

Course Outcomes

To provide an in-depth understanding of the role and responsibilities of retirement fund officials including but not limited to legislative, funding, governance and investments aspects.

Our training modules will provide retirement fund officials with specific competency to successfully undertake the responsibility of trustee or principal officer.

Target Audience:

Retirement Fund Officials, Trustees, Principal Officers, Administrators, Human Resource Practitioners and anyone involved in the area of retirement fund management.

This trustee training module is suitable for new Trustees and Principal Officers or as a refresher course for those with more experience. Entry requirement:

- Junior certificate or equivalent (in line with the FSRA, Fit and Proper Guidelines, 2014) or equivalent.
- Prior work experience and recognised learning will be considered.

Why Should you attend the Trustee Training Course through IDM :

ALL-INCLUSIVE programme to fulfill the requirement of the FSRA Fit and Proper Guidelines, 2014

The programme is delivered through an

Accredited higher learning institution with the following bodies:-

- Botswana Qualification Authority;
- Human Resources Development Council and
- International Organisation for Standardisation (ISO 9001: 2008)

Some of IDM Associates include;

- University of Stellenbosch (USB)
- University of Witwatersrand (WITS)
- University of Botswana
- ACCA
- Chartered Secretaries of Southern Africa

Option 1 : Face to face classes:

Course duration covering 2 days, which will involve interactive classroom style training. Participants will be provided with right of use of our web-based learning platform where practice quizzes for each module will be available.

Summative assessment are to be conducted at the IDM Campus at least 4 weeks after completion of the Face to Face classes. Bookings for examinations to be confirmed at least 1 week in advance of the assessment date.

Option 2 : Web-based training:

To allow for flexibility and to align to IDM's mandate of providing higher education through distance learning, an online option is available.

Course content will be accessed electronically through the designated website. Candidates will have to complete all 4 modules including the summative assessment, not more than 12 weeks from the date of registration.

Final assessment: Candidates will need to book suitable examination dates for the summative assessments at least a week in advance.

Upon successful completion, candidates will receive a competency **Certificate in Fundamental of Retirement Funds**

Fees:

Face to face classes: E 7,400

Web-based training: E 3,700

Nomination and registration:

Email: zethu@fiduciaryts.com or info@fiduciaryts.com

Telephone: +268 24171737

Website: www.fiduciaryts.com

Structure of the Modules

1. Introduction to Retirement Funding

- ◆ Purpose and origins of retirement funds
- ◆ Parties to a retirement fund
- ◆ Funding methods
- ◆ Types of retirement funds
- ◆ The different funding methods of pension funds - defined benefit (DB) and defined contribution (DC)
- ◆ Types of risk benefits
- ◆ Protection of Retirement Fund Benefits



2. Duties of Trustees & Governance Issues

- ◆ The legal standing of retirement funds including fiduciary duties of fund officials
- ◆ Understanding the role of a Trustee and the Principal Officer
- ◆ What legislation and rules require of Trustees
- ◆ Governance Structures
- ◆ Developing and good governance structures
- ◆ Dispute Resolution



4. Introduction to Investments

- ◆ Trustee's responsibilities regarding investments
- ◆ Types of Asset Classes
- ◆ Risk and Return Trade-off
- ◆ Trustee investment decisions and processes
- ◆ Volatility, Diversification and Asset allocation explained
- ◆ Investment strategy guidelines



3. Section 33- Death Benefits

- ◆ Primary objective of Section 33
- ◆ Duty to identify dependants and nominees of deceased members
- ◆ The Duty to effect equitable distribution
- ◆ Distribution Mechanism

COURSE PROSPECTUS FUNDAMENTALS OF RETIREMENT FUNDS TRUSTEESHIP



Powered by:



CONTACTS:

Mobile: +268 7676 0831 | Tel : +268 2417 1737 | Email: info@fiduciaryts.com
Suite 102D, Corner Plaza, Ezulwini | P.O. Box 1558, Mbabane, H100, Swaziland
Website: www.fiduciaryts.com