

**ACTUARIAL SOCIETY OF SOUTH AFRICA
APPLICATION FOR RENEWAL OF PRACTISING CERTIFICATE
VALUATOR OF RETIREMENT FUNDS AND SECTION 15K TRIBUNALS**

Member's details

Name:

Date admitted as a Fellow of the Actuarial Society of South Africa:

Please indicate the category of valuator for which this certificate is required:

Valuator of defined contribution funds	
Valuator of defined contribution and defined benefit funds	
Section 15K tribunal	

Previous approval

Date of previous approval by the Actuarial Society:

Date of previous approval by FSB:

Valuator of defined contribution funds	
Valuator of defined contribution and defined benefit funds	

Expiry date of previous practising certificate:

Expiry date of FSB approval:

Employer:

Is the employer a Registered Services Provider with the Actuarial Society of South Africa?

Yes	No	Employer's RSP number:
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Work experience

Describe your work experience including the nature of your actuarial experience since the date of issue of your last practising certificate:

Period (from – to)	Company	Title / designation	Field of activity	Nature of experience

I have signed or co-signed at least three statutory actuarial valuation reports of at least two separate South African retirement funds (defined benefit in the case of an application for “valuator of defined contribution and defined benefit funds” or “Section 15K tribunal”) in the past four years.

The details of three of the funds are as follows:

Fund name	Type (DB / DC)	Valuation date	Date valuation signed

Note: If you have not signed or co-signed the necessary number of valuations to meet the standard qualification requirements, the Actuarial Society may consider other valuations where you have performed a detailed peer review and the signing actuary can confirm this. If you wish such valuations to be taken into consideration as part of your application, then please list the valuations where you have performed a detailed peer review and provide a letter of motivation from the signing actuary in each case.

CPD requirements

You are required to provide your full CPD record over at least the last two years (or two year CPD cycle) to accompany this application. Note that it is not sufficient to provide a list of hours or events. Detail of the actual sessions attended at conferences and seminars must be supplied with the number of hours for each session.

Applications that do not give sufficient detail on the CPD will not be approved.

Please complete the table below by summarising the CPD hours to ensure that you meet the requirements for a Category A member in terms of pensions and professional matters CPD over the last two years at the time of this application.

		Verifiable CPD hours per year				
Year ending:	Number of events	Pensions practice area	Professional matters	Other	Total	Developmental CPD
Minimum requirement each year:	4	10 hours	2 hours		15 hours	50 hours

Appropriate person questionnaire

Have you been found guilty of unprofessional conduct in terms of the disciplinary procedures of the Institute and Faculty of Actuaries, the Actuarial Society of South Africa or any other actuarial association that is a member of the IAA?	Yes	No
Have you been convicted of any serious offence by any court? (Excludes any offence committed when you were under 18 years, unless committed within the last 10 years, any road traffic offence in respect of which a fine was levied; or any political offence for which amnesty has been granted.)	Yes	No
Have you or any retirement fund with which you have been associated as an actuary been subject to legal or adjudicator proceedings where fault was found regard to your conduct or advice?	Yes	No
Has any regulatory authority raised any professional or actuarial conduct issues with you?	Yes	No

Please supply further details where indicated “Yes” above.

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Certification

I certify that:

- In my opinion, I have the necessary knowledge, skills and experience to carry out the professional duties required of a retirement fund valuator.
- I have read and understand the Actuarial Society of South Africa’s Code of Conduct.
- I have read and understand the Actuarial Society of South Africa’s advice and standards relating to retirement funds.
- I am fully aware of the obligations and duties of a retirement fund valuator.
- I have complied with the Actuarial Society of South Africa’s Continuous Professional Development (CPD) scheme.

Annexures

I attached the following annexures:

Annexure A – CPD Record over at least the last two years

Annexure B – FSB letter of approval as valuator

Signature of applicant, confirming that the above information is accurate:

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Name:

Qualifications:

Date: