



Accredited Investment Fiduciary[®] Designation Training

AIF[®]



Trustees and other stewards responsible for public and private benefit funds will learn the higher standards of the prudent investment process being adopted globally.

Investment professionals will learn to add genuine value to client investment recommendations and to demonstrate competency in their fiduciary role.

Accredited Investment Fiduciary® Designation Training

The role of an investment fiduciary is to manage process

Recent developments in the capital markets around the world reflect the underlying groundswell of concern over current investment industry practices and the difficulty institutional investors have in forming trust appropriately. It is worth considering observations that fi360 has gained about this changing marketplace that will put this into context. These comments apply to stewards of public and private benefit funds, as well as all service providers.

1. Trustees and other fiduciaries have a heightened awareness when it comes to the due diligence requirements in selecting suppliers of investment services. This trend has accelerated for market related reasons. Globally, the concept of fiduciary obligations and the assessment of service providers against a standard is taking on heightened significance.
2. Fiduciary obligations are all about trust. Determining who to trust is a daunting prospect yet is a fundamental obligation of those with fiduciary status. Documenting the process used for selection and on-going supervision is costly in terms of time and also demands a level of competency. It is no longer acceptable for those in fiduciary roles to assess service provider or network support competency and integrity in a cursory manner.
3. Overall there has been poor definition of what being an investment fiduciary actually means. The requirement to put client's interests first is the fiduciary standard of care, which is by definition a process standard. Investors too often select providers based on brand and personal relationships in the absence of a sound method to assess a service provider's trustworthiness in terms of processes and procedures.
4. In the heightened regulatory environment, more advisers are going to claim they meet fiduciary obligations, but only independent verification of this claim against a documented standard will enable investors and referral sources to form trust quickly, without the need. Increasingly, regulators are scrutinizing provider procedures, to ensure clients receive appropriate advice and to assess whether selected service providers are satisfactorily undertaking essential tasks when outsourcing has occurred. They are beginning to look beyond the "claimed" governance controls and service agreements by looking into the outcomes and records at the client or service provider level to see evidence of actual implementation matching the standards claimed.

Who should participate?

- Fund Sponsors & Trustees
- Fund Administrators & Directors
- Investment Committee Members
- Legislators
- Accountants
- Lawyers
- Investment Advisors & Consultants

Curriculum/Certificate

The ACCREDITED INVESTMENT FIDUCIARY® (AIF®) Designation Training is a two day classroom-based course, which covers all of the components of a comprehensive investment process and related standards of care. Successful completion of the course prepares interested participants to take the AIF® examination and enables them to earn the AIF® designation.

Accredited Investment Fiduciary® Designation Training

fi360's Seven Global Fiduciary Precepts

Overview

A fiduciary manages the assets of another person and is required by law to always act in the best interests of the client, beneficiary, or retirement plan participant. Yet many fiduciaries are not fully aware of their duties and responsibilities, let alone educated on how to fulfil those duties to the standard of care required by law.

Accredited Investment Fiduciary® (AIF®) Designation Training instructs trustees, investment committee members, Investment Advisors, or attorneys and accountants on how they can improve their fiduciary services and minimize their personal liability.

Training

Globally, the core legislative and regulatory acts that govern the conduct of all investment fiduciaries have seven essential principles common to all of them. The AIF® course teaches Investment Stewards and Investment Professionals these seven global fiduciary precepts, and how they can use them to better understand and manage their fiduciary role.

The Accredited Investment Fiduciary course also provides a unique overview of the following area:

- Fiduciary standard of care
- Investment Policy Statements (IPS)
- Key documentation for fiduciary purposes
- Self-Assessment of Fiduciary Excellence
- Monitoring investments on an on-going basis

Learning Objectives:

1. Identify when an organization or individual may be deemed to have fiduciary status;
2. Define fiduciary excellence;
3. Assess the extent an organization conforms to a fiduciary standard of excellence; and,
4. Identify actions to confirm to fiduciary excellence.

Accredited Investment Fiduciary® Designation Training

Course Agenda

Day 1 Agenda

Registration and Breakfast from 7:00 a.m. Course starts promptly at 8:00 a.m. to 5:00 p.m.

Lunch and Snacks are provided along with all training materials.

Welcoming Session

1. Course Objectives
2. Designation marks and Company overview
3. Instructor introduction and bios

Fiduciary Concepts and Quality Management System

1. The concept of a Global Fiduciary Standard of Excellence and the Leadership Quotient
2. Legal issues and regulatory oversight review
3. Global Fiduciary Precepts and Fiduciary Quality Management System (FQMS)
4. International Organization for Standardization and our ISO-like approach
5. Assessments – their meaning and limitations

Stewards and Advisors (SA) Step 1: Organize

1. The SA Practices associated with the first step in the FQMS – Organize
2. The Criteria that support each Practice
3. Unique components of Superannuation, charity and HNW Reviews
4. Types of fiduciaries and characteristics of a successful fiduciary

Stewards and Advisors Step 2: Formalize

1. The SA Practices associated with the second step in the FQMS – Formalize
2. The Criteria that support each Practice
3. Risk and the key to risk management
4. The need for and elements of an IPS
5. Socially Responsible Investing

Stewards and Advisors Step 3: Implement

1. The SA Practices associated with the third step in the FQMS – Implement
2. The Criteria that support each Practice
3. Due diligence philosophy
4. Fiduciary Score™ methodology

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Course Agenda

Day 2 Agenda

Commences at 8:00 a.m. and adjourns at approximately 5:00 p.m.
Lunch and snacks are provided along with all the training materials.

Stewards and Advisors Step 3: Implement (continued)

1. The SA Practices associated with the third step in the FQMS – Implement
2. The Criteria that support each Practice
3. Due diligence philosophy
4. Fiduciary Score™ methodology

Fiduciary Analytics Tools

1. Introduction and overview
2. Practical approaches

Stewards and Advisors (SA) Step 4: Monitor

1. The SA Practices associated with the fourth step in the FQMS – Monitor
2. The Criteria that support each Practice
3. The meaning and principles of Assessment
4. Assessment types, activities, and phases

Self-Assessment of Fiduciary Excellence (SAFE) and Consultant's Assessment of Fiduciary Excellence (CAFE) discussion

Exercise: Investment Policy Statement Review

1. Review of a sample IPS
2. Assessment of conformity

Wrap-up, Course Evaluation and Review

Accredited Investment Fiduciary® Designation Exam

Attend this programme and be able to:

- Articulate the legal and regulatory environment impacting the fiduciary
- Determine the prudent process that an investment fiduciary should follow
- Conduct a fiduciary review
- Prepare investment policy statements
- Implement an investment strategy
- Conduct due diligence on investment advisers, financial planners and fund managers
- Implement socially responsible investment strategies
- Monitor and supervise the activities of an investment programme
- Analyze an investment programme's expenses and fees
- Deliver performance measurement reports
- Customize services to different market segment



Graduates of the Accredited Investment Fiduciary® (AIF®) Designation Training held in past years in Manila, Philippines pose for a group photo. The AIF® Designation Training, led by fi360, is hosted annually by the Asia Pacific Association for Fiduciary Studies. The 2-day AIF® Designation Training allows each participant to earn the AIF® Designation, one of the most sought-after designations in the field of investments.

**Attend the
Pacific Region Investment Conference
held annually in Manila, Philippines!**

The Conference will provide a well-rounded program offering ideas for dealing with difficult situations, innovative approaches for seemingly impossible dilemmas, and a strong grounding for meeting your fiduciary obligations. It will also offer the required annual Continuing Education Credits to maintain the AIF® Designation.

Log on to www.apafs.org to register or for more details!

Contact admin@apafs.org with questions or interest in the Accredited Investment Fiduciary® (AIF®) Designation Training. Visit www.apafs.org for additional information pertaining to the Asia Pacific Association for Fiduciary Studies.

