

Capital Markets Back-Office Certification Programme (CAMBOC)

Level I: Fundamentals in Securities settlement, Clearing and Global Custody
2nd edition

ORGANISATION SHEET

<p>Objective</p>	<p>To gain a good understanding of:</p> <ul style="list-style-type: none"> ➤ Financial markets, their characteristics and their operations ➤ The differences between primary and secondary markets ➤ The transaction chain for securities processing ➤ The activities conducted in the front office, middle office and back office ➤ Back office activities, i.e., matching, clearing, settlement and custody ➤ Cash management and payments ➤ Investment funds ➤ Risk and risk management in the back office ➤ Regulatory environment of the back office.
<p>Methodology</p>	<p>Interactive seminar with a mix of theoretical presentations and practical exercises.</p>
<p>Target group</p>	<p>This course is an intermediate level training that aims to improve the understanding of securities settlement and global custody industry for middle and back office staff/ management of banks and financial institutions. A banking experience in the back-office field starting from beginners up to 2 years is requested.</p>
<p>Assessment</p>	<p>The participants will have their newly acquired knowledge validated through a group examination based on case studies.</p>
<p>Experts</p>	<p>IFBL and ICMA experts. All different training units are held by carefully selected experts in the respective fields of activity. All of them are active professionals and have a long-term experience in banking and finance.</p>
<p>Language</p>	<p>English</p>
<p>Participants</p>	<p>15 participants <u>Invited countries:</u> Armenia, Azerbaijan, Bosnia & Herzegovina, Bulgaria, Cape Verde, China, Croatia, Cyprus, Czech Republic, Egypt, El Salvador, Estonia, Georgia, Hungary, Kazakhstan, Kosovo, Latvia, Lebanon, Lithuania, Macedonia, Malta, Moldova, Mongolia, Montenegro, Poland, Romania, Russia, Serbia, Slovakia, Slovenia, Tunisia, Turkey, Ukraine, Vietnam and the West African Economic & Monetary Union.</p>
<p>Dates</p>	<p>From: Monday, 24 to Friday, 28 February 2014 Arrival: Saturday 22 February - Departure: Saturday 1 March 2014</p>

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PROVISIONAL PROGRAMME

Monday, 24 February 2014

1. Introduction
 - 1.1. Definitions and classification of financial instruments based on ISO 10962
 - 1.2. Securities transaction chain
2. Financial Markets
 - 2.1. Criteria for distinguishing between markets
 - 2.2. Market players
3. Primary Market
 - 3.1. Players
 - 3.2. Market practice

Tuesday, 25 February 2014

1. Secondary Market
 - 1.1. Front Office
 - 1.1.1. Pre-Trading
 - 1.1.2. Trading
2. Middle Office
3. Back Office
 - 3.1. Matching - Trade matching, pre-settlement matching
 - 3.2. Clearing - Gross, net, central counterparties

Wednesday, 26 February 2014

1. Back Office (cont.)
 - 1.1. Settlement - CSDs, ICSDs, settlement criteria, securities financing
 - 1.2. Custody - For debt instruments, for equities
2. Cash Management and Payments - Time value of money, interest, borrowing and lending, cash correspondents, payment systems



Thursday, 27 February 2014

1. Investment Funds - Characteristics of funds, fund market operation, regulatory environment for funds
2. Managing Risk in the Back Office - Types of financial risk, risk management, operational risk in the back office
3. Back Office Regulatory Environment - Regulations for settlement and custody, prevention of money laundering and terrorist financing in the back office, regulations for custodian banks
4. Future Trends

Friday, 28 February 2014

1. Review of all material
2. Group presentations
3. Written exam
4. Certificates Ceremony