

CIRCULAR 177-20
October 15, 2020

**REGULATORY DIVISION'S PARTICIPANT PORTAL
RELEASE OF THE DESIGNATED REPRESENTATIVE & SIGNATORY MODULE**

The Regulatory Division (the "Division") of Bourse de Montréal Inc. (the "Bourse") is pleased to announce the immediate release of the new module Designated Representative and authorized signatories on the Participant Portal (the "Portal").

Following the self-certification of the amendments to the Rules of the Bourse (circular [175-20](#)) relating to the role of the Designated Representative and the appointment process, this module allows Approved Participants to manage these appointments and provide the relevant notifications to the Division.

The module also allows Approved Participants to manage the list of individuals to whom the Designated Representative gives authority to act on his or her behalf (such as for the application for Approved Persons).

Please consult the [Division's web training page](#) for the related training video to understand how to navigate this module. The training video illustrates how to -

1. register the appointment of an individual as Designated Representative;
2. update a Designated Representative's information;
3. terminate or revoke the appointment of a Designated Representative;
4. add an individual with the authority to act on behalf of the Designated Representative for a specific task; and
5. add or remove tasks an individual has the authority to act on.

The Division has uploaded on the Designated Representative and authorized signatories module the information available on record. To ensure that the information is accurate, it is important that Approved Participants access the module on the Portal to validate and update the information relating to the Designated Representative and signatories.

For more information on the Portal, please contact Nathalie Tessier, Senior Coordinator, via phone 514 787-6552, or by email at nathalie.tessier@tmx.com.

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