

MBRS PKI REGISTRATION FLOWCHART



A

SSM E-SERVICES USER REGISTRATION

STEP
1



ACCESS E-SERVICES WEBSITE

- Register at <https://ssm4u.com.my>
- Follow instruction to complete registration.

IMPORTANT NOTE: If you already e-Services verified user,

- Login at <https://ssm4u.com.my>
- Click on **MBRS Logo**
- Please proceed to **STEP 2**



B

PKI APPLICATION REGISTRATION (DIGITAL CERTIFICATE PURCHASE)

STEP
2



PKI REGISTRATION

- Click on “**PKI REGISTRATION**” link at MBRS Portal (mPortal) and enter your NRIC or Passport Number.
- Fill in your personal and company information.



STEP
3



SELECT PACKAGE & VALIDITY

- Select “**SSM-Malaysian Business Reporting System (MBRS)**” project package.
- Choose validity period of 1 year or 2 years.



STEP
5



ONLINE PAYMENT

- Select your preferred payment method.

IMPORTANT NOTE: DISABLE Pop-up Blocker on your browser.



STEP
4



UPLOAD SUPPORTING DOCUMENTS

- Upload scanned copy of:
 - MyKad or Passport.
 - Letter of Authorisation (LOA) or “Company Secretary License”



STEP
6



PHONE CALL VALIDATION

- Pos Digicert “**Registration Authority (RA)**” will call your registered telephone number within 3 working days upon step 5 completion.

IMPORTANT NOTE: Failure to answer validation call will cause your application being put on hold.



STEP
7



EMAIL NOTIFICATION

- Check your email to complete your registration.

Enquiries:

Email : mbrspki.support@digicert.com.my

Email : customercare@digicert.com.my

Telephone no. : +603 8800 8008

SCAN FOR
VIDEO TUTORIAL



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