



5 Julai 2018

Bilangan Kami :

JPPPW/LIC/2200/06

Ketua Pegawai Eksekutif
Pemegang Lesen Perniagaan Perkhidmatan Wang

Tuan/Puan,

Money Services Business Online Application and Tracking System (MSBS)

As part of the continuous efforts of Bank Negara Malaysia (the Bank) to promote operational efficiency in regulatory application processes, licensees are now able to submit regulatory applications through the MSBS, a real time and secure online system with effect from **1 August 2018**. The MSBS provides the avenue for licensees to submit the following types of regulatory applications:

- (a) Renewal of licence;
- (b) Opening of new branch/relocation of premises;
- (c) Appointment of new director and CEO;
- (d) New substantial shareholders;
- (e) Licensee to be hybrid agents; and
- (f) Principal licensee to appoint hybrid agents.

2. Other functions and benefits of the MSBS are as follows:

- (a) Maintains up to date information on the profile of licensees including information on CEO/director/substantial shareholder, offices and agent profile. Licensees will also be able to update their basic information such as phone number, email address, auditor, fee payment and background of key responsible persons through the MSBS;
- (b) Real time status tracking of applications by licensees;
- (c) Swift delivery of response letter through the system; and
- (d) Immediate retraction of applications by licensees.

3. With the deployment of the MSBS, licensees are required to submit all regulatory applications stated in paragraph 1 through the MSBS. In addition, all licensees are given until **30 September 2018** to key in and update information in their profile in the MSBS. Licensees are also required within 2 weeks to update their information in the MSBS whenever there are changes to the profile. Details on how to access the MSBS and perform the necessary steps to update profile information as well as submit regulatory applications are as attached in the Appendix.

4. Licensees are hereby notified that applications under paragraph 1 and notifications of changes to particulars of licensees pursuant to the Money Services Business Act 2011 will only be accepted by the Bank through MSBS with effect from 1 August 2018.

5. For any further queries or assistance, please contact the following officers:

- (a) Puan Norshafiah Abdul Rahim 03-2698 8044 ext. 7832;
- (b) Encik Wan Aswad Wan Zaid 03-2698 8044 ext. 7973; or
- (c) Encik Muhammad Zulhilmi Shahrolnisham 03-2698 8044 ext. 8222.

Sekian.

Yang benar,

(Jessica Chew Cheng Lian)
Timbalan Gabenor
Bank Negara Malaysia

Process Flow for Access to the Money Services Business Online Application and Tracking System (MSBS) through FI@KijangNet Regulatory Services

STEP 1

- Licensee's Administrators to login to FI@Kijangnet Regulatory Services to create two new user IDs, one user ID each for "MSBS Data Entry" and "MSBS Approver", specifically for access into the MSBS.

Please refer to the attached User Guide for the step by step process to create the two user IDs.

STEP 2

Update profile information

- Licensee uses the user ID "MSBS Data Entry" or "MSBS Approver" to login into MSBS.
- Licensee completes or updates the non-mandatory fields in the Licensee Profile, Agent Profile, Director/CEO/ Shareholder Profile and Outlet Profile.
- Only the user ID "MSBS Approver" can be used to submit profiles to Bank Negara Malaysia.

Please refer to the User Manual Guide on Licensee Profile for the step by step process to update profiles.

Submit regulatory applications

- Licensee uses the user ID "MSBS Data Entry" or "MSBS Approver" to login into MSBS.
- Licensee completes the relevant application forms.
- Only user ID "MSBS Approver" can be used to submit the application form to Bank Negara Malaysia.

Please refer to the relevant User Manual Guides for the step by step process to submit regulatory applications.