

**FINANCIAL PLANNING STANDARDS BOARD IRELAND  
DESIGNATED ACTIVITY COMPANY**

**Formerly FINANCIAL PLANNING STANDARDS BOARD IRELAND LIMITED**

**BYE-LAW No 6**

**Certification Requirements & Continuing Obligations of  
CERTIFIED FINANCIAL PLANNER™ professionals**

**1. Introduction**

This Bye-Law is made by the Council of Financial Planning Standards Board Ireland Limited (the "Council" and "FPSB Ireland") pursuant to article 32 of the articles of association of FPSB Ireland on 4<sup>th</sup> November 2010 and amended by resolution of Council on 19 March 2015. This article was re-numbered to article 30 on 10 February 2016.

The Company was converted to a Designated Activity Company (DAC) on 10 February 2016 with an amended Constitution which includes re-numbering of the Articles of Association. Consequently, reference to the articles in this Bye-law is amended as follows:

- article 32 is re-numbered to article 30.

**2. Requirements for Certification as a CERTIFIED FINANCIAL PLANNER professional**

The following are the requirements for certification by FPSB Ireland as a CERTIFIED FINANCIAL PLANNER professional:

- (A) Meet the Education and Examination requirements established by FPSB Ireland Limited:
- An applicant for the designation Certified Financial Planner Professional must hold a Recognised Financial Advice qualification. For this purpose, a Recognised Financial Advice qualification is a qualification that is recognised by the Central Bank of Ireland under its Minimum Competency Code in respect of all of the following categories of Retail Financial Product: Life Assurance, Pensions, Savings and Investment, Housing Loans, Home Reversion Agreements and Associated Insurances, and Consumer Credit and Associated Insurances.
  - A candidate for the Certified Financial Planner professional Examination set by the Financial Planning Standards Board Ireland Ltd must have completed a post-graduate financial planner education program, which has been approved by the Financial Planning Standards Board Ireland Ltd, whose format and content meet the specifications described in FPSB's Financial Planning Curriculum Framework, and which is positioned at Level 9 in the National

Framework of Qualifications and contains at least 60 European Credit Transfer and Accumulation System (ECTS) credits.

- An applicant for the designation Certified Financial Planner professional must have passed the Certified Financial Planner professional Examination set by the Financial Planning Standards Board Ireland Ltd.
- (B) Meet the experience requirements established by FPSB Ireland Limited for certification, as set out in the Schedule to this bye law,
- (C) Accept the continuing obligations for certification, and
- (D) Pay the initial certification fee as may be prescribed by the Council.

3. **Requirements for Certification as a CERTIFIED FINANCIAL PLANNER™ professional already certified in another jurisdiction**

The following are the requirements for certification by FPSB Ireland as a CERTIFIED FINANCIAL PLANNER professional of those persons already certified in another jurisdiction:

- (A) Meet the Educational and Examination requirements of the CERTIFIED FINANCIAL PLANNER professional certification programme as follows:
  - The applicant must hold a Recognised Financial Advice qualification as set out in paragraph 2 (A) of this Bye-Law
  - The applicant must have passed the Certified Financial Planner professional Examination set by the Financial Planning Standards Board Ireland Ltd.
- (B) Provide a letter of Good Standing and CERTIFIED FINANCIAL PLANNER professional status from the initial certifying organisation
- (C) Provide suitable evidence of Irish residency
- (D) Meet the experience requirements established by the Council for certification, as set out in the Schedule to this bye law
- (E) Accept the continuing obligations for certification, and
- (F) Pay the initial certification fee as may be prescribed by the Council.

4. **Continuing Obligations of CERTIFIED FINANCIAL PLANNER professionals**

The following constitute the continuing obligations of CERTIFIED FINANCIAL PLANNER professionals:

- (A) Acceptance of the Code of Ethics and Professional Responsibility and of the Practice Standards and disciplinary process as set out in articles of association of FPSB Ireland and/or Bye-Laws of FPSB Ireland, as applicable from time to time,

- (B) Adherence to continuous professional development requirements as set out from time to time in Bye Laws and/or Council resolutions,
- (C) Continue to hold a Recognised Financial Advice qualification as set out in paragraph 2 (A) of this Bye-Law,
- (D) Payment of such annual or other fees as may be prescribed by the Council,
- (E) Undertaking to seek renewal of their certification as a CERTIFIED FINANCIAL PLANNER professional every three years in accordance with the terms from time to time specified by Council.

## **Schedule**

Candidates for certification should demonstrate appropriate competency, knowledge, professional skills and abilities in financial planning over, at least, a three-year period.

A structured template shall from time to time be specified by the Council to enable candidates to describe their financial planning experience under the headings of

- Competency
- Knowledge
- Professional Skills
- Abilities

and to enable this experience to be certified by persons of standing with personal knowledge of the matters being certified.