

20 December 2013

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TO : PRS PROVIDERS, INSTITUTIONAL PRS ADVISERS AND CORPORATE PRS ADVISERS

ATTN. : AUTHORISED REPRESENTATIVE / CHIEF EXECUTIVE OFFICER

PRIVATE RETIREMENT SCHEME (PRS) REGISTRATION SYSTEM

We are pleased to inform that the first phase of PRS Registration System will be rolled out on Monday, 6 January 2014.

The following modules will be introduced in this first phase roll-out of PRS Registration System:

| No. | Module | Functionalities |
|-----|---------------------|--|
| 1. | Distributor Profile | a) Distributor Profile b) Distributor Change Profile c) Distribution Point d) Correspondence Inquiry |
| 2. | PRC Profile | a) PRC Registration b) PRC Registration Compile c) PRC Registration Approval d) PRC Resign / Terminate e) PRC Approve Resign / Terminate f) PRC Change of Profile g) PRC Details Inquiry h) PRC Registration Inquiry i) PRC Termination Inquiry |
| 3. | Payment | a) Inquiry Payment b) Prepayment Maintenance |
| 4. | Report | a) Exam Registration Details b) Exam Registration Status c) Exam Rejection Details d) Exam Seating Commitment e) Authorized PRC Details f) Re-Registration/Exempted Details g) Re-Registration/Exempted Status h) Re-Registration/Exempted Reject i) Approved PRC Re-Registration/Exempted j) Resignation/Termination/Suspension Status k) Batch Details l) Authorized PRC Download m) Exam Result Status Report n) CPRE Result Summary List o) Prepayment Movement Report |
| 5. | Authority Manager | a) User Maintenance |

In preparation for the live roll-out and ensuring a seamless transition, kindly observe the timelines as below:

| Date | Description |
|--|--|
| 24/12/2013 (Tuesday) before 4.30pm | Cut-off date for manual submission of registration (NO manual submission can be accepted. FIMM shall return the application if submitted by Distributor.) |
| 26/12/2013 (Thursday) to 31/12/2013 (Tuesday) | Cheque to be submitted to FIMM (Finance Department) for opening of prepayment account. |
| 06/01/2014 (Monday) | PRS Registration System – GO LIVE! |

Tentatively, please be advised that Computerised PRS Examination will commence in April 2014. FIMM will announce the actual implementation date in due course.

With regards to the processes and procedures under the Payment Module of PRS Registration System, kindly refer to Appendix 1. For further information on the Payment Module, kindly contact Cik Normala Binti Mohamed or Mr. Lim Tuck Guan of Finance Department at 03-20932600 Ext: 201 or Ext: 202 respectively.

If you need any clarification, kindly contact Business Registration Department at 03-2093 2600.

Thank you.

Yours faithfully
Federation of Investment Managers Malaysia


SARA BINTI SHAMSUDIN
Head of Department
Business Registration Department

Process and Procedure of Payment Module for PRS Registration System

Introduction of PRS Payment Module

The PRS Payment Module is a module using a prepaid account concept, that allow the PRS Distributors to credit a sum of money as advanced payment, which can be utilized for any payments to be made to FIMM. All approved PRS Distributors' prepayment accounts will be auto-activated upon their first login to the PRS system.

Effective from Monday, 6 January 2014, FIMM is implementing the following Terms and Conditions that outline the requirements for opening and maintaining the prepayment account.

Terms and Conditions for Prepayment Account with FIMM

1. Upon registration, all prepayment accounts must be registered under a Business or Entity name. Only One (1) account number will be assigned to each business or entity name. Multiple accounts are prohibited under the same entity.
2. An initial activation amount of RM500 that is made payable to FIMM via cheque or bank draft is required to open the account. Thereafter, there will be no minimum amount of top-up required to maintain the account.
3. Should a business or entity wishes to deactivate their account, a request submission must be issued to FIMM, signed by an authorized officer by stating the date of which account shall be closed. All transactions made against the account on the closing date will be prohibited. The remaining balance will be refunded to the registered business or entity within 30days after the deactivation of account.
4. Refund will only be given upon deactivate of the account. Under no circumstances will partial refund be made available on Prepayment Accounts.

Prepayment Activities and Descriptions

| Activity | Description |
|------------------------------|---|
| Top up of Prepayment Account | <p><i>Payment > Prepayment Maintenance > Open</i></p> <p>The following information are required to be filled in:-</p> <ul style="list-style-type: none">(i) Top-up amount(ii) Payment method – by cheque(iii) Cheque no.(iv) Issuing Bank <p>1. Mode of payment for prepayment account top-up currently available for PRS Distributors are via cheque or bank draft that is made payable to "FEDERATION OF INVESTMENT MANAGERS MALAYSIA".</p> |

| | |
|--|--|
| | <p>2. PRS Distributors are required to indicate their Company name and contact number at the back of the cheque. Upon receiving a complete cheque, the top-up amount will be credited into their prepayment account.</p> <p>Transaction period : T+1 working day</p> |
| <p>Payment for exam registration / re-registration / card fee and replacement of certificate</p> | <p>All payments pertaining to PRS will be deducted from the prepayment account. In the event of insufficient balance, system will automatically inhibit the transaction from processing.</p> <p>Transaction period : Immediate</p> |
| <p>Rejection of transactions</p> | <p>All transactions that are rejected by FINM will not be refunded or credited into the prepayment account.</p> |