

HSBC Bank Plc Jersey Branch Execution Policy

Services

This policy should be read in conjunction with the HSBC Bank plc, Channel Islands, Isle of Man and Hong Kong Investment and Wealth Terms.

Your Application for the purchase of shares or units can only be accepted on the basis of a specified amount of money in US dollar, sterling or euro to be invested.

In order to process an Application in respect of any shares or units, we must receive a fully completed Application form, which will require the signatures of the person(s) making the Application. Only one signature is required for any joint applications.

We may refuse to perform any or all of the Nominee Services if, in our opinion, there are reasonable grounds for such refusal. Unless prohibited from doing so, we will notify you if we intend to exercise our rights under this clause but we are not obligated to give any reasons.

We will use reasonable endeavours to notify you of any corporate actions, for example income distribution, fund mergers and fund closures, relating to your Shares or units.

All fees, expenses, duties or other sums payable in respect of any transfer shall be payable by you. We may refuse to accept the transfer of any shares or units until such sums have been paid or if the product is not available on our wealth platform.

All Shares or units delivered or held pursuant to this Agreement will be held in your investment account registered in the name of the Nominee. We reserve the right to refuse to accept the transfer of any shares or units or units into your account and registered in the name of the Nominee without giving a reason for such decision.

Receipts derived from distributions, interest payments, redemptions, sales and other entitlements accruing to your shares or units, together with monies pending investment, will be processed by us and paid to you or the product provider(s), as the case may be, in accordance with your instructions as soon as is practicable.

Communicating with You

We'll always use English to communicate with you and you need to communicate with us in English. If you send us instructions or other documents and communications in a language other than English, we require a certified translation which you need to obtain at your own cost.

You must provide us with your full current principal residential address, any correspondence address and your email address and telephone numbers. We will not accept post office boxes as your residential address.

You must ensure that the contact details you provide are accurate and that you notify us of changes within 30 days of any such changes.

Our communications with you may contain confidential and personal information. If anyone else has access to your email, mobile phone or other devices, we will not be held responsible for the sharing of this information. For security and operational reasons, we may use specialist courier services to send some documents to you if you live in certain countries or locations. You agree that we may charge you reasonable courier charges.

Before we do certain actions (e.g. provide information about your account, or make payments) we need to check we're indeed dealing with you and that you've authorised the action we're taking. We may not be able to assist you if we are unable to identify you or we may ask you to provide further evidence of your identity.

When you use your security details to operate telephone, online or mobile banking or you use a payment device (or another service we provide for accessing your accounts),

we'll assume we are dealing with you and you have authorised the instruction we receive. We may change the ways we check your identity.

Provision of Services

You authorise us to take such steps as we may consider appropriate (acting reasonably) to enable us to provide the services, including (but not limited to):

- steps to comply with any Laws, notice or request of any Authority (whether or not having the force of law) requiring us to take or refrain from action; and
- steps to make payment on your behalf of any taxes or duties payable on, or in respect of the shares or units.

Redemptions

We require your instructions to redeem shares or units. Please Note: instructions to make payment to a third party will not be accepted.

We will send a contract note to you to reflect received redemption instructions. Where required by laws, we will notify you of any cancellation or cooling off rights that you may have in relation to Shares or units.

Instructions

We may accept instructions in respect of shares or units given using our telephone and online banking services or through a HSBC wealth adviser

We will send a contract note to you to reflect your investment instructions.

We reserve the right to refuse or delay processing any instruction.

Your instructions may be declined:

- where in our or the Nominee's reasonable opinion, the instructions would involve acting contrary to any laws or other duties to which we may be subject; or
- where such instructions are incomplete, unclear, ambiguous and/or in conflict with other instructions received from you,

provided that in any case where we or the Nominee declines to act on your instructions, we will notify you of such decision as soon as reasonably practicable, unless prohibited from doing so. However, we are not obligated to give you any reasons.

For joint agreements, any instructions or account changes (excluding account opening or closing) may be given by any one of you, we and the Nominee will act on the authority of one of you and we won't check with any other parties before carrying out any instruction.

Dividends

Please refer to the relevant Prospectus for details of whether a dividend is applicable to your Shares or units. Dividends will be reinvested automatically at no charge, unless you instruct us otherwise. We only make payments to your account(s) held with HSBC bank plc CIOM or HSBC Expat. For investment held on our International Investment Centre (IIC), payments can only be made to an account in the same currency as your investment. We will not make any payments to a third party account.

Regular Investment Plan

You can make a Regular Investment Plan into any HSBC or Third party mutual fund. Contributions can only be set-up on a monthly basis with minimum contributions of £100 / \$100 / €100.

If you don't have enough money in your payment account and we can't collect a payment, we will attempt collection for a further 2 consecutive months and if we are unsuccessful your regular savings plan will be cancelled.

Timely Execution of instructions

Non-advised deals received through the IIC Mon-Fri before the 7.29am cut-off time (UK time) will be transacted that day, except on bank holidays

Advised deals will be transacted as soon as possible after receipt on a best endeavours basis (business days only).

Exits

This section should be read in conjunction with section 4.4 Set-Off and Lien HSBC Bank plc, Channel Islands, Isle of Man and Hong Kong Investment and Wealth Terms.

We would only sell your investment as last resort. We will request the removal of your holdings out of the nominee into your own name or into another Nominee of your choice. Alternatively, we may look to sell your investment.

Our Regulatory Details

HSBC Expat is a division of HSBC Bank plc, Jersey Branch which is regulated by the Jersey Financial Services Commission for Banking, General Insurance Mediation, Investment and Fund Services Business. Principal address: HSBC House, Esplanade, St. Helier, Jersey, JE1 1HS, Channel Islands.

HSBC Bank plc, Hong Kong Branch, is licensed by the Hong Kong Monetary Authority as an authorised institution and registered with the Securities and Futures Commission to conduct Type 1 (dealing in securities) and Type 4 (advising on securities) regulated activities under the 7 Securities and Futures Ordinance (central entity number: AFJ824). HSBC Bank plc, Hong Kong Branch address is at Level 5, HSBC Main Building, 1 Queen's Road Central, Hong Kong.

HSBC Bank plc, incorporated and registered in England and Wales number 14259, with limited liability. HSBC Bank plc is authorised by the Prudential Regulation Authority and regulated by the Financial Conduct Authority and the Prudential Regulation Authority (UK FCA reference number: 114216). UK registered office: 8 Canada Square, London, E14 5HQ.

Please note that these services are not subject to UK financial services rules and regulations. Further information about the regulatory regime applicable to the services is available on request.

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