

Monetary Authority of Singapore

MAS - FI Transactions Platform

Capital Markets Intermediaries Onboarding Guide

Feb 2023

Restricted

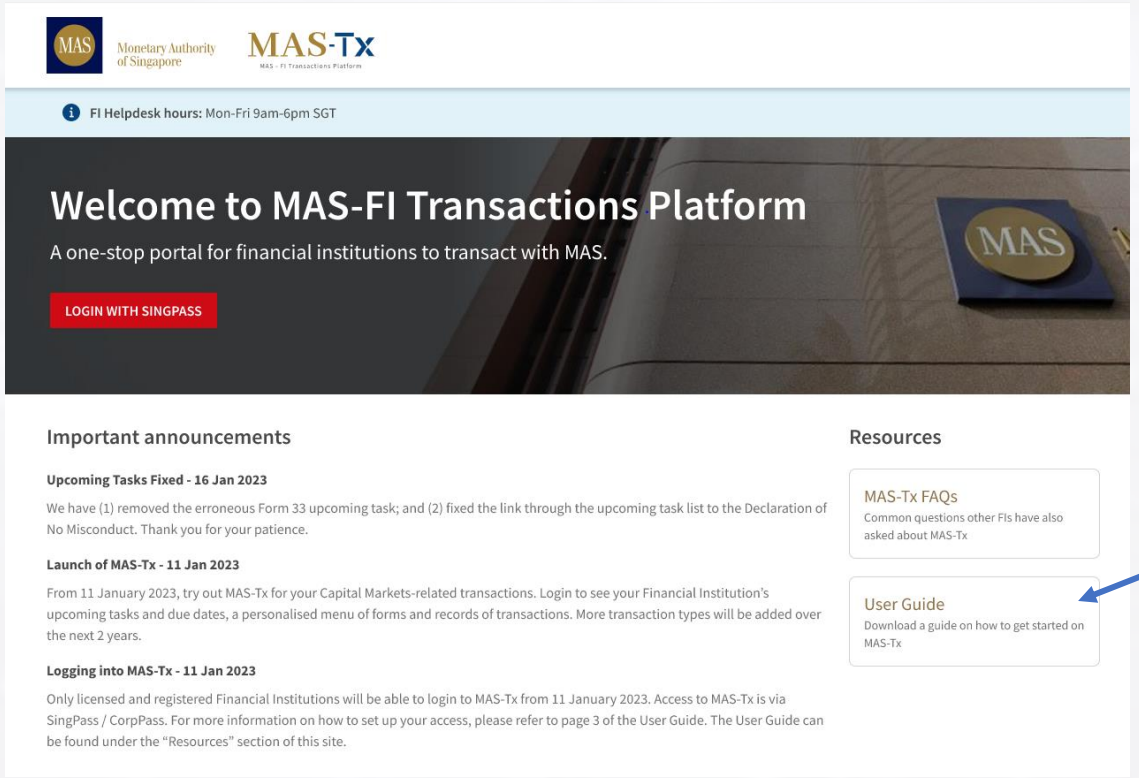
DIGITAL | AGILE | EFFICIENT

Driven by **EMPATHY** Centred on **PEOPLE**

LAUNCH OF MAS-TX

Our Related Sites

moneysense | MASNET | OPERA | CISNet | SPRS | SECURITIES INDUSTRY COUNCIL | MAS-Tx



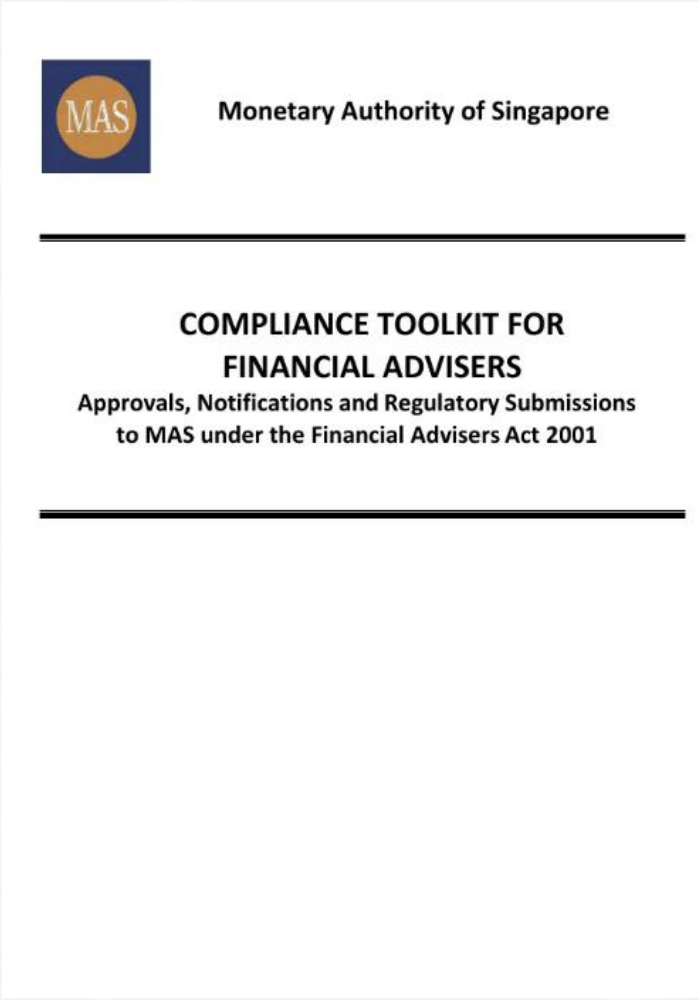
Download the user guide and read the FAQs here!

COMPLIANCE TOOLKITS

Only transactions related to Capital Markets licenses are currently available in MAS-Tx.

FIs may refer to the Compliance Toolkits on the MAS website for:

- Submissions under the Securities and Futures Act
- Financial Advisers
- Insurance Brokers
- Licensed Fund Management Companies
- Real Estate Investment Trust Managers
- Registered Fund Management Companies
- Licensed Trust Companies; Exempt Trust Companies; Exempt Persons Providing Trust Services; and Trustees of Approved Collective Investment Schemes
- Venture Capital Fund Managers



COMPLIANCE TOOLKITS

- We have updated the compliance toolkits to reflect the correct submission channels.
- FIs can refer to the MAS-Tx category in the compliance toolkits to see which category the transactions may be found under.

Section D: Applications, Notifications and Regulatory Submissions Applicable to Exempt Corporate Finance Advisers

S/N	Requirement	Form to be Submitted	Applies to	Regulatory Deadline	Legislative Reference	Mode of Submission	MAS-Tx Category
Section D1: Applications for Approvals from MAS							
61	Application to disclose inspection reports issued by MAS or a foreign regulatory authority to a person (other than the auditor of the adviser in connection with the performance of the auditor's duties)	No prescribed form	Exempt Corporate Finance Advisers	Prior to disclosing the inspection report	Sections 150A(2)(c) and 150C(2)(d) of the SFA	https://form.gov.sg/63573431c8a90f0012c6e5b6	Incident & Breach Reporting
62	Application to disclose investigation reports issued by MAS to a person (other than the auditor of the adviser in connection with the performance of the auditor's duties)	No prescribed form	Exempt Corporate Finance Advisers involved in MAS' investigation	Prior to disclosing the investigation report	Section 152A(2)(c) of the SFA	https://form.gov.sg/63573431c8a90f0012c6e5b6	Incident & Breach Reporting
Section D2: Notifications to be Submitted to MAS							
63	Notification of commencement of business as an exempt	**Form 22** - Notice of Commencement of Business by Person Exempted from Holding	Exempt Corporate	Within 14 days from the	Paragraph 7(6)(a) of the Second	Email	NA

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ISSUED 11 JANUARY 2023

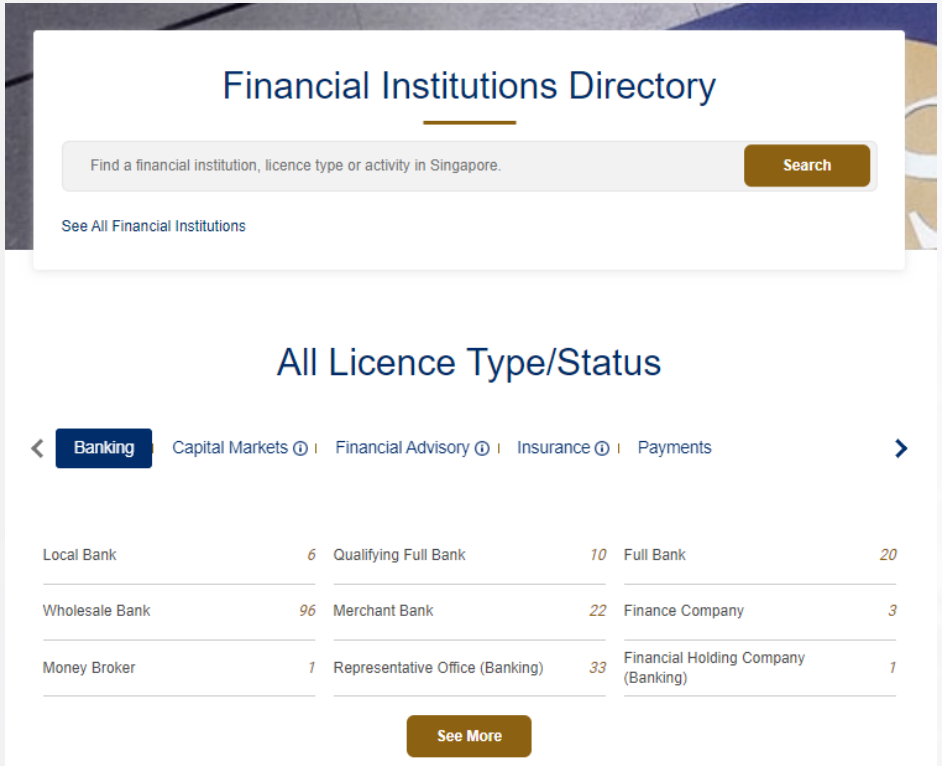
S/N	Requirement	Form to be Submitted	Applies to	Regulatory Deadline	Legislative Reference	Mode of Submission	MAS-Tx Category
73	To notify MAS of the addition of regulated activities for an appointed representative	**Form 6** - Notification to Add Activity/Activities of a Representative	• CMS Licensees • Exempt CMS Entities	Prior to the representative carrying out the additional regulated activity	Section 99L of the SFA and Regulation 5 of the LCBR	MASNET	Staff & Reps
74	To notify MAS of the addition of a type of capital markets products for an appointed representative	**Form 6** – Notification to Add Activity/ Activities of a Representative	• CMS Licensees • Exempt CMS Entities who have been appointed representatives for dealing in capital markets products	Prior to the representative dealing in the additional type of capital markets products	Regulation 14(4)(e) of the LCBR and CMS licence condition	MASNET	Staff & Reps

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ISSUED 11 JANUARY 2023

HOW TO IDENTIFY YOUR FI'S LICENCE TYPE

- Identify your FI's licence type by referring to the MAS' FI Directory: https://eservices.mas.gov.sg/fid
- Based on your licence type, refer to the relevant compliance toolkits listed in slide 3.



SET UP CORPPASS TO ACCESS MAS-TX

- MAS-Tx is accessed using SingPass / CorpPass. Individual user access can be controlled by FIs within CorpPass.
- Your CorpPass Admin will have to enable e-Services access to "MASNET", "FI Transactions Platform" and "FormSG".
- Your CorpPass Admin will also have to assign e-Services and user roles to staff.



CORPPASS SETUP VIDEOS

Note: You will be redirected to download an AVI video file.

- **Part 1 – How to setup FI's CorpPass to access MAS-Tx**
  - https://go.gov.sg/mas-tx-corppass-setup-1
  - https://go.gov.sg/mas-tx-corppass-setup-2
- **Part 2– How to assign multiple user roles to a staff?**
  - https://go.gov.sg/mas-tx-corppass-assign-user-roles-1
- **Part 3– How should I check which user roles I have assigned to my staff?**
  - https://go.gov.sg/mas-tx-corppass-view-or-remove-user-roles-2

MAS-TX USER ROLES

The 7 user roles are:

1. Liaison Officer
2. Adhoc User
3. Regular Data Returns
4. Staff & Representatives
5. Shareholders & Management
6. Entity Activities & Particulars
7. Incidents & Breach Reporting

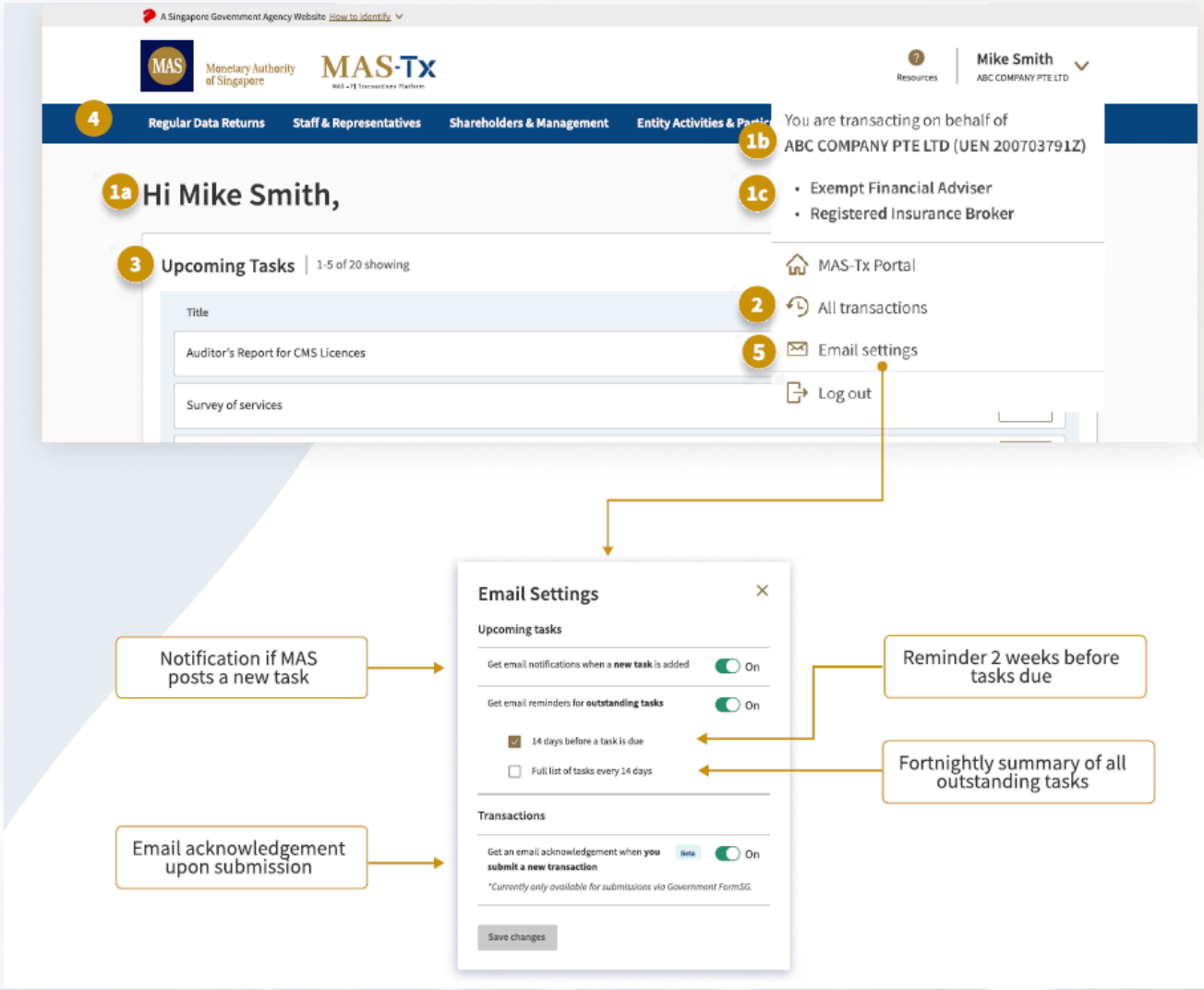


The "Tax Incentives" category is not available on MAS-Tx at present

LOGGING IN FOR THE FIRST TIME

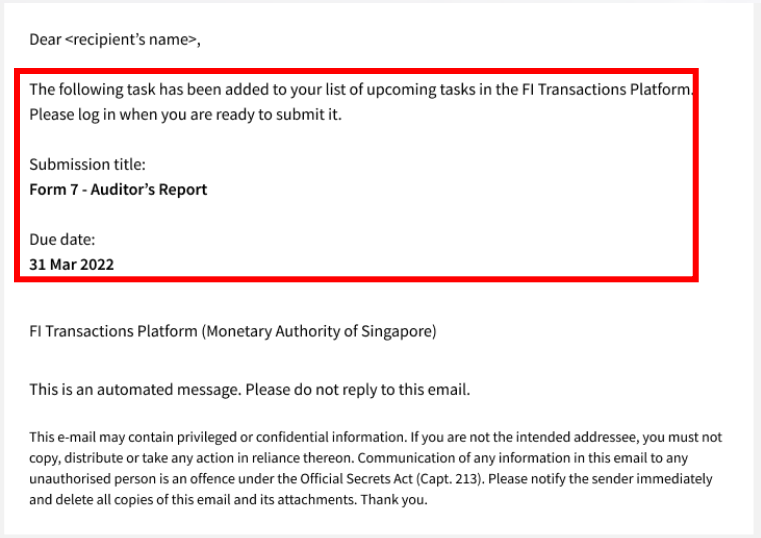
Follow 5 Quick Checks!

1. Check that your **1a) Name, 1b) Financial Institution and 1c) Licence type** are correctly reflected in the profile.
2. **Check All Transactions page -** Should only show transactions submitted after 11 Jan 2023.
3. **Check Upcoming Tasks -** Are the returns that you are expected to submit for the next 3 months showing?
4. **Check Navigation Menu -** Do you have access to all the categories you are expecting to have access to?
5. **Check your Email Settings** - Have you configured your settings to receive email notifications?



TYPES OF EMAIL NOTIFICATIONS

New Task



Dear <recipient's name>,

The following task has been added to your list of upcoming tasks in the FI Transactions Platform. Please log in when you are ready to submit it.

Submission title:
Form 7 - Auditor's Report

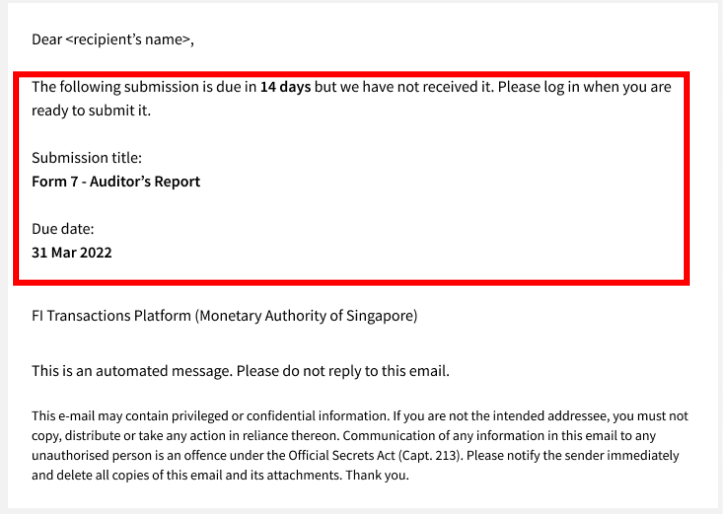
Due date:
31 Mar 2022

FI Transactions Platform (Monetary Authority of Singapore)

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Reminder 14 days before task is due



Dear <recipient's name>,

The following submission is due in **14 days** but we have not received it. Please log in when you are ready to submit it.

Submission title:
Form 7 - Auditor's Report

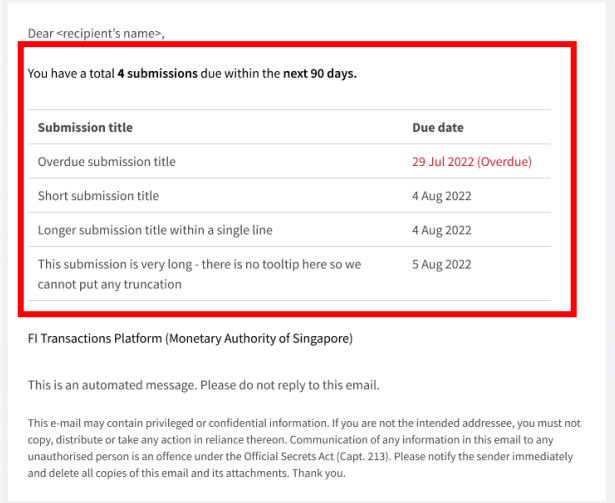
Due date:
31 Mar 2022

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Full List of Outstanding Tasks



Dear <recipient's name>,

You have a total **4 submissions** due within the **next 90 days.**

Submission title	Due date
Overdue submission title	29 Jul 2022 (Overdue)
Short submission title	4 Aug 2022
Longer submission title within a single line	4 Aug 2022
This submission is very long - there is no tooltip here so we cannot put any truncation	5 Aug 2022

FI Transactions Platform (Monetary Authority of Singapore)

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Video Walkthrough of MAS-Tx

VIDEO WALKTHROUGH

Note: You will be redirected to download an AVI video file.

- **Part 1a -** Introduction to MAS-Tx (Login Page, Announcements, Resources)
  - https://go.gov.sg/mas-tx-intro-1a
- **Part 1b** - Introduction to MAS-Tx (Resources, Dropdown User Menu)
  - https://go.gov.sg/mas-tx-intro-1b
- **Part 2a** – Upcoming Tasks Page
  - https://go.gov.sg/mas-tx-upcoming-tasks-2a
- **Part 2b** – Hide Upcoming Tasks
  - https://go.gov.sg/mas-tx-upcoming-tasks-2b

VIDEO WALKTHROUGH

Note: You will be redirected to download an AVI video file.

- **Part 3a** – Navigation Menu
  - https://go.gov.sg/mas-tx-navigation-menu-3a
- **Part 3b** – Submitting a transaction via Upcoming Tasks Card
  - https://go.gov.sg/mas-tx-submission-3b
- **Part 3c** – Submitting a transaction via Navigation Menu
  - https://go.gov.sg/mas-tx-submission-3c

VIDEO WALKTHROUGH

Note: You will be redirected to download an AVI video file.

- **Part 4** – Email Settings and Acknowledgement Page
  - https://go.gov.sg/mas-tx-acknowledgement-4
- **Part 5** – Past Transactions
  - https://go.gov.sg/mas-tx-past-transactions-5
- **Part 6** - Resubmissions
  - https://go.gov.sg/mas-tx-resubmissions-6

Briefing on Test Submission

TEST SUBMISSION PREREQUISITES

- Please ensure that you are able to access and submit transactions under the **"Entity Activities and Particulars"** category.
- Approach your FI's CorpPass Admin to assign you any of the following user roles: **"Liaison Officer", "Adhoc User" or "Activity Particulars".**
- If you face any issues, please reach out to the MAS Helpdesk at helpdesk@mas.gov.sg

TEST SUBMISSION VIDEOS

Note: You will be redirected to download an AVI video file.

- **Part 1** – How to locate test submission form on MAS-Tx?
  - https://go.gov.sg/mas-tx-locate-test-submission
- **Part 2** – Successful Submission Flow
  - https://go.gov.sg/mas-tx-successful-test1
  - https://go.gov.sg/mas-tx-successful-test2
- **Part 3** – Unsuccessful Submission Flow
  - https://go.gov.sg/mas-tx-unsuccessful-test

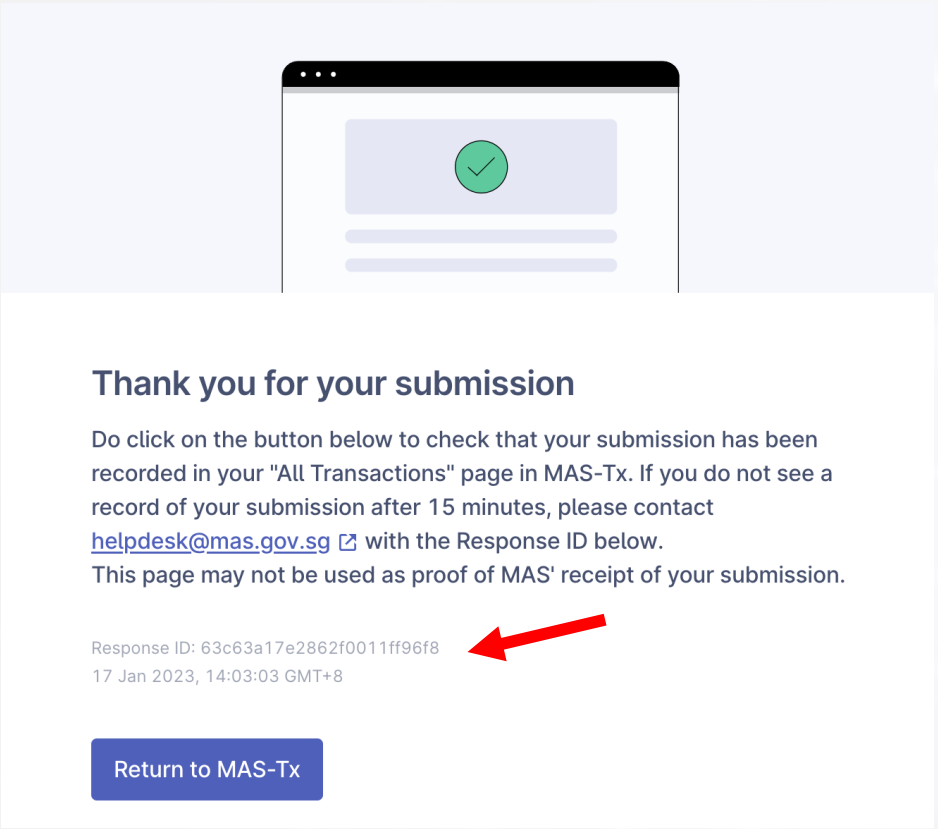
TEST SUBMISSION

- Please head to the "Entity Activities and Particulars Category" > "Other Forms" on the menu navigation
- Search and click into the "[Test Form Submission] For Virtual Guide Testing



TEST SUBMISSION

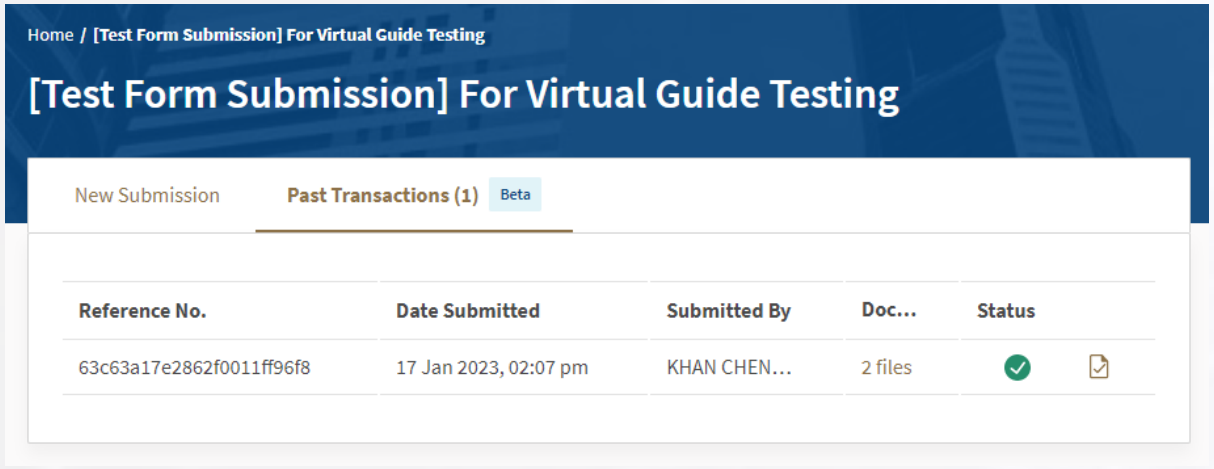
- When you have made a submission, take note of the response ID.



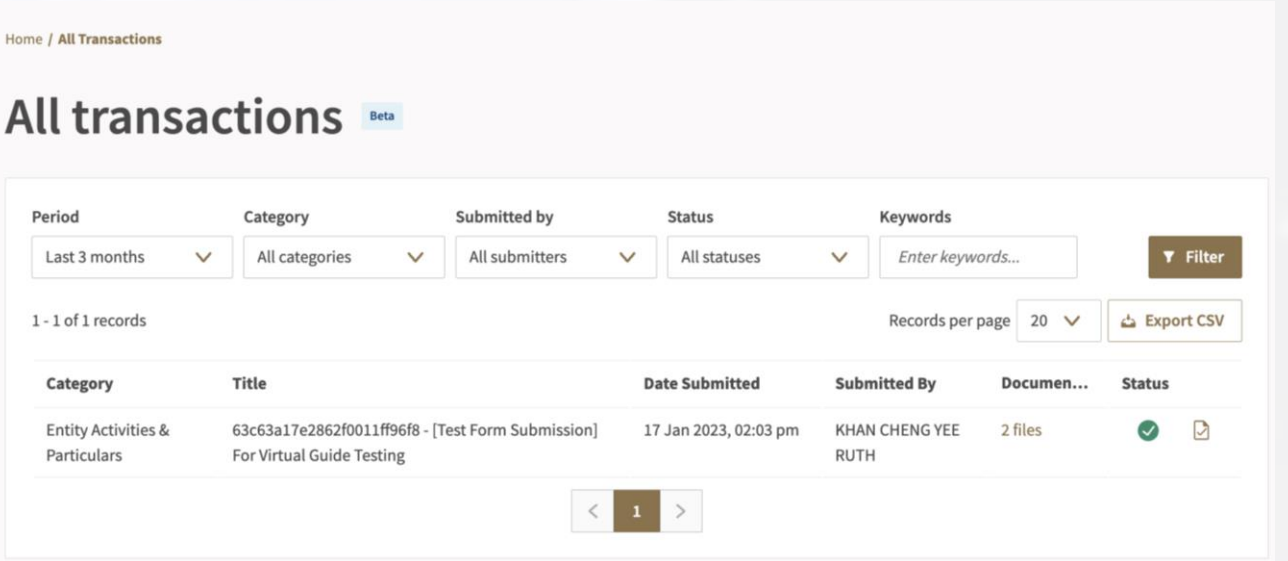
TEST SUBMISSION

- Head to your "Past Transactions" or "All Transactions" page. Your submission should appear as a new line of transaction within 15 minutes.

Past Transactions

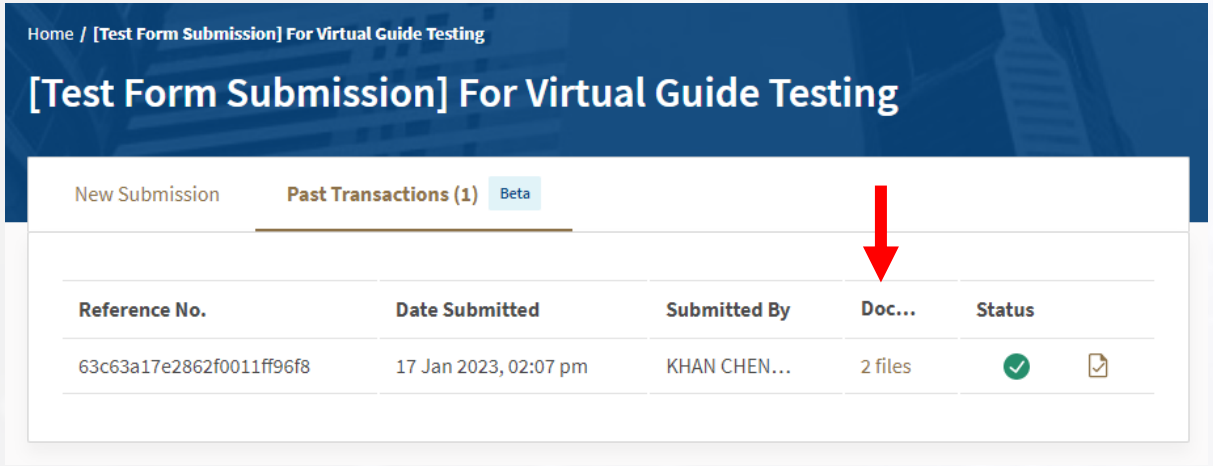


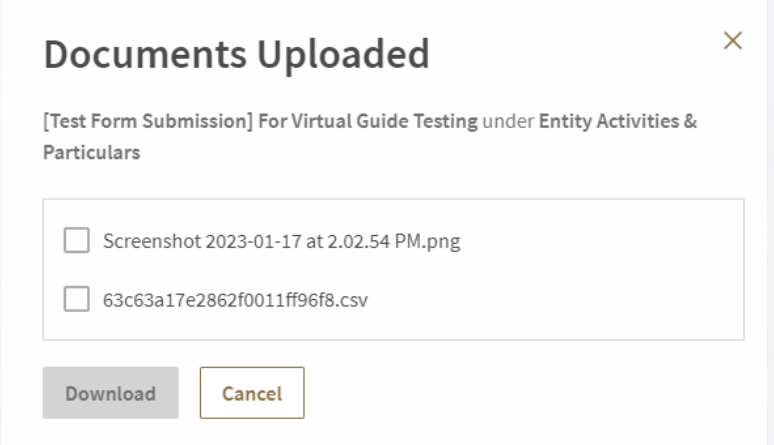
All Transactions



TEST SUBMISSION

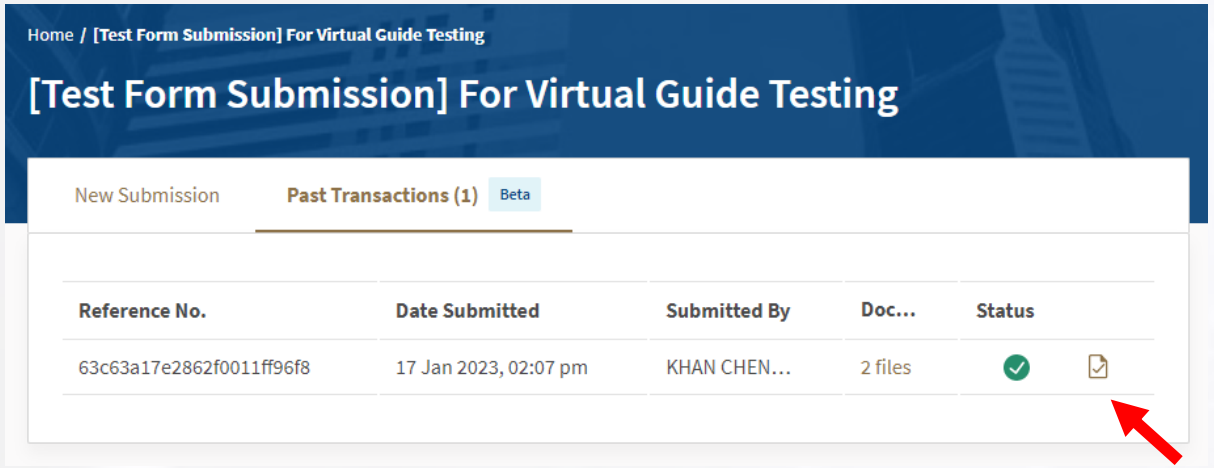
- You may click on "X files" in the "Documents Uploaded" column to view your uploaded files.
- Besides the attachments you submitted, submissions made via FormSG will have an additional file with the structured form fields filled out for the submission.

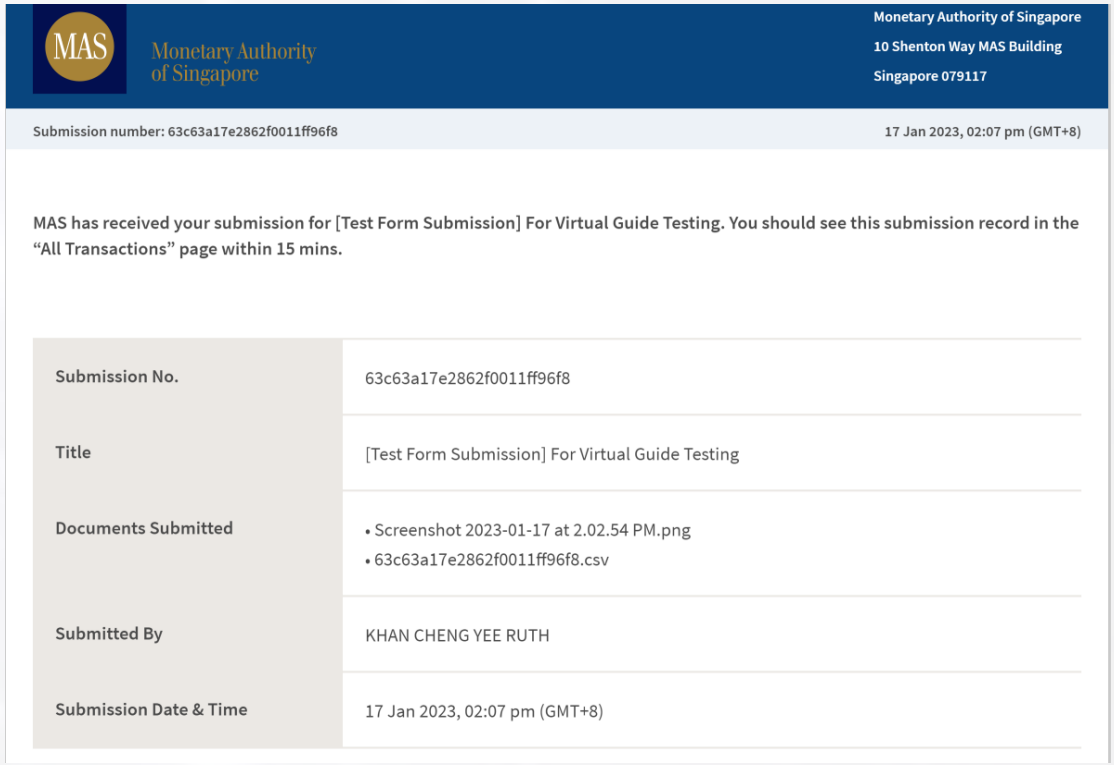




TEST SUBMISSION

- You may also click the icon to download a pdf copy of the email acknowledgement of your submission.





PHASED ROLLOUT

Personalised Digital Compliance Toolkit ⇨ **Oversee all MAS Interactions from One Place** ⇨ **Single Touchpoint with MAS**

Phase 1: 11 Jan 2023

- Personalised menu of regulatory forms & submission channels
- To-do list and due dates
- Retrieve selected past submissions (beta)

Phase 2: H2 2023

- Access surveys & circulars
- Track approvals (beta)
- Selected correspondence (beta)

Phase 3: 2024

- Integrated search across all MAS systems
- MASNet ID decommissioning

FI ACTION REQUIRED



Setup CorpPass

Login to MAS-Tx

Reach Out

After launch and at least 1mth before your 1st submission	At least 2wks before your 1st submission	Immediately upon noticing any errors
Ask your CorpPass Admin for access to: MASNET, FI Transactions Platform, and FORMSG	Check that you can login and access the transaction you plan to submit	Contact the FI Helpdesk if you aren't seeing what you expect to see

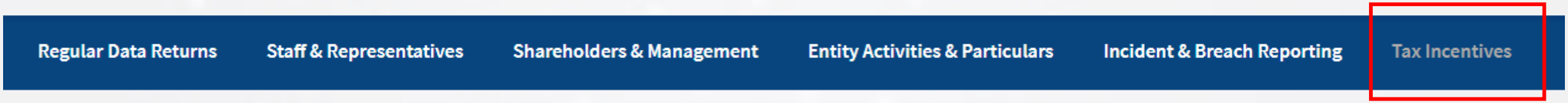
Frequently Asked Questions

Question 1: I have submitted my returns via MASNet/email **before** the launch of MAS-Tx on 11 Jan 2023. Do I still need to resubmit them on MAS-Tx?

No, you do not need to resubmit your returns via MAS-Tx.

However, these tasks might be indicated as "overdue" tasks on your MAS-Tx Upcoming Tasks section. To avoid receiving email reminders for these tasks, you can hide them in your Upcoming Tasks.

Question 2: Why is the Tax Incentive module greyed out?

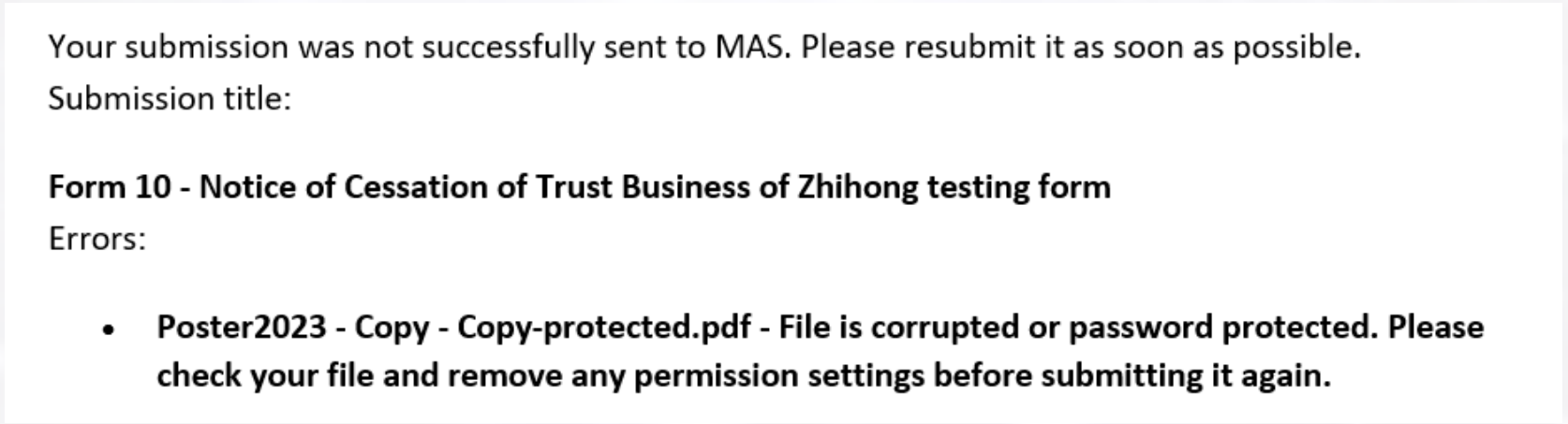


The "Tax Incentives" category is not available on MAS-Tx at present. Hence it has been disabled for all users. We will advise on the scope of and access to the Tax Incentives category closer to its launch.

Question 3: I received a submission error alert. What should I do?

For submissions made via FormSG, you will receive a submission error alert if your submission was not successfully sent to MAS. You will be required to make a resubmission.

As a general guide, you are advised to perform the following checks on your files before uploading on FormSG:
- Check if the file is corrupted: Check that the file that you intend to upload can be open.
- Check that the file is not password protected
- Check that all file permission settings have been removed



Your submission was not successfully sent to MAS. Please resubmit it as soon as possible.

Submission title:

Form 10 - Notice of Cessation of Trust Business of Zhihong testing form

Errors:

- **Poster2023 - Copy - Copy-protected.pdf - File is corrupted or password protected. Please check your file and remove any permission settings before submitting it again.**

Question 4: Since only transactions related to Capital Markets licenses are currently available in MAS-Tx, can we continue to submit other types of transactions, eg. banking, insurance, payments transactions, via email to our designated MAS officers?

Yes, transactions outside of the indicated compliance toolkits should continue to be submitted via their original modes of submission.

The End