

**Aim:**

Day-to-day life within the compliance function of a CIF, or a CIF in general, can get easier when both the compliance officer and senior management have a clear understanding on what needs to be done, when and how.

The aim of the seminar is to provide an easy to follow 'instructions manual' on how to efficiently perform some of the most important requirements of the compliance function.

**Who should attend the seminar:**

The seminar is addressed to Compliance Officers & Assistants, Executive & Non-Executive Directors, Lawyers and consultants, any professionals wishing to enhance their understanding in regulatory compliance for CIFs.



## CIF Regulatory Compliance Crash Course



**Instructor:**

**Nikolas Demetriades**  
CFA

Nikolas is the Risk & Compliance Director of B2B Lateral Thinking Solutions, consulting firm specializing in regulatory compliance, risk management, legal and corporate services mainly offering services to CIFs, AIFs and AIFMs. Nikolas has a vast experience in the industry having worked as a head of a compliance department of one of the biggest Cyprus Investment Firm with a team of more than 10 members and being responsible for the training and monitoring of more than 150 employees. He also gained his experience and knowledge as the head of licensing team of the Financial Regulation and Advisory Department of a reputable consulting firm in Cyprus. Nikolas graduated from Cass Business School in the UK with a degree in Business Studies. He is a Chartered Financial Analyst and has the CySEC Advanced Certificate.

**Contact Us:**

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**November 6<sup>th</sup>, 2024**

**9:00 – 14:30**

**5 CPDs**

**Ground Based (Limassol): €140**

**SEMINAR PROGRAMME**

<b>CIF Regulatory Compliance Crash Course</b>		
<b>Time</b>	<b>Duration</b>	<b>Description</b>
9:00 – 10:30	1:30	<b>Compliance Function &amp; Compliance Calendar</b> <ul style="list-style-type: none"> <li>• Brief description of the compliance function</li> <li>• Compliance calendar</li> </ul>
10:30 – 11:30	1:00	<b>Compliance Monitoring Plan</b> <ul style="list-style-type: none"> <li>• Holistic process for the design of an efficient risk-based monitoring plan</li> <li>• Risk assessment &amp; appetite</li> <li>• Priority setting</li> <li>• Execution of the plan</li> </ul>
<b>11:30 – 11:45</b>	<b>0:15</b>	<b>Break</b>
11:45 – 12:45	1:00	<b>Handling of Client Complaints</b> <ul style="list-style-type: none"> <li>• Provision of information to clients</li> <li>• Complaint handling process</li> <li>• Reporting to CySEC</li> <li>• Ongoing monitoring -root cause analysis</li> </ul>
<b>12:45 – 13:00</b>	<b>0:15</b>	<b>Break</b>
13:00 – 14:30	1:30	<b>Compliance Annual Report</b> <ul style="list-style-type: none"> <li>• Indicative table of contents</li> <li>• Brief description of the required content</li> </ul>
<b>Total Net Duration</b>	<b>5:00</b>	<b>End of Seminar</b>

**Certification:**

All participants will be awarded a certificate. Each hour of attendance will account for one unit of Continuing Professional Development (CPD) as required for members of most professional bodies.