

IIROC NOTICE

Administrative Notice Request for Responses

Continuing Education Rules

Responses Due By: March 31, 2018

Please distribute internally to:

Institutional
Legal and Compliance
Senior Management
Trading Desk
Retail

Contact:

Lindsey Mahoney
Proficiency Specialist
416.943.4654
lmahoney@iiroc.ca

18-0034
February 5, 2018

Continuing Education Requirements for Designated Supervisors

Overview

IIROC is requesting Dealer Members review the category of each Approved Person who is approved as a designated Supervisor and provide IIROC with a list of these individuals.

Dealer Members will have until March 31, 2018 to provide this information.

1. Background

On January 1, 2018, IIROC's Continuing Education Rules (**CE Rules**) came into effect. The CE Rules added continuing education requirements for designated Supervisors (non-trading Supervisors). An individual approved as a designated Supervisor must complete Compliance continuing education (**CE**) credits in each two-year CE cycle. CE Rule 2654(1) lists CE requirements by approval category.

Designated Supervisors are limited to the following approval categories:

- Supervisor designated to be responsible for the supervision of options accounts
- Supervisor designated to be responsible for the supervision of futures contract/futures contract options accounts
- Supervisor designated to be responsible for the supervision of managed accounts



- Supervisor designated to be responsible for the opening of new accounts and supervision of account activity
- Supervisor designated to be responsible for the supervision of discretionary accounts
- Supervisor designated to be responsible for the pre-approval of advertising, sales literature, and correspondence
- Supervisor designated to be responsible for the supervision of research reports

To facilitate this transition, we require Dealer Members to provide details about each of their Approved Persons that were approved as a designated Supervisor as of January 1, 2018.

Dealer Members must send IIROC the following information for each designated Supervisor:

1. Legal Name
2. NRD Number
3. All categories of approval

After responses are received, we will update IIROC Services to reflect the CE requirements for the designated Supervisors.

2. Responses

Dealer Members should forward responses and/or inquiries to:

Senior Registration Officer assigned to the firm; and
Lindsey Mahoney, Proficiency Specialist at lmahoney@iiroc.ca.

Responses are due by **March 31, 2018**.