

CIRCULAR

Date:	26 January 2020	Ref No.:	PDS/AL/KOH-SNZ/005-21 (Total no. of pages: 8)
To:	UTMC, IUTA, CUTA, PRS PROVIDER, IPRA AND CPRA		
Attn:	Chief Executive Officer/Authorised Representative		

2021 FIMM Regulatory Training on Code of Ethics (2021 FIMMCOE) – First Series

1.0 Introduction

- 1.1 FIMM will be offering 2021 FIMMCOE to Unit Trust Scheme Consultants and Private Retirement Scheme Consultants (collectively referred to as “Consultants”).
- 1.2 The purpose of this training is for the Consultants to refresh their understanding and application of the code.

2.0 2021 FIMMCOE

- 2.1 The contents of the 2021 FIMMCOE remain unchanged and will be conducted in a hybrid manner with pre-recorded videos as well as virtual real-time question and answer session.

2.2 Further details of the 1st series of 2021 FIMMCOE are as follows:

Feature	Particulars
Subject/Topic	FIMM Code of Ethics
Duration	4 hours per session.
CPD entitlement	4 CPD points*
Delivery mode	Virtual only via Microsoft Teams or any other video conferencing/meeting applications as indicated by Member/Distributor/FIMM
Number of participants	Minimum number of participants required – 30 pax.
Types of session	2 types of session: a) Joint-session with specific Member/Distributor (“Members/Distributors’ Sessions”)** b) Sessions that are open to Consultants from all Members/Distributors (“Common Sessions”). Session will be conducted via Microsoft Teams.
Session schedule	A total of 40 sessions have been scheduled as follows: a) 16 Member Sessions; and b) 4 Common Sessions Kindly refer to Appendix 1 for the schedule for first series.
Fee	Free of charge.

Notes:

* No duplication of CPD points is allowed.

** Sessions can be embedded as part of the program of the training program offered by Members/Distributors.

2.2 Kindly refer to **Appendix 2** for administrative details of the 1st series of 2021 FIMMCOE.

3.0 Registration

- 3.1 Members/Distributors that are interested to take part in the 2021 FIMMCOE may proceed to complete the relevant registration forms as follows:
- a) **Appendix 3(a):** Registration Form (Members/Distributors Session); or
 - b) **Appendix 3(b):** Registration Form (Common Session)
- 3.2 Members/Distributors are required to register Consultants that have yet to attend COE training.
- 3.3 Should you require further information or clarification, please do not hesitate to contact the following:
- a) Pn. Khairul Shafinas Muslim at shafinas@fimm.com.my; or
 - b) En. Mohd Hazwan Rashid at hazwan@fimm.com.my

Thank you.

Yours faithfully,



Koh Hwee Ngim

General Manager and Head, Industry Services Division

(a) Members/Distributors' Sessions

No	Date / Day	Time	Closing Date
1.	18 February 2021, Thursday	9.00am – 1.00pm 2.00pm – 6.00pm	5 February 2021, Friday
2.	24 February 2021, Wednesday	9.00am – 1.00pm 2.00pm – 6.00pm	5 February 2021, Friday
3.	17 March 2020, Wednesday	9.00am – 1.00pm 2.00pm – 6.00pm	5 March 2021, Friday
4.	31 March 2021, Wednesday	9.00am – 1.00pm 2.00pm – 6.00pm	5 March 2021, Friday
5.	8 April 2021, Thursday	9.00am – 1.00pm 2.00pm – 6.00pm	2 April 2021, Friday
6.	25 May 2021, Tuesday	9.00am – 1.00pm 2.00pm – 6.00pm	14 May 2021, Friday
7.	3 June 2021, Wednesday	9.00am – 1.00pm 2.00pm – 6.00pm	28 May 2021, Friday
8.	23 June 2021, Wednesday	9.00am – 1.00pm 2.00pm – 6.00pm	28 May 2021, Friday

(b) Common Sessions

No	Date / Day	Time	Closing Date
1.	3 March 2021, Wednesday	9.00am – 1.00pm	19 February 2021, Friday
2.	6 April 2021, Tuesday	9.00am – 1.00pm	26 March 2021, Friday
3.	9 June 2021, Tuesday	9.00am – 1.00pm	28 May 2021, Friday
4.	8 July 2021, Thursday	9.00am – 1.00pm	25 June 2021, Friday

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Administrative Notes

(A) Distribution of Training and Registration Details to Consultants

Please be reminded that all Members and Distributors must ensure that all Consultants attached to your company are made aware of the 2021 FIMMCOE as well as other information that are pertinent to timely and successful registration for the training.

(B) Registration

1. All interested UTMC/IUTA/CUTA/PRS Providers/IPRA/CPRA (collectively referred to as “Principals”) should complete and submit the Registration Form as follows:
 - a) Members/Distributors’ Sessions (**Appendix 3a**); or
 - b) Common Sessions (**Appendix 3b**).
2. All completed Registration Forms must be submitted to FIMM by **noon, on the respective closing date**.
3. Consultants who are interested to attend the 2021 FIMMCOE must submit their registration via Principals. No direct registration from Consultants will be accepted.
4. Minimum number of participants required for each Members/Distributors’ session is 30 pax.
5. Principals may register your Consultants for the training by completing the relevant Registration Form and return it to FIMM.
6. Consultants who have attended COE training in 2019 & 2020 are not allowed to be registered.
7. Registration is based on **first-come, first-served basis**.
8. For both Members/Distributors’ Sessions and Common Sessions, you are strongly encouraged to submit registration early to avoid disappointment as the sessions are limited.

(C) Payment Terms

Free of charge.

Registration Form (Members/Distributors' Sessions)

2021 FIMM Regulatory Training on Code of Ethics (2021 FIMMCOE)

(Ref: PDS/AL/KOH-SNZ/023-20)

To: Federation of Investment Managers Malaysia

Kindly complete this Registration Form and **E-MAIL** to:
shafinas@fimm.com.my/hazwan@fimm.com.my

Please choose the date and time of the session.

	Date / Day	Time
<input type="checkbox"/>	18 February 2021, Thursday	<input type="checkbox"/> 9.00am – 1.00pm <input type="checkbox"/> 2.00pm – 6.00pm
<input type="checkbox"/>	24 February 2021, Wednesday	<input type="checkbox"/> 9.00am – 1.00pm <input type="checkbox"/> 2.00pm – 6.00pm
<input type="checkbox"/>	17 March 2020, Wednesday	<input type="checkbox"/> 9.00am – 1.00pm <input type="checkbox"/> 2.00pm – 6.00pm
<input type="checkbox"/>	31 March 2021, Wednesday	<input type="checkbox"/> 9.00am – 1.00pm <input type="checkbox"/> 2.00pm – 6.00pm
<input type="checkbox"/>	8 April 2021, Thursday	<input type="checkbox"/> 9.00am – 1.00pm <input type="checkbox"/> 2.00pm – 6.00pm
<input type="checkbox"/>	25 May 2021, Tuesday	<input type="checkbox"/> 9.00am – 1.00pm <input type="checkbox"/> 2.00pm – 6.00pm
<input type="checkbox"/>	3 June 2021, Wednesday	<input type="checkbox"/> 9.00am – 1.00pm <input type="checkbox"/> 2.00pm – 6.00pm
<input type="checkbox"/>	23 June 2021, Wednesday	<input type="checkbox"/> 9.00am – 1.00pm <input type="checkbox"/> 2.00pm – 6.00pm

Name	
Designation	
Name of Company	
Email	
Tel.	
Date	
Signature	



2021 FIMMCOE REGISTRATION FORM (COMMON SESSIONS)

Please fill in the details accurately. Incomplete form will not be processed. Thank you.

Company Details (If Applicable)

Contact Person			
Designation			
Name of Company			
Email			
Tel.	ext	Fax No.	

Participants Details

Training Topic: FIMM Code of Ethics				
Date of Training:		Time: 9.00 am – 1.00 pm		Location: Virtual, Microsoft Teams
No.	Full Name (as per NRIC)	NRIC No.	FIMM No. <i>Please indicate active number only</i>	Email Address
1				
2				
3				

No.	Full Name (as per NRIC)	NRIC No.	FIMM No. <i>Please indicate active number only</i>	Email Address
5				
6				
7				
8				
9				
10				

Registration & Enquiries

Professional Development Services Department (PDS)
 Mohd Hazwan Rashid (hazwan@fimm.com.my)
 Khairul Shafinas Muslim (shafinas@fimm.com.my)
 Tel: 03-2093 2600 ext: 523 or 513 | Fax: 03-2093 2700

Disclaimers

FIMM reserves the right to cancel or reschedule any training to another / other date(s) without prior notice and will not be liable for any claims, action costs, charges, expenses, damages, losses and liabilities due to such cancellation / rescheduling of the training.

Notice

FIMM respects the privacy of individuals. Pursuant to the Personal Data Protection Act 2010, you are advised to read our personal data notice available at www.fimm.com.my before submitting this form. By providing us your personal data, you hereby consent to the processing of your personal data in accordance with and for the purposes as set out in our personal data notice.