

CIRCULAR



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To:	Members, IUTA, CUTA, PRS Provider, IPRA And CPRA ("DISTRIBUTOR")		
Attn:	Authorised Representative / Chief Executive Officer		

FIMM INTEGRATED SYSTEM (FIS) – Update Consultant Profile

1.0 Introduction

- 1.1 FIS is an online application system which facilitates the registration of Distributors and Consultants. FIMM IT team has successfully developed, migrated the Consultants' data and deployed "Consultant Update Functionality" into FIS live environment.

2.0 Background and Purpose

- 2.1 FIMM IT has successfully deployed the function of "Update Consultant Profile Module" in FIS. Therefore, Distributors can now start updating their UTS/PRS Consultants' profile in the said module.
- 2.2 This is to facilitate the Distributors to have ample time to upload the **most recent Malaysian passport-sized colour photograph** of all active Consultants in FIS for the purpose 2019 renewals of Consultant registration and printing of their Authorisation Cards.
- 2.3 The size of the photograph is 5.5 cm x 4.0 cm, background colour white or blue only and the photographs should be saved in JPEG format.

3.0 Access to FIS

- 3.1 Distributors can access FIS at URL: <https://fis.fimm.com.my> and the login ID and password are as follows:
User id : as per company's email (registered in i3 / PRS System)
Password : as per current i3 System
- 3.2 Distributors may refer to the attached User Guide Manual for further information on updating Consultants' profile.

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4.0 Contact Person

4.1 For any queries in relation to the above matter, please contact us at 03-20932600;

For IT Support:

- 1) En. Helmi (ext. 321)
- 2) En. Rizal (ext. 233)

For Business Registration:

- 1) Valli (ext. 235)
- 2) Hannah (ext. 326)

This circular is available at FIMM's website: www.fimm.com.my → Resources → Circulars → Members, IUTA & CUTA and www.fimm.com.my → Resources → Circulars → PRS Providers/ Institutional PRS Advisers/ Corporate PRS Advisers.

Thank you.

Yours sincerely,

Federation of Investment Managers Malaysia



AHMAD YUSOFF BIN HAMZAH
Acting Head, Business Registration