

CMA Oman - XBRL Portal Guidance for Disclosures

September 2021

Version No: 1.0



Building Transparency. Driving Growth.

IRIS Business Services Limited

1 DISCLOSURES FILINGS

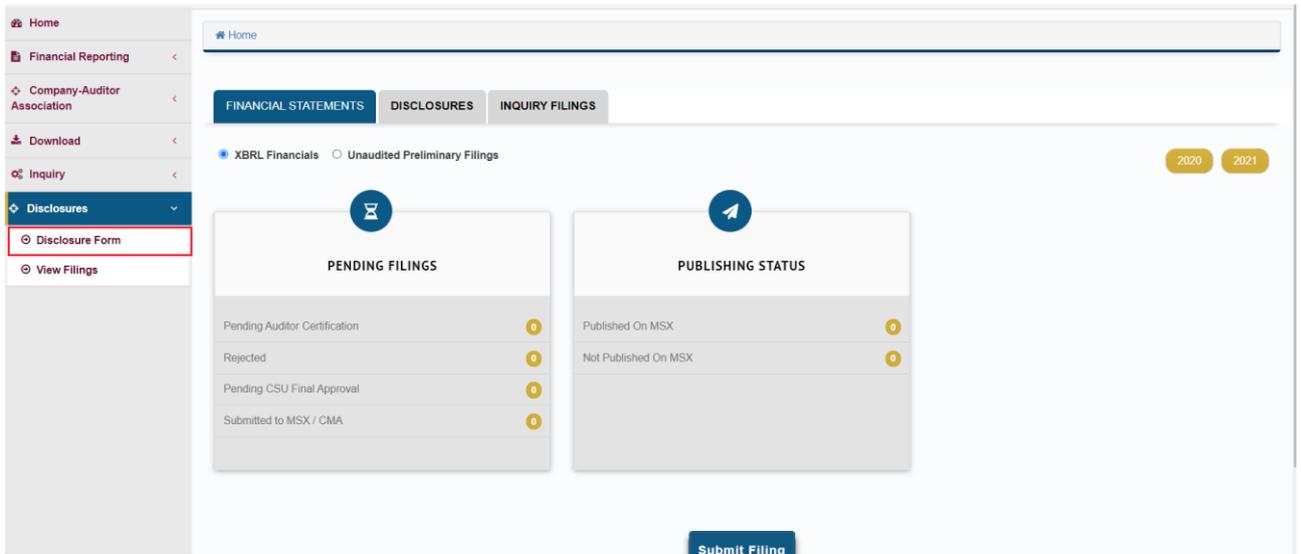
1.1 Disclosures by Company Users

Follow the below steps to submit your Disclosures.

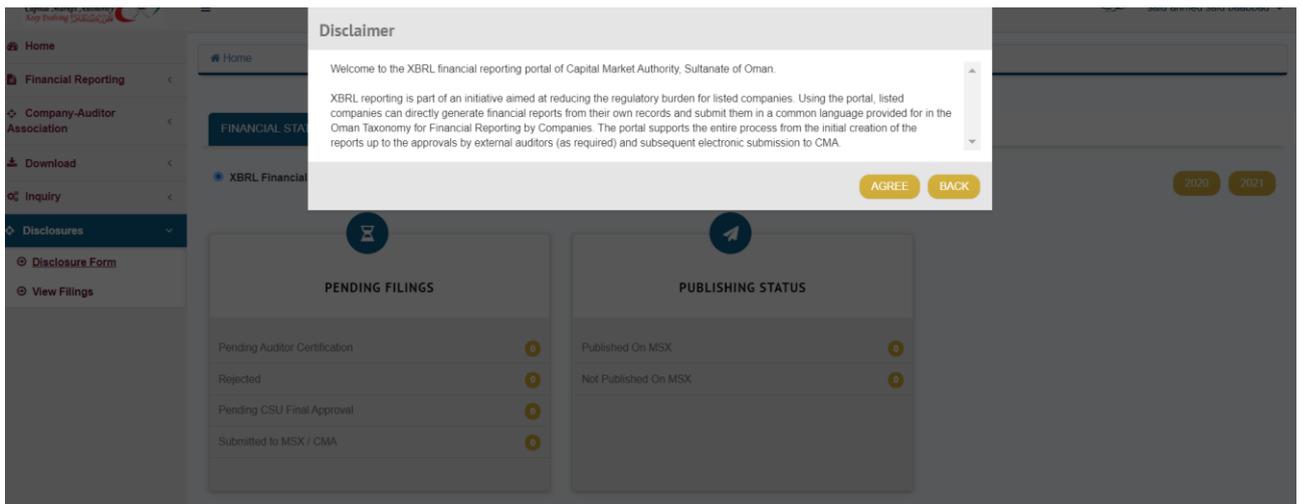
Step 1: Login as Company User into MSX website: <https://www.msx.om/default.aspx>

The image consists of two screenshots from the MSX website. The top screenshot shows the login page with a modal window for user authentication. The modal contains fields for 'User ID', 'Password', and 'Security Code' (with the value 57322 and a refresh icon). There are also links for 'Forgot Password' and a 'Login' button. The background shows the MSX logo and a market watch section. The bottom screenshot shows the user's profile page. A red box highlights the 'Access XBRL System' button in the navigation menu, with a red arrow pointing to it and the text 'Click on this'. Below the navigation menu, there is a 'Profile' section with a dropdown menu set to 'Main' and several input fields for 'Commercial ID' (1173774), 'Established In' (Sep 11, 1983), and 'Listed Date'.

Step 2: Navigate to Disclosures > Disclosure Form



Step 3: Before you land into a page for a short introduction about the XBRL system. Click on **AGREE** to proceed further.



Step 4: Once you land into the page, different category disclosures are available on the page.

The Disclosure Categories are:

Category of Disclosure
All
Disclosures of Administrative Aspects
Disclosures of Changes in structural Aspects

Disclosures of Meetings and Resolution
Disclosures of Other Material Information
Nominees of BOD
Other Disclosure
Other Financial Disclosures

Based on the category selected different Disclosure would be displayed in the table.

Sr. No	Disclosure Name	Category of Disclosures	File Disclosure
1.	Appointing Board Member	Disclosure of Administrative Aspects	
2.	Resignation of Board Member	Disclosure of Administrative Aspects	
3.	Disclosure for Replacing of Board Member (Share Representative)	Disclosure of Administrative Aspects	
4.	Appointing a New CEO/ General Manager of the Company	Disclosure of Administrative Aspects	
5.	Resignation of the CEO/ General Manager	Disclosure of Administrative Aspects	
6.	Dismissal of CEO/General Manager	Disclosure of Administrative Aspects	
7.	Announcement of the BOD Meeting/ Ordinary Session/ Extraordinary Session	Disclosure of Administrative Aspects	
8.	Announcing the Resolutions of Board Meeting	Disclosure of Administrative Aspects	
9.	Obtaining Finance	Other Financial disclosures	
10.	Postponing Finance Installment	Other Financial disclosures	
11.	Proposal for Cash Dividends	Other Financial disclosures	
12.	Distribution of Bonus Shares	Other Financial disclosures	

File Disclosure



Step 5: User can select any one of them as per their need and click on the  to proceed.

Sr. No	Disclosure Name	Category of Disclosures	File Disclosure
1.	Appointing Board Member	Disclosure of Administrative Aspects	
2.	Resignation of Board Member	Disclosure of Administrative Aspects	
3.	Disclosure for Replacing of Board Member (Share Representative)	Disclosure of Administrative Aspects	
4.	Appointing a New CEO/ General Manager of the Company	Disclosure of Administrative Aspects	
5.	Resignation of the CEO/ General Manager	Disclosure of Administrative Aspects	
6.	Dismissal of CEO/General Manager	Disclosure of Administrative Aspects	
7.	Announcement of the BOD Meeting/ Ordinary Session/ Extraordinary Session	Disclosure of Administrative Aspects	
8.	Announcing the Resolutions of Board Meeting	Disclosure of Administrative Aspects	
9.	Obtaining Finance	Other Financial disclosures	
10.	Postponing Finance Installment	Other Financial disclosures	
11.	Proposal for Cash Dividends	Other Financial disclosures	
12.	Distribution of Bonus Shares	Other Financial disclosures	

Step 6: The user will land into the disclosure page where they can put the required information and Disclosure copy (only PDF file accepted) to be published on MSX site.

Home / Disclosures / Disclosure Form / Appointing Board Member

Appointing Board Member / تعيين عضو مجلس إدارة مؤات

العنوان:
DHO FAR TOURISM / تعيين عضو مجلس إدارة مؤات

المحتوى:

قرر مجلس الإدارة في إجتماعه المنعقد بتاريخ م / تعيين القاضل / القائمة عضوا تحديد نهن في مجلس الإدارة (سنة العضوية) بموجب عرض هذا الموضوع في الاجتماع القادم للجمعية العامة لإقراره.
* الدورة التالية لتتضمن الدمين موضحا فيها المؤهلات العلمية والخبرة العملية الأكاديمية.

Title :
Appointing Board Member for DHO FAR TOURISM

Content :

The board of directors in its meeting held on Date decided to appoint Select Text * as a member in the board of directors (type of membership).
This appointment shall be presented to the next general meeting for approval
*The curriculum vitae of the appointed member showing the academic qualifications and experience.

Title :
Appointing Board Member for DHOFAR TOURISM

Content :

The board of directors in its meeting held on decided to appoint as a member in the board of directors ().

This appointment shall be presented to the next general meeting for approval

*The curriculum vitae of the appointed member showing the academic qualifications and experience.

Comments

Disclosure Copy * No file chosen
Only .PDF files allowed. File Size should be less than 10 MB.
This report will be sent to MSX for publishing

Attachment for CV * No file chosen
Only .PDF,.DOC,.DOCX files allowed. File Size should be less than 10 MB.

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Step 7: Before the submission they can see a preview of what they have entered by clicking the **PREVIEW** button.

Home

Home / Disclosures / Disclosure Form / Appointing Board Member

تعين عضو مجلس إدارة موقت / Appointing Board Member

(العنوان):
تعين عضو مجلس إدارة موقت DHOFAR TOURISM

(المحتوى):
قرر مجلس الإدارة في اجتماعه المنعقد بتاريخ م تعيين / الفاعلة عضواً في مجلس الإدارة (صلافة) عرض هذا الموضوع في الاجتماع القادم للجمعية العامة لإقراره.
* البيرة الذاتية للعضو المعين موضحاً فيها المؤهلات العلمية والخبرة الأكاديمية.

Title :
Appointing Board Member for DHOFAR TOURISM

Content :

The board of directors in its meeting held on decided to appoint as a member in the board of directors (). This appointment shall be presented to the next general meeting for approval

*The curriculum vitae of the appointed member showing the academic qualifications and experience.

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Step 8: If have entered the required details you can click on **SUBMIT** to submit your disclosures to MSX to publish.

Step 9: Once the disclosure is submitted successfully then you can track and view the submitted details on **Disclosures > View Filings** page.

Below filters can be applied to find your records quickly.

- Filter by date (Start and End date)

- Filter by Filing Status
- Filter by Publishing Status
- Filter by Disclosure Name

Home / Disclosures / View Filings

View Filings

From Date: To Date: Filing Status: Publishing Status: Disclosure Name:

Sr No	Disclosure Name	Filing ID	Version	Filing Status	Publishing Status	Tracker	Submission Date	Action
No Records Found								

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