SERIES 1000 | INTERPRETATION AND PRINCIPLES RULES

RULE 1200 | DEFINITIONS

1201. Definitions

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(2) The following terms have the meanings set out when used in the *Corporation requirements:*

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"designated Supervisor"	A Supervisor that the Dealer Member makes responsible for a supervisory role defined in the Corporation requirements, including a Supervisor responsible for: (i) the supervision of futures contracts and futures contract options trading accounts under Part DF of Rule 32003900, (ii) the supervision of options trading accounts under Part DF of Rule 32003900, (iii) the supervision of discretionary accounts under Part EG of Rule 32003900, (iv) the opening of new accounts and the supervision of account activity under Part B of Rule 3900, (v) the supervision of managed accounts under Part G of Rule 3900,
	 (vi) the pre-approval of advertising, sales literature and correspondence under Part A of Rule 3600, and (vii) the supervision of research reports under Part B of Rule 3600.
"recognized foreign self-regulatory organization"	A foreign <u>regulatory organization</u> , <u>including a foreign</u> self-regulatory organization, which offers reciprocal treatment to Canadian applicants and which has been recognized by the <i>Corporation</i> as such.

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SERIES 2000 | DEALER MEMBER ORGANIZATION AND INDIVIDUAL APPROVAL RULES

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RULE 2500 | DEALER MEMBER DIRECTORS AND EXECUTIVES, AND APPROVAL OF INDIVIDUALS

2501. Introduction

(1) Rule 2500 sets out requirements for a *Dealer Member's Directors* and *Executives* including, its Chief Financial Officer, Chief Compliance Officer, and Ultimate Designated PersonApproved Persons.

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PART A - DEALER MEMBER DIRECTORS AND EXECUTIVES

2502. General requirements for Directors

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- (2) At least 40% of the Dealer Member's Directors must:
 - (i) either:
 - (a) be actively engaged in the business of the Dealer Member and spend the majority of their time in the securities industry, except those on active government service, or who for health reasons are prevented from such active engagement, or
 - (b) occupy a position equivalent to an *Executive* or a *Director* at a related or *affiliated* firm registered with a *securities regulatory authority*, an *affiliated* foreign securities dealer or advisor, or an *affiliated* Canadian financial institution,
 - (ii) satisfy the applicable proficiency requirements of clause 2602(3)(xxviiixxix), and
 - (iii) have at least five years' of experience in the financial services industry, or such lessor period as may be acceptable to the *Corporation*.

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2503. General requirements for Executives

(1) A Dealer Member's Executives must:

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- (ii) satisfy the applicable proficiency requirements of clause 2602(3)(xxviixxviii).
- (2) At least 60% of the *Dealer Member's Executives* must have at least five years of experience in the financial services industry, or such lessorlesser period as may be acceptable to the *Corporation*.

2504. Exemption

(1) The *Corporation* may grant an exemption from any requirement or part of a requirement in sections 2502 or 2503 if it is satisfied that it would not harm the interests of the *Dealer Member*,

its clients, the public or the *Corporation*. The exemption may be on any terms and conditions that the *Corporation* believes are necessary considers appropriate.

2505. Chief Financial Officer

- (1) A Dealer Member must designate a Chief Financial Officer who must:
 - (i) be designated as an *Executive* and meet the general requirements for *Executives* set out in section 2503, and
 - (ii) satisfy the applicable proficiency and experience requirements set out inof clause 2602(3)(xxixxxx).

...

- (4) When an acting Chief Financial Officer is designated:
 - (i) that *individual* must satisfy the applicable proficiency requirements of clause 2602(3)(xxixxxx) and be designated as *Chief Financial Officer*, or

...

2506. Chief Compliance Officer

- (1) A Dealer Member must designate a Chief Compliance Officer who must:
 - (i) be designated as an *Executive* and meet the general requirements for *Executives* set out in section 2503, and
 - (ii) satisfy the applicable proficiency and experience requirements set out inof clause 2602(3)(xxxxxi).

...

- (5) When an acting *Chief Compliance Officer* is designated:
 - (i) the *individual* must satisfy the applicable proficiency requirements of clause 2602(3)(***x**x*x**i) and be designated as *Chief Compliance Officer*, or

...

2507. Ultimate Designated Person

- (2) The *Ultimate Designated Person* must be:
 - (i) the chief executive officer of the *Dealer Member* or, if the *Dealer Member* does not have a chief executive officer, an individual an Executive acting in a capacity similar to a chief

executive officer, <u>provided it is acceptable to the Corporation</u>, and applicable relief is granted under the applicable National Instrument.

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(4) If an *individual* who is approved as a *Dealer Member's Ultimate Designated Person* ceases to meet any of the conditions listed in subsections 2507(1) and 2507(2), the *Dealer Member* must immediately designate another qualified *individual* Executive to act as its *Ultimate Designated Person* or if unable to do so, promptly notify the *Corporation* of its plan to designate another qualified *individual* Executive as its *Ultimate Designated Person*.

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PART B - APPROVAL OF INDIVIDUALS

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2551. Individual approval

- (1) An *individual* is not permitted to act as an *Approved Person* and a *Dealer Member* is not permitted to allow an *individual* to act as an *Approved Person* unless:
 - (i) the *Dealer Member* is registered or licensed (or exempt from such registration or licensing) in the appropriate category under *securities laws* in each jurisdiction in which clients of the *Dealer Member* reside or in which the *Dealer Member* carries on *securities related business*,
 - (ii) the *individual*, if required to do so under *securities laws*, is registered or licensed (or exempt from such registration or licensing) in the appropriate category under *securities laws* in each jurisdiction in which clients of the *individual* reside or in which the *individual* carries on *securities related business*, and

...

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(6) If an *Approved Person* ceases to be approved by the *Corporation*, the former *Approved Person* must immediately cease any activity requiring *Corporation* approval.

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2552. Compliance with the proficiency requirements or other conditions

- (1) Each Approved Person must:
 - (i) meet the applicable proficiency requirements set out in Rule 2600 before *Corporation* approval is granted, and

- (ii) complete the applicable post-approval course proficiency requirements of subsection 2602(3) after receiving *Corporation* approval.
- (2) The *Corporation* will automatically suspend an *Approved Person* if they do not complete all required the applicable post-approval courses proficiency requirements in the *Approved Persons* category as set out in Rule 2600.
- (3) The *Corporation* will reinstate an *Approved Person* once they have passed completed the required post-approval courses proficiency requirements and the *Corporation* has been notified.

2553. Approval of Registered Representatives, Investment Representatives, Portfolio Managers and Associate Portfolio Managers and their

obligations ...

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- (2) <u>An Associate Portfolio Manager</u> must not advise on securities unless, before giving the advice, the advice has been pre-approved by the *Portfolio Manager*.
- (3) A Registered Representative, Investment Representative, Portfolio Manager or Associate Portfolio Manager may not conduct on behalf of a Dealer Member, and a Dealer Member may not permit the Approved Person to conduct on its behalf, the type of business as set out in clause

 2553(22553(3)(iv) and deal with a type of customer as set out in clauses 2553(22553(3)(i) and (ii), unless the Dealer Member complies with the following:

- (34) An *individual* applying for approval as a *Registered Representative* or *Investment Representative* dealing within mutual fund business funds only must comply with the applicable proficiency requirements in clauses 2602(3)(vi), 2602(3)(vii) or 2602(3)(xiii).
- (45) A<u>The post-approval proficiency requirements in clauses 2602(3)(vi) or 2602(3)(xiii) do not apply to a</u> Registered Representative or Investment Representative approved to deal with mutual funds only must comply with the following:
 - (i) within 270 days of initial approval, successfully complete the Canadian Securities Course and the Conduct and Practices Handbook Course, and
 - (ii) complete the applicable training program required before approval for a Registered Representative in clause 2602(3)(i) or an Investment Representative in clause 2602(3)(viii) and the Dealer Member must notify the Corporation that the restriction to mutual funds only has been removed.
- (5) Clause 2553(4)(ii) does not apply to a *Registered Representative* or *Investment Representative* qualified to deal in mutual funds only who was approved prior to September 28, 2009 and registered in provinces or territories which allowed the *individual* to be restricted to mutual funds

only, provided they remain in the same restricted category of approval in the same provinces/territories.

- (6)—Subsection 2553(4) does not apply to a *Registered Representative* qualified to deal in mutual funds only who is an *employee* of a firm that is registered as both an investment dealer and a mutual fund dealer.
- (7) The approval of an *individual* qualified to conduct only deal in mutual fund business funds only is automatically suspended if the *individual* fails to satisfy the requirement in subsection 2553(4) until the *individual* has satisfied the requirements and notifies the *Corporation* post-approval requirements in clauses 2602(3)(vi) or 2602(3)(xiii) in accordance with subsections 2552(2) and 2552(3).
- (8) An Associate Portfolio Manager must not advise on securities unless, before giving the advice, the advice has been pre-approved by the Portfolio Manager.

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2555. Approval of investors

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- (2) A *Dealer Member's Director* who, directly or indirectly, owns or controls a voting interest of a *Dealer Member* of 10% or more must satisfy the proficiency requirements of clause 2602(3)(xxxixxxii).
- (3) Any individual, other than a Dealer Member's Director, who:
 - (i) is actively engaged in the business of the Dealer Member, and
 - (ii) directly or indirectly owns or controls a voting interest in a *Dealer Member* of 10% or more,

must satisfy the proficiency requirements of clause 2602(3)(xxxixxxii) applicable to *approved* investors.

RULE 2600 | PROFICIENCY REQUIREMENTS AND EXEMPTIONS FROM PROFICIENCIES

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PART A - PROFICIENCY REQUIREMENTS

2602. Proficiency requirements for Approved Persons and approved investors

- (2) The *Dealer Member* must ensure that an *individual* does not perform an activity that requires *Corporation* approval unless the *individual* has the education, training <u>provided in accordance</u> with section 1407, and experience that a reasonable person would consider necessary to perform the activity competently, including understanding the structure, features and risks of each security the *individual* recommends.
- (3) Each applicant in an *Approved Person* category or *approved investor* category must meet the proficiency requirements set out below for that category unless an exemption has been granted from the applicable proficiency requirements before the *Corporation* will grant approval. Unless otherwise stated, the Canadian Securities Institute administers the courses and examinations noted below.

Registered Representatives Representative and Investment Representatives Representative				
Investment Representative dealing in futures contracts or and futures contract options with retail or institutional clients				
Associate Portfolio Managers Manager and Portfolio Managers Manager				
 Associate Portfolio <u>Managers Manager</u> providing discretionary portfolio management for managed accounts 				
• Portfolio Managers Manager providing discretionary portfolio management for managed accounts				
Designated Supervisors Supervisor				
• Supervisor designated to be responsible for the supervision of futures contract /and futures contract options accounts				

	Approved PersonsPerson category	Courses completed before Pre-approval requirements	Courses to be completed after Post-approval requirements	Experience and other proficiency related requirements
	Registere	ed Representatives Representative and Inves	tment Representatives Rep	resentative
(i)	Registered Representative	(a) (I) Either: • (A) Canadian Securities	(c) Completion of	(d) Six months of

Approved PersonsPerson category	Courses completed before Pre-approval requirements	Courses to be completed after Post-approval requirements	Experience and other proficiency related requirements
dealing with retail clients (other than Registered Representatives Representative dealing in options, futures contracts and futures contract options or dealingonly in mutual funds only)	Course _ or, (B) Level I or any higher level of the CFA Program administered by the CFA Institute, and (II) Conduct and Practices Handbook Course _ and (III) 90-day training program after completion of the Canadian Securities Course or CFA Program Level I or any higher level. The Dealer Member must employ the applicant full time during this program.requirements in paragraph 2602(3)(i)(a)(I). OR New Entrants Course, if or, (b) If previously registered or approved with a recognized foreign self-regulatory organization in a similar capacity within three years before requesting approval, New	Wealth Management Essentials Course within 30 months after initial approval date as a Registered Representative in accordance with subsection 2552(2).	supervision and supervisory reporting from initial approval date as a Registered Representative in accordance with section 3947.
(ii) Registered Representative dealing with institutional clients (other than Registered Representatives Representative dealing in options, futures contracts and futures contract options or dealingonly in mutual funds only)	Entrants Course. (a) (I) Either: (A) Canadian Securities Course, or, (B) Level I or any higher level of the CFA Program administered by the CFA Institute, and, (II) Conduct and Practices Handbook Course, OR Or, New Entrants Course, if(b) If previously registered or approved with with a recognized foreign self-regulatory organization in a similar capacity within three years		

	Approved PersonsPerson category	Courses completed before Pre-approval requirements	Courses to be completed after Post-approval requirements	Experience and other proficiency related requirements
		before requesting approval <u>. New</u> Entrants Course.		
(iii)	Registered Representative dealing in options with retail clients	The proficiency requirements of a Registered Representative dealing with retail clients under (a) (I) Requirements in sub-clause 2602(3)(i)(a),	(c) Requirements in sub-clause 2602(3)(i)(c).	(d) Requirements in sub-clause 2602(3)(i)(d) in accordance with section 3947.
		and, (II) Either: Both the (A) Derivatives Fundamentals Course and the Options Licensing Course, or, (B) Derivatives Fundamentals and Options Licensing Course, or, New Entrants Course, if(b) If previously registered with the Financial Industry Regulatory Authority in a similar capacity and dealing in options within three years before requesting approval; (I) New Entrants Course, and (II) Securities Industry Essentials Examination Exam administered by the Financial Industry Regulatory Authority, and (III) Series 7 Examination Exam administered by the Financial Industry Regulatory Authority.		
(iv)	Registered Representative dealing in options with institutional clients	■ The proficiency requirements of a Registered Representative dealing with institutional clients under (a) (I) Requirements in sub-clause 2602(3) (ii)(a),		
		Both the and, (II) Either:		

Approved PersonsPerson category	Courses completed before Pre-approval requirements	Courses to be completed after Post-approval requirements	Experience and other proficiency related requirements
	(A) Derivatives Fundamentals Course and the Options Licensing Course or (B) Derivatives Fundamentals and Options Licensing Course or Or New Entrants Course, if(b) If previously registered with the Financial Industry Regulatory Authority in a similar capacity and dealing in options within three years before requesting approval, and (I) New Entrants Course (II) Securities Industry Essentials Examination Exam administered by the Financial Industry Regulatory Authority, and (III) Series 7 Examination Exam administered by the Financial Industry Regulatory Authority.		
(v) Registered Representative dealing with retail clients or institutional clients dealing in futures contracts orand futures contract options	(a) Futures Licensing Course, and (b) Conduct and Practices Handbook Course, AND and, (c) Any of the following: • (I) Derivatives Fundamentals Course, or (II) Derivatives Fundamentals and Options Licensing Course, or, Series 3 Examination administered by the Financial Industry Regulatory Authority (on behalf of the National Futures Association), if (III) If previously registered with the National Futures Association in a similar capacity and dealing in futures within		(d) Requirements in sub-clause 2602(3)(i)(d) in accordance with section 3947 for those dealing with retail clients.

	Approved Persons Person category	Courses completed before Pre-approval requirements	Courses to be completed after Post-approval requirements	Experience and other proficiency related requirements
		three years before requesting approval, <u>Series 3 Exam</u> <u>administered by the Financial</u> <u>Industry Regulatory Authority</u> <u>(on behalf of the National</u> <u>Futures Association).</u>		
(vi)	Registered Representative dealing only in mutual funds only who is an employee of a firm registered as an investment dealer and not registered as a mutual fund dealer	(a) (I) Any of the following: Canadian Securities Course or (A) Requirements in sub- paragraph 2602(3)(i)(a)(I)(A), (B) Canadian Investment Funds Course administered by the Investment Funds Institute of Canada, or, (C) Investment Funds in Canada Course.	● Canadian Securities Course and Conduct and Practices Handbook Course (b) (l) Completion of the requirements in sub-paragraph 2602(3)(i)(a)(l)(A) and paragraph 2602(3)(i)(a)(ll) within 270 days •fafter initial approval date, and, •(II) Completion of the 90-day training program within 18 months •fafter initial approval date.	(c) The individual must upgrade to Registered Representative within 18 months of initial approval.
(vii)	Registered Representative dealing only in mutual funds only who is an employee of a firm registered as both an investment dealer and a mutual fund dealer	(a) (I) Any of the following: Canadian Securities Course OF (A) Requirements in sub- paragraph 2602(3)(i)(a)(!)(A), (B) Canadian Investment Funds Course administered by the Investment Funds Institute of Canada, or, (C) Investment Funds in Canada Course AND 90-day training program	(b) Completion of the 90-day training program within 90 days after initial approval.	(c) Six months of supervision and supervisory reporting from initial approval date as Registered Representative in accordance with section 3947.

	Approved PersonsPerson category	Courses completed before Pre-approval requirements	Courses to be completed after Post-approval requirements	Experience and other proficiency related requirements
		after completion of the Canadian Securities Course or Canadian Investment Funds Course or Investment Funds in Canada Course.		
(viii)	Investment Representative dealing with retail clients (other than Investment Representatives Representative dealing in options, futures contracts and futures contract options or dealingonly in mutual funds only)	(a) (I) Either: (A) Canadian Securities Course, or (B) Level I or any higher level of the CFA Program administered by the CFA Institute, and (II) Conduct and Practices Handbook Course_ and (III) 30-day training program after completing the Canadian Securities Course or Level requirements in paragraph 2602(3)(viii)(a)(I), or any higher level of the CFA Program. The Dealer Member must employ the applicant full-time during this program OR Or, New Entrants Course, if(b) If previously registered or approved with a recognized foreign self-regulatory organization in a similar capacity within three years before requesting approval_New Entrants Course.		(c) Six months of supervision and supervisory reporting from initial approval date as an Investment Representative in accordance with section 3947.
(ix)	Investment Representative dealing with institutional clients (other than Investment Representatives Representative dealing in options, futures contracts and futures contract	(a) (I) Either: (A) Canadian Securities Course, or (B) Level I or any higher level of the CFA Program administered by the CFA Institute, and (II) Conduct and Practices Handbook Course,		

Þ	Approved ersons erson category	Courses completed before Pre-approval requirements	Courses to be completed after Post-approval requirements	Experience and other proficiency related requirements
	options or dealing in <u>only in</u> mutual funds only)	OR New Entrants Course, if or. (b) If previously registered or approved with a recognized foreign self-regulatory organization in a similar capacity within three years before requesting approval, New Entrants Course.		
(x)	Investment Representative dealing in options with retail clients	(a) (I) Requirements in sub-clause 2602(3)(vii)(a), The proficiency requirements of an Investment Representative dealing with retail clients under clause 2602(3)(viii), AND and, (II) Either: Both the (A) Derivatives Fundamentals Course and the Options Licensing Course or, (B) Derivatives Fundamentals and Options Licensing Course, or, or, New Entrants Course, if(b) If previously registered with the Financial Industry Regulatory Authority in a similar capacity and dealing in options within three years before requesting approval, and; (I) New Entrants Course, (II) Securities Industry Essentials Examination Exam administered by the Financial Industry Regulatory Authority, and, (III) Series 7 Examination Exam administered by the Financial Industry Regulatory Authority.		(c) Requirements in sub-clause 2602(3)(viii)(c) in accordance with section 3947.
(xi)	Investment	1. The proficiency requirements for an		

	Approved Persons Person category	Courses completed before Pre-approval requirements	Courses to be completed after Post-approval requirements	Experience and other proficiency related requirements
	Representative dealing in option. with institutional clients			
	(xii) Investment Representative dealing in futures contracts or futures contract options with retail or institutional clients	(a) _Futures Licensing Course, and • (b) Conduct and Practices Handbook Course, AND and, (c) _Any of the following: • (1) Derivatives Fundamentals Course , er (II) _Derivatives Fundamentals and Options Licensing Course,		(d) Requirements in sub-clause 2602(3)(viii)(c) in accordance with section 3947 for those dealing with retail clients.

 	Approved PersonsPerson category	Courses completed before Pre-approval requirements	Courses to be completed after Post-approval requirements	Experience and other proficiency related requirements
	(xiii) Investment Representative dealing only in mutual funds only who is an employee of a firm registered as an investment dealer and not registered as a mutual fund dealer	or 2 Series 3 Examination administered by the Financial Industry Regulatory Authority (on behalf of the National Futures Association(III) if previously registered with the National Futures Association in a similar capacity and dealing in futures within three years before requesting approval, Series 3 Exam administered by the Financial Industry Regulatory Authority (on behalf of the National Future Association). (a) Any of the following: Canadian Securities Course or (I) Requirements in sub- paragraph 2602(3)(viii)(a)(I)(A), (III) Canadian Investment Funds Course administered by the Investment Funds Institute of Canada or Investment Funds in Canada Course Investment Funds in Canada Course Investment Funds in Canada Course Investment Funds in Canada Course Investment Funds in Canada Course Investment Funds in Canada Course Investment Funds in Canada Course Investment Funds in Canada Course Investment Funds in Canada Course Investment Funds in Canada Course Investment Funds in Canada Course Investment Funds in Canada Course Investment Funds in Canada Course Investment Funds in Canada Course Investment Funds in Canada Course Investment Funds in Canada Course Investment Funds in Canada Course Investment Funds in Canada Course	Canadian Securities Course and Conduct and Practices Handbook Course (b) (I) Completion of the requirements in sub-paragraph 2602(3)(viii)(a) (I)(A) and paragraph 2602(3)(viii)(a)(I) within 270 days of after initial approval date, and (II) Completion of the 30-day training program within 18 months of after initial approval date.	(c) The individual must upgrade to Investment Representative within 18 months of initial approval.
ļ	Associate Portfolio Mana	gers <u>Manager</u> and Portfolio Managers Manag	er	
	(xiv) Associate Portfolio Managers Mana ger providing discretionary	(a) (I) Conduct and Practices Handbook Course, and AND		(d) Two years of relevant investment management experience

 	Approved PersonsPerson category	Courses completed before Pre-approval requirements	Courses to be completed after Post-approval requirements	Experience and other proficiency related requirements
	portfolio management for managed accounts	(II) Any of the following: (A) Canadian Investment Manager Designation .		acceptable to the Corporation within three years before requesting approval.
		(B) Chartered Investment Manager Designation, or, (C) CFA Level I or any higher level of the CFA Program administered by the CFA		
 		Institute,		
		or. (b) If managing accounts in with options: Both the Derivatives Fundamentals		
		Course and the Options Licensing Course or Derivatives Fundamentals and Options		
		Licensing Course or New Entrants Course, if previously		
_		registered with the Financial Industry Regulatory Authority in a similar capacity and dealing in options within three years before requesting approval,		
		and Securities Industry Essentials Examination and Series 7 Examination administered by the Financial Industry Regulatory Authority		
		AND		
		(I) Requirements in sub-clause 2602(3)(xiv)(a), and, (II) Either: (A) Requirements in paragraph 2602(3)(iii)(a)(II),		

 	Approved Persons Person category	Courses completed before Pre-approval requirements	Courses to be completed after Post-approval requirements	Experience and other proficiency related requirements
		or. (B) Requirements in sub-clause 2602(3)(iii)(b), or. (c) If managing accounts inwith futures contracts/ and futures contract options;: Futures Licensing Course, AND Derivatives Fundamentals Course or Derivatives Fundamentals and Options Licensing Course or Series 3 Examination administered by the Financial Industry Regulatory Authority (on behalf of the National Futures Association), if previously registered with the National Futures Association in a similar capacity (I) Requirements in sub-clause 2602(3)(xiv)(a), (II) Requirements in sub-clause 2602(3)(v)(a), and dealing in futures within three years before requesting approval, (III) Requirements in sub-clause 2602(3)(v)(c).		
	(xv) Portfolio ManagersMa nager providing discretionary portfolio management for managed accounts	(a) (I) Conduct and Practices Handbook Course, AND and, (II) Any of the following: (A) Canadian Investment Manager Designation . er (B) Chartered Investment Manager Designation.		(d) If Canadian Investment Manager Designation or Chartered Investment Manager Designation is completed: ◆ at least four years of relevant investment management experience; one year of which was

Approved PersonsPerson category	Courses completed before Pre-approval requirements	Courses to be completed after Post-approval requirements	Experience and other proficiency related requirements
	or <u>.</u> (C) CFA Charter administered by the CFA Institute <u>.</u>		gained within the three years before requesting approval acceptable to the Corporation,
	Or. (b) If managing accounts inwith options: Both the Derivatives Fundamentals Course and the Options Licensing Course OF Derivatives Fundamentals and Options Licensing Course OF New Entrants Course, if previously registered with the Financial Industry Regulatory Authority in a similar capacity and dealing in options within three years before requesting approval, and Securities Industry Essentials Examination and Series 7 Examination administered by the Financial Industry Regulatory Authority AND (I) Requirements in sub-clause 2602(3)(xy)(a), and, (II) Either: (A) Requirements in paragraph 2602(3)(iii)(a)(II), Or. (B) Requirements in sub-clause 2602(3)(iii)(b), Or. (c) If managing accounts inwith futures contracts/ and futures contract options: Futures Licensing Course		or_ (e) If CFA Charter is completed, at least one year of relevant investment management experience within the three years before requesting approval acceptable to the Corporation.
	AND		

p	Approved PersonsPerson category	Courses completed before Pre-approval requirements	Courses to be completed after Post-approval requirements	Experience and other proficiency related requirements
		● Derivatives Fundamentals Course or Derivatives Fundamentals and Options Licensing Course or Series 3 Examination administered by the Financial Industry Regulatory Authority (on behalf of the National Futures Association) if previously registered with National Futures Association in a similar capacity (I) Requirements in sub-clause 2602(3)(xv)(a), (II) Requirements in sub-clause 2602(3)(v)(a), and dealing in futures within three years before requesting approval, (III) Requirements in sub-clause		
Trade	<u>r</u>	<u>2602(3)(v)(c).</u>		
		Traders		
(xvi)	Trader Trader on the	(a) Trader Training Course, unless otherwise determined by the <i>Marketplace</i> on which the <i>Trader</i> will be trading.		
(XVII)	Montréal Exchange	(a) Proficiency requirements determined to be acceptable by the Montréal Exchange.		
Super	visors Supervisor – I	Retail or Institutional		
(xviii)	Supervisor of Registered Representatives or Investment Representatives (other than supervising options or futures contracts and futures contract	1 (a) Investment Dealer Supervisors Course, AND and, (b) (I) Either: • (A) Canadian Securities Course, or,		(d) Two years of relevant experience working for an investment dealer. er (e) Two years of relevant experience working for a

Approved PersonsPerson category	Courses completed before Pre-approval requirements	Courses to be completed after Post-approval requirements	Experience and other proficiency related requirements
options)	(B) _CFA Level I or any higher level of the CFA Program administered by the CFA Institute _ and _ e (II) Conduct and Practices Handbook Course _ or _ e New Entrants Course, if (c) If previously registered or approved with a recognized foreign self_regulatory organization or an investment dealer within three years before requesting approval and as an alternative to sub-clause 2602(3)(xviii)(b), New Entrants Course		Mutual Fund Dealer <u>Member</u> , portfolio manager, or <u>an</u> entity governed by a recognized foreign self-regulatory organization, or _ (f) Such other equivalent experience acceptable to the Corporation.
(xix) Supervisor of Registered Representatives or Investment Representatives dealing with clients in options	(a) _Options Supervisors Course, and (b)Either:		(d) Two years of relevant experience working for an investment dealer. er (e) Two years of relevant experience working for a Mutual Fund Dealer Member, portfolio manager, or an entity governed by a recognized foreign self-regulatory organization. or (f) Such other equivalent experience acceptable to the Corporation.

Approved PersonsPerson category	Courses completed before Pre-approval requirements	Courses to be completed after Post-approval requirements	Experience and other proficiency related requirements
(xx) Supervisor of	requesting approval: (A) New Entrants Course, and (B) Securities Industry Essentials Examination Exam administered by the Financial Industry Regulatory Authority, and (C) Series 7 Examination Exam administered by the Financial Industry Regulatory Authority.		•-
Registered Representatives or Investment Representatives dealing with clients in futures contracts and futures contract options	(a) _Canadian Commodity Supervisors Exam_ and _ (b) _(l) _Futures Licensing Course, and (lll) _Conduct and Practices Handbook Course _AND_ and, (llll) _Any of the following:		relevant experience working for an investment dealer. Two years of relevant experience working for a Mutual Fund Dealer Member, portfolio manager or an entity governed by a recognized foreign self-regulatory organization. or . (e) Such other equivalent experience acceptable to the Corporation.

Per	Approved rsonsPerson category	Courses completed before Pre-approval requirements	Courses to be completed after Post-approval requirements	Experience and other proficiency related requirements
		Futures Association)		
Designa	nted Supervisors			
	Supervisor designated to be	•		•
t r a s a	responsible for the opening of the opening opening of the opening opening opening of the opening opening opening of the opening openi	(a) Investment Dealer Supervisors Course		(b) Two years of relevant experience working for an investment dealer. er (c) Two years of relevant experience working for a Mutual Fund Dealer
Ē	<u>orocedures</u>			Member, portfolio manager, or an entity governed by a recognized foreign self-regulatory organization, or (d) Such other equivalent experience acceptable to the Corporation.
c r t	Supervisor designated to be responsible for the supervision of discretionary accounts	(a) Investment Dealer Supervisors Course.		(b) Two years of relevant experience working for an investment dealer. er (c) Two years of relevant experience working for a Mutual Fund Dealer Member, portfolio manager or an entity governed by a recognized foreign self-regulatory organization, or. (d) Such other equivalent experience

Approved PersonsPerson category	Courses completed before Pre-approval requirements	Courses to be completed after Post-approval requirements	Experience and other proficiency related requirements
	· — · · ·		
			experience acceptable to the Corporation.

ŧ	Approved Persons Person category	Courses completed before Pre-approval requirements	Courses to be completed after Post-approval requirements	Experience and other proficiency related requirements
(xxiv)	Supervisor designated to be responsible for the supervision of options accounts	[a] Options Supervisors Course, and Both (b) Any of the following: (I) Derivatives Fundamentals Course and the Options Licensing Course and the Options Licensing Course or. (II) Derivatives Fundamentals and Options Licensing Course, or. New Entrants Course, if (III) If previously registered with the Financial Industry Regulatory Authority or an investment dealer and dealing in options within three years before requesting approval: (A) New Entrants Course, and (B) Securities Industry Essentials Examination Exam administered by the Financial Industry Regulatory Authority, and. (C) Series 7 Examination Exam administered by the Financial Industry Regulatory Authority.		(c) Two years of relevant experience working for an investment dealer or
(xxv)	Supervisor designated to be responsible for the supervision of futures contract and futures contract options accounts	(a) _Canadian Commodity Supervisors Exam _ and (b) _Futures Licensing Course, AND and, (c) _Any of the following: • (!) Derivatives Fundamentals Course_ er (!!) _Derivatives Fundamentals and Options Licensing Course ,		(d) Two years of relevant experience working for an investment dealer. er (e) Two years of relevant supervisory or compliance experience working for a Mutual Fund Dealer Member, portfolio manager.

Pe	Approved ersonsPerson category	Courses completed before Pre-approval requirements	Courses to be completed after Post-approval requirements	Experience and other proficiency related requirements
		or <u>.</u> Series 3 Examination administered by the Financial Industry Regulatory Authority (on behalf of the National Futures Association) if (III) If previously registered with the National Futures Association or an investment dealer and dealing in futures within three years before requesting approval, the Series 3 Exam administered by the Financial Industry Regulatory Authority (on behalf of the National Futures Association).		or an entity governed by a recognized foreign self-regulatory organization, or . (f) Such other equivalent experience acceptable to the Corporation.
	Supervisor designated to be responsible for the pre-approval of advertising, sales literature and correspondence	(a) Investment Dealer Supervisors Course.		(b) Two years of relevant experience working for an investment dealer , er (c) Two years of relevant experience working for a Mutual Fund Dealer Member, portfolio manager, or an entity governed by a recognized foreign self-regulatory organization, or . (d) Such other equivalent experience acceptable to the Corporation.
(xxvii)	Supervisor designated to be responsible for the supervision of research reports	(a) Conduct and Practices Handbook Course, and, Three levels(b) Any of the following: (I) CFA Level II or higher of the CFA CharterProgram		(c) Two years of relevant experience working for an investment dealer or registered advisor. (d) Two years of relevant experience working for an

Approved PersonsPerson category	Courses completed before Pre-approval requirements	Courses to be completed after Post-approval requirements	Experience and other proficiency related requirements
	administered by the CFA Institute (II) Partners, Directors and Senior Officers Course, (III) Investment Dealer Supervisor Course, or (IV) If previously registered with the Financial Industry Regulatory Authority within three years before requesting approval: (A) Securities Industry Essentials Exam and Series 86/87 Exam administered by the Financial Industry Regulatory Authority, or Other appropriate qualifications acceptable to the Corporation(B) Series 16 Exam administered by the Financial Industry Regulatory Authority.		entity governed by a recognized foreign self-regulatory organization, or (e) Such other equivalent experience acceptable to the Corporation
Executive and Director	Executives and Dire	ctors	
(xxviii) Executive (including Ultimate Designated Person)		LECOTS	(b) Experience in accordance with subsection 2503(2), if applicable .
(xxix) Director	An industry Director must complete: - Partners, Directors and Senior Officers Course, AND - If seeking approval in a trading or		(b) Experience in accordance with clause 2502(2)(iii), if applicable.

 	Approved PersonsPerson category	Courses completed before Pre-approval requirements	Courses to be completed after Post-approval requirements	Experience and other proficiency related requirements
		advising category, the applicable proficiency requirements in that category, AND If seeking approval as a Supervisor, the applicable proficiency requirements in that category		
		A non-industry <i>Director</i> that owns or controls a voting interest of 10% or more, directly or indirectly, must complete: The (a) Partners, Directors and Senior Officers Course.		
	(xxx) Chief Financial Officer	● □ [a] Partners, Directors and Senior Officers Course and Senior Se		(c) A financial accounting designation, finance related university degree or diploma or equivalent work experience as may be acceptable to the Corporation.
 	(xxxi) Chief Compliance Officer	 □ Partners, Directors and Senior Officers Course, and [a] □ Chief Compliance Officers Qualifying Examination. □ AND □ If seeking approval in a trading or advising category, the applicable proficiency requirements in that category, AND 		for an investment dealer or registered advisor, with at least three years in a compliance or supervisory capacity. or (d) Three years providing professional

Approved PersonsPerson category	Courses completed before Pre-approval requirements	Courses to be completed after Post-approval requirements	Experience and other proficiency related requirements
	If seeking approval as a Supervisor, the applicable proficiency requirements in that category		services in the securities industry, with at least 12 months experience working at an investment dealer or registered advisor in a compliance or supervisory capacity.
Approved investor			
(xxxii) approved Approv ed investor (under subsections 2555(2) and 2555(3))	(a) Partners, Directors and Senior Officers Course		

PART B - EXEMPTIONS FROM PROFICIENCY REQUIREMENTS

2625. Specific exemptions

- (1) A Chief Compliance Officer seeking approval as a Supervisor of a producing Supervisor will not be required to complete is exempt from the proficiencies required under 2602(3)(xviii) for the purposes of being approved in this capacity, if the producing Supervisor is an Approved Person who is:
 - (i) a Supervisor of a Registered Representative or Investment Representative and
 - (ii) actively engaged as a Registered Representative dealing with retail clients.
- (2) An applicant seeking approval as a *Supervisor* in relation to activities of *individuals* approved to deal in mutual funds only, including those in subsections 2603(1) and 2603(2), is exempt from the pre-approval course requirements in clauses 2602(3)(xviii) and 2602(3)(xxi) provided the *individual*:

...

(3) With the exception of *individuals* who were required to transition to the *Portfolio Manager* and *Associate Portfolio Manager* approval categories , *individuals* approved prior to December 31, 2021 are exempt from any new proficiency requirements introduced as at December 31, 2021 in subsection 2602(3), provided the *Approved Person* continues in the same role.

2626. General and discretionary exemptions

- (1) The Corporation may exempt any person or class of persons from the any proficiency requirement to write or rewrite any required course, in whole or in part, if the applicant demonstrates adequate acceptable alternative experience, and/or successful completion of alternative courses or examinations that to the Corporation, in its opinion, determines is an acceptable alternative to the required proficiency.
- (2) This exemption may be subject to any terms and conditions the *Corporation* believes necessary considers appropriate.

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2627. Exemptions from writingcompleting the required courses

1) As set out in the table below, an applicant or *Approved Person* is exempt from writing a required course if the applicant meets the applicable exemption criteria.

Required course	Course required for exemption	Exemption criteria
(i)(a) 90-day Training Program	(<u>b)</u> none	(c) Request approval within three years of being approved or registered in a capacity allowing trading of, or advising in, securities for <i>retail clients</i> either:
		(I) by a recognized foreign regulatory authority or recognized foreign self-regulatory organization, or
		• (II) as an <u>advising representative or</u> <u>associate</u> advising representative by a Canadian securities regulatory authority
(ii)(a) 30-day Training Program	(<u>b)</u> none	(c) Request approval within three years of being approved or registered in a capacity allowing trading of, or advising in, securities for <i>retail clients</i> either:
		• (1) by a recognized foreign regulatory authority or recognized foreign self-regulatory organization, or
		• (II) as an <u>advising representative or</u> <u>associate</u> advising representative by a Canadian securities regulatory authority

2628. Course validity and exemptions from rewriting or repeating courses

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- (2) An applicant for approval must rewrite <u>or repeat</u> a course if the applicant has not been approved in a category listed in subsection 2602(3) <u>or registered by a Canadian securities regulatory authority</u> in a similar category requiring the course within the last three years.
- (3) The courses and examinations listed in Rule 2600 includes every prior or and successor course or examination, provided that it does they do not have a significantly reduced scope and content when compared to the course or examination listed in Rule 2600, as determined by the Corporation.
- (4) For the purposes of determining course validity, an *Approved Person* is not considered to have been approved during any period in which the *Approved Person's* approval was suspended or the *individual* was on leave or otherwise not conducting any activities requiring *Corporation* approval on behalf of the *Dealer Member*.

...

(6) An *individual* is exempt from rewriting <u>or repeating</u> the courses as set out in the table below if the *individual* has met the current status criteria and exemption criteria.

Course	Individual's current status	Exemption criteria
(i)(a) Partners, Directors and Senior Officers Course	(b) has previously been approved as an officer (prior to September 28, 2009) and surrendered registration with the introduction of the Corporation approval category of Executive	(c) applicant for approval who has maintained continuous employment with a <i>Dealer Member</i> in a senior capacity and remained in the corporate registry of a <i>Dealer Member</i> as an <i>officer</i> since September 28, 2009
(ii)(a) Chief Financial Officers Qualifying Examination	(b) has never been approved as a Chief Financial Officer	• the (c) applicant for approval has demonstrated to the Corporation's satisfaction that the applicant has been working closely with and assisting the Chief Financial Officer since the completion of the Chief Financial Officers Qualifying Examination

Course	Individual's current status	Exemption criteria	
(iii)(a) Derivatives Fundamentals Course	(b) an applicant for approval or Approved Person who will be dealing with clients in futures contracts, or futures contract options or supervising Approved Persons who deal with such clients	(c) applicant seeking approval or filing a notice within three years of passing the Futures Licensing Course or the Canadian Commodity Supervisors Exam	
(iv)(a) Derivatives Fundamentals Course	(b) an applicant for approval or an <i>Approved Person</i> dealing with clients, in <i>options</i> , or supervising <i>Approved Persons</i> who deal with such clients	(c) applicant seeking approval or filing a notice within three years of completing the Options Licensing Course or the Options Supervisors Course	
(v)(a) Derivatives Fundamentals and Options Licensing Course	(b) an applicant for approval or an Approved Person dealing with clients, in options, or supervising Approved Persons who deal with such clients	(c) applicant seeking approval or filing a notice within three years of completing the Options Licensing Course	
(vi)(a) Wealth Management Essentials Course	(b) an applicant for approval or <i>Approved Person</i> who will be dealing with <i>retail clients</i> in securities	(c) applicant seeking approval or filing a notice within three years of completing all three levels of the CFA Program or the CFA Charter administered by the CFA Institute which continues to be in good standing	
(vii)(a) 90-day Training Program	(b) an applicant for approval or <i>Approved Person</i>	Applicants(c) applicant seeking approval or filing a notice within three years of being approved or registered in a capacity allowing trading of, or advising in, securities for retail clients either:	

Course	Individual's current status	Exemption criteria
		 (I) by a recognized foreign regulatory authority or recognized foreign self-regulatory organization, or (II) as an advising representative or associate advising representative by a securities regulatory authority
(viii)(a) 30-day Training Program	(b) an applicant for approval or <i>Approved Person</i>	Applicants (c) applicant seeking approval or filing a notice within three years of being approved or registered in a capacity allowing trading of, or advising in, securities for retail clients either: • (1) by a recognized
		foreign regulatory authority or recognized foreign self-regulatory organization, or (II) as an advising
		representative or associate advising representative by a securities regulatory authority

2630. Transition of Advising Representatives and Associate Advising Representatives into the Portfolio Manager and Associate Portfolio Manager approval category

(1) An *individual* registered as an advising representative or associate advising representative by a *securities regulatory authority* within the <u>two weeks90 days</u> prior to the date of <u>approvalapplication</u> as a *Portfolio Manager* or *Associate Portfolio Manager* by the *Corporation* has three months to complete the Conduct and Practices Handbook Course.

PART C-TRANSITION PROVISIONS

2631. Transition of individuals dealing in mutual funds only

- (1)—For the purpose of complying with the requirements in clause 2602(3)(vi) or clause 2602(3)(xiii),
 - (i)—an individual approved as a Registered Representative dealing in mutual funds only, or an Investment Representative dealing in mutual funds only as of the date these Rules come into effect, will have 270 days to complete the Conduct and Practices Handbook Course (and, if required, the Canadian Securities Course) unless the individual is subject to a shorter period of time to complete this course (these courses) as of the date these Rules come into effect.
- (ii) an individual approved as a dealing representative for a mutual fund dealer within 90 days prior to the date these Rules come into effect, will have 270 days from the date of approval as a Registered Representative dealing in mutual funds only, or an Investment Representative dealing in mutual funds only, after the date of approval by the Corporation to complete the Conduct and Practices Handbook Course.

RULE 2700 | CONTINUING EDUCATION REQUIREMENTS FOR APPROVED PERSONS

PART A - THE CONTINUING EDUCATION PROGRAM AND CONTINUING EDUCATION REQUIREMENTS

2703. The continuing education program

- (1) The continuing education program consists of two parts:
 - (i) a compliance course <u>requirement</u>, which is training covering ethical issues, regulatory developments and rules governing investment dealer conduct, and
 - (ii) a professional development course <u>requirement</u>, which is training that fosters learning and development in areas relevant to investment dealer business.

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- (5) A *continuing education participant* is exempt from the professional development course requirement if he or she:
 - (i) is approved in the category of *Registered Representative*, <u>Associate Portfolio Manager</u>, <u>Portfolio Manager</u> or Supervisor, and
 - (ii) has been continuously approved in a <u>retail</u> trading capacity since January 1, 1990 or earlier by <u>either</u> the *Corporation*, the Toronto Stock Exchange, the Montreal Exchange, or the TSX Venture Exchange including any of <u>itstheir</u> predecessors.
- (6) A continuing education participant cannot receive continuing education credits for the same continuing education course unless the course has been updated to contain new course content, with the exception of <u>Corporation accredited</u> ethics courses referred to in subsection 2715(3).

2704. Continuing education requirements

(1) In each continuing education program cycle, a continuing education participant must meet the continuing education requirements for the applicable Approved Person category, regardless of product type, as set out in the following table.

Approved Person Category	Client Type	Compliance course requirement	Professional development requirement
Supervisor designated to be responsible for the supervision of futures contract and futures contract options accounts	retail client or institutional client	Yes	No
Supervisor designated to be responsible for the opening of new accounts and account supervision of account and	retail client or institutional client	Yes	No

Approved Person Category	Client Type	Compliance course requirement	Professional development requirement
activity <u>related policies and</u> <u>procedures</u>			

..

- (4) All *continuing education participants* must complete at least 10 hours of compliance courses in each *continuing education program* cycle in accordance with requirements in section 2715.
- (5) A *continuing education participant* that is subject to professional development requirements must complete at least 20 hours of professional development courses in each *continuing education program* cycle in accordance with requirements in section 2716.

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PART B – CONTINUING EDUCATION PROGRAM COURSES AND ADMINISTRATION

2715. The compliance course

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(3) The Corporation will publish a list of approved accredit ethics courses that a continuing education participant can repeat and count towards fulfillment of the compliance course requirement in two continuing education program cycles.

2716. The professional development course

- (1) A continuing education participant subject to the professional development requirement:
 - (i) may, upon satisfying professional development requirements in the current cycle, carry forward a maximum of 10 hours of a single professional development course of at least 20 hours and completed in the last six months of the current continuing education program cycle to satisfy a portion of his or her professional development course requirement in the following continuing education program cycle,
 - (ii) may receive continuing education credit for successful completion of the Wealth Management Essentials Course, where completed to satisfy the post-licensingapproval proficiency requirement for Registered Representatives dealing with retail clients, in the continuing education program cycle in which the course is completed, and

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2717. Dealer Member's administration of the continuing education program

- (1) A Dealer Member must:
 - (i) <u>verify the continuing education participant's compliance with the requirements at</u> the end of the continuing education program cycle,

- (iii) keep evidence of a *continuing education participant's* completion of the *continuing education course*, which may be a certificate issued by the course provider, an attendance sheet, or bulk notice of completion,
- (iiiii) verify completion of a continuing education course and keep continuing education program records, including course related materials, for each continuing education program cycle for a minimum of seven years following the end of the continuing education program cycle,
- (iiiiv) designate an *individual* responsible for supervising training and approving a *continuing* education participant's chosen continuing education course,
- (ivv) ensure that a continuing education participant's chosen continuing education course satisfies the content criteria described in subsection 2703(1),
- (<u>vvi</u>) where the *continuing education course* is delivered by the *Dealer Member*, evaluate a *continuing education participant*'s knowledge and understanding of the course,
- (vivii) ensure that each continuing education participant meets the continuing education requirements during each continuing education program cycle, and
- (viiviii) update the continuing education reporting system and notify the *Corporation* within 10 business days after the end of the continuing education program cycle of all continuing education participants that have met their continuing education requirements inwithin the continuing education program prescribed cycle.

PART C - PARTICIPATION IN THE CONTINUING EDUCATION PROGRAM

2725. Participation of recently Approved Persons

- 1) An *individual* enters the *continuing education program* cycle upon <u>initial</u> approval in an *Approved Person* category listed in subsection 2704(1).
- (2) Notwithstanding subsection 2725(1), an *individual* that receives <u>initial</u> approval in an *Approved Person* category listed in subsection 2704(1) during the last six months of the current *continuing education program* cycle will become subject to the applicable continuing education requirements <u>starting</u> at the beginning of the next *continuing education program* cycle.

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PART D - CHANGES DURING A CONTINUING EDUCATION PROGRAM CYCLE

2735. Changes to Approved Persons category during a continuing education program cycle

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(3) A continuing education participant may not change to an Approved Person categories category with less onerous continuing education requirements to avoid completing the more onerous

continuing education requirements of a former Approved Person category, or penalties for non-completion of continuing education requirements. Any change to the Approved Person category during the last six months of the continuing education program cycle which results in less onerous continuing education requirements must be accompanied by an explanation from the sponsoring Dealer Member sufficient to satisfy the Corporation that the category change is not an avoidance measure.

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PART F - PENALTIES APPLICABLE TO THE CONTINUING EDUCATION REQUIREMENTS FOR APPROVED PERSONS

2755. Penalties for late filing or not completing continuing education requirements in a continuing education program cycle

- (1) On the last business day of the first month of a continuing education program cycle, the Corporation will automatically suspend the approval of the continuing education participant if:
 - (i) a continuing education participant fails to complete the continuing education requirements for the previous continuing education program cycle within the prescribed cycle, or

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RULE 3900 | SUPERVISION

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PART C - SUPERVISION OF RETAIL CLIENT ACCOUNTS

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3947. Supervision of new Registered Representatives and Investment Representatives

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- (2) Subsection 3947(1) does not apply if:
 - (i) the Registered Representative was previously approved, for six months or more, to advise on trades for retail clients for a securities firm that is a member of a SRO or a recognized foreign self-regulatory organization, or
 - (ii) the *Investment Representative* was previously approved for six months or more to advise on trades or to trade for *retail clients* for a securities firm that is a member of a *SRO* or a *recognized foreign* self-regulatory organization.

•••