

To  
**The Board of Directors/Principals of  
S-INVEST Users**

Jakarta, 28 April 2021

**CIRCULAR LETTER**

No. SE-0001/DIR-EKS/KSEI/0421

**Regarding : Procedure for the Delivery of Trade Confirmation and Periodic Report of Mutual Fund via S-INVEST by S-INVEST Users**

In the framework of implementing Point 6.3 of the Regulation of KSEI Number X-B regarding the Procedure for the Utilization of Integrated Investment Management System at KSEI (Attachment to the Decree of the Board of Directors of PT Kustodian Sentral Efek Indonesia Number: KEP-0039/DIR/KSEI/0816 dated August 31<sup>st</sup>, 2016), KSEI consider it necessary to further stipulate a provision regarding the procedure for the delivery of trade confirmation and periodic report of Mutual Fund in the circular letter as follows:

1. Procedure for the delivery of data and information related to the content in the trade confirmation report of shares or Mutual Fund Participation Unit as well as the periodic report of Mutual Fund via S-INVEST by the Custodian Bank.
  - a. The S-INVEST User acting as the Custodian Bank shall deliver the data and information related to the content in the letter or evidence of trade confirmation of shares or Mutual Fund Participation Unit as well as the periodic report of the Mutual Fund (hereinafter will be referred to as the "Data and Information") via S-INVEST.
  - b. The delivery of Data and Information by the Custodian Bank as the S-INVEST User as referred to in point a, will be carried out in the procedure as stipulated in the Guidelines for the Utilization of S-INVEST issued by KSEI from time to time (hereinafter will be referred to as the "Guidelines for the Utilization of S-INVEST").
  - c. The S-INVEST User acting as the Custodian Bank shall ensure the accuracy, completeness, correctness of the data and be responsible for the report of Data and Information delivered via S-INVEST.
2. Data and Information as well as the Guidelines for AKSes Users
  - a. KSEI will provide Data and Information to the client which was delivered by the Custodian Bank via AKSes.
  - b. KSEI will provide the procedure for the utilization of AKSes to the client which will be stipulated in the Guidelines for AKSes Users issued by KSEI from time to time (hereinafter will be referred to as the "Guidelines for AKSes Users").
  - c. The Guidelines for AKSes Users must be delivered by S-INVEST Users acting as the Mutual Fund Selling Agent and/or the Investment Manager to the client, including if there are any changes to the Guidelines for AKSes Users.

3. In the event that the client specifically requested for printed Data and Information, the S-INVEST Users acting as the Custodian Bank shall add an appeal in the transaction report as following:

*“The Client is requested to monitor and observe the investment being owned (including the end-of-month balance and the mutation of transaction) based on data from the Custodian Bank at the AKSes KSEI facility (<https://akses.ksei.co.id>). The guidelines for the registration and utilization of AKSes KSEI facility can be downloaded at the front page of the relevant AKSes KSEI facility.”*

4. This Circular Letter will be effective starting as of April 28<sup>th</sup>, 2021.

Thus therefore, we convey the above. Thank you for your attention.

Regards,

**Uriep Budhi Prasetyo**  
President Director

**Syafruddin**  
Director

**Supranoto Prajogo**  
Director

**Copies sent to:**

1. The Chief Executive Supervisor of Capital Market of the Financial Services Authority (OJK);
2. The Head of Department of Capital Market Supervisor 2A of OJK;
3. The Director of Securities Institutions Supervisory of OJK;
4. The Director of Securities Transaction Supervisory of OJK;
5. The Director of Capital Market Regulation of OJK;
6. The Director of Investment Management of OJK;
7. The Head of TLE Policies Development Division of OJK;
8. The Board of Directors of PT Bursa Efek Indonesia;
9. The Board of Directors of PT Kliring Penjaminan Efek Indonesia;
10. The Indonesia Securities Companies Association;
11. The Indonesia Custodian Banks Association;
12. The Indonesia Mutual Fund Selling Agent Banks Association;
13. The Indonesia Mutual Fund and Investment Players Association;
14. The Indonesia Investment Managers Association;
15. The Board of Commissioners of KSEI; and
16. The Board of Directors of KSEI.