



Annual Regulatory Return for Professional Officers Only

For licenceholders under the Financial Services Act 2008

NAME OF LICENCEHOLDER

Reporting Date

I confirm that, with the exception of any material breaches previously notified to the Authority in writing, during the period covered by this return, the business of the licenceholder has been conducted in accordance with:-

- the Financial Services Act 2008 (“FSA”);
- Part 9 of the Rule Book issued under the FSA;
- any licence conditions (including modifications) imposed by the Financial Services Authority (“the Authority”);
- any directions issued by the Authority;
- the Collective Investment Schemes Act 2008 (“CISA”);
- any orders or regulations made under the CISA; and
- the Anti Money Laundering and Countering the Financing of Terrorism Code 2015, or any successor and any other relevant code of practice under section 157(1) of the Proceeds of Crime Act 2008 or section 68 of the Terrorism and other Crime (Financial Restrictions) Act 2014.

I also confirm that the Authority has been notified in writing of all matters which may influence the continuance of the licence.

If the answer to the above questions is “no”, further details should be provided below.

Under section 40 of the Financial Services Act 2008 a person commits an offence if he knowingly or recklessly gives any information to the Authority which is false or misleading in a material particular or, without reasonable excuse, fails to furnish information which that person is required to furnish to the Authority, and is liable:-

- (a) on summary conviction, to a fine not exceeding £5,000 or to a term of custody not exceeding 6 months, or to both;
- (b) on conviction on information, to a fine or to a term of custody not exceeding 2 years, or to both.

Signed:

[Name]

[Title]

[Date]

STATISTICAL INFORMATION FORMING PART OF THIS RETURN

Where information is provided on a separate sheet, please ensure that the response is cross-referenced to the question number.

To be completed by Class 4 Professional officers¹ only

1. COMPANIES

- 1.1 State the number of companies of which the licenceholder is a director. Where a person is a director of a corporate director the total should include all the directorships of the corporate director, in addition to that person's own directorships (including that of the corporate director itself).

The number of directorships should include those companies in liquidation, receivership, dissolution etc...

	Isle of Man companies		Overseas companies		Partnerships	Limited liability companies
	1931	2006	Registered under the Foreign Companies Act 2014	Not registered under the Foreign Companies Act 2014		
Private						
Public						
Totals						

¹ i.e. licensed to carry on only activities falling within paragraph (6) of Class 4

Total number of appointments (from totals figures above).

If any directorships relate to collective investment schemes, indicate the number here.

If any companies are in liquidation, receivership or dissolution, indicate the number in the box and if this is greater than zero list the name of the company and where it is incorporated below.

Name of company	Where incorporated

To be completed by Class 5 Professional officers² only

2. TRUSTEE, ENFORCER AND PROTECTOR

2.1 State the number of trusts of which the licenceholder is a trustee, enforcer or protector.

Trustee	Enforcer	Protector

To be completed by all Professional Officers

3. COMPLAINTS

3.1 State the number of complaints received during the year.

3.2 Where appropriate, state the number of complaints referred to the licenceholder’s professional indemnity insurers.

3.3 Where appropriate, state the number of complaints where the professional indemnity insurers made a payment to a complainant.

3.4 Where appropriate, state the number of complaints where the professional indemnity insurers refused to make a payment to a complainant. Also state what action was taken following the refusal.

² i.e. licensed to carry on only activities falling within paragraph (2), (5) or (6) of Class 5

4. BREACHES

- 4.1 State the number of breaches which have been recorded during the year in the breaches register in accordance with rule 9.25(3)

5. TRAINING

- 5.1 Has the licenceholder undertaken anti-money laundering training as required by the Anti-Money Laundering and Countering the Financing of Terrorism Code 2015?
- 5.2 Has the licenceholder undertaken the minimum Continuing Professional Development (CPD) as required by rule 9.3(f)(i) and (ii)?

6. CONFLICTS OF INTEREST

- 6.1 Is the licenceholder satisfied that any conflicts of interest logged during the year in compliance with rule 9.21 have been disclosed and handled appropriately?

7. DISCIPLINARY AND LEGAL ACTION

- 7.1 To the best of its knowledge, has the licenceholder, been the subject of disciplinary action or had its affairs investigated by any other regulatory body as set out in rules 9.26 and 9.31?

If yes, give brief details.

- 7.2 To the best of its knowledge, has there been any legal action within the limits imposed by rule 9.34 taken against the licenceholder during the year, or is there any pending?

If yes, give brief details.

8. CLIENT MONEY

8.1 Has the licenceholder received clients' money during the year (rule 9.10)?

9. PROFESSIONAL INDEMNITY AND DIRECTORS & OFFICERS INSURANCE

9.1 How many matters has the licenceholder referred to the PI or D&O insurers during the year?

9.2 How many claims have been made on the PI or D&O Insurance during the year?

9.3 If claims have been made please provide details (including amounts). If no claims have been made, go to question 9.8.

9.4 Have any claims been settled by the PI or D&O insurers during the year?

If yes, please provide details.

9.5 How many claims are outstanding?

Provide details of outstanding claims below.

9.6 Have you identified any implications for your internal controls or procedures as a result of any of the claims? If yes, have these been addressed?

9.7 Have the PI or D&O Insurers refused cover in respect of any claims or prospective claims during the year? If, yes, provide details on a separate sheet.

To be completed by Class 4 Professional officers only

9.8 Provide details of the insurance cover in place and how this is appropriate to the regulated activities.

To be completed by Class 5 Professional officers only

9.9 Is the licenceholder in compliance with the level and requirements of professional indemnity insurance required by rule 9.24. If no, provide details on a separate sheet.