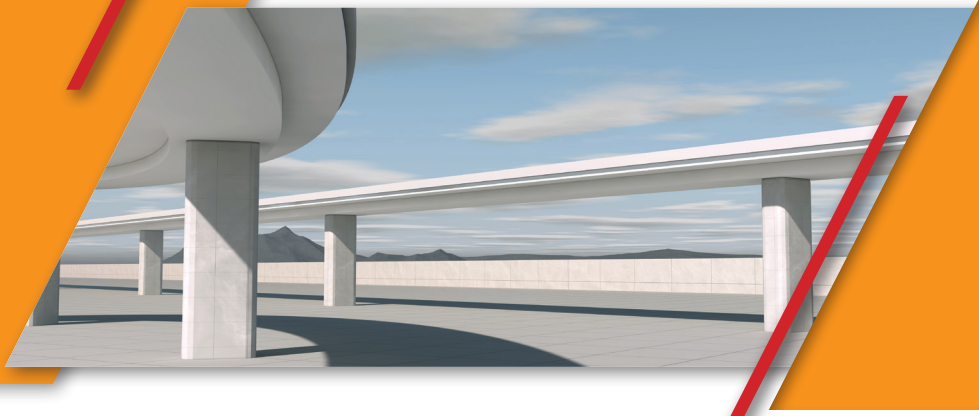


# MBRS FOR PREPARERS – FINANCIAL STATEMENTS

**07-08 OCTOBER 2020**  
**11-12 NOVEMBER 2020**  
**02-03 DECEMBER 2020**

## SSM WEBINAR 2020

**REGISTRATION IS OPEN TO PARTICIPANTS  
FROM SABAH & SARAWAK ONLY.**



### COURSE INTRODUCTION

On 27 September 2018, the Suruhanjaya Syarikat Malaysia (SSM) launched the Malaysian Business Reporting System or its acronym, MBRS. MBRS refers to the submission platform based on the eXtensible Business Reporting Language (XBRL) format.

MBRS allows for the submission of:

- i. Annual Returns (AR);
- ii. Financial Statements and Reports (FS); and
- iii. Exemption Applications (EA) related to the FS and AR.

The guiding principles behind the financial and the non-financial scopes for MBRS are based on the Companies Act 2016, Malaysian Private Entities Reporting Standards (MPERS) and Malaysian Financial Reporting Standards (MFRS).

The mandatory submission of annual returns, certificate for private exempt company and unaudited financial statements to SSM was implemented in phases and by zones from November 2018.

Information on MBRS and the MBRS Preparation Tool (mTool) can be accessed for free at <http://www.ssm.com.my/Pages/Services/Other-Services/MBRS.aspx>.

### COURSE OBJECTIVES

This 2-day course is specially designed to provide preparers with an in-depth understanding and knowledge in using the MBRS preparation tool (mTool) for submission of Financial Statements (FS) and Key Financial Indicators (KFI) to SSM. In this course, participants will be guided with a practical session on preparation of a set of financial statements on MBRS.

### LEARNING OUTCOMES

1. Overview on what is XBRL and MBRS.
2. SSM Taxonomy (SSMxT) and its use.
3. MBRS filing requirements.
4. Exemption Application (EA) taxonomy.
5. Getting started – Creation of XBRL instance document and fill scoping questions.
6. How to fill submission document for FS and KFI?
7. Validation and rectification of errors.
8. Generation and submission of XBRL file to SSM.
9. Functions and features of MBRS preparation tool.
10. Hands-on training using mTool for financial statement.

### COURSE CONTENTS

By attending this programme, the participants will be able to:

- Acquire first-hand knowledge and hands-on training on MBRS FS.
- Get started with the preparation tool (mTool).
- Navigate the SSMxT.
- Fill submission document for FS and KFI.
- Generate and submit XBRL file to SSM.

# MBRS FOR PREPARERS – FINANCIAL STATEMENTS

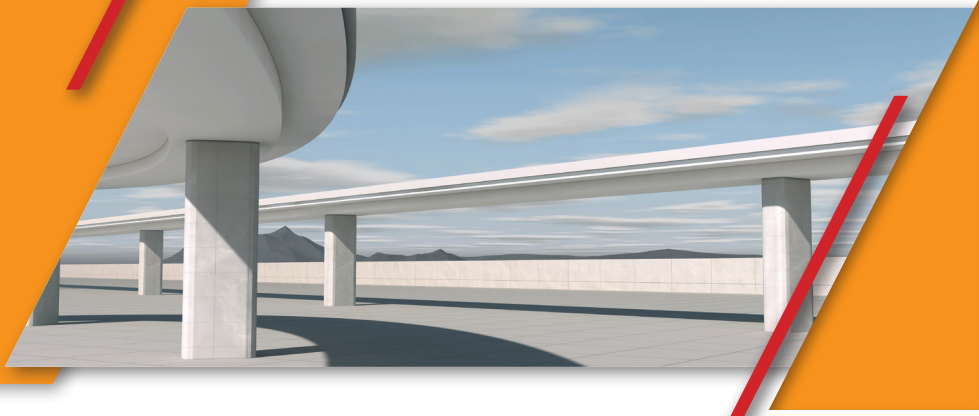
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SURUHANJAYA SYARIKAT MALAYSIA  
COMPANIES COMMISSION OF MALAYSIA  
(Agensi di bawah KPDNHEP)



### ADMINISTRATIVE DETAILS

DATE	PLATFORM	EVENT CODE
07-08 October 2020	Webinar via Microsoft Teams	MBRS/KCG/20/095
11-12 November 2020	Webinar via Microsoft Teams	MBRS/KK/20/112
02-03 December 2020	Webinar via Microsoft Teams	MBRS/SB/20/152

Trainers	: SSM Associate Trainers	Webinar Duration	: 9:00 a.m. - 5:00 p.m.
Target participants	: Financial statements preparers Accountants, Finance professionals Anyone involved in the submission of FS under MBRS.	CPE Points	: 16 points
		Training Methodology	: Lectures supported with presentation slides and Q&A session
		Fee per Part	: <b>RM800.00</b>

### PRE-REQUISITES FOR PARTICIPANTS

1. Proficiency in Microsoft Office Excel skills.
2. Proficiency in statutory financial reporting.

### PARTICIPANTS ARE REQUIRED TO BRING THE FOLLOWING:

1. Laptop with the MBRS Preparation Tool (mTool) installed. Go to <http://www.ssm.com.my/Pages/Services/Other-Services/MBRS.aspx> to download the mTool.
2. Calculator

Use one form for each participant. Print or type clearly. This form can be downloaded from SSM's website at [www.ssm.com.my](http://www.ssm.com.my). Kindly make copies if more forms are needed.

Yes, please register me for the below Programme(s).

PART	DATE		STANDARD FEE	EVENT CODE
<b>MBRS FOR PREPARERS – FINANCIAL STATEMENTS</b>				
<input type="checkbox"/>	07-08 October 2020	WEBINAR	<input type="checkbox"/> RM800	<input type="checkbox"/> MBRS/KCG/20/095
<input type="checkbox"/>	11-12 November 2020	WEBINAR	<input type="checkbox"/> RM800	<input type="checkbox"/> MBRS/KK/20/112
<input type="checkbox"/>	02-03 December 2020	WEBINAR	<input type="checkbox"/> RM800	<input type="checkbox"/> MBRS/SB/20/152

**PARTICIPANT DETAILS: (All details must be completed)**

Name \_\_\_\_\_ I/C No. \_\_\_\_\_

Licensed Secretary No. \_\_\_\_\_ SSM PC No: \_\_\_\_\_

Professional Body Name & Membership No. \_\_\_\_\_

Designation \_\_\_\_\_

Company \_\_\_\_\_

Address \_\_\_\_\_

Office Tel. No. \_\_\_\_\_ Fax No. \_\_\_\_\_ Mobile No. \_\_\_\_\_

Email Address \_\_\_\_\_  
*(Please provide your e-mail address as registration confirmation is sent to you via e-mail.)*

Name of HR personnel \_\_\_\_\_ Tel. No. \_\_\_\_\_

Payment by cheque no. \_\_\_\_\_ amount RM \_\_\_\_\_

**WEBINAR PAYMENT TERMS**

- Fee is payable to **SURUHANJAYA SYARIKAT MALAYSIA**
- Payment can be made in cash, cheque, bank draft, credit card, postal order or money order.
- Each programme fee must be paid separately.
- Only cheque issued by company/firm can be accepted. Companies/Firms that issue a non-valid cheque will be blacklisted.
- Personal cheque will not be accepted.
- On the reverse of each instrument of payment, please indicate the participant(s) name (maximum 5), License Secretary no. / Professional Body name (if any), programme date and event code.
- Attach with a copy of the Registration Form when submitting payment.
- Payment can be made at SSM, Level 17, Menara SSM @ Sentral, Kuala Lumpur and at all SSM branches in Malaysia.

**WEBINAR TERMS AND CONDITIONS**

- Access to join the webinar shall be granted only UPON FULL PAYMENT. Failure to make full or prior payment of fees will be deemed unsuccessful subscription and accordingly SSM reserves the right to deny admittance.
- All registrations MUST be submitted to SSM accompanied with payment receipt five (5) working days before the programme.
- Registration is on first-come-first-served basis. Registration and payment after the closing date will not be accepted.
- This webinar fee is inclusive of e-materials and e-certificate of attendance. E-certificate is issued upon full attendance of the webinar and receipt of full payment.
- You shall be responsible for all costs incur in connection with your access to the webinar.

**CANCELLATION**

No refund is entertained if you decide to cancel your registration. Replacement of participant is not allowed. In cases of cancellation/postponement of programme by COMTRAC, the registration fee will be refunded.

**TRANSFER**

No refund is entertained if you fail to attend a programme. Transfer of registration fee to another programme is not allowed.

**REPLACEMENT OF CERTIFICATE**

SSM will charge an administrative fee of RM30.00 per copy for any replacement of certificate due to errors in name or identification card number wrongly filled by participant / representative during registration or loss of certificate etc.

**WEBINAR ACCESS LINK**

A notification e-mail with the webinar access link will be sent 1 day before the commencement of webinar. The access link is unique for registered participants and should not be forwarded or shared with others.

**FAX OR EMAIL YOUR REGISTRATION FORM WITH PAYMENT RECEIPT TO:**

COMTRAC & Knowledge Management Division, Level 12, Menara SSM @ Sentral, 7 Jalan Stesen Sentral 5, Kuala Lumpur Sentral, 50623 Kuala Lumpur  
Tel: +(603) 2299 4440 (Zakhir) / 4441 (Fuza) / 5308 (Huzaini) Fax: +(603) 2299 4451 / 4452 Email: [comtrac@ssm.com.my](mailto:comtrac@ssm.com.my)

**DISCLAIMER**

SSM reserves the right to cancel the webinar, change date(s), venue(s), speaker(s) or any other changes due to any unforeseen circumstances that may arise without prior notice to participants. SSM also reserves the right to make alternate arrangements without prior notice. SSM accepts no responsibility for death, illness, injury, loss or damage of any property belonging to, or financial loss by any persons attending the webinar, whatever the cause. SSM shall not be responsible for any costs, damages or losses incurred by participants dues to the changes and / or cancellation.

SSM is not responsible for the integrity of participants' computer or device, your internet signal bandwidth, or any other consideration outside of the control of SSM.

SSM shall not be responsible for any problems or technical malfunction, including, without limitation, the acts, omissions, problems or malfunctions of any telephone network or lines, computer online systems, servers, computer equipment, software, failure of e-mail or persons, traffic congestion on the Internet or at any web or combination thereof.

Upon submitting the registration form, you are deemed to have read and accepted the terms and conditions.

**PERSONAL DATA PROTECTION NOTICE**

Your personal data and other information provided in this application and including any additional information you may subsequently provide, may be used and processed by COMTRAC / SSM as a reference in future to communicate with you on our training programmes/ events. In line with the Personal Data Protection Act 2010, we wish to obtain your agreement and consent for using your personal data. If you do not consent to the processing and disclosure of your personal data, you should send an e-mail to us at [comtrac@ssm.com.my](mailto:comtrac@ssm.com.my).

Suruhanjaya Syarikat Malaysia is registered as a training provider with PSMB under KERAJAAN1846.