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*For distribution to relevant parties within your firm*

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## **By-Laws and Regulations**

### **Amendment Regarding Year 2000 – Management Representations Form 1 - Joint Regulatory Filing Report and Questionnaire**

The Board of Directors of the Association has approved the attached addition to Form 1 requiring management of Member firms to make representations with respect to their Year 2000 plans and programs. This form must be filed in conjunction with the Monthly Financial Regulatory Filings for the months ending September 30, 1998, December 31, 1998, March 31, 1999, June 30, 1999 and September 30, 1999.

The Canadian Securities Administrators ("CSA") have further instituted a requirement for the Investment Dealers Association of Canada ("IDA") to file copies of these representations with the CSA for all IDA Members registered with CSA members. The CSA have indicated that they plan to make these documents available to the general public.

On February 6, 1998 the IDA mailed a Year 2000 Survey to its Members. The CSA is requiring the IDA to file a copy of this survey with them. Members will be permitted an opportunity to update this survey prior to the IDA filing a copy with the CSA. In this regard, a mailing will be sent to all Members shortly. The CSA have indicated that they plan to make these documents available to the general public.

Lyn M. Gilchrist  
*Association Secretary*