



**LEADING TREASURY
PROFESSIONALS**

ACT CPD Record Form

Key responsibilities:

- Accurate and timely reporting of all Treasury accounting entries
- Management of the Group’s cash on a day to day basis, including the placing of deposits and the drawdown of facilities
- Management of FX exposures across the Group
- Responsible for the Treasury Management System
- Responsible for ensuring compliance with new regulations in the foreign exchange markets
- Updating intercompany loan agreements and treaty applications
- Assisting the Group Treasurer in the preparation of the Annual Report
- Documentation of all Treasury procedures and policies

| IDENTIFY | ACTION | REFLECT | RATING |
|---|---|---|--------|
| Ensuring compliance with EMIR and Dodd-Frank regulations | <p>Conversations with banks in our lending group to understand the requirements being placed on corporates and what the banks can do to assist</p> <p>Webinars attended held by the ACT, Reval and Barclays</p> <p>Breakfast briefing held by one of our banks including talking to other Treasury professionals at the event</p> | I feel that I have enough information surrounding the subject to be confident that we are complying with the regulations as they currently stand. They are in their early stages though so I am ensuring that I keep on top of any changes as they come about both by conversations with our banks and through the ACT website/Treasurer magazine | 4/5 |
| To understand more about Tax and the interlinking aspects of Tax and Treasury | Build on knowledge gained at a Tax for Treasurers course attended last year by shadowing of European Tax manager through various exercises | I now have a solid understanding of how Tax and Treasury are interlinked in the corporate space. This allows me to know when I should be making our Tax department aware of Treasury activities. Shadowing our European Tax manager has | 4/5 |

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| | | <p>also allowed me to share Treasury knowledge so that they are armed in a similar way.</p> <p>This has also strengthened the existing relationship making it easier to talk things through when needed</p> | |
| Ensuring effective cash management across the group | <p>Creation of a report to be completed by all our business units as part of our periodic Group Statutory Reporting requesting details of account and cash balances by bank.</p> <p>Model of our pooled cash created showing daily interest and the impacts of any cash movements across the pools</p> | <p>Whilst the bank report is useful to know which third parties our cash is held with it is a retrospective measure and there is some way to go in educating some of the further reaching parts of our business to ensure that the accounts we hold comply with policy</p> <p>The interest model I have developed works well and helps to evaluate the benefits of any cash management activity</p> | 3/5 |
| Strengthen accounting knowledge of Treasury transactions | <p>Attend Hedge Accounting and IAS 39 Advanced courses.</p> <p>Take part in the quarterly mark-to-market valuations of our outstanding derivatives</p> | <p>The course was very useful but I need to put theory into practise more at work, unfortunately our month end processing cycle doesn't allow the time for me to take on this job. I will look to complete the exercise during the month as a refresher for me and check results against those completed by the Treasurer at the quarter end</p> | 2.5/5 |
| To gain a better understanding of the business | <p>Whilst rolling out our new banking software across the UK I have attended site visits at all of our UK operations and participated in a number of site tours</p> | <p>I now feel I have a better understanding of the processes at the heart of the businesses which allows me to understand the risks that they face and be able to talk informatively to external parties</p> | 4.5/5 |

I confirm that this is a true reflection of my development needs over the last 12 months, as identified through the ACT's CPD cycle.