

7 October 2014

**Circular : BR(PRS)/AL/MN/TLK-af/051-14**  
(TOTAL NO. OF PAGES: 8)  
INCLUDING THIS PAGE

**TO : PRS PROVIDERS / INSTITUTIONAL PRS ADVISERS / CORPORATE PRS ADVISERS**

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

**PAYMENT OF:**

- a) **ANNUAL MEMBERSHIP SUBSCRIPTION FEE ("AMSF") OR ANNUAL FEE OF PRS PROVIDERS, INSTITUTIONAL PRS ADVISERS OR CORPORATE PRS ADVISERS FOR THE YEAR 2015**
- b) **ANNUAL FEE FOR ANNIVERSARY REGISTRATION OF PRIVATE RETIREMENT SCHEME ("PRS") CONSULTANT FOR THE YEAR 2015**

Your attention is brought to the abovementioned payments for the year 2015 and Schedule for Submission of fees detailed in Appendix I.

PRS Providers and Institutional PRS Advisers must submit the following documents to FIMM by **20 January 2015**:

- (i) PRS Providers are required to submit the AUM as at 31 December 2014 for each PRS under the respective group A and group B with an aggregate total by completing the attached FORM C1 and FORM C2;
- (ii) Institutional PRS Advisers are required to submit the total gross sales as at 31 December 2014 for each PRS under the respective fund category with an aggregate total by completing the attached FORM D1 and FORM D2; and
- (iii) PRS Providers and Institutional PRS Advisers to submit System NAV Report or System Sales Report respectively in support of the above submissions.

For details of calculation of AMSF or Annual Fee, kindly refer to FIMM's website at <http://www.fimm.com.my>.

PRS Consultants annual registration fees will be included as part of the AMSF or annual fee. Hence, any termination or resignation of PRS Consultants must be submitted to FIMM by **26 December 2014**. PRS Consultant who has been terminated or resigned and has not paid the annual fee will be charged a re-registration fee of RM73.00 in the event the PRS Consultant decides to re-register at a later date.

Pursuant to our circular dated 31 May 2013 (reference no.: BR/PRS/AZS/HG-tlk/027-13), please ensure that your PRS Consultants submit to you the statutory declaration for continuous

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eligibility ("SD") which is attested not more than 12 months from the submission date. Please ensure that all the SD are properly maintained for record and audit purposes. Principals are not required to submit the SD to FIMM.

Kindly take note that any application for deferment and/or extension of time will not be entertained. Hence, please observe the deadlines as stated in **Appendix I**.

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

Thank you.

Yours faithfully,  
Federation of Investment Managers Malaysia



MOHAMED NIZA ABU BAKAR  
Chief Executive Officer

Encl.

**Schedule for Submission of AMSF or annual fee of PRS Providers, Institutional PRS Advisers or Corporate PRS Advisers for the year 2015 and annual fee for anniversary registration of PRS Consultants for the year 2015**

Date	Description
14/10/2014	<ul style="list-style-type: none"> <li>• PRS Distributors to submit list of termination / resignation of PRS Consultants via PRS System. Subsequently, the physical listing together with a cover letter shall be submitted to FIMM.</li> <li>• <b>Approval will be granted after FIMM received the cover letter together with the listing.</b></li> </ul>
05/12/2014	<ul style="list-style-type: none"> <li>• Fund groups and fund types for respective Private Retirement Schemes will be sent to PRS Distributors via email.</li> </ul>
22/12/2014 – 02/01/2015	<ul style="list-style-type: none"> <li>• PRS Consultants Re-registration, Exemption and Resign/terminate function will be <b>DISABLED</b>.</li> </ul>
<b><u>26/12/2014</u></b> <b><u>(12.00pm)</u></b>	<ul style="list-style-type: none"> <li>• Closing date for submission of Termination/Resignation of PRS Consultants.</li> </ul>
31/12/2014 (Midnight)	<ul style="list-style-type: none"> <li>• All re-registration, exemption and resign/termination batches pending approval at <b>Principal side</b> will be reversed out.</li> <li>• PRS Consultants who are not terminated/resigned, the status of the PRS Consultant will remain as active.</li> </ul>
02/01/2015	<ul style="list-style-type: none"> <li>• PRS Providers and Institutional PRS Advisers to submit the AUM and Total Gross Sales respectively for each of the Private Retirement Scheme by completing FORM C1 &amp; FORM C2 or FORM D1 &amp; FORM D2 accordingly.</li> <li>• Corporate PRS Advisers are not required to submit AUM/Total Gross Sales.</li> </ul>
05/01/2015	<ul style="list-style-type: none"> <li>• PRS Consultants Re-Registration, Exemption and Resign/Terminate function will be <b>ENABLED</b>.</li> </ul>
<b><u>20/01/2015</u></b> <b><u>(12.00pm)</u></b>	<ul style="list-style-type: none"> <li>• Closing date for submission of the AUM / Total Gross Sales for each of the Private Retirement Scheme.</li> <li>• FORM C1 &amp; C2 or FORM D1 &amp; D2 received by FIMM.</li> </ul>

21/01/2015	<ul style="list-style-type: none"><li>• PRS Providers and Institutional PRS Advisers who failed to provide the AUM/Total Gross Sales, will be <b>BLOCKED</b> to register candidate(s).</li></ul>
23/01/2015	<ul style="list-style-type: none"><li>• AMSF or Annual Fee Payment invoice will be sent out to PRS Provider / Institutional PRS Adviser as and when AUM/Total Gross Sales for Private Retirement Schemes have been provided.</li><li>• Annual Fee Payment invoice will be sent out to Corporate PRS Advisers.</li></ul>
28/02/2015	<ul style="list-style-type: none"><li>• PRS Providers / Institutional PRS Advisers / Corporate PRS Advisers who failed to make payment, will be <b>BLOCKED</b> to register candidate(s).</li></ul>

**FORM C1**

*Re: Confirmation of Asset Under Management as of 31 December 2014*

*(Circular Ref: BR(PRS)/AL/MN/TLK-af/051-14)*

To: Chief Executive Officer  
Federation of Investment Managers Malaysia  
19-06-01, 6th Floor, Wisma Tunc  
19, Lorong Ungun, Damansara Heights  
50490 Kuala Lumpur  
Tel: 03-2091 2600

(Attention: Business Registration Department)

Company Name: \_\_\_\_\_

Kindly send the completed slip to FIMM by 20 January 2015.

We hereby declare the below information of the Assets Under Management (AUM) figures for Private Retirement Schemes as at 31 December 2014 are complete, true and accurate:

Total Group A: RM \_\_\_\_\_

Total Group B: RM \_\_\_\_\_

Verified by Compliance Officer : \_\_\_\_\_

Name:  
Designation:  
Company:  
Date:

Confirmed by CEO : \_\_\_\_\_

Name:  
Company:  
Date:

<u>For FIMM use only</u>	
Processed by BR Dept:	Checked by BR Dept:
Signature:	Signature:
Name:	Name:
Date:	Date:
Checked by Finance Dept:	
Signature:	
Name:	
Date:	



**FORM D1**

*Re: Confirmation of Total Gross Sales as of 31 December 2014*

*(Circular Ref : BR(PRS)/AL/MN/TLK-af/051-14)*

To: Chief Executive Officer  
Federation of Investment Managers Malaysia  
19-06-01, 6th Floor, Wisma Tino  
10, Lorong Dangan, Damansara Heights  
50490 Kuala Lumpur  
Tel: 03-2093 2600

(Attention: Business Registration Department)

**Company Name:** \_\_\_\_\_

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**Kindly send the completed slip to FIMM by 20 January 2015**

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We hereby confirm that our company's recent submission of the Total Gross Sales figures as at 31 December 2014 for **Private Retirement Schemes** are true and correct as follows:

**Total Normal Load:** RM \_\_\_\_\_

**Total Low Load:** RM \_\_\_\_\_

**Total No Load:** RM \_\_\_\_\_

**Verified by Compliance Officer** : \_\_\_\_\_

Name:  
Designation:  
Company:  
Date:

**Confirmed by Head /Authorised Person** : \_\_\_\_\_

Name:  
Designation:  
Company:  
Date:

For FIMM use only

**Processed by BR Dept:**

**Signature:**

**Name:**

**Date:**

**Checked by BR Dept:**

**Signature:**

**Name:**

**Date:**

**Checked by Finance Dept:**

**Signature:**

**Name:**

**Date:**

