

FMRP NON-EXAMINABLE COURSE (2018) AND FMRP EXAMINATION - FAQs

FMRP Non-Examinable Course (NEC) (2018)

Q1. What is the FMRP NEC?

A1. The FMRP NEC is a short online course open to individuals who have passed the FMRP Examination before 31 May 2018 and delivered to candidates through the Learn@IBF mobile app. It focuses on the changes made to the Blue Book, including the relevant principles from the Foreign Exchange Global Code which have been incorporated as part of the Blue Book.

Q2. When and for how long was the FMRP NEC conducted?

A2. The FMRP NEC was launched on 2 July 2018 and was available until 31 March 2019.

Q3. For individuals who completed the FMRP NEC from 2 July 2018 to 31 March 2019, did IBF issue any certificate of completion?

A3. As the FMRP NEC was conducted through an online application i.e. the Learn@IBF app, no certificates were issued by IBF. Instead, financial institutions were expected to download the completion report from the Learn@IBF app as evidence of fulfilment of the NEC requirements by their employees. Individuals are advised to check with their employers if they wish to have a record of their completion of the FMRP NEC.

Section A – FOR FINANCIAL INSTITUTIONS

Q4. How long should my institution keep the FMRP NEC completion records for our employees?

A4. Financial institutions should continue to keep the FMRP NEC completion records of their employees so that they are able to furnish a confirmation of the completion of the FMRP NEC to their employees, when requested. Alternatively, they could (i) provide a list of their employees' completion records, together with the employees' NRIC/FIN/Passport numbers, to IBF for uploading to the employees' Portal accounts; or (ii) provide a copy of the NEC completion records to their employees for them to upload their records in the IBF Portal. Please refer to the steps set out in Q9.

Q5. How can financial institutions help their new joiners to get a copy of their FMRP NEC completion records?

A5. For those who used their **NRIC/FIN/Passport** to register for the FMRP NEC and had completed the NEC – the financial institution should inform the individual that his/her FMRP NEC completion record has been uploaded in the IBF Portal and the individual should log in to the IBF Portal, under the tab “My Training” to view his/her completion status. Please refer to the steps set out in Q9.

For others who used their **individual corporate email address** to register for the FMRP NEC and had completed the NEC – the financial institution should ask the new joiners to obtain a confirmation on his/her FMRP NEC completion status from their previous employers. They should also inform the individual to upload a copy of his/her confirmation record in the IBF Portal. Please refer to the steps set out in Q9.

In the event that the new joiners are unable to obtain a copy of their FMRP NEC completion records from their previous employers, the financial institution can write to IBF at exams@ibf.org.sg, and provide the following information: (i) individual corporate email address used by the new joiner to register for the FMRP NEC; (ii) new joiner’s full name; and (iii) date new joiner completed the FMRP NEC in order for IBF to locate their records.

If IBF can locate the record based on the individual corporate email address, IBF will perform an identification verification check with the new joiner before releasing the record and uploading the record in the IBF Portal.

However, if IBF is unable to local the new joiner’s record or verify his/her identity, IBF will inform the financial institution accordingly and the financial institution should advise the new joiner on the need to re-take the FMRP Examination.

Section B – FOR INDIVIDUALS

Q6. Since completing the FMRP NEC, I have changed employment. Is my new employer able to access my FMRP NEC completion status?

A6. No, your FMRP NEC completion records would be kept by the employer whom you worked for (herein referred to as “previous employer”) when you took the FMRP NEC. You should check with your previous employer for your FMRP NEC completion status.

Q7. My previous employer has informed me that my FMRP NEC completion record is available in the IBF Portal. Where can I locate this record?

A7. You can log in to the IBF Portal, under the tab “My Exams” to view your completed status under “Non-Examinable Course/ Exemption Status”. Pl refer to the screenshot below.

MySkills Progress

Exams (0/0)
Certifications (0/0)
Training (0/0)

Upcoming Exams

You have no upcoming exams with IBF.
Click [here](#) to register for an IBF Examination

My Exam Results

No past records

My Exam Progress

No records found

Non-Examinable Course / Exemption Status

Title	Date	Status
FMRP NEC	Mar 2019	Completed

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The record is an acceptable proof that you had completed the FMRP NEC. Please note that completion date is reflected as 31 March 2019, which is the IBF internal download date, and not the date you had completed the FMRP NEC.

Q8. My employer has informed me that it no longer had or was unable to find my FMRP NEC completion record. What can I do to get a copy of my record?

A8. You can do the following:

- If your **NRIC/FIN/Passport** was used to register for the FMRP NEC and you had completed the NEC, you can log in to the IBF Portal, under the tab “My Training” to view your completed status under “Non-Examinable Course/ Exemption Status”. Please refer to the steps set out in Q9.
- If your **individual corporate email address** was used to register for the FMRP NEC and you had completed the NEC, you should request your employer to write to IBF at exams@ibf.org.sg, and provide the following information: (i) individual corporate email address used by you to register for the FMRP NEC; (ii) your full name; and (iii) date you completed the FMRP NEC.

If IBF can locate your record based on the individual corporate email address, IBF will perform an identification verification check with you before releasing the record and uploading the record in the IBF Portal.

In the event that IBF is unable to locate your record or verify your identity, you should seek advice from your Compliance Department on the need to re-take the FMRP Examination.

Q9. I have the record from my employer that I have completed the FMRP NEC. Am I able to upload this record in the IBF Portal? If yes, how do I go about uploading the record?

A9 Yes, you can personally add the record provided by your employer under the tab “My Training” in the IBF Portal. Please refer to the steps below.

The screenshot shows the 'Add Training Record' form in the IBF Singapore portal. The form is titled 'Add Training Record' and is part of the 'My Training' section. It contains several fields: 'Type of Scheme' (Others), 'Programme Code' (with a 'Programme Finder' link), 'Date of Completion' (31/03/19), 'Certification of Completion' (with a 'Browse...' button highlighted in red), 'Programme Name' (FMRP NEC), 'Training Provider' (The Institute of Banking and Finance), 'Training Activity' (Professional Examinations), 'Training Focus' (Professional Qualifications / Certification), and 'Total CPD Hours' (0). There are 'Cancel' and 'Submit' buttons at the bottom right.

FMRP Examination

Q10. If I have passed the FMRP Examination before 31 May 2018 but did not take the FMRP NEC, do I need to retake the FMRP Examination?

A10. Yes, if you have passed the FMRP Examination before 31 May 2018 but failed to complete the FMRP NEC by 31 March 2019, you will have to retake and pass the FMRP Examination if you intend to continue to engage in activities covered by the Blue Book in Singapore.

Q11. What happens if I fail the FMRP Examination?

A11. You may retake the FMRP Examination until you pass. There is no limit to the number of attempts. However, you should note that Market Participants are required under the Blue Book to ensure that those employees who engage in activities covered by the Blue Book pass the FMRP Examination within 6 months from the date the employees are appointed to conduct the said activities.

Q12. As a new entrant to the Singapore wholesale financial markets, am I given a grace period to pass the FMRP Examination?

A12. Yes, you will be given up to 6 months to pass the FMRP Examination after joining a Market Participant.

Q13. Can I conduct dealing activities whilst under supervision during my probation period, or during my on-the-job training?

A13. Yes, you can conduct supervised wholesale dealing activities during your probation period or whilst you are undergoing on-the-job training. However, you are expected to pass the FMRP Examination within 6 months from the date you are appointed to conduct the activities covered by the Blue Book in Singapore. As a matter of good practice, a Market Participant should ensure that its dealers/ traders are competent before they act on behalf of the firm.

Q14. I am an overseas staff who is relocating to Singapore. Am I given a grace period to pass the FMRP Examination?

A14. Yes, you will be considered as a new entrant to the Singapore financial markets industry. As such, you are expected to pass the FMRP Examination within 6 months after joining the Market Participant. Market Participant may also send its overseas staff to sit for the FMRP Examination before their transfer to Singapore.

Q15. Is there a validity period for my FMRP Examination result?

A15. No, the FMRP Examination result does not have a validity period.