

## Fund Administration and Reporting Obligations to CySEC

### Aim:

The new AIF Law in 2018, as well as numerous circulars from CySEC, have altogether increased both the workload and the quality of compliance and reporting obligations for both the funds and their service providers. Hence, fund administration, is attracting more and more attention, not just from compliance and regulatory perspective, but also in relation to its actual content. This seminar will emphasize primarily on giving a practical, inner sight of the role and the range of services of a fund administrator. The main aim is to familiarize the participants with the duties and tasks of a fund administrator and how this might take the form of a regulated profession.

### Objective:

Upon completion of this seminar, participants will be equipped with a comprehensive overview of the role, the duties and the tasks of a fund administrator. Moreover, participants will have the opportunity to learn about the various reporting obligations of AIFs and AIFLNPs, an obligation largely performed by their fund administrator.

### Participants' Profile:

Accountants, auditors, lawyers and in general service providers wishing to be informed and trained on a pure practical basis about the regulatory, compliance, reporting and other obligations of fund administrators in Cyprus.



### Lecturers' Profile:

**Dr. Charis Savvides, LLB, LLM, PhD**  
**Andreas Michaelides, FCCA, LLM**  
(Partners at Stelios Amerikanos & Co LLC)

**Dr. Charis Savvides** is an experienced corporate lawyer and lecturer at the University of Nicosia with both practical and teaching experience in Corporate, Competition and Financial law. He holds a PhD in Law from the University of Sheffield in the U.K., with his doctoral thesis being on competition law and more specifically on the EU regulatory framework on state aids to firms in difficulty. Apart from legal practitioner and academic, Dr. Savvides serves as non-executive director in a loan asset management company in Greece, as well as non-executive director in a Forex company and in a private equity Alternative Investment Fund, both regulated by the Cyprus Securities and Exchange Commission (CySEC).

**Mr. Andreas Michaelides** is a member of the Institute of Public Certified Accountants (ICPAC) and the Association of Chartered Certified Accountants (ACCA) of the United Kingdom, while he also holds the Advance Certification by CySEC. He graduated with honours from the Department of Financial & Banking Administration in the University of Piraeus, Greece and holds a Masters degree in Law (LL.M). He has extensive experience in the financial and investment sectors, with particular emphasis on fund administration, corporate restructuring and business (re)finance.

Both Dr. Savvides and Mr. Michaelides are Partners at the law firm **Stelios Amerikanos & Co LLC**, one of the largest, full service, law firms in Cyprus, with significant experience in the broader area of financial and investment regulatory compliance and especially fund administration.

Dr. Savvides is managing director of his own law firm in Nicosia, *Ch. P. Savvides & Associates LLC*, which comprises three distinct units, i.e. litigation, corporate and fund units. His expertise covers both mainstream corporate legal issues and more contemporary and advanced financial and investment areas, such as investment funds, Forex and digital currency, especially ICOs.

## SEMINAR DETAILS

**Dates:** 6 December 2019  
**Time:** 9:00 – 14:30  
**Duration:** 5 hours / CPD units  
**Town:** Nicosia  
**Venue:** Globaltraining/University of Nicosia  
**Language:** English  
**Cost:** €180

### HRDA Subsidy:

Most of the open seminars offered are accredited and approved by the Human Resource and Development Authority of Cyprus (HRDA) for subsidy. Participants receive subsidy provided that they meet the HRDA's criteria.

The specific seminar is not subsidized by HRDA.

### Contact Details:

For more information and registrations please contact

### Student and Client Services

**Tel:** 77 77 80 30

**Fax:** 22 35 74 84

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6/12/2019		Fund Administration and Reporting Obligations to CySEC
Time	Duration	Description
9:00-10:30	1:30	<b>The new Alternative Investment Funds Law of 2018</b> <ul style="list-style-type: none"> <li>• Introduction to the New Legislation Framework</li> <li>• Requirements for authorization of AIF under the new Legislation</li> <li>• CySEC procedure for authorization</li> <li>• Entities eligible for managing AIFs</li> <li>• Organizational requirements</li> <li>• Obligation for compliance of authorized AIFs with the new AIF Law 2018</li> </ul>
10:30-10:45	0:15	<b>C o f f e e B r e a k</b>
10:45-12:15	1:30	<b>Fund Administration (key roles and duties)</b> <ul style="list-style-type: none"> <li>• The administration duties &amp; tasks of AIFs</li> <li>• The Internal Organisation of a Fund Admin</li> <li>• Regulatory compliance monitoring</li> </ul>
12:15-12:30	0:15	<b>C o f f e e B r e a k</b>
12:30-14:00	1:30	<b>Reporting Obligations</b> <ul style="list-style-type: none"> <li>• Drafting and submission of reports to the Regulator(s)</li> <li>• Reporting and communication to the Investors</li> <li>• Record keeping and statements</li> </ul>
14:00-14:30	0:30	<b>Questions and Answers</b>
<b>Total Net Duration</b>	<b>5:00</b>	<b>END OF SEMINAR</b>

### Certification:

All participants will be awarded a certificate. Each hour of attendance will account for one unit of Continuing Professional Development (CPD) as required for members of most professional bodies.

### In-house Seminars:

Globaltraining has been cooperating with many companies in Cyprus and abroad for covering their in-house training needs. Some of these companies are large multinational companies with presence in Cyprus and abroad. The clients we serve include a wide range of industries, including banking, accounting and audit, investment services firms, telecommunication, construction and retail. Tailor-made seminars are offered upon request from clients.