MBRS
Malaysian Business Reporting System

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 4

UPLOAD SUPPORTING DOCUMENTS

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

STEP 5

ONLINE PAYMENT

- Select your preferred payment method.

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

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.

SCAN FOR VIDEO TUTORIAL

Enquiries:
Email : mbrspki.support@posdigicert.com.my
Email : customercare@posdigicert.com.my
Telephone no. : +603 8800 8008