



## **CFA Institute Seeks Volunteers for Global Industry Standards (GIS) and Global Investment Performance Standards (GIPS®) Committees**

Volunteers are actively being recruited to serve on the following CFA Institute Global Industry Standards (GIS) committees and subcommittees, for chair or member positions as indicated.

**GIS Steering Committee—Member Applications:** Guides strategic development, promotion, and adoption of global industry standards. This committee will offer advice on mission, strategy, goals, objectives, industry trends, market opportunities, and standard setting policies and practices. The GIS Steering Committee will offer broad perspectives to inform decisions and challenge assumptions, provide guidance for engaging with regulators, guide the setting of organizational objectives, and provide feedback on strategic plans. GIS Steering Committee members are senior-level industry representatives with a minimum of 10–15 years of professional investment industry experience. The time commitment for this role is expected to be one in-person meeting per year and quarterly conference calls.

**GIPS Standards Technical Committee—Member Applications:** Provides technical oversight of the GIPS standards by guiding their development. This committee will include representatives from key industry stakeholders, to ensure that their interests are represented and considered in the development of the GIPS standards. The GIPS Standards Technical Committee will identify market needs, offer interpretative and directional guidance, define challenges, and explain concerns. Nominees are being recruited as at-large members and should have a minimum of 10–15 years of professional investment industry experience as well as expertise in investment performance and the GIPS standards. The time commitment is expected to be significant for this role, with two in-person meetings per year and at least quarterly conference calls, along with the time required for document review and preparation for meetings and conference calls.

**GIPS United States Investment Performance Committee (USIPC)—Member Applications:** Serves as the GIPS Standards Sponsor in the United States and acts as a forum for stakeholders of the GIPS standards. The USIPC is tasked with promoting the adoption, implementation, and development of the GIPS standards as industry best practices for calculating and presenting investment performance. In addition, the committee discusses pertinent issues faced by investment industry professionals in the US market, provides feedback on technical guidance, and promotes the GIPS standards through outreach activities. The time commitment is expected to be significant for this role, with up to two in-person meetings per year and monthly conference calls, along with the time required for document review and preparation for meetings and conference

calls.

**GIPS Standards Asset Owner Subcommittee—Member Applications:** Responsible for development of content specific to asset owners as identified and/or directed by the GIPS Standards Technical Committee. This subcommittee will discuss asset owner issues and needs and will provide feedback on proposals affecting asset owners. Nominees should have experience with asset owners and the GIPS standards. The time commitment for this role is expected to be quarterly conference calls and may include one in-person meeting per year.

**GIPS Standards Interpretations Subcommittee—Member Applications:** Responsible for the development of technical guidance, interpretations, clarifications, and supporting authoritative guidance as directed by the GIPS Standards Technical Committee. Nominees should have a minimum of 5–10 years of professional industry experience, as well as expertise in investment performance and the GIPS standards. The time commitment for this role is expected to be bi-monthly conference calls, with significant time for document review and preparation for conference calls.

**GIPS Standards Verification Subcommittee—Chair and Member Applications:** Responsible for the development of GIPS standards content specific to verifiers as identified and/or directed by the GIPS Standards Technical Committee. This subcommittee will discuss verification industry issues, draft guidance, and provide feedback on proposals affecting verifiers. Nominees should have deep experience with verification and the GIPS standards. The time commitment for this role is expected to be quarterly conference calls.

**GIPS Standards Promotion Subcommittee—Member Applications:** Serves to actively engage with GIPS Standards Sponsors on outreach activities. This subcommittee will participate in decisions regarding how global promotion efforts should interact with local engagement efforts, identify local market needs, collect feedback, and identify future volunteers to assist with development and promotion of the GIPS standards. Nominees may come from GIPS Standards Sponsors or other organizations. Nominees will partner with GIPS Standards Sponsor organizations globally, to increase promotion and adoption of the GIPS standards. The time commitment for this role is expected to be quarterly conference calls, and perhaps a regional and/or global meeting annually.

**GIPS Standards Fiduciary Management Providers (FMP) Technical Committee—Member Applications:** Serves to provide technical oversight of the GIPS Standards for Fiduciary Management Providers (FMPs) to UK Pension Schemes by guiding their development in the United Kingdom. This committee will include representatives from key industry stakeholders, to ensure that their interests are represented and considered in the development of the GIPS Standards for FMPs. The FMP Technical Committee will identify market needs and offer interpretative and directional guidance, define challenges, and explain concerns. The time commitment for this role is expected to be

quarterly conference calls or in-person meetings.

**Ad Hoc Working Groups:** In addition to the above standing committees and subcommittees, we expect to create topic-specific Working Groups on an as-needed basis. We will announce Working Group opportunities in the GIPS Standards Newsletter.

Volunteers are welcome to apply for multiple roles but will not be selected to serve on more than one committee or subcommittee at a time. In addition to volunteer qualifications, the GIS Nominations Committee will consider geography and employer diversity.

Please note that volunteers are appointed as individuals, not as representatives of their employer, and cannot assign a proxy to serve in their absence.

To apply, please log in to (or register with) the [CFA Institute Volunteer Community](#) page and choose the role you are interested in under “Open Opportunities.” The deadline to submit applications for the above-mentioned volunteer openings is 15 May 2020 by 17:00 US ET. If you have any questions, please email [volunteers@cfainstitute.org](mailto:volunteers@cfainstitute.org).

### **Annual GIPS Compliance Notification Form Deadline Is 30 June 2020**

Firms and asset owners that claim compliance with the GIPS standards are required to notify CFA Institute of their claim of compliance. There are different procedures depending on whether the firm/asset owner is submitting the notification form for the first time (New Claim of Compliance) or is submitting an annual update (Returning Firm/Asset Owner). Firms/asset owners that are newly claiming compliance must submit the GIPS Compliance Notification Form prior to publicly claiming compliance. Once a firm/asset owner claims compliance, it must submit an updated GIPS Compliance Notification Form annually, by 30 June of each year. The only required information is the name of the firm/asset owner, contact details for a primary and secondary contact, and whether or not the firm/asset owner has been verified within the past 24 months. Other questions, including types of assets managed and total firm assets, are optional. All information provided must be as of the most recent 31 December.

Firms/asset owners filing a New Claim of Compliance should use the [New Claim of Compliance link](#); returning firms/asset owners should use the [Returning Firm/Asset Owner link](#).

To begin the renewal process, you must include the firm/asset owner name, as well as the first and last name and email of either the primary or secondary contact included in the prior year's filing. If you get the message, “We need more information. We could not find a match in our records. The information you enter must match the information provided when this firm claimed compliance,” it is likely because your firm/asset owner name or contact information does not match exactly what was included in the last filing. For example, if in the last filing you used “Inc” as part of your firm/asset owner name, but

this time you use “Inc.”, you will get the error message. If this happens, please send us an email at [gipscompliance@cfainstitute.org](mailto:gipscompliance@cfainstitute.org) with your firm/asset owner name and contact information and we will help resolve the problem.

If your firm/asset owner has merged, your two contacts have left the firm/asset owner, or you have any other questions, please send us an email at [gipscompliance@cfainstitute.org](mailto:gipscompliance@cfainstitute.org). We are standing by ready to assist you.

## Tools and Resources

We continue to add tools and resources to assist with implementing the 2020 edition of the GIPS standards. You can find these under “Tools and Resources” for both [firms](#) and [asset owners](#). We have recently added the following items:

- Explanation of the Provisions in Section 4 of the GIPS standards,
- A spreadsheet for the calculations in Explanation of the Provisions in Section 4,
- A list of GIPS standards service providers, and
- Suggested Questions for Prospective Verification Firms (there are different versions for firms and asset owners),
- Link to Amazon where a paperback copy of the Explanation of the Provisions in Section 4 can be purchased.

The Guidance Statement on Verifier Independence has also been updated. This document provides guidance for determining if a verifier is independent from its verification client. This Guidance Statement must be applied for all verification and performance examination engagements that have a contract date on or after 30 June 2020.

## Dear GIPS Standards Help Desk

This month’s Help Desk question inquires about pooled fund fee schedule disclosures for broad distribution pooled funds that are included in composites.

Question: Our firm manages several of our own mutual funds that we classify as broad distribution pooled funds (BDPFs). We include these BDPFs in composites along with segregated accounts, and we prepare GIPS Composite Reports that include time-weighted returns. Provision 4.C.11 (in the 2020 edition of the GIPS standards) requires disclosure of the current fee schedule appropriate to prospective clients and prospective investors. Are we required to include the fee schedule of BDPFs included in composites in GIPS Composite Reports?

Answer: Firms are not required to provide a GIPS Report to prospective investors for BDPFs. If a firm chooses not to provide a GIPS Composite Report to BDPF prospective investors, the firm is not required to include the fee schedule of BDPFs that are included in that composite. However, if a firm decides that it wishes to provide a GIPS Report to a prospective investor for a BDPF, and it provides the GIPS Composite Report for the composite that includes the specific BDPF, the GIPS Composite Report must include the

fee schedule for the BDPF. It must also include the current expense ratio for the BDPF.

## Using the GIPS® Trademark

Firms and asset owners reviewing the 2020 edition of the GIPS standards will note that there are new provisions that require the following disclosure: “GIPS® is a registered trademark of CFA Institute. CFA Institute does not endorse or promote this organization, nor does it warrant the accuracy or quality of the content contained herein.” Firms can find the disclosure requirement in Provisions 4.C.2, 5.C.2, 6.C.2, 7.C.2, 8.B.2, 8.C.7, 8.E.7, and 8.G.14 of the [GIPS Standards for Firms](#). Asset owners can find the disclosure requirement in Provisions 24.C.2, 25.C.2, 26.B.2, and 26.C.7 of the [GIPS Standards for Asset Owners](#).

There may be other places where firms, asset owners, service providers, and others wish to use the GIPS trademark. For example, a verifier may wish to include the fact that it conducts GIPS standards verifications on its website. The [GIPS Trademark Usage guidelines](#) include guidance for how the GIPS trademark can be used. Note that the required trademark language in the GIPS standards is slightly different from the language in the GIPS Trademark Usage guidelines. The disclosure requirement in the GIPS standards says, “GIPS® is a registered trademark of CFA Institute.” The GIPS Trademark Usage guidelines says, “GIPS® is a registered trademark owned by CFA Institute.” Firms and asset owners may use either option when preparing GIPS Reports or GIPS Advertisements.

The 2010 edition of the GIPS standards does not require entities that claim compliance to include this trademark disclosure in compliant presentations, or in advertisements that are prepared in accordance with the GIPS Advertising Guidelines. Entities that continue to claim compliance with the 2010 edition of the GIPS standards are therefore not required to update compliant presentations or advertisements to include the trademark disclosure, but we hope that they will do so. However, when an entity claims compliance with the 2020 edition of the GIPS standards, it must include this trademark disclosure in GIPS Reports, or in advertisements that are prepared in accordance with the GIPS Advertising Guidelines. GIPS Reports and GIPS Advertisements that include performance for periods ending on or after 31 December 2020 must be prepared in accordance with the 2020 edition of the GIPS standards.

---

© 2020 CFA Institute. All rights reserved.

915 East High Street, Charlottesville, VA 22902

[Contact Us](#) | [Manage Preferences](#) | [Unsubscribe](#)