

Pensions, Investments
& Advisory Services

IFG Trustee Services

- > Corporate Trusteeship
- > Trustee Training



Thinking, Years Ahead

**IFG, Your Trusted
Partner in Pensions,
Investments & Advisory
Services**



Contents

> IFG Trustee Services	3
> Corporate Trusteeship	5
> IFG Trustee Training	7
> About IFG Group plc	14





IFG Trustee Services

Reducing fiduciary risk and enhancing corporate governance standards **through unique insight and experience.**



How far is too far ahead?

Your Trusted Partners in Professional Trustee Services

The rising cost of pensions, investment market volatility and more stringent legislation are key market forces placing pressure on employers and scheme trustees to raise their standards of governance.

Being a trustee is no longer a passive role, and a proactive approach is now required to keep fully informed of the ever changing regulatory landscape.

Today, the appointment of a professional trustee is rapidly becoming the optimal solution for many corporate clients.

Introducing IFG Trustee Services

IFG offers a fresh perspective to clients in delivering a suite of pensions, investments and advisory services that are relevant to today's marketplace needs.

IFG Trustee Services is responding swiftly to clients' expectations for delivery of a professional, impartial and confidential service. Operating independently of other divisions, IFG Trustee Services enables clients to mitigate instances where there is an inherent conflict between the role of a trustee and that of the employer. Our approach facilitates the separation of advice and the transparency of legal responsibilities.

Supported by the wealth of experienced professionals in the fields of trusteeship and pensions, IFG Trustee Services can act as either sole or joint trustee or through participation on a board of a trustee company to ensure optimal management of the pension scheme.

IFG, thinking years ahead. Talk to IFG Trustee Services today.





Corporate Trusteeship

The Roles and Duties of a Trustee

The trustees of an occupational pension scheme are mandated with the optimal management of retirement assets on behalf of the members of the scheme. The specific roles and duties of a trustee include:

- > To carry out the trust in accordance with the law and the terms of the trust deed and rules;
- > To be aware of and manage any possible conflicts of interest fairly between beneficiaries;
- > To keep accurate membership and financial records and to ensure all employer and employee contributions are received;
- > To provide a range of appropriate investment options and to oversee proper investment of the trust fund;
- > To source and manage professional advice where appropriate;
- > Not to profit from the trust.



Service excellence

Key Benefits of Appointing an Independent Trustee

- > Being the employer and trustee is a dual role with different and often conflicting interests. Managing disputes and complaints constructively may prove difficult when the trustee is one of the parties to the conflict.
- > Employing an independent trustee reduces or eliminates personal risk for the employer. It is also a cost-effective solution as significant savings can be achieved on professional indemnity insurance and recurring trustee training fees.
- > A professional trustee assists the employer to separate strategic benefit planning from the day-to-day trustee duties, thus relieving the HR function or senior management from monitoring legislation changes affecting the pension scheme and its members.
- > An independent trustee manages the professional relationships of the scheme more efficiently with actuaries, administrators, investment managers and benefits consultants, and can also liaise with the Pensions Board, Pensions Ombudsman or Revenue Commissioners where appropriate.
- > An impartial trustee provides additional assurance to members that their interests are understood and protected.

Our Key Services

- > Professional Trustee Services
 - > Sole Trustee Services
 - > Joint Trustee Services
 - > Secretary to the Trustee Services
- > Comprehensive Trustee Training Services
- > Trustee Services on SSAS Schemes

Our highly skilled trustee professionals are affiliated to leading industry bodies including the Irish Association of Pension Funds (IAPF) and the Irish Institute of Pensions Management (IIPM).





IFG Trustee Training

Trustees have wide-ranging **powers, discretions and responsibilities.**

They also have a statutory duty to know and understand the law relating to pensions and trusts, the funding of pension schemes, and the principles of investment of scheme assets. To properly perform their role, trustees must also be conversant with their scheme documentation.



Leading the way

Compliance with the Law

Following the enactment of Section 28 of the Social Welfare and Pensions Act 2008, new legislation regarding formal trustee training has applied to all pension scheme trustees since 1st February 2010.

Existing trustees must undergo training within 2 years from the above date (by 31st January 2012) and subsequently repeat training at least every 2 years. Newly appointed pension scheme trustees must receive training within 6 months of their appointment. Where a trustee fails to undertake the required training, the Pensions Board may apply an on-the-spot fine of up to €2,000 against the trustee, or prosecute the employer.

With investment decisions and governance also becoming increasingly complex and subject to scrutiny, comprehensive trustee training is now imperative for all corporations.

Trustee Training Excellence

Registered as a trustee trainer with the Pensions Board, IFG Trustee Services provides participants with a comprehensive knowledge of trustee responsibilities, the implications of a scheme's trust deed and rules, and a basic understanding of the scheme's finances.

The IFG Trustee Training Program is conducted over half a day featuring case studies, open group discussions and is designed to ensure a high level of interaction between delegates and our training panel.

The trustee training will benefit on-site Administrators, HR and Finance personnel with responsibility for managing pension schemes, and all those involved in the day-to-day management of corporate pension schemes.



The IFG Trustee Training Program

The half-day program covers the issues that are fundamental to the successful trusteeship of an occupational pension scheme. We use a number of case studies to enable the delegates to experience how trusteeship works in practice.

The training program takes place in the morning with lunch provided immediately following the training, offering an enjoyable and relaxed format to discuss key issues and share experiences with trustees of other pension schemes.

What Does The Training Include?

Module 1 - Legal Issues

In this module we address the following in detail:

- > The current legal framework for trustees
- > Trustee duties and responsibilities
 - > Trust Law
 - > The Pensions Act
 - > European Law

Module 2 – Effective Scheme Governance

This module describes best practices relating to conflicts of interest, plan management, effective decision making and, in particular, risk management.

Module 3 – Effective Scheme Investment

An introduction to different asset classes and the types of investments trustees may encounter, together with a review of the risks that members might face. In this module we concentrate on the principles of objective setting and strategic asset allocation, which are key decision areas for trustees.



Sharpening **your skills**

Who Should Attend?

Our trustee training program is primarily aimed at trustees but anyone wishing to gain knowledge of current pensions issues may benefit from attending. Whether a trustee, pension administrator or otherwise involved in the day-to-day management of pensions, this training program will deliver the knowledge and understanding needed to perform the trustee role effectively.

Booking

IFG trustee training sessions are run regularly throughout the year. Please visit our website www.ifg.ie for specific dates and locations available.

To book a place for the IFG Trustee Training Program, please complete and return the booking form in this brochure or register online at www.ifg.ie.

Cost

The cost of the trustee training is €350 per delegate. A 10% discount is available for 2 or more delegates from the same company on the same day.

Terms and Conditions

- > Cancellations should be sent in writing to the IFG Events Team (events@ifg.ie).
- > Cancellations received more than 10 days prior to the program will be refunded in full.
- > For cancellations received within 10 days of the seminar a charge of 45% will apply.
- > For cancellations received within 5 days of the seminar a charge of 70% will apply.
- > Please note that it is possible to transfer to another course date without penalty on the first occasion; subsequent transfers will be subject to a 30% administration charge.
- > You may substitute a colleague for yourself at any time before the start of the course.
- > For data protection, our privacy statement, as outlined on www.ifg.ie, will apply to all booking forms received.



Customised to Specific Client Requirements

Our bespoke trustee training programs are designed to:

- > Assist participants to fulfil their statutory duties as a trustee under the Pensions Act 1990 and meet the challenging demands that this role entails.
- > Enable delegates to learn by sharing experiences and interacting with fellow trustees in a relaxed and confidential environment.

IFG consultants work with our clients to identify the training needs of the trustee body as a whole, groups of trustees or individual trustees to meet their unique requirements.

IFG Trustee Services will then develop and deliver a training program to address areas highlighted as a result of the training needs assessment. Our program can focus on specific topics, including those listed below, or provide a general update on pension issues, legislation and best practice.

- > Effective Trusteeship
- > Governance
- > Investment Issues
- > Risk Management
- > DC Arrangements
- > Employer Covenant Assessment
- > Compliance with the Regulatory Regime
- > Governance of Non-Trust-Based Schemes
- > Scheme Funding

Executive Sessions

IFG Trustee Services also provide time-efficient training sessions for Senior Executives that may be run at the most convenient location, including our client's offices to ensure a high level of confidentiality.

The bespoke training focuses on the specifics of their own scheme while empowering them with the knowledge and understanding of the trustee role and responsibilities.

IFG, thinking years ahead. Talk to IFG Trustee Services today.



| Tailored to your
needs



Trustee Training Booking Form

Please return this booking form by post to **IFG Trustee Services** (IFG House, Booterstown Hall, Booterstown, Co. Dublin).

Training Date

Training Venue

1. Company Details

Name

Address

Phone number

Fax number

Type of pension scheme

Defined Benefit

Defined Contribution

Hybrid

2. Delegate(s) Details

Delegate 1

Delegate 2

Name

Job title

Phone number

E-mail address

Please photocopy this form where there are more than two delegates attending.

3. Invoice Details

Name / Job title

Address

Phone number

E-mail address

Total amount

Alternatively, please enclose a cheque of the total amount, payable to **IFG Trustee Services**.

Signature

Date



Thinking, **Years Ahead**

Please return to:



IFG Trustee Services

IFG House
Boosterstown Hall
Boosterstown
Co. Dublin

Please note that cancellations must be made in writing. For cancellations made within 10 working days of the seminar a charge of 45% will apply. For cancellations received within 5 working days of the seminar a charge of 70% will apply. Full cancellation terms are available on our website www.ifg.ie.

IFG Trustee Services

IFG House, Boosterstown Hall, Boosterstown, Co. Dublin
t +353 (0)1 275 2800 f +353 (0)1 275 2998 e trusteeservices@ifg.ie
www.ifg.ie

IFG Trustee Services provides its services through IFG Corporate Trustee Services Limited, t/a IFG Trustee Services.



Thinking, **Years Ahead**

IFG Thinking, Years Ahead

Today, IFG is planning for tomorrow. We want you to be part of our plans and we want to be part of your future. Across all of our services we guarantee independent, professional and purposeful advice underpinned with excellent service.

So, whether you are a Corporate, a Private Client, a Trustee, Director or Executive, think of the years ahead and talk to IFG.

IFG Pensions, Investments and Advisory Services is part of IFG Group plc.

For more information visit www.ifg.ie

About IFG Group plc

IFG Group plc is a diversified financial services company specialising in the provision of independent financial advisory and administrative services across Ireland, the UK and Europe.

Headquartered in Dublin, Ireland, IFG Group has major operations in the UK, Isle of Man, Jersey, Cyprus and Switzerland with over 1,100 employees.

IFG Group is listed on the Irish and London Stock Exchanges.

For more information visit www.ifgroup.com



IFG Pensions, Investments & Advisory Services

IFG House, Booterstown Hall, Booterstown,
Co. Dublin, Ireland.
www.ifg.ie

IFG Trustee Services

t +353 (0)1 275 2800
f +353 (0)1 275 2998
e trusteeservices@ifg.ie

IFG Trustee Services provides its services through IFG Corporate Trustee Services Limited, t/a IFG Trustee Services.