

APPENDIX IV

BUSINESS PLAN

Pursuant to section 9(2)(a) of the Fund Administration Provider Business Act 2019

Provide a full statement setting out the nature and scale of the fund administration provider business which is to be carried on by the Applicant and full particulars of the arrangements proposed for the operation of that business.

Details should cover the first three years of operation and must include, but not necessarily be restricted to, the following:

- Aims and objectives
- The nature and scale of the expected business, and the sources from which it is to be derived
- A chart illustrating the relationship of the Applicant to its parent, subsidiaries and affiliates (if applicable)
- Revenue projections, including balance sheet and profit and loss for each year should be outlined. Applicants should also provide bases for the assumptions underlying the projections
- Capital structure and any financing arrangements
- Proposed systems for internal audit/compliance arrangements, including risk management and financial accounting
- Staffing resources. This must include management structure particulars including: mind and management; organisational structure; experience and expertise of staff; professional qualifications; staff training plans; including any training undertaken or provided to staff by the compliance officer/money laundering reporting officer
- Premises, including fixed assets and equipment
- Outsourcing or insourcing arrangements
- Proposals to delegate any responsibilities to any other person and/or entity. Applicants must include information on the names and addresses of the person(s) and/or entity(ies) and the types of functions they will be performing