

To: CERA Treaty Board
c/o Thomas Evans
CGA Company Secretary
Institute and Faculty of Actuaries
1st Floor · Belsyre Court · 57 Woodstock Road · Oxford · OX2 6HJ

Dear Sirs,

**Application to become an Acceding Party,
Global Enterprise Risk Management Designation Recognition Treaty
dated 13th November 2009 (“the CERA Treaty”)**

A. In accordance with the CERA Treaty

.....

(Name of Association, with registration number (or equivalent) if applicable)

(‘Applicant’ or ‘We’) of

.....

.....

(Address of Association)

applies to become an Acceding Party under the terms and conditions of the CERA Treaty.

B. By signing this form, we confirm that:

1. We are a Full Member Association of the International Actuarial Association in good standing.
2. We have read the [CERA Treaty](#) and understand the rights, obligations, requirements and duties of an Acceding Party contained in it.
3. We have selected a person to be appointed as Treaty Contact in accordance with Part S of the Treaty. His/her name and contact details are:

Name:.....

Address:.....

Email:

Telephone number:.....

4. We have read the CERA Style Guide and are familiar with its contents and with the Marketing and Promotion obligations contained in Part N of the Treaty.



5. We have provided the information set out at **Appendix A of this form**.
6. We consent and provide irrevocable permission to:
 - (i) the CERA Treaty Board commencing the relevant due diligence in connection with our application; and
 - (ii) any third party (including, without limitation, the International Actuarial Association) providing any information to you that relates to us including but not limited to any confidential information. This information might include details to verify the contents of our application and we understand and agree to this application being disclosed as appropriate in relation to the due diligence.
7. We understand and agree that the reasonable costs of the relevant due diligence will be borne solely by us and we will settle any invoice for such costs within 14 working days of receipt.
8. We understand and agree that, should our application for Acceding party status be successful, a one-off fee of £500 (GBP) will be borne solely by us and we will settle any invoice for such fee within 14 working days of receipt.
9. We understand and agree that certain Treaty fees will be payable on an annual basis as set out in the Treaty and we understand that such fees may be reviewed from time to time and hereby agree to pay any revised fee(s)

Yours faithfully

.....

Signature of Officer completing the form

.....

Name of Officer completing the form

Signed for and on behalf of the Applicant

.....

Authorised signatory

Name.....

Dated _____ of _____ 20____

APPENDIX A

Notes to Applicant:

This Appendix sets out some details required as part of your application.

To facilitate the assessment of your application by the CERA Treaty Board, **please provide all information in English.**

1. Please provide evidence of the resolution by the Applicant's Board or other governing body in accordance with clause 8(a) of the CERA Treaty.

Please provide a true copy of the resolution. *[Applicants may wish to include the relevant wording of the Treaty in their resolution for completeness and clarity].*

2. Please provide the following introductory information for use as a basis for the due-diligence process:
 - a. a short information pack about the:
 - i. the Applicant;
 - ii. its constitution;
 - iii. history; and
 - iv. the involvement of its members in local financial and regulatory matters;
 - b. a brief description of all the classes of membership of the Applicant and how many members there are in each class (e.g. Fellow, Associate, Student, Affiliate, Honorary, Corporate, etc.);
 - c. a brief statement of all the educational processes the Applicant uses to educate its student members – including universities, and any local or overseas actuarial bodies;
 - d. a list of the criteria that the Applicant uses to decide which of its members are classed as “fully qualified actuaries” for the purposes of the IAA's calculation of membership dues.

Once completed and signed please submit the original hard copy form and all supporting information, details and documents to:

**CERA Treaty Board
c/o Thomas Evans
CGA Company Secretary
Institute and Faculty of Actuaries
1st Floor - Belsyre Court - 57 Woodstock Road - Oxford - OX2 6HJ
United Kingdom**