



# INVESTMENT ADVISORY: DESIGN, AGREEMENT AND MONITORING OF INVESTMENT SOLUTIONS

IBF Standards - Private Banking and Wealth Management

**8 IBF-STC TRAINING HOURS**

For registration of public scheduled session, [click here](#).  
To organize a tailored session for your organization, please contact us at [email@salmonthrust.com](mailto:email@salmonthrust.com)

This 8-hour course aims to equip private bankers with the knowledge to identify appropriate wealth management investment products and design suitable complex customised financial solutions in accordance with client's stated investment policy. It will also allow you to present and obtain agreement from HNW clients for the recommended investment solution and review client accounts periodically to ensure clients' needs and objectives are met.

## TARGET AUDIENCE

- Relationship managers and senior relationship managers in private banks
- Covered persons under Private Banking Code of Conduct

## PRE-REQUISITE(S)

- Completed IBF Standards Wealth Management Private Banking Level 1 OR
- Min. 3 years of relevant working experience in private banking

## LEARNING OUTCOMES

- Know your client and establish Investment Policy Statement
- Coordinate and collaborate with investment specialists to develop and customise suitable complex investment solutions with client's stated investment objectives and risk appetite
- Develop an advanced level of understanding in the design of wealth management product features, terms and conditions, including the risk-reward characteristics and how they affect client's suitability
- Communicate and explain the key benefits of recommended investments and related risks effectively
- Gather relevant, sufficient and appropriate documentation for client's acceptance of proposed recommendation, terms and conditions, and fees related to the recommendation
- Monitor and evaluate performance of investment portfolio and conduct periodic portfolio review with client, and also review client's profile and investment needs
- Discuss the key considerations of rebalancing decision, and analyse any potential areas for improvement

## COURSE OUTLINE

### Client's Investment Policy Statement (IPS)

- Investment objectives
- Return objectives
- Risk tolerance and risk appetite
- Product sophistication and knowledge
- Investment preference
- Asset allocation and performance benchmark
- Frequency of portfolio review

### Portfolio Management Process

- Planning
- Execution
- Monitoring

### Planning

- Recommend investment solution for the client
- Coordinating with the relevant specialists
- Presenting the key features of the investment solution
- Communicating the associated risks on the recommendation
- Documentations of proposed recommendations
- Client's acceptance Terms and conditions
- Fees
- Implementation responsibilities
- Frequency and means of communication for portfolio review

### Advanced Understanding in the Design of Wealth

#### Management Products

- Product features
- Product terms and conditions
- How the design of the products affects client suitability
- Explaining key benefits/related risks of the recommended investments
- Types of fixed income
- Understanding options
- Structured products
- Dual currency investments
- Accumulator/decumulator
- Target accrual redemption forward (TARF)
- Pivot target redemption
- Credit-linked notes
- Equity-linked notes
- Fixed coupon notes
- Bonus enhanced notes
- Shark-fin notes
- Twin win notes
- Principal protected notes

### Advanced Investment Concepts

- Advanced portfolio concepts and strategies
  - Factor investing
  - Smart betas
  - Exchange traded funds (ETFs)
  - Robo-advisory
  - Algorithmic trading

### Execution

- Establish strategic asset allocation framework with client based on his/her risk profile and returns objective
- Thresholds for rebalancing and tactical adjustments
- Key considerations for rebalancing decision
  - Concentration risks vs diversification
  - Trading costs
  - Tax consideration
  - Asset allocation decision: active/passive and strategic/tactical

### Monitoring

- Portfolio risk management
  - Systematic and unsystematic risks
  - Effects of correlations between securities on the portfolio
  - Performance measurement --- Sharpe ratio, Treynor ratio, drawdown, value-at risk (VaR)
  - Performance attribution
  - Identify areas for improvement
  - What to do when investments went wrong
- Update client's needs, investment profile and objectives

### Market Conditions and Portfolio Performance

- How market conditions may affect portfolio performance
  - Economic crisis
  - Political crisis
  - Financial crisis

### Credit Facilities and Leverage

- Use of credit in client's portfolio construction
  - Margin financing for securities
  - Margin financing for forex
  - Universal life insurance financing
  - Other areas - single stock, standby letter of credit, property

### Assessment - Team Presentation

### Assessment - MCQ

*(Please prepare a calculator for your assessment.)*

## IBF STANDARDS

This course is designed to meet the following Technical Skills and Competencies (TSCs) in Skills Framework for Financial Services:



This programme has been accredited by The Institute of Banking and Finance (IBF) under the IBF Standards.

**Industry Segment** : Private Banking and Wealth Management  
**Job Role** : Relationship Managers  
 Relationship Director / Team Leader

### Technical Skills and Competencies (TSCs) and Proficiency Level

B10. Personal Finance Advisory - Level 4  
 E37 . Wealth Planning Administration - Level 3  
 H23 . Portfolio and Investment Risk Management - Level 4

### IBF-STTS

This programme has been accredited under the IBF Standards, and is eligible for funding under the IBF Standards Training Scheme (IBF-STTS), subject to all eligibility criteria being met. Candidates are advised to assess the suitability of the programme and its relevance to participants' business activities or job roles.

Find out more on [www.ibf.org.sg](http://www.ibf.org.sg)

### ABOUT IBF CERTIFICATION

Participants are encouraged to access the [IBF MySkills Portfolio](#) to track their training progress and skills acquisition against the Skills Framework for Financial Services. You can apply for IBF Certification after fulfilling the required number of Technical Skills and Competencies (TSCs) for the selected job role.

Find out more about IBF certification and the application process [here](#).

### ABOUT THE IBF STANDARDS

The IBF Standards are a set of competency standards for financial skills. These Standards are developed in partnership with industry leaders and provide a professional development and skills roadmap for financial sector practitioners to excel in their respective job roles. They currently cover 12 industry segments in the financial sector.

### ABOUT THE INSTITUTE OF BANKING AND FINANCE SINGAPORE

The Institute of Banking and Finance Singapore (IBF) is the national accreditation and certification agency for financial industry competency in Singapore under the IBF Standards. Find out more on [www.ibf.org.sg](http://www.ibf.org.sg)

## ABOUT SALMON THRUST

Founded in 2004, Salmon Thrust is committed to delivering real-world banking and financial training to professionals working in banks, corporates, government agencies, and other financial institutions.

Based in Singapore, we offer our clients in the region a broad range of up-to-date financial topics, delivered via classroom training and e-learning. Our courses range from foundational programmes for new entrants, right through to the most complex and current topics in the industry.

At Salmon Thrust, we are attentive to our clients' diverse learning needs. We identify relevant courses to bridge the learning and skill gaps, empowering our clients to make better decisions and bring real value to both their customers and organisations.

T (65) 6323 0768 E [email@salmonthrust.com](mailto:email@salmonthrust.com)