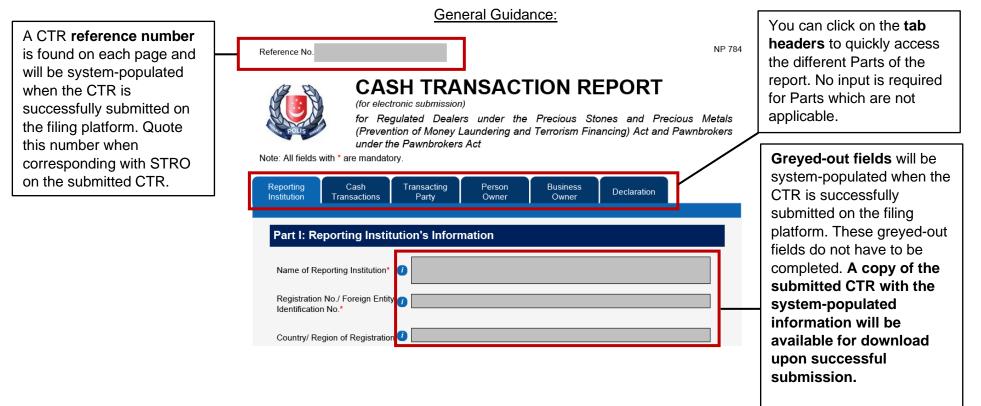
# Form Guide for new Form NP 784 (Cash Transaction Report) for Precious Stones and Metals Dealers (PSMD)

#### **Objective**

- 1. This guide explains the features found in the new form NP 784, or Cash Transaction Report (CTR). The new CTR is meant to be submitted to the Suspicious Transaction Reporting Office (STRO) via the STRO Online Notices and Reporting Platform (SONAR), an electronic online filing platform.
- 2. This form guide is <u>NOT</u> the prescribed form under section 17 of the Precious Stones and Precious Metals (Prevention of Money Laundering and Terrorism Financing) Act ("PSPM Act") and section 74A of the Pawnbrokers Act.

#### Features in New Form NP 784



		When you hover your
Address* (i)	This field will be auto-completed when the form is	mouse over active fields
Block	submitted to STRO through SONAR based on the CorpPass	blue icons (for greyed
Street	to check the accuracy of the information before the final	<ul> <li>fields), a short descriptio</li> <li>of the field will appear. Y</li> </ul>
Building		may refer to the
Unit & Floor	#	descriptions of the fields
Postal Code		you are unsure of how to
City		complete the CTR.
State		
Country/ Region		/
Reporting Institution's Refere	nce	
No.* Name of Reporting Officer*	0	
No.* Name of Reporting Officer* Designation*	This field will be auto-completed when the form is	
No.* Name of Reporting Officer*	This field will be auto-completed when the form is submitted to STRO through SONAR based on the CorpPass account that is used to log in. You will have the opportunity	
No.* Name of Reporting Officer* Designation* Contact No.*	This field will be auto-completed when the form is submitted to STRO through SONAR based on the CorpPass	When there are "+" and
No.* Name of Reporting Officer* Designation* Contact No.* Fax No.*	This field will be auto-completed when the form is submitted to STRO through SONAR based on the CorpPass account that is used to log in. You will have the opportunity to check the accuracy of the information before the final	When there are " <b>+" and</b> <b>" buttons</b> , more than or
No.* Name of Reporting Officer* Designation* Contact No.* Fax No.*	This field will be auto-completed when the form is submitted to STRO through SONAR based on the CorpPass account that is used to log in. You will have the opportunity to check the accuracy of the information before the final	" <b>buttons</b> , more than or entry is allowed.
No.* Name of Reporting Officer* Designation* Contact No.* Fax No.* Email*	This field will be auto-completed when the form is submitted to STRO through SONAR based on the CorpPass account that is used to log in. You will have the opportunity to check the accuracy of the information before the final submission.	" buttons, more than or

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	Occupation*         Member of Parliament, Legislator, Senior Civil Servant and related (Including Foreign Diplomatic Personnel)         Member of Parliament, Legislator, Senior Civil Servant and related (Including Foreign Diplomatic Personnel)         Accountants, Auditors and related Professionals         Agricultural, Fishery, Park/Garden Maintenance and related Worker         Architects, Planners, Surveyors and Designer         Business and Administration Professional         Civil Servant         Cleaners, Cleaning Supervisors and related Worker         Cleincial Support Worker (Clerk)	Fields with arrows have drop down lists. You can click on the arrow to see all selection available, scroll to select the field or type the first alphabet of the field (e.g. in Occupation, type "A" for "Accountants") to
Fields in <u>red</u> have been incorrectly filled and must be corrected.	Postal Code Transaction 1  Cash Receipt / Payment Date* O4/01/189 (DD/MM/YYYY)	jump to a particular field.
	Amount of Cash Received or Paid* <sup>\$</sup> 20,500.00         (SGD or SGD equivalent)         Address/L       Form Validation Errors         Block       Please amend the following fields: Part II: Cash Transactions 1 - The value entered for Date of Transaction is invalid. Please enter a date in this format: DD/MM/YYYY.         Building       OK	A <b>pop-up window</b> may appear to tell you that the field has an error. You should correct the field accordingly.

## Part I: Reporting Institution's Information

Part I: Reporting Institution's Information		
Name of Reporting Institution*		
Registration No./ Foreign Entity 🧃		The following greyed fields
Country/ Region of Registration 🚺	$\mathbf{i}$	will be auto-populated upon submission of the CTR on
Address* ()		the filing platform:
Block		<ul> <li>Name of reporting</li> </ul>
Street		institution
Building		- Registration no. of
Unit & Floor # -		reporting institution
Postal Code		- Country of registration
City		- Name of reporting
State		officer
Country/ Region		This information will be
	/	based on the particulars
Reporting Institution's Reference No. (Invoice No.)*	]	associated with the logged-
Name of Reporting Officer* (		in Corp Pass account.

## Part II: Details of Cash Transaction(s)

	Part II: Details of Cash Transaction(s) 🕧	In adding and deleting cash
	Transaction Type*	transactions, if you have more than 1 transaction,
	Transaction 1     + -       Cash Receipt / Payment Date*     20/12/2021	the first transaction cannot be deleted (you can edit it instead).
	Transaction 2     +     -       Cash Receipt / Payment Date*	
Refer to Section 2 of the <b>Precious Stones and</b> <b>Precious Metals</b> (Prevention of Money Laundering and Terrorism Financing) Act 2019 for definitions of Commodity Type.	Amount of Cash Received or Paid <sup>+ \$</sup> (SGD or SGD equivalent) Address/Location where Transaction was made <sup>*</sup> () If same as transaction 1 Commodity Type <sup>*</sup> Precious Precious Asset-Backed Commodity Type <sup>*</sup> Precious Precious Asset-Backed Transacted <sup>*</sup> (No. of Characters (Max): 485) Name of Transacting Officer <sup>*</sup> If same as transaction 1 Transacting Officer's Designation If if same as transaction 1 Part III: Identity of the Person Who Transacted in Cash	For subsequent transactions, if the Address, Name of Transacting Officer and Transacting Officer's Designation is the same as Transaction 1, click on the <b>check box</b> . You do not need to populate these fields (they will be hidden).
	Part III: Identity of the Person Who Transacted in Cash Is the person receiving the cash payment the owner of the asset-backed token/ commodity Is the owner of the asset-backed token/ commodity transacted Is the owner of the asset-backed token/ commodity transacted Individual Business A business?	Selecting " <b>No</b> " will trigger the following question to appear. Selecting " <b>Individual</b> " and/or " <b>Business</b> " will trigger Part IV and/or Part V to appear in the next few pages.

Identification Details	 			
Identification No.* Identification Type*		O Passport Others		Under Identification Type, selecting " <b>Others"</b> will
Other Identification Type			(please specify)	trigger the Other Identification Type field to
				appear.

## Part IV: Identity of the Person Who Owns the Cash

Identification Details		Under Identification Type, selecting " <b>Others</b> " will
Identification No.*		trigger the Other
Identification Type*	○ NRIC ○ FIN ○ Passport	Identification Type field to
Other Identification Type	(please specify)	appear.

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Relationship of the person named in Part III to the person named above	○ Family / Relative ○	) Friend O Employee	O Agent Others		Under Relationship, selecting " <b>Others</b> " will trigger the Other
Other Relationship			(please specify)	Н	Relationship field to
					appear.

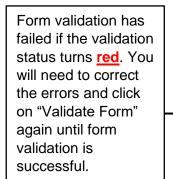
Part V: Ide Is the business a dealer in precious stones, precious metals or precious products?* Business Nature*	ntity of the Business That Owns the Cas ○ Yes ● No	sh (please specify)	Under the question relating to PSMD business nature, selecting " <b>No</b> " will trigger the Business Nature field to appear.
Relationship of the person named in Part III to the business named above* Other Relationship*	○ Employee ○ Agent  Others	(please specify)	Under Relationship, selecting " <b>Others</b> " will trigger the Other Relationship field to

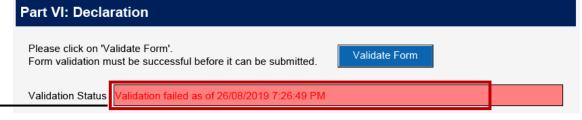
#### Part VI: Declaration

Part VI: Declaration	You must click on "Validate Form" at the end of the form to
Please click on 'Validate Form'. Form validation must be successful before it can be submitted.	trigger the validation checks.
Validation Status Validation Required	

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You can only submit the form if form validation is successful (turns green).

## Part VI: Declaration

Please click on 'Validate Form'. Form validation must be successful before it can be submitted.	- Name - Identifi
Validation Status Validated successfully as of 20/08/2019 7:26:22 PM	identific reportin
I declare that the information provided in this report is full and accurate*.	- Date o
Name of Reporting Officer* 🧃	in which on the f
Identification Type* ()	The ide
Identification Number of	of the re
Reporting Officer*	be base
Date of Declaration*	associa logged-i

fields will be systempopulated upon submission of the CTR on the filing platform: of reporting officer ication type and ation number of g officer of declaration (date n CTR is submitted iling platform) ntifying information eporting officer will ed on the particulars ted with the in Corp Pass account. The date of declaration will be the date on which the CTR is submitted successfully on the filing platform.

The following greyed-out