



CIRCULAR

Reference: Standardised Investment Reconciliation 2019
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Circular 29 of 2019: Standardised electronic investment reconciliation

The Council for Medical Scheme (CMS) would like to inform all Principal Officers and statutory return users regarding the roll out of a standardised electronic investment reconciliation as part of the 2019 quarterly statutory return online program.

There are a number of reasons for the introduction of standardised electronic investment reconciliations:

1. This will facilitate the CMS by having a standard format by which schemes can present the aggregation of its quarterly investment schedules which can be traced back to third party investment schedules and underlying assets.
2. This will result in fewer queries to schemes regarding investment breakdowns. The standardised investment reconciliations also allows the scheme to provide other information that the CMS normally requests through analysis queries (e.g. notice periods and penalties).
3. The format of the electronic standardised investment schedules may assist certain schemes with their own internal reporting, and includes an indicative compliance based on total investable assets percentage.

The initial version of the standardised investment reconciliation is the first step in the process. The CMS wishes to invite the industry to comment on the template before it is rolled out as part of the requirements for the quarterly returns for 2019.

Kindly take note of the following:

1. This template does not seek to replace a scheme's own set of investment reconciliations or third party investment schedules, as these are usually based on a scheme's own specific internal reporting requirements, but will be a submission requirement to the CMS as part of the quarterly returns.
2. The version included in this publication is not locked, and schemes will have full access to view all formulas and pull throughs. This is to facilitate schemes in understanding the reconciliation and providing input or comments to the CMS regarding the user functionality or friendliness. After the industry input is received, any future version(s) will have locked cells (with the exception of input cells) in order to ensure standardisation.

3. The template is not designed to be printed, hence will not necessarily be suitable as a printed pack.
4. As part of this publication, an additional reconciliation is included with example data for illustrative purposes.
5. A step by step guide is embedded in the reconciliation.
6. The reconciliation is flexible enough in that it contains sections for schemes to provide their own workings per fund in their own format for pull through into the main reconciliation.
7. This reconciliation is the first initial version, and is expected to evolve and improve over time, assisted by the industry.

Schemes are thus invited to provide comments and suggestions on the use, content and design of this reconciliation by 13 May 2019. Comments can be in the form of a letter or comments/notes in the Excel file itself. All comments are to be directed to the following email address:

s.rajab@medicalschemes.com

Links to the reconciliation are as follows:

[CMS Standardised Investment Reconciliation.xlsx](#)

[CMS Standardised Investment Reconciliation - example.xlsx](#)

Your cooperation will be highly appreciated.



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