



16 March 2015

CIRCULAR : **BR/AL/NO/TLK-val/151-15**
(TOTAL NO. OF PAGES:7)

TO : i. **UNIT TRUST MANAGEMENT COMPANIES (“UTMC”)**
ii. **INSTITUTIONAL UNIT TRUST ADVISERS (“IUTA”)**
iii. **CORPORATE UNIT TRUST ADVISERS (“CUTA”)**

ATTN : **AUTHORISED REPRESENTATIVE/CHIEF EXECUTIVE OFFICER**

“FIT AND PROPER” ASSESSMENT OF UNIT TRUST CONSULTANTS (“UTC”)

Reference is made to the circular (BR/AL/LSH-jc/034-10) dated 16 July 2010 as enclosed.

As a measure to ensure the fit and properness of an applicant prior to submission of registration as a UTC, the applicant is required to go through a bankruptcy screening with effect from **1 May 2015**.

For the abovesaid purpose, please be advised that the existing feature in FIMM's i³ System has been enhanced to include bankruptcy screening. Kindly refer to **Appendix 1** for the screen snapshots of the processes and procedures in submitting the application for registration as a UTC through the system.

Applicant who appears to have bankruptcy record in the system will not be allowed to proceed with registration. He/she is advised to perform an Official Assignee (“OA”) search through Jabatan Insolvensi Malaysia or MyEG Services Berhad to obtain the latest bankruptcy status.

In the event he/she has been discharged as a bankrupt, a certified true copy of the letter of discharge obtained from Jabatan Insolvensi Malaysia (“JIM”) attested by a Commissioner of Oath is to be furnished to FIMM. FIMM requires five (5) working days to verify the bankruptcy status. Upon receiving FIMM's confirmation, he/she may proceed to re-submit his/her application for registration as UTC.

Candidates who pass the bankruptcy screening, the system shall allow the application process to flow to the registration module.

Pursuant to Section 24 of the Credit Reporting Agency (“CRA”) Act 2010 which was enforced on 15 January 2014, consent from the applicants required for the CRA to disclose the credit information to you and FIMM. Kindly ensure that the requisite consent in writing for the disclosure of credit information as required under the CRA Act 2010 is obtained. For the said purpose, kindly use the revised copy of Application Form for Registration of Computerised Unit Trusts Examination (**Appendix 2**) with effect from **1 May 2015**.


Please also be advised that pursuant to Section 23 of CRA Act 2010, the applicant will receive a written notice from the CRA via Short Message Service (“SMS”), email or to the last known address that his/her credit information is being collated and processed by CRA.

Cont'd...

If you need further clarification on this matter, kindly contact Ms. Alin (ext: 326) or Ms. Valli (ext: 325) of Business Registration Department at 03-2093 2600.

Thank you.

Yours faithfully
Federation of Investment Managers Malaysia



Nazaruddin Othman
Chief Executive Officer

16 July 2010

CIRCULAR BR/AL/LSH-jc/034-10
(TOTAL NO. OF PAGES: TWO)
INCLUDING THIS PAGE

TO : ALL UTMC, IUTA AND CUTA

ATTN : CHIEF EXECUTIVE OFFICER

Re: "Fit and Proper" Assessment of UTC

A major trust of the FIMM, as a Self Regulatory Organization (SRO), is an increased direct oversight of distributors in particular UTC (Unit Trust Consultants) aim to protect investors' interests and market integrity. In recent months, FIMM has worked with the industry to conduct "fit and proper" screening of UTC to ensure the UTC meet the standards established for the industry. With the conclusion of the exercises, the company (UTMC, IUTA and CUTA) is now required to do the following.

(1) Statutory Declaration (SD) for Continuous Eligibility Requirements of UTC

If your company has not received the said SD by 30 June 2010, kindly proceed to deregister the UTC from the I3 System and these UTC are no longer authorized to market and distribute unit trusts thereon. The respective company will be responsible to inform their UTC on the deregistration.

However, if the deregistered UTC subsequently furnish the SD, which is a pre-requisite for re-registration, you may re-register them via the I3 System. There will be no charges if the re-registration is within this year, i.e. 2010, after which the re-registration fee of RM73 per UTC applies.

Kindly furnish FIMM the list of UTC who have been deregistered following this exercise by 30 July 2010, giving details of UTC names and I/C numbers.

(2) Bankruptcy Searches on UTC – 2nd batch

Our first batch of bankruptcy searches on 33,000 UTC in May 2010 throws out 144 bankrupts. UTC found to be a bankrupt will be deregistered as UTC by FIMM as they have failed to meet the "fit and proper" standard. Companies with UTC found in the bankruptcy list after the search will be informed accordingly.

Cont'd...

However, bankrupts who can show proof with a formal letter of discharge from the Jabatan Insolvensi Malaysia (JIM) will not be deregistered as UTC. Any other reasons and/or documentations will not be deemed valid and the affected UTC will be deregistered. Accordingly, at any time the company discovers their UTC are declared bankrupts, FIMM should be informed immediately for deregistration.

After deregistration, should the affected UTC be discharged from bankruptcy later and intends to join the industry again, the company is to provide FIMM a written request accompanied by a letter of release from JIM (certified by a Commissioner of Oath) for FIMM's consideration. In this respect, the company should ensure that the SD for continuous eligibility requirement is submitted by the UTC and the SD will be kept by the respective companies for records and audit purposes. When FIMM approves the request for re-registration, there will be no charges if the re-registration is within this year, i.e. 2010, after which the re-registration fee of RM73 per UTC applies.

For your information, FIMM will carry out bankruptcy search on the remaining UTC in July 2010 which were not included in the first exercise.

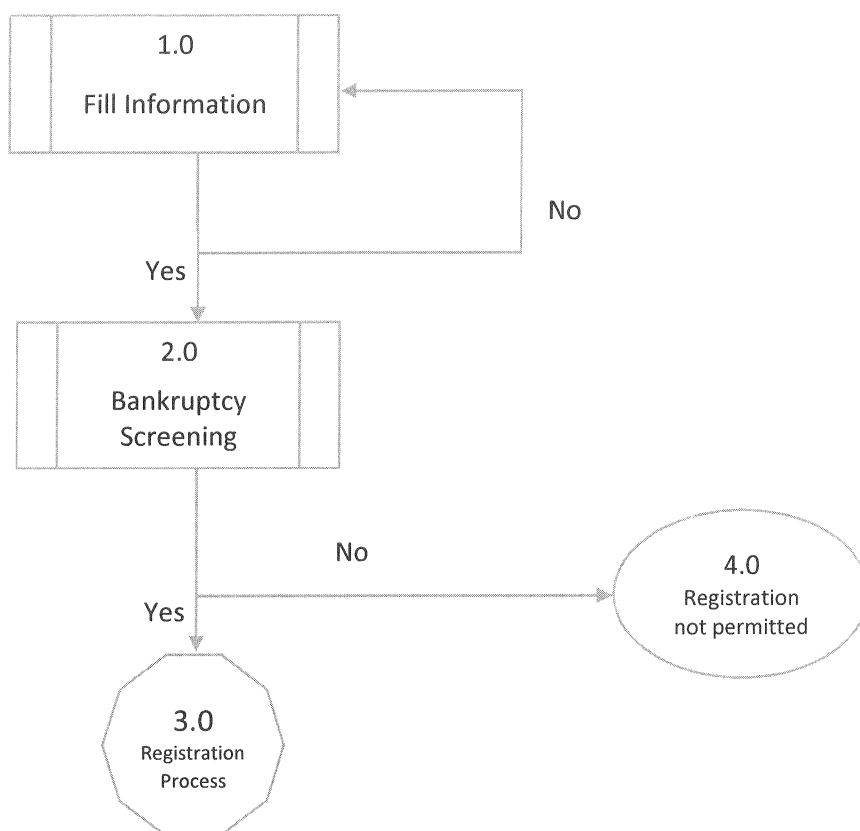
Should you require further clarification, please contact Business Registration Department at 03-20932600.

Thank you.

Yours faithfully
Federation of Investment Managers Malaysia



LEE SIEW HOONG
Executive Director

Bankruptcy Screening on Registration Screen

1.0 Complete all mandatory information as below:

- (a) Identification No.
- (b) Name
- (c) Phone (Mobile)
- (d) E-Mail
- (e) Street Name, Postcode & State.

1.1 Identification No. field is the main key to perform the bankruptcy screening.

1.2 A written notice will be sent via SMS, email or last known address to candidate that his/her information is being collected and processed by CRA, i.e. RAMCI.

2.0 Bankruptcy Screening

2.1 All information keyed in the system will be transmitted to RAMCI to perform bankruptcy screening. The result will be returned instantly.

3.0 Registration Process

3.1 Once applicant passes the bankruptcy screening, the company shall proceed to complete the registration process.

4.0 Registration Not Permitted

4.1 Applicant who fails the bankruptcy screening, registration shall not be allowed. A message will be displayed to inform user that registration is not permitted.

UTC Registration

UTC REGISTRATION

Fields Indicated with * are Compulsory Fields

Personal Particulars of the Applicant

Identification No. *

Identification Indicator * New NRIC Old NRIC Passport

Name (As in NRIC) *

Contact Information :

Phone (Mobile) *

E-Mail *

Street Name *


Post Code *

State *

Disclaimer : The Information on the bankruptcy proceedings may not be current. This Suit(s) may have been dismissed, withdrawn or struck off (eg: it may have been held that the subject is not liable as alleged in the claim, if at all or the case against a Defendant may have been struck off or the alleged debt may have been settled after the entry of the information in our database). The person or company listed as the litigant in the suit may have a similar name as the subject whom/which you seek information on. Whilst the Subject's IC number (if available) or other identification may indicate that the person named in the action is the Subject, we cannot determine or confirm that the litigant is in fact the subject on whom/which information is sought. Please check with subject(s) concerned for confirmation.

- Complete all mandatory fields under the UTC Registration screen. (i.e. Phone (Mobile), E-mail, Street Name, Postcode & State)
- Click <Bankruptcy Screening> to perform bankruptcy check.
- Click <Reset> to reset the text box.

UTC REGISTRATION

 **The applicant has passed the bankruptcy screening. Please proceed.**

- After bankruptcy check and the applicant has no bankruptcy record, click <OK> to continue with the existing registration process.
- If the applicant found to be a bankrupt, i3 system will not allow the registration to proceed. The following message will displayed:

 The applicant has bankruptcy proceeding(s). Registration is not permitted to proceed.

**APPLICATION FORM
FOR REGISTRATION OF COMPUTERIZED UNIT TRUST EXAMINATION (CUTE)**

Batch No:



(please complete this form in BLOCK letters and tick (v) one where applicable)

A. PERSONAL PARTICULARS OF THE APPLICANT

Name: (as in NRIC)

Identification No: (New) - -

Identification No: (Old) Passport No. *(for non-Malaysian)*

Date of Birth: - - Sex: Female Male Race:

(dd/mm/yyyy) (please tick where applicable)

Mailing Address:

Post Code State

Tel: (Off/Handphone) - (House)

Email Address:

Highest Educational Qualification: SPM STPM Diploma Degree Post-graduate Others *(please specify)*

(please tick where applicable)

B. TYPES OF REGISTRATION

Category of Consultant: Tied-Agent Full-Time Employee

Exemption for examination: YES *(please complete Section C & G only)* NO *(please complete Section C, D, E & G only)*

Category of Exemption: CEO Director Fund Manager Financial Planner

Name of UTMC/IUTA/CUTA:

FIMM Member Code:

C. PARTICULARS OF DEPARTMENT AND DISTRIBUTION POINT (For Full-Time Employee only)

Department: Sales and Marketing Training Customer Service Compliance Others *(please specify)*

Distribution Point Code:

Distribution Point Name:

Address:

Post Code State

D. PARTICULARS OF REGISTRATION FOR COMPUTERIZED UNIT TRUST EXAMINATION

First Time Resit

Note: No photographs needed for resit candidate (please provide date of last CUTE)

Language: English B Melayu Chinese

Examination Location & Examination Centre Code

<input type="checkbox"/> Alor Setar (ISYSKDAS)	<input type="checkbox"/> Kota Kinabalu (I-SKILLSBKK)	<input type="checkbox"/> Petaling Jaya (ARCNET A&C)
<input type="checkbox"/> Ipoh (OLYMPRIIP)	<input type="checkbox"/> Kuala Terengganu (TMTRKT)	<input type="checkbox"/> Petaling Jaya 2 (TESSRDSGPJ2)
<input type="checkbox"/> Johor Bahru (IWORLDJHJB)	<input type="checkbox"/> Kuantan (KPTMPHKN)	<input type="checkbox"/> Seremban (OUMNSSM)
<input type="checkbox"/> Klang Valley (ARCNWPKL Room 1)	<input type="checkbox"/> Kuching (ACSWKH)	<input type="checkbox"/> Sibul (ASIACOMSWSB)
<input type="checkbox"/> Klang Valley (ARCNWPKL Room 2)	<input type="checkbox"/> Melaka (STAMFMLK)	<input type="checkbox"/> Tawau (OUMNSSM)
<input type="checkbox"/> Klang Valley (ARCNWPKL Room 3)	<input type="checkbox"/> Miri (BCOMSWMR)	
<input type="checkbox"/> Kota Bahru (KPTMKNKKB)	<input type="checkbox"/> Penang (IWORLDPGBL)	

Session Time Code: 1 9.00am - 11.00am 2 12.00noon - 2.00pm 3 3.00pm - 5.00pm

<i>1st Preferred Examination Session:</i>	Examination Centre Code: <input type="text"/>	Examination Date: <input type="text"/>	Session Time: <input type="checkbox"/> 1 <input type="checkbox"/> 2 <input type="checkbox"/> 3
<i>2nd Preferred Examination Session:</i>	Examination Centre Code: <input type="text"/>	Examination Date: <input type="text"/>	Session Time: <input type="checkbox"/> 1 <input type="checkbox"/> 2 <input type="checkbox"/> 3
<i>3rd Preferred Examination Session:</i>	Examination Centre Code: <input type="text"/>	Examination Date: <input type="text"/>	Session Time: <input type="checkbox"/> 1 <input type="checkbox"/> 2 <input type="checkbox"/> 3

