Manual «AHPdigital»

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AHPdigital

Online platform for the submission of ad hoc announcements
to SIX Exchange Regulation AG

1. Introduction

AHPdigital is an online platform operated by SIX Swiss Exchange AG (SIX). The platform helps issuers fulfil their ad hoc publicity obligations. Issuers use the platform to submit their ad hoc announcements to SIX Exchange Regulation AG (SER). AHPdigital is exclusively available to issuers of primarily listed equity securities (shares).

This manual provides a step-by-step guide to creating, reviewing, and submitting AD HOC events. An AD HOC event comprises the ad hoc announcement, as well as the information entered into the Reporting form and submitted to SER via AHPdigital.

Note: The issuer may decide at its own discretion whether to fulfil its disclosure obligations itself within the context of ad hoc publicity or instruct a third party to do so. In either case, the issuer is responsible for the proper fulfilment of its obligations (Art. 10 Directive on Ad hoc Publicity).

If, exceptionally, AHPdigital is unavailable for technical reasons, ad hoc announcements must be submitted to SER by email (adhoc@six-group.com; section 6 below).

2. Legal Basis

- Listing Rules (LR)
- Directive on Ad hoc Publicity (DAH)

Note: On the SER website, you can find further information on stock exchange regulations, guideline, announcements, and case law related to ad hoc publicity (www.ser-ag.com).

3. Quick Start

3.1. Submit an Ad hoc announcement in 6 Steps

1. **Register (new users only)**
   Register as a user of AHPdigital (section 4.2 below).

2. **Log in**
   Log in using your email address, password and the Futurae app (section 5.1 below).

3. **Create a new AD HOC event**
   Open the "AD HOC events" navigation page and click on the"+ Create New AD HOC Event" button (section 5.4 below).

4. **Complete the Reporting form**
   Enter the required information relating to the ad hoc announcement (section 5.4.2 below).

5. **Upload the Ad hoc announcement**
   Upload the ad hoc announcement as a PDF file. Each language version must be uploaded as a separate PDF file (section 5.4.5 below).

6. **Submit the AD HOC Event**
   Submit the AD HOC event to SER. Under the 4 eyes principle, the submission must additionally be reviewed by a reviewer before it can be submitted (sections 5.4.7 and 5.4.8 below).

3.2. Important Information

- An **AD HOC event** comprises the ad hoc announcement together with the information entered in the Reporting form.
- Under the **2 eyes principle**, a user may submit the AD HOC event independently.
- Under the **4 eyes principle**, an additional reviewer is required.
- In the event of a technical outage of AHPdigital, ad hoc announcements must be submitted to SER by email (see Section 7).

3.3. Where Can I Find What?

Topic	Section
Registration	section 4.2
Login	section 5.1
Create a new AD HOC event	section 5.4
Approval Process	section 5.4.7
Submission	section 5.4.8
Support	section 6
Technical Outage	section 7

4. Onboarding

4.1. User

Users may be registered if they are employees of the issuer or external third parties commissioned by the issuer, particularly service providers.

4.2. Registration

External third parties (e.g., legal representatives, service providers, and M2M providers[1]) require a Power of Attorney from the issuer.

- Direct link Power of Attorney
- Alternative navigation: www.ser-ag.com > Fundamentals > Resources > Filtersettings: Topic: Regular Reporting / Type: Form Template / Trading Venue: all > "Power of Attorney to Activate an Access Account for the Issuer Reporting and Publication Platform"

Note: If you are unable to open the Power of Attorney as PDF, follow these instructions:

- Edge Browser: Automatically download PDFs
  1. Open Edge
  2. Enter the following in the address bar: edge://settings/content/pdfDocuments
  3. Look for „PDF documents"
  4. Enable „Always download PDFs"

- Windows: Open PDFs with Adobe
  1. Settings → Apps → Default apps
  2. Search for Adobe Acrobat or Adobe Acrobat Reader
  3. Open the Adobe app
  4. Search for .pdf.
  5. Click on the currently selected app
  6. Select Adobe Acrobat/Reader
  7. Confirm by clicking „Set as default"

To register, you need the following:

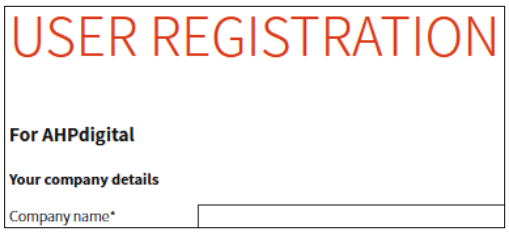
- the company's details (issuer);
- your business contact information;
- the desired user role;
- For external third parties, a valid Power of Attorney. Before registering for the first time, make sure you have the duly filled Power of Attorney on hand as a PDF.

[1] M2M (Machine to Machine) refers to the automated transmission of ad hoc announcements from a technical system to AHPdigital (section 5.7 below).

4.2.1. Web form

Open the registration form “USER - REGISTRATION” on the SER website.

- Direct link Registration form
- Alternative navigation: www.ser-ag.com > Forms & Logins > AHP DIGITAL (Transmission of ad hoc announcements) > Registration form



Enter the required information in the form.

Note: Fields marked with an asterisk (*) are required. You cannot complete the registration until all required fields have been filled out and, if necessary, the Power of Attorney has been uploaded as a PDF document.

4.2.1.1. Your company details

Enter the following information about the company (issuer):

- Company name (registered corporate name)
- Company address
- Postal code
- City
- Country

4.2.1.2. Function assignment

Select your function (user group):

- Issuer or
- Proxy of issuer (Power of Attorney, POA)

Note: External third parties (authorized representatives and M2M providers[2]) must upload a valid Power of Attorney from the issuer as a PDF document during registration (section 4.2 above).

[2] M2M (Machine to Machine) refers to the automated transmission of ad hoc announcements from a technical system to AHPdigital (section 5.7 below). If the issuer uses an M2M solution itself, it must also provide all required information during registration and upload a Power of Attorney for the M2M connection (section 4.2 above).

As an external third party, please enter the required additional information.

Issuer	External third party (Power of Attorney, POA)	
– No additional information required	Authorized representative:	– Enter the name of the issuer that issues the Power of Attorney. – Upload the Power of Attorney.
	M2M providers:	– Enter the name of the issuer that issues the Power of Attorney. – Upload the Power of Attorney. – Check the ”M2M” box. – Enter an email address of the technical user.

4.2.1.3. User details

Enter the following information about the user:

- Gender (Mrs./Mr./Other)
- Name
- First name
- Direct phone
- Language for correspondence (German or English)
- Business email

4.2.1.4. Validation details (Approval proecess)

Note: An AD HOC event comprises the ad hoc announcement, as well as the information entered into the Reporting form and submitted to SER via AHPdigital.

Select the appropriate role for creating, reviewing, and submitting AD HOC events (validation).

Note: The role you select determines which features are available to you in AHPdigital.

No.	Role	Function	Reference
1	2 eye principle	The user can create the AD HOC event themselves and submit the ad hoc announcement directly to SER. Review by a second user is not required.	section 5.4.7 et seq. below
2	4 eye principle	The AD HOC event is recorded by one user and reviewed by a second user (reviewer). The ad hoc announcement can be submitted to SER only after it has been reviewed by the reviewer.	section 5.4.7 et seq. below
3	Read only	The user can only view the AD HOC event; however, they cannot create, edit, review, or submit it.	section 5.4.7 et seq. below

Minimum number of users to be registered per approval process:

Approval process	Minimal number of users
2 eye principle	1 user with role 2 eye principle.
4 eye principle	– Option A: 1 user/preparer (4 eye principle) und 1 user/reviewer and submitter (2 eye principle). – Option B: 2 users with role 4 eye principle (1 user as preparer and 1 user as reviewer and submitter).

Note: Register multiple users to ensure coverage and guarantee that AD HOC events can be submitted at any time.

4.2.1.5. Complete registration

Please read the ”Privacy Statement of SIX” and the ”GDPR - ‘Customer Information on Data Protection’ for SIX Exchange Regulation AG.”

Confirm your consent by checking the corresponding box.

Then submit your registration by clicking the “Submit” button.

4.2.1.6. Review of the application and account opening

SER reviews the registration application and opens the account.

For security reasons, SER contacts the issuer’s designated contact person for ad hoc publicity via email and requests confirmation of the new user’s registration. Upon receipt of the confirmation, SER opens the user account.

SER then informs the issuer’s contact person via email that the account has been opened. The new user is copied (CC) on this email.

The user then receives an initial password via email. The user needs this initial password to log in to AHPdigital for the first time (section 5.1 below).

Note: For questions regarding registration, please contact ser-platforms@six-group.com.

4.2.1.7. Update your information

To make changes to your information later, in particular, your function, user data, or the approval process (validation or roles), please contact ser-platforms@six-group.com.

5. AHPdigital

5.1. Login

Note: You'll need the Futurae app to log in. The app is used for two-factor authentication when logging in to AHPdigital. Install the app on your smartphone before you log in for the first time.

5.1.1. App “Futurae”

Install the Futurae app on your smartphone. You can scan the QR code to download the Futurae app for your smartphone.[3]

Android
Google Play

iOS
Apple App Store

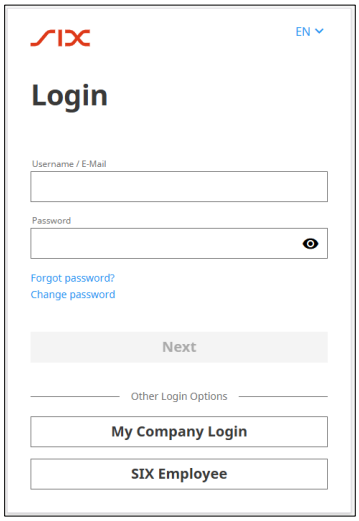
Fig. Futurae[4]

Follow the steps below to log in.

5.1.2. Registration

Open the SIX login page.

- Direct link SIX login page
- Alternative navigation: www.ser-ag.com > Forms & Logins > AHP DIGITAL (Transmission of ad hoc announcements)



[3] The Futurae app, as well as the linked app stores and websites, are operated by third parties. SIX assumes no responsibility for their content, availability, or privacy practices. The respective providers' terms of use and privacy policies apply.
[4] Image source: Futurae Technologies AG, Futurae App.

Follow these steps when registering for the first time:

1. Under “Username / E-mail”, enter the business email address that you provided during registration.

2. Under “Password”, enter the initial password sent to you by SIX via email (section 4.2.1.6 above).

3. Create a new personal password.

4. Then log in using your email address and your new personal password. SIX will then send you a six-digit TAN (one-time password) via email.

5. Enter the TAN on the SIX login page.

6. Scan the QR code using the Futurae app on your smartphone.

7. Authenticate your login in the Futurae app.

You are now logged in to AHPdigital.

Note:	In case of technical issues, please contact the Technical Product Support (section 6 below).

Note:	After your initial registration, you will only need your email address, password and the Futurae app for future logins.

5.1.3. What to do in case of password problems?

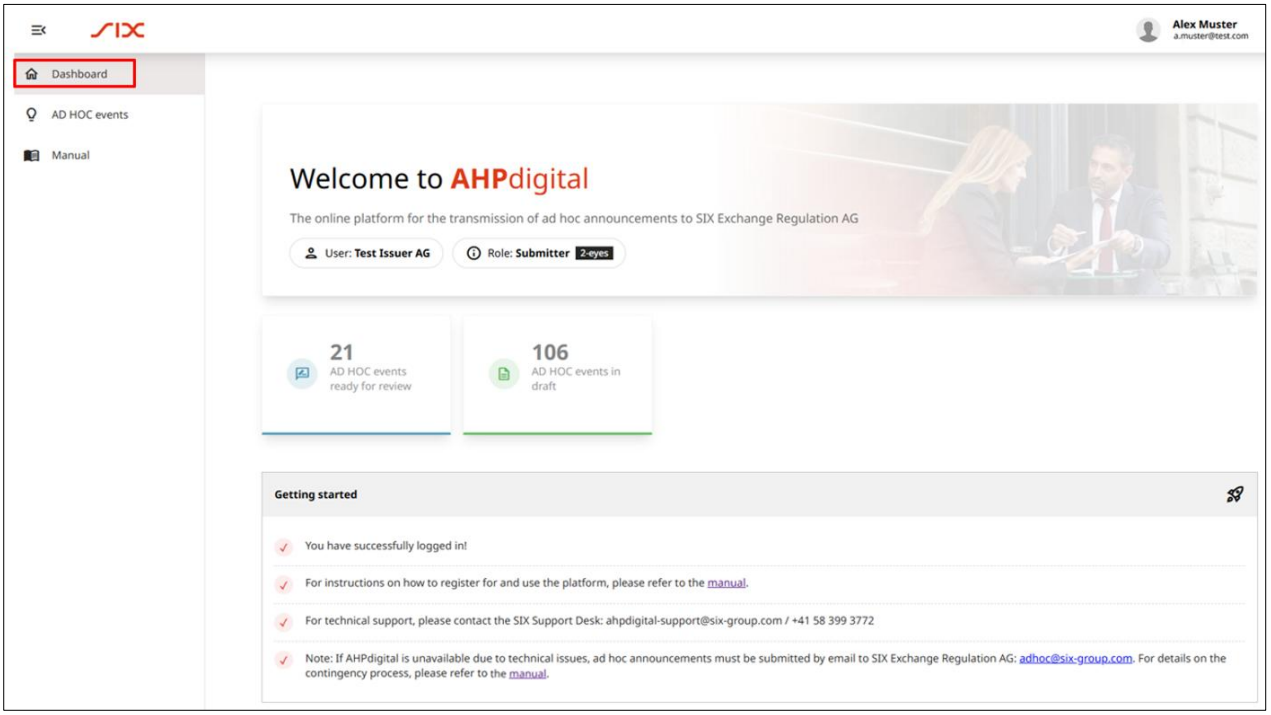
If you are having trouble with your password or logging in, please follow these steps:

- On the SIX login page, use the “Forgot Password” feature to set a new password.
- You will receive a new password by email.
- Then log in using your email address and the new password.
- Follow the on-screen instructions to authenticate using the Futurae app.
- If you are still unable to log in:
    - Clear your browser’s cookies and cache.
    - Close all browser windows and restart your browser.
    - Use the current SIX login page (section 5.1.2 above) and do not use any saved bookmarks.

Note:	In case of technical issues, please contact the Technical Product Support (section 6 below).

5.2. Dashboard

The dashboard serves as the homepage for AHPdigital.



The dashboard shows which issuer you are logged in as and what your role is.

Your role determines your permissions regarding AD HOC events. Your role is set during registration (section 4.2.1.4 above).

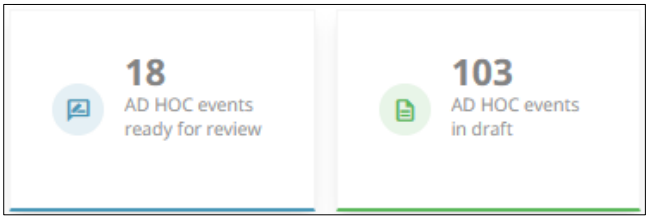
Note: An AD HOC event comprises the ad hoc announcement, as well as the information entered into the Reporting form and submitted to SER via AHPdigital.

Role	Description	Permissions
Submitter (2 eyes)	2 eyes principle	Can create, edit and submit the AD HOC event themselves (2 eye principle). No reviewer is required.
Submitter (4 eyes)	4 eyes principle	– Option A: 1 user/preparer (4 eye principle) und 1 user/reviewer and submitter (2 eye principle). – Option B: 2 users with role 4 eye principle (1 user as preparer and 1 user as reviewer and submitter).
Reader	Read only	Can view the AD HOC events; however, they cannot create, edit, review, or submit it.

Note: M2M (Machine to Machine): Can automatically submit AD HOC events via an M2M interface.

In the dashboard, selected buttons provide direct access to AD HOC events.

Example (approval process 4 eyes principle):

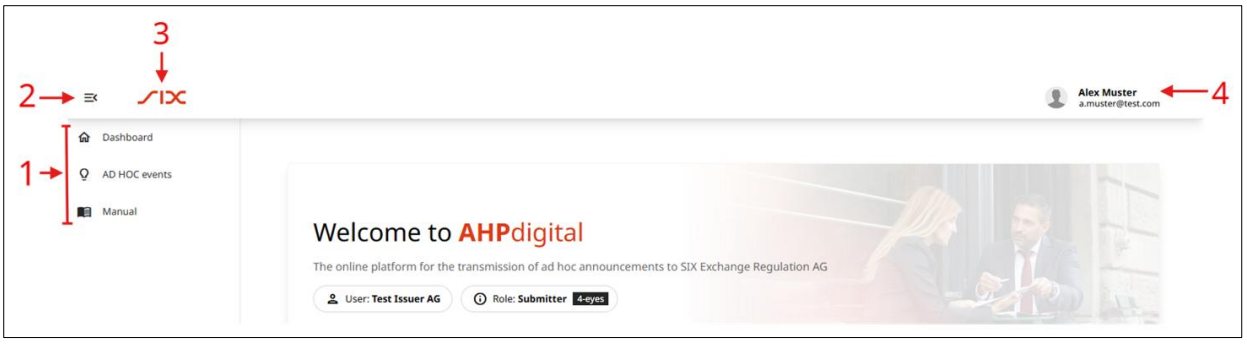


- "AD HOC events ready for review" displays all AD HOC events that must be reviewed by a reviewer (4 eyes principle)

- "AD HOC events in draft" displays all AD HOC events that have the status "Draft"

5.2.1. Functions

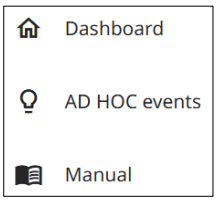
The following features are available in the dashboard:



No.	Label	Function	Reference
1	Navigation menu	Navigate to the individual sections of AHPdigital and to the manual.	section 5.2.1.1 below
2	"Toggle"	Show or hide the Navigation menu.	section 5.2.1.2 below
3	SIX logo	Switch to the Dashboard.	section 5.2.1.3 below
4	Profile settings	View profile settings, select a language, and log out.	section 5.2.1.4 below

5.2.1.1. Navigations menu

Use the Navigation menu to navigate to the following three sections:



Section	Function	Reference
Dashboard	Opens the Dashboard.	section 5.2 above
AD HOC events	Create, edit, review, and submit AD HOC events.	section 5.4 below
Manual	Opens the AHPdigital manual.	

5.2.1.2. "Toggle"

Click the "Toggle" icon to show or hide the Navigation menu.

5.2.1.3. SIX logo

You can access the Dashboard at any time by clicking on the SIX logo.

5.2.1.4. Profile settings

In the profile settings, you can view your basic and contact information:

- Name
- Email address
- Role
- Phone number

You can also:

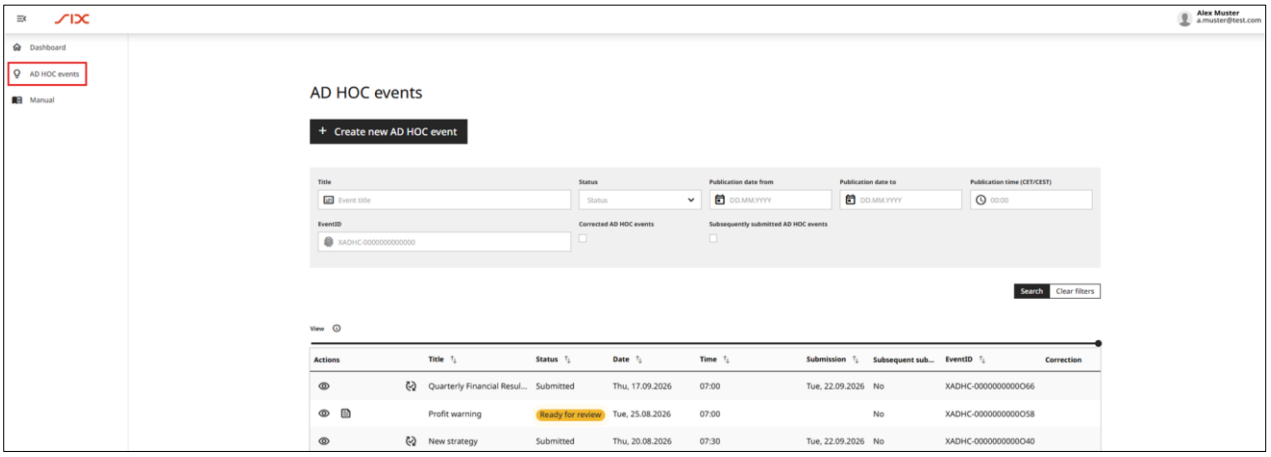
- select the language in which AHPdigital should be displayed (German or English)
- log out of AHPdigital

Note: To change your phone number, click the pencil icon. You cannot change other user information yourself. To make changes, please contact ser-platforms@six-group.com.

5.3. Event Overview

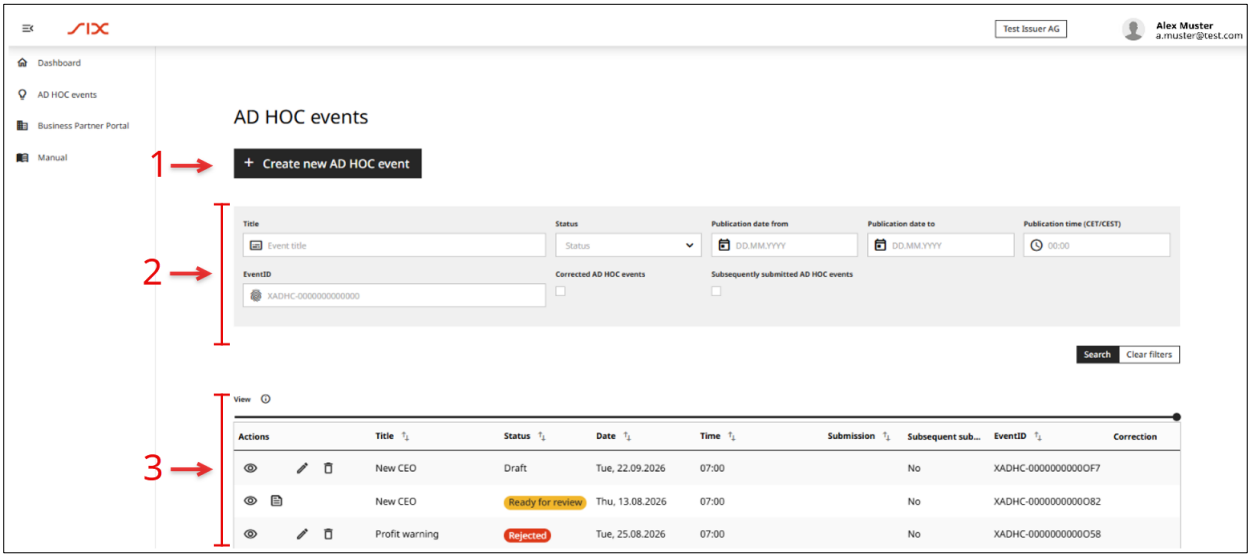
You can manage all AD HOC events in the Event Overview (navigation page “AD HOC events”).

Note: An AD HOC event comprises the ad hoc announcement, as well as the information entered into the Reporting form and submitted to SER via AHPdigital.



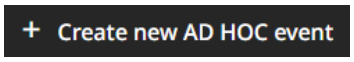
5.3.1. Functions

The following features are available on the Event Overview:



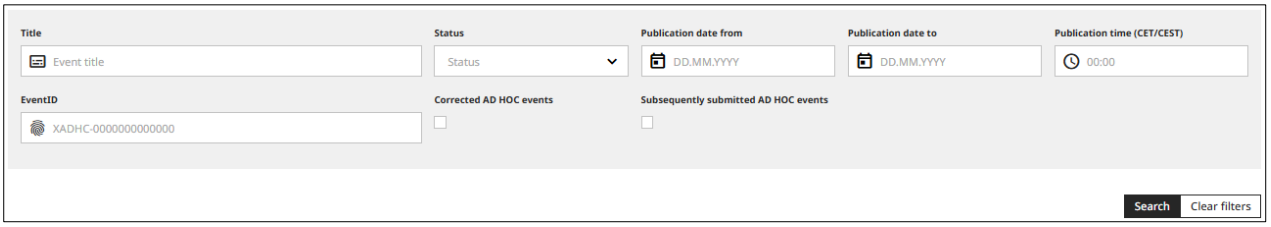
No.	Description	Function	Reference
1	AD HOC event	Create and submit a new AD HOC event.	section 5.3.1.1 below
2	Search	Search for existing AD HOC events.	section 5.3.1.2 below
3	Table View	Display an overview of all AD HOC events.	section 5.3.1.3 below

5.3.1.1. AD HOC event



Click the "+ Create New AD HOC Event" button to open the "New AD HOC Event" page. There, fill out the information in the Reporting form, upload the ad hoc announcement, and submit the AD HOC event to SER (section 5.4 below).

5.3.1.2. Search



You can use the search function to search for AD HOC events based on filter criteria.

Use the filters individually or in combination to narrow down the search results.

Select the desired filters and click "Search". Click "Clear Filters" to reset all filters.

Description of the filter settings:

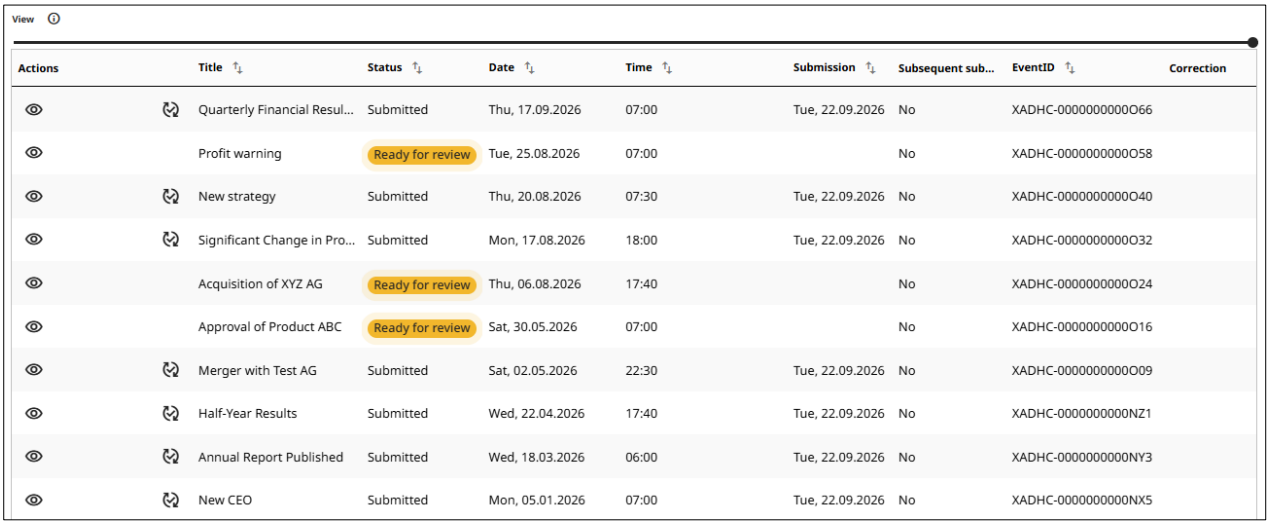
Main filter	Subfilter	Function
Title		Search by the title of an AD HOC event.
Status	Draft	Display all AD HOC events with the status "Draft".
	Submitted	Display all AD HOC events with the status "Submitted".
	Ready for review	Display all AD HOC events with the status "Ready for review." This filter is only available when the 4 eyes principle is in effect.
	Rejected	Display all AD HOC events with the status "Rejected". This filter is only available when the 4 eyes principle is in effect.
	Obsolete	Display all AD HOC events with the status "Obsolete". Corrected AD HOC events that have been replaced by a new AD HOC event are designated as "Obsolete".
	Migrated	Display all AD HOC events with the status "Migrated". These are ad hoc announcements that were submitted via CONNEXOR® Reporting (the predecessor solution of AHPdigital).
Publication date from		Display all AD HOC events from the selected publication date onward.
Publication date to		Display all AD HOC events up to the selected publication date.

Publication time (CET/CEST)		Display all AD HOC events with the selected publication time.
EventID		Search for a specific AD HOC event by its EventID.
Corrected AD HOC events		Display all AD HOC events for which a correction has been recorded.
Subsequently submitted AD HOC events		Display all AD HOC events that were submitted following a technical outage of AHPdigital to SER.

Note: AHPdigital also includes ad hoc announcements that were imported from CONNEXOR® Reporting (the predecessor solution of AHPdigital). These are displayed with the status “Migrated”.

5.3.1.3. Table View

The Table View displays all AD HOC events.



Use the slider to collapse or expand the table columns:

- Minimal: Show a reduced number of columns
- Standard: Show the usual number of columns
- Full: Show all columns

Description of the Table View:

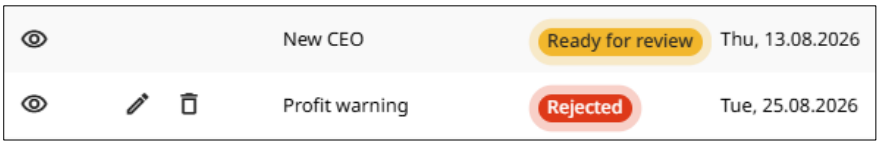
Column	Icon	Lable	Action
Actions		View	View AD HOC event.
Actions		Edit	Edit AD HOC event.
Actions		Delete	Delete AD HOC event.
Actions		Correction	Correct AD HOC event.
Actions		Review	Review AD HOC event.

Column	Note
Title	Displays the title of the AD HOC event.
Status	Displays the status of the AD HOC event.
Date	Displays the day of the week and date the AD HOC event was released.
Time	Displays the time (CET/CEST) the ad hoc announcement was published (time of release to the market).
Submisson	Displays the day and date the AD HOC event was submitted to SER.
Subsequent submission	Displays “Yes” or “No” for subsequent submission.
EventID	Displays the unique EventID of the AD HOC event.
Correction	Displays a correction to an AD HOC event. In the Table View, the original and corrected AD HOC events are linked to each other via their respective Event IDs: “Corrected + EventID” and “Corrected by + EventID.”

Under the 4 eyes principle, the statuses

- “Ready for review” and
- “Rejected”

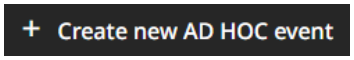
are visually highlighted:



Based on the status and highlighting, you can tell whether an AD HOC event needs to be reviewed or revised during the approval process.

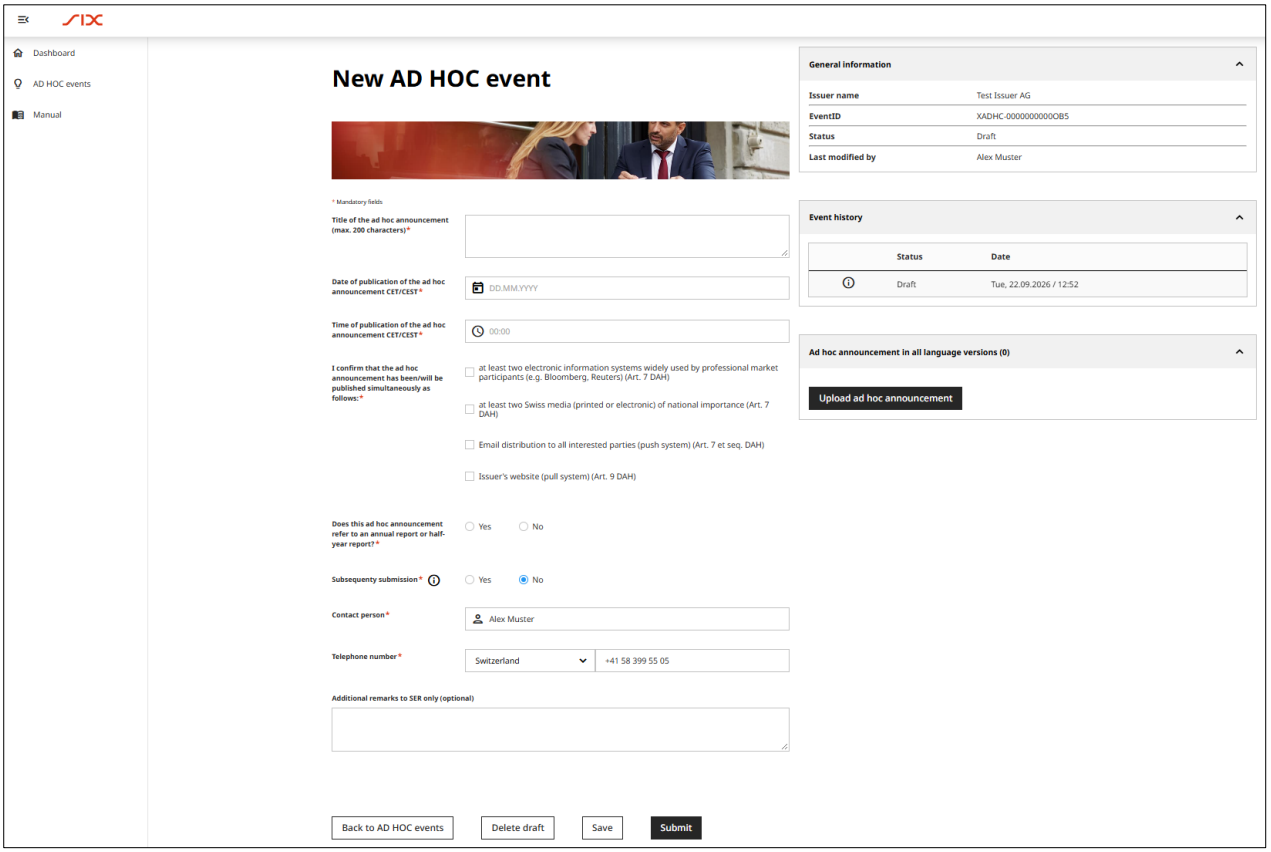
5.4. Create a new AD HOC event

To create a new AD HOC event, click the “+ Create New AD HOC Event” button in the Event Overview (on the “AD HOC events” navigation page):



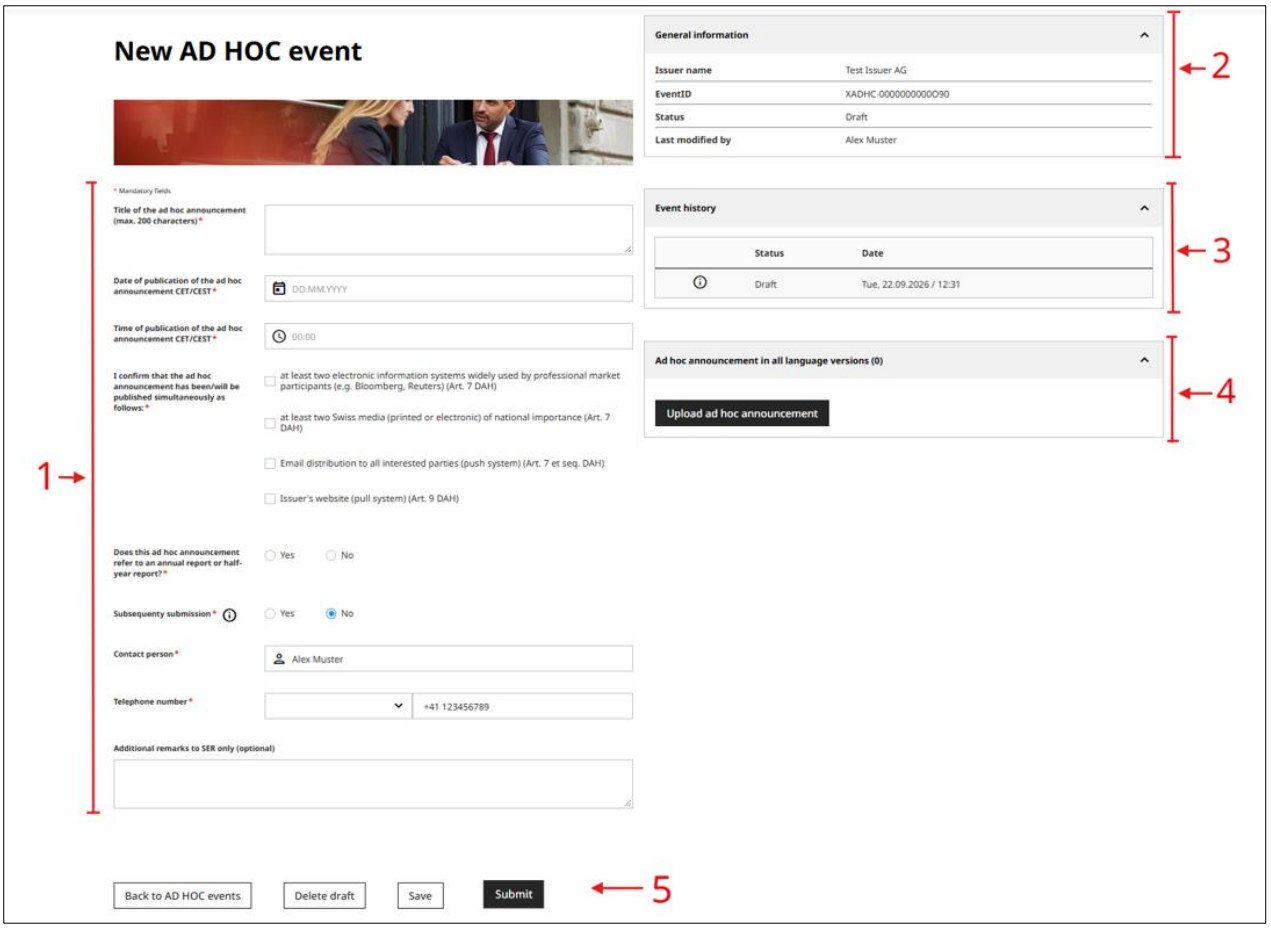
On the “New AD HOC Event” page that opens next, enter the information in the Reporting form, upload the ad hoc announcement, and submit the AD HOC event to SER.

Note: An AD HOC event comprises the ad hoc announcement, as well as the information entered into the Reporting form and submitted to SER via AHPdigital.



5.4.1. Overview

The “New AD HOC Event” page includes the following sections and features:



No.	Description	Function	Reference
1	Reporting form	Enter details for the ad hoc announcement.	section 5.4.2 below
2	General information	View general information about the AD HOC event: “Issuer name”, “Status”, “Last modified by”, and “EventID.”	section 5.4.3 below
3	Event history	View information about the history of the AD HOC event: “Status”, “Date”. Click “View Details” to display editor information, including name, email address, and phone number.	section 5.4.4 below
4	Ad hoc announcement in all language versions	Click the “Upload ad hoc announcement” button to upload the ad hoc announcement as a PDF.	section 5.4.5 below
5	Buttons	Click the buttons to perform various actions: “Back to AD HOC events”, “Delete draft”, “Save” or “Submit”.	section 5.4.6 below

5.4.2. Reporting form

Note: Fields marked with an asterisk (*) are required. An AD HOC event cannot be submitted until all required fields have been filled out and the ad hoc announcement has been uploaded as a PDF file.

Enter the following information in the Reporting form:

- **Title of the ad hoc announcement**
  Enter the title of the ad hoc announcement (free-text field, maximum 200 characters).

- **Publication date**
  Enter the date the ad hoc announcement is published. You can enter the date manually or select it using the date picker.

Note: The date must be entered in the DD/MM/YYYY format.

- **Time of publication**
  Manually enter the time the ad hoc announcement is published.

Note: The time must be entered in Central European Time (CET/CEST) in 24-hour format (00:00 to 23:59).

- **Confirmation of publication**
  Confirm that the ad hoc announcement has been or will be sent simultaneously to the required recipients and published in the directory for ad hoc announcements on the issuer's website. To do so, check all four boxes.

- **Annual report/Interim report**
  Indicate whether the ad hoc announcement relates to an annual report or an interim report. Check the appropriate box: "Yes" or "No".

- **Subsequent submission**
  A subsequent submission of the ad hoc announcement is required if

  - AHPdigital was unavailable for technical reasons,
  - the ad hoc announcement was therefore submitted to SER via email (section 7 below), and
  - AHPdigital is available again.

  Fill out the Reporting form with the details of the previous distribution. Select "Yes" in the "Subsequent submission" field, upload the ad hoc announcement, and submit the AD HOC event (section 7 below).

Note: Since the subsequent submission of an ad hoc announcement is an exception, the "Subsequent submission" field is set to "No" by default. If you are submitting the announcement subsequently, select "Yes".

- **Contact person**
  Enter the first and last name of a contact person who can answer questions regarding the submission of the AD HOC event.

- **Phone number**
  Enter the contact person's phone number. Include the country code,
  e.g., Switzerland: +41 31 123 45 67.

- **Comment to SER (optional)**
  If necessary, you can enter a comment for SER.

5.4.3. General information

The "General Information" overview displays the following information:

- Name Issuer
- EventID (AD HOC event)
- Status (current status AD HOC event)
- Last modified by (user name)

5.4.4. Event history

In the "Event History", you can view the history and processing steps of the AD HOC event:

- Status (current processing status of the AD HOC event)
- Date (day of the week, date, and time of the respective status change)

By clicking the info icon, you can view the following details: full name, email address, and phone number of the respective user.

By clicking the speech bubble icon, you can view the comments associated with a status.

5.4.5. Upload ad hoc announcement

Click the "Upload ad hoc announcement" button to upload the ad hoc announcement to AHPdigital.

Note: Please note the following requirements:
- The ad hoc announcement can only be uploaded in PDF format.
- The filename of the PDF file must not contain any spaces or special characters, e.g., \ / : * ? " < >. Use underscores (_), hyphens (-), or periods (.) instead.
- The total size of all uploaded PDF files must not exceed 60 MB.
- Each language version must be uploaded as a separate PDF file (applies to Geman, French and English).

The “Ad hoc announcement in all language versions” overview displays the following information:

- File name
- Uploaded by (user name)
- Date and time of upload (day of the week, date, time)
- Size (MB)

5.4.6. Buttons

The following buttons and functions are available in the Reporting form:

Button	Function	Visible to
Back to Overview AD HOC events	Return to the Table View.	2 and 4 eyes principle
Delete draft	Permanently delete the draft.	2 and 4 eyes principle
Save	Save the AD HOC event without submitting it.	2 and 4 eyes principle
Submit	Submit the AD HOC event (ad hoc announcement and reporting form).	2 and 4 eyes principle
Ready for review	Release the AD HOC event for review.	4 eyes principle
Reject	Reject the AD HOC event and return it to the first user for revision.	4 eyes principle

5.4.7. Approval process (Validation)

The decision regarding the approval (validation) of the AD HOC event is made during user registration (section 4.2.1.4 above). The following options are available:

Approval process	Note
2 eyes principle	The user can create the AD HOC event themselves and submit the ad hoc announcement directly to SER. No reviewer is required.
4 eyes principle	The AD HOC event is recorded by one user and reviewed by a second user (reviewer). The ad hoc announcement can be submitted to SER only after it has been reviewed by the reviewer.
Read only	The user can only view the AD HOC event; however, they cannot create, edit, review, or submit it.

5.4.7.1. Edit under the 2 eyes principle

Under the 2 eyes principle, the AD HOC event is entered, edited, and submitted to SER by a single user.

Regarding submission, see section 5.4.8 below.

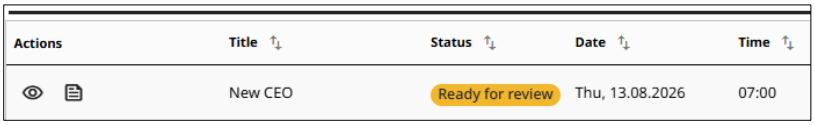
5.4.7.2. Edit under the 4 eyes principle

Under the 4 eyes principle, two users are involved in the approval process (section 4.2.1.4 above):

- the first user prepares the AD HOC event, and
- the second user reviews and submits the AD HOC event (reviewer)

As the first user, you enter the AD HOC event, fill out the reporting form, and upload the ad hoc announcement as a PDF. Then click the “Ready for review” button.

The AD HOC event appears in the Table View with the status “Ready for review”.



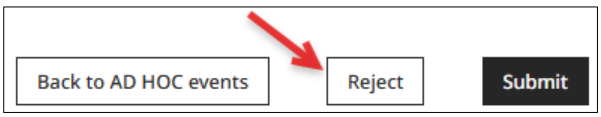
Note: All users registered as reviewers are automatically notified via email that the AD HOC event is ready for review.

As a reviewer, you review the AD HOC event. You can either

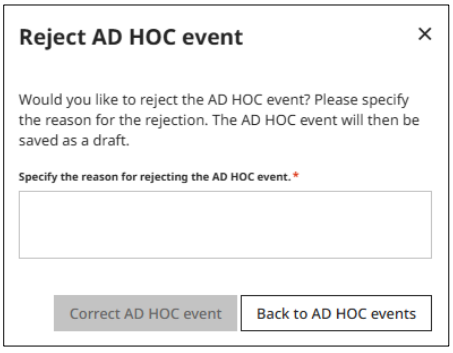
- reject, or
- submit.

- **Reject AD HOC event**

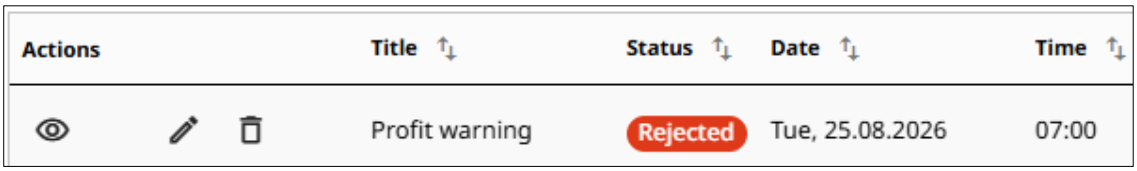
If changes are necessary, the reviewer can reject the AD HOC event and return it to the first user by clicking the “Reject” button.



When rejecting the event, you must specify a reason for rejection in the comment field.



The AD HOC event then appears in the Table View with the status “Rejected.”



Note: The first user is automatically notified of the rejection via email.

As the first user, you revise the AD HOC event and then set its status back to “Ready for review”.

As a reviewer, you check the AD HOC event and submit it.

This process can be repeated as many times as necessary until the reviewer submits the AD HOC event.

- **Submit AD HOC event**

If no changes are required, the reviewer can submit the AD HOC event to SER.

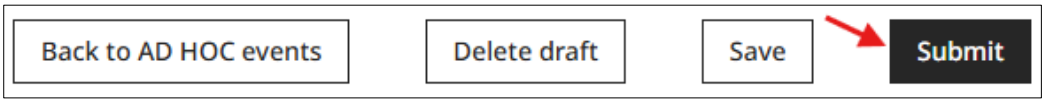
For submission, see section 5.4.8 below.

5.4.7.3. Read only

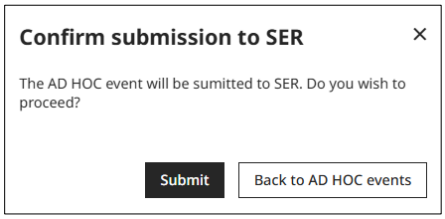
A user with read-only access can view the AD HOC event but cannot enter, edit, review, or submit it to SER.

5.4.8. Submission

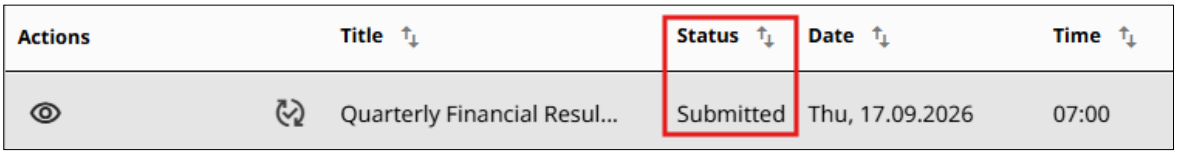
In the Reporting form, you can submit the AD HOC event (Reporting form and ad hoc announcement) to SER by clicking the “Submit” button.



Confirm the submission in the pop-up window by clicking the “Submit” button.



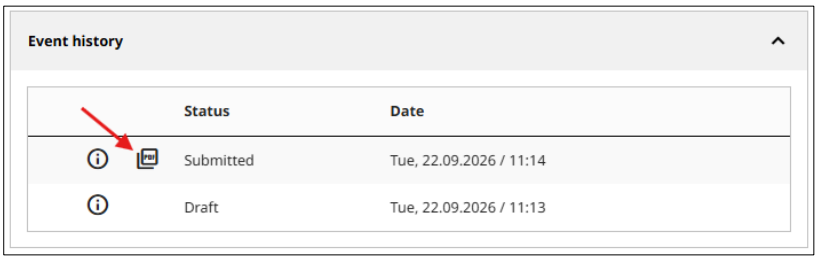
The AD HOC event will appear in the Event Overview's Table View with the status “Submitted”.



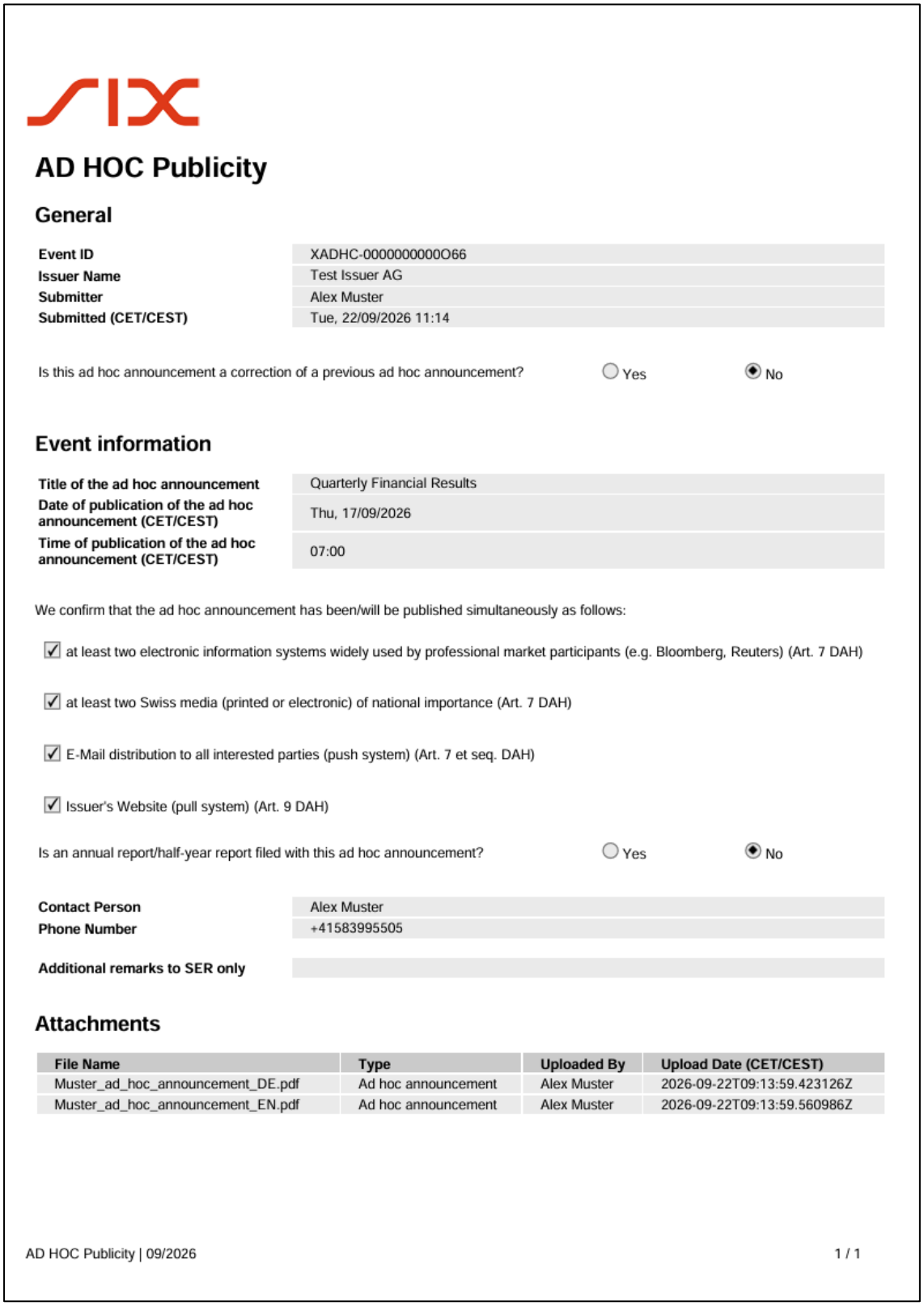
Note: After submission, you and all other users registered by the issuer will automatically receive a confirmation of receipt via email. This confirms that SER has received the AD HOC event.

You can then download a PDF summary of the submitted AD HOC event.

In the Table View, open the submitted AD HOC event. In the “Event history” section, click the PDF icon next to the “Submitted” status.



You will then be shown the PDF overview, which you can download (format available in English only).



AD HOC Publicity

General

Event ID	XADHC-0000000000O66
Issuer Name	Test Issuer AG
Submitter	Alex Muster
Submitted (CET/CEST)	Tue, 22/09/2026 11:14

Is this ad hoc announcement a correction of a previous ad hoc announcement? ○ Yes ◉ No

Event information

Title of the ad hoc announcement	Quarterly Financial Results
Date of publication of the ad hoc announcement (CET/CEST)	Thu, 17/09/2026
Time of publication of the ad hoc announcement (CET/CEST)	07:00

We confirm that the ad hoc announcement has been/will be published simultaneously as follows:

☑ at least two electronic information systems widely used by professional market participants (e.g. Bloomberg, Reuters) (Art. 7 DAH)

☑ at least two Swiss media (printed or electronic) of national importance (Art. 7 DAH)

☑ E-Mail distribution to all interested parties (push system) (Art. 7 et seq. DAH)

☑ Issuer's Website (pull system) (Art. 9 DAH)

Is an annual report/half-year report filed with this ad hoc announcement? ○ Yes ◉ No

Contact Person	Alex Muster
Phone Number	+41583995505
Additional remarks to SER only	

Attachments

File Name	Type	Uploaded By	Upload Date (CET/CEST)
Muster_ad_hoc_announcement_DE.pdf	Ad hoc announcement	Alex Muster	2026-09-22T09:13:59.423126Z
Muster_ad_hoc_announcement_EN.pdf	Ad hoc announcement	Alex Muster	2026-09-22T09:13:59.560986Z

AD HOC Publicity | 09/2026 1 / 1

5.5. Additional functions

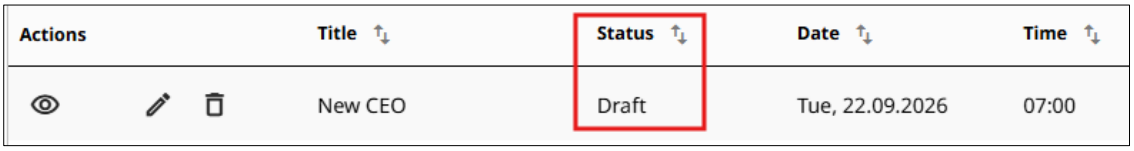
The following additional functions are available to you:

Description	Function	Reference
Save (Save draft)	Save AD HOC event (entries and uploaded ad hoc announcement).	section 5.5.1 below
Delete draft	Irrevocably delete the draft of the AD HOC event.	section 5.5.2 below
Correction	Correct an AD HOC event that has already been submitted to SER.	section 5.5.3 below

5.5.1. Save (Save draft)

In the Reporting form, you can save the AD HOC event, i.e. your entries and the uploaded ad hoc announcement, at any time. To do so, click the “Save” button.

The AD HOC event appears in the Event Overview in the Table View with the status “Draft.”



You can resume editing at any time. To do so, click the -icon (*Edit AD HOC event*).

Note: Clicking “Save” saves the AD HOC event as a draft only. It is not ready for review, nor is it submitted to SER.

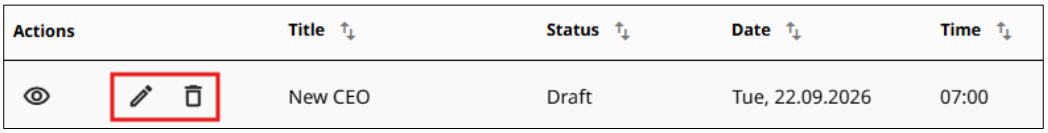
5.5.2. Delete draft

You can delete a saved AD HOC event (draft) at any time.

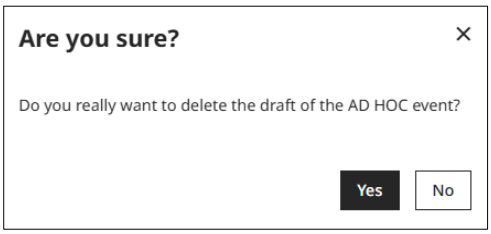
To do so, either click the “Delete Draft” button in the report form

or click in the Event Overview in the Table View (Actions):

- the -icon (*Delete AD HOC event*); or
- the -icon (*Edit AD HOC event*), then the “Delete Draft” button.



and confirm the deletion.



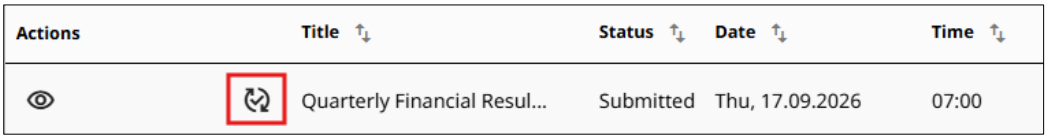
The deleted draft will no longer appear in the Table View of the Event Overview.

Note: Deleted drafts cannot be restored.

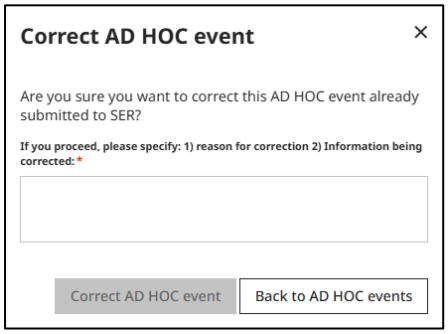
5.5.3. Correction

You can correct an AD HOC event that has already been submitted to SER.

To do so, in the Table View (Actions), click the - icon next to the relevant AD HOC event (*Create a correction for a submitted AD HOC event*).



Explain the correction in the comment field.



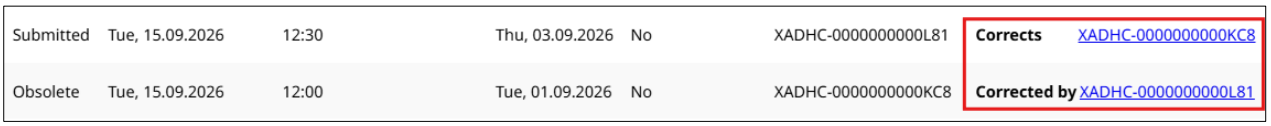
Confirm the correction by clicking the “Correct AD HOC Event” button.

Make corrections in the AD HOC event that opens.

The new AD HOC event appears in the Event Overview’s Table View with the status “Submitted”.

The old AD HOC event appears with the status “Obsolete”.

In the “Correction” column, the original and corrected AD HOC events are linked to each other via their respective EventIDs: “Corrected + EventID” and “Corrected by + EventID.”



Submitted	Tue, 15.09.2026	12:30	Thu, 03.09.2026	No	XADHC-0000000000L81	**Corrects** XADHC-0000000000KC8
Obsolete	Tue, 15.09.2026	12:00	Tue, 01.09.2026	No	XADHC-0000000000KC8	**Corrected by** XADHC-0000000000L81

Note: The correction applies exclusively to the AD HOC event or ad hoc announcement that was submitted to SER via AHPdigital.

5.6. Business Partner Portal

The Business Partner Portal is available exclusively to external third parties who represent multiple issuers. Through the portal, external third parties select the issuer for whom they wish to create, review, or submit an AD HOC event. The portal can be opened via the navigation menu or by clicking on the currently selected Business Partner to the left of the profile settings.

The function or role and the associated approval process are defined during registration (section 4.2.1.2 and 5.4.7 above).

Note: The Business Partner Portal is not displayed to users of an issuer in AHPdigital.

5.7. M2M (Machine to Machine)

M2M (Machine to Machine) enables the automated submission of AD HOC events including ad hoc announcements from a system belonging to an issuer or a service provider directly to AHPdigital.

The M2M solution is intended exclusively for service providers or issuers who transmit ad hoc announcements automatically from a technical system. It is therefore a technical transmission channel that requires a technical connection to AHPdigital.

Note: The issuer may decide at its own discretion whether to fulfil its disclosure obligations itself within the context of ad hoc publicity or instruct a third party to do so. In either case, the issuer is responsible for the proper fulfilment of its obligations (Art. 10 Directive on Ad hoc Publicity).

Note: M2M providers must specify a technical user during registration (section 4.2.1.2 above).

6. Support

6.1. Onboarding and registration

If you have any questions about onboarding and registration, please contact:

SIX Exchange Regulation AG
Phone +41 58 399 3030
Email ser-platforms@six-group.com

6.2. Technical problems

If you encounter technical problems, please contact:

Technical Product Support
Phone +41 58 399 3772
Email ahpdigital-support@six-group.com

7. Technical outage of AHPdigital

If AHPdigital is temporarily unavailable for technical reasons, you must submit ad hoc announcements via email to SER (adhoc@six-group.com) in accordance with Art. 12a DAH.

The email must contain the following information (Art. 12a para. 3 DAH):

1. Name of the issuer;
2. Identity of the reporting person (incl. telephone number and email address for any queries);
3. Date and time of the publication;
4. The ad hoc announcement published in accordance to Art. 12 para. 1 (as a PDF document) in all its language versions;
5. confirmation of distribution according to Art. 7 et seqq. DAH.

Once AHPdigital becomes technically available again, you must submit an AD HOC event via AHPdigital for the ad hoc announcement that you previously sent to SER by email (Art. 12a para. 3, sentence 3 DAH).

When subsequently submitting AD HOC events, please note the following:

Reporting form	Ad hoc announcement
– Enter the publication date and time of the ad hoc announcement that has already been distributed.	– Upload the same ad hoc announcement (PDF) that has already been distributed.
– Under “Subsequently submission,” check the “Yes” box.	

Disclaimer

This manual is intended solely for user support. The applicable regulatory requirements and the technical functions of the AHPdigital online platform take precedence. The functions and displays of AHPdigital are subject to further development.

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