LABUAN FINANCIAL SERVICES AUTHORITY
(LEMBAGA PERKHIDMATAN KEWANGAN LABUAN)

Circular No.: 322/2025/ALL

Date: 6 June 2025

Association of Labuan Banks (ALB)
Labuan Investment Banks Association (LIBA)
Labuan International Insurance Association (LIIA)
Association of Labuan Trust Companies (ALTC)
Labuan Compliance Officers' Networking Group
- Labuan Banks Compliance Officers' Networking Group (LB-CONG)
- LIIA Compliance Officers' Networking Group (LIIA-CONG)
- ALTC Compliance Officers' Networking Group (ALTC-CONG)
- Digital Financial Services Compliance Officers' Networking Group (DFS-CONG)

Dear Sir/Madam,

SUBMISSION OF REGULATORY APPLICATIONS AND REPORTS VIA SUPERVISORY INTELLIGENCE SYSTEM (SIS) PLATFORM

As part of our ongoing efforts to strengthen data governance and enhance regulatory reporting efficiency, we are pleased to announce the launch of the Supervisory Intelligence System (SIS) platform. The platform provides a standardised and structured process in managing and monitoring the submissions of regulatory applications and reports to the Supervision Department. This will take effect from **16 June 2025**.

2. This Circular is issued to notify Labuan licensed entities and registered businesses of the new submission requirements. In this regard, we seek the assistance of:

- Labuan industry associations to disseminate this Circular to the respective members; and
- Labuan trust companies and managed trust companies to circulate this Circular to the respective clients, including managed entities such as Labuan foundations, to ensure full coverage and compliance.

The list of sectors and entities covered under the SIS submission requirements is provided in Appendix I.

3. Submissions via SIS:

i. Regulatory Applications to Supervision Department

The following regulatory applications are to be submitted through the SIS platform:

a) Appointment of external auditor
b) External service arrangements (ESA) including third party appointed actuary
c) Extension of time for regulatory submission

ii. Submission of Regulatory Reports

The following regulatory reports are to be submitted via the SIS platform:

a) Audited financial statement
b) Actuarial valuation report
c) Internal audit report
d) Independent audit report on anti-money laundering and counter financing of terrorism
e) Letter of compliance
f) Annual compliance report
g) Summary of reinsurance arrangements
h) Annual identification and verification for e-KYC
i) Annual summary report of exposure to customers and beneficial owners from high-risk countries
j) Shariah compliance report
k) Shariah internal audit report

Please ensure documents submitted are complete, accurate, legible, properly formatted and appropriately named to reflect the content and reporting period. File names should clearly indicate the type of report and relevant reporting period (*Examples: Audited financial statements FYE 31 Dec 2025, Internal audit report 2025*).

With the issuance of this Circular, effective from 16 June 2025, the use of the following submission platforms is discontinued:

a) **COR@L platform** - Submission of Audited Financial Statement by Labuan Entities through COR@L (Circular dated 12 November 2020)
b) **Cloud-based submission** - Submission of Compliance Report and Anti-Money Laundering Counter Financing of Terrorism (AML/CFT) Independent Audit Report to Labuan FSA (Circular dated 8 July 2022)
c) **Microsoft OneDrive** - Submission of Audited Financial Statements through Microsoft OneDrive (Circular dated 15 June 2023)

iii. Notification on Appointment/Resignation of CO/DCO

Effective from 16 June 2025, the SIS platform replaces the previous notification process for the appointment and resignation of Compliance Officer (CO) and Designated Compliance Officer (DCO), that was previously carried out via hardcopy or email submission.

4. Please refer to the attached User Guide for instructions on:

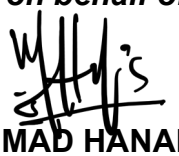
- Creating an account
- Accessing the SIS platform
- Submitting applications
- Uploading regulatory documents
- Notifying appointment/resignation of CO/DCO

Only files in PDF, DOCX, JPG, JPEG or PNG format, with a maximum size of 20MB per file, will be accepted. Submissions outside these parameters may be rejected by the system.

5. Should you require clarification, please contact the following officers:

Name	Contact No.	Email Address
Ms. Hafizah Suhaimi	03-8873 2047	hafizah@labuanfsa.gov.my
Mr. Pooi Jun Jin	03-8873 2045	pooijj@labuanfsa.gov.my
Mr. Amirul Firdaus Jenggi	03-2780 3323	amirul@labuanfsa.gov.my
Mr. Sharvin Purushotthaman	03-8873 2139	sharvin@labuanfsa.gov.my

Yours sincerely
For and on behalf of Labuan FSA



MUHAMMAD HANAFIS BORHAN
Director
Supervision Department

APPENDIX I

The submissions of regulatory applications and regulatory reports via SIS platform are applicable to the following sectors:

1. Labuan banks and investment banks
2. Labuan Islamic banks and Islamic investment banks
3. Labuan insurers and reinsurers
4. Labuan takaful and retakaful operators
5. Labuan captive insurance business and captive takaful business
6. Labuan insurance-related companies (insurance intermediaries) and takaful-related companies (takaful intermediaries)
7. Labuan trust companies, managed trust companies and private trust companies
8. Labuan money brokers and Islamic money brokers
9. Labuan fund managers, Islamic fund managers and fund administrators
10. Labuan securities licensees and Islamic securities licensees
11. Labuan exchanges
12. Labuan credit token business
13. Labuan leasing companies
14. Labuan international commodity trading companies
15. Labuan factoring business
16. Labuan charitable foundation
17. Labuan company management
18. Labuan payment system

6 June 2025