



ACI

Model Code Certificate (310-011)

Syllabus

June 2013

*“Setting the benchmark in
certifying the financial
industry globally”*

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NEW SYLLABUS
ACI MODEL CODE CERTIFICATE
(Prometric Code: 310-011)

Examination delivered in
English and German

Introduction

The Model Code is ACI's Code of Conduct and describes market best practices and conventions for global financial markets. It is recognized by many central banks and financial institutions around the globe as market standard. The Model Code examination aims at promoting the ACI best practices and conventions amongst market practitioners.

This new Model Code exam is based on the revamped Model Code published in January 2013 and also includes the new FX Best Practices Operations.

The examination is designed for the following groups:

- Senior practitioners who wish to sit the ACI Diploma
- ACI Operations Certificate holders who wish to sit the ACI Diploma
- Market practitioners in FXMM
- Risk and Compliance Officers

For senior practitioners and ACI Operations Certificate holders wishing to sit the ACI Diploma, where they are not ACI Dealing Certificate holders, the ACI Model Code examination is mandatory.

The Model Code

Overall Objective: For candidates to have a thorough knowledge of the provisions of the Model Code and market practices, with particular emphasis on high standards of integrity, conduct and professionalism as well as the monitor and control mechanisms to be introduced to protect individuals and their institutions from undue risks and resultant losses.

At the end of this section, candidates will be able to:

- describe the purpose of the Model Code, and its application within the industry
- comprehend managements' responsibilities with regards to monitor and control policies that must, could and should be considered to be introduced into their own institutions to ensure full compliance with the letter and spirit of the Model Code
- explain the roles and responsibilities of the back and middle office and their relationship to the front office
- recognise undesirable practices and unprofessional conduct issues highlighted in the Model Code
- use and explain standard market terminology
- comprehend the general risk management principles for dealing business
- understand the ALM best practices
- demonstrate a sound knowledge in the processing and settlement of claims
- calculate back valuation and use of funds compensation amounts
- describe post-trade standards and practices
- explain the use of technology and general security
- apply the market practices covering trading in:
 - Foreign exchange
 - Money market
 - Derivatives
- employ the market best practices concerning dealing with:
 - Customers
 - Voice brokers
 - Electronic broking platforms
 - Prime brokers
 - Operations
- describe the scope of The Model Code
- identify the role of the ACI's Committee for Professionalism as the author of The Model Code
- demonstrate a working knowledge of The Model Code by selecting the recommended responses to given issues as well as recognising what are appropriate standards of personal conduct in various circumstances, recommended dealing practice, the proper conduct and management of relationships with corporate/commercial clients and brokers, general risk management principles for dealing business and specific recommendations for the prudent organisation and management of such business
- explain the procedures for disputes, differences, mediation and use of the ACI expert determination service along with compliance with the Model Code

Examination Procedure

Format: The examination lasts **1 hour** and consists of **40 multiple-choice questions**. The **overall pass level is 60%** (24 correct answers).

Calculators: Some questions will require the use of a calculator. A basic calculator will be provided on the test computer screen. You may also use your own calculator, provided it is neither text programmable nor capable of displaying graphics with a size more than 2 lines.

Grades

Pass	24-30 correct answers
Merit	31-35 correct answers
Distinction	36-40 correct answers

Examination Fee

Euro 250.00 all taxes included

Reading List

- **The Model Code** published by ACI – The Financial Markets Association

