BURSA MALAYSIA

BURSA MALAYSIA DEPOSITORY SDN. BHD. (165570W)

BMD/SA-004B

TASK ASSIGNMENT SHEET - ADA & ADM	GROUP TWO

User ID   : _____ . _____

User's Full Name   : _____

Designation   : _____

Existing User : [ ]   * New User : [ ]

* For new user, kindly attach the User ID Application Form

PART A : TASK ASSIGNMENT

**(Please tick where applicable : "A"- to assign tasks, "R"- to remove tasks)

**(NOTE : GROUP 2 TASKS HIGHLIGHTED IN BOLD AND MARKED WITH #)

UTILITY

- (A) (R) Task Assigned To A User Report # (*for CDS Coordinator only*)
- (A) (R) Failed Logon Report by ADA/ADM
- (A) (R) Transfer Confirmation Limit Audit Report

ACCOUNT PROCESSING

	Add	Updt	Delt	(Tick where applicable)
(A) (R)				Account Maintenance

- (A) (R) Reactivate Dorm/Inact Account
- (A) (R) Account Enquiry By ID
- (A) (R) Account Enquiry By Name
- (A) (R) Account Uncleared Enquiry
- (A) (R) Account Earmarked Enquiry
- (A) (R) Account Suspended Enquiry
- (A) (R) Account Tagging Enquiry
- (A) (R) Account / Investor Audit Report
- (A) (R) Participant Account Listing
- (A) (R) Inactive Accounts Report
- (A) (R) Reactivated Account Report
- (A) (R) Principal & Nominees Account Report
- (A) (R) eServices Registration Report
- (A) (R) eServices Audit Report
- (A) (R) Principal & Noms eDividend Registration Report
- (A) (R) eStatement List Enquiry   } *(for ADA only)*

CDS-STP

- (A) (R) Account Consent Maintenance
- (A) (R) Account Consent Enquiry
- (A) (R) Depositor Consent Listing   *(for CDS-STP subscriber only)*
- (A) (R) Depositor Consent Audit

STOCK PROCESSING

- (A) (R) Stock Enquiry

CORPORATE ACTION TRANSACTION

- (A) (R) Corporate Event Enquiry By Date
- (A) (R) Corporate Event Enquiry By Stock

DEPOSIT TRANSACTION

	Add	Updt	Delt	(Tick where applicable)
(A) (R)				**Deposit Maintenance #**

- (A) (R) Deposit Listing Enquiry
- (A) (R) Lost Scrip Enquiry
- (A) (R) Lost Scrip Detail Enquiry
- (A) (R) Deposit Amendment Report
- (A) (R) Deposit Amendment By Deposit Report
- (A) (R) Deposit Confirmation Report

WITHDRAWAL TRANSACTION

	Add	Updt	Delt	(Tick where applicable)
(A) (R)				**Withdrawal Maintenance #**

- (A) (R) Withdrawal List Enquiry
- (A) (R) Withdrawal Report
- (A) (R) Withdrawal Amend/Cancel Report
- (A) (R) Withdrawal Cancellation Report
- (A) (R) Withdrawal Confirmation Report

TRANSFER TRANSACTION

	Add	Updt	Delt	(Tick where applicable)
(A) (R)		■		**Transfer Maintenance #**
(A) (R)		■		**Online Bulk Transfer #**

- (A) (R) Transfer Listing Enquiry
- (A) (R) Transfer Cancellation Report
- (A) (R) Transfer Deleted at EOD Report
- (A) (R) Transfer Confirmation Report
- (A) (R) Unattended Transfer Report

TRADE SETTLEMENT TRANSACTION

- (A) (R) Insufficient Balance Report   (*for ADA only*)

GOODS AND SERVICE TAX (GST)

- (A) (R) GST Tax Invoice
- (A) (R) GST CDS Transaction Invoice Report
- (A) (R) Request Backdated GST Invoice
- (A) (R) Backdated Invoice Request Status

PART B : TO BE COMPLETED BY APPLICANT

User's Signature   : _____

Date   : _____

PART C : TO BE COMPLETED BY AUTHORISED SIGNATORY

Signature   : _____

Date   : _____

Name   : _____

Company Rubber Stamp   :

PART D : TO BE COMPLETED BY THE EPTTR - SYSTEM ADMINISTRATOR

Approved By   : _____

Assigned By   : _____

Signature   : _____

Signature   : _____

Date   : _____

Date   : _____

Action Required   :   Add / Update / Remove

Ver 1.0 - Revised 19 Sept 2016