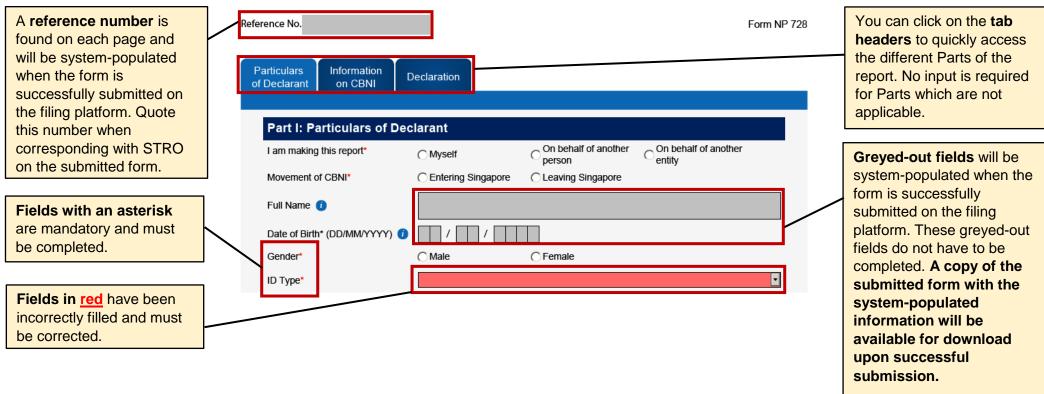
Form Guide for new Form NP 728

Objective

- 1. This guide explains the features found in the new Form NP 728. This new form 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 **NOT** the prescribed report under Section 48C and Section 48E of the Corruption, Drug Trafficking and Other Serious Crimes (Confiscation of Benefits) Act.

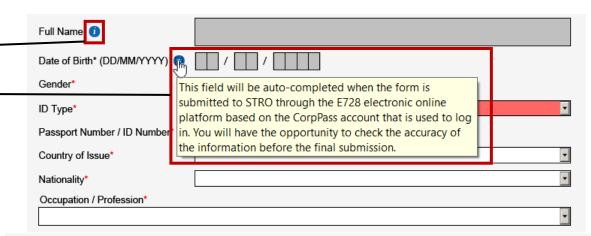
Features in the new Form NP 728

General Guidance:



1

When you hover your mouse over active fields or blue icons (for greyed-out fields), a short description of the field will appear. You may refer to the descriptions of the fields if you are unsure of how to complete the form.



Number of CBNI: 1

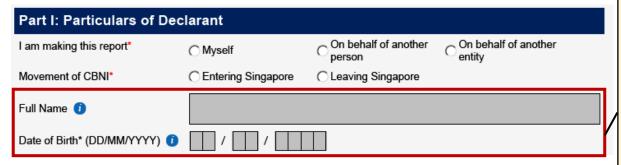
Fields with arrows have drop down lists. You can click on the arrow to see all selections available, scroll to select the field or type the first alphabet of the field (e.g. in Occupation, type "U" for "Unemployed") to jump to a particular field.

CBNI Currency ○ Traveller's Cheque ○ Cheque Money Order Bill Of Exchange O Promissory No CBNI Type* ○ Others Currency Code* Afghan Afghani (Defunct) - AFA Amount* Afghanistan Afghani - AFN (to nearest whole number Albania Lek - ALL Algerian Dinar - DZD Do you own the CBNI* Andorran Franc (Defunct) - ADF Andorran Peseta (Defunct) - ADP Angola Kwanza - AOA Source of CBNI Angolan Kwanza (Defunct) - AOK Intended Recipient Person Entity Business Entity of CBNI

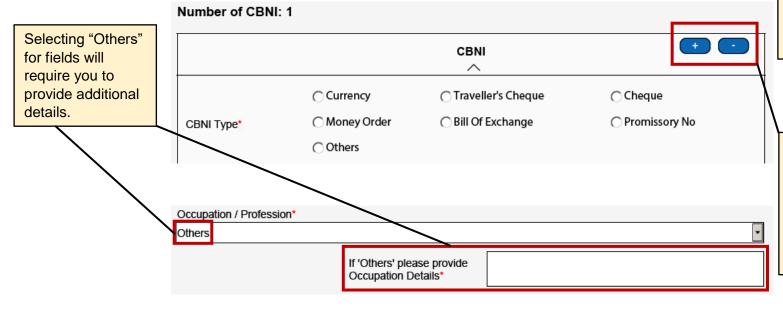
When there are "+" and "-" buttons, more than one entry is allowed.

- Use the "+" button to add up to 20 entries.
- Use the "-" button to delete entries (data deleted is irreversible).

Part I: Particulars of Declarant



Part II: Information on Physical Currency and Bearer Negotiable Instruments (CBNI)



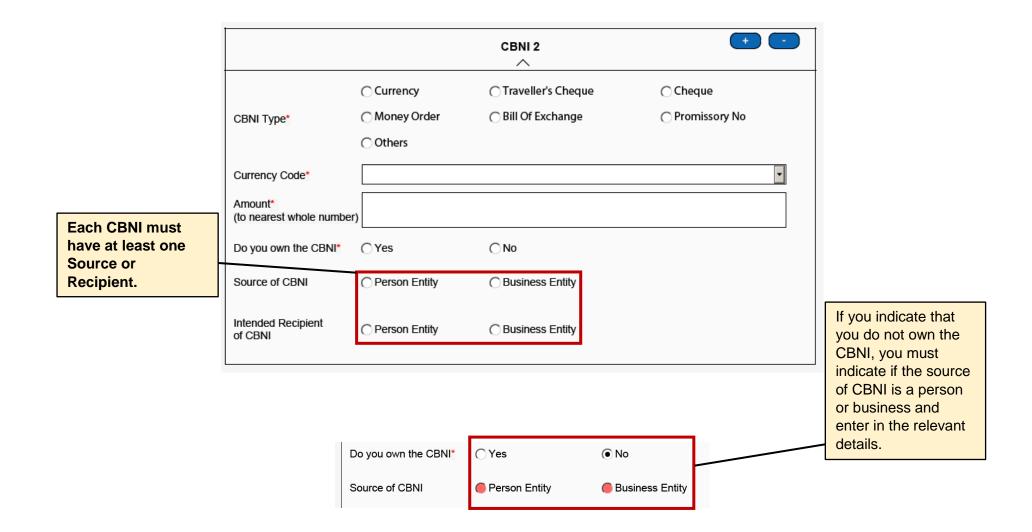
The following greyed-out fields will be system-populated upon submission of the form on the filing platform:

- Name of declarant
- Date of Birth of declarant
- This information will be based on the particulars associated with the logged-in CorpPass account.

In adding and deleting CBNI, if you have more than 1 CBNI, the first CBNI cannot be deleted (you can edit it instead).

CBNI 2 \wedge New fields appear Currency ○ Traveller's Cheque ○ Cheque when you select Money Order O Promissory No Bill Of Exchange either Person Entity CBNI Type* or Business Entity. Others Indicate whether the Source or Recipient Currency Code* is a person or Amount* business by (to nearest whole number) selecting the button, Yes Do you own the CBNI* ○ No then fill in the new fields that appear. Source of CBNI Person Entity O Business Entity Source of CBNI - Person Entity Same as CBNI 1 Name of Person Entity from whom CBNI is received* Date of Birth (DD/MM/YYYY) ID Type

For subsequent CBNIs, if the Source or Recipient is the same as CBNI 1, click on the **check box**. You will not need to fill in the details of the Source or Recipient (they will be greyed-out).



Part III: Declaration and Submission Details

Please click on 'Validate Form'.
Form validation must be successful before it can be submitted

Validation Status

Validation Required

An error message will appear if validation fails and fields with errors will be highlighted in <u>red</u> for your attention.

Please click on 'Validate Form'.
Form validation must be successful before it can be submitted

Validation Status

Validation failed as of 18/4/2018 5:16 PM

You must click on "Validate Form" at the end of the form to check if all the necessary fields have been filled up

properly.

Warning: JavaScript Window - Form Validation Errors

When validation fails, a pop-up window will also appear to inform you of the errors – click 'OK' to

proceed.



Please complete the following mandatory fields:

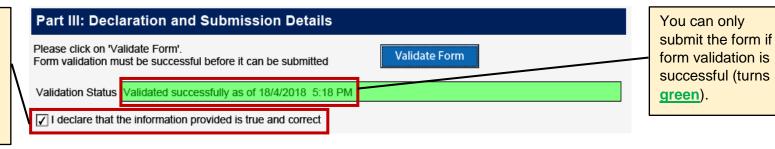
- → Please specify who you are making this report for under Part I Particulars of Declarant.
- → Please indicate whether CBNI is entering or leaving Singapore under Part I Particulars of Declarant.
- → Please indicate your gender as per your passport / ID card under Part I Particulars of Declarant.
- → Please indicate your ID type under Part I Particulars of Declarant.
- → Please indicate your passport / ID number as per your passport / ID card under Part I Particulars of Declarant.
- \rightarrow Please indicate your passport / ID card's country of issue under Part I Particulars of Declarant.
- → Please indicate your nationality as per your passport / ID card under Part I Particulars of Declarant.
- → Please indicate your occupation or profession under Part I Particulars of Declarant.
- → Please indicate your Block as recorded on your official identification under Part I Particulars of Declarant.
- → Please indicate your Street as recorded on your official identification under Part I Particulars of Declarant.

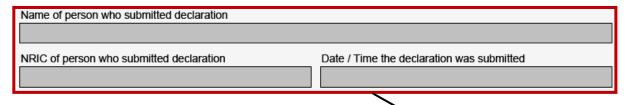
(10 mandatory error messages not shown)

Take note that this pop-up window only displays up to 10 errors. To view the remaining errors, you will need to first fix the errors shown, then validate again.

OK

You must also tick this checkbox to declare that the information provided is true and correct **before** validation.





The following greyed fields will be autopopulated upon submission of the form on the filing platform:

- Name of declarant
- NRIC of declarant
- Date and Time of declaration (date in which form is submitted on the filing platform)
- The identifying information of the reporting officer will be based on the particulars associated with the logged-in CorpPass account. The date of declaration will be the date on which the form is submitted successfully on the filing platform.