FTSE Nasdaq Dubai Shariah Index Series

v3.8





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Introduction

1. Introduction

- 1.1 This document sets out the Ground Rules for the construction and management of the FTSE Nasdaq Dubai Shariah Index Series. Copies of the Ground Rules are available from FTSE Russell.
- 1.2 The FTSE Nasdaq Dubai Shariah Index Series is designed to represent the performance of the largest and most liquid Shariah-compliant companies in the Gulf Corporation Council (GCC) countries. Initial markets comprise Kuwait and Qatar with other markets being added over time.
- 1.3 FTSE and the Dubai International Financial Exchange (Nasdaq Dubai) have worked together to create a family of indices suitable for the creation of financial products, such as index funds and exchange-traded funds.
- 1.4 The FTSE Nasdaq Dubai Shariah Index Series does not take account of ESG factors in its index design.
- 1.5 The FTSE Nasdaq Dubai Shariah Index Series includes the following indices:
- 1.5.1 FTSE Nasdaq Dubai Shariah Kuwait 15 Index

Based on the top 15 eligible Shariah-compliant companies from Kuwait when ranked by full market capitalisation i.e. before the application of any investability weighting. This index is for the use of GCC and international investors, taking into account any free float or foreign ownership restrictions that may apply.

1.5.2 FTSE Nasdag Dubai Shariah Qatar 10 Index

Based on the top 10 eligible Shariah-compliant companies from Qatar when ranked by full market capitalisation i.e. before the application of any investability weighting. This index is for the use of GCC and international investors, taking into account any free float or foreign ownership restrictions that may apply.

1.6 FTSE Russell hereby notifies users of the index series that it is possible that circumstances, including external events beyond the control of FTSE Russell, may necessitate changes to, or the cessation of, the index series and therefore, any financial contracts or other financial instruments that reference the index series or investment funds that use the index series to measure their performance should be able to withstand, or otherwise address the possibility of changes to, or cessation of, the index series.

1.7 FTSE Russell

FTSE Russell is a trading name of FTSE International Limited, Frank Russell Company, FTSE Global Debt Capital Markets Limited (and its subsidiaries FTSE Global Debt Capital Markets Inc. and FTSE Fixed Income Europe Limited), FTSE Fixed Income LLC, FTSE (Beijing) Consulting Limited, Refinitiv Benchmark Services (UK) Limited, Refinitiv Limited and Beyond Ratings.

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- 1.8 Index users who choose to follow this index or to buy products that claim to follow this index should assess the merits of the index's rules-based methodology and take independent investment advice before investing their own or client funds. No liability whether as a result of negligence or otherwise is accepted by FTSE Russell (or any person concerned with the preparation or publication of these Ground Rules) for any losses, damages, claims and expenses suffered by any person as a result of:
 - any reliance on these Ground Rules;
 - any inaccuracies in these Ground Rules;
 - any non-application or misapplication of the policies or procedures described in these Ground Rules;
 and/or
 - any inaccuracies in the compilation of the Index or any constituent data.

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Management responsibilities

Management responsibilities

There are three parties involved in the management of the FTSE Nasdaq Dubai Shariah Index Series.

2.1 Nasdag Dubai

2.1.1 Nasdaq Dubai operates the new international financial exchange in Dubai. They are responsible for the listing, trading and settlement of all transactions relating to listed products on the market. With FTSE Russell, they are also responsible for the management of the FTSE Nasdaq Dubai Shariah Index Series.

2.2 FTSE International Limited (FTSE)

- 2.2.1 FTSE is the benchmark administrator of the index series¹.
- 2.2.2 FTSE is responsible for the daily calculation, production and operation of the FTSE Nasdaq Dubai Shariah Index Series, and will:
 - maintain records of the index weightings of all constituents and reserve list companies;
 - make changes to the constituents and their weightings in accordance with the Ground Rules;
 - carry out the periodic index reviews of the index and apply the changes resulting from the reviews as required by the Ground Rules;
 - publish changes to the constituent weightings resulting from their ongoing maintenance and the periodic reviews; and
 - disseminate the indices.
- 2.2.3 The weightings of constituents in the real-time indices shall be used in the calculation of the end-of-day indices.
- 2.2.4 FTSE is also responsible for monitoring the performance of the FTSE Nasdaq Dubai Shariah Indices throughout the day and will determine whether the status of each Index should be firm, indicative or held (see rule 2.1).
- 2.2.5 These Ground Rules shall be subject to regular review (at least once a year) by FTSE to ensure that they continue to best reflect the aims of the index series.

2.3 Yasaar

- 2.3.1 Yasaar is responsible for ascertaining the Shariah compliance of constituents of the FTSE Nasdaq Dubai Shariah Indices. Yasaar bases its compliance determinations upon data supplied by FTSE that is filtered by its proprietary software screens and then reviewed and approved by the Yasaar Shariah board.
- 2.3.2 All additions to the FTSE Nasdaq Dubai Shariah Index Series are subject to the approval of the Yasaar Shariah board. Details of the scholars can be found on the Yasaar website: www.yasaar.org.

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¹ The term administrator is used in this document in the same sense as it is defined in Regulation (EU) 2016/1011 of the European Parliament and of the Council of 8 June 2016 on indices used as benchmarks in financial instruments and financial contracts or to measure the performance of investment funds (the European Benchmark Regulation) and The Benchmarks (Amendment and Transitional Provision) (EU Exit) Regulations 2019 (the UK Benchmark Regulation).

2.3.3 Yasaar will calculate the percentage of the total distributed dividend from the index that is derived from Islamically inappropriate sources and will make this available to investors.

2.4 Amendments to these Ground Rules

- 2.4.1 These Ground Rules shall be subject to regular review (at least once a year) by FTSE Russell to ensure that they continue to best reflect the aims of the index series. Any proposals for significant amendments to these Ground Rules will be subject to consultation with FTSE Russell advisory committees and other stakeholders if appropriate. The feedback from these consultations will be considered by the FTSE Russell Index Governance Board before approval is granted.
- 2.4.2 Where an exception is granted to the Ground Rules, it shall not be deemed to create a precedent for future decisions.
- 2.4.3 Changes to the Ground Rules can only be made by FTSE Russell. Aspects relating to Shariah matters can only be changed with the approval of the Yasaar Shariah board.
- 2.4.4 Material changes to the Ground Rules are announced after reviews but will not come into effect until after they have been confirmed at the following review to allow for comments from index users and the market in general.

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FTSE Russell Index policies

FTSE Russell Index policies

These Ground Rules should be read in conjunction with the following policy documents, which can be accessed using the links below:

3.1 Corporate Actions and Events Guide

3.1.1 Full details of changes to constituent companies due to corporate actions and events can be accessed in the Corporate Actions and Events Guide using the following link:

Corporate_Actions_and_Events_Guide.pdf

3.2 Queries and Complaints

3.2.1 FTSE Russell's complaints procedure can be accessed using the following link:

Benchmark_Determination_Complaints_Handling_Policy.pdf

3.3 Index Policy for Trading Halts and Market Closures

3.3.1 Guidance for the treatment of index changes in the event of trading halts or market closures can be found using the following link:

Index_Policy_for_Trading_Halts_and_Market_Closures.pdf

3.4 Index Policy in the Event Clients are Unable to Trade a Market or a Security

3.4.1 Details of FTSE Russell's treatment can be accessed using the following link:

Index Policy in the Event Clients are Unable to Trade a Market or a Security.pdf

3.5 Recalculation Policy and Guidelines

3.5.1 Where an inaccuracy is identified, FTSE Russell will follow the steps set out in the FTSE Russell Index Recalculation Guidelines when determining whether an index or index series should be recalculated and/or associated data products reissued. Users of the FTSE Nasdaq Dubai Shariah Index Series will be notified through appropriate media.

For further information refer to the FTSE Russell Recalculation Policy and Guidelines document, which is available from the FTSE Russell website using the link below or by contacting info@ftserussell.com.

Recalculation_Policy_and_Guidelines_Equity_Indices.pdf

3.6 Policy for Benchmark Methodology Changes

3.6.1 Details of FTSE Russell's policy for making benchmark methodology changes can be accessed using the following link:

Policy_for_Benchmark_Methodology_Changes.pdf

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3.7 FTSE Russell Governance Framework

3.7.1 To oversee its indices, FTSE Russell employs a governance framework that encompasses product, service and technology governance. The framework incorporates the London Stock Exchange Group's three lines of defence risk management framework and is designed to meet the requirements of the IOSCO Principles for Financial Benchmarks², the European benchmark regulation³ and the UK benchmark regulation⁴. The FTSE Russell governance framework can be accessed using the following link:

FTSE Russell Governance Framework.pdf

3.8 Real Time Status Definitions

3.8.1 Please refer to the following guide for details of real time status definitions for indices which are calculated in real time.

Real Time Status Definitions.pdf

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² IOSCO Principles for Financial Benchmarks Final Report, FR07/13 July 2013.

Regulation (EU) 2016/1011 of the European Parliament and of the Council of 8 June 2016 on indices used as benchmarks in financial instruments and financial contracts or to measure the performance of investment funds.

⁴ The Benchmarks (Amendment and Transitional Provision) (EU Exit) Regulations 2019.

Eligible securities

4. Eligible securities

- 4.1 Yasaar will ensure that all constituents and potential constituents are screened quarterly to determine their Shariah status. An overview of the Yasaar/FTSE Russell stock screening criteria is listed below.
- 4.1.1 Companies involved in the following activities will be considered to be non-permitted business sectors:
 - A. conventional finance (non-Islamic banking, finance and insurance, etc.);
 - B. alcohol and intoxicants: All forms of Alcohol or Alcohol based products and other intoxicants including, but not limited to, those participating in the alcohol/intoxicants trade businesses and offerings including the entire process chain; such as distillers, conveyers, packagers, distributors, vendors, storers, bars and restaurants;
 - C. pork-related products and non-halal food production, packaging and processing or any other activity related to pork and non-halal food;
 - D. entertainment (casinos, gambling, cinema, music, pornography and hotels);
 - E. tobacco in all its forms, processors, vendors and manufacturers including but not limited to raw or treated tobacco, electronic cigarettes and vapes, cigarettes, cigars, Shisha and other water pipes using tobacco;
 - F. weapons, arms and defence manufacturing.

This list is not exhaustive and is provided as a basic guidance to the broad principles involved.

- 4.1.2 After companies have been screened by their business sector activity, the remaining companies are further examined on their finances to ensure that those companies are Shariah compliant. Only those companies that pass the following financial ratios will be considered Shariah compliant.
 - A. Debt is less than 33.333% of total assets.
 - B. Cash and interest-bearing items are less than 33.333% of total assets.
 - C. Accounts receivable and cash are less than 50% of total assets.
 - D. Total interest and non-compliant activities income should not exceed 5% of total revenue.

Companies that change financial compliance between two successive quarters will be monitored to check if their debt and/or cash/interest bearing ratios fall within 33.333% +/- 5% (i.e. below 31.667% and 35% or above). If during the monitoring period any company remains above or below 33.333% +/- 5% for two consecutive quarters, the compliance of that company will change accordingly.

Appropriate purification of dividends at 5%. This ratio calculates the recommended purification amount to be paid by the investor.

- 4.1.3 A company will be allocated to a single country and this allocation shall be consistent across all FTSE Nasdaq Dubai Shariah Indices.
- 4.1.4 FTSE Russell will normally allocate the country in which the company is incorporated and listed at the time of the company's listing. However, FTSE Russell reserves the right to defer an allocation decision.

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- 4.1.5 The country allocation of any FTSE Nasdaq Dubai Shariah Index constituents may be reassessed at any time at FTSE Russell's discretion.
- 4.2 All classes of ordinary shares in issue from Kuwait and Qatar are eligible for inclusion in the FTSE Nasdaq Dubai Shariah Index Series. Please refer to appendix B for a complete list of eligible markets.
- 4.2.1 Companies engaged primarily in owning stakes in a diversified range of companies and other investments but not taking a controlling interest (e.g. investment trusts) will be eligible, subject to passing the relevant entry criteria.

4.3 Multiple lines

4.3.1 Only the eligible quoted equity capital of a constituent company will be included in the calculation of its market capitalisation. Where a company has two or more classes of equity, significant and liquid secondary lines will be included in the calculation of the market capitalisation of the company, based on the market price of that secondary line. A secondary line will be priced separately if its full market capitalisation, i.e. before the application of any investability weightings, is greater than 25% of the full market capitalisation, of the company's main line and the secondary line is eligible, in its own right. Secondary lines which are less than 25% of the company's main line will be excluded. Should the full market capitalisation of a secondary line, which is already a constituent of the Index, fall below 20% of the company's main line at the periodic review, the secondary line will be deleted from the index.

4.4 Partly paid shares

4.4.1 Where a company's shares are issued partly, or nil, paid and the call dates are already determined and known, the market price will, for the purposes of calculating its market capitalisation, be adjusted so as to include all such calls (i.e. the fully paid price).

4.5 Investability weightings screen

- 4.5.1 Constituents of the FTSE Nasdaq Dubai Shariah Index Series are adjusted for free float and foreign ownership limits.
 - A. Initial weighting

Companies with a free float of 15% or below are excluded from the index.

Further details on free float restrictions can be accessed using the following link:

Free Float Restrictions.pdf

B. Foreign ownership restrictions

FTSE Russell's index methodology takes account of the restrictions placed on the equity holdings of foreign investors in a company where these have been imposed by a government, regulatory authority or the company's constitution.

Further details of the foreign ownership restrictions can be accessed using the following link:

Foreign Ownership Restrictions and Minimum Foreign Headroom Requirement.pdf

C. Minimum foreign headroom requirement

FTSE Russell defines "foreign headroom" as the percentage of shares available to foreign investors as a proportion of the company's foreign ownership limit (FOL), i.e. (FOL - foreign holdings)/FOL.

For example, if a company has a foreign ownership limit of 49%, of which 39% is held by foreign investors, the foreign headroom is calculated as 20.41% i.e. (49% - 39%)/49%.

Further details of the minimum foreign headroom requirement can be accessed using the following link:

Foreign Ownership Restrictions and MInimum_Foreign_Headroom_Requirement.pdf

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4.6 Ineligible securities

The following investment entities are regarded as ineligible:

- non-corporate investment entities such as exchange-traded funds (ETFs), currency funds and those funds whose prices are a direct derivation of their underlying holdings (e.g. mutual funds) are excluded; and
- convertible preference shares and loan stocks will be excluded until converted.

4.7 Liquidity screen

- 4.7.1 Securities must be sufficiently liquid to be traded. A non-constituent who does not turnover at least 1% of their shares in issue, after the application of any free float, cross-holdings and foreign ownership restrictions, based on its velocity trade per month for at least 10 of the 12 months prior to the periodic review, will not be eligible for inclusion in the index series. An existing constituent that does not turnover at least 1% of its shares in issue, after the application of any free float, cross-holdings and foreign ownership restrictions, based on its velocity trade per month for at least eight of the 12 months prior to the periodic review will be removed from the index series. Any period when a share is suspended will be excluded from the above calculation.
- In exceptional market conditions, if trading volumes are very low, FTSE Russell may reduce the percentage figure to avoid a large number of constituents being removed from the FTSE Nasdaq Dubai Shariah Index Series. This discretion may not be applied to individual securities but may be applied to a specific country. If FTSE Russell intends to exercise this discretion, it must make a public statement to that effect at least two weeks prior to the periodic review.
- 4.7.3 New issues that do not qualify as early entrants will become eligible for inclusion at the next periodic review of constituents providing they have, since the commencement of official non-conditional trading, a minimum trading record of at least 20 trading days prior to the date of the review and turnover of a minimum of 1% of their shares in issue, after the application of any free float, cross-holdings and foreign ownership restrictions, per month in each month. For example, a new issue that did not qualify as an early entrant but has traded 21 days prior to the date of the review will need to have a turnover of a minimum of 1% of their shares in issue, after the application of any free float, cross-holdings and foreign ownership restrictions for one month only.

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Periodic review of constituent companies

5. Periodic review of constituent companies

5.1 Review dates

5.1.1 The FTSE Nasdaq Dubai Shariah Index Series will be reviewed on a semi-annual basis in April and October based on data from the last working day of March and September. The reviews will be implemented for the open of Monday after the third Friday of April and October.

5.2 Rules for insertion and deletion at the periodic review

- The rules for inserting and deleting securities at the periodic review are designed to provide stability in the selection of constituents of the FTSE Nasdaq Dubai Shariah Index Series while ensuring that the indices continue to be representative of the market by including or excluding those securities which have risen or fallen significantly.
- 5.2.2 A company will be inserted at the periodic review if it rises above the position stated below for the relevant index when the eligible securities for each FTSE Nasdaq Dubai Shariah Index are ranked by full market capitalisation i.e. before the application of any investability weighting:

FTSE Nasdaq Dubai Shariah Kuwait 15 Index - Risen to fifth or above

FTSE Nasdaq Dubai Shariah Qatar 10 Index – Risen to fifth or above

5.2.3 A company will be deleted at the periodic review if it falls above the position stated below for the relevant index when the eligible securities for each FTSE Nasdaq Dubai Shariah Index are ranked by full market capitalisation i.e. before the application of any investability weighting:

FTSE Nasdag Dubai Shariah Kuwait 15 Index – fallen to 26th or below

FTSE Nasdaq Dubai Shariah Qatar 10 Index – fallen to 16th or below

A constant number of constituents will be maintained for the FTSE Nasdaq Dubai Shariah Index Series. Where a greater number of companies qualify to be inserted in an index than those qualifying to be deleted, the lowest-ranking constituents presently included in the index will be deleted to ensure that an equal number of companies are inserted and deleted at the periodic review. Likewise, where a greater number of companies qualify to be deleted than those qualifying to be inserted, the securities of the highest-ranking companies, which are presently not included in the index, will be inserted to match the number of companies being deleted at the periodic review.

5.3 Reserve lists

5.3.1 FTSE Russell will be responsible for publishing a maximum of five highest-ranking non-constituents of each FTSE Nasdaq Dubai Shariah Index at the time of the periodic review. The appropriate reserve list will be used in the event that one or more constituents are deleted during the period up to the next periodic review.

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Changes to constituent companies

6. Changes to constituent companies

- 6.1 Intra-review changes (additions)
- 6.1.1 Additions into the index series will only be applied at the next periodic review.
- 6.2 Intra-review changes (deletions)
- 6.2.1 Where an existing FTSE Nasdaq Dubai Shariah Index constituent is no longer eligible to remain in its relevant FTSE Nasdaq Dubai Shariah Index due to not meeting the index requirements detailed in Section 4, the constituent will be removed from the FTSE Nasdaq Dubai Shariah Index Series. For example, a constituent would be deleted from an index if no longer listed on an eligible exchange. The vacancy will be filled by selecting the highest-ranking non-constituent by full market capitalisation i.e. before the application of any investability weighting, from the appropriate reserve list as at the close of the index calculation two days prior to the deletion.

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Corporate actions and events

7. Corporate actions and events

7.1 Full details of changes to constituent companies due to corporate actions and events can be accessed in the Corporate Actions and Events Guide using the following link:

Corporate Actions and Events Guide.pdf

A corporate action is an action on shareholders with a prescribed ex-date. The share price will be subject to an adjustment on the ex-date. These include the following:

- capital repayments;
- rights issues/entitlement offers;
- stock conversion;
- splits (sub-division)/reverse splits (consolidation); and
- scrip issues (capitalisation or bonus issue).

A corporate event is a reaction to company news (event) that may impact the index depending on the index rules. For example, a company announces a strategic shareholder is offering to sell their shares (secondary share offer) – this could result in a free float weighting change in the index. Where an index adjustment is required, FTSE will provide notice advising of the timing of the change.

7.2 Shares in issue

7.2.1 Changes to the number of shares in issue for constituent securities are covered in the Corporate Actions and Events Guide.

7.3 Investability weightings

7.3.1 Changes to free float for constituent securities are covered in the Corporate Actions and Events Guide.

7.4 Mergers, restructuring and complex takeovers

- 7.4.1 If a FTSE Nasdaq Dubai Shariah Index constituent is acquired by a non-constituent, the company will be removed from its associated index. The vacancy will be filled by selecting the highest-ranking non-constituent by full market capitalisation i.e. before the application of any investability weighting, from the appropriate reserve list as at the close of the index calculation two days prior to the deletion.
- 7.4.2 Where two index constituents merge or one index constituent is acquired by another constituent a vacancy will be created. This vacancy will be filled by selecting the highest-ranking non-constituent by full market capitalisation i.e. before the application of any investability weighting, from the appropriate reserve list as at the close of the index calculation two days prior to the deletion.
- 7.4.3 If an index constituent has a complex reorganisation or demerger, the newly spun-off company will remain eligible for inclusion in the relevant FTSE Nasdaq Dubai Shariah Index subject to passing the criteria detailed in the eligible securities section above and its full market capitalisation i.e. before the application of any investability weighting; being larger than the smallest index constituent.

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7.5 Suspended companies

7.5.1 FTSE Russell's treatment can be found using the following link:

Suspended_Companies_Rule.pdf

7.5.2 If the suspended company is deleted from the indices, it will be replaced with the highest-ranking nonconstituent by full market capitalisation i.e. before the application of any investability weighting, from the appropriate reserve list as at the close of the index calculation two days prior to the deletion.

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Changes to the classification of constituent companies

- 8. Changes to the classification of constituent companies
- 8.1 Classification structure⁵
- 8.1.1 The FTSE Nasdaq Dubai Shariah Index Series constituents are classified into industries, supersectors, sectors and subsectors, as defined by the Industry Classification Benchmark (ICB).
- 8.1.2 Details of the ICB are available from FTSE Russell and published on the FTSE Russell website (www.lseg.com/en/ftse-russell/) and can be accessed using the following link:

 Industry Classification Benchmark

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⁵ FTSE indices migrated to the new ICB classification system in March 2021.

Indices algorithm and calculation method

9. Indices algorithm and calculation method

9.1 Prices

- 9.1.1 The FTSE Nasdaq Dubai Shariah Index Series will use actual closing mid-market or last trade prices, where available, for securities with local bourse quotations, as detailed in appendix B.
- 9.1.2 Refinitiv real-time exchange rates are used in the real-time index calculations.

9.2 Calculation frequency

9.2.1 The indices will be calculated in real time and published 60 seconds during their opening hours using real-time prices.

9.3 Index calculation

9.3.1 The FTSE Nasdag Dubai Shariah Index Series is calculated using the following formula:

$$\sum_{i=1}^{N} \frac{\left(p_i \times e_i \times s_i \times f_i\right)}{d}$$

Where:

- i=1, 2, ..., N;
- N is the number of securities in the index;
- p_i is the latest trade price of the component security (or the price at the close of the index on the previous day);
- $-e_i$ is the exchange rate required to convert the security's currency into the index's base currency;
- s_i is the number of shares in issue used by FTSE Russell for the security, as defined in these Ground Rules;
- f_i is the investability weighting factor to be applied to a security to allow amendments to its weighting, expressed as a number between 0 and 1, where 1 represents a 100% free float. This factor is published by FTSE Russell for each security in the underlying index; and
- d is the divisor, a figure that represents the total issued share capital of the index at the base date. The
 divisor can be adjusted to allow changes in the issued share capital of individual securities to be made
 without distorting the index.

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Appendix A

Index opening and closing hours

Index	Open	Close
FTSE Nasdaq Dubai Shariah Kuwait 15 Index		
Monday to Thursday	09:00	12:30
FTSE Nasdaq Dubai Shariah Qatar 10 Index		
Monday to Thursday	09:00	13:05

Notes:

1. The indices will not be calculated on public holidays.

2. Timings are local hours.

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Appendix B

Eligible markets

Country	Exchange location	Market section
Kuwait	Kuwait Stock Exchange	Premier market, main market
Qatar	Doha Securities Market	Official market

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Appendix C

Status of indices

The FTSE Nasdag Dubai Shariah Index Series are calculated in US Dollars on a real-time basis.

The official closing price for FTSE Nasdaq Dubai Shariah Index Series will be the exchange official closing price for each relevant market. Further details can be accessed using the following link:

Closing Prices Used For Index Calculation.pdf

For further details of real-time definitions, please refer to the following guide:

Real_Time_Status_Definitions.pdf

The official opening and closing hours of the FTSE Nasdaq Dubai Shariah Index Series are set out in appendix A. Variations to the official hours of the indices will be published by FTSE Russell.

US Dollar and local currency index values will be calculated on an end-of-day basis.

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Appendix D

Further information

A Glossary of Terms used in FTSE Russell's ground rule documents can be found using the following link:

Glossary.pdf

Further information on the FTSE Nasdaq Dubai Shariah Index Series is available from FTSE Russell and Nasdaq Dubai.

For contact details, please visit the FTSE Russell website or contact FTSE Russell client services at info@ftserussell.com.

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