



Contents

► Overview	5
1. Establish Plan Objectives and Scope	
1.1 Research Results are Compared to Client Expectations	7
1.2 Client Situation is Analysed	16
1.3 Financial Resource and Market Parameters are Identified	34
1.4 Plan Objectives are Developed in Consultation with the Client	36
2. Develop Strategic Assumptions	
2.1 Develop and Test Key Assumptions	45
2.2 Identify and Test Regulatory Requirements	47
2.3 Clarifications from Other Professionals are Documented for Client Review	48
3. Develop Financial Plan Strategy	
3.1 Develop Options Based on Strategic Assumptions and Client Specifications	51
3.2 Strategic Options are Analysed and Modelled with Any Inappropriate Options Rejected	55
3.3 Final Strategic Options are Developed and Included in a Draft of the Overall Strategy	56
3.4 Consult Client to Verify the Plan Strategy	58
4. Develop Preliminary Financial Plan	
4.1 Specific Products and Options are Selected to Meet Agreed Strategy	63
4.2 Recommendations are Developed for the Asset Allocation Structure	70
4.3 Recommendations for Changes to Income and Taxation Arrangements are Developed	71
4.4 Risk Management Strategies and Products are Developed and Incorporated in the Plan	81
4.5 Fees, Charges and Complaint Resolution Procedures Available to the Client	79
4.6 Preliminary Financial Plan Follows Organisational Guidelines and Procedures	82
5. Ensure Compliance of Financial Plan with Regulatory and Organisational Requirements	
5.1 Preliminary Financial Plan is Checked and Complies with Acts, Regulations and Regulatory Guidelines	87
5.2 Preliminary Financial Plan is Assessed for its Ability to Successfully Achieve Objectives	89
5.3 Preliminary Financial Plan is Checked to Ensure that it Complies with Ethical and Regulatory Requirements	93
6. Produce Completed Plan	
6.1 Financial Plan is Produced in Accordance with Organisational Quality Control Requirements	99
6.2 Supporting Documentation is Attached to the Plan	107
6.3 Regulatory and Complaints Information is Attached	108