

GIPS® STANDARDS NEWSLETTER



June 2021 Edition

Final Reminder—Annual GIPS® Compliance Notification Form Deadline Is 30 June 2021

Organizations that claim compliance with the Global Investment Performance Standards (GIPS®) are required to notify CFA Institute of their claim of compliance by submitting a GIPS Compliance Notification Form. Organizations that are newly claiming compliance with the GIPS standards must submit the GIPS Compliance Notification Form before publicly claiming compliance. Once an organization claims compliance, it must submit an updated GIPS Compliance Notification Form annually, between 1 January and 30 June of each year. Required information includes the name of the organization, contact details for a primary and secondary contact, and whether or not the organization has been verified within the past 24 months. Other questions, including types of portfolios managed and total assets that are managed, are optional.

Organizations submitting a GIPS Compliance Notification Form for the first time should use the [Initial Form link](#). Organizations submitting an annual update should use the [Update Form link](#).

To begin the annual update process, you must enter the organization name, as well as the first name, last name, and email of either the primary or secondary contact included in the prior year's form. If the information you input does not match exactly the information in the prior year's form, you will 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." For example, if you previously used "Inc" as part of your organization name, but this time you use "Inc.", you will get this error message. If this happens, please send us an email at gipscompliance@cfainstitute.org with your organization name and contact information, and we will help resolve the problem.

If your organization's name has changed, your two contacts have left, or you have any other questions, please email us at gipscompliance@cfainstitute.org. We are ready to assist you.

Updated forms are not due until 30 June, but we encourage you to submit the GIPS Compliance Notification Form as early as possible. For those organizations that are verified, the lack of completion of the verification has no effect on the ability to submit this form. If you submit the form now, you will not receive the many email reminders that we will be sending over the next few months!

Asset Manager Code Compliance Notification Form Deadline Is 30 June 2021

Many organizations that claim compliance with the GIPS standards also claim compliance with the Asset Manager Code (AMC™). Organizations that claim compliance with the AMC are also required to notify CFA Institute annually, similar to the GIPS standards annual notification process. Notification forms are due 30 June 2021. The process for submitting this form is different. Firms and asset owners can find the [AMC Compliance Notification Form](#) on the CFA Institute website. If you have any questions about this form please email us at industrystandards@cfainstitute.org.

GIPS Standards Annual Virtual Conference: Save the Date!

The 25th Annual GIPS Standards Virtual Conference will be held on Tuesday, 26 October and Wednesday, 27 October. Session details for this 2-day event will be announced in the near future. Until then, mark your calendar for what we hope is the last virtual conference before we meet again in person.

GIPS Standards Handbooks Enhanced Search Capabilities

The GIPS Standards Handbooks for [Firms](#), [Asset Owners](#), and [Fiduciary Management Providers](#) are now available in html (a separate webpage), making it more convenient to search and share information. Simply click the desired link and you will be taken to the relevant Handbook where you will be able to do the following:

- Enter key word or phrase searches using the search bar at the top of the webpage.
- Jump to specific sections of the Handbooks using the table of contents located on the left-hand side of the webpage.
- Copy and paste directly from the webpage without having to reformat, retaining the format that you see on the webpage.
- Share links of sections and subsections. Each section and subsection title has a share icon  that allows you to copy the link and share it with others. Click on the share icon and paste the link into an email. Users will then be able to click the link, which will take them to that specific section or subsection in the Handbook.
- View footnotes easily by clicking on the green “i” icon within the text instead of having to look at the bottom of the page.

You can also search specific key words from the entire GIPS standards website using the search bar. If you select a PDF document from the search results, this will open a new window that highlights the key words throughout the document. In this new window, you will be able to do the following:

- Copy and share a link to the current view and exact location within the PDF document by clicking on the current view icon located at the far right of the tool bar (this is the symbol that looks like a ribbon).
- Download the PDF document using the download icon located on the right side of the tool bar.

You also can find and download an electronic version of the GIPS Standards Handbooks on the GIPS Standards for [Firms](#), [Asset Owners](#), and [Fiduciary Management Providers](#) webpages. Hard copies of the GIPS Standards Handbook for Firms and Asset Owners may be purchased on Amazon.

How Firms Are Implementing Requirements for Distributing GIPS Reports

During the fourth quarter of 2020, the United States Investment Performance Committee (USIPC, the US sponsor of the GIPS standards) and CFA Institute conducted a survey to learn about the policies and procedures that firms claiming compliance with the GIPS standards are using to distribute GIPS Reports. Specifically, the survey asked US firms about procedures for the following:

- Tracking which prospects receive GIPS Reports
- Determining whether a prospect remains an ongoing prospect
- Using GIPS Reports to market to pooled fund prospective investors
- Disclosing the appropriate fee schedules in GIPS Reports

Click [here](#) to see the results.

Exposure Draft of ESG Disclosure Standards for Investment Products — We Want to Hear from You

On 19 May 2021, CFA Institute released the [Exposure Draft of the ESG Disclosure Standards for Investment Products](#) for public comment. The goal of the Exposure Draft is to elicit feedback on the proposed principles, requirements, and recommendations. Comment letters from the public will help shape the first edition of these standards, which we expect to be published by 1 November 2021. To comment, please use the [response form](#) and submit it to standards@cfainstitute.org by 14 July 2021.

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