

To
Board of Directors/Management of
Single Investor Identification (SID)
Applicants
In Place of Domicile

Jakarta, November 2nd, 2018

CIRCULAR LETTER

No. SE-0001/DIR-EKS/KSEI/1118

**Regarding: Data Reference and Information on Single Investor Identification (SID)
Creation Based on Investor Type**

Pursuant to Article 2.4 of the Indonesia Central Securities Depository (KSEI) Regulation Number I-E regarding Single Investor Identification (SID) (Attachment to the Decree of Board of Directors of KSEI Number KEP-0029/DIR/KSEI/0616, dated June 21, 2016, on Single Investor Identification) (which shall be further referred as "Regulation of KSEI"), a standardized document is required as a reference for Applicants to submit data and/or information for potential SID Holders to KSEI for the creation of their SID.

To increase the quality of data on SID Holders registered in KSEI, the standardized document in this Circular Letter will still comply with prevailing rules and regulations, including but not limited to Financial Services Authority (OJK) Regulations and Circular Letters. Therefore, we hereby convey the required standardized document that all Applicants shall refer to in the process of opening Securities Sub-Accounts, Investment Accounts, Government Bond Customers, and/or Investors to receive an SID:

1. KSEI will issue SID based on investor types by referring to the data and information, or documents submitted by Applicants.
2. Applicants shall follow the following procedure to apply for the creation of an SID:
 - 2.1 Submission of data and/or information on potential SID Holder by referring to the document types as specified in the attachment of this Circular Letter.
 - 2.2 Updating SID Holder data if there are any discrepancies between the SID Holder's data and/or information recorded in KSEI with the data reference and/or information specified in this Circular Letter.
 - 2.3 Administrate the reference documents as stipulated in the attachment of this Circular Letter and submit them to KSEI pursuant to prevailing KSEI procedures for the creation and/or updating data and/or information of SID.

3. This Circular Letter will be effective starting as of December 4th, 2018.

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

Sincerely,

PT Kustodian Sentral Efek Indonesia

Syafruddin

Director

Supranoto Prajogo

Director

Copies sent to:

1. Chief Executive Officer of Capital Market Supervision of the Financial Services Authority (OJK);
2. The Deputy Commissioner of Capital Market Sector Supervision Division II of OJK;
3. The Head of Capital Market Sector Supervision Division 2A of OJK;
4. The Director of Securities Institution Supervision of OJK;
5. The Director of Securities Transaction Supervision of OJK;
6. The Director of Capital Market Regulation of OJK;
7. The Director of Investment Management of OJK;
8. The Head of TLE Policy Development of OJK;
9. The Executive Director of Payment System Management Department of Bank Indonesia;
10. The Board of Directors of Indonesia Stock Exchange;
11. The Board of Directors of Indonesian Clearing and Guarantee Corporation
12. The Indonesia Securities Companies Association;
13. The Indonesian Custodian Banks Association;
14. The Association of Indonesian Mutual Fund Selling Agents Banks;
15. The Association of Indonesian Mutual Funds and Investment;
16. The Association of Indonesian Investment Manager;
17. The Association of Indonesian Registrar;
18. The Indonesian Public Listed Companies Association;
19. The Client Fund Account (RDN) Administrator Banks;
20. The Board of Commissioners of KSEI; and
21. The Board of Directors of KSEI.

SID ADMINISTRATION GUIDE

A. SID Administration Data

Data components for SID creation that are required for SID administrative purposes are as follows:

a. Investor Type:

Investor Type	Category
ID	Individual
CP	Corporation
MF	Mutual Fund
IB	Financial Institution
IS	Insurance
SC	Securities Company
PF	Pension Fund
FD	Foundation
OT	Lain-lain

- b. Nationality (for individuals) or legal domicile (for institutions);
- c. Date of birth (for individuals) or date of establishment (for institutions);
- d. Identity Number.

B. SID Creation Data Document Reference

Data and/or information required in SID creation must be referenced to the following documents:

Nationality/ Legal Domicile	Investor Type	Category	Information Source Document		Identity Number for SID	Note
			Identity Number	Date of Birth/Establishment		
Local	ID	Individual	a. KTP (Residential Identification Cards) (for individuals that possess a KTP); or b. Other documents that may show the National Identity Number (NIK) of the applying potential SID Holder (for individuals that do not possess a KTP).	a. KTP (Residential Identification Cards) (for individuals that possess a KTP); or b. Other documents that may show the National Identity Number (NIK) of the applying potential SID Holder (for individuals that do not possess a KTP).	National Identity Number (NIK)	Based on existing Citizenship Administration Laws, only electronic KTP (Residential Identification Cards) are considered valid identification.
	CP	Corporation	Tax Identification Number (NPWP)	Deed of Establishment	Tax Identification Number (NPWP)	
	MF	Mutual Fund	Tax Identification Number (NPWP)	Mutual Fund Collective Investment Contract if in the form of a Collective Investment Contract. Deed of Establishment if in the form of a Limited Liability Company.	Tax Identification Number (NPWP)	
	IB	Financial Institution	Tax Identification Number (NPWP)	Deed of Establishment	Tax Identification Number (NPWP)	
	IS	Insurance	Tax Identification Number (NPWP)	Deed of Establishment	Tax Identification Number (NPWP)	Including Unit Linked Funds that use legal documents from the relevant insurance.
	SC	Securities Company	Tax Identification Number (NPWP)	Deed of Establishment	Tax Identification Number (NPWP)	
	PF	Pension Fund	Tax Identification Number (NPWP)	Pension Fund Rules	Tax Identification Number (NPWP)	Date of Establishment refers to the date of establishment written in the first Pension Fund Rules issued by the respective Pension Fund.

Nationality/ Legal Domicile	Investor Type	Category	Information Source Document		Identity Number for SID	Note
			Nomor Identitas	Tanggal Lahir/Pendirian		
Local	FD	Foundation	a. Tax Identification Number (NPWP) (for foundations that possess NPWP); or b. Number of the Letter of Legal Entity Authorization from the Ministry of Law and Human Rights (for foundations that do not possess NPWP).	Deed of Establishment	a. Tax Identification Number (NPWP) (for foundations that possess NPWP); or b. Number of the Letter of Legal Entity Authorization from the Ministry of Law and Human Rights (for foundations that do not possess NPWP).	
	OT	Provincial or Municipal Government, or Government Institution	Tax Identification Number (NPWP)	Establishing law or regulations.	Tax Identification Number (NPWP)	Date of establishment is based on the date of the passing of the Law on the region's establishment (Date of the State Gazette of the Republic of Indonesia (TBNRI)).
		Association	a. Tax Identification Number (NPWP) (for foundations that possess NPWP); or b. Deed of Establishment/Letter of Legal Entity Authorization/proof of organization registration from the Government (for foundations that do not possess NPWP).	a. Letter of registration, or decision letter on legal entity approval from the Government; b. Deed of Establishment (for foundations that do not possess NPWP).	a. Tax Identification Number (NPWP) (for foundations that possess NPWP); or b. Number of Deed of Establishment/Letter of Legal Entity Authorization /proof of organization registration from the Government (for foundations that do not possess NPWP).	For foundations that do not possess NPWP or Deed of Establishment, the Identity Number will refer to the letter of legal entity authorization. If there are no letter of legal entity authorization then it will refer to the proof of organization registration from the Government.
		Central Bank	Tax Identification Number (NPWP)	Establishing law.	Tax Identification Number (NPWP)	Date of establishment is based on the date of the passing of the Law on the region's establishment (Date of the State Gazette of the Republic of Indonesia (TBNRI)).

Nationality/ Legal Domicile	Investor Type	Category	Information Source Document		Identity Number for SID	Note
			Nomor Identitas	Tanggal Lahir/Pendirian		
Foreign	ID	Individual	Passport	Passport	Passport Number	
	CP	Corporation	Business Registration Document	Business Registration Document	Business Registration Number	
	MF	Mutual Fund				
	IB	Financial Institution				
	IS	Insurance	Business Registration Document	Business Registration Document	Business Registration Number	
	SC	Securities Company				
	PF	Pension Fund				
	FD	Foundation				
	OT	Other				

Notes:

1. Institutions that are separate legal subjects from their parent institutions must refer to documents of the respective legal subject and the SID will be issued on behalf of that institutions.
2. Institutions that are not separate legal subjects from their parent institutions, as they do not possess separate legal documents, must apply for the SID by using the legal documents of the parent institutions and the SID will be issued on behalf of the parent institutions. Separate legal documents in this category include those from Funds that were established by using legal documents from insurances, investment managers, or trusts.
3. Business Registration Documents/Business Registration Numbers for foreign institutions must comply with existing laws in the countries of the institutions' legal domicile.
4. Type IB Investors (Financial Institution) can only be used for investors who are banks or business entities that operate in the financial sector and cannot be categorized as an Insurance, Mutual Fund, Pension Fund, or Securities Company. This category includes but is not limited to Financial Service Providers in other Non-Banking Financial Sectors.
5. Type MF Investors (Mutual Fund) shall be applied for Mutual Fund investors, including but not limited to trust funds, trusts units, UCITS (Undertaking for Collective Investments in Transferable Securities), pooled funds, and investment funds (that possess separate legal documents from their administrators).

6. Type OT Investors (Other) can only be used for investors that are not type ID, CP, MF, IB, IF, SC, PF, FD Investors, including but not limited to:
 - a. Government institutions (e.g. ministries, provincial governments, and municipal governments);
 - b. Partnerships;
 - c. Associations;
 - d. Cooperatives;
 - e. Central Banks; and
 - f. International Organizations.
7. KSEI retains the right to request additional documents if considered necessary.