



**USER MANUAL FOR
ELECTRONIC BENEFICIAL
OWNERSHIP SYSTEMS
(e-BOS)**

Classification Label: PUBLIC

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1. GETTING STARTED

1.1 Login to SSM4U

1. Open an internet browser and navigate to the URL <https://www.ssm4u.com.my/>.
2. Enter User's login credentials such as email address and password and click **Sign In** button.

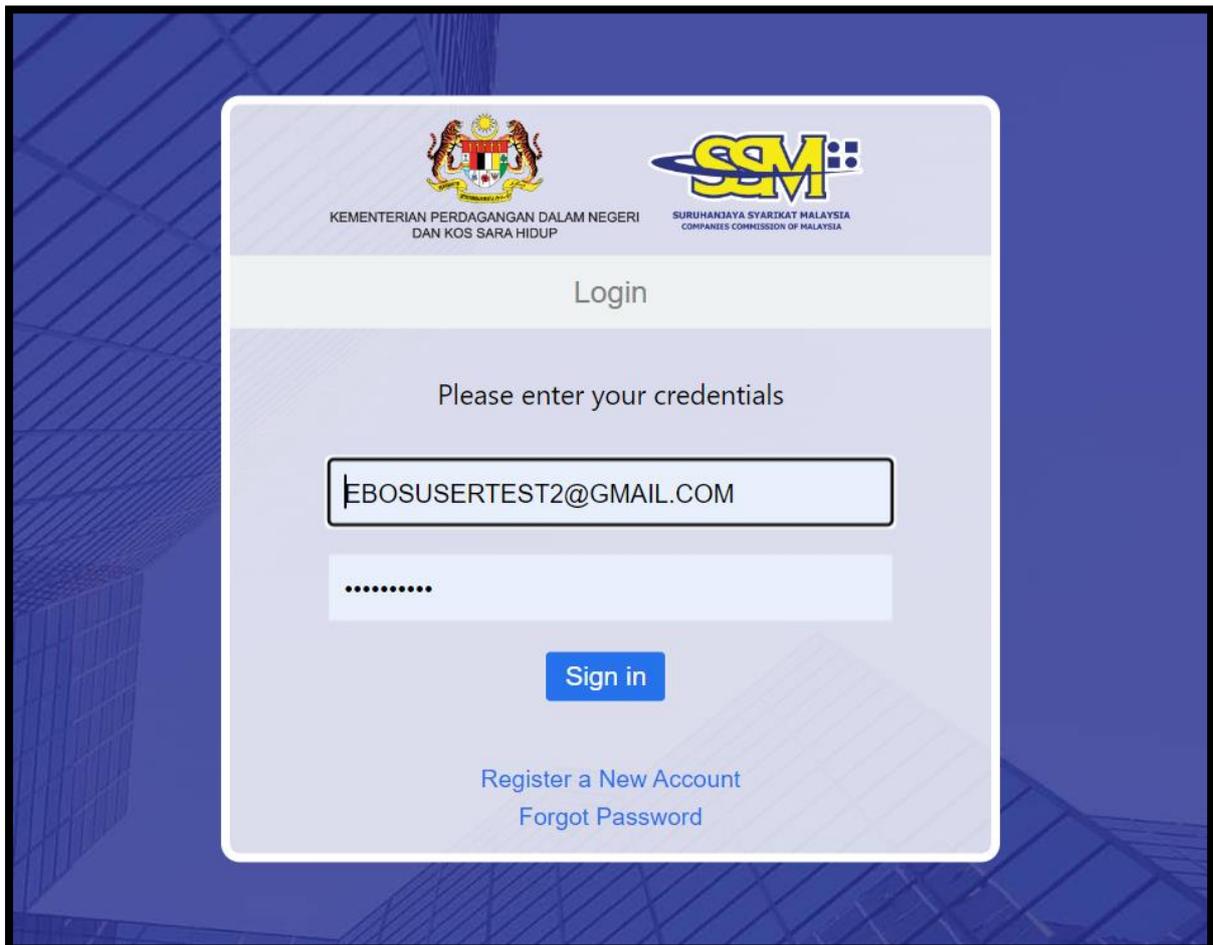


Diagram 1: Login screen

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3. From SSM4U website, select **e-BOS** icon to go to e-BOS page.

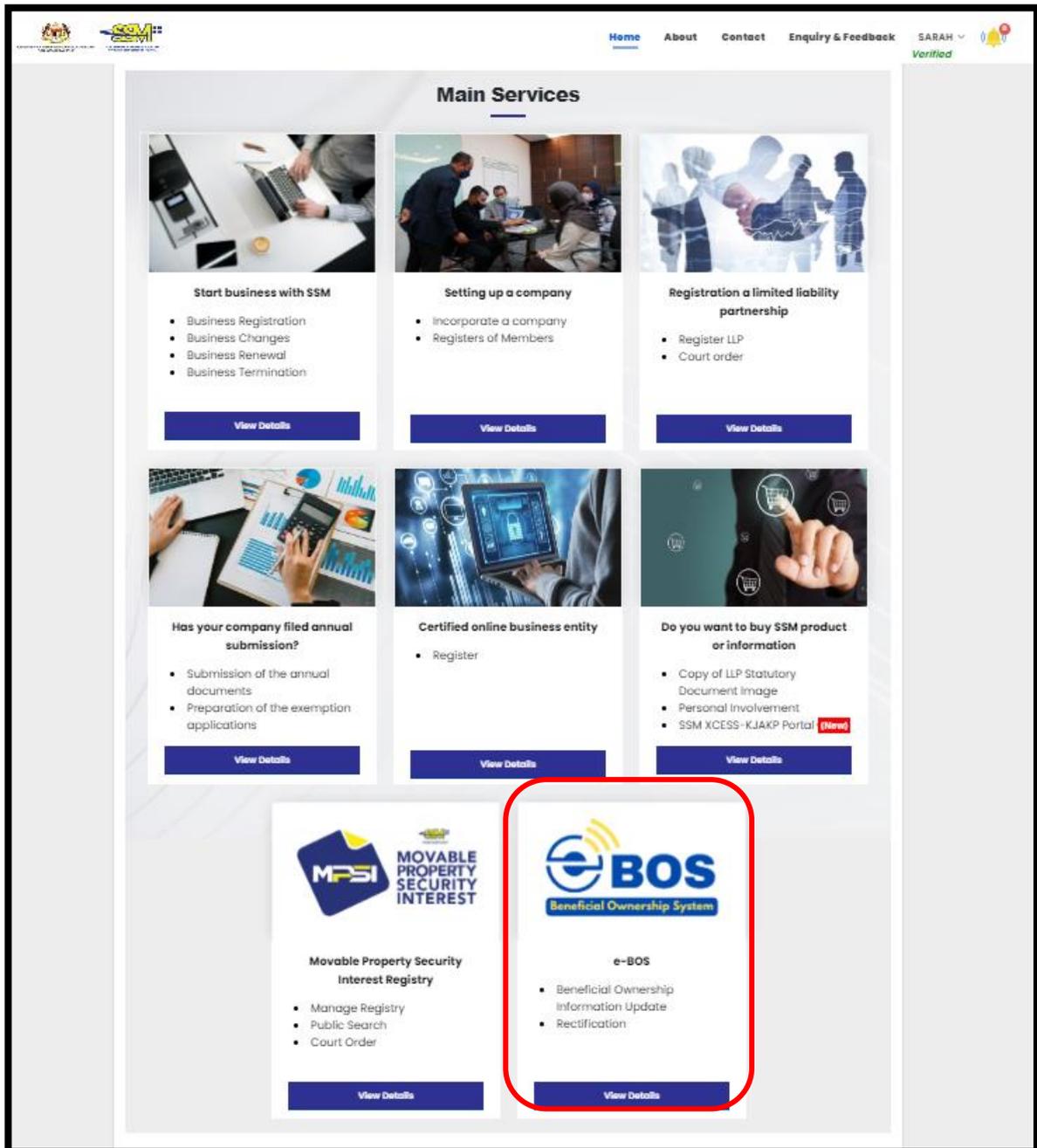


Diagram 2: SSM4U Main Service Screen

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4. After being redirected to the e-BOS page, the user will be signed in automatically, and the dashboard page will be displayed.

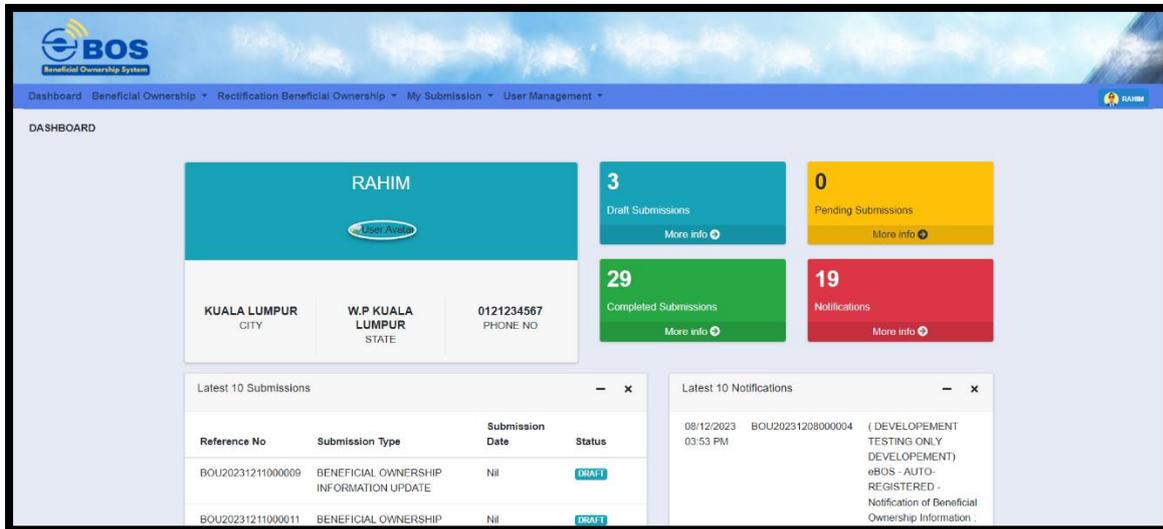


Diagram 3: Dashboard e-BOS

2 Beneficial Ownership

(Answer **Yes**- If information on Beneficial Ownership ("BO") has been obtain)

2.1 Update Beneficial Ownership (New)

1. Go to Beneficial Ownership tab then select Beneficial Ownership Update.

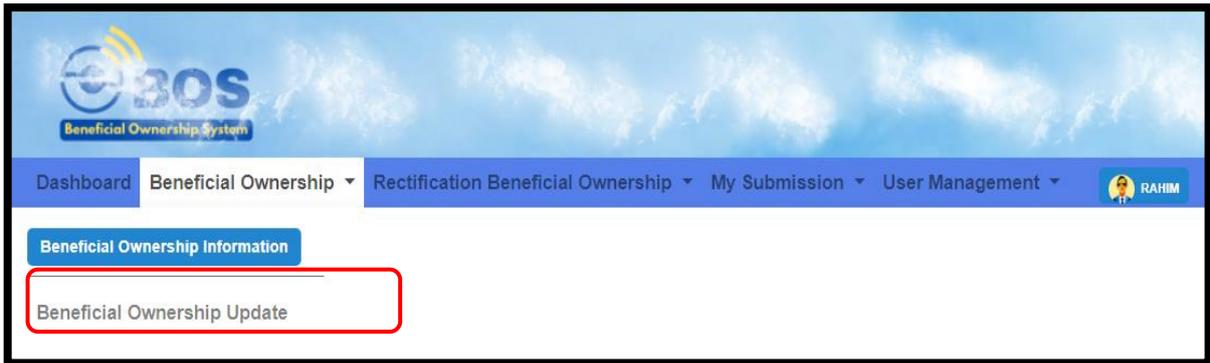


Diagram 4: e-BOS Menu

2. Enter Company Registration Number (Old Format) in the text field and click **Search** button.

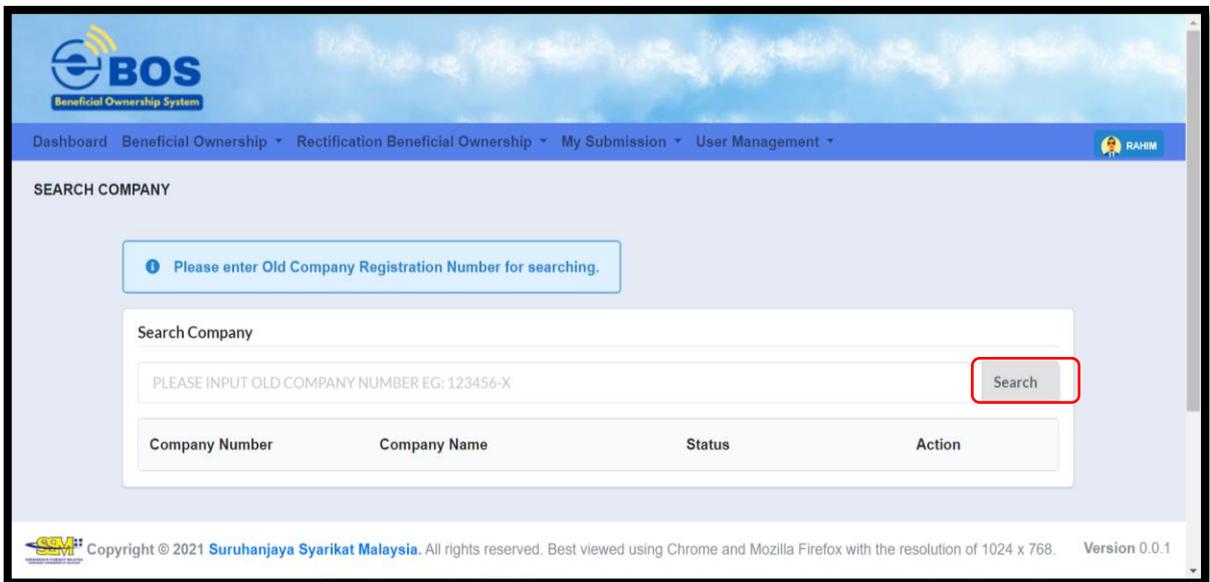


Diagram 5: Search Company Registration Number Screen

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3. Company information of the searched company will be displayed.

Company Number	Company Name	Status	Action
2016718-U	T... SDN. BHD.	EXISTING	

Diagram 6: Company Information Screen

4. Click **Action** button to proceed with submission.

Company Number	Company Name	Status	Action
2016718-U	T... SDN. BHD.	EXISTING	

Diagram 7: Company Information Action Screen

5. Answer **Yes** and click **Next** button to proceed with Beneficial Ownership Details tab.

BENEFICIAL OWNERSHIP ?

Does the Company have Beneficial Owner ?

Yes No

Cancel Save Next >

Diagram 8: Beneficial Ownership Details Screen

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6. Click **Add Beneficial Owner** button to add New Beneficial Owner.

Dashboard Beneficial Ownership Rectification Beneficial Ownership My Submission User Management

No Beneficial Ownership appointed. Please name a Beneficial Ownership.

BENEFICIAL OWNERSHIP DETAILS SUMMARY DECLARATION AND DISCLAIMER

Beneficial Ownership

Does the Company have Beneficial Owner ?

Yes No

Add Beneficial Owner Add Group Arrangement

Current Beneficial Owner(s)

Name of Beneficial Owner	Type of Beneficial Owner	Joint Arrangement	Identification No.	Effective Date	Action
--------------------------	--------------------------	-------------------	--------------------	----------------	--------

Current Joint Arrangement Group

No.	Group Name	Shares(%)	Date of Group Creation	Action
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Showing 0 to 0 of 0

Diagram 9: Add Beneficial Owner Screen

7. Select **Beneficial Owner** (answer for Yes BO) from the selection list and click **Add** button.

Dashboard Beneficial Ownership Rectification Beneficial Ownership My Submission User Management

Add Beneficial Ownership

Appointment Details

Type of BO Application *

--Please Select--

--Please Select--

BENEFICIAL OWNER

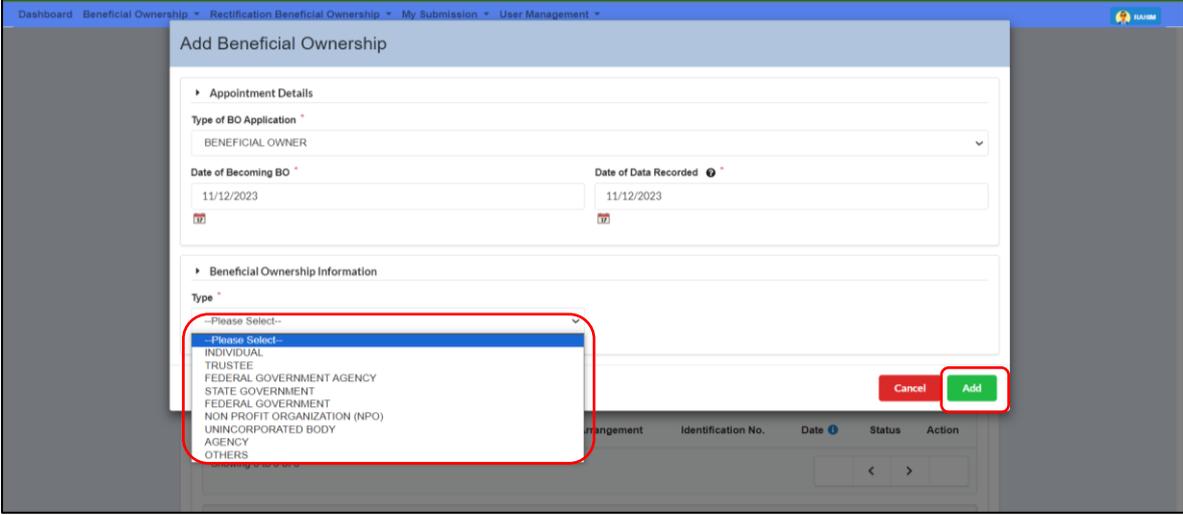
SENIOR MANAGEMENT OF EXEMPTED HOLDING COMPANY FOR SUBSIDIARY COMPANY

Cancel Add

Diagram 10: Type of Beneficial Ownership Screen

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8. Select **Type of BO** from the selection list and click **Add** button.



Dashboard Beneficial Ownership > Rectification Beneficial Ownership > My Submission > User Management >

Add Beneficial Ownership

Appointment Details

Type of BO Application *
BENEFICIAL OWNER

Date of Becoming BO * 11/12/2023 Date of Data Recorded * 11/12/2023

Beneficial Ownership Information

Type *

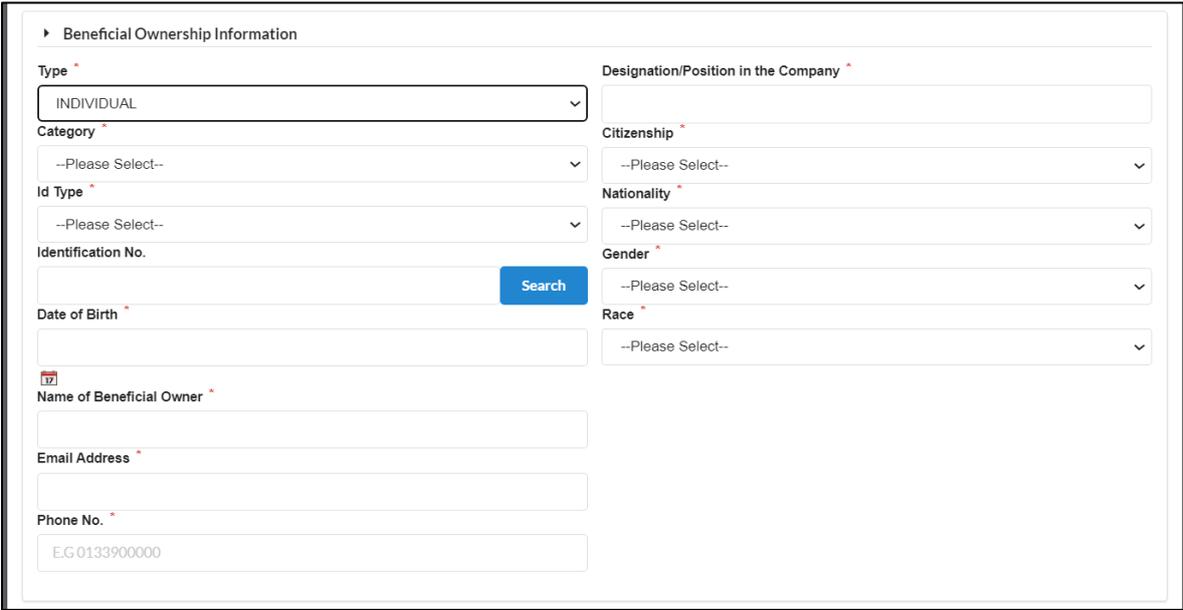
- Please Select--
- INDIVIDUAL
- TRUSTEE
- FEDERAL GOVERNMENT AGENCY
- STATE GOVERNMENT
- FEDERAL GOVERNMENT
- NON PROFIT ORGANIZATION (NPO)
- UNINCORPORATED BODY
- AGENCY
- OTHERS

Cancel Add

Arrangement	Identification No.	Date	Status	Action
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Diagram 11: Type of Beneficial Ownership Information Screen

9. Fill up details on Beneficial Ownership information.



Beneficial Ownership Information

Type *
INDIVIDUAL

Designation/Position in the Company *

Category *
--Please Select--

Citizenship *
--Please Select--

Id Type *
--Please Select--

Nationality *
--Please Select--

Gender *
--Please Select--

Race *
--Please Select--

Identification No. [Search]

Date of Birth *

Name of Beneficial Owner *

Email Address *

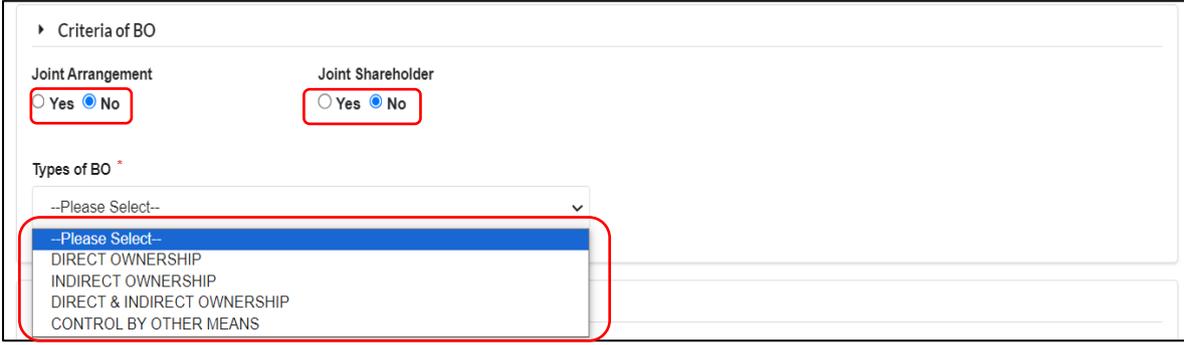
Phone No. *
E.G.0133900000

Diagram 12: Beneficial Ownership Details Information Screen

10. Answer **No** if the Criteria of BO is not a Joint Arrangement. The answer on Joint Arrangement may reflect the selection in Criteria of BO. For Joint Shareholder, user may declare yes/no.

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11. Select Criteria of BO in the selection list.



Criteria of BO

Joint Arrangement Yes No

Joint Shareholder Yes No

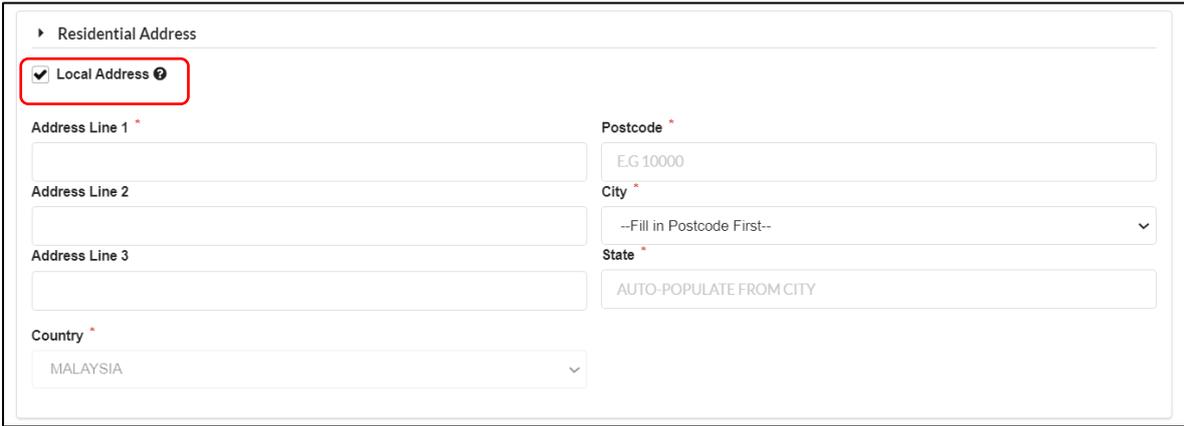
Types of BO *

--Please Select--

- Please Select--
- DIRECT OWNERSHIP
- INDIRECT OWNERSHIP
- DIRECT & INDIRECT OWNERSHIP
- CONTROL BY OTHER MEANS

Diagram 13: Beneficial Ownership Criteria Screen

12. Residential address is mandatory to fill. For address other than Malaysia, untick the local address box.



Residential Address

Local Address

Address Line 1 *

Address Line 2

Address Line 3

Country * MALAYSIA

Postcode * E.G 10000

City * --Fill in Postcode First--

State * AUTO-POPULATE FROM CITY

Diagram 14: Residential Address Screen

13. Fill up business address (if any). For address other than Malaysia, untick the local address box. Then click **Add**.

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Business Address (if any)

Local Address ?

Address Line 1

Address Line 2

Address Line 3

Country

Postcode

City

State

Diagram 15: Beneficial Ownership Details Information Screen

- The information of Beneficiary Owner will be displayed at the list of Changes in Beneficial Ownership. Click the **Next** button to proceed.

Beneficial Ownership ?

Does the Company have Beneficial Owner ?

Yes No

To enable check on declaration box again, please cease existing beneficial owner (BO)/Senior Management.

List of Changes Beneficial Ownership

Name of Beneficial Owner	Type of Beneficial Owner	Joint Arrangement	Identification No.	Date	Status	Action
[REDACTED]	INDIVIDUAL	NO	[REDACTED]7	11/12/2023	NEW	<input type="button" value="Edit"/> <input type="button" value="Delete"/> <input type="button" value="View"/>

Showing 1 to 1 of 1

Diagram 16: List of Changes Beneficial Ownership Information Screen

- In the Summary tab, a list of changes made will be displayed for confirmation. Click the **Next** button to proceed. User can click **Action** button to view summary in PDF format.

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BENEFICIAL OWNERSHIP DETAILS SUMMARY DECLARATION AND DISCLAIMER

Change of Beneficial Owner(s)

Name of Beneficial Owner	Type of Beneficial Owner	Joint Arrangement	Identification No.	Date ⓘ	Status	Action
[REDACTED]	INDIVIDUAL	NO	[REDACTED]	11/12/2023	NEW	

List of Changes Joint Arrangement Group

No.	Group Name	Shares(%)	Status	Action
Showing 0 to 0 of 0				

▶ Lodger Information

Name RAHIM Identification No. [REDACTED]	Address BLOK G-3-4-5 JALAN 5/76D 55100 KUALA LUMPUR W.P KUALA LUMPUR MALAYSIA Email ebosuserstest1@gmail.com Phone No. 0121234567	Practising Certificate No. PC128392000 Professional Body Type Malaysian Institute of Accountants (MIA) License / Membership No. MAICSA123456
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Diagram 17: Summary Beneficial Ownership Action Screen

16. In the Declaration and Disclaimer tab, the **Submit** button will be enabled when the user has ticked declaration box. Once the **Submit** button is enable, then click submit.

BENEFICIAL OWNERSHIP DETAILS SUMMARY DECLARATION AND DISCLAIMER

Declaration

I CONFIRM THAT THE FACTS AND INFORMATION STATED IN THIS DOCUMENT ARE TRUE AND TO THE BEST OF MY KNOWLEDGE.

ATTENTION:

It is an offence under section 591 of the Companies Act 2016 to make or authorize the making of a statement that a person knows is false or misleading and that person may be liable, upon conviction, to imprisonment for a term not exceeding ten years or to a fine not exceeding RM3 million or to both.

▶ Lodger Information

Name RAHIM Identification No. [REDACTED]	Address BLOK G-3-4-5 JALAN 5/76D 55100 KUALA LUMPUR W.P KUALA LUMPUR MALAYSIA Email ebosuserstest1@gmail.com Phone No. 0121234567	Practising Certificate No. PC128392000 Professional Body Type Malaysian Institute of Accountants (MIA) License / Membership No. MAICSA123456
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Diagram 18: Declaration and Disclaimer Screen

Classification Label: PUBLIC

17. After click on **Submit** button, a prompt message will be display for confirmation. Click on **OK** button to continue.

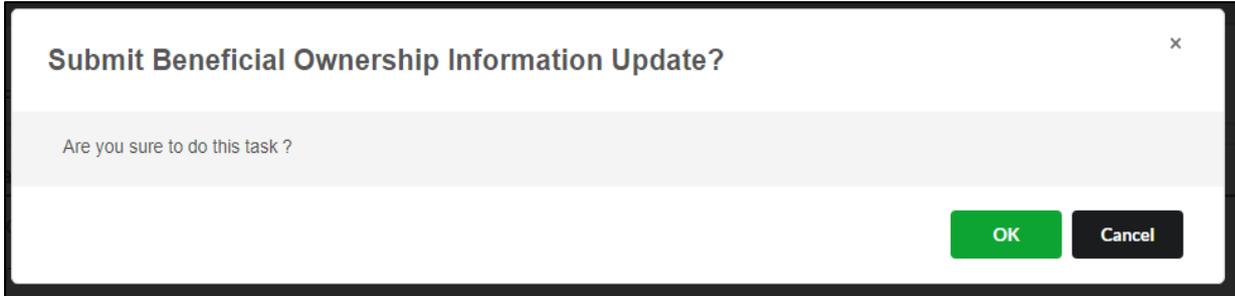


Diagram 19: Submission Beneficial Ownership Information Update Screen

18. Then, click **Proceed**.



Diagram 20: Confirmation Submission Screen

2.2 Update Beneficial Ownership (Edit/Update)

1. Click **Edit** icon to update/ edit BO information. Then click **Next** button.

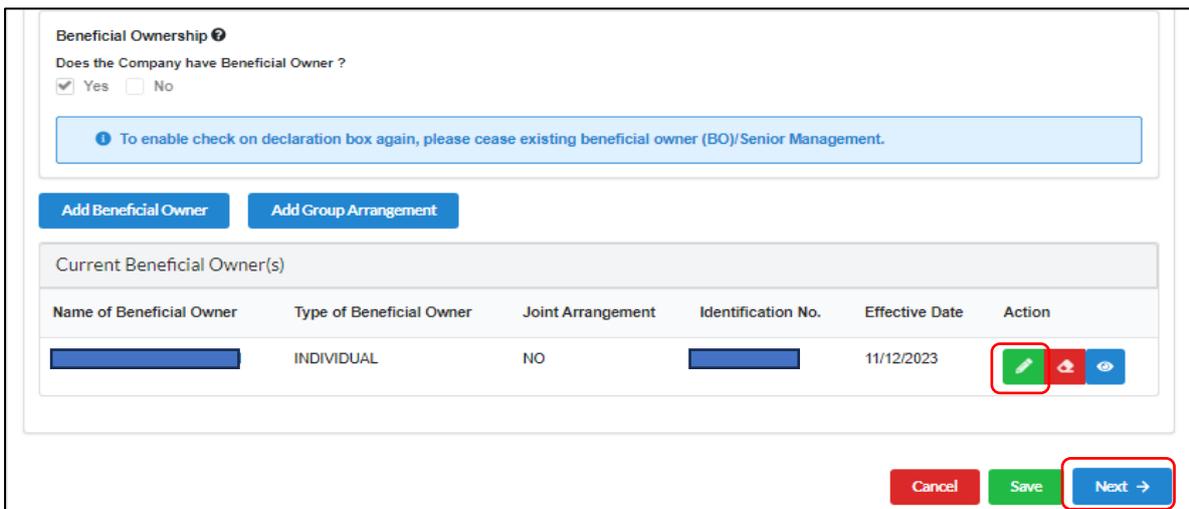


Diagram 21: Update Beneficial Ownership Details Screen

Classification Label: PUBLIC

2. User update details changes. After all changes have been filled, click **Update** button.

Update Beneficial Ownership

Change Details

Type of BO Application *
BENEFICIAL OWNER

Date of Changes *
11/12/2023

Date of Data Recorded *
11/12/2023

Beneficial Ownership Information

Type *
INDIVIDUAL

Designation/Position in the Company *
CEO

Category *
INDIVIDUAL

Citizenship *
MALAYSIAN

Id Type *
NRIC

Nationality *
MALAYSIA

Identification No. [Redacted] Search

Gender *
MALE

Date of Birth *
23/02/1975

Race *
CHINESE

Name of Beneficial Owner *
XXXXXXXXXXXXXXXXXXXX

Email Address *
XXXXXXXXXXXX

Phone No. *
012333333333

Cancel Update

Diagram 22: Beneficial Ownership Details Information Update Screen

3. Data changes successfully saved and status change to update. Click **Next** button.

List of Changes Beneficial Ownership

Name of Beneficial Owner	Type of Beneficial Owner	Joint Arrangement	Identification No.	Date	Status	Action
[Redacted]	INDIVIDUAL	NO	[Redacted]	11/12/2023	UPDATE	[Edit] [Delete] [View]

Showing 1 to 1 of 1

List of Changes Joint Arrangement Group

No.	Group Name	Shares(%)	Status	Action
-----	------------	-----------	--------	--------

Showing 0 to 0 of 0

Cancel Save Next →

Diagram 23: List of Beneficial Ownership Details Information Update Screen

Classification Label: PUBLIC

- In the Summary tab, a list of changes made will be displayed for confirmation. Click the **Next** button to proceed. User can click **View PDF** view submission.

The screenshot displays the 'SUMMARY' tab of the 'BENEFICIAL OWNERSHIP DETAILS' section. It features a table for 'Change of Beneficial Owner(s)' with columns for Name, Type, Joint Arrangement, Identification No., Date, Status, and Action. Below this is a section for 'List of Changes Joint Arrangement Group' with columns for No., Group Name, Shares(%), Status, and Action. The 'Lodger Information' section includes fields for Name, Address, Practising Certificate No., Professional Body Type, License / Membership No., Email, and Phone No. At the bottom, there are five buttons: Cancel, Previous, View PDF, Save, and Next. The 'Next' button is highlighted with a red box.

Name of Beneficial Owner	Type of Beneficial Owner	Joint Arrangement	Identification No.	Date	Status	Action
CHENG TIAN RING KUAAN	INDIVIDUAL	NO	XXXXXXXXXX	11/12/2023	UPDATE	View PDF

No.	Group Name	Shares(%)	Status	Action
Showing 0 to 0 of 0				

Lodger Information

Name RAHIM	Address BLOK G-3-4-5 JALAN 5/76D 55100 KUALA LUMPUR W.P KUALA LUMPUR MALAYSIA	Practising Certificate No. XXXXXXXXXX
Identification No. XXXXXXXXXX	Email ebosuserst1@gmail.com	Professional Body Type Malaysian Institute of Accountants (MIA)
Phone No. XXXXXXXXXX		License / Membership No. XXXXXXXXXX

Buttons: Cancel, Previous, View PDF, Save, **Next**

Diagram 24: Summary Beneficial Ownership Action Screen

- On the Declaration and Disclaimer tab, the Submit button will be enabled when the user has ticked declaration box. Once the **Submit** button is enable, click on the button.

Classification Label: PUBLIC

DECLARATION AND DISCLAIMER		
Declaration		
<input checked="" type="checkbox"/> I CONFIRM THAT THE FACTS AND INFORMATION STATED IN THIS DOCUMENT ARE TRUE AND TO THE BEST OF MY KNOWLEDGE.		
ATTENTION:		
It is an offence under section 591 of the Companies Act 2016 to make or authorize the making of a statement that a person knows is false or misleading and that person may be liable, upon conviction, to imprisonment for a term not exceeding ten years or to a fine not exceeding RM3 million or to both.		
Lodger Information		
Name	Address	Practising Certificate No.
RAHIM	BLOK G-3-4-5	[REDACTED]
Identification No.	JALAN 5/76D	Professional Body Type
XXXXXXXXXXXX	55100 KUALA LUMPUR	Malaysian Institute of Accountants (MIA)
	W.P KUALA LUMPUR	License / Membership No.
	MALAYSIA	MAICSA123456
	Email	
	ebosuserst1@gmail.com	
	Phone No.	
	[REDACTED]	

Buttons: Cancel, Previous ←, **Submit**

Diagram 25: Declaration and Disclaimer Beneficial Ownership Update Screen

6. After click on Submit, a prompt message will be display for confirmation. Click on **Ok** button to continue.

Submit Beneficial Ownership Information Update? x

Are you sure to do this task?

Buttons: **OK**, Cancel

Diagram 26: Submission Beneficial Ownership Information Update Screen

7. Click Proceed.

✓ Successfully Submit Submission

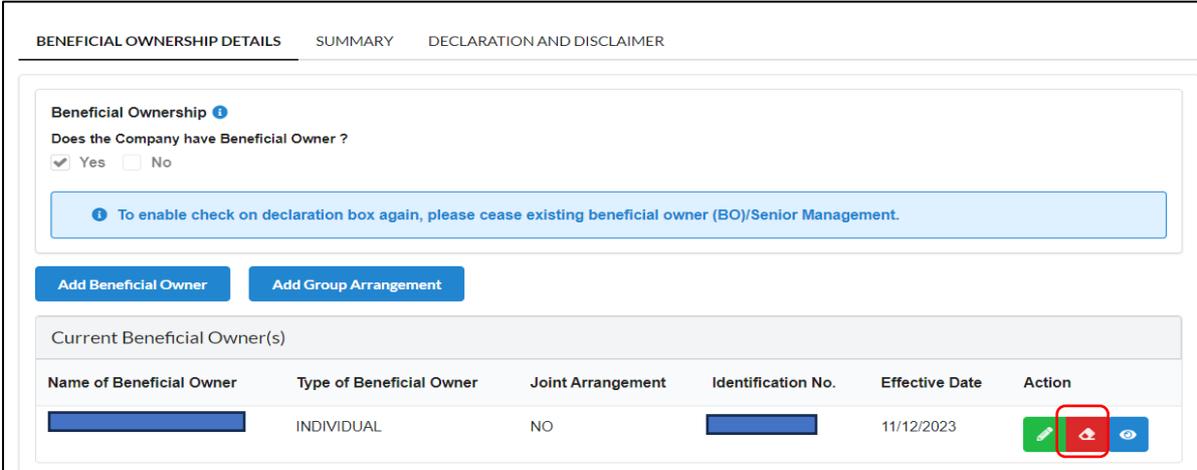
Buttons: **Proceed**

Diagram 27: Confirmation Submission Screen

Classification Label: PUBLIC

2.3 Update Beneficial Ownership (Cease)

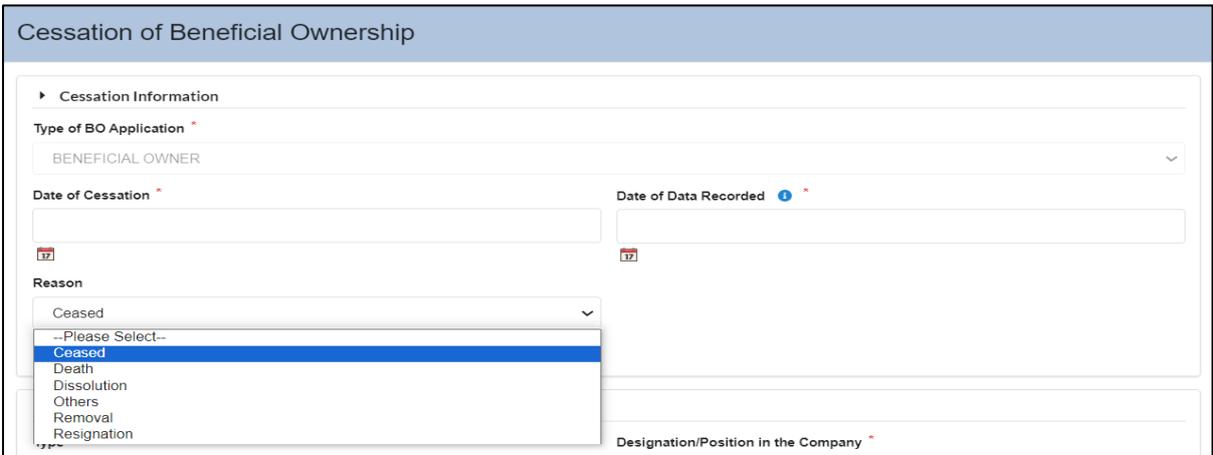
1. Click **Cease** button to ceased BO.



The screenshot shows the 'BENEFICIAL OWNERSHIP DETAILS' screen. At the top, there are tabs for 'BENEFICIAL OWNERSHIP DETAILS', 'SUMMARY', and 'DECLARATION AND DISCLAIMER'. Below the tabs, there is a section titled 'Beneficial Ownership' with a sub-header 'Does the Company have Beneficial Owner?'. There are two radio buttons: 'Yes' (selected) and 'No'. A blue information box contains the text: 'To enable check on declaration box again, please cease existing beneficial owner (BO)/Senior Management.' Below this, there are two buttons: 'Add Beneficial Owner' and 'Add Group Arrangement'. A section titled 'Current Beneficial Owner(s)' contains a table with the following columns: 'Name of Beneficial Owner', 'Type of Beneficial Owner', 'Joint Arrangement', 'Identification No.', 'Effective Date', and 'Action'. The table has one row with the following data: 'Name of Beneficial Owner' (redacted), 'Type of Beneficial Owner' (INDIVIDUAL), 'Joint Arrangement' (NO), 'Identification No.' (redacted), 'Effective Date' (11/12/2023), and 'Action' (edit, **cease**, view icons). The 'cease' button is highlighted with a red box.

Diagram 28: Ceased Beneficial Ownership Details Screen

2. Fill in **Date of Cessation**, **Date of Date Recorded** and select ceased **Reason**. Then, click **Cease** button.



The screenshot shows the 'Cessation of Beneficial Ownership' screen. The title bar is 'Cessation of Beneficial Ownership'. Below the title bar, there is a section titled 'Cessation Information'. There are three main fields: 'Type of BO Application' (dropdown menu with 'BENEFICIAL OWNER' selected), 'Date of Cessation' (calendar icon), and 'Date of Data Recorded' (calendar icon). Below these, there is a 'Reason' dropdown menu with a list of options: 'Ceased', '--Please Select--', 'Ceased', 'Death', 'Dissolution', 'Others', 'Removal', and 'Resignation'. The 'Ceased' option is selected and highlighted. Below the 'Reason' dropdown, there is a 'Designation/Position in the Company' field. At the bottom right, there are two buttons: 'Cancel' and 'Cease'. The 'Cease' button is highlighted with a red box.

Diagram 29: Reason of Cessation Screen

Classification Label: PUBLIC

- Data changes successfully saved and status of BO change to Cessation. Then, click **Next** button.

Name of Beneficial Owner	Type of Beneficial Owner	Joint Arrangement	Identification No.	Date	Status	Action
NG POH HWA	INDIVIDUAL	NO	[REDACTED]	11/02/2024	CESSATION	[Edit] [Delete] [View]

Showing 1 to 1 of 1

No.	Group Name	Shares(%)	Status	Action
-----	------------	-----------	--------	--------

Showing 0 to 0 of 0

[Cancel] [Save] [Next →]

Diagram 30: List of Beneficial Ownership Information Cessation Screen

- In the Summary tab, a list of changes made will be displayed for confirmation. Click the **Next** button to proceed. User can click **View PDF** view submission.

BENEFICIAL OWNERSHIP DETAILS SUPPORTING DOCUMENT **SUMMARY** DECLARATION AND DISCLAIMER

Change of Beneficial Owner(s)

Name of Beneficial Owner	Type of Beneficial Owner	Joint Arrangement	Identification No.	Date	Status	Action
NG POH HWA	INDIVIDUAL	NO	[REDACTED]	11/02/2024	CESSATION	[View]

List of Changes Joint Arrangement Group

No.	Group Name	Shares(%)	Status	Action
-----	------------	-----------	--------	--------

Showing 0 to 0 of 0

▶ Lodger Information

Name SARAH	Address 01, JALAN WARISAN PUTERI A65 TAMAN WARISAN PUTERI PRECINT 6 70400 SEREMBAN NEGERI SEMBILAN MALAYSIA	Practising Certificate No. PC123456
Identification No. [REDACTED]	Email [REDACTED]@gmail.com	Professional Body Type Sabah Law Society (SLS)
Phone No. [REDACTED]		License / Membership No. LS123456

[Cancel] [Previous ←] [View PDF] [Save] [Next →]

Diagram 31: Summary of Beneficial Ownership Information Cessation Screen

Classification Label: PUBLIC

5. User can view submission in PDF format.

PARTICULARS OF COMPANY	
COMPANY NAME	[REDACTED] N. BHD.
COMPANY NO	[REDACTED]-U)
STATUS	EXISTING

PARTICULARS OF BENEFICIAL OWNERSHIP			
TYPE OF BO APPLICATION	BENEFICIAL OWNER		
STATUS	NEW		
DATE OF BECOMING BO	11/12/2023		
DATE OF DATA RECORDED	11/12/2023		
TYPE	INDIVIDUAL		
CATEGORY	INDIVIDUAL		
NAME	[REDACTED] N		
IDENTIFICATION NO.	[REDACTED]	DATE OF BIRTH	23/02/1975
GENDER	MALE	RACE	CHINESE
NATIONALITY	MALAYSIA	CITIZENSHIP	MALAYSIAN
DESIGNATION/POSITION IN THE COMPANY	CEO		
RESIDENTIAL ADDRESS	[REDACTED] MELAWATI CORPORATE CENTER TAMAN MELAWATI 53100 KUALA LUMPUR W.P KUALA LUMPUR MALAYSIA		
BUSINESS ADDRESS	NIL		
EMAIL	ch[REDACTED]om	CONTACT NO.	[REDACTED]
TYPE OF BO	DIRECT OWNERSHIP Criteria A - Holds directly in not less than 20% of the shares in the company		
PERCENTAGE %	Criteria A - Direct Ownership: 20.0000		

Diagram 32: View PDF Submission

Classification Label: PUBLIC

- On the Declaration and Disclaimer tab, the Submit button will be enabled when the user has ticked declaration box. Once the **Submit** button is enable, click on the button.

Declaration

I CONFIRM THAT THE FACTS AND INFORMATION STATED IN THIS DOCUMENT ARE TRUE AND TO THE BEST OF MY KNOWLEDGE.

ATTENTION:

It is an offence under section 591 of the Companies Act 2016 to make or authorize the making of a statement that a person knows is false or misleading and that person may be liable, upon conviction, to imprisonment for a term not exceeding ten years or to a fine not exceeding RM3 million or to both.

▶ Lodger Information

Name	Address	Practising Certificate No.
SARAH	01, JALAN WARISAN PUTERI A65	PC123456
Identification No.	TAMAN WARISAN PUTERI	Professional Body Type
820630135297	PRECINT 6	Sabah Law Society (SLS)
	70400 SEREMBAN	License / Membership No.
	NEGERI SEMBILAN	LS123456
	MALAYSIA	
	Email	
	ebosuserstest2@gmail.com	
	Phone No.	
	0131234567	

Cancel Previous ← Submit

Diagram 33: Declaration and Disclaimer Screen

- After click on submit button, a prompt message will be display for confirmation. Click **Ok** to continue.

Submit Beneficial Ownership Information Update?

Are you sure to do this task ?

OK Cancel

Diagram 34: Submission Beneficial Ownership Cessation Screen

- Then, click **Proceed**.

✓ Successfully Submit Submission

Proceed

Diagram 35: Confirmation Submission Screen

3 Senior Management in Place of Beneficial Ownership

(Answer **No**-Information on Beneficial Ownership (“**BO**”) has not been obtain. Update Senior Management in Place of BO)

3.1 Update No Beneficial Ownership (New)

1. Once entered Company Registration Number, Beneficial Ownership Information Update Information will appear.

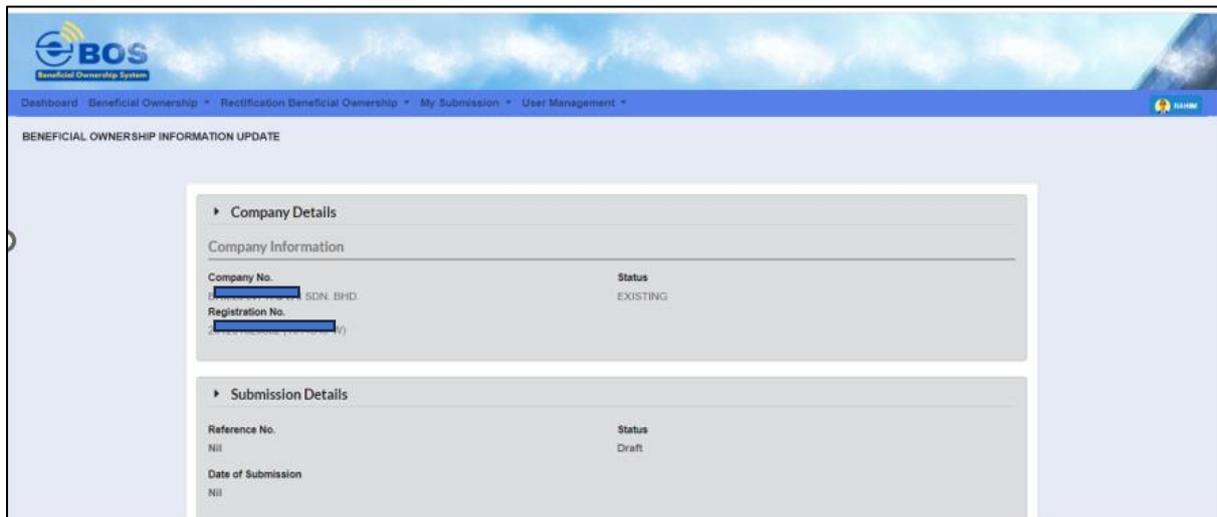


Diagram 36: Submission No Beneficial Ownership Information Screen

2. Answer **No** and click **Next** button to proceed with Senior Management particular details.

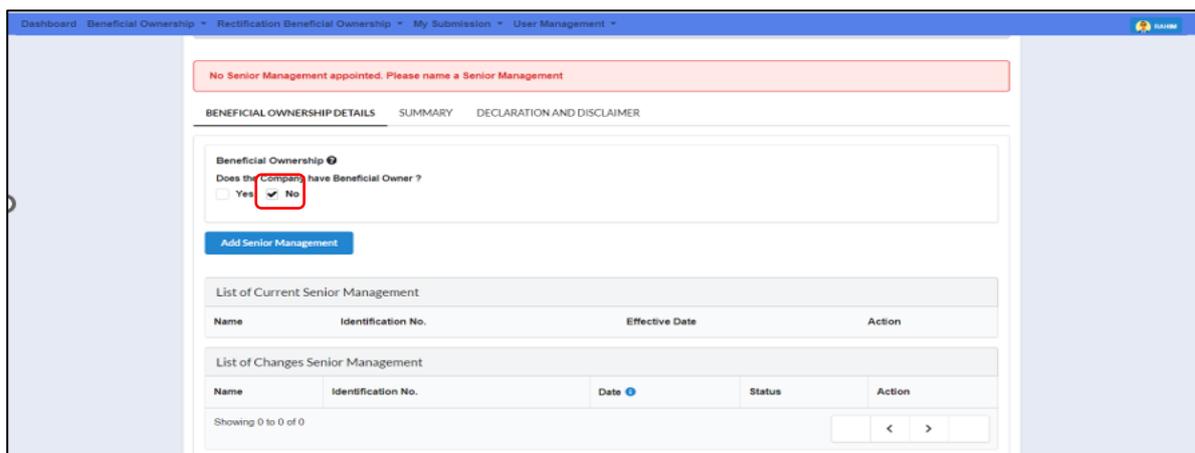


Diagram 37: No Beneficial Ownership Details Screen

Classification Label: PUBLIC

3. Click **Add Senior Management** button to update Senior Management in Place of BO.

Dashboard Beneficial Ownership Rectification Beneficial Ownership My Submission User Management

No Senior Management appointed. Please name a Senior Management

BENEFICIAL OWNERSHIP DETAILS SUMMARY DECLARATION AND DISCLAIMER

Beneficial Ownership ?
Does the Company have Beneficial Owner ?
 Yes No

Add Senior Management

List of Current Senior Management

Name	Identification No.	Effective Date	Action
------	--------------------	----------------	--------

List of Changes Senior Management

Name	Identification No.	Date	Status	Action
------	--------------------	------	--------	--------

Showing 0 to 0 of 0

Diagram 38: Add Senior Management Screen

4. After selecting Add Senior Management button, select reason if BO information cannot be furnished as No Beneficial Owner.

Dashboard Beneficial Ownership Rectification Beneficial Ownership My Submission User Management

RAHIM

Add Senior Management

Date of Appointment Information

Date of Appointment to the Position: 01/01/2024
Date of Data Recorded: 02/01/2024

Please state the following reason if the beneficial ownership information cannot be furnished:

A) Senior Management in Place of BO
 No Beneficial Owner.
 Unidentified Beneficial Owner
 In the process of obtaining beneficial ownership information.

Senior Management Information

Identification Type: --Please Select--
Designation/Position in the Company:

Diagram 39: Add Senior Management Screen

Classification Label: PUBLIC

5. Key in Senior Management details as required by system.

Senior Management Information

Identification Type *
NRIC

Identification No.
[Redacted] Search

Date of Birth *
08-Aug-1995

Name *
[Redacted]

Email Address *
[Redacted]

Phone No. *
01114567008

Designation/Position in the Company *
DIRECTOR

Citizenship *
MALAYSIAN

Nationality *
MALAYSIA

Gender *
FEMALE

Race *
MALAY

Office Address

Local Address

Diagram 40: Senior Management Information Details Screen

6. Office address is mandatory to fill. For address other than Malaysia, untick the local address box. Fill up the business address (if any).

Office Address

Local Address

Address Line 1 *
NO. 90, JALAN RIANG

Address Line 2
TAMAN GEMBIRA

Address Line 3

Country *
MALAYSIA

Business Address (if any)

Local Address

Address Line 1

Postcode *
47100

City *
PUCHONG

State *
SELANGOR

Diagram 41: Senior Management Information Office Address Screen

7. Fill up the business address (if any). Then click **Add**.

Business Address (if any)

Local Address

Address Line 1

Address Line 2

Address Line 3

Country
MALAYSIA

Postcode
E.G 10000

City
--Fill in Postcode First--

State
AUTO-POPULATE FROM CITY

Cancel Add

Diagram 42: Senior Management Information Business Address Screen

Classification Label: PUBLIC

8. The information on Senior Management will be displayed on the list of Changes in Senior Management. Click the **Next** button to proceed.

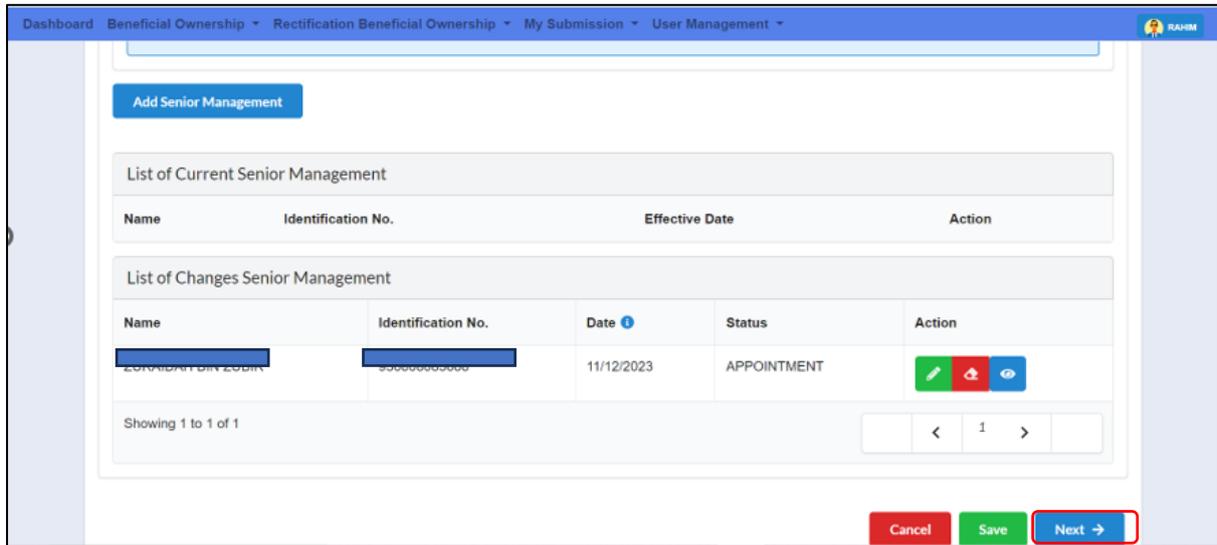


Diagram 43: List of Senior Management Information Screen

9. In the **summary** tab, all lists of changes made will be displayed for confirmation. Click the Next button to proceed.

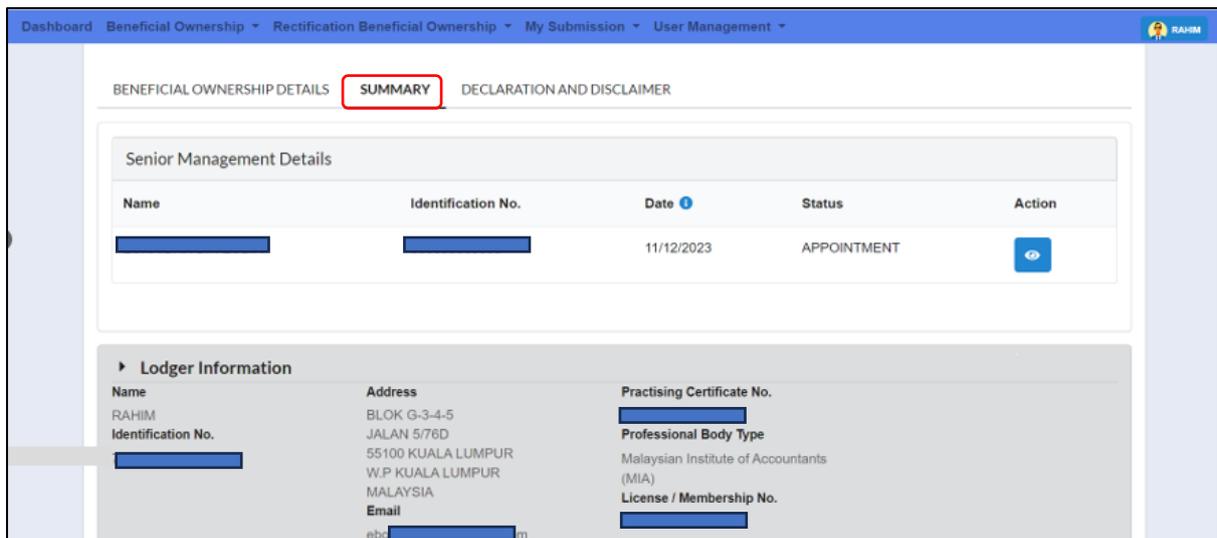


Diagram 44: Summary Senior Management Information Details Screen

Classification Label: PUBLIC

10. User may click the **Action** button to view summary in PDF format.

PARTICULARS OF COMPANY	
COMPANY NAME	[REDACTED] SDN. BHD.
COMPANY NO	[REDACTED]
STATUS	EXISTING

PARTICULARS OF SENIOR MANAGEMENT			
REASON IF THE BO INFORMATION CANNOT BE FURNISHED	SENIOR MANAGEMENT IN PLACE OF BO No Beneficial Owner		
STATUS	APPOINTMENT		
NAME	z [REDACTED] IR		
IDENTIFICATION NO.	9 [REDACTED]	NATIONALITY	MALAYSIA
RACE	MALAY	CITIZENSHIP	MALAYSIAN
DESIGNATION	DIRECTOR		
OFFICE ADDRESS	NO. 90, JALAN RIANG TAMAN GEMBIRA 47100 PUCHONG SELANGOR MALAYSIA		
BUSINESS ADDRESS	NIL		
DATE OF APPOINTMENT OF SENIOR MANAGEMENT	11/12/2023		
EMAIL	z [REDACTED]@com	CONTACT NO.	01 [REDACTED]
DATE OF DATA RECORDED	11/12/2023		

DECLARATION	
I CONFIRM THAT THE FACTS AND INFORMATION STATED IN THIS DOCUMENT ARE TRUE AND TO THE BEST OF MY KNOWLEDGE.	
NAME	RAHIM
DATE OF APPLICATION	NIL
ATTENTION : It is an offence under section 591 of the Companies Act 2016 to make or authorize the making of a statement that a person knows is false or misleading and that person may be liable, upon conviction, to imprisonment for a term not exceeding ten years or to a fine not exceeding RM3 million or to both.	

SURUHANJAYA SYARIKAT MALAYSIA Page 1 of 2

Diagram 45: Senior Management Information Draft in PDF format

Classification Label: PUBLIC

11. In the Declaration and Disclaimer tab, the **Submit** button will be enabled when the user has ticked declaration box. Once the submit button is enable, then click **Submit**.

Dashboard Beneficial Ownership Rectification Beneficial Ownership My Submission User Management RAHIM

BENEFICIAL OWNERSHIP DETAILS SUMMARY DECLARATION AND DISCLAIMER

Declaration

I CONFIRM THAT THE FACTS AND INFORMATION STATED IN THIS DOCUMENT ARE TRUE AND TO THE BEST OF MY KNOWLEDGE.

ATTENTION:

It is an offence under section 591 of the Companies Act 2016 to make or authorize the making of a statement that a person knows is false or misleading and that person may be liable, upon conviction, to imprisonment for a term not exceeding ten years or to a fine not exceeding RM3 million or to both.

Lodger Information

Name	Address	Practising Certificate No.
RAHIM	BLOK G-3-4-5	
Identification No.	JALAN 576D	Professional Body Type
	55100 KUALA LUMPUR	Malaysian Institute of Accountants (MIA)
	W/P KUALA LUMPUR	License / Membership No.
	MALAYSIA	
Email	Email	
Phone No.		

Cancel Previous Submit

Diagram 46: Declaration and Disclaimer Screen

12. After click on **Submit** button, a prompt message will be display for confirmation. Click on **Ok** button to continue.

Dashboard Beneficial Ownership Rectification Beneficial Ownership My Submission User Management RAHIM

BENEFICIAL OWNERSHIP DETAILS SUMMARY DECLARATION AND DISCLAIMER

Declaration

I CONFIRM THAT THE FACTS AND INFORMATION STATED IN THIS DOCUMENT ARE TRUE AND TO THE BEST OF MY KNOWLEDGE.

ATTENTION:

It is an offence under section 591 of the Companies Act 2016 to make or authorize the making of a statement that a person knows is false or misleading and that person may be liable, upon conviction, to imprisonment for a term not exceeding ten years or to a fine not exceeding RM3 million or to both.

Lodger Information

Name	Address	Practising Certificate No.
RAHIM	BLOK G-3-4-5	PO128302020
Identification No.	JALAN 576D	Professional Body Type
71051055282	55100 KUALA LUMPUR	Malaysian Institute of Accountants (MIA)
	W/P KUALA LUMPUR	License / Membership No.
	MALAYSIA	MA202A123456
Email	Email	
Phone No.		

Submit Beneficial Ownership Information Update?

Are you sure to do this task ?

OK Cancel

Diagram 47: Submission Add Senior Management Screen

Classification Label: PUBLIC

13. Then, click **Proceed**.

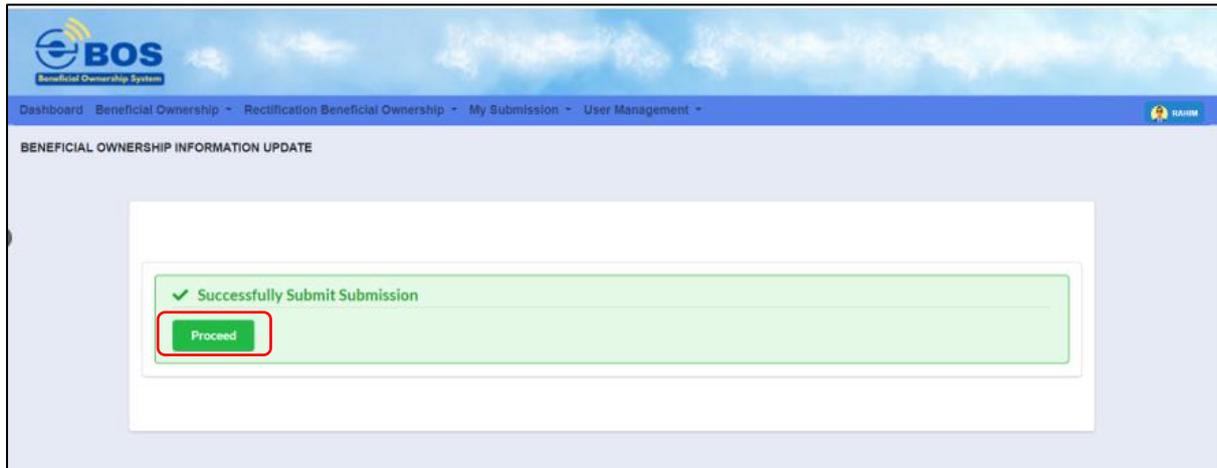


Diagram 48: Confirmation Submission Screen

3.2 Update Detail Senior Management in Place of BO (Edit)

1. Click **Edit** icon to update/edit BO information. Then click **Next** button.

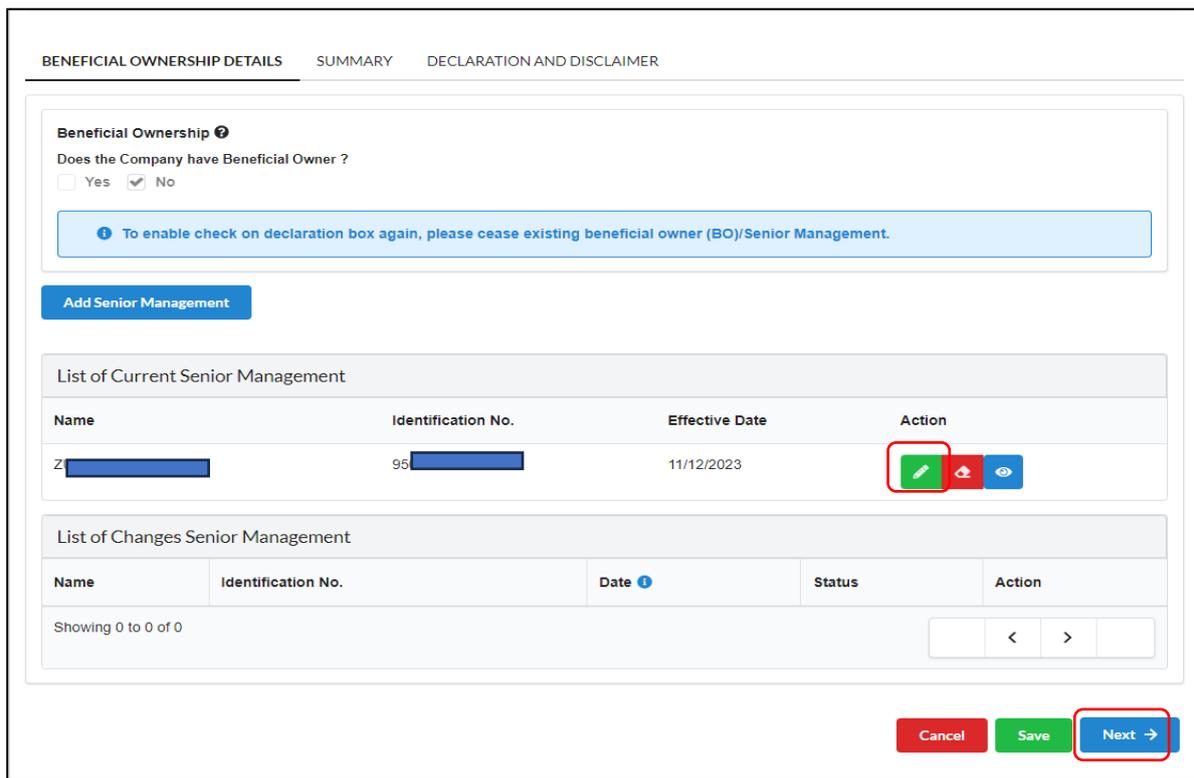


Diagram 49: List of Update Details Senior Management Screen

Classification Label: PUBLIC

2. User may update the reason for Senior Management in Place of BO.

Dashboard Beneficial Ownership Rectification Beneficial Ownership My Submission User Management RAHM

Update Senior Management

Change Information

Date of Change: 07/03/2024
Date of Data Recorded: 10/03/2024

Please state the following reason if the beneficial ownership information cannot be furnished:

A) Senior Management in Place of BO
 No Beneficial Owner.
 Unidentified Beneficial Owner
 In the process of obtaining beneficial ownership information.

Senior Management Information

Identification Type: NRIC
Designation/Position in the Company: CEO

Diagram 50: Reason of Update Details Senior Management Screen

3. Update/Edit particular Senior Management in Place of BO as required by system. Click **Update** button to proceed.

Office Address

Local Address

Address Line 1: NO. 90, JALAN RIANG
Address Line 2: TAMAN GEMBIRA
Address Line 3: [Empty]
Postcode: 47100
City: PUCHONG
State: SELANGOR
Country: MALAYSIA

Business Address (if any)

Local Address

Address Line 1: SUITE Z, 30-1
Address Line 2: JALAN OPERA G U2/G
Address Line 3: TAMAN TTDI JAYA
Postcode: 40150
City: SHAH ALAM
State: SELANGOR
Country: MALAYSIA

Cancel Update

Diagram 51: Update Details Senior Management Screen

4. The updated information will be displayed in the List of Current Senior Management table. Then, click **Next** to proceed.

Classification Label: PUBLIC

Successfully Saved

BENEFICIAL OWNERSHIP DETAILS SUMMARY DECLARATION AND DISCLAIMER

Beneficial Ownership ⓘ
Does the Company have Beneficial Owner ?
 Yes No

ⓘ To enable check on declaration box again, please cease existing beneficial owner (BO)/Senior Management.

Add Senior Management

List of Current Senior Management

Name	Identification No.	Effective Date	Action
[REDACTED]	[REDACTED]	11/12/2023	

List of Changes Senior Management

Name	Identification No.	Date ⓘ	Status	Action
[REDACTED]	[REDACTED]	11/12/2023	UPDATE	

Diagram 52: List of Update & Changes Details Senior Management Screen

5. In the **summary** tab, all lists of changes made will be displayed for confirmation. Click the **Next** button to proceed.

BENEFICIAL OWNERSHIP DETAILS **SUMMARY** DECLARATION AND DISCLAIMER

Senior Management Details

Name	Identification No.	Date ⓘ	Status	Action
[REDACTED]	[REDACTED]	11/12/2023	UPDATE	

▶ **Lodger Information**

Name RAHIM	Address BLOK G-3-4-5 JALAN 5/76D 55100 KUALA LUMPUR W.P. KUALA LUMPUR MALAYSIA	Practising Certificate No. [REDACTED]
Identification No. [REDACTED]	Email [REDACTED]	Professional Body Type Malaysian Institute of Accountants (MIA)
Phone No. [REDACTED]		License / Membership No. [REDACTED]

Cancel Previous ← View PDF Save **Next →**

Diagram 53: Summary of Update Details Senior Management Screen

Classification Label: PUBLIC

6. Users can click **View PDF** to view submission.

PARTICULARS OF COMPANY	
COMPANY NAME	[REDACTED] DN. BHD.
COMPANY NO.	[REDACTED] (4349-W)
STATUS	EXISTING

PARTICULARS OF SENIOR MANAGEMENT			
REASON IF THE BO INFORMATION CANNOT BE FURNISHED	SENIOR MANAGEMENT IN PLACE OF BO No Beneficial Owner		
STATUS	UPDATE		
NAME	[REDACTED] R		
IDENTIFICATION NO.	[REDACTED]	NATIONALITY	MALAYSIA
RACE	MALAY	CITIZENSHIP	MALAYSIAN
DESIGNATION	DIRECTOR		
OFFICE ADDRESS	NO. 90, JALAN RIANG TAMAN GEMBIRA 47100 PUCHONG SELANGOR MALAYSIA		
BUSINESS ADDRESS	SUITE 2, 30-1 JALAN OPERA G U2/G TAMAN TTDI JAYA 40150 SHAH ALAM SELANGOR MALAYSIA		
DATE OF CHANGE	11/12/2023		
EMAIL	Z [REDACTED]@ [REDACTED]. [REDACTED]	CONTACT NO.	01 [REDACTED]
DATE OF DATA RECORDED	11/12/2023		

DECLARATION	
I CONFIRM THAT THE FACTS AND INFORMATION STATED IN THIS DOCUMENT ARE TRUE AND TO THE BEST OF MY KNOWLEDGE.	
NAME	RAHIM
DATE OF APPLICATION	NIL
ATTENTION : It is an offence under section 591 of the Companies Act 2016 to make or authorize the making of a statement that a person knows is false or misleading and that person may be liable, upon conviction, to imprisonment for a term not exceeding ten years or to a fine not exceeding RM3 million or to both.	

Diagram 54: Details Senior Management Draft in PDF format

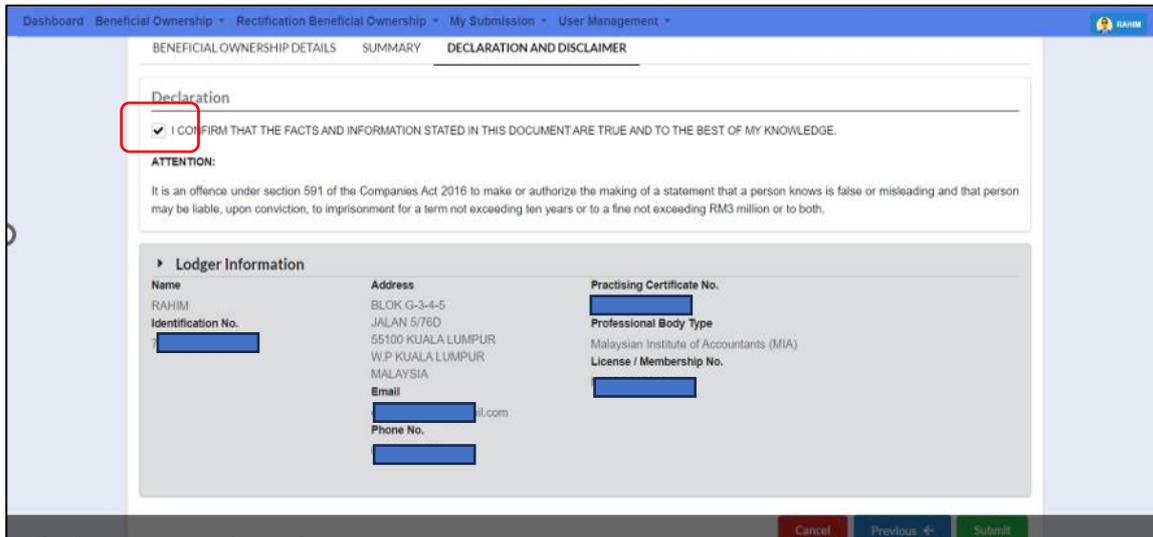
7. In the **summary** tab, all lists of changes made will be displayed for confirmation. Click the **Next** button to proceed.

BENEFICIAL OWNERSHIP DETAILS		SUMMARY	DECLARATION AND DISCLAIMER	
Senior Management Details				
Name	Identification No.	Date	Status	Action
[REDACTED]	[REDACTED]	11/12/2023	UPDATE	
▶ Lodger Information				
Name	Address	Practising Certificate No.		
RAHIM	BLOK G-3-4-5 JALAN 5/76D	[REDACTED]		
Identification No.	55100 KUALA LUMPUR W.P KUALA LUMPUR MALAYSIA	Professional Body Type Malaysian Institute of Accountants (MIA)		
[REDACTED]	Email	License / Membership No.		
[REDACTED]	[REDACTED]	[REDACTED]		
Phone No.	[REDACTED]	[REDACTED]		
[REDACTED]	[REDACTED]	[REDACTED]		
<div style="text-align: right;">Cancel Previous ← View PDF Save Next →</div>				

Diagram 55: Summary of Update Details Senior Management Screen

Classification Label: PUBLIC

- In the Declaration and Disclaimer tab, the **Submit** button will be enabled when the user has ticked declaration box. Once the submit button is enabled, then click **Submit**.



Dashboard Beneficial Ownership - Rectification Beneficial Ownership - My Submission - User Management -

BENEFICIAL OWNERSHIP DETAILS SUMMARY DECLARATION AND DISCLAIMER

Declaration

I CONFIRM THAT THE FACTS AND INFORMATION STATED IN THIS DOCUMENT ARE TRUE AND TO THE BEST OF MY KNOWLEDGE.

ATTENTION:

It is an offence under section 591 of the Companies Act 2016 to make or authorize the making of a statement that a person knows is false or misleading and that person may be liable, upon conviction, to imprisonment for a term not exceeding ten years or to a fine not exceeding RM3 million or to both.

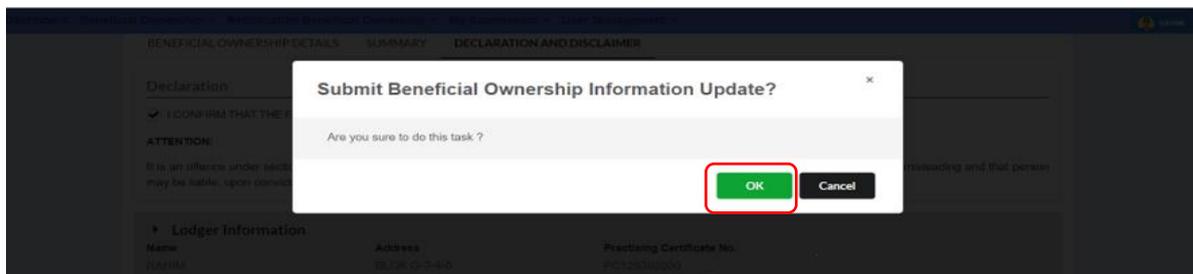
Lodger Information

Name	Address	Practising Certificate No.
RAHIM	BLOK G-3-4-5	
Identification No.	JALAN 5/76D	Professional Body Type
	55100 KUALA LUMPUR	Malaysian Institute of Accountants (MIA)
	W.P KUALA LUMPUR	License / Membership No.
	MALAYSIA	
	Email	
	Phone No.	

Cancel Previous Submit

Diagram 56: Declaration and Disclaimer Screen

- After click on Submit, a prompt message will be display or confirmation. Click **Ok** button to continue.



BENEFICIAL OWNERSHIP DETAILS SUMMARY DECLARATION AND DISCLAIMER

Declaration

I CONFIRM THAT THE FACTS AND INFORMATION STATED IN THIS DOCUMENT ARE TRUE AND TO THE BEST OF MY KNOWLEDGE.

ATTENTION:

It is an offence under section 591 of the Companies Act 2016 to make or authorize the making of a statement that a person knows is false or misleading and that person may be liable, upon conviction, to imprisonment for a term not exceeding ten years or to a fine not exceeding RM3 million or to both.

Lodger Information

Name	Address	Practising Certificate No.
RAHIM	BLOK G-3-4-5	
Identification No.	JALAN 5/76D	Professional Body Type
	55100 KUALA LUMPUR	Malaysian Institute of Accountants (MIA)
	W.P KUALA LUMPUR	License / Membership No.
	MALAYSIA	
	Email	
	Phone No.	

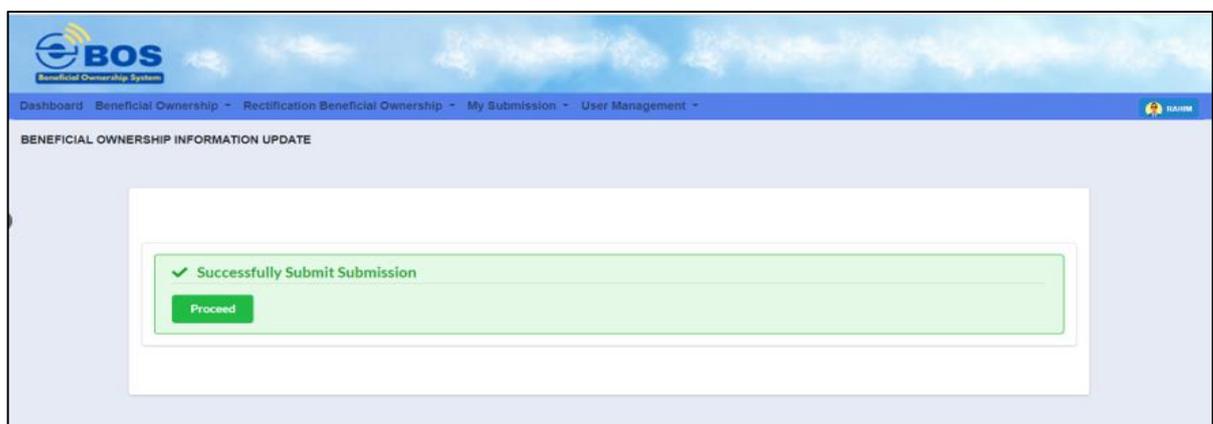
Submit Beneficial Ownership Information Update?

Are you sure to do this task ?

OK Cancel

Diagram 57: Submission of Update Senior Management Screen

- Then, click **Proceed**.



BOS Beneficial Ownership System

Dashboard Beneficial Ownership - Rectification Beneficial Ownership - My Submission - User Management -

BENEFICIAL OWNERSHIP INFORMATION UPDATE

✓ Successfully Submit Submission

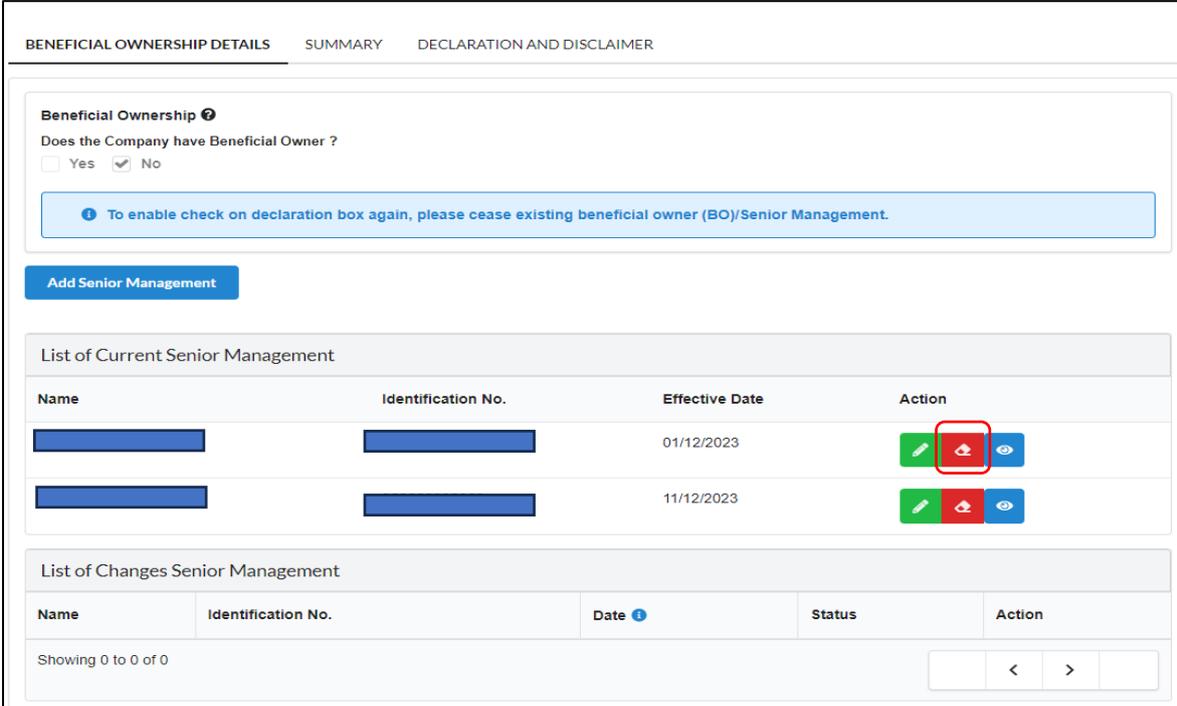
Proceed

Diagram 58: Confirmation Submission Screen

Classification Label: PUBLIC

3.3 Update Senior Management in Place of Beneficial Ownership (Ceased)

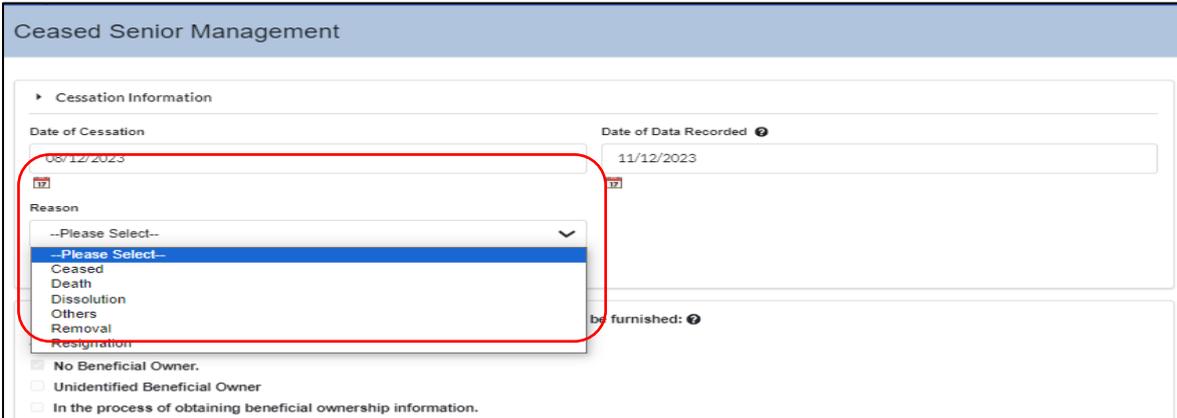
1. Click to **Cease** button to cease the Senior Management



The screenshot shows the 'BENEFICIAL OWNERSHIP DETAILS' screen. At the top, there are tabs for 'BENEFICIAL OWNERSHIP DETAILS', 'SUMMARY', and 'DECLARATION AND DISCLAIMER'. Below the tabs, there is a section titled 'Beneficial Ownership' with a question 'Does the Company have Beneficial Owner?' and radio buttons for 'Yes' and 'No'. A blue banner below this section contains the text: 'To enable check on declaration box again, please cease existing beneficial owner (BO)/Senior Management.' Below the banner is a blue button labeled 'Add Senior Management'. The main content area is divided into two sections: 'List of Current Senior Management' and 'List of Changes Senior Management'. The 'List of Current Senior Management' section contains a table with columns for 'Name', 'Identification No.', 'Effective Date', and 'Action'. The 'Action' column for each row contains three icons: a green pencil, a red 'X' (highlighted with a red box), and a blue eye. The 'List of Changes Senior Management' section contains a table with columns for 'Name', 'Identification No.', 'Date', 'Status', and 'Action'. Below this table, it says 'Showing 0 to 0 of 0' and there are navigation arrows.

Diagram 59: Ceased Details Senior Management Screen

2. Select **Reason** for cessation from the selection list.



The screenshot shows the 'Ceased Senior Management' screen. At the top, there is a blue header with the text 'Ceased Senior Management'. Below the header, there is a section titled 'Cessation Information'. This section contains two date fields: 'Date of Cessation' (with the value '06/12/2023') and 'Date of Data Recorded' (with the value '11/12/2023'). Below these fields is a 'Reason' dropdown menu that is open, showing a list of options: '--Please Select--', 'Ceased', 'Death', 'Dissolution', 'Others', 'Removal', and 'Resignation'. The 'Ceased' option is highlighted in blue. Below the dropdown menu, there are three radio buttons: 'No Beneficial Owner.', 'Unidentified Beneficial Owner', and 'In the process of obtaining beneficial ownership information.'.

Diagram 60: Reason of Ceased Details Senior Management Screen

3. The displayed information for the ceased Senior Management will be frozen, and no updates can be made in this service. Then, click **Cease** button to proceed.

Classification Label: PUBLIC

Senior Management Information

Identification Type * NRIC	Designation/Position in the Company * CEO
Identification No. [REDACTED]	Citizenship * MALAYSIAN
Date of Birth * 07-Oct-1984	Nationality * MALAYSIA
Name * [REDACTED] A	Gender * FEMALE
Email Address * putri@gmail.com	Race * MALAY
Phone No. * [REDACTED]	

Office Address

Local Address

Address Line 1 * 30 PERSIARAN NUSANTARA	Postcode * 51200
Address Line 2 JALAN SRI HARTAMAS	City * KUALA LUMPUR
Address Line 3 	State * W/P KUALA LUMPUR
Country * MALAYSIA	

Business Address (if any)

Local Address

Address Line 1 	Postcode E.G 10000
Address Line 2 	City --Please Select--
Address Line 3 	State AUTO-POPULATE FROM CITY
Country --Please Select--	

Diagram 61: Ceased Details Senior Management Screen

- The updated information will be displayed in the List of Changes Senior Management status. Then, click **Next** to proceed.

Classification Label: PUBLIC

Successfully Saved

BENEFICIAL OWNERSHIP DETAILSSUMMARYDECLARATION AND DISCLAIMER

Beneficial Ownership ⓘ

Does the Company have Beneficial Owner ?

Yes No

ⓘ To enable check on declaration box again, please cease existing beneficial owner (BO)/Senior Management.

Add Senior Management

List of Current Senior Management

Name	Identification No.	Effective Date	Action
[REDACTED]	[REDACTED]	01/12/2023	👁
[REDACTED]	[REDACTED]	11/12/2023	✎ 🗑 👁

List of Changes Senior Management

Name	Identification No.	Date ⓘ	Status	Action
[REDACTED]	[REDACTED]	08/12/2023	CESSATION	✎ 🗑 👁

Showing 1 to 1 of 1

< 1 >

Cancel

Save

Next →

Diagram 62: List of Ceased Details Senior Management Screen

- The **summary** tab, all lists of changes made will be displayed for confirmation. Click the Next button to **Proceed**.

BENEFICIAL OWNERSHIP DETAILS**SUMMARY**DECLARATION AND DISCLAIMER

Senior Management Details

Name	Identification No.	Date ⓘ	Status	Action
[REDACTED] RA	[REDACTED]	08/12/2023	CESSATION	👁

▶ **Lodger Information**

<p>Name RAHIM</p> <p>Identification No. [REDACTED]</p>	<p>Address BLOK G-3-4-5 JALAN 5/76D 55100 KUALA LUMPUR W.P KUALA LUMPUR MALAYSIA</p> <p>Email ebosusertest1@gmail.com</p> <p>Phone No. [REDACTED]</p>	<p>Practising Certificate No. [REDACTED]</p> <p>Professional Body Type Malaysian Institute of Accountants (MIA)</p> <p>License / Membership No. [REDACTED]</p>
--	--	---

Cancel

Previous ←

View PDF

Save

Next →

Diagram 63: Summary of Ceased Details Senior Management Screen

Classification Label: PUBLIC

6. User can click **View PDF** to view submission.

PARTICULARS OF COMPANY	
COMPANY NAME	[REDACTED] BHD.
COMPANY NO	[REDACTED] (49-W)
STATUS	EXISTING

PARTICULARS OF SENIOR MANAGEMENT			
REASON IF THE BO INFORMATION CANNOT BE FURNISHED	SENIOR MANAGEMENT IN PLACE OF BO No Beneficial Owner		
STATUS	CESSATION		
REASON	DEATH		
NAME	[REDACTED]		
IDENTIFICATION NO.	[REDACTED]	NATIONALITY	MALAYSIA
RACE	MALAY	CITIZENSHIP	MALAYSIAN
DESIGNATION	CEO		
OFFICE ADDRESS	[REDACTED] TARA JALAN SRI HARTAMAS 51200 KUALA LUMPUR W.P KUALA LUMPUR MALAYSIA		
BUSINESS ADDRESS	NIL		
DATE OF CESSATION	08/12/2023		
EMAIL	[REDACTED]	CONTACT NO.	[REDACTED]
DATE OF DATA RECORDED	11/12/2023		

DECLARATION	
I CONFIRM THAT THE FACTS AND INFORMATION STATED IN THIS DOCUMENT ARE TRUE AND TO THE BEST OF MY KNOWLEDGE.	
NAME	RAHIM
DATE OF APPLICATION	NIL

ATTENTION : It is an offence under section 591 of the Companies Act 2016 to make or authorize the making of a statement that a person knows is false or misleading and that person may be liable, upon conviction, to imprisonment for a term not exceeding ten years or to a fine not exceeding RM3 million or to both.

Diagram 64: Summary of Ceased Details Senior Management in PDF Format

Classification Label: PUBLIC

7. Then, click **Next** to proceed.

The screenshot shows the 'Senior Management Details' screen. At the top, there are three tabs: 'BENEFICIAL OWNERSHIP DETAILS', 'SUMMARY', and 'DECLARATION AND DISCLAIMER'. The 'SUMMARY' tab is active. Below the tabs is a section titled 'Senior Management Details' containing a table with the following data:

Name	Identification No.	Date	Status	Action
[Redacted]	[Redacted]	11/12/2023	UPDATE	[Eye icon]

Below the table is a section titled 'Lodger Information' with the following details:

Name RAHIM	Address BLOK G-3-4-5 JALAN 5/76D 55100 KUALA LUMPUR W.P KUALA LUMPUR MALAYSIA	Practising Certificate No. [Redacted]
Identification No. [Redacted]	Email ebosuserst1@gmail.com	Professional Body Type Malaysian Institute of Accountants (MIA)
Phone No. [Redacted]		License / Membership No. [Redacted]

At the bottom right, there are five buttons: 'Cancel', 'Previous', 'View PDF', 'Save', and 'Next'. The 'Next' button is highlighted with a red box.

Diagram 65: Submission of Ceased Details Senior Management Screen

8. In the Declaration and Disclaimer tab, the **Submit** button will be enabled when the user has ticked declaration box. Once the submit button is enabled, then click **Submit**.

The screenshot shows the 'Declaration and Disclaimer' screen. At the top, there are three tabs: 'BENEFICIAL OWNERSHIP DETAILS', 'SUMMARY', and 'DECLARATION AND DISCLAIMER'. The 'DECLARATION AND DISCLAIMER' tab is active. Below the tabs is a section titled 'Declaration' with a checked checkbox and the text: 'I CONFIRM THAT THE FACTS AND INFORMATION STATED IN THIS DOCUMENT ARE TRUE AND TO THE BEST OF MY KNOWLEDGE.' Below this is an 'ATTENTION:' section with a warning message. Below the warning is a section titled 'Lodger Information' with the same details as in Diagram 65. At the bottom right, there are three buttons: 'Cancel', 'Previous', and 'Submit'. The 'Submit' button is highlighted with a red box.

Diagram 66: Declaration and Disclaimer Screen

Classification Label: PUBLIC

9. After click on submit button a prompt message will be display for confirmation. Click **Ok** button to continue.

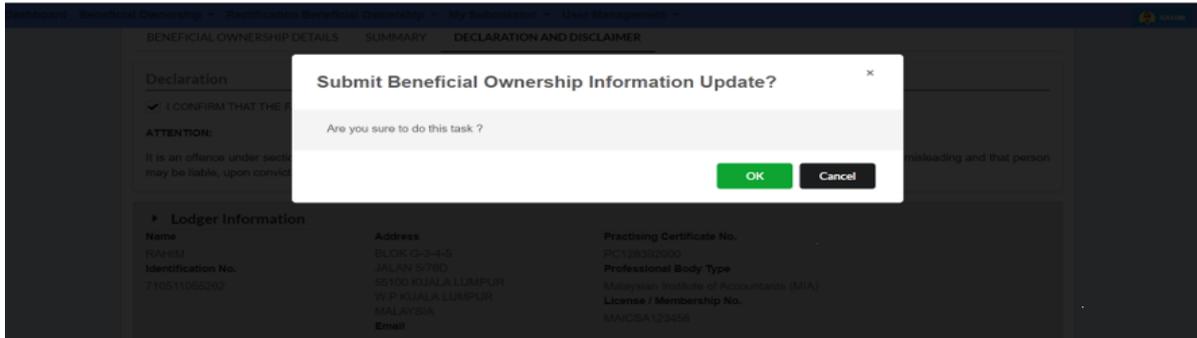


Diagram 67: Submission of Ceased Senior Management Screen

10. Then, click **Proceed**.

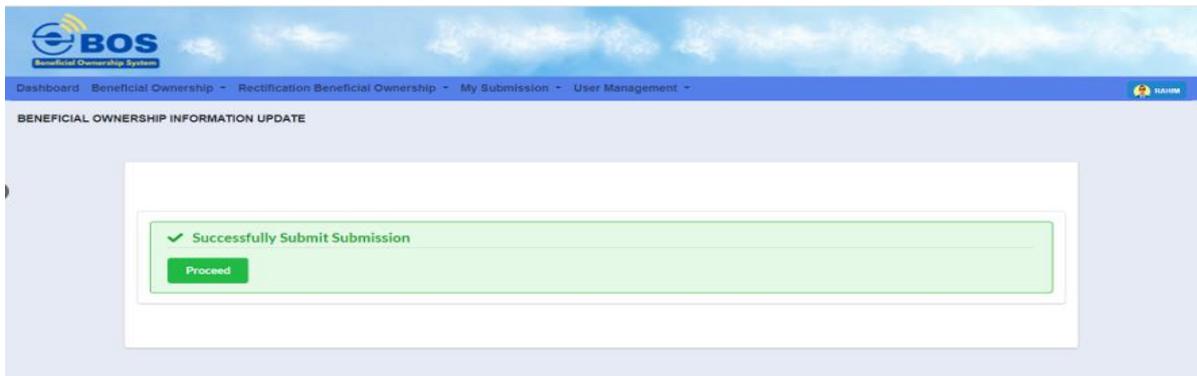


Diagram 68: Confirmation Submission of Ceased Senior Management Screen

4 Joint Arrangement

1. Answer **Yes** and click **Next** button to proceed with *Beneficial Ownership Details* tab.

The screenshot shows the 'BENEFICIAL OWNERSHIP DETAILS' tab selected. Below the tab, there is a section titled 'Beneficial Ownership' with a question: 'Does the Company have Beneficial Owner?'. There are two radio buttons: 'Yes' (which is selected and highlighted with a red box) and 'No'. At the bottom right of the form, there are three buttons: 'Cancel' (red), 'Save' (green), and 'Next →' (blue, highlighted with a red box).

Diagram 69: Beneficial Ownership Details Screen

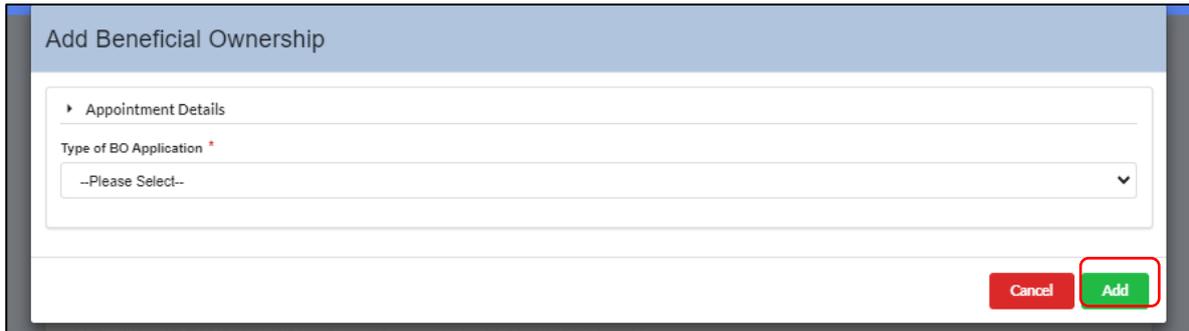
2. Click **Add Beneficial Owner** button to add New Beneficial Owner.

The screenshot shows the 'BENEFICIAL OWNERSHIP DETAILS' tab. A red error message at the top reads: 'No Beneficial Ownership appointed. Please name a Beneficial Ownership.' Below this, the 'Beneficial Ownership' section is active, showing the question 'Does the Company have Beneficial Owner?' with radio buttons for 'Yes' (checked) and 'No'. Below the question, there are two buttons: 'Add Beneficial Owner' (blue, highlighted with a red box) and 'Add Group Arrangement' (blue). Below the buttons, there are two tables. The first table is titled 'Current Beneficial Owner(s)' and has columns: Name of Beneficial Owner, Type of Beneficial Owner, Joint Arrangement, Identification No., Effective Date, and Action. The second table is titled 'Current Joint Arrangement Group' and has columns: No., Group Name, Shares(%), Date of Group Creation, and Action. At the bottom, it says 'Showing 0 to 0 of 0' and has navigation arrows.

Diagram 70: Add Beneficial Owner Screen

3. For the Joint Arrangement either **Beneficial Owner** or **Senior Management of Exempted Holding Company for Subsidiary Company** from the dropdown menu, then click the **Add** button.

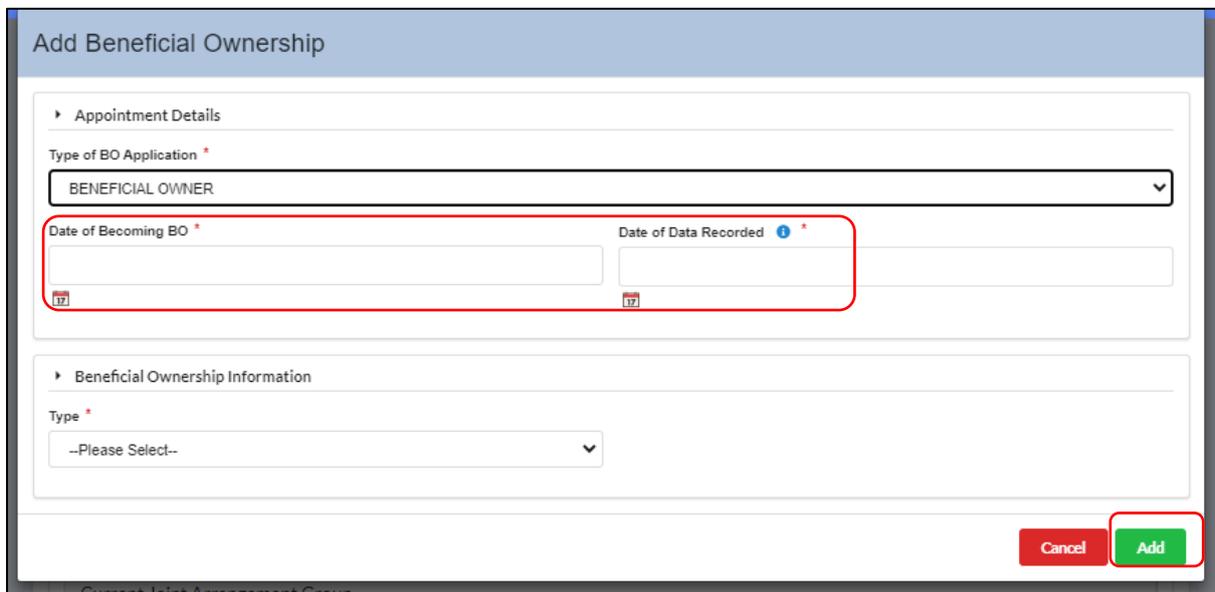
Classification Label: PUBLIC



The screenshot shows a web form titled "Add Beneficial Ownership". Under the "Appointment Details" section, there is a dropdown menu labeled "Type of BO Application" with a red asterisk indicating it is required. The menu is currently set to "--Please Select--". At the bottom right of the form, there are two buttons: a red "Cancel" button and a green "Add" button, which is highlighted with a red rectangular box.

Diagram 71: Type of Add Beneficial Owner Screen

4. To update Joint Arrangements by Beneficial Ownership, key in Date of Becoming BO and Date of Data Recorded. Then, click **Add** button.



The screenshot shows the "Add Beneficial Ownership" form with more details. In the "Appointment Details" section, the "Type of BO Application" dropdown menu is now set to "BENEFICIAL OWNER". Below this, there are two date input fields: "Date of Becoming BO" and "Date of Data Recorded", both with red asterisks. These two fields are enclosed in a red rectangular box. Below the "Appointment Details" section is the "Beneficial Ownership Information" section, which has a "Type" dropdown menu currently set to "--Please Select--". At the bottom right, the red "Cancel" and green "Add" buttons are visible, with the "Add" button highlighted by a red rectangular box.

Diagram 72: Add Beneficial Ownership Details Screen

5. Select **Type of BO** from the selection list then click **Add** button.

Classification Label: PUBLIC

The screenshot shows the 'Add Beneficial Ownership' form. The 'Appointment Details' section is filled with 'Type of BO Application' as 'BENEFICIAL OWNER', 'Date of Becoming BO' as '11/12/2023', and 'Date of Data Recorded' as '11/12/2023'. The 'Beneficial Ownership Information' section has a 'Type' dropdown menu open, showing options: 'INDIVIDUAL', 'TRUSTEE', 'FEDERAL GOVERNMENT AGENCY', 'STATE GOVERNMENT', 'FEDERAL GOVERNMENT NON PROFIT ORGANIZATION (NPO)', 'UNINCORPORATED BODY AGENCY', and 'OTHERS'. The 'Add' button is highlighted in green. A red box highlights the 'Add' button and another red box highlights a navigation button at the bottom right.

Diagram 73: Type of Beneficial Ownership Information Screen

6. Fill up details on Beneficial Ownership information.

The screenshot shows the 'Beneficial Ownership Information' form with the following fields filled out: 'Type' is 'INDIVIDUAL', 'Designation/Position in the Company' is empty, 'Category' is '--Please Select--', 'Citizenship' is '--Please Select--', 'Id Type' is '--Please Select--', 'Nationality' is '--Please Select--', 'Identification No.' is empty with a 'Search' button, 'Gender' is '--Please Select--', 'Date of Birth' is empty, 'Race' is '--Please Select--', 'Name of Beneficial Owner' is empty, 'Email Address' is empty, and 'Phone No.' is 'E.G.0133900000'.

Diagram 74: Beneficial Ownership Information Screen

7. If the notification of Beneficial Ownership is through a Joint Arrangement, mark '**Yes**' for the Joint Arrangement criteria. Once 'Joint Arrangement' is marked 'Yes', the system will automatically select 'Control by Other Means' as the type of Beneficial Ownership and check Criteria E.
8. For notification of Joint Shareholder, it can be Yes/No depending on the actual arrangement of the company.

Classification Label: PUBLIC

Criteria of BO

Joint Arrangement Yes No

Joint Shareholder Yes No

Types of BO *

CONTROL BY OTHER MEANS

Please Select (if applicable)

Criteria C - Has the right to exercise ultimate effective control whether formal or informal over the company or the directors or the management of the company

Criteria D - Has the right or power to directly or indirectly appoint or remove a director(s) who holds the majority of the voting rights at the meeting of directors

Criteria E - Is a member of the company and, under an agreement with another member of the company, controls alone a majority of the voting rights in the company

Voting Rights (%)

0.0000

Criteria F - Has less than 20% of the shares or voting rights but exercises significant control or influence over the company

Voting Rights (%)

0.0000

Diagram 75: Joint Arrangement Screen

- It is mandatory to fill residential address. For address other than Malaysia, untick the local address box.

Residential Address

Local Address

Address Line 1 *

Address Line 2

Address Line 3

Country *

MALAYSIA

Postcode *

E.G. 10000

City *

--Fill in Postcode First--

State *

AUTO-POPULATE FROM CITY

Diagram 76: Beneficial Ownership Address Screen

- Fill up business address (if any). For address other than Malaysia, untick the local address box. Then, click **Add** to continue.

Classification Label: PUBLIC

Business Address (if any)

Local Address

Address Line 1

Address Line 2

Address Line 3

Country

MALAYSIA

Postcode

E.G 10000

City

--Fill in Postcode First--

State

AUTO-POPULATE FROM CITY

Cancel Add

Diagram 77: Beneficial Ownership Business Address Information Screen

11. The information of Beneficial Owner will be displayed in the List of Changes in Beneficial Ownership. For a Joint Arrangement, there must be more than one beneficiary owner. Click the **Next** button to proceed.

BENEFICIAL OWNERSHIP DETAILS SUMMARY DECLARATION AND DISCLAIMER

Beneficial Ownership

Does the Company have Beneficial Owner ?

Yes No

To enable check on declaration box again, please cease existing beneficial owner (BO)/ Senior Management.

Add Beneficial Owner Add Group Arrangement

Current Beneficial Owner(s)

Name of Beneficial Owner	Type of Beneficial Owner	Joint Arrangement	Identification No.	Effective Date	Action
--------------------------	--------------------------	-------------------	--------------------	----------------	--------

Current Joint Arrangement Group

No.	Group Name	Shares(%)	Date of Group Creation	Action
-----	------------	-----------	------------------------	--------

Showing 0 to 0 of 0

List of Changes Beneficial Ownership

Name of Beneficial Owner	Type of Beneficial Owner	Joint Arrangement	Identification No.	Date	Status	Action
	INDIVIDUAL	YES		29/01/2024	NEW	  

Showing 1 to 1 of 1

List of Changes Joint Arrangement Group

No.	Group Name	Shares(%)	Status	Action
-----	------------	-----------	--------	--------

Showing 0 to 0 of 0

Cancel Save Next

Diagram 78: List of Beneficial Ownership Screen

Classification Label: PUBLIC

12. Repeat step **no. 2** to continue adding BO for Joint Arrangement (group members shall consist of minimum 2 members)

Beneficial Ownership ⓘ

Does the Company have Beneficial Owner ?

Yes No

ⓘ To enable check on declaration box again, please cease existing beneficial owner (BO)/Senior Management.

[Add Beneficial Owner](#) [Add Group Arrangement](#)

Current Beneficial Owner(s)

Name of Beneficial Owner	Type of Beneficial Owner	Joint Arrangement	Identification No.	Effective Date	Action
--------------------------	--------------------------	-------------------	--------------------	----------------	--------

Current Joint Arrangement Group

No.	Group Name	Shares(%)	Date of Group Creation	Action
-----	------------	-----------	------------------------	--------

Showing 0 to 0 of 0

List of Changes Beneficial Ownership

Name of Beneficial Owner	Type of Beneficial Owner	Joint Arrangement	Identification No.	Date ⓘ	Status	Action
██████████	INDIVIDUAL	YES	██████████	29/01/2024	NEW	✎ 🔒 👁
██████████	INDIVIDUAL	YES	██████████	29/01/2024	NEW	✎ 🔒 👁

Showing 1 to 2 of 2

List of Changes Joint Arrangement Group

No.	Group Name	Shares(%)	Status	Action
-----	------------	-----------	--------	--------

Showing 0 to 0 of 0

[Cancel](#) [Save](#) [Next →](#)

Diagram 79: List of Beneficial Ownership Information Screen

Classification Label: PUBLIC

- To complete the Joint Arrangement, click **Add Group Arrangement** button to form a Groups of Arrangement that consist of more than one member.

To enable check on declaration box again, please cease existing beneficial owner (BO)/Senior Management.

Add Beneficial Owner **Add Group Arrangement**

Current Beneficial Owner(s)

Name of Beneficial Owner	Type of Beneficial Owner	Joint Arrangement	Identification No.	Effective Date	Action
--------------------------	--------------------------	-------------------	--------------------	----------------	--------

Current Joint Arrangement Group

No.	Group Name	Shares(%)	Date of Group Creation	Action
-----	------------	-----------	------------------------	--------

Showing 0 to 0 of 0

List of Changes Beneficial Ownership

Name of Beneficial Owner	Type of Beneficial Owner	Joint Arrangement	Identification No.	Date	Status	Action
[Redacted]	INDIVIDUAL	YES	[Redacted]	29/01/2024	NEW	[Edit] [Delete] [View]
[Redacted]	INDIVIDUAL	YES	[Redacted]	29/01/2024	NEW	[Edit] [Delete] [View]

Showing 1 to 2 of 2

Diagram 80: Add Group Joint Arrangement Screen

- Select which Beneficial Ownership to form a Group of Joint Arrangement then fill up the Criteria E (voting rights percentage) for each Beneficial Owner then click **Add**.

Add Beneficial Ownership (Joint Arrangement)

Name of Beneficial Owner
--Please Select--

Beneficial Ownership Information

Name of Beneficial Owner	Type of Beneficial Owner	Identification No.
--------------------------	--------------------------	--------------------

Showing 0 to 0 of 0

Diagram 81: Select Beneficial Owner for Joint Arrangement Screen

Classification Label: PUBLIC

15. Enter **Voting Rights Percentage** under Criteria E for each Beneficial Owner then click **Add**.

Add Beneficial Ownership (Joint Arrangement)

Name of Beneficial Owner
ZAFRI ZAFRAN

Beneficial Ownership Information

Name of Beneficial Owner	Type of Beneficial Owner	Identification No.
[REDACTED]	INDIVIDUAL	[REDACTED]

Showing 1 to 1 of 1

Types of BO
CONTROL BY OTHER MEANS

Criteria E - Is a member of the company and, under an agreement with another member of the company, controls alone a majority of the voting rights in the company

Voting Rights (%)
32.3000

Add

Diagram 82: Voting Rights Percentage Screen

16. The details of the selected Beneficial Owners for the Joint Arrangement are displayed in the Joint Arrangement table. Then, click 'Save.' Repeat this process until all members for Joint arrangement are included.

Group Name

Joint Arrangement

Name	Identification No.	Shares(%)	Purpose	Action
[REDACTED]	[REDACTED]	32.3000	NEW	 

Showing 1 to 1 of 1

Close Save

Diagram 83: List of Joint Arrangement Screen

Classification Label: PUBLIC

- Continue by adding another Beneficial Owner to create a **Group Name** for the Joint Arrangement. Please ensure that the total percentage of the Joint Arrangement is not less than 50.001%.

Add Beneficial Ownership (Joint Arrangement)

▲ Successfully added

Name of Beneficial Owner
--Please Select--

Beneficial Ownership Information

Name of Beneficial Owner	Type of Beneficial Owner	Identification No.
Showing 0 to 0 of 0		

Types of BO
CONTROL BY OTHER MEANS

Criteria E - Is a member of the company and, under an agreement with another member of the company, controls alone a majority of the voting rights in the company

Voting Rights (%)
0.0000

Add

Group Name
GROUP JA ↓

Joint Arrangement

Name	Identification No.	Shares(%)	Purpose	Action
[Redacted]	[Redacted]	32.3000	NEW	[Edit] [Delete]
[Redacted]	[Redacted]	41.2000	NEW	[Edit] [Delete]

Showing 1 to 2 of 2

Close Save

Diagram 84: Update Group Name in Joint Arrangement Screen

Classification Label: PUBLIC

18. The user can add a Group Name for each group. Details of the Group Joint Arrangement will appear, then click **Next**.

[Add Beneficial Owner](#) [Add Group Arrangement](#)

Current Beneficial Owner(s)

Name of Beneficial Owner	Type of Beneficial Owner	Joint Arrangement	Identification No.	Effective Date	Action
--------------------------	--------------------------	-------------------	--------------------	----------------	--------

Current Joint Arrangement Group

No.	Group Name	Shares(%)	Date of Group Creation	Action
-----	------------	-----------	------------------------	--------

Showing 0 to 0 of 0

List of Changes Beneficial Ownership

Name of Beneficial Owner	Type of Beneficial Owner	Joint Arrangement	Identification No.	Date	Status	Action
[REDACTED]	INDIVIDUAL	YES	[REDACTED]	29/01/2024	NEW	[Edit] [Delete] [Eye]
[REDACTED]	INDIVIDUAL	YES	[REDACTED]	29/01/2024	NEW	[Edit] [Delete] [Eye]

Showing 1 to 2 of 2

List of Changes Joint Arrangement Group

No.	Group Name	Shares(%)	Status	Action
1	GROUP JA 1	73.5000	NEW	[Edit] [Delete] [Eye]

Showing 1 to 1 of 1

[Cancel](#) [Save](#) [Next →](#)

Diagram 85: List of Joint Arrangement Group Screen

Classification Label: PUBLIC

19. In Summary, users can view the draft by clicking the **View PDF** button.

The screenshot displays the 'Summary of Joint Arrangement' screen. At the top, there are three tabs: 'BENEFICIAL OWNERSHIP DETAILS', 'SUMMARY' (highlighted with a red box), and 'DECLARATION AND DISCLAIMER'. Below the tabs is a section titled 'Change of Beneficial Owner(s)' containing a table with the following data:

Name of Beneficial Owner	Type of Beneficial Owner	Joint Arrangement	Identification No.	Date	Status	Action
[Redacted]	INDIVIDUAL	YES	[Redacted]	29/01/2024	NEW	[Eye icon]
[Redacted]	INDIVIDUAL	YES	[Redacted]	29/01/2024	NEW	[Eye icon]

Below this is a section titled 'List of Changes Joint Arrangement Group' containing a table with the following data:

No.	Group Name	Shares(%)	Status	Action
1	GROUP JA 1	73.5000	NEW	[Eye icon]

Below the table is a pagination control showing 'Showing 1 to 1 of 1' and a page number '1' with navigation arrows.

The 'Lodger Information' section contains the following details:

- Name: [Redacted]
- Address: NO 7 [Redacted] L 5, KUALA LUMPUR SENTRAL, 50623 KUALA LUMPUR, W.P. KUALA LUMPUR, MALAYSIA
- Practising Certificate No.: [Redacted]
- Professional Body Type: Malaysian Institute of Chartered Secretaries and Administrators (MAICSA)
- License / Membership No.: [Redacted]
- Identification No.: [Redacted]
- Email: [Redacted]
- Phone No.: [Redacted]

At the bottom of the screen, there are five buttons: 'Cancel' (red), 'Previous' (blue with left arrow), 'View PDF' (blue), 'Save' (green), and 'Next' (blue with right arrow, highlighted with a red box).

Diagram 86: Summary of Joint Arrangement Screen

Classification Label: PUBLIC

20. User may click the **View PDF** button to view summary in PDF format.

PARTICULARS OF COMPANY			
COMPANY NAME	L [REDACTED] BHD.		
COMPANY NO	2 [REDACTED] (4-H)		
STATUS	EXISTING		

PARTICULARS OF BENEFICIAL OWNERSHIP			
TYPE OF BO APPLICATION	BENEFICIAL OWNER		
STATUS	NEW		
DATE OF BECOMING BO	29/01/2024		
DATE OF DATA RECORDED	29/01/2024		
TYPE	INDIVIDUAL		
CATEGORY	INDIVIDUAL		
NAME	Z [REDACTED]		
IDENTIFICATION NO.	C [REDACTED]	DATE OF BIRTH	12/12/2000
GENDER	MALE	RACE	MALAY
NATIONALITY	MALAYSIA	CITIZENSHIP	MALYSIAN
DESIGNATION/POSITION IN THE COMPANY	DIRECTOR		
RESIDENTIAL ADDRESS	BLOK A-2-3 J [REDACTED] TAMAN BUNGA RAYA 71000 PORT DICKSON NEGERI SEMBILAN MALAYSIA		
BUSINESS ADDRESS	NIL		
EMAIL	E [REDACTED]	CONTACT NO.	0 [REDACTED]
TYPE OF BO	CONTROL BY OTHER MEANS Criteria E - Is a member of the company and, under an agreement with another member of the company, controls alone a majority of the voting rights in the company		
PERCENTAGE %	Percentage will be at Joint Arrangement group		
JOINT SHAREHOLDER	No		
JOINT ARRANGEMENT	Yes		

PARTICULARS OF BENEFICIAL OWNERSHIP			
TYPE OF BO APPLICATION	BENEFICIAL OWNER		
STATUS	NEW		
DATE OF BECOMING BO	29/01/2024		
DATE OF DATA RECORDED	29/01/2024		

SURUHANJAYA SYARIKAT MALAYSIA Page 1 of 3

Diagram 87: Summary of Joint Arrangement in PDF Format

 			
NOTIFICATION OF BENEFICIAL OWNERSHIP INFORMATION			
TYPE	INDIVIDUAL		
CATEGORY	INDIVIDUAL		
NAME	[REDACTED]		
IDENTIFICATION NO.	[REDACTED]	DATE OF BIRTH	03/09/1986
GENDER	FEMALE	RACE	MALAY
NATIONALITY	MALAYSIA	CITIZENSHIP	MALAYSIAN
DESIGNATION/POSITION IN THE COMPANY	DIRECTOR		
RESIDENTIAL ADDRESS	[REDACTED] JALAN 1/48A TAMAN BUNGA RAYA 71000 PORT DICKSON NEGERI SEMBILAN MALAYSIA		
BUSINESS ADDRESS	LOT 23 [REDACTED] JALAN 1/48A 71000 PORT DICKSON NEGERI SEMBILAN MALAYSIA		
EMAIL	admin@dbkl.gov.my	CONTACT NO.	0322995500
TYPE OF BO	CONTROL BY OTHER MEANS Criteria E - Is a member of the company and, under an agreement with another member of the company, controls alone a majority of the voting rights in the company		
PERCENTAGE %	Percentage will be at Joint Arrangement group		
JOINT SHAREHOLDER	No		
JOINT ARRANGEMENT	Yes		
JOINT ARRANGEMENT GROUP			
No	Name	Shares%	
1	GROUP JA 1 [REDACTED] (66.000%) [REDACTED] (41.2000%)	73.5000	
DECLARATION			
I CONFIRM THAT THE FACTS AND INFORMATION STATED IN THIS DOCUMENT ARE TRUE AND TO THE BEST OF MY KNOWLEDGE.			
NAME	K [REDACTED]		
DATE OF APPLICATION	NIL		
ATTENTION : It is an offence under section 591 of the Companies Act 2016 to make or authorize the making of a statement that a person knows is false or misleading and that person may be liable, upon conviction, to imprisonment for a term not exceeding ten years or to a fine not exceeding RM3 million or to both.			
SURUHANJAYA SYARIKAT MALAYSIA		Page 2 of 3	

Diagram 87: Summary of Joint Arrangement in PDF Format

NOTIFICATION OF BENEFICIAL OWNERSHIP INFORMATION	
LODGER INFORMATION	
NAME	[REDACTED]
IDENTIFICATION NO.	571014015182
ADDRESS	NO 7 J [REDACTED] AL 5 KUALA LUMPUR SENTRAL 50623 KUALA LUMPUR W.P KUALA LUMPUR MALAYSIA
EMAIL ADDRESS	[REDACTED].com
PHONE NO.	[REDACTED]
PRACTISING CERTIFICATE NO.	[REDACTED]
PROFESSIONAL BODY TYPE	MAKSA
LICENSE NO. /MEMBERSHIP NO.	[REDACTED]

SURUHANJAYA SYARIKAT MALAYSIA Page 3 of 3

Diagram 87: Summary of Joint Arrangement in PDF Format

Classification Label: PUBLIC

21. In the Declaration and Disclaimer tab, the **Submit** button will be enabled when the user has ticked declaration box. Once the submit button is enable, then click **Submit**.

BENEFICIAL OWNERSHIP DETAILS SUMMARY DECLARATION AND DISCLAIMER

Declaration

I CONFIRM THAT THE FACTS AND INFORMATION STATED IN THIS DOCUMENT ARE TRUE AND TO THE BEST OF MY KNOWLEDGE.

ATTENTION:

It is an offence under section 591 of the Companies Act 2016 to make or authorize the making of a statement that a person knows is false or misleading and that person may be liable, upon conviction, to imprisonment for a term not exceeding ten years or to a fine not exceeding RM3 million or to both.

▶ Lodger Information

Name	Address	Practising Certificate No.
[REDACTED]	NO 7 [REDACTED] AL 5	[REDACTED]
Identification No.	KUALA LUMPUR SENTRAL	Professional Body Type
[REDACTED]	50623 KUALA LUMPUR	Malaysian Institute of Chartered Secretaries and Administrators (MAICSA)
	W.P KUALA LUMPUR	License / Membership No.
	MALAYSIA	[REDACTED]
Email		
[REDACTED]		
Phone No.		
[REDACTED]		

Cancel Previous ← Submit

Diagram 88: Declaration and Disclaimer Screen

22. After click on **Submit** button, a prompt message will be display for confirmation. Click on **Ok** button to continue.

BENEFICIAL OWNERSHIP DETAILS SUMMARY DECLARATION AND DISCLAIMER

Declaration

I CONFIRM THAT THE S

ATTENTION:

It is an offence under secti
may be liable, upon convic

▶ Lodger Information

Name	Address	Practising Certificate No.
RAMM	BLOK G-3-4G	PT0128322000
Identification No.	JALAN 6780	Professional Body Type
71051052362	50100 KUALA LUMPUR	Malaysian Institute of Accountants (MIA)
	W.P KUALA LUMPUR	License / Membership No.
	MALAYSIA	MAICSA123456
Email		

Submit Beneficial Ownership Information Update?

Are you sure to do this task ?

OK Cancel

Diagram 89: Submission of Joint Arrangement Screen

Classification Label: PUBLIC

23. Then, click **Proceed**.



Diagram 90: Confirmation Submission of Joint Arrangement Screen

5 Rectification

Rectification would be applicable for rectifying or expunging a document registered under section 602(1).

1. To apply for rectification, the Beneficial Ownership update must be in the approved status. Click on the 'Rectification Beneficial Ownership' menu, then proceed to click 'Rectification'.

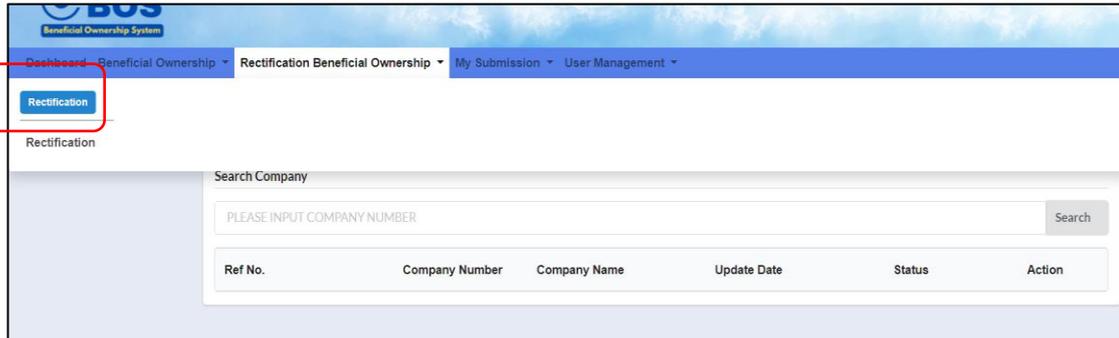


Diagram 91: Rectification Application Screen

2. Enter the company registration number (Old Format) in the Search Company field. Then, click Search.

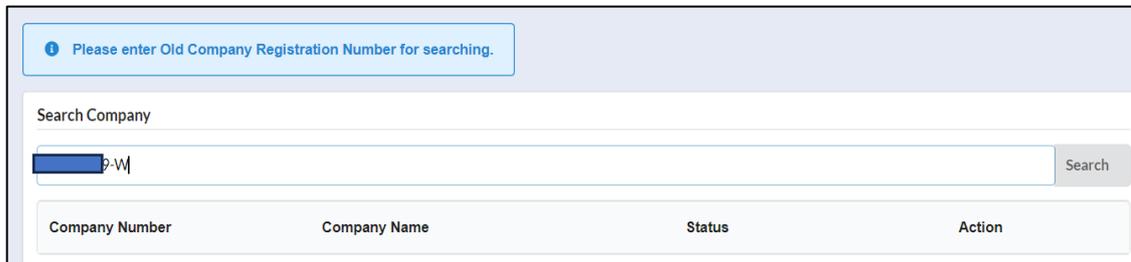


Diagram 92: Search of Company for Rectification Screen

3. The previous data will appear. To apply for rectification, click **Edit** on the **Action** button. User may view first if click the View icon. Then, click **Next** button to continue.

Classification Label: PUBLIC

The screenshot displays a web interface for updating rectification information. It features several sections:

- Current Beneficial Owner(s):** A table with columns: Name of Beneficial Owner, Type of Beneficial Owner, Identification No., Effective Date, Status, and Action.
- List of Changes Joint Arrangement Group:** A table with columns: No., Group Name, Shares(%), Status, and Action. Below it, it shows 'Showing 0 to 0 of 0' and navigation arrows.
- Senior Management Details:** A table with columns: Name of Beneficial Owner, Identification No., Effective Date, Status, and Action. A row shows a redacted name, a redacted ID, a redacted date, and the status 'UPDATE'. A green pencil icon and a blue eye icon are visible in the Action column, with the pencil icon highlighted by a red box.
- Rectification Beneficial Ownership:** A table with columns: Name of Beneficial Owner, Identification No., Date of Rectification, Status, and Action.

At the bottom right, there are three buttons: 'Cancel' (red), 'Save' (green), and 'Next' (blue with a right arrow). The 'Next' button is highlighted with a red box.

Diagram 93: Update Information for Rectification Screen

4. Select the **Purpose of Rectification** either to rectify the lodgement or to remove/cancellation of BO Owner. Then insert the Date of Rectification. Take note that the Date of Rectification cannot be earlier than Date of Data Recorded.

The screenshot shows the 'Change Information' section of the rectification screen. A red box highlights the 'Purpose Rectification' dropdown menu, which is open and shows the following options: '--Please Select--', 'RECTIFICATION', and 'REMOVE/CANCELLATION'. To the right of the dropdown is a 'Date of Data Recorded' field with the value '12/12/2023'.

Below the dropdown, there is a section titled 'Please state the following reason if the beneficial ownership information cannot be furnished:'. It includes two main categories:

- A) Senior Management in Place of BO:**
 - No Beneficial Owner.
 - Unidentified Beneficial Owner
 - In the process of obtaining beneficial ownership information.
- B) Senior Management Exempted Company:**

The Company is exempted from the beneficial ownership reporting requirement by reason of it being licensed by Bank Negara Malaysia under:

 - The Financial Services Act 2013 [Act 758]
 - Islamic Financial Services Act 2013 [Act 759]

Diagram 94: Purpose Rectification Screen

5. All existing data will be appeared. Update data field to make the rectification.

Classification Label: PUBLIC

Senior Management Information

Identification Type *	NRIC	Designation/Position in the Company *	DIRECTOR
Identification No.	[REDACTED]	Citizenship *	MALAYSIAN
Date of Birth *	08-Aug-1995	Nationality *	MALAYSIA
Name *	[REDACTED]	Gender *	FEMALE
Email Address *	[REDACTED]	Race *	MALAY
Phone No. *	[REDACTED]		

Office Address

Local Address

Address Line 1 *	[REDACTED]	Postcode *	47100
Address Line 2	TAMAN GEMBIRA	City *	PUCHONG
Address Line 3		State *	SELANGOR
Country *	MALAYSIA		

Diagram 92: Update Details Information for Rectification Screen

- Click on **View Details** tap to view the Rectification/ Changes made (before & after). Now you can see the differences. Click **Close** button to close view details tab

Senior Management Information

Current Details	New Details
Senior Management ZURAIDAH BIN ZUBIR Date of Appointment to the Position 11/12/2023 Purpose UPDATE	Senior Management ZURAIDAH BIN ZUBIR Date of Recommendation 13/12/2023 Purpose RECTIFICATION
Office Address NO. 90, JALAN RIANG TAMAN GEMBIRA 47100 PUCHONG SELANGOR MALAYSIA	Office Address NO. 90, JALAN RIANG RIA TAMAN GEMBIRA 2 47100 PUCHONG SELANGOR MALAYSIA

Close

Diagram 93: Data Comparison for Rectification Application

Classification Label: PUBLIC

- Click **Next** to proceed.

List of Changes Joint Arrangement Group

No.	Group Name	Shares(%)	Status	Action
Showing 0 to 0 of 0				

Senior Management Details

Name of Beneficial Owner	Identification No.	Effective Date	Status	Action
[Redacted]	[Redacted]	11/12/2023	UPDATE	[Eye Icon]

Rectification Beneficial Ownership

Name of Beneficial Owner	Identification No.	Date of Rectification	Status	Action
[Redacted]	[Redacted]	11/12/2023	RECTIFICATION	[Edit] [Delete] [Eye]

Cancel Save Next →

Diagram 94: List of Rectification Beneficial Ownership Screen

- Select the **Rectification Submission** either by Statutory Declaration or by Court Order. Then click **Next**.

BENEFICIAL OWNERSHIP DETAILS RECTIFICATION DETAILS SUPPORTING DOCUMENTS SUMMARY DECLARATION AND DISCLAIMER

Beneficial Ownership Submission No.
BOU20231213000029

Rectification Submission *

--Please Select--
BY COURT ORDER
BY STATUTORY DECLARATION

Cancel Previous ← Save Next →

Diagram 95: Selection Rectification Submission Screen

- Then select the **Reason of Rectification** in the selection list. Click **Next** to proceed.

Classification Label: PUBLIC

BENEFICIAL OWNERSHIP DETAILS **RECTIFICATION DETAILS** SUPPORTING DOCUMENTS SUMMARY DECLARATION AND DISCLAIMER

Beneficial Ownership Submission No.
BOU20231213000029

Rectification Submission *
BY STATUTORY DECLARATION

Reason of Rectification *
--Please Select--
--Please Select--
by reason of an omission or misdescription it has not been duly completed
it contains any matter contrary to law
it contains any matter that, in a material particular, is false or misleading in the form or context in which the matter is included
it is incorrect or erroneous

Cancel Previous ← Save Next →

Diagram 96: Reason of Rectification Screen

10. Choose completed Statutory Declaration "SD" from storage and upload attachment. Click **Add** button to upload. To upload supporting documents, click **Add** button under Supporting Document tab (if any). Then click **Next** to continue.

BENEFICIAL OWNERSHIP DETAILS RECTIFICATION DETAILS **SUPPORTING DOCUMENTS** SUMMARY DECLARATION AND DISCLAIMER

Statutory Declaration

Attachment Description	File	Action
STATUTORY DECLARATION	Choose File RECTIFICATION_EB...OUPDATE_ODT (5).pdf	Add

Supporting Document (If Any)

Attachment Description	File	Action
	Choose File No file chosen	Add

No.	Attachment Description	Action
No data available in table		

Cancel Previous ← Save Next →

Diagram 97: Upload Supporting Document for Rectification Screen

Classification Label: PUBLIC

- Attachment description will be displayed once documents has been uploaded. Choose **Download** icon to view or choose **Dustbin** Icon to delete record. Then click **Next** button.

BENEFICIAL OWNERSHIP DETAILS RECTIFICATION DETAILS **SUPPORTING DOCUMENTS** SUMMARY DECLARATION AND DISCLAIMER

Statutory Declaration

Attachment Description	File
STATUTORY DECLARATION	 

Supporting Document (If Any)

Attachment Description	File	Action
<input type="text"/>	<input type="button" value="Choose File"/> No file chosen	<input type="button" value="Add"/>

No.	Attachment Description	Action
No data available in table		

Diagram 98: Upload Attachment Details for Rectification Screen

Classification Label: PUBLIC

- Click **View PDF** to double-check rectification application. The PDF will show the Rectification Statement in the document.

This is filed by way of amendment to the Notification of Beneficial Ownership Information dated 13/12/2023 which is erroneous



RECTIFICATION OF NOTIFICATION OF BENEFICIAL OWNERSHIP INFORMATION

Section 602 (1), Companies Act 2016	Reference No. NIL
	Date & Time Received NIL

PARTICULARS OF COMPANY	
Company Number	2[REDACTED]9-W)
Company Name	B[REDACTED] BHD.
Company Status	EXISTING

PARTICULARS OF SENIOR MANAGEMENT			
REASON OF SENIOR MANAGEMENT	SENIOR MANAGEMENT IN PLACE OF BO No Beneficial Owner		
STATUS	RECTIFICATION		
DATE OF RECTIFICATION	13/12/2023		
NAME	[REDACTED]		
IDENTIFICATION NO	[REDACTED]	DATE OF BIRTH	08/08/1995
GENDER	FEMALE	RACE	MALAY
NATIONALITY	MALAYSIA	CITIZENSHIP	MALAYSIAN
EMAIL	[REDACTED]n	CONTACT NO.	0[REDACTED]
DESIGNATION	DIRECTOR		
OFFICE ADDRESS	[REDACTED]RIA TAMAN GEMBIRA 2 47100 PUCHONG SELANGOR		

Diagram 99: Details Submission Information for Rectification in PDF Format

Classification Label: PUBLIC

13. Then click **Next** to proceed.

The screenshot shows a web browser window with the following elements:

- Browser tabs: MYDATA, SSM Core, SSM4U, MBRS, New Tab, Company & Business...
- Navigation menu: Beneficial Ownership > My Submission > User Management >
- Page tabs: BENEFICIAL OWNERSHIP DETAILS, RECTIFICATION DETAILS, SUPPORTING DOCUMENTS, **SUMMARY**, DECLARATION
- PDF viewer: RECTIFICATION_EBOS_BOUPDATE_ODT (6).pdf, 115 KB • Done
- Table: Rectification Beneficial Ownership

Name Beneficial Owner	Identification No.	Date of Rectification	Purpose	Action
[Redacted]	95080805668	11/12/2023	RECTIFICATION	[Eye icon]

- Form: Lodger Information

Name	Address	Practising Certificate No.
[Redacted]	BLOK G-3-4-5 JALAN 5/76D 55100 KUALA LUMPUR W.P KUALA LUMPUR MALAYSIA	[Redacted]
Identification No.		Professional Body type
[Redacted]		Malaysian Institute of Accountants (MIA)
		License / Membership No.
		[Redacted]
Email		
[Redacted]		
Phone No.		
[Redacted]		

- Buttons: Cancel, Previous ←, View PDF, Save, **Next →** (highlighted)

Diagram 100: Summary Details Information for Rectification Screen

14. 'Tick' on **Declaration** checkbox to confirm and submit the rectification.

The screenshot shows a web browser window with the following elements:

- Section: Declaration
- Checkbox: I CONFIRM THAT THE FACTS AND INFORMATION STATED IN THIS DOCUMENT ARE TRUE AND TO THE BEST OF MY KNOWLEDGE. (highlighted)
- Text: ATTENTION: It is an offence under section 591 of the Companies Act 2016 to make or authorize the making of a statement that a person knows is false or misleading and that person may be liable, upon conviction, to imprisonment for a term not exceeding ten years or to a fine not exceeding RM3 million or to both.
- Form: Lodger Information

Name	Address	Practising Certificate No.
[Redacted]	BLOK G-3-4-5 JALAN 5/76D 55100 KUALA LUMPUR W.P KUALA LUMPUR MALAYSIA	[Redacted]
Identification No.		Professional Body Type
[Redacted]		Malaysian Institute of Accountants (MIA)
		License / Membership No.
		[Redacted]
Email		
[Redacted]		
Phone No.		
[Redacted]		

- Buttons: Cancel, Previous ←, View PDF, **Submit** (highlighted)

Diagram 101: Declaration for Rectification Screen

Classification Label: PUBLIC

- The prompt message will come out for confirmation. Click **Ok** button to submit.

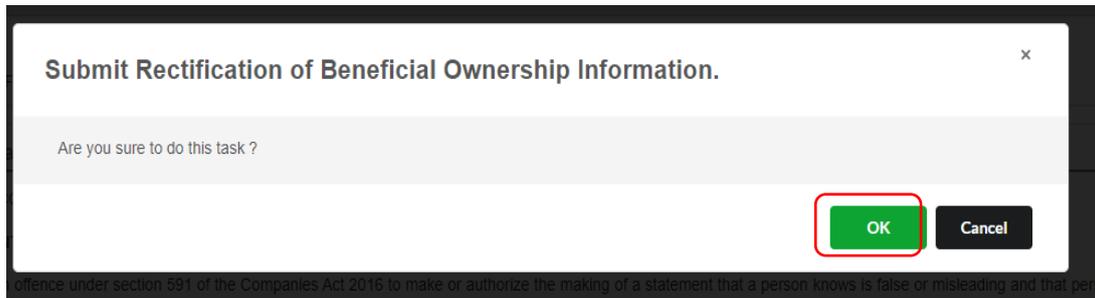


Diagram 102: Submission Rectification of Beneficial Ownership Information for Rectification Screen

- Proceed with the lodgement fee. To continue please pay the registration fee as invoiced and fill up payer's particulars. Then, click **Pay**.

Payment Details (RBO2023121400008)

Item Description	Quantity	Gross Amount	Discount Amount	Tax (RM)	Total including Tax (RM)
RECTIFICATION BENEFICIAL OWNERSHIP INFORMATION- [REDACTED] (BHD.)	1	300.00	0.00	0.00	300.00
Total (RM):		300.00	0.00	0.00	300.00
				Total Amount (RM):	300.00

Name*
RAHIM

NRIC No. / MyCoID No. / Business Registration No.*
[REDACTED]

Address*
[REDACTED]
55100 KUALA LUMPUR
W.P. KUALA LUMPUR

PAY ONLINE CANCEL

Diagram 103: Payment for Rectification Screen

Classification Label: PUBLIC

17. Key in payment details. Then, **Submit** payment.

\$ Payment Details

Order ID	RBO2023121400008
Payment ID	TBD2023121400002
Payment for	SSM E-Bos Payment
Total	MYR 300.00

Pay with Credit or Debit Card

Credit or Debit Card

Cardholder Name

Card Number

Card Types **VISA**

Expiration Date /

CVV

Submit Payment

Other Payment Methods

MY (MYR 300.00)

eGHL Test Bank

Diagram 104: Submit Payment Screen

18. Complete Payment and Received (Invoice).

INVOICE

Suruhanjaya Syarikat Malaysia (SSM)
Menara SSM@Sentral
No 7, Jalan Stesen Sentral 5
Kuala Lumpur Sentral
50623 Kuala Lumpur
Tel : 03-2299 4400

* R L 2 0 2 3 1 2 1 4 0 0 0 0 1 *

BLOK G-3-4-5
JALAN 5/76D
55100 KUALA LUMPUR
W.P KUALA LUMPUR

Receipt No : RL20231214000001
Reference No. : RBO2023121400008
Payment Mode Detail : HostSim
Approval Code :
Payment Mode : DD
Transaction ID : TBD2023121400002
Payment Date : 14/12/2023 03:11:06 PM

NO.	DESCRIPTION	AMOUNT (RM)
1	EBOS BY STATUTORY DECLARATION RECTIFICATION BENEFICIAL OWNERSHIP INFORMATION-1014349-W(BRILLIANT K & LAI SDN. BHD.)	300.00
	Total	300.00
	Amount Received	300.00

Diagram 105: Receipt Screen