

Number : KSEI-0647/DIR/0124  
Attachment : 1 (One) Document  
Letter Classification : General

January 30, 2024

**To: Board of Directors/Management of  
Investment Managers  
Custodian Banks  
Securities Companies  
Treasury Banks  
as S-INVEST Users**

**Re: Implementation of the Initial Public Offering (IPO) PTP Module in the S-INVEST System**

Dear Sir/Madam,

To support the implementation of our Post Trade Processing (PTP) centralized reporting for Initial Public Offering (IPO) instructions and in relation to the efforts we launched on October 2023 to raise S-INVEST Users' awareness of this implementation, we hereby inform you that the IPO PTP menu is now available in the S-INVEST system.

Regarding the IPO PTP module's implementation in S-INVEST, we encourage S-INVEST Users to ask their User Administrator to prepare the addition of the IPO Payment Instruction menu as per the attached instruction. The IPO PTP Module will come into full effect on February 19, 2024.

The centralized reporting will hopefully help our Broker, Investment Manager, and Custodian Bank S-INVEST Users in their IPO transactions reporting.

For further questions, please contact us at phone numbers 21-52991086 (Ms. Lidya) and 021-52991186 (Mr. Fadhil) or through email at [api@ksei.co.id](mailto:api@ksei.co.id).

Thank you for your kind attention and cooperation.

Sincerely yours,

**Eqy Essiqy**

Director of Settlement, Custodian Services,  
and Surveillance

**Hartati Handayani**

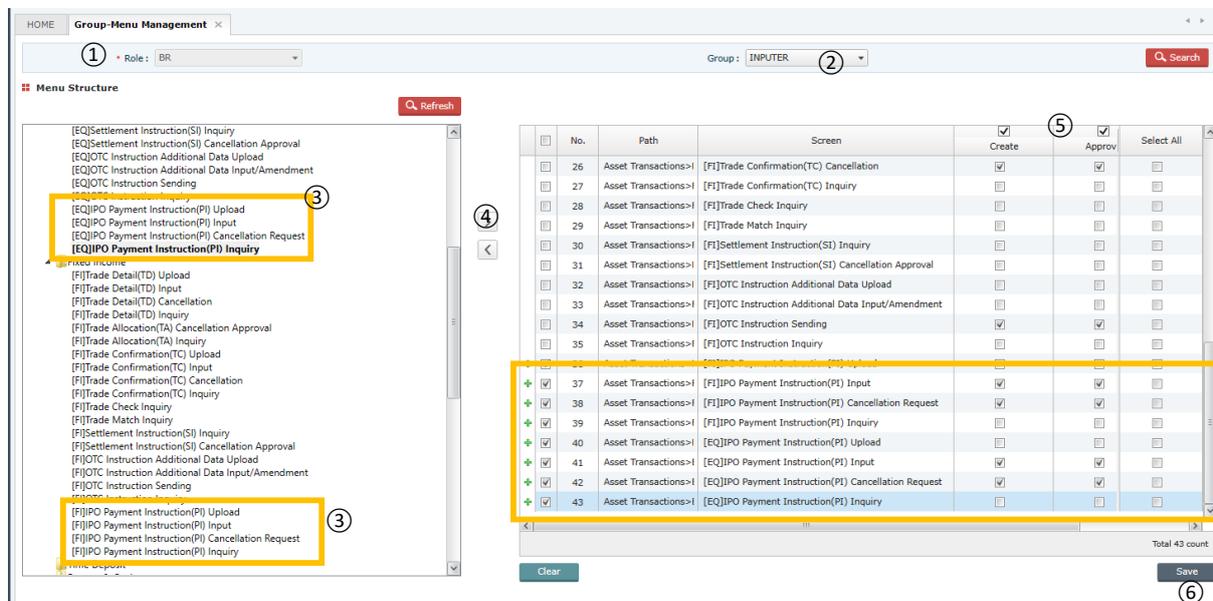
Head of Transaction Settlement and  
Service Administration Division

CC:

1. Director for Investment Supervision Management 1 - Financial Services Authority (OJK);
2. Association of Indonesian Investment Managers (AMII);
3. Indonesia Securities Companies Association (APEI);
4. Indonesian Custodian Banks Association (ABKI); and
5. Board of Directors of Indonesia Central Securities Depository (KSEI).

**Attachment - Letter No. KSEI-0647/DIR/0124**

**Guide For User Administrators to Add the IPO Payment Menu**



1. The Administrator logs into S-INVEST Production and access the following menus: User Management for Admin > Group Management > Group-Menu Management.
2. Select the desired menu group to add in the IPO Payment Instruction Menu.
3. Select the IPO Payment Instruction folder on the left side of the menu structure.
4. Click the right-pointing arrow button to move the menu.
5. Select one of the access rights (*create/approve/direct-approve*) on the left side of the menu structure.
6. Click on the save button to save the data.