any related pre-filing, the information referred to in section 4.5 of this policy,
  - (iv) sets out, under separate headings, each provision of securities legislation in the principal jurisdiction from which the filer and other relevant party are seeking exemptive relief, the relevant provisions of securities legislation in each non-principal jurisdiction, and an analysis of any differences between the applicable provisions in the principal jurisdiction and each non-principal jurisdiction,
  - (v) sets out any request for confidentiality,
  - (vi) sets out any request to shorten the review period (see section 6.2(3) of this policy) or the opt-out period (see section 7.2(4) of this policy) and provides supporting reasons,
  - (vii) sets out references to previous decisions of the principal regulator or other regulators that would support granting the exemptive relief, or indicates that the exemptive relief sought is novel and has not been previously granted;
  - (viii) includes a verification statement that authorizes the filing of the application and confirms the truth of the facts in the application; and
  - (ix) states that the filer and any other relevant party are not in default of securities legislation in any jurisdiction or if the filer or other relevant party is in default, the nature of the default;
- (b) supporting materials; and
- (c) a draft form of decision with terms, conditions, restrictions or requirements, including
- (i) a representation stating that the filer and any other relevant party are not in default of securities legislation in any jurisdiction or if the filer or other relevant party is in default, the nature of the default; and
  - (ii) resale restrictions, if applicable, based on the securities legislation and securities directions of the principal jurisdiction.
- (4) For a hybrid application, the filer should pay the fees, file the application with each regulator and, for each type of application, set out the exemption or exemptive relief sought and submit the relevant information and materials, all as described in this section.
- (5) A filer should file an application sufficiently in advance of any deadline to ensure that staff have a reasonable opportunity to complete the review and make recommendations for a decision.

(6) A filer making a passport application or a dual application should identify in the application all the exemptions required and give the required notice for all the passport jurisdictions for which section 4.7(1) of MI 11-102 is intended to be relied upon. The notice given under subsection (1)(a)(v) or (2)(a)(v) above satisfies the notice requirement of section 4.7(1)(c) of MI 11-102.

(7) A filer seeking exemptive relief in Québec should file a French language version of the draft decision when the AMF is acting as principal regulator.

### **5.3 Materials to be filed to make an exemption available in an additional passport jurisdiction under sections 4.7 and 4.8 of MI 11-102**

(1) Under section 4.7(1) of MI 11-102, an exemption from a provision of securities legislation listed in Appendix D of that Instrument granted by the principal regulator under a passport application or dual application can become available in a non-principal passport jurisdiction for which the filer did not give the notice referred to in section 5.2(1)(a)(v) or 5.2(2)(a)(v) of this policy in the initial application if certain conditions are met. One of the conditions is that the filer give the notice under section 4.7(1)(c) of MI 11-102 for the additional non-principal passport jurisdiction.

(2) Under section 4.8(1) of MI 11-102, an exemption from a provision of securities legislation that is now listed in Appendix D of that Instrument and that was granted before March 17, 2008 by the regulator in a specified jurisdiction, as defined in that section, can also become available in a non-principal passport jurisdiction if certain conditions are met. One of the conditions is that the filer gives the notice under section 4.8(1)(c) of MI 11-102 for the non-principal passport jurisdiction. Under section 4.8(3), the filer is not required to give this notice if the exemption relates to a CD requirement, as defined in Multilateral Instrument 11-101 *Principal Regulator System*, that is now listed in Appendix D of MI 11-102 and other conditions are met. For more guidance on section 4.8(1) of MI 11-102, refer to section 9.3 of this policy and section 4.5 of CP 11-102.

(3) For greater certainty, a filer may not rely on section 4.7 or 4.8 of MI 11-102 to obtain an automatic exemption from a provision of Ontario's securities legislation listed in Appendix D of MI 11-102. A filer may rely on section 4.7 and 4.8 of MI 11-102 only in a passport jurisdiction.

(4) The filer should give the notice referred to in subsection (1) to the principal regulator for the initial application and the notice referred to in subsection (2) to the regulator that would be the principal regulator under Part 4 of MI 11-102 if an application were to be made under that Part at the time the notice is given. The notice should

- (a) list each relevant non-principal passport jurisdiction for which notice is given that section 4.7(1) or 4.8(1) of MI 11-102 is intended to be relied upon,
- (b) include the date of the decision of



- (i) the principal regulator for the initial application, if the notice is given under section 4.7(1)(c) of MI 11-102, or
  - (ii) the regulator of the specified jurisdiction that granted the application, if the notice is given under section 4.8(1)(c) of MI 11-102,
- (c) include the citation for the regulator's decision,
  - (d) describe the exemption the regulator granted, and
  - (e) confirm that the exemption is still in effect.

(5) If an exemption sought in a passport application or a dual application is required in a non-principal jurisdiction at the time the filer files the application, but the filer does not give the notice required under section 4.7(1)(c) of MI 11-102 for that jurisdiction until after the principal regulator grants the exemption, the regulator of the non-principal passport jurisdiction will take appropriate action. This could include removing the exemption, in which case the filer would have an opportunity to be heard in that jurisdiction in appropriate circumstances.

(6) The regulator that receives the notice referred to in subsection (1) or (2) will send a copy of the notice and its decision to the regulator in the relevant non-principal passport jurisdiction.

#### **5.4 Request for confidentiality**

(1) A filer requesting that the regulators hold an application and supporting materials in confidence during the application review process should provide a substantive reason for the request in its application.

(2) If a filer is requesting that the regulators hold the application, supporting materials, or decision in confidence after the effective date of the decision, the filer should describe the request for confidentiality separately in its application, and pay any required fee:

- (a) in the principal jurisdiction, if the filer is making a passport application,
- (b) in the principal jurisdiction and in Ontario, if the filer is making a dual application,  
or
- (c) in each jurisdiction, if the filer is making a coordinated review application.

(3) Any request for confidentiality should explain why the request is reasonable in the circumstances and not prejudicial to the public interest and when any decision granting confidentiality could expire.

(4) Communications on requests for confidentiality will normally take place by e-mail. If a filer is concerned with this practice, the filer may request in the application that all communications take place by facsimile or telephone.

**5.5 Filing** – A filer should send the application materials in paper together with the fees to

- (a) the principal regulator, in the case of a passport application,
- (b) the principal regulator and the OSC, in the case of a dual application, or
- (c) each regulator from which the filer seeks exemptive relief, in the case of a coordinated review application.

The filer should also provide an electronic copy of the application materials, including the draft decision document, by e-mail or on CD ROM. Filing the application concurrently in all required jurisdictions will make it easier for the principal regulator and non-principal regulators, if applicable, to process the application expeditiously. In British Columbia, an electronic filing system is available for filing and tracking exemptive relief applications. Filers should file an application in British Columbia using that system instead of e-mail. Filers should file applications related to National Instrument 81-102 *Mutual Funds* on SEDAR. Filers should file applications related to individual proficiency requirements in NI 31-103 on NRD.

Filers should send pre-filing and application materials by e-mail using the relevant address or addresses listed below:

British Columbia	<a href="http://www.bpsc.bc.ca">www.bpsc.bc.ca</a> (click on BCSC e-services and follow the steps)
Alberta	<a href="mailto:legalapplications@seccom.ab.ca">legalapplications@seccom.ab.ca</a>
Saskatchewan	<a href="mailto:exemptions@gov.sk.ca">exemptions@gov.sk.ca</a> <a href="mailto:exemptions@sfsc.gov.sk.ca">exemptions@sfsc.gov.sk.ca</a>
Manitoba	<a href="mailto:exemptions.msc@gov.mb.ca">exemptions.msc@gov.mb.ca</a>
Ontario	<a href="mailto:applications@osc.gov.on.ca">applications@osc.gov.on.ca</a>
Québec	<a href="mailto:Dispenses-Passeport@lautorite.qc.ca">Dispenses-Passeport@lautorite.qc.ca</a>
New Brunswick	<a href="mailto:Passport-passeport@npsc-cvmnb.ca">Passport-passeport@npsc-cvmnb.ca</a>
Nova Scotia	<a href="mailto:nsscexemptions@gov.ns.ca">nsscexemptions@gov.ns.ca</a>
Prince Edward Island	<a href="mailto:CCIS@gov.pe.ca">CCIS@gov.pe.ca</a>
Newfoundland and Labrador	<a href="mailto:securitiesexemptions@gov.nl.ca">securitiesexemptions@gov.nl.ca</a>
Yukon	<a href="mailto:Corporateaffairs@gov.yk.ca">Corporateaffairs@gov.yk.ca</a>
Northwest Territories	<a href="mailto:SecuritiesRegistry@gov.nt.ca">SecuritiesRegistry@gov.nt.ca</a>
Nunavut	<a href="mailto:legal.registries@gov.nu.ca">legal.registries@gov.nu.ca</a> <a href="mailto:legalregistries@gov.nu.ca">legalregistries@gov.nu.ca</a>

**5.6 Incomplete or deficient material** – If the filer’s materials are deficient or incomplete, the principal regulator may ask the filer to file an amended application. This will likely delay the review of the application.

### **5.7 Acknowledgment of receipt of filing**

(1) After the principal regulator receives a complete and adequate application, the principal regulator will send the filer an acknowledgment of receipt of the application. The principal regulator will send a copy of the acknowledgement to any other regulator with whom the filer has filed the application. The acknowledgement will identify the name, phone number, fax number and e-mail address of the individual reviewing the application.

(2) For a dual application, coordinated review application or hybrid application, the principal regulator will tell the filer, in the acknowledgement, the end date of the review period identified in section 6.2(3) of this policy.

### **5.8 Withdrawal or abandonment of application**

(1) If a filer withdraws an application at any time during the process, the filer is responsible for notifying the principal regulator and any non-principal regulator with whom the filer filed the application and for providing an explanation of the withdrawal.

(2) If at any time during the review process, the principal regulator determines that a filer has abandoned an application, the principal regulator will notify the filer that it will mark the application as “abandoned”. In that case, the principal regulator will close the file without further notice to the filer unless the filer provides acceptable reasons not to close the file in writing within 10 business days. If the filer does not, the principal regulator will notify the filer and any non-principal regulator with whom the filer filed the application that the principal regulator has closed the file.

## **PART 6 REVIEW OF MATERIALS**

### **6.1 Review of passport application**

(1) The principal regulator will review any passport application in accordance with its securities legislation and securities directions and based on its review procedures, analysis and considering previous decisions.

(2) The filer will deal only with the principal regulator, who will provide comments to and receive responses from the filer.

### **6.2 Review and processing of dual application or coordinated review application**

(1) The principal regulator will review any dual application or coordinated review application in accordance with its securities legislation and securities directions, based on its review procedures, analysis and considering previous decisions. The principal regulator will consider any comments from a non-principal regulator with whom the filer filed the application. Please refer to section 5.2(2) of this policy for guidance on the non-principal regulator with whom a filer should file a dual application, and to section 5.2(3) for similar guidance for a coordinated review application.

(2) The filer will generally deal only with the principal regulator, who will be responsible for providing comments to the filer once it has considered the comments from the non-principal regulators and completed its own review. However, in exceptional circumstances, the

principal regulator may refer the filer to a non-principal regulator with whom the filer has filed the application.

(3) A non-principal regulator with whom the filer has filed the application will have seven business days from receiving the acknowledgement referred to in section 5.7(1) of this policy to review the application. In exceptional circumstances, if the filer filed the dual application or coordinated review application concurrently in the non-principal jurisdictions and shows that it is necessary and reasonable in the circumstances for the application to receive immediate attention, the principal regulator may abridge the review period. A non-principal regulator that disagrees with abridging the review period may notify the filer and the principal regulator and request the filer to withdraw the application in that jurisdiction. In that case, the application will proceed as a local application without the need to file a new application and pay any additional related fees.

(4) Exceptional circumstances when the principal regulator may abridge the review period include:

- (a) where exemptive relief is sought for a contested take-over bid and delay would prejudice the filer's position, and
- (b) other situations in which the filer is responding to a critical event beyond its control and could not have applied for the exemptive relief earlier.

(5) Unless the filer provides compelling reasons as to why it did not start the application process sooner, the principal regulator will not consider the following circumstances as exceptional:

- (a) the mailing of a management information circular for a scheduled meeting of security holders to consider a transaction,
- (b) the filing of a prospectus where the receipt for the prospectus cannot evidence the exemptive relief,
- (c) the closing of a transaction,
- (d) the filing of a continuous disclosure document shortly before the date on which its filing is required, or
- (e) other situations in which the deadline was known before filing the application and the filer could have filed the application earlier.

While staff will attempt to accommodate transaction timing where possible, filers planning time-sensitive transactions should build sufficient regulatory approval time into their transaction schedules.

The fact that a filer may consider an application as routine is not a compelling argument for requesting an abridgement.

(6) Filers should provide sufficient information in an application to enable staff to assess how quickly they should handle the application. For example, if the filer has committed to take certain steps by a specific date and needs to have staff's view or a decision by that date, the filer should explain why staff's view or the exemptive relief is required by the specific date and identify these time constraints in its application.

(7) A non-principal regulator with whom the filer has filed the dual application or coordinated review application will advise the principal regulator, before the expiration of the review period, of any substantive issues that, if left unresolved, would cause staff to recommend that the non-principal regulator opt out of the review. The principal regulator may assume that a non-principal regulator does not have comments on the application if the principal regulator does not receive them within the review period.

(8) A non-principal regulator with whom the filer has filed the dual application or coordinated review application will notify the filer and the principal regulator and request that the filer withdraw the application if staff of the non-principal regulator think that no exemptive relief is required under its securities legislation.

## **PART 7 DECISION-MAKING PROCESS**

### **7.1 Passport application**

(1) After completing the review process and after considering the recommendation of its staff, the principal regulator will determine whether to grant or deny the exemption a filer sought in a passport application.

(2) If the principal regulator is not prepared to grant the exemption a filer sought in its passport application based on the information before it, it will notify the filer accordingly.

(3) If a filer receives a notice under subsection (2) and this process is available in the principal jurisdiction, the filer may request the opportunity to appear before, and make submissions to, the principal regulator.

### **7.2 Dual application or coordinated review application**

(1) After completing the review process and after considering the recommendation of its staff, the principal regulator will determine whether to grant or deny the exemption a filer sought in a dual application or the exemptive relief the filer sought in a coordinated review application and immediately circulate its decision to the non-principal regulators with whom the filer filed the application.

(2) Each non-principal regulator with whom the filer filed the dual application or coordinated review application will have five business days from receipt of the principal regulator's decision to confirm whether it has made the same decision and is opting in or is opting out of the dual review or coordinated review.

(3) If the non-principal regulator is silent, the principal regulator will consider that the non-principal regulator has opted out.

(4) If the filer shows that it is necessary and reasonable in the circumstances, the principal regulator may request, but cannot require, the non-principal regulators to abridge the opt-out period. In some circumstances, abridging the opt-out period may not be feasible. For example, in many jurisdictions, only a panel of the regulator that convenes according to a schedule can make some types of decisions.

(5) The principal regulator will not send the filer a decision for a dual application or coordinated review application before the earlier of

- (a) the expiry of the opt-out period, or
- (b) receipt from a non-principal regulator with whom the filer filed the application of the confirmation referred to in subsection (2).

(6) If the principal regulator is not prepared to grant the exemption a filer sought in its dual application or the exemptive relief the filer sought in its coordinated review application based on the information before it, it will notify the filer and all non-principal regulators with whom the filer filed the application.

(7) If a filer receives a notice under subsection (6) and this process is available in the principal jurisdiction, the filer may request the opportunity to appear before, and make submissions to, the principal regulator. The principal regulator may hold a hearing on its own, or jointly or concurrently with the non-principal regulators with whom the filer filed the application. After the hearing, the principal regulator will send a copy of the decision to the filer and all non-principal regulators with whom the filer filed the application.

(8) A non-principal regulator electing to opt out will notify the filer, the principal regulator and any other non-principal regulator with whom the filer filed the application and give its reasons for opting out. The filer may deal directly with the non-principal regulator to resolve outstanding issues and obtain a decision without having to file a new application or pay any additional related fees. If the filer and non-principal regulator resolve all outstanding issues, the non-principal regulator may opt back into the dual review or coordinated review by notifying the principal regulator and the other non-principal regulators with whom the filer filed the application within the opt-out period referred to in subsection (2).

## **PART 8 DECISION**

### **8.1 Effect of decision made under passport application**

(1) The decision of the principal regulator under a passport application to grant an exemption from a provision of securities legislation listed below the name of the principal jurisdiction in Appendix D of MI 11-102 is the decision of the principal regulator. Under MI 11-102, a filer

is automatically exempt from the equivalent provision of each notified passport jurisdiction as a result of the principal regulator for the application granting the exemption.

(2) Except in the circumstances described in section 5.3(1) or (2) of this policy, the exemption is effective in each notified passport jurisdiction on the date of the principal regulator's decision (even if the regulator in the notified passport jurisdiction is closed on that date). In the circumstances described in section 5.3(1) of this policy, the exemption is effective in the relevant non-principal passport jurisdiction on the date the filer gives the notice under section 4.7(1)(c) or 4.8(1)(c) of MI 11-102 for that jurisdiction (even if the regulator in that jurisdiction is closed on that date).

## **8.2 Effect of decision made under dual application**

(1) The decision of the principal regulator under a dual application to grant an exemption from a provision of securities legislation listed below the name of the principal jurisdiction in Appendix D of MI 11-102 is the decision of the principal regulator. Under MI 11-102, a filer is automatically exempt from an equivalent provision of each notified passport jurisdiction as a result of the principal regulator for the application granting the exemption. The decision of the principal regulator under a dual application also evidences the OSC's decision, if the OSC has confirmed that it has made the same decision as the principal regulator.

(2) The principal regulator will not issue the decision until the earlier of

- (a) the date that the OSC confirms that it has made the same decision as the principal regulator, or
- (b) the date the opt-out period referred to in section 7.2(2) of this policy has expired.

## **8.3 Effect of decision made under coordinated review application**

(1) The decision of the principal regulator under a coordinated review application to grant exemptive relief from a provision of securities legislation in the principal jurisdiction is the decision of the principal regulator and evidences the decision of each non-principal regulator that has confirmed that it has made the same decision as the principal regulator.

(2) The principal regulator will not issue the decision until the earlier of

- (a) the date that the principal regulator has received confirmation from each non-principal regulator that it has made the same decision as the principal regulator, or
- (b) the date the opt-out period referred to in section 7.2(2) of this policy has expired.

## **8.4 Listing non-principal jurisdictions**

(1) For convenience, the decision of the principal regulator on a passport application or a dual application will refer to the notified passport jurisdictions, but it is the filer's responsibility to ensure that it gives the required notice for each jurisdiction for which section 4.7(1) of MI 11-102 is intended to be relied upon.

(2) The decision of the principal regulator on a dual application or a coordinated review application will contain wording that makes it clear that the decision evidences and sets out the decision of each non-principal regulator that has made the same decision as the principal regulator.

(3) For a coordinated review application for which Québec is not the principal jurisdiction, the AMF will issue a local decision concurrently with and in addition to the principal regulator's decision. The AMF decision will contain the same terms and conditions as the principal regulator's decision. No other local regulator will issue a local decision.

### **8.5 Form of decision**

(1) Except as described in subsection (2), the decision will be in the form set out in:

- (a) Annex A, for a passport application,
- (b) Annex B, for a dual application,
- (c) Annex C, for a coordinated review application, or
- (d) Annex D, for a hybrid application.

(2) A principal regulator may issue a less formal decision where it is appropriate.

(3) If the decision is to deny the exemptive relief, the decision will set out reasons.

**8.6 Issuance of decision** – The principal regulator will send the decision to the filer and to all non-principal regulators.

## **PART 9 EFFECTIVE DATE AND TRANSITION**

### **9.1 Effective date**

This policy comes into effect on March 17, 2008.

### **9.2 Exemptive relief applications filed before March 17, 2008**

The process set out in National Policy 12-201 *Mutual Reliance Review System for Exemptive Relief Applications (MRRS)* will continue to apply to an exemptive relief application and any related pre-filing filed in multiple jurisdictions before March 17, 2008.

### **9.3 Availability of passport for exemptions applied for before March 17, 2008**

(1) Section 4.8(1) of MI 11-102 provides that an exemption from the equivalent provision is automatically available in the local jurisdiction if

- (a) an application was made in a specified jurisdiction before March 17, 2008 for an exemption from a provision of securities legislation that is now listed in Appendix D of MI 11-102,



- (b) the regulator in the specified jurisdiction granted the exemption before, on or after March 17, 2008, and
- (c) certain other conditions are met, including giving the required notice for the additional non-principal passport jurisdiction; refer to section 5.3 of this policy for information on where to give the required notice and what information the notice should contain.

(2) A specified jurisdiction for purposes of section 4.8 of MI 11-102 is a principal jurisdiction under Multilateral Instrument 11-101 *Principal Regulator System*. Therefore, section 4.8(1) applies to an exemption from a CD requirement, as defined in Multilateral Instrument 11-101 *Principal Regulator System*, which the principal regulator under that Instrument granted to a reporting issuer before March 17, 2008 if the exemption relates to a CD requirement that is now listed in Appendix D of MI 11-102. In this case, however, section 4.8(3) exempts a reporting issuer from having to give the notice required in section 4.8(1)(c). Refer to section 4.5 of the CP 11-102 for guidance on the effect of section 4.8 of MI 11-102.

(3) For greater certainty, a filer may not rely on section 4.8 of MI 11-102 to obtain an automatic exemption from a provision of Ontario's securities legislation listed in Appendix D of MI 11-102. A filer may rely on section 4.8 of MI 11-102 only in a passport jurisdiction.

#### **9.4 Revocation or variation of MRRS decisions made before March 17, 2008**

(1) A filer that wants the regulators to revoke an MRRS decision made before March 17, 2008 should make a coordinated review application.

(2) A filer that wants the regulators to vary an MRRS decision made before March 17, 2008 should make a coordinated review application. However, in the case of an MRRS decision that gave exemptive relief from a provision set out in Appendix D of MI 11-102, the filer should instead request new relief by making a passport application or dual application and referencing the MRRS decision in the new application and the proposed decision document.

(3) If a filer makes a passport application or a dual application under subsection (2), the filer must give the notice required under section 4.7(1)(c) of MI 11-102 and meet the other conditions of that section for the principal regulator's decision to have effect automatically in a non-principal passport jurisdiction. A filer may give the notice in the application it files with the principal regulator.

*Annex A*

**Form of decision for passport application**

[Citation:[neutral citation]]

[Date of decision]]

In the Matter of  
the Securities Legislation of  
[name of principal jurisdiction] (the Jurisdiction)

and

In the Matter of  
**the Process for Exemptive Relief Applications in Multiple Jurisdictions**

and

In the Matter of  
**[name(s) of filer(s) and other relevant parties,  
including definitions as required]** (the Filer(s))

Decision

**Background**

The principal regulator in the Jurisdiction has received an application from the Filer(s) for a decision under the securities legislation of the Jurisdiction of the principal regulator (the Legislation) for **[describe the exemption sought (the Exemption Sought ) by referring to the relevant requirement(s) or provision(s) listed in the first column of Appendix D to MI 11-102.]**

Under the Process for Exemptive Relief Applications in Multiple Jurisdictions (for a passport application):

- (a) the **[name of the principal regulator]** is the principal regulator for this application, and
- (b) the Filer(s) has(have) provided notice that section 4.7(1) of Multilateral Instrument 11-102 *Passport System* (MI 11-102) is intended to be relied upon in **[names of non-principal passport jurisdictions]**.

**Interpretation**

Terms defined in National Instrument 14-101 *Definitions* and MI 11-102 have the same meaning if used in this decision, unless otherwise defined. **[Add additional definitions here.]**

**Representations**

This decision is based on the following facts represented by the Filer(s):

**[Insert material representations necessary to explain why the principal regulator came to this decision. Include the location of the Filer’s head office and, if appropriate, the connecting factor the filer used to identify the principal regulator for the application. State that the filer and any other relevant party is not in default of securities legislation in any jurisdiction or, if the filer or other relevant party is in default, set out the nature of the default.]**

**Decision**

The principal regulator is satisfied that the decision meets the test set out in the Legislation for the principal regulator to make the decision.

The decision of the principal regulator under the Legislation is that the Exemption Sought is granted provided that:

**[Insert numbered terms, conditions, restrictions or requirements. These should include references to the relevant requirement(s) or provision(s) listed in the first column of Appendix D to MI 11-102.]**

**[If any exemption has an effective date after the date of the decision, state here.]**

\_\_\_\_\_ (Name of signatory for the principal regulator)

\_\_\_\_\_ (Title)

\_\_\_\_\_ (Name of principal regulator)

*(justify signature block)*

**Annex B**

**Form of decision for a dual application**

[Citation:[**neutral citation**]

[**Date of decision**]]

In the Matter of  
the Securities Legislation of  
[**name of principal jurisdiction**] and Ontario (the Jurisdictions)

and

In the Matter of  
**the Process for Exemptive Relief Applications in Multiple Jurisdictions**

and

In the Matter of  
**[name(s) of filer(s) and other relevant parties,  
including definitions as required]** (the Filer(s))

Decision

**Background**

The securities regulatory authority or regulator in each of the Jurisdictions (Decision Maker) has received an application from the Filer(s) for a decision under the securities legislation of the Jurisdictions (the Legislation) for [**describe the exemption sought (the Exemption Sought) by referring to the relevant requirement(s) or provision(s) listed in the first column of Appendix D to MI 11-102.**]

Under the Process for Exemptive Relief Applications in Multiple Jurisdictions (for a dual application):

- (a) the [**name of the principal regulator**] is the principal regulator for this application,
- (b) the Filer(s) has(have) provided notice that section 4.7(1) of Multilateral Instrument 11-102 *Passport System* (MI 11-102) is intended to be relied upon in [**names of non-principal passport jurisdictions**], and
- (c) the decision is the decision of the principal regulator and evidences the decision of the securities regulatory authority or regulator in Ontario.

**Interpretation**

Terms defined in National Instrument 14-101 *Definitions* and MI 11-102 have the same meaning if used in this decision, unless otherwise defined. **[Add additional definitions here.]**

**Representations**

This decision is based on the following facts represented by the Filer(s):

**[Insert material representations necessary to explain why the Decision Makers came to this decision. Include the location of the Filer’s head office and, if appropriate, the connecting factor the filer used to identify the principal regulator for the application. State that the filer and any other relevant party is not in default of securities legislation in any jurisdiction or, if the filer or other relevant party is in default, set out the nature of the default.]**

**Decision**

Each of the Decision Makers is satisfied that the decision meets the test set out in the Legislation for the Decision Maker to make the decision.

The decision of the Decision Makers under the Legislation is that the Exemption Sought is granted provided that:

**[Insert numbered terms, conditions, restrictions or requirements. These should include references to the relevant requirement(s) or provision(s) listed in the first column of Appendix D to MI 11-102.]**

**[If any exemption has an effective date after the date of the decision, state here.]**

\_\_\_\_\_ (Name of signatory for the principal regulator)

\_\_\_\_\_ (Title)

\_\_\_\_\_ (Name of principal regulator)

*(justify signature block)*

## Annex C

### Form of decision for coordinated review application

[Citation:[neutral citation]]

[Date of decision]]

In the Matter of  
the Securities Legislation of  
[name of jurisdictions participating in decision] (the Jurisdictions)

and

In the Matter of  
**the Process for Exemptive Relief Applications in Multiple Jurisdictions**

and

In the Matter of  
**[name(s) of filer(s) and other relevant parties,  
including definitions as required]** (the Filer(s))

#### Decision

#### **Background**

The securities regulatory authority or regulator in each of the Jurisdictions (Decision Maker) has received an application from the Filer(s) for a decision under the securities legislation of the Jurisdictions (the Legislation) for **[describe the exemptive relief sought (the Exemptive Relief Sought) in words (e.g., that the filer is not a reporting issuer). Do not use statutory references. Include defined terms as necessary.]**

Under the Process for Exemptive Relief Applications in Multiple Jurisdictions (for a coordinated review application):

- (a) the **[name of the principal regulator]** is the principal regulator for this application, and
- (b) the decision is the decision of the principal regulator and evidences the decision of each other Decision Maker.

#### **Interpretation**

Terms defined in National Instrument 14-101 *Definitions* have the same meaning if used in this decision, unless otherwise defined. **[Add additional definitions here.]**

**Representations**

This decision is based on the following facts represented by the Filer(s):

**[Insert material representations necessary to explain why the Decision Makers came to this decision. Include the location of the Filer’s head office and, if appropriate, the connecting factor the filer used to identify the principal regulator for the application. State that the filer and any other relevant party is not in default of securities legislation in any jurisdiction or, if the filer or other relevant party is in default, set out the nature of the default. Do not use statutory references.]**

**Decision**

Each of the Decision Makers is satisfied that the decision meets the test set out in the Legislation for the Decision Maker to make the decision.

The decision of the Decision Makers under the Legislation is that the Exemptive Relief Sought is granted provided that:

**[Insert numbered terms, conditions, restrictions or requirements. These should be generic and without statutory references to the Legislation of the Jurisdictions.]**

**[If any exemptive relief has an effective date after the date of the decision, state here.]**

\_\_\_\_\_ (Name of signatory for the principal regulator)

\_\_\_\_\_ (Title)

\_\_\_\_\_ (Name of principal regulator)

*(justify signature block)*

**Annex D**

**Form of decision for hybrid application**

[Citation:[neutral citation]]

[Date of decision]]

In the Matter of  
the Securities Legislation of  
[name of principal jurisdiction (for a passport application), or of principal jurisdiction  
and Ontario (for a dual application), and name of each jurisdiction participating in  
coordinated review application decision]

and

In the Matter of  
**the Process for Exemptive Relief Applications in Multiple Jurisdictions**

and

In the Matter of  
[name(s) of filer(s) and other relevant parties,  
including definitions as required,] (the Filer(s))

Decision

**Background**

**[If you are making a passport application, insert:]**

The securities regulatory authority or regulator in \_\_\_\_\_ has received an application from the Filer(s) for a decision under the securities legislation of the jurisdiction of the principal regulator (the Legislation) for [**describe the exemption sought (the Passport Exemption) by referring to the relevant requirement(s) or provision(s) listed in the first column of Appendix D to MI 11-102.**]

**OR**

**[If you are making a dual application, insert:]**

The securities regulatory authority or regulator in \_\_\_\_\_ and Ontario (Dual Exemption Decision Makers) have received an application from the Filer(s) for a decision under the securities legislation of those jurisdictions (the Legislation) for [**describe the exemption sought (the Dual Exemption) by referring to the relevant requirement(s) or provision(s) listed in the first column of Appendix D to MI 11-102.**]

**AND**

**[For your coordinated review application, insert:]**



The securities regulatory authority or regulator in each of \_\_\_\_\_ (the Jurisdictions) (Coordinated Exemptive Relief Decision Makers) has received an application from the Filer(s) for a decision under the securities legislation of the Jurisdictions (the Legislation) for **[describe the exemptive relief sought (the Coordinated Exemptive Relief) in words (e.g., that the filer is not a reporting issuer). Do not use statutory references. Include defined terms as necessary.]**

Under the Process for Exemptive Relief Applications in Multiple Jurisdictions (for a hybrid application):

- (a) the **[name of the principal regulator]** is the principal regulator for this application,
- (b) the Filer(s) has(ve) provided notice that section 4.7(1) of Multilateral Instrument 11-102 *Passport System* (MI 11-102) is intended to be relied upon in **[names of non-principal passport jurisdictions]**,
- (c) the decision is the decision of the principal regulator, **[if you are making a dual application, insert: “and the decision evidences the decision of the securities regulatory authority or regulator in Ontario,”]** and
- (d) the decision evidences the decision of each Coordinated Exemptive Relief Decision Maker.

### **Interpretation**

Terms defined in MI 11-102 and National Instrument 14-101 *Definitions* have the same meaning if used in this decision, unless otherwise defined. **[Add additional definitions here.]**

### **Representations**

This decision is based on the following facts represented by the Filer(s):

**[Insert material representations necessary to explain why the Decision Makers came to this decision. Include the location of the Filer’s head office and, if appropriate, the connecting factor the filer used to identify the principal regulator for the application. State that the filer and any other relevant party is not in default of securities legislation in any jurisdiction or, if the filer or other relevant party is in default, set out the nature of the default. Do not use statutory references.]**

### **Decision**

Each of the principal regulator **[if you are making a dual application, insert: “, the securities regulatory authority or regulator in Ontario,”]** and the Coordinated Exemptive Relief Decision Makers is satisfied that the decision meets the test set out in the Legislation for the relevant regulator or securities regulatory authority to make the decision.

**[If you are making a passport application, insert:]**

The decision of the principal regulator under the Legislation is that the Passport Exemption is granted provided that:

**[Insert numbered terms, conditions, restrictions or requirements. These should include references to the relevant requirement(s) or provision(s) listed in the first column of Appendix D to MI 11-102.]**

**OR**

**[If you are making a dual application, insert:]**

The decision of the Dual Exemption Decision Makers under the Legislation is that the Dual Exemption is granted provided that:

**[Insert numbered terms, conditions, restrictions or requirements. These should include references to the relevant requirement(s) or provision(s) listed in the first column of Appendix D to MI 11-102.]**

**AND**

**[For your coordinated application, insert:]**

The decision of the Coordinated Review Decision Makers under the Legislation is that the Coordinated Exemptive Relief is granted provided that:

**[Insert numbered terms, conditions, restrictions or requirements. These should be generic and without statutory references to the Legislation of the Jurisdictions.]**

**[If any exemption or exemptive relief has an effective date after the date of the decision, state here.]**

\_\_\_\_\_ (Name of signatory for the principal regulator)

\_\_\_\_\_ (Title)

\_\_\_\_\_ (Name of principal regulator)

*(justify signature block)*