

# The Canadian Association of Financial Consultants

*membership and information brochure 2007*



## About CAFC

The Canadian Association of Financial Consultants (CAFC) is an international professional organization chartered federally under Letters Patent granted by the Government of Canada. The Association has a world wide membership. CAFC offers an educational program leading to the designation of Chartered Certified Financial Consultant (CCFC) issued to qualified graduates. The Institute is multidisciplinary, drawing its members from the related but separate fields of accountancy, insurance, law, funds management, tax and pensions. The Association is forging a “new” profession that adopts the best features from these related professions and encourages the development of members’ qualifications as financial consultants on the basis of their current professional qualifications.



Financial Consultants provide advice to clients in a wide variety of situations from the financial planner advising individual clients on investments, to those working as corporate financial officers, portfolio managers, security analysts and investment bankers in organizations as diverse as brokerage firms, mutual funds, banks, trust companies, corporate finance departments, insurance companies and other financial management firms.

## vision

The vision of CAFC is to be the global leader in educating and certifying financial consultants.

## mission

The mission of CAFC is to provide education and certification for financial consultants so that members qualified to use the designation Chartered Certified Financial Consultant are recognized internationally as trusted financial advisors.



**The objectives of CAFC are to:**

**offer thorough** and accessible educational programs for professionals anywhere in the world to qualify as competent financial consultants

**issue the** designation of Chartered Certified Financial Consultant (CCFC) to qualified graduates of the educational program

**ensure each** member adheres to the Association's code of ethics

**grow public** respect for, and confidence in, the profession of financial consulting

**gather and** circulate current information relevant to financial consulting to Association members

## objectives

**encourage and** provide opportunity for Association members from all countries to share their knowledge and experience in financial consulting

**promote and** enhance professional and career opportunities for Association members throughout the world by maintaining the high standards of the Chartered Certified Financial Consultant designation.



## members

Applicants who successfully complete the Association's educational program and acquire three years of experience in financial management are granted the right to use the internationally respected designation CCFC (Chartered Certified Financial Consultant). The Association issues a Certificate of Chartered Certified Financial Consultant to members who complete all the requirements. CAFC is committed to the highest professional competence and ethical standards for the financial consulting profession.

Members of the Association must at all times comply with the content and spirit of the Association's Code of Ethics. Certificate of Chartered Certified Financial Consultant remain the property of the Association and shall be returned upon demand. A member may withdraw from the Association at any time by writing to the Association's Board of Directors and returning the Association Certificate of Chartered Certified Financial Consultant.

## **There are many benefits to membership in the CAFC**

**access** to the educational program leading to the CCFC designation

**the privilege** of using the internationally respected CCFC designation

### **membership benefits**

**ongoing** information on issues and trends in the field of financial consulting

**networking** and informationsharing with members from around the world through the Association's Web site

**support** from the Association for the highest professional and ethical standards for the profession of financial consulting Members have a professional obligation to clients, respects, employers, employees, the general public and other members to act competently and ethically at all times.

Members are expected to comply with the content and the spirit of the Code of Ethics in order to fulfill this professional obligation. This obligation extends to employees and others who are supervised by the member. The Association's Board of Directors reserves the right to discipline members who do not comply with the Code, and may terminate membership and the privilege of using the CCFC designation for breaches of the Code.



## competence

### Members shall:

**keep themselves** informed of all relevant laws, regulations and professional codes

**keep themselves** informed of all relevant professional knowledge relating to their financial consulting practice

**take on** only those assignments for which they have the necessary knowledge and skills to perform competently

**inform the** client (or employer), where they discover they do not have the necessary knowledge and/or skills to perform competently on an assignment, and assist the client (or employer) to find the services of a professional who has the necessary knowledge and skills

**base all** recommendations and advice to clients on the thorough and diligent research and analysis expected of professional financial consultant serving the best interests of the client

**ensure they** understand the circumstances and needs of clients so they can best meet their needs



**Members shall:**

**avoid any** circumstance that may keep them from acting objectively and independently in the best interests of the client

**disclose to** clients all information that will enable clients to determine when recommendations and advice are based on fact and when on opinion, and generally to enable clients to understand the underlying rationales.

**confidentiality**

**Members shall:**

**not disclose** confidential information of clients unless legally required to do so by relevant laws and regulation and/or due to illegal activity

**not use** confidential information of clients for personal gain or for the benefit of anyone other than the client.

**educational program**

On order to satisfy the educational requirements of CCFC designation a consultancy report of a maximum 15,000 words needs to be submitted on an approved topic.



## Contact

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## For more information

Please see our website for more information.

[www.thecaafc.org](http://www.thecaafc.org) - Application Form  
- Brochure