



Branko Ltd

EFFECTIVE FSA COMPLIANCE SOLUTIONS

Branko Ltd was set up in 2003 to offer a consultancy service in respect of FSA general insurance compliance. We have worked with a number of high profile names in the insurance and motor industry sectors, and some examples include: NIG (and other RBS companies), the Association of Medical Insurance Intermediaries (AMII), the British Insurance Brokers' Association (BIBA - where Branko Ltd is a Compliance Initiative Partner), Kwik Fit, Carole Nash, DaimlerChrysler, Fiat and HSBC Insurance Brokers to name a few.

A little background about the principal – Branko Bjelobaba FCII. He spent three years in the Compliance Monitoring Service at PricewaterhouseCoopers where he personally led over 400 intermediary audits. He then spent three years at GISC as one of their principal ambassadors. Branko has helped to guide hundreds of brokers and

intermediaries through GISC and FSA compliance, including the delivery of highly successful GISC workshops to over 2,500 firms.

Branko has worked in general insurance since 1987, spending seven years with two insurers followed by four years with a broker. He is very active in the local and national Chartered Insurance Institute (sitting both on the Board and Representative Council) and attained Fellowship and Chartered status in 1994. In 2003 the CII bestowed on him their top members' accolade – the Bridgewater Award for Exceptional Service.

Branko Ltd has a team of talented consultants who have a wealth of experience in regulation, compliance, training and project management and in 2007 we were honoured by the compliance industry with the Complinet Practical Compliance Advice Award.



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SERVICES THAT WE OFFER

○ | FSA DIY COMPLIANCE MANUAL

This is an easy to follow tool-kit that enables your firm to understand what the FSA rules mean in practice and what you then need to do to achieve and maintain compliance. The manual's contents follow the order of the FSA Handbook. Each section has a theory element (which tells you what needs to be done) and then a practical element (which uses templates to guide you through how to implement compliant procedures). The manual is written in plain English and in printed form is around only 3 cm thick and is a 'must have' for all intermediaries.

The manual has received very wide endorsement and with 1,200 users it is being hailed as an industry standard (and is one of the best selling compliance publications in the UK today). We update your copy as and when the FSA updates its rules and guidance, the cost being included in the purchase price/renewal price. We are proud that the manuals have been promoted by NIG, Highway, Permanent Health Company and D&D Homecare Ltd.

Branko Ltd publish two versions for general insurance intermediaries - our own General Insurance version and the BIBA Compliance Manual.

○ | WORKSHOPS

Branko Ltd runs a number of UK workshops on key elements of the FSA rules. Currently we are offering workshops on:

- a. ARROW visit preparation
- b. Prudential and Client Money Rules (MIPRU and CASS)
- c. Selling Rules (ICOB) and Contract Certainty
- d. Senior Management Arrangements, Systems and Controls (SYSC)
- e. Treating Customers Fairly and Conflicts of Interest
- f. Non-FSA specific training including supervisory skills, effective appraisals and maximising teamwork

○ | SATCOM – SELF ASSESSMENT TOOLKIT FOR COMPLIANCE

Complying with the rules of the Financial Services Authority (FSA) can be daunting. With so many complex rules (as many as 5,000), how can you assess whether your firm is on track without investing in on-site consultancy or even expensive monthly retainers?

SATCom is revolutionary and amazingly cost-effective. In exchange for less than a couple of hours of your time, SATCom is designed to establish what progress your firm has made towards achieving compliance in four key areas - Governance, Finance, Selling and Training & Competence.

You use our easy-to-complete questionnaire to tell us where you are now; we then analyse your submission and provide you with a personalised and detailed gap analysis which will steer you towards full compliance.

SATCom is unique in its content and presentation:

- Concise and easy-to-follow colour coded sections.
- A report version which details the actions you should take to achieve and maintain compliance.
- Only 28 pages to complete (or 31 pages if you have appointed representatives).
- Fast and effective - the questionnaire will be sent to you electronically, as will your detailed report should you opt for this version.

SATCom has been promoted by BIBA, Equity Insurance Group and HSBC Insurance Brokers, and a web based compliance solution is also now available.



○ | TAILORED SOLUTIONS

We are able to offer business solutions tailored to your specific requirements. As this is bespoke it can be on any of the elements of FSA rules. Common areas we work on:

- a. **FSA Healthcheck – a comprehensive and detailed assessment of your current compliance against FSA rules.** We then provide you with a report which sets out a gap analysis and provides detailed recommendations on how you should fill any gaps. If required, we can then help and support you through implementation of the actions. Follow-up checks and further assistance can then be arranged.
- b. **Advice and guidance on particular areas of the FSA Handbook.** We are able to advise you on any specific area of the Handbook. Common areas we advise on are scoping/need for authorisation, applying for authorisation, ICOB, Client Money healthchecks, Senior Management Arrangements, Systems and Controls, Treating Customers Fairly, Conflicts of Interest and Training/Competence issues plus the all important RMAR returns.
- c. **Preparing for an FSA Visit** – using the knowledge we have gained from FSA Arrow visits made to a number of our clients we are able to advise on the typical areas of review and the type of questions you may be asked and provide tips on how you can prepare for a successful FSA visit. We are also happy to advise clients following their FSA Arrow visit.
- d. **Due diligence** – thinking of buying or selling? Let us help you ensure your business or the other business is in good shape from a compliance perspective, as this will enhance value and make the business easier to integrate. There's no point in buying or selling a car with no MOT is there?

FEES

1. Our manual is competitively priced at £395 and is available on a convenient CD rom.
2. Please visit our website at www.branko.org.uk for SATCom pricing information.
3. Our workshops range in price from £50 to £150 per person dependent on the subject matter and length. These can also be provided in-house.
4. For bespoke work our services are competitively priced. (All plus VAT.)

We don't charge expensive monthly retainers - our clients have free access to us by telephone and email for those quick questions. We only charge you for the work you ask us to do and it's up to you how much or how little support you want.

OUR COMMITMENT

Our job is to understand your business and to help you manage compliance with FSA requirements - hence why we offer 'effective FSA compliance solutions'.

We provide an uncomplicated and easy-going approach ensuring it is as pain free as possible and what's more it can actually be fun – a word not usually associated with compliance!

As you can see we offer various solutions all offering valuable and total business assurance. We are that convinced we will add value - all our clients tell us that we do.

Call us now, free and without obligation – can you afford not to?

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B I B A
British Insurance Brokers' Association

Branko Ltd is a Partner of the BIBA Compliance Initiative and a Member of the Association of Professional Compliance Consultants

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