

CSA Staff Notice 13-316  
Amendments to the SEDAR Filer Manual

**Introduction**

The *System for Electronic Document Analysis and Retrieval* (SEDAR) Filer Manual ("the Manual") was last updated in 2001. Since then, there have been many changes to SEDAR in terms of both document types and functionality. Staff of the Canadian Securities Administrators ("CSA") are issuing this Notice to inform users that a new version of the Manual that reflects these changes is now available.

The Manual sets out certain standards, procedures and guidelines for preparing electronic documents and making electronic filings using SEDAR. National Instrument 13-101 – *System for Electronic Document Analysis and Retrieval* (NI 13-101) requires that electronic filings with the CSA comply with the requirements of the Manual.

**Manual Version 8.3**

The version number of the Manual is 8.3, corresponding to the most current SEDAR release, SEDAR version 8.3, implemented on September 30, 2006.

The Manual will be accessible on the websites of the securities regulators in British Columbia, Alberta, Manitoba, Northwest Territories, Nova Scotia, Ontario and Quebec and the SEDAR.com website.

**Contact Information**

If additional information is required, please contact your local SEDAR Customer Service Representative or the CDS INC. Help Desk at 1-800-219-5381. For further information, please contact any of the following:

April Penn  
Supervisor, Financial & Insider Reporting  
British Columbia Securities Commission  
(604) 899-6805  
apenn@bcsc.bc.ca  
www.bcsc.bc.ca

Rey Madrilejo  
Compliance Officer  
Alberta Securities Commission  
(403) 297-2489  
reynaldo.madrilejo@seccom.ab.ca  
[www.albertasecurities.com](http://www.albertasecurities.com)

Wayne Bridgeman  
Senior Analyst  
The Manitoba Securities Commission  
Tel: (204) 945-4905  
Fax: (204) 945-0330  
Toll free: (800) 655-5244 (Manitoba only)  
wbridgeman@gov.mb.ca  
www.msc.gov.mb.ca

Ann Mankikar  
Supervisor, Financial Examiners  
Corporate Finance Branch  
Ontario Securities Commission  
Tel: (416)593-8281  
Fax: (416)593-8252  
amankikar@osc.gov.on.ca  
www.osc.gov.on.ca

Louise Allard  
Analyste en valeurs mobilières  
Autorité des marchés financiers  
(514) 395-0558, ext. 4442  
louise.allard@lautorite.qc.ca  
www.lautorite.qc.ca

To-Linh Huynh  
Corporate Finance Officer  
New Brunswick Securities Commission  
(506) 643-7695  
to-linh.huynh@nbsc-cvmnb.ca

Donna Gouthro  
Securities Analyst  
Nova Scotia Securities Commission  
(902) 424-7077  
gouthrdm@gov.ns.ca

Jennifer MacIsaac  
Deputy Registrar of Corporations and Securities  
Government of Nunavut  
P.O. Box 1000, Stn. 570  
1st Floor, Brown Bldg.  
Iqaluit, NU X0A 0H0  
Tel: 867-975-6591  
Fax: 867-975-6594  
jmacisaac@gov.nu.ca

Ann Burry  
D/Registrar of Securities  
Northwest Territories  
(867) 920-3318 (ph)  
(867) 873-0243 (fx)  
ann\_burry@gov.nt.ca

Mr. Don Boyles, CMA  
Manager of Financial Analysis and Investigations  
Financial Services Regulation Division  
Department of Government Services  
Government of Newfoundland and Labrador  
P.O. Box 8700  
St. John's NL A1B 4J6  
Ph: 709-729-4501  
Fax 709-729-3205

October 27, 2006