

11 July 2013

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**To : INSTITUTIONAL UNIT TRUST ADVISERS (“IUTA”) / CORPORATE UNIT
TRUST ADVISERS (“CUTA”)
INSTITUTIONAL PRS ADVISERS (“IPRA”) / CORPORATE PRS ADVISERS
 (“CPRA”)**

ATTN : CHIEF EXECUTIVE OFFICER / AUTHORISED REPRESENTATIVES

DEAR SIR/MADAM

**REVISION ON THE REQUIREMENT TO NOTIFY AND LODGE DOCUMENTS FOR
MARKETING AND DISTRIBUTION OF UNIT TRUST SCHEME (UTS) OR PRIVATE
RETIREMENT SCHEMES (PRS)**

To improve operational efficiency, FIMM has revised the requirement to lodge UTS and PRS.

Pursuant to the Guidelines for Registration of IUTA for the Marketing and Distribution of Unit Trusts (Clause 4.7.1), Guidelines for Registration of CUTA for the Marketing and Distribution of Unit Trusts (Clause 5.1), and Guidelines on Registration of Private Retirement Scheme Distributors and Consultants (Clauses 12.1 and 21.1), all IUTA, CUTA, IPRA and CPRA (collectively known as “Distributors”) who intend to market and distribute UTS or PRS are required to seek the approval from FIMM for lodgement of UTS and PRS by submitting the application form and the relevant documents five (5) business days prior to the date of distribution of the funds.

With the revised requirement, the Distributors are required to notify FIMM **at least ONE business day before** the effective date of marketing and distribution of UTS or PRS.

In tandem with the above revision, please be advised that the forms and documents that are required to be submitted to FIMM are as follows:

- i) Notification Form. (A copy of the notification form may be downloaded from <http://www.fimm.com.my> under the e-form section)
- ii) Covering Letter
- iii) A Certified True Copy (“CTC”) of the relevant pages of the Distribution Agreement with the following information:
 - a) The date of the agreement
 - b) Parties to the distribution agreement
 - c) The list of UTS or PRS for distribution
 - d) Execution page

Please be advised that the revised procedure shall be implemented starting from **15 July 2013**.

If you need further clarification, please contact Business Registration Department at 03-2093 2600.

Thank you.

Yours faithfully
Federation of Investment Managers Malaysia

A handwritten signature in black ink, appearing to read 'Ahmad Zakie', with a stylized flourish at the end.

AHMAD ZAKIE HJ AHMAD SHARIFF
Chief Executive Officer