



USER MANUAL

**SUPPLY, DESIGN, DEVELOPMENT,
INSTALLATION, TESTING,
COMMISSIONING AND MAINTENANCE OF
REGISTRATION SOFTWARE
FOR
FEDERATION OF INVESTMENT
MANAGERS MALAYSIA (FIMM)**

**MODULE: FUND MANAGEMENT
(FUND REGISTRATION)
GROUP: DISTRIBUTOR**

AGENCY NAME	:	FEDERATION OF INVESTMENT MANAGERS MALAYSIA (FIMM)
DOCUMENT DATE	:	21/03/2025
DOCUMENT VERSION	:	V1.1

	Project	Reference	File	Version	Date	Page
	Federation of Investment Managers Malaysia (FIMM)	ZANKO/FIMM/UM/V0.1	User Manual Document	1.1	24/02/25	iv

	Project	Reference	File	Version	Date	Page
	Federation of Investment Managers Malaysia (FIMM)	ZANKO/FIMM/UM/V0.1	User Manual Document	1.1	24/02/25	i

DOCUMENT DESCRIPTION

This document is prepared to explain how to use the FCS system. This user manual explains the functions and step by step how to use the system completely to the users involved.

Document Information	
Project Name	SUPPLY, DESIGN, DEVELOPMENT, INSTALLATION, TESTING, COMMISSIONING AND MAINTENANCE OF REGISTRATION SOFTWARE FOR FEDERATION OF INVESTMENT MANAGERS MALAYSIA (FIMM)
Document Name	User Manual
Document Reference No	ZANKO/FIMM/UM/v1.1
Property	Zanko Sdn Bhd
Document Date	21/03/2025

	Project	Reference	File	Version	Date	Page
	Federation of Investment Managers Malaysia (FIMM)	ZANKO/FIMM/UM/V0.1	User Manual Document	1.1	24/02/25	v

DOCUMENT CONTROL

Version History			
Version No	Version Date	Summary	Writer
1.0	24/02/2025	1. Finalize Version	2. Nur Hidayah Bt Azirid 3. Iza Zakhizyan Bt Zaki
1.1	25/02/2025	1. Added the role description under the abbreviation 2. role. Added support contact details. 3. Added the FCS URL.	1. Muhamad Afiq Abdul Aziz

	Project	Reference	File	Version	Date	Page
	Federation of Investment Managers Malaysia (FIMM)	ZANKO/FIMM/UM/V0.1	User Manual Document	1.1	24/02/25	vi

CONTENT

DOCUMENT DESCRIPTION	i
DOCUMENT CONTROL	v
CONTENT	vi
LIST OF DIAGRAMS	viii
LIST OF TABLES	x
ACRONYM	xi
ABBREVIATIONS ROLE	xiii
CHAPTER 1: INTRODUCTION	14
Purpose	14
Contact Information	14
CHAPTER 2: GENERAL SYSTEM INSTRUCTION	15
2.1 User Log in	15
2.1.1 Log in	16
2.1.2 Update Account and Password	18
2.1.3 Forgot Password	21
2.1.4 Multiple Role	23
2.1.5 Log Out	23
2.2 Dashboard	24
2.2.1 Pending Task	24
2.2.2 Dashboard Notification	24
CHAPTER 3: FUND MANAGEMENT MODULE	25
3.1 Fund Creation	26
3.1.1.1 Process Flow	26
3.1.1.2 Manual Step	26
3.1.2 Review Application	31
3.1.2.1 Process Flow	31
3.1.2.2 Manual Steps	31
3.2 Fund Profile Management	37
3.2.1 Create Application	37
3.2.1.1 Process Flow	37
3.2.1.2 Manual Steps	37
3.2.2 Review Application	44
3.2.2.1 Process Flow	44
3.2.2.2 Manual Steps	44
3.3 Fund Status Management	50
3.3.1 Create Application	50
3.3.1.1 Process Flow	50

	Project	Reference	File	Version	Date	Page
	Federation of Investment Managers Malaysia (FIMM)	ZANKO/FIMM/UM/V0.1	User Manual Document	1.1	24/02/25	vii

3.3.1.2	Manual Steps	50
3.4	Fund Registration	64
3.4.1	Create Application	64
3.4.1.1	Process Flow	64
3.4.1.2	Manual Steps	64
3.5	Fund Deregistration	75
3.5.1	Create Application	75
3.5.1.1	Process Flow	75
3.5.1.2	Manual Steps	75
3.7	Fund Volatility Score Management	86
3.7.1.1	Process Flow	86
3.7.1.2	Manual Steps	86

LIST OF DIAGRAMS

Diagram 1: FCS Homepage Display	16
Diagram 2: Log in Display	16
Diagram 3: User Dashboard	17
Diagram 4: Incorrect User Id and Password Message Display	17
Diagram 5: Profile Submenu	18
Diagram 6: My Profile Display	19
Diagram 7: Reset Password Page	19
Diagram 8: Error Message Display	20
Diagram 9: Error Message Display	20
Diagram 10: Successful Message Display	20
Diagram 11: Log In Display	21
Diagram 12: Forgot Password Page	21
Diagram 13: Notification Message Display	21
Diagram 14: Email Reset Password	22
Diagram 15: Reset Password Page	22
Diagram 16: Change Role	23
Diagram 17: Logout	23
Diagram 18: Dashboard	24

	Project	Reference	File	Version	Date	Page
	Federation of Investment Managers Malaysia (FIMM)	ZANKO/FIMM/UM/V0.1	User Manual Document	1.1	24/02/25	viii

Diagram 19: Dashboard Notification	24
Diagram 20: Funds Menu	26
Diagram 21: Submenu Fund Creation	27
Diagram 22: List of Fund Creation.....	27
Diagram 23: List of Fund Creation Filters	28
Diagram 24: Create New	28
Diagram 25: Fund Creation Form	29
Diagram 26: Validation Message	30
Diagram 27: Confirmation Message	30
Diagram 28: Successful Message	30
<i>Diagram 29: Funds Menu</i>	<i>31</i>
<i>Diagram 30: Funds Submenu</i>	<i>32</i>
<i>Diagram 31: List of Fund Creation.....</i>	<i>32</i>
<i>Diagram 32: Fund Details</i>	<i>33</i>
<i>Diagram 33: Log Tab</i>	<i>34</i>
<i>Diagram 34: Approval Confirmation Message</i>	<i>34</i>
<i>Diagram 35: Successful message</i>	<i>35</i>
<i>Diagram 36: Message Prompt</i>	<i>35</i>
<i>Diagram 37: Confirmation Message</i>	<i>35</i>
<i>Diagram 38: Successful message</i>	<i>35</i>
<i>Diagram 39: Message Prompt</i>	<i>36</i>
<i>Diagram 40: Confirmation Message</i>	<i>36</i>
<i>Diagram 41: Successful message</i>	<i>36</i>
Diagram 42: Menu Funds	37
Diagram 43: Submenu Fund Management	37
Diagram 44: List of Funds	38
Diagram 45: List of Funds	39
Diagram 46: Fund Details	40
Diagram 47: Fund Details	40
Diagram 48: Confirmation Message	41
Diagram 49: Successful Message	41
Diagram 50: Update Fund Form	42
Diagram 51: Confirmation Message	43
Diagram 52: Successful Message	43
Diagram 53: Funds Menu	44
Diagram 54: Submenu Profile Application Update	44
Diagram 55: List of Profile Update Application	45
Diagram 56: List of Profile Update Application	45
Diagram 57: Fund Profile Update Form	46
Diagram 58: Log	47
Diagram 59: Approval Confirmation Message	48
Diagram 60: Successful message	48
Diagram 61: Message Prompt	48
Diagram 62: Confirmation Message	48
Diagram 63: Successful message	49
Diagram 64: Message Prompt	49

	Project	Reference	File	Version	Date	Page
	Federation of Investment Managers Malaysia (FIMM)	ZANKO/FIMM/UM/V0.1	User Manual Document	1.1	24/02/25	ix

Diagram 65: Confirmation Message	49
Diagram 66: Successful message	49
Diagram 67: Menu Funds	50
Diagram 68: Submenu Fund Management	50
Diagram 69: List of Funds.	51
Diagram 70: Fund Details	53
Diagram 71: Fund Details	54
Diagram 72: Confirmation Message	54
Diagram 73: Successful Message	54
Diagram 74: Suspension Form	55
Diagram 75: Termination Form	55
Diagram 76: Closure Form	55
Diagram 77: Reactivation Form	56
Diagram 78: Confirmation Message	57
Diagram 79: Successful Message	57
Diagram 80: Funds Menu	58
Diagram 81: Status Application Update	59
Diagram 82: Status Application Update	59
Diagram 83: Status Application Update	60
Diagram 84: Status Application Update Form	61
Diagram 85: Approval Confirmation Message	62
Diagram 86: Successful message	62
Diagram 87: Message Prompt	62
Diagram 88: Confirmation Message	62
Diagram 89: Successful message	63
Diagram 90: Message Prompt	63
Diagram 91: Confirmation Message	63
Diagram 92: Successful message	63
Diagram 93: Menu Funds	64
Diagram 94: Submenu List of Fund Registered	64
Diagram 95: List of Fund Registered	65
Diagram 96: List of Fund Registered	65
Diagram 97: Fund Registration Application form	66
Diagram 98: Fund Registration Application form	67
Diagram 99: Fund Registration Application form	67
Diagram 100: Menu Funds	69
Diagram 101: Submenu Fund Registration	69
Diagram 102: List of Fund Registration Application	70
Diagram 103: List of Fund Registration Application	70
Diagram 104: List of Fund Registration Application	71
Diagram 105: Fund Registration Application	71
Diagram 106: Approval Confirmation Message	72
Diagram 107: Successful message	72
Diagram 108: Message Prompt	73
Diagram 109: Confirmation Message	73
Diagram 110: Successful message	73

	Project	Reference	File	Version	Date	Page
	Federation of Investment Managers Malaysia (FIMM)	ZANKO/FIMM/UM/V0.1	User Manual Document	1.1	24/02/25	x

Diagram 111: Message Prompt	74
Diagram 112: Confirmation Message	74
Diagram 113: Successful message	74
Diagram 114: Menu Funds	75
Diagram 115: Submenu List of Fund Registered	75
Diagram 116: List of Fund Registered	76
Diagram 117: List of Fund Registered	76
Diagram 118: Fund Deregistration Application form	77
Diagram 119: Fund Deregistration Application form	77
Diagram 120: Fund Deregistration Application form	78
Diagram 121: Confirmation Message	79
Diagram 122: Successful Message	79
Diagram 123: Funds Menu	80
Diagram 124: Submenu Fund Registration	80
Diagram 125: List of Fund Deregistration Application	81
Diagram 126: List of Fund Registration Application	81
Diagram 127: List of Fund Deregistration Application	82
Diagram 128: Fund Deregistration Application	82
Diagram 129: Approval Confirmation Message	83
Diagram 130: Successful message	83
Diagram 131: Message Prompt	84
Diagram 132: Confirmation Message	84
Diagram 133: Successful message	84
Diagram 134: Message Prompt	85
Diagram 135: Confirmation Message	85
Diagram 136: Successful message	85
Diagram 137: Menu Funds	86
Diagram 138: Submenu Fund Volatility Score Management	86
Diagram 139: Fund Volatility	87

LIST OF TABLES

Table 1: Acronym Table	xii
Table 2: Abbreviation Role Table	xiii

ACRONYM

ACRONYM	DESCRIPTION
AAR	Alternate Authorized Representative
AMLCFT	Anti-Money Laundering/Combating the Financing of Terrorism

	Project	Reference	File	Version	Date	Page
	Federation of Investment Managers Malaysia (FIMM)	ZANKO/FIMM/UM/V0.1	User Manual Document	1.1	24/02/25	xi

AMSF	Annual Membership Subscription Fees
AR	Authorized Representative
AUM	Asset Under Management
BOD	Board of Directors
CA	Consultant Alert
CEILLI	Certificate Examination in Investment-Linked Life Insurance
CEO	Chief Executive Officer
CFP	Certified Financial Planner
ChFC	Chartered Financial Consultant
CMSRL	Capital Market Services Representative License
CPD	Continuing Professional Development
CPRA	Corporate Private Retirement Scheme Adviser
CPRE	Computerized Private Retirement Scheme Examination
CSD	Corporate Services Division
CUTA	Corporate UTS Adviser
CUTE	Computerized Unit Trust Examination
DMS	Document Management Storage
FIMM	Federation of Investment Managers Malaysia
FMS	Funds Malaysia System
ACRONYM	DESCRIPTION
GM	General Manager
HOD	Head of Department

	Project	Reference	File	Version	Date	Page
	Federation of Investment Managers Malaysia (FIMM)	ZANKO/FIMM/UM/V0.1	User Manual Document	1.1	24/02/25	xii

ID	Industry Development
IFP	Islamic Financial Planner
IPRA	Institutional Private Retirement Scheme Adviser
ISD	Industry Services Division
IUTA	Institutional Unit Trust Scheme Adviser
PRS	Private Retirement Scheme
R&A	Research and Analytics
RD	Registration Department
RFP	Registered Financial Planner
RSD	Regulatory Services Division
SC	Security Commission Malaysia
SRFP	Shariah Registered Financial Planner
SRS	System Requirement Specification
SD	Supervision Department
UML	Unified Modelling Language
UTC	Unit Trust Consultant
UTMC	Unit Trust Management Company
UTS	Unit Trust Scheme

Table 1: Acronym Table

ABBREVIATIONS ROLE

Abbreviation	Role	Description
D-F-MKR	Funds - Maker	Responsible for initiating and submitting fund registration requests for approval.

	Project	Reference	File	Version	Date	Page
	Federation of Investment Managers Malaysia (FIMM)	ZANKO/FIMM/UM/V0.1	User Manual Document	1.1	24/02/25	xiii

D-F-CHK	Funds - Approver	Responsible for approving fund requests after submission by the Funds - Maker.
F-ID	FIMM ID	Responsibility of FIMM to approve after the Funds Approver submits the request. Applicable for the Fund Creation, Fund Profile Management, and Fund Status Management sub-modules.
F-RDR	FIMM RD Reviewer	Responsibility of FIMM to approve after the Funds Approver submits the request. Applicable for the Fund Registration, and Fund Deregistration sub-modules.
D-F-RVW	Funds - Viewer	Read-only access with no actionable buttons.

Table 2: Abbreviation Role Table

	Project	Reference	File	Version	Date	Page
	Federation of Investment Managers Malaysia (FIMM)	ZANKO/FIMM/UM/V0.1	User Manual Document	1.1	24/02/25	14

CHAPTER 1: INTRODUCTION

The **FCS System User Manual** is designed to provide users with a comprehensive guide to effectively utilize the **FCS system**. This manual serves as a reference document to help users understand the system's functionalities, features, and processes to ensure smooth operation and efficient task completion.

By following the instructions in this manual, users will be able to navigate the system with ease, perform necessary actions, and troubleshoot common issues. The manual is structured to accommodate both new and existing users, offering clear step-by-step guidance for system access and usage.

3.1 Purpose

The purpose of this manual is to equip users with the essential knowledge required to maximize the benefits of the **FCS system**. It provides:

- **A detailed overview of the system's functions and capabilities** to help users understand its key features.
- **Step-by-step instructions** on accessing and operating the system efficiently.
- **Guidelines on alternative modes of operation and contingencies** in case of system issues or errors.
- **Best practices and recommendations** for optimal system use.

This manual ensures that users can confidently navigate the system while maintaining security, accuracy, and efficiency in their tasks.

3.2 Contact Information

If users require further assistance or encounter any issues while using the **FCS system**, they can contact the **Federation of Investment Managers Malaysia (FIMM)** for support.

Support Contact Details:

Email: itsupport@fimm.com.my

Website: <https://www.fimm.com.my/>

	Project	Reference	File	Version	Date	Page
	Federation of Investment Managers Malaysia (FIMM)	ZANKO/FIMM/UM/V0.1	User Manual Document	1.1	24/02/25	15

CHAPTER 2: GENERAL SYSTEM INSTRUCTION

2.1 User Log in

The FCS system application is accessible only to registered users. Each user will be provided with a unique User ID and password to log in securely.

To access the system, users must navigate to the **main login page** (<https://fcs.fimm.com.my/>) and enter their credentials. For first-time users, an initial login setup may be required to activate their accounts.

For security reasons:

- Users should keep their login credentials confidential.
- Passwords should be changed periodically to enhance security.
- In case of forgotten credentials, users can use the **"Forgot Password?"** option to reset their password.

Steps to Open the FCS System Website:

1. **Launch your web browser** (Google Chrome, Mozilla Firefox, Microsoft Edge, etc.)
2. **Enter the FCS System URL** in the address bar and press **Enter**.
3. The **login page** will appear, allowing users to enter their credentials.

2.1.1 Log in

Access the Login Page

1. On the homepage, locate the 'Log in'  button and click it.
2. In the **User ID** field, enter your registered **User ID**.
3. In the **Password** field, enter your **password**.

FIMM Federation of Investment Managers Malaysia	Project	Reference	File	Version	Date	Page
	Federation of Investment Managers Malaysia (FIMM)	ZANKO/FIMM/UM/V0.1	User Manual Document	1.1	24/02/25	16

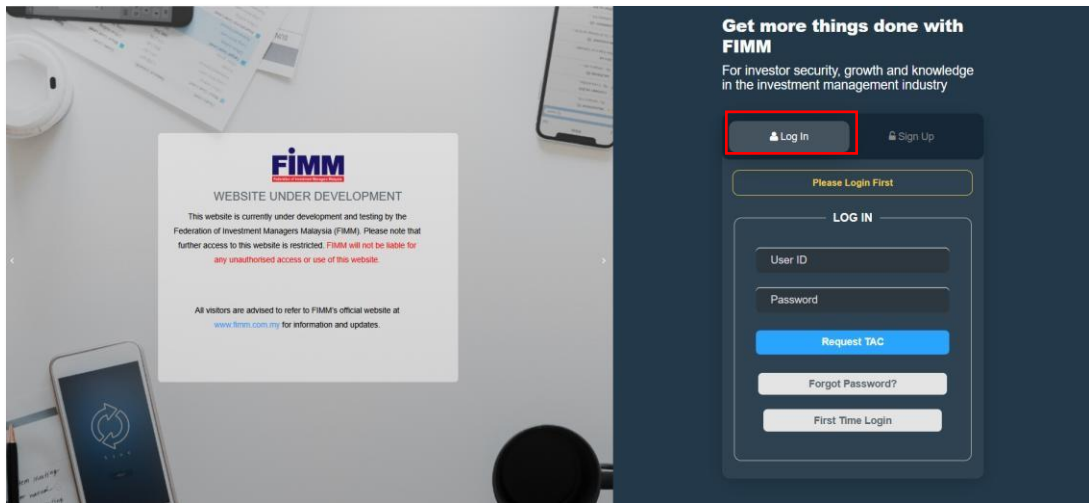


Diagram 1: FCS Homepage Display

Enter Your Credentials

4. System will show Sign In page, where User need to key-in the information:

- User ID
- Password
- TAC

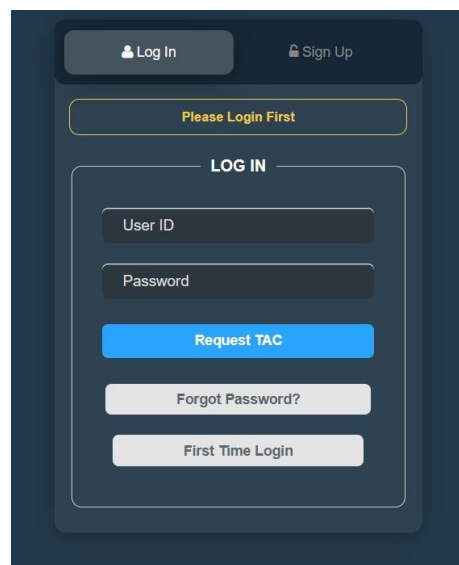


Diagram 2: Log in Display

Successful Login

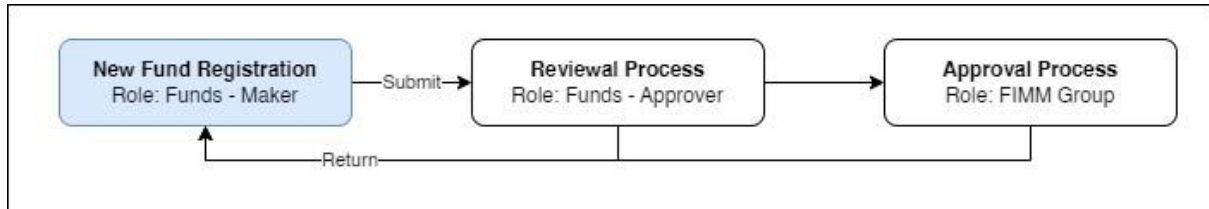
- Click Login button and the system will be redirected to the FCS System dashboard.

FIMM Federation of Investment Managers Malaysia	Project	Reference	File	Version	Date	Page
	Federation of Investment Managers Malaysia (FIMM)	ZANKO/FIMM/UM/V0.1	User Manual Document	1.1	24/02/25	17

3.4 Fund Registration

3.4.1 Create Application

3.4.1.1 Process Flow



3.4.1.2 Manual Steps

1. Click Menu 'Funds'.

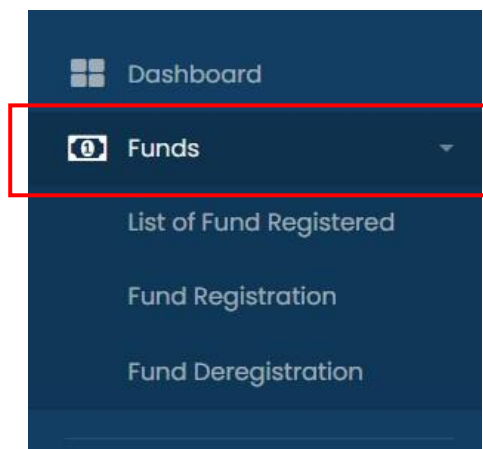


Diagram 93: Menu Funds

2. Click Submenu 'List of Fund Registered'.

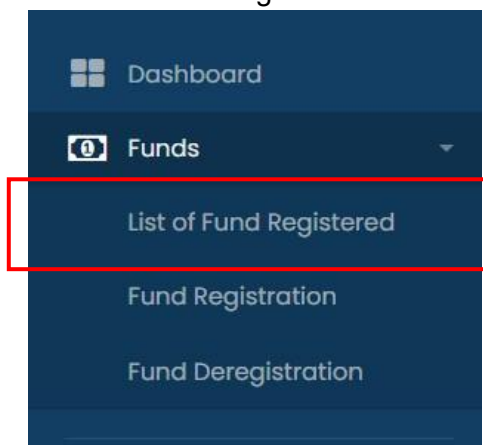


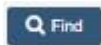
Diagram 94: Submenu List of Fund Registered

3. System will display List of Fund Registered.

FIMM	Project	Reference	File	Version	Date	Page
Federation of Investment Managers Malaysia (FIMM)		ZANKO/FIMM/UM/V0.1	User Manual Document	1.1	24/02/25	18

Diagram 95: List of Fund Registered

4. From the list of applications, user can filter the list to a specific search and click



- Scheme
- Distributor Type
- Fund Company
- Status

5. Click on Create New button to make a new Fund Registration Application.

Diagram 96: List of Fund Registered

6. System will display the Fund Registration Application form.

FIMM	Project	Reference	File	Version	Date	Page
Federation of Investment Managers Malaysia (FIMM)		ZANKO/FIMM/UM/V0.1	User Manual Document	1.1	24/02/25	19

FIMM Fund Registration

Details Log

Distributor Type: -- Choose --
Distributor Name: -- Choose --
FIMM Fund Code:

Reset Search

Notify Fund Provider

List of Fund

NO	FUND SCHEME	DISTRIBUTOR TYPE	DISTRIBUTOR NAME	FIMM FUND CODE	FUND NAME	FORMERLY KNOWN AS	LAUNCH DATE	DISTRIBUTION DATE	FUND STATUS	ACTION
No data available in table										

Fund Registration Entry

Show 10 entries Search:

NO	FUND SCHEME	DISTRIBUTOR TYPE	DISTRIBUTOR NAME	FIMM FUND CODE	FUND NAME	FORMERLY KNOWN AS	LAUNCH DATE	DISTRIBUTION DATE	EFFECTIVE DATE	ACTION
No data available in table										

Showing 0 to 0 of 0 entries Previous Next

Document*

Discard Save as Draft Submit

Diagram 97: Fund Registration Application form

7. User need to filter the list by either one or more of the items below and click

- i. Distributor Type
- ii. Distributor Name
- iii. FIMM Fund Code

8. System will display list of Funds based on the filtering.

FIMM Federation of Investment Managers Malaysia	Project	Reference	File	Version	Date	Page
	Federation of Investment Managers Malaysia (FIMM)	ZANKO/FIMM/UM/V0.1	User Manual Document	1.1	24/02/25	20

List of Fund

Show 10 entries

Search:

A	FUND NO	FUND SCHEME	DISTRIBUTOR TYPE	DISTRIBUTOR NAME	FIMM FUND CODE	FUND NAME	FORMERLY KNOWN AS	LAUNCH DATE	DISTRIBUTION DATE	FUND STATUS	ACTION
1		UTF - Retail	UTMC,IUTA,IPRA	Ready For UAT 13 (UTMC IUTA & IPRA)	100151000002	Divest Fund UTMC No Load Group B 1		09-Oct-2024	-	Active	+
2		UTF - Retail	UTMC,IUTA,IPRA	Ready For UAT 13 (UTMC IUTA & IPRA)	100151000003	Divest Fund UTMC No Load Group B 2		09-Oct-2024	-	Active	+
3		UTF - Retail	UTMC,IUTA,IPRA	Ready For UAT 13 (UTMC IUTA & IPRA)	100151000004	Divest Fund UTMC Low Load Group A 1		09-Oct-2024	-	Active	+
4		ETF	UTMC,IUTA,IPRA	Ready For UAT 13 (UTMC IUTA & IPRA)	100151000005	Divest Fund UTMC Low Load Group A 2		09-Oct-2024	-	Active	+

Diagram 98: Fund Registration Application form

9. Under column action, user can click the  button if they wish to select the fund for the registration application. Selected fund will appear in Fund Registration Entry below.

9	UTF - Retail	UTMC,IUTA,IPRA	Ready For UAT 13 (UTMC IUTA & IPRA)	100151000010	Divest Fund UTMC Normal Load Group B 1		09-Oct-2024	-	Active	+
10	ETF	UTMC,IUTA,IPRA	Ready For UAT 13 (UTMC IUTA & IPRA)	100151000011	Divest Fund UTMC Normal Load Group B 2		09-Oct-2024	-	Active	+

Showing 1 to 10 of 10 entries

Previous 1 Next

Fund Registration Entry

Show 10 entries

Search:

A	FUND NO	FUND SCHEME	DISTRIBUTOR TYPE	DISTRIBUTOR NAME	FIMM FUND CODE	FUND NAME	FORMERLY KNOWN AS	LAUNCH DATE	DISTRIBUTION DATE	EFFECTIVE DATE	ACTION
1		ETF	IPRA, IUTA, UTMC	Ready For UAT 13 (UTMC IUTA & IPRA)	100151000001	Divest Fund UTMC No Load Group A 2		09-Oct-2024	-	dd mm yy	-
2		UTF - Retail	IPRA, IUTA, UTMC	Ready For UAT 13 (UTMC IUTA & IPRA)	100151000000	Divest Fund UTMC No Load Group A 1		09-Oct-2024	-	dd mm yy	-

Showing 1 to 2 of 2 entries

Previous 1 Next

Document* 

Discard Save as Draft Submit

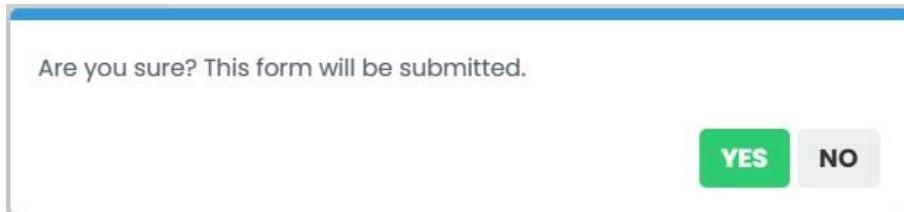
Diagram 99: Fund Registration Application form

10. User can click  button to remove the fund from Fund Registration Entry.
11. User are required to select an Effective Date for each selected fund and upload supporting documents. Multiple documents are allowed.
12. Click on **Save as Draft** to save the application as draft.

	Project Federation of Investment Managers Malaysia (FIMM)	Reference ZANKO/FIMM/UM/V0.1	File User Manual Document	Version 1.1	Date 24/02/25	Page 21
---	---	--	-------------------------------------	-----------------------	-------------------------	-------------------

13. Click on button  to submit Fund Creation application for approval process.

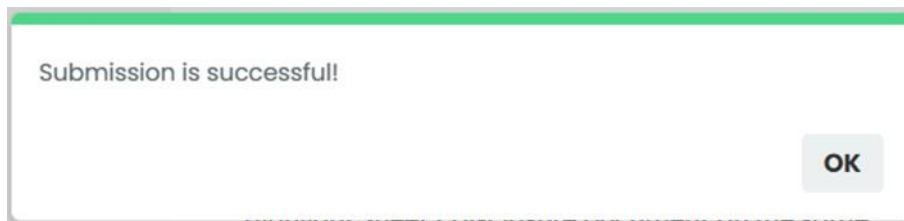
i. System will prompt a confirmation message. User to click Yes to proceed.



Are you sure? This form will be submitted.

YES **NO**

ii. Successful message will appear upon submission.



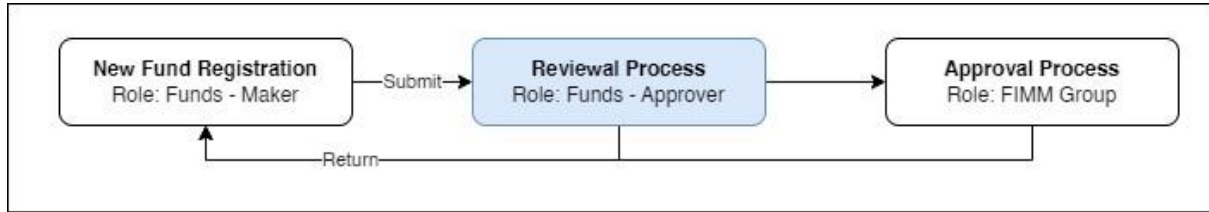
Submission is successful!

OK

FIMM Federation of Investment Managers Malaysia	Project	Reference	File	Version	Date	Page
	Federation of Investment Managers Malaysia (FIMM)	ZANKO/FIMM/UM/V0.1	User Manual Document	1.1	24/02/25	22

3.4.2 Reviewal Process by Funds Approver

3.4.2.1 Process Flow



3.4.2.2 Manual Steps

1. Click Menu 'Funds'.

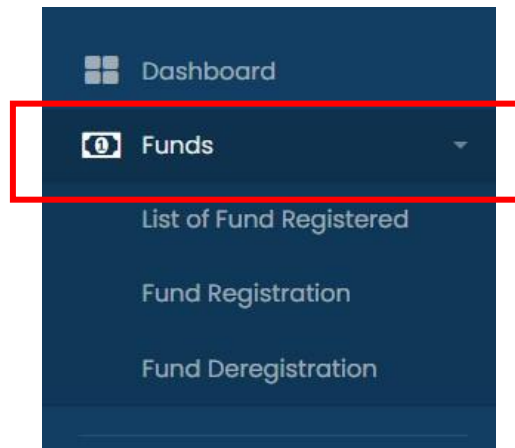


Diagram 100: Menu Funds

2. Click Submenu 'Fund Registration'.

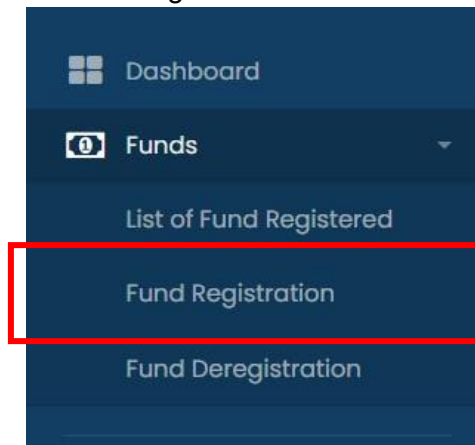


Diagram 101: Submenu Fund Registration

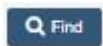
3. System will show list of Fund Registration Application.

FIMM	Project	Reference	File	Version	Date	Page
Federation of Investment Managers Malaysia (FIMM)	Federation of Investment Managers Malaysia (FIMM)	ZANKO/FIMM/UM/V0.1	User Manual Document	1.1	24/02/25	23

NO	SUBMISSION DATE	SCHEME	DISTRIBUTOR TYPE	DISTRIBUTOR NAME	FUND SCHEME	FIMM FUND CODE	FUND NAME	STATUS	ACTION
1	25-Feb-2025	PRIS, UTS	UTM, PRSP, UTM	Dai Pwz 2 (UTM UTA PRSP) T1	UTF - Retail TEST_ETP UTF - Wholesale UTF - Retail UTF - Wholesale TEST_ETP TEST_ETP UTF - Retail	10021000024 10021000022 10021000021 10021000020 10021000019 10021000018 10021000017 10021000016	FUND UTM NO LOAD GROUP A 1 M2 FUND UTM LOW LOAD GROUP A 2 M2 FUND UTM LOW LOAD GROUP B 1 M2 FUND UTM LOW LOAD GROUP B 2 M2 FUND UTM NORMAL LOAD GROUP A 1 M2 FUND UTM NORMAL LOAD GROUP A 2 M2 FUND UTM NORMAL LOAD GROUP B 1 M2 FUND UTM NORMAL LOAD GROUP B 2 M2	Application Approved	
2	25-Feb-2025	PRIS, UTS	PRSP, UTM	AMFUND MANAGEMENT BERHAD	UTF - Retail	10054000002	AMCONSERVATIVES QATAR	Rejected - RD Reviewer	
3	25-Feb-2025	PRIS, UTS	UTM, PRSP, UTM	Dai Pwz 2 (UTM UTA PRSP) T1	PRIS PRIS	10021000008 10021000004	FUND PRSP NORMAL LOAD GROUP B 1 M2 FUND PRSP NORMAL LOAD GROUP B 2 M2	Rejected - RD Reviewer	
4	25-Feb-2025	PRIS, UTS	PRSP, UTM	AMFUND MANAGEMENT BERHAD	UTF - Retail UTF - Retail UTF - Retail UTF - Retail UTF - Retail UTF - Retail UTF - Retail	10054000010 10054000012 10054000017 10054000016 10054000011 10054000015 10054000013	AMBALANCED EQUADOR AMBALANCED BAHAMAS AMCOND INDIA AMCOND HONDURAS AMBALANCED AFGHAN AMCOND GERMANY AMBALANCED CAMBODIA	Pending Approve - RD Reviewer	

Diagram 102: List of Fund Registration Application

4. From the list of applications, user can filter the list to a specific search and click



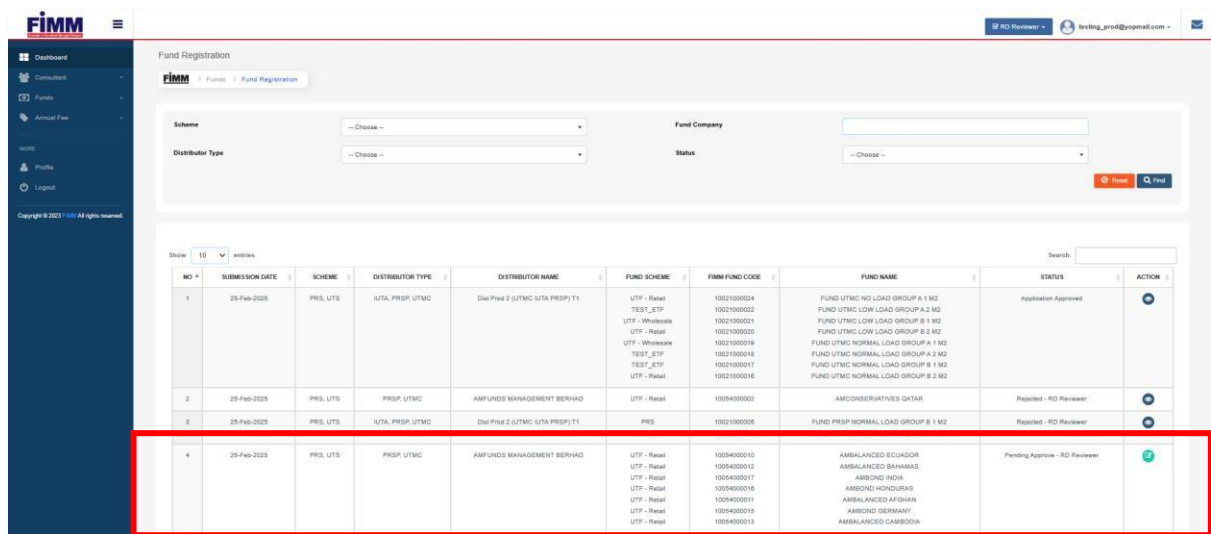
- Scheme
- Distributor Type
- Fund Company
- Status

NO	SUBMISSION DATE	SCHEME	DISTRIBUTOR TYPE	DISTRIBUTOR NAME	FUND SCHEME	FIMM FUND CODE	FUND NAME	STATUS	ACTION
1	25-Feb-2025	PRIS, UTS	UTM, PRSP, UTM	Dai Pwz 2 (UTM UTA PRSP) T1	UTF - Retail TEST_ETP UTF - Wholesale UTF - Retail UTF - Wholesale TEST_ETP TEST_ETP UTF - Retail	10021000024 10021000022 10021000021 10021000020 10021000019 10021000018 10021000017 10021000016	FUND UTM NO LOAD GROUP A 1 M2 FUND UTM LOW LOAD GROUP A 2 M2 FUND UTM LOW LOAD GROUP B 1 M2 FUND UTM LOW LOAD GROUP B 2 M2 FUND UTM NORMAL LOAD GROUP A 1 M2 FUND UTM NORMAL LOAD GROUP A 2 M2 FUND UTM NORMAL LOAD GROUP B 1 M2 FUND UTM NORMAL LOAD GROUP B 2 M2	Application Approved	
2	25-Feb-2025	PRIS, UTS	PRSP, UTM	AMFUND MANAGEMENT BERHAD	UTF - Retail	10054000002	AMCONSERVATIVES QATAR	Rejected - RD Reviewer	
3	25-Feb-2025	PRIS, UTS	UTM, PRSP, UTM	Dai Pwz 2 (UTM UTA PRSP) T1	PRIS PRIS	10021000008 10021000004	FUND PRSP NORMAL LOAD GROUP B 1 M2 FUND PRSP NORMAL LOAD GROUP B 2 M2	Rejected - RD Reviewer	
4	25-Feb-2025	PRIS, UTS	PRSP, UTM	AMFUND MANAGEMENT BERHAD	UTF - Retail UTF - Retail UTF - Retail UTF - Retail UTF - Retail UTF - Retail UTF - Retail	10054000010 10054000012 10054000017 10054000016 10054000011 10054000015 10054000013	AMBALANCED EQUADOR AMBALANCED BAHAMAS AMCOND INDIA AMCOND HONDURAS AMBALANCED AFGHAN AMCOND GERMANY AMBALANCED CAMBODIA	Pending Approve - RD Reviewer	

Diagram 103: List of Fund Registration Application

FIMM	Project	Reference	File	Version	Date	Page
Federation of Investment Managers Malaysia (FIMM)		ZANKO/FIMM/UM/V0.1	User Manual Document	1.1	24/02/25	24

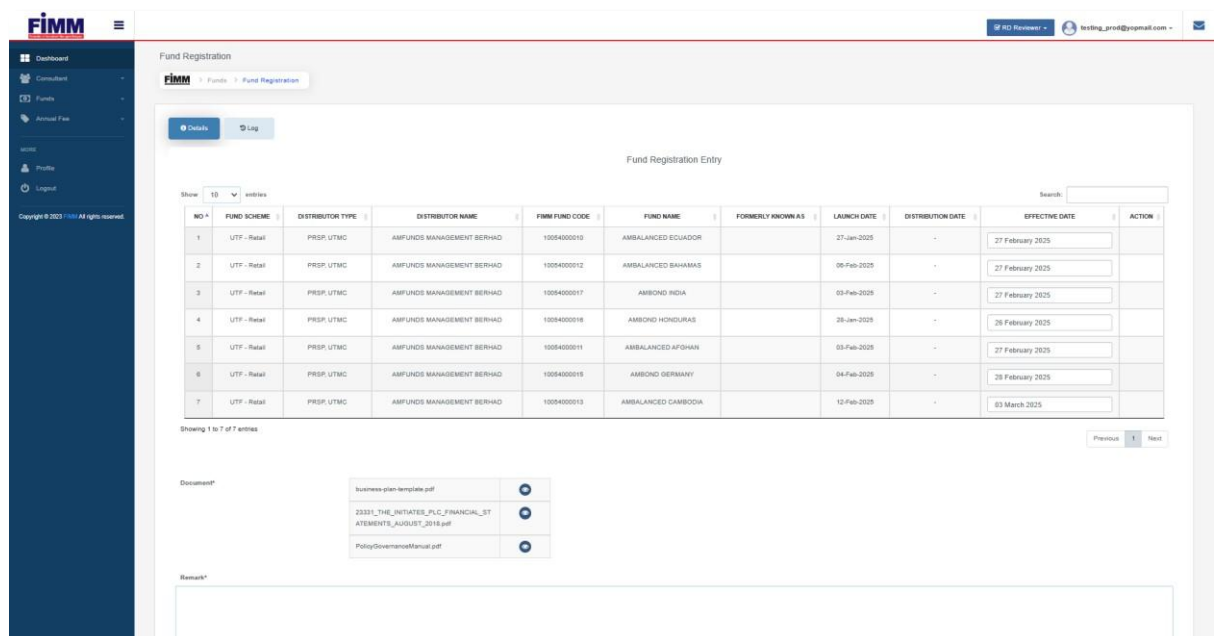
5. Click  next to the record with status 'Pending Approve – RD Reviewer'.



NO	SUBMISSION DATE	SCHEME	DISTRIBUTOR TYPE	DISTRIBUTOR NAME	FUND SCHEME	FIMM FUND CODE	FUND NAME	STATUS	ACTION
1	25-Feb-2025	PRIS, UTS	UTM, PRSP, UTMC	Dai Pwaf 2 (UTMC UTA PRSP) T1	UTM - Retail TEST_ETP UTM - Wholesale UTM - Retail TEST_ETP UTM - Retail	1002100024 1002100022 1002100021 1002100020 1002100018 1002100016 1002100017 1002100016	FUND UTMC NO LOAD GROUP A 1 M2 FUND UTMC LOW LOAD GROUP A 2 M2 FUND UTMC LOW LOAD GROUP B 1 M2 FUND UTMC LOW LOAD GROUP B 2 M2 FUND UTMC NORMAL LOAD GROUP A 1 M2 FUND UTMC NORMAL LOAD GROUP A 2 M2 FUND UTMC NORMAL LOAD GROUP B 1 M2 FUND UTMC NORMAL LOAD GROUP B 2 M2	Application Approved	
2	25-Feb-2025	PRIS, UTS	PRSP, UTMC	AMFUND MANAGEMENT BERNHAD	UTM - Retail	1005400002	AMCONSERVATIVES QATAR	Rejected - RD Reviewer	
3	25-Feb-2025	PRIS, UTS	UTM, PRSP, UTMC	Dai Pwaf 2 (UTMC UTA PRSP) T1	PRIS	1002100009	FUND PRSP NORMAL LOAD GROUP B 1 M2	Rejected - RD Reviewer	
4	25-Feb-2025	PRIS, UTS	PRSP, UTMC	AMFUND MANAGEMENT BERNHAD	UTM - Retail UTM - Retail UTM - Retail UTM - Retail UTM - Retail UTM - Retail	1005400010 1005400012 1005400017 1005400016 1005400011 1005400015 1005400013	AMBALANCED EQUADOR AMBALANCED BAHAMAS AMBOND INDIA AMBOND HONDURAS AMBALANCED AFGHAN AMBOND GERMANY AMBALANCED CAMBODIA	Pending Approve - RD Reviewer	

Diagram 104: List of Fund Registration Application

6. System will display Fund Registration that has been submitted.



NO	FUND SCHEME	DISTRIBUTOR TYPE	DISTRIBUTOR NAME	FIMM FUND CODE	FUND NAME	FORMERLY KNOWN AS	LAUNCH DATE	DISTRIBUTION DATE	EFFECTIVE DATE	ACTION
1	UTM - Retail	PRSP, UTMC	AMFUND MANAGEMENT BERNHAD	1005400010	AMBALANCED EQUADOR		27-Jan-2025	-	27 February 2025	
2	UTM - Retail	PRSP, UTMC	AMFUND MANAGEMENT BERNHAD	1005400012	AMBALANCED BAHAMAS		06-Feb-2025	-	27 February 2025	
3	UTM - Retail	PRSP, UTMC	AMFUND MANAGEMENT BERNHAD	1005400017	AMBOND INDIA		03-Feb-2025	-	27 February 2025	
4	UTM - Retail	PRSP, UTMC	AMFUND MANAGEMENT BERNHAD	1005400016	AMBOND HONDURAS		26-Jan-2025	-	28 February 2025	
5	UTM - Retail	PRSP, UTMC	AMFUND MANAGEMENT BERNHAD	1005400011	AMBALANCED AFGHAN		03-Feb-2025	-	27 February 2025	
6	UTM - Retail	PRSP, UTMC	AMFUND MANAGEMENT BERNHAD	1005400015	AMBOND GERMANY		04-Feb-2025	-	29 February 2025	
7	UTM - Retail	PRSP, UTMC	AMFUND MANAGEMENT BERNHAD	1005400013	AMBALANCED CAMBODIA		12-Feb-2025	-	03 March 2025	

Diagram 105: Fund Registration Application

Approve Fund Registration

7. Click on button 'Approve' to approve the Fund Registration Application.

	Project	Reference	File	Version	Date	Page
	Federation of Investment Managers Malaysia (FIMM)	ZANKO/FIMM/UM/V0.1	User Manual Document	1.1	24/02/25	25

- i. System will prompt a confirmation message. User to click 'Yes' to proceed.



Diagram 106: Approval Confirmation Message

- ii. Successfully message will appear upon submission.



Diagram 107: Successful message

	Project	Reference	File	Version	Date	Page
	Federation of Investment Managers Malaysia (FIMM)	ZANKO/FIMM/UM/V0.1	User Manual Document	1.1	24/02/25	26

Return Fund Registration

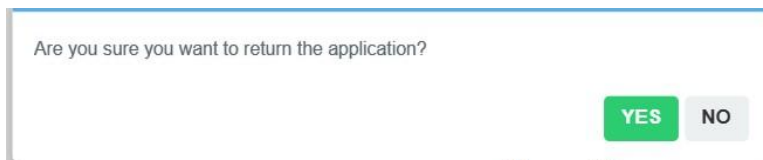
8. Click on button **Return** to return the Fund Registration Application. (Note: remark field are required to be filled to return the application)
 - i. If remark field are not filled in, system will prompt a message. Once the required information is being filled, user to click OK to proceed.



A screenshot of a message prompt box with a red border. The text inside reads "Please fill in all the required fields." and there is an "OK" button in the bottom right corner.

Diagram 108: Message Prompt

- ii. System will prompt a confirmation message. User to click 'Yes' to proceed.



A screenshot of a confirmation message box with a blue border. The text inside reads "Are you sure you want to return the application?". There are two buttons: "YES" (green) and "NO" (grey) in the bottom right corner.

Diagram 109: Confirmation Message

- iii. Successfully message will appear upon submission.

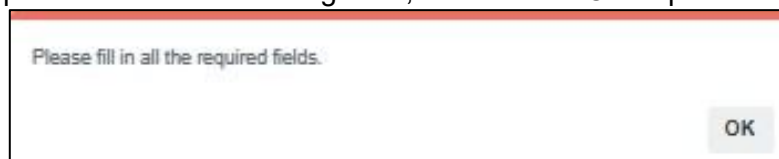


A screenshot of a successful message box with a green border. The text inside reads "Returned Successfully" and there is an "OK" button in the bottom right corner.

Diagram 110: Successful message

Reject Fund Registration

9. Click on button **Reject** to reject the Fund Registration Application. (Note: remark field are required to be filled reject the application)
 - i. If remark field are not filled in, system will prompt a message. Once the required information is being filled, user to click OK to proceed.



A screenshot of a message prompt box with a red border. The text inside reads "Please fill in all the required fields." and there is an "OK" button in the bottom right corner.

Diagram 111: Message Prompt

	Project Federation of Investment Managers Malaysia (FIMM)	Reference ZANKO/FIMM/UM/V0.1	File User Manual Document	Version 1.1	Date 24/02/25	Page 27
---	---	--	-------------------------------------	-----------------------	-------------------------	-------------------

ii. System will prompt a confirmation message. User to click 'Yes' to proceed.

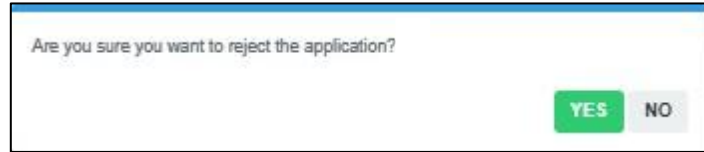


Diagram 112: Confirmation Message

iii. Successfully message will appear upon submission.



Diagram 113: Successful message