

## ***Reduce Risk and Strengthen Organizational Alignment and Governance with Enterprise Policies and Procedures Management***

### Industry Challenge

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Financial services firms must establish, maintain, implement and test policies and procedures designed to detect and prevent violations of laws and regulations. Policies and procedures must be updated and modified as business, regulatory and enforcement events dictate; and they must be maintained in compliance with record-keeping requirements. Periodic testing of policies is essential to ensure they are effective.

Policies and Procedures and Regulatory Change Management are the backbone of a strong compliance program. Together, they must be managed holistically, in an evergreen compliance ecosystem, to ensure a common understanding of and adherence to the firm's Code of Ethics, and current, relevant policies and procedures.

Today many firms struggle to gain effective oversight, identify red flags and drive the myriad of required activities on an ongoing basis to ensure closed-loop processes across their policy and procedures lifecycle. Some firms rely on first-generation or homegrown document-assembly solutions that require manual administration and tracking and fall significantly short in the area of testing program and deficiency management. Other firms try to adapt their corporate parent's GRC framework to suit a set of very specific requirements, only to discover that the required customizations are cost-prohibitive and the system won't adequately address the regulatory content and change management requirements that are integral to a compliant, evergreen program.

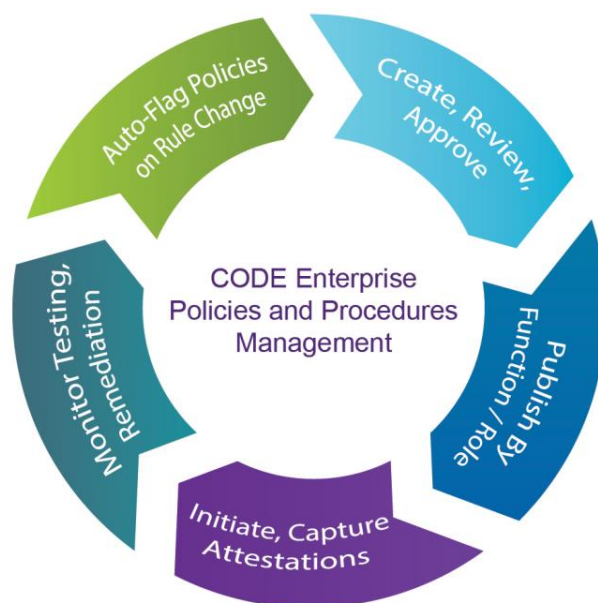
### RegEd Solution

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*Policies and Procedures Management*, powered by the *Comply On Demand Enterprise (CODE™)* Platform, enables firms to manage the lifecycle of policies and procedures throughout their entire organization. The solution integrates powerful regulatory change management capabilities that close the gap between real-time regulatory requirements and the firm's policies and procedures.

*CODE Policies and Procedures Management* provides an enterprise workflow, work-process and task management solution that enables comprehensive, end-to-end administration and oversight of all elements of the firm's policies and procedures. This includes the policy approval process, policy distribution, attestation management, testing program management and deficiency and case management. The solution installs a central control center for all policies and enables the firm to establish discreet policies based on role, function, department and entity. This avoids the need to generalize or over-engineer policies to cover the broad population.

*Policies and Procedures* can integrate with *CODE Regulatory Change Management* to automatically flag policies that are potentially impacted by changes to regulatory rules, ensuring the firm's compliance program is current and evergreen. In addition, *CODE* maintains full documentation on policy approvals, changes,



exceptions, attestations, testing and the evolution of policies over time, so that the firm can effectively respond to audits, examinations and on-demand requests.

## Distinguishing Capabilities

- Upload existing policies and procedures and link to rules and regulations.
- Manage and maintain policies at the corporate level, while distributing relevant policies and manuals by role, at any level of the firm's hierarchy.
- Maintain an archive of previous policy versions and a full audit trail of policy revisions.
- Store policies in a central repository that is easily accessible for employees based on audience profile.
- With integrated *Regulatory Change Management*, receive automated notification that a regulatory change has occurred, as well as information regarding which policies require action as a result.

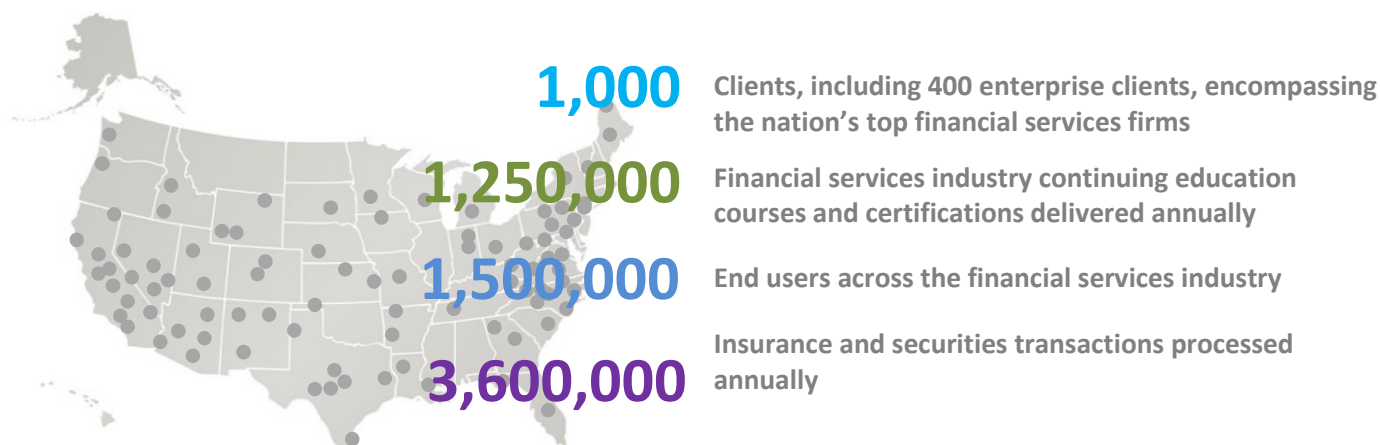
## Key Benefits

- Ensure that critical compliance information is synchronized with current rules and regulations.
- Streamlines preparedness for regulatory audits and regulatory exams with strong documentation and detailed evidence of compliance.
- Enable Compliance to shift from a reactive to proactive posture to deliver higher value to the firm.
- Systematized, transparent processes demonstrate a “tone at the top” and a rigorous compliance program, instilling confidence and positioning firms to better withstand the scrutiny of regulators.

### Why Choose RegEd?

RegEd is the leading provider of compliance management, licensing and registration and compliance and product education solutions to the financial services industry. Our solutions deliver unparalleled levels of operational efficiency and enable firms to cost-effectively comply with relevant regulations.

- An investment in RegEd technology translates into extraordinary long-term value. Firms can cost-effectively build on their initial investment as their needs evolve, maximizing the return and value for their compliance spend.
- RegEd solutions are continuously expanded using input from solution-specific client advisory boards.
- Clients view RegEd as an extension of their organization. They are assigned an experienced implementation project team and have a dedicated support team, including a relationship manager, product support experts and experienced, engaged customer service professionals.

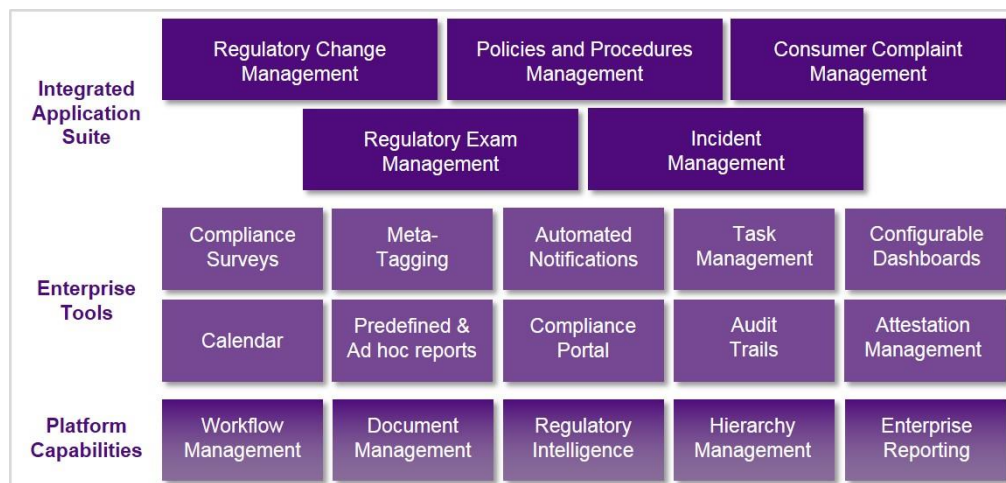


## CODE Platform Capabilities

*Comply On Demand Enterprise (CODE)*, RegEd’s Enterprise Compliance Management Platform, enables financial services firms to effectively and efficiently meet compliance obligations and proactively manage their compliance program, dramatically reducing the risk of non-compliance and related consequences.

The *CODE* Platform and its suite of integrated, for-purpose applications and proven, robust, compliance-optimized capabilities drive extraordinary efficiency and oversight and enable firms to establish consistent, repeatable compliance processes and ensure closed-loop compliance.

*CODE*’s rich task management capabilities provide visibility into the fulfillment status of compliance obligations to ensure that gaps are closed across the compliance lifecycle. Platform capabilities also include robust workflow management, automatic notifications and exception management, business process automation, compliance surveys and attestation management.



Applications present in a common interface, optimizing usability across the application suite. Compliance data is reused across multiple solutions and presented in consolidated dashboards that enable efficient execution of work processes and management by exception. Built-in audit trails, robust reporting and risk profiling enable ready preparedness for regulatory exams and position firms to better withstand the scrutiny of regulators.

*CODE* is fully configurable, scalable and extendable, to enable companies to cost-effectively build on the initial investment as their needs expand and evolve.

### Regulatory Change Management

Delivers actionable regulatory intelligence and enables firms to be aware of, comply with, and demonstrate compliance with all relevant regulatory changes.

### Policies and Procedures Management

Provides enterprise workflow, work-process and task management to enable comprehensive, end-to-end administration and oversight of all elements of the firm’s policies and procedures.

### Consumer Complaint Management

Enables the firm to systematically capture, track and efficiently manage the resolution of consumer complaints.

### Regulatory Exam Management

Provides the ability to effectively manage all tasks undertaken during the course of a regulatory examination.

### Incident Management

Enables the firm to capture, assign and track all incidents and installs an efficient process for undertaking remedial actions.