

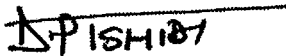
BOARD NOTICE 89 OF 2011**FINANCIAL SERVICES BOARD****FINANCIAL ADVISORY AND INTERMEDIARY SERVICES ACT, 2002****BI-ANNUAL COMPLIANCE REPORT FOR CATEGORY III FSPs, 2011**

In terms of section 17(4) of the Financial Advisory and Intermediary Services Act, 2002 ("the Act"), I, Dube Phineas Tshidi, the Registrar of Financial Services Providers, determine the manner in which the compliance report for Category III FSPs must be submitted, and the matters which it must have regard to. This determination was made after consultation with the Advisory Committee on Financial Services Providers.

- (a) A written report for the reporting period, by completing the schedule attached hereto, or by completing electronically, online the schedule on the web site of the Financial Services Board (www.fsb.co.za), must be submitted one month after the reporting date.
- (b) Answers should not be provided in columns that are shaded in grey in the schedule.
- (c) In this Notice and the schedule, unless the context indicates otherwise –
 - (i) any word or expression shall have the meaning that it was assigned in the Act;
 - (ii) "Code of Conduct" means any Code published under section 15 of the Act;
 - (iii) "Determination of Fit and Proper Requirements" means the Determination of Fit and Proper Requirements for Financial Services Providers, 2008;
 - (iv) "developmental area" means any control, process or compliance issue that has been identified during the monitoring of compliance as an area in respect of which the need for improvement of such control, process or compliance issue has been identified by the provider, and plans are in place to effect such improvements within a reasonable time;
 - (v) "FICA" means the Financial Intelligence Centre Act, 2001;
 - (vi) "Forex Investment Business Code of Conduct" means the Code of Conduct for Authorised Financial Service Providers, and their Representatives, involved in Forex Investment Business, 2004;
 - (vii) "FSP", "financial services provider" or "provider" means an authorised financial services provider, and includes, where applicable, any representative of the provider;

- (viii) "General Code of Conduct" or "General Code" means the Code of Conduct for Authorised Financial Services Providers and their Representatives, 2003;
- (ix) "Regulations" means the Financial Advisory and Intermediary Services Regulations, 2003;
- (x) "reporting date" means 30 June 2011 and 31 December 2011;
- (xi) "reporting period" means the period from the latter of
 - (aa) the date of authorisation as financial services provider in terms of section 8 of the Act;
 - (bb) the first day of the month following the reporting period for the previous compliance report submitted; or
 - (cc) where a compliance officer is appointed, the date of appointment,until the reporting date.

This Determination is called the Bi-Annual Compliance Report for Category III FSPs, 2011, and comes into operation on the date of publication thereof.



D P TSHIDI,
Registrar of Financial Services Providers

Question	Column				
	1	2	3	4	5
	Yes	No	Not applicable	Develop- mental area	Annexure number
	<i>Condition 5 imposed by Registrar in terms of section 8(4) of Act</i>				
1.5.1	Is the FSP regulated in terms of any other law (within or outside South Africa)? (Please note that this does not include membership of professional bodies.)				
1.5.2	<i>If the answer to Question 1.5.1 is YES -</i> Provide details of the Regulator (Name of Regulator and registration and licensing number with Regulator, if applicable) in a separate annexure and indicate the annexure number in column 5.				
1.5.3	Does the FSP render financial services on any financial product that is not specifically defined in the Act or regulated in terms of any other legislation (i.e. hedge fund, depending on the structure)?				
1.5.4	<i>If the answer to Question 1.5.3 is YES -</i> Provide details of the financial product concerned in a separate annexure and indicate the annexure number in column 5.				
1.6	Financial products in respect of which FSP renders financial services <i>Authorisation in terms of licence</i>				
1.6.1	Does the FSP have procedures in place to ensure that the rendering of financial services are done within the limitation on Categories and subcategories for which the licence is issued?				
1.6.2	Did any non-compliance occur in respect of the limitation on Categories and subcategories during the reporting period?				
1.6.3	<i>If the answer to Question 1.6.2 is YES-</i> Provide details of such non-compliance as well as steps taken to reasonably ensure that such non-compliance does not occur again in a separate annexure and indicate the annexure number in column 5.				
1.7	Functions performed by FSP				
1.7.1	During the reporting period did the FSP render services as a pension fund administrator in terms of section 13B of the Pension Funds Act, 1956?				

Question	Column				
	1 Yes	2 No	3 Not applicable	4 Develop- mental area	5 Annexure number
2					
2.1					
3					
3.1					
3.2					
3.3					
3.4					
3.4.1					
3.4.2					
3.4.3					
4					

Group structure

Does the FSP form part of a group of companies and/or have service level agreements in place with other financial services providers within the group? If yes, provide full details of the group (including an organogram or diagram as well as such FSP's relation to the group of companies in a separate annexure and provide the annexure number in column 5.

Key individuals

Section 8(1) and (4)(b) of Act and Determination of Fit and Proper Requirements

Are all people involved in the managing/overseeing function in relation to the rendering of financial services, appointed as key individuals?

In a separate annexure, provide information on the structure with regards to key individuals (what is their position in the organisation, where are they situated). Indicate the annexure number in column 5.

Does the FSP have procedures in place to ensure that it complies with section 8(4)(b) of the Act in the case of replacement of key individuals?

Fit and proper requirements for key individuals

Determination of Fit and Proper Requirements

Did any changes occur in the personal circumstances of any key individual during the reporting period that adversely affected the fitness and propriety of the person, as it relates to Part II of the Determination of Fit and Proper Requirements?

If the answer to Question 3.4.1 is YES -

Provide full details thereof in a separate annexure and indicate the annexure number in column 5.

Are all the key individuals, in respect of the FSP, able to maintain the operational ability to fulfil the responsibilities imposed by the Act on FSPs, including oversight of the financial services provided by representatives of the FSP?

Representatives

Sections 13 and 14 of Act and section 8(b) of Determination of Fit and Proper Requirements

Question	Column				
	1	2	3	4	5
	Yes	No	Not applicable	Develop - mental area	Annexure number
4.1	Does the FSP have representatives? If YES, the Statistical Information Sheet (Section 6) must be completed.				
4.2	If the answer to Question 4.1 is YES, questions 4.3 to 4.9 must be answered				
4.3	Does the FSP have any juristic representatives?				
4.4	If the answer to Question 4.2 is YES – questions 4.4.1 to 4.4.3 must be answered				
4.4.1	Does the FSP have an agreement with each juristic representative? If YES attach a copy of an agreement as a separate annexure and indicate the annexure number in column 5.				
4.4.2	Are all employees of the juristic representative that are rendering financial services on behalf of the provider, appointed as representatives of the provider in terms of section 13 of the Act?				
4.4.3	Does the FSP have procedures in place to ensure that juristic representatives have the necessary operational ability to render financial services to its clients?				
4.5	Does the FSP have procedures in place (including documentation) to enable representatives to provide clients with confirmation, as certified by the provider, of their status as representative as provided for in section 13(1)(b)(i) of the Act?				
4.6	Competency of representatives <i>Section 13(2)(a) of Act, Parts I, III and VI of Determination of Fit and Proper Requirements and Board Notice 151 of 2008</i>				
4.6.1	Does the FSP have procedures in place to ensure that representatives, comply with the personal character qualities of honesty and integrity and the competency requirements as set out in Parts II and III of the Determination of the Fit and Proper Requirements?				
4.6.2	Have any representatives of the FSP passed the First Level Regulatory Exam (RE1)? If YES, the Statistical Information Sheet (Section 6) must be completed.				
4.6.3	Does the FSP have representatives that, on the reporting date, are rendering financial services under supervision as contemplated in paragraph 3 of the Exemption of Services				

Question	Column				
	1 Yes	2 No	3 Not applicable	4 Develop- mental area	5 Annexure number
4.7					
4.7.1					
4.7.2					
4.7.3					
4.7.4					
4.7.5					
4.8					
4.8.1					
4.8.2					
4.8.2.1					
4.8.2.2					

Question	Column				
	1	2	3	4	5
	Yes	No	Not applicable	Develop - mental area	Annexure number
for giving preference to the quantity of business secured for the provider to the exclusion of the quality of service rendered to clients?					
4.8.2.3 During the reporting period did any representative of the FSP receive any financial interest for giving preference to a specific product supplier, where the representative may have recommended more than one product supplier to a client?					
4.8.2.4 During the reporting period did any representative of the FSP receive any financial interest for giving preference to a specific product of a product supplier, where the representative was able to recommend more than one product of that product supplier to the client?					
4.9 Debarment of representatives <i>Section 14 of Act</i>					
4.9.1 Does the FSP have procedures in place to debar a representative if the representative does not comply with the personal character qualities of honesty and integrity and the qualifications as set out in Parts II and V of the Determination of Fit and Proper Requirements?					
4.9.2 Has the FSP taken steps to debar representatives in respect of non-compliance with Column Two of Table E of the Determination of Fit and Proper Requirements?					
4.9.2.1 <i>If the answer to question 4.9.2 is YES – In a separate annexure, provide full details thereof. Indicate the annexure number in column 5.</i>					
5 insurance cover <i>Sections 5(e) and 13 of General Code of Conduct and Board Notice 123 of 2009</i>					
5.1 Does the FSP have professional indemnity cover? If yes, the Statistical Information Sheet (Section 6) must be completed.					
5.2 Does the FSP have fidelity insurance cover? If yes, the Statistical Information Sheet (Section 6) must be completed.					
5.3 Does the FSP have guarantees in place as contemplated in section 13 of the General Code of Conduct?					

Question	Column				
	1	2	3	4	5
	Yes	No	Not applicable	Developmental area	Annexure number
	If yes, the Statistical Information Sheet (Section 6) must be completed.				
5.4					
	Does the FSP disclose to clients in terms of section 5(e) of the General Code of Conduct whether it holds guarantees or professional indemnity or fidelity insurance cover?				
5.5					
	If the FSP holds guarantees or professional indemnity or fidelity insurance cover, attach a copy of the latest insurance schedule/s in a separate annexure and indicate the annexure number in column 5.				
5.6					
	Did the FSP have any claims against their professional indemnity cover, fidelity insurance cover or guarantees during the reporting period that were as a result of financial services rendered?				
6					
	Compliance function <i>Section 17 of Act, Chapter IV of Regulations and Board Notice 127 of 2010</i>				
6.1					
	Is the compliance function established as part of the risk management framework of the business of the FSP in compliance with section 17(3) of the Act and regulation 5 of the Regulations?				
6.2					
	Was any aspect in this report as a "Developmental Area" (Column 4) that was also indicated as a developmental area in the compliance report for the previous reporting period?				
6.3					
	<i>If the answer to question 6.2 is YES -</i> In a separate annexure, provide details thereof, the reasons for continued non-compliance, and corrective actions to be taken. Indicate the annexure number in column 5.				
6.4					
	Are you (compliance officer) appointed as an internal compliance officer of the FSP?				
6.4.1					
	<i>If the answer to question 6.4 was YES-</i> Are you also the appointed internal compliance officer for any other FSPs? If YES in a separate annexure, provide the details of these FSPs. Indicate the annexure number in column 5.				
6.5					
	Do you provide written reports on the compliance monitoring and recommendations relating to the FSP on a regular basis? If YES, the Statistical Information Sheet (Section 6) must be completed.				

Question	Column				
	1	2	3	4	5
	Yes	No	Not applicable	Develop - mental area	Annexure number
6.6					
6.7					
6.8					
6.9					
7					
7.1					
7.2					
7.3					
7.4					
7.5					
7.5.1					
7.5.1.1					

Question	Column				
	1	2	3	4	5
	Yes	No	Not applicable	Develop - mental area	Annexure number
7.5.1.2					
8.1					
8.1.1					
8.1.2					
8.1.3					
8.1.4					
8.1.5					
8.1.6					
8.1.7					
8.1.7.1					
8.1.8					

Question	Column				
	1 Yes	2 No	3 Not applicable	4 Develop - mental area	5 Annexure number
8.2 Disclosure requirements <i>Sections 4, 5 and 7 of General Code of Conduct</i>					
8.2.1 Is the FSP authorised for Category 1?					
8.2.2 If the answer to question 8.2.1 is YES - questions 8.2.2.1 to 8.2.3.4 must be answered.					
8.2.2.1 Does the FSP have procedures in place to ensure that the disclosure documentation complies with sections 4 and 5 of the General Code of Conduct?					
8.2.2.2 Does the FSP have procedures in place to ensure that the disclosure documentation complies with section 7 of the General Code of Conduct?					
8.2.3 Does the FSP disclose the following information in terms of section 7(1)(c) of the General Code of Conduct to the client in writing:					
8.2.3.1 The name, class or type of financial product concerned;					
8.2.3.2 The nature, extent and frequency of any incentive, remuneration, consideration, commission, fee or brokerage which will or may become payable to the provider, directly or indirectly, by any product supplier or any other person as a result of the financial service concerned;					
8.2.3.3 Any material risk and where applicable investment risk associated with the product concerned;					
8.2.3.4 Extent of monetary obligations assumed by the client, the frequency thereof and consequences of non-compliance concerned.					
8.3 Direct marketing <i>Section 15 of General Code of Conduct</i>					
8.3.1 Is the FSP authorised for Category 1? If the answer is YES, Question 8.3.2 must be answered.					
8.3.2 Does the FSP act as a direct marketer as defined in the General Code of Conduct?					

Question	Column				
	1	2	3	4	5
	Yes	No	Not applicable	Develop - mental area	Annexure number
8.3.3	If the answer to Question 8.3.2 is YES – questions 8.3.3.1 to 8.3.3.4 must be answered				
8.3.3.1					
8.3.3.2					
8.3.3.3					
8.3.3.4					
8.4	Furnishing of advice and record of advice Sections 8 and 9 of General Code of Conduct				
8.4.1					
8.4.2					
8.4.3	If the answer to question 8.4.2 is YES – questions 8.4.3.1 to 8.4.3.4 must be answered				
8.4.3.1					
8.4.3.2					
8.4.3.3					
8.4.3.4					

Question	Column				
	1	2	3	4	5
	Yes	No	Not applicable	Develop - mental area	Annexure number
occur again in a separate annexure and provide the annexure number in column 5.					
8.5 Custody of financial products and funds <i>Section 10 of General Code of Conduct</i>					
8.5.1 Does the FSP receive or hold funds on behalf of clients in accounts other than separate bank accounts in the name of the clients; or receive or hold financial products other than financial products held in safe custody by a custodian appointed by the client on behalf of clients?					
8.5.2 <i>If the answer to question 8.5.1 is YES – questions 8.5.2.1 to 8.5.2.6 must be answered</i>					
8.5.2.1 Has the FSP notified the Registrar of the details of the approved auditor in terms of section 19 of the Act?					
8.5.2.2 Has the FSP changed auditors during the reporting period?					
8.5.2.3 <i>If the answer to Question 8.5.2.2 is YES -</i> Did the FSP submit a profile change request to the Registrar in respect of the change of auditors?					
8.5.2.4 Does the FSP issue written confirmation of receipts to clients when funds and/or premiums are received from clients without the mediation of a bank?					
8.5.2.5 In a separate annexure, provide a list of the products (sub-categories of licence) in respect of which the FSP receives funds and / or premiums. Indicate the annexure number in column 5.					
8.5.2.6 Does the FSP have procedures in place to ensure that the client's funds and/or premiums can be readily/clearly distinguished from private assets or funds of the FSP?					
8.5.3 Does the FSP collect short-term insurance premiums from clients on behalf of product suppliers?					
8.5.4 <i>If the answer to question 8.5.3 is YES – questions 8.5.4.1 and 8.5.4.2 must be answered</i>					
8.5.4.1 Does the FSP collect premiums in accordance with section 45 of the Short-term Insurance Act, 1998?					

Question	Column				
	1	2	3	4	5
	Yes	No	Not applicable	Develop - mental area	Annexure number
8.5.4.2					
8.5.4.3					
8.5.5					
8.6					
8.6.1					
8.6.2					
8.6.3					
8.7					
8.7.1					
8.7.2					
8.7.2.1					
8.7.2.2					
8.7.2.3					

CONTINUES ON PAGE 162—PART 2

Question	Column				
	1 Yes	2 No	3 Not applicable	4 Develop- mental area	5 Annexure number
8.8 Complaints Sections 16 to 19 of General Code of Conduct					
8.8.1 Does the FSP have a complaints policy and resolution system in place that complies with sections 16 to 19 of the General Code of Conduct?					
8.8.2 Provide the following details on complaints referred to the FAIS Ombud during the reporting period: number of complaints referred to the FAIS Ombud, type of complaint (what the complaint was about) as well as the outcome of the complaint. Indicate the annexure number in column 5.					
8.9 Termination of agreement or business Section 20 of General Code of Conduct					
8.9.1 Does the FSP have procedures in place to ensure that it complies with section 20 of the General Code of Conduct?					
8.9.2 Does the FSP have a business continuity plan and procedures in place to ensure that the clients will be serviced if the business is terminated for any reason?					
8.9.3 <i>If the answer to question 8.9.2 is NO –</i> In a separate annexure, provide an explanation as to what steps will be taken to put a plan in place. Indicate the annexure number in column 5.					
8.10 Waiver of rights Section 21 of General Code of Conduct					
8.10.1 Does the FSP have procedures in place to ensure that it does not request or induce a client to waive any right or benefit conferred on the client under the General Code of Conduct? Provide details of any instances of non-compliance found as well as steps taken to reasonably ensure that such non-compliance does not occur again in a separate annexure and indicate the annexure number in column 5.					
8.10.2 Does the FSP have procedures in place to ensure compliance with section 21 of the General Code of Conduct?					
9 Money laundering control procedures					

Question	Column				
	1	2	3	4	5
	Yes	No	Not applicable	Develop - mental area	Annexure number
9.1					
9.2					
9.3					
9.4					
9.5					
9.5.1					
9.6					
9.6.1					
9.7					
9.7.1					
9.8					
9.8.1					

Question	Column				
	1 Yes	2 No	3 Not applicable	4 Develop - mental area	5 Annexure number
9.9					
9.9.1					
9.10					
9.11					
9.12					
9.13					
9.14					
9.15					
9.16					
9.17					
9.17.1					
9.17.1.1					

Question	Column				
	1	2	3	4	5
	Yes	No	Not applicable	Develop - mental area	Annexure number
9.17.2					
9.17.3					
9.17.4					
10					
10.1					
10.2					
10.3					
10.4					
10.5					
10.6					
10.6.1					

Question	Column				
	1 Yes	2 No	3 Not applicable	4 Develop- mental area	5 Annexure number
10.7					
10.7.1					
11					
11.1					
11.1.1					
11.1.2					
11.1.3					
11.1.4					
11.1.5					
11.1.6					
11.1.7					
11.1.8					
11.1.9					
11.1.10					
11.1.11					

Question	Column				
	1	2	3	4	5
	Yes	No	Not applicable	Develop- mental area	Annexure number
11.1.12					
11.1.13					
11.1.14					
11.1.15					
11.2					
SECTION 2 – ADMINISTRATIVE FSPs					
12					
12.1					
12.1.1					
12.1.2					
12.1.3					
12.2					
12.2.1					

Question	Column				
	1	2	3	4	5
	Yes	No	Not applicable	Develop - mental area	Annexure number
authorised financial services provider?					
12.2.2 Does the FSP offer wrap funds?					
12.2.2.1 <i>If the answer to question 12.2.2 is YES -</i> In a separate annexure, provide full details of the funds and the underlying assets in the wrap fund. Indicate the annexure number in column 5.					
12.2.3 Does the FSP offer structured funds on its platform?					
12.2.3.1 <i>If the answer to question 12.2.3 is YES -</i> Please provide full details of the funds and underlying assets in the structured fund in a separate annexure. Provide the annexure number in column 5.					
12.2.4 Does the FSP offer hedge funds on its platform?					
12.2.4.1 <i>If the answer to question 12.2.4 is YES -</i> Please provide full details of the fund as well as the underlying assets of the fund in a separate annexure. Provide the annexure number in column 5.					
12.2.5 Does the FSP have procedures in place to ensure that the FSP verifies in all instances that any other FSP that it receives an instruction from is authorised to render the specific financial service without any licence restriction in relation to the specific financial product?					
12.3 Relationship with clients <i>Sections 5 and 6 of Code of Conduct for Administrative FSPs, 2003</i>					
12.3.1 Did the Registrar approve all specimen application form/s and specimen mandates used by the FSP?					
12.3.2 Did the FSP amend any of its application forms and/or mandates during the reporting period?					
12.3.2.1 <i>If the answer to question 12.3.2 is YES -</i> Did the Registrar approve all substantial/material amendments before it was used?					
12.3.3 Does the FSP have procedures in place to ensure that it only deals with clients in respect of whom application forms (which comply with section 5 of the said Code) have been obtained?					

Question	Column				
	1	2	3	4	5
	Yes	No	Not applicable	Develop - mental area	Annexure number
12.3.4					
12.3.5					
12.4					
12.4.1					
12.5					
12.5.1					
12.5.2					
12.5.3					
12.5.4					
12.5.5					
12.5.6					

Question	Column				
	1	2	3	4	5
	Yes	No	Not applicable	Develop - mental area	Annexure number
12.5.7					
12.5.8					
12.5.9					
12.5.10					
12.5.11					
12.6					
12.6.1					
12.7					
12.7.1					
12.7.2					
12.7.3					
12.7.4					
12.7.5					
12.8					

Question	Column				
	1	2	3	4	5
	Yes	No	Not applicable	Develop - mental area	Annexure number
12.8.1					
12.8.2					
12.8.3					
SECTION 3 – DISCRETIONARY FSPs					
13					
13.1					
13.1.1					
13.1.1.1					
13.1.1.2					
13.1.1.3					
13.1.2					
13.2					
13.2.1					
13.2.2					

Question	Column				
	1	2	3	4	5
	Yes	No	Not applicable	Develop - mental area	Annexure number
respect of whom mandates, which comply with paragraph 5 of the said Code, have been obtained?					
13.2.3 Does the FSP have procedures in place to ensure that all cash, assets and documents of title are returned to the clients on termination of the mandate?					
13.2.4 Does the FSP have procedures in place to ensure that the clients are issued with final statement accounts?					
13.2.5 Does the FSP have procedures in place to ensure that the client's investments are managed in terms of the mandates?					
13.2.6 Did the FSP invest any funds of clients in terms of the mandate into companies and/or structures in which the FSP or any associated group or entity have an interest in?					
13.2.7 <i>If the answer to Question 13.2.6 is YES -</i> Provide full details of such instances in a separate annexure and indicate the annexure number in column 5.					
13.3 Reporting to clients <i>Section 6 of Code of Conduct for Discretionary FSPs, 2003</i>					
13.3.1 Does the FSP have procedures in place to ensure that reports are sent to clients within the periods as required by the said section 6?					
13.3.2 Did the FSP comply with the requirements of the said section 6 in all instances?					
13.3.3 <i>If the answer to Question 13.3.2 is NO -</i> Provide details of any instances of non-compliance found as well as steps taken to reasonably ensure that such non-compliance does not occur again in a separate annexure. Indicate the annexure number in column 5.					
13.4 Administration					
13.4.1 Did the FSP hold and/or manage funds on behalf of clients during the reporting period?					

Question	Column				
	1	2	3	4	5
	Yes	No	Not applicable	Develop - mental area	Annexure number
13.4.2	<i>If the answer to Question 13.4.1 is YES, questions 13.4.2.1 to 13.4.6 must be answered.</i>				
13.4.2.1	As a separate annexure, submit an organogram of the FSP and details of the FSP's administrative system that is utilised for managing client assets. Indicate the annexure number in column 5.				
13.4.2.2	As a separate annexure, submit details of the computer software packages and/or programmes that the FSP utilises in the administration process. Indicate the annexure number in column 5.				
13.4.3	Does the FSP outsource any functions? Provide details of the outsourced functions (type of functions as well as whom it has been outsourced to) in a separate annexure. Indicate the annexure number in column 5.				
13.4.4	Does the FSP manage assets on behalf of retirement funds or insurance companies?				
13.4.5	<i>If the answer to Question 13.4.4 is YES –</i> Does the FSP have procedures in place to establish whether the assets are held in the name of the client or in the name of an approved nominee company?				
13.4.6	Does the FSP hold separate accounts in the name of the clients?				
13.5	Assets under management				
13.5.1	Did the FSP have assets under management as at the reporting date? If answer is YES, the Statistical Information Sheet (Section 6) must be completed. .				
13.6	Nominee companies Section 8 of General Code of Conduct for Discretionary FSPs, 2003				
13.6.1	Does the FSP hold client investments?				
13.6.2	If the answer to Question 13.6.1 is YES – questions 13.6.2.1 to 13.6.2.3 must be answered				
13.6.2.1	Does the FSP hold client investments in its own nominee company approved by the Registrar as required in terms of regulation 6 of the Regulations?				

Question	Column				
	1	2	3	4	5
	Yes	No	Not applicable	Develop - mental area	Annexure number
13.6.2.2					
13.6.2.3					
13.7					
13.7.1					
13.7.2					
13.7.3					
13.7.3.1					
13.7.4					
13.7.5					
13.7.6					
13.7.7					
SECTION 4 – HEALTH SERVICES BENEFITS					
14					

Accreditation under section 65(3) of Medical Schemes Act, 1998
Section 8(7)(e) of Act

Question	Column				
	1	2	3	4	5
	Yes	No	Not applicable	Develop-mental area	Annexure number
14.1					
14.2					
14.2.1					
14.2.1.1					
14.2.2					
14.2.3					

14.1 Is the FSP licensed to render financial services relating to health services benefits?

14.2 *If the answer to Question 14.1 is YES – questions 14.2.1 to 14.2.3 must be answered*

14.2.1 Was the accreditation of the FSP in terms of section 65(3) of the Medical Schemes Act, 1998, during the reporting period suspended or withdrawn, or did it lapse? Please provide details of any suspension, withdrawal or lapse as a separate annexure to the report and indicate the annexure number in column 5.

14.2.1.1 *If the answer to Question 14.2.1 is YES –*
Was a profile change request submitted to the Registrar in order for the health services subcategory to be removed from the FSP's licence?

14.2.2 The details of the accreditation with the Council for Medical Schemes (ORG numbers for entities and BR numbers for key individuals) must be completed on the Statistical Information Sheet (Section 6).

14.2.3 Does the FSP have any corporate clients? If the answer is YES, the Statistical Information Sheet (Section 6) must be completed.

SECTION 6 – STATISTICAL INFORMATION SHEET

6.1 REPRESENTATIVES AT REPORTING DATE		
DETAIL REQUIRED	RELEVANT QUESTION NUMBER	NUMBER/AMOUNT
Number of representatives	4.1	
Number of representatives who have passed the First Level Regulatory Exam (RE 1)	4.6.2	
Number of representatives rendering services under supervision as contemplated in paragraph 3 of the Exemption of Services under Supervision in terms of Requirements and Conditions, 2008	4.7.1	
Number of key individuals that acted as supervisors in respect of services under supervision	4.7.1	

6.2 INSURANCE COVER	RELEVANT QUESTION NUMBER	CURRENCY	EXTENT OF COVER (NUMERIC AMOUNT)
Professional Indemnity of Cover as contemplated in sections 5(e) and 13 of the General Code of Conduct	5.1		
Fidelity Insurance Cover as contemplated in sections 5(e) and 13 of the General Code of Conduct	5.2		
Guarantees as contemplated in section 13 of the General Code of Conduct	5.3		

6.3 COMPLIANCE FUNCTION		
TYPE OF INFORMATION REQUIRED	RELEVANT QUESTION NUMBER	DETAILS
Number of reports issued to the FSP on the rendering of financial services	6.5	
Number of visits to the business premises, business units and / or branches of the FSP during the reporting period in order to perform monitoring procedures	6.6	
Number of visits to the business premises, business units and / or branches of the FSP's representatives during the reporting period in order to perform monitoring procedures	6.7	
Name(s) of compliance officer (s) appointed in terms of section 43(b) of FICA	6.8	
Identity number(s) of compliance officer(s) appointed in terms of section 43(b) of FICA	6.8	

6.4 ADMINISTRATIVE FSP - INDEPENDENT NOMINEE		
TYPE OF INFORMATION REQUIRED	RELEVANT QUESTION NUMBER	EXTENT OF COVER (NUMERIC AMOUNT)
Number of reports the FSP made to the independent nominee on the investment bank account reconciliation status during the reporting period.	12.5.4	
Number of reconciliation reports that the FSP furnished the independent nominee's board of directors with during the reporting period	12.5.5	
Extent of fidelity guarantee held by independent nominee	12.5.6	
Extent of professional indemnity insurance held by nominee	12.5.7	

6.5 ADMINISTRATIVE FSP – ASSETS UNDER ADMINISTRATION			
Total Market Value of assets under administration at the reporting date for the following type of clients:	Local (Rand amount)	Foreign (Rand amount)	Total (Rand Amount)
Private clients (individuals not listed below)			
Retirement funds			
Collective investment schemes			
Long-term insurers			
Short-term insurers			
Hedge fund clients			
Other (Please specify)			

6.6 DISCRETIONARY FSP – ASSETS UNDER MANAGEMENT			
Total Market Value of assets under management at reporting date for the following type of clients:	Local (Rand amount)	Foreign (Rand amount)	Total (Rand amount)
Private clients (individuals or entities not listed below)			
Retirement funds			
Collective investment schemes			
Long-term insurers			
Short-term insurers			
Hedge fund clients			
Other (Please specify)			

6.7 HEALTH SERVICES BENEFITS		
TYPE OF INFORMATION REQUIRED	RELEVANT QUESTION NUMBER	NUMERICAL DETAILS
Key individual accreditation number with the Council for Medical Schemes [BR number]	14.2.2	
FSP accreditation number with the Council for Medical Schemes (ORG number)	14.2.2	
Percentage of client-base that are corporate clients	14.2.3	

COMPLIANCE REPORT COMPLETED AND SIGNED BY FSP

Name of FSP _____

FSP number _____

Name of key individual _____

ID number of key individual _____

Date appointed as key individual _____

Signature _____

Date _____

COMPLIANCE REPORT COMPLETED AND SIGNED BY COMPLIANCE OFFICER(S)

Name(s) of compliance officer(s) of FSP _____

ID number(s) of the compliance officer(s) _____

Name(s) of the compliance practice(s) (if applicable) _____

Reference number(s) of compliance officer(s)/practice(s) _____

Signature(s) of the compliance officer(s) _____

Date _____

Telephone number _____

Fax number _____

E-mail address _____

Please note that all unsigned reports will be regarded as "Not Submitted".

DECLARATION SIGNED BY COMPLIANCE OFFICER(S) SUBMITTING COMPLIANCE REPORT

Compliance report in terms of section 17(4) of the Act by the compliance officer(s) for the reporting period _____ (insert date) and _____ (insert reporting date).

I/we _____ (compliance officer(s)) hereby report as follows as regards compliance by _____ (insert full names of FSP and FSP number) and any representatives of the FSP with the Act, for the reporting period.

Having completed the attached compliance report for the FSP, I/we hereby confirm that, to the best of my/our knowledge and ability all the information contained in the attached annual compliance report is true and correct.

I/we are aware that the information contained in the attached annual compliance report may be subject to verification by the Registrar of Financial Services Providers, and should I/we knowingly submit false, incorrect or misleading information to the Registrar, this may impact on my/our compliance with the fit and proper requirements with regard to personal character qualities of honesty and integrity as determined by section 8(1) of the Act.

Signed on _____ (day) _____ (month) _____ (year).

Name(s) of compliance officer(s): _____

Signature(s): _____