

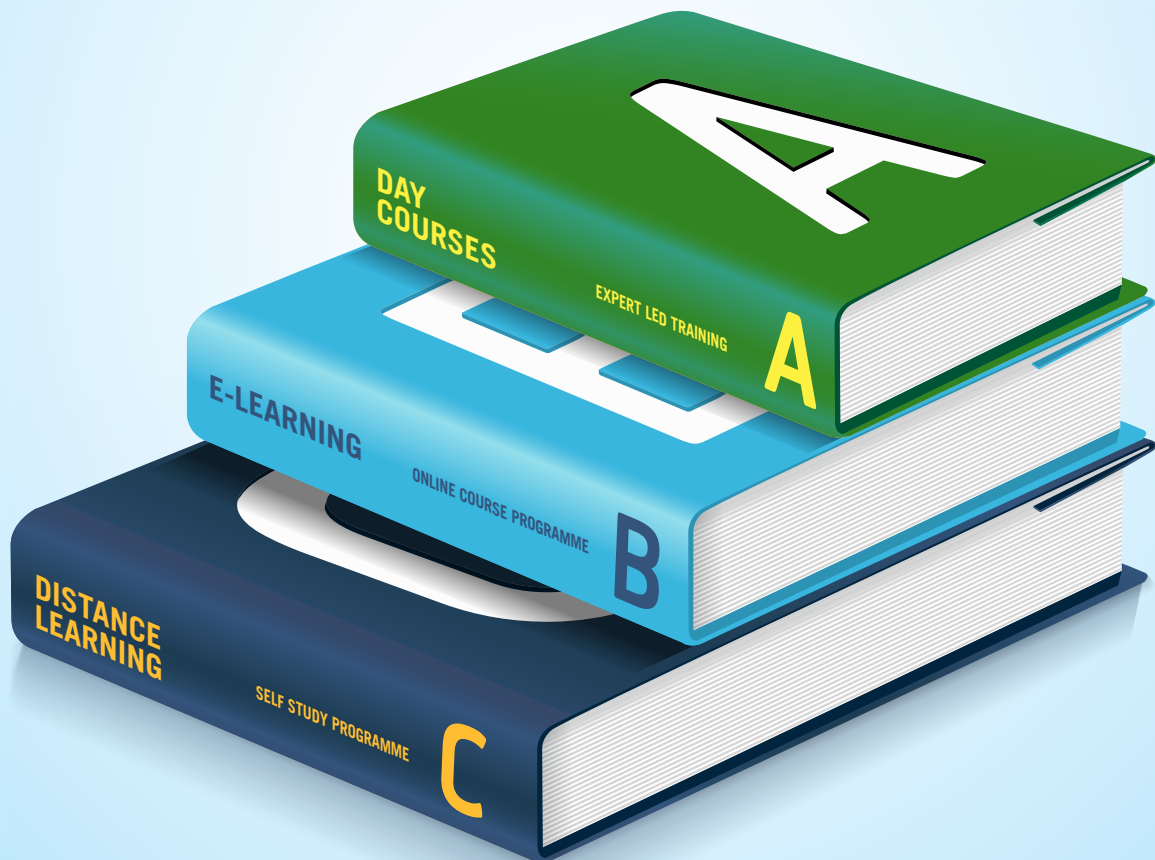


ASSET BASED FINANCE ASSOCIATION

Educating the Industry in 2014

COURSE PROGRAMME

Birmingham
London
Manchester
Northampton
Stratford-upon-Avon



Foreword

by Kate Sharp
Chief Executive Officer - The ABFA



2014 will be another busy year for the ABFA's Education Programme, with a number of exciting improvements to existing courses and a range of new topics added to the well-established Day Course and Distance Learning programmes.

The Education Programme is one of the ABFA's most important areas of work for the industry. Reflecting this, it is subject to continual review and updating to ensure that it continues to meet and exceed the requirements and expectations of the Membership.

During the last 12 months, the Association and its Members have focused on the development and implementation of the ABFA Code and the accompanying self-regulatory framework that now applies across the Membership. The framework was launched in July 2013 and a specific e-Learning Course was developed in advance of the launch to raise awareness of, and explain the principles behind, the self-regulatory framework. The focus has been on maintaining high standards of professionalism amongst the industry's staff and the response from Members has been excellent; at the time of writing, the course has been successfully completed by more than 4,000 delegates.

October saw the ABFA's third Senior Leadership Seminar. Following research undertaken by KPMG's Strategy team, the Seminar brought together senior figures from across the industry to consider and debate the future of ABF in the UK. The day's discussion was extremely fruitful and produced many interesting viewpoints for consideration to shape the future work of the ABFA and the development of the industry.

October also saw the ABFA's involvement in the long-running Institute of Credit Management's Turner Lecture series. The Council Chamber of The Law Society was the host venue for the Lecture, which focused on *The Jackson Reforms and The New Late Payment Regulations* and their effect on business and the community.

In 2013, 230 delegates attended the ABFA's day courses and more than 400 students committed to at least one of the ABFA's Distance Learning qualifications. Seventy students registered for the ABFA Certificate Course and 55 students undertook at least one stage of the Diploma qualification.

The 'Introduction to Invoice Finance and ABL' induction seminar has remained a popular choice for new recruits to the industry, providing insight into how the industry has developed and a detailed, but simple, introduction to how the main invoice finance products work. This course is an ideal complement to

the Distance Learning Foundation Course.

The International Factors Group continues to benefit from the support of the ABFA in the provision of their own Education Programme, from the development of the Foundation Course to the 'IFG Academy'.

During the next 12 months the ABFA will be integrating a glossary of industry-agreed terminology into the ABFA Education Programme with the objective of providing greater consistency in language across the industry. The ABFA education team will also be meeting with Members individually to identify the core education and training requirements for their staff. Other projects include the development of a formal qualification framework for client-facing roles. In addition, there is also a long-term objective to further improve the Foundation Course and it is anticipated that an upgraded interactive Foundation will be launched next year. As noted earlier, there will also be additional improvements to the educational Day Course and Distance Learning products.

The ABFA would like to thank the Affiliate companies who help make the ABFA Education Programme such a success. They provide invaluable expertise, often on a pro-bono basis, to support this aspect of the ABFA's work. Many thanks also to the senior staff from across our Members that sacrifice their own time in support of the Programme. Their experiences and practical insights are very much appreciated by the ABFA and the students.

The ABFA team looks forward to continuing to deliver high quality, industry-specialist training courses to staff within the ABFA Membership and also to those from outside the industry where the ABFA's training helps to expand the profile of the industry and promotes a wider understanding of how asset based finance supports corporate UK.

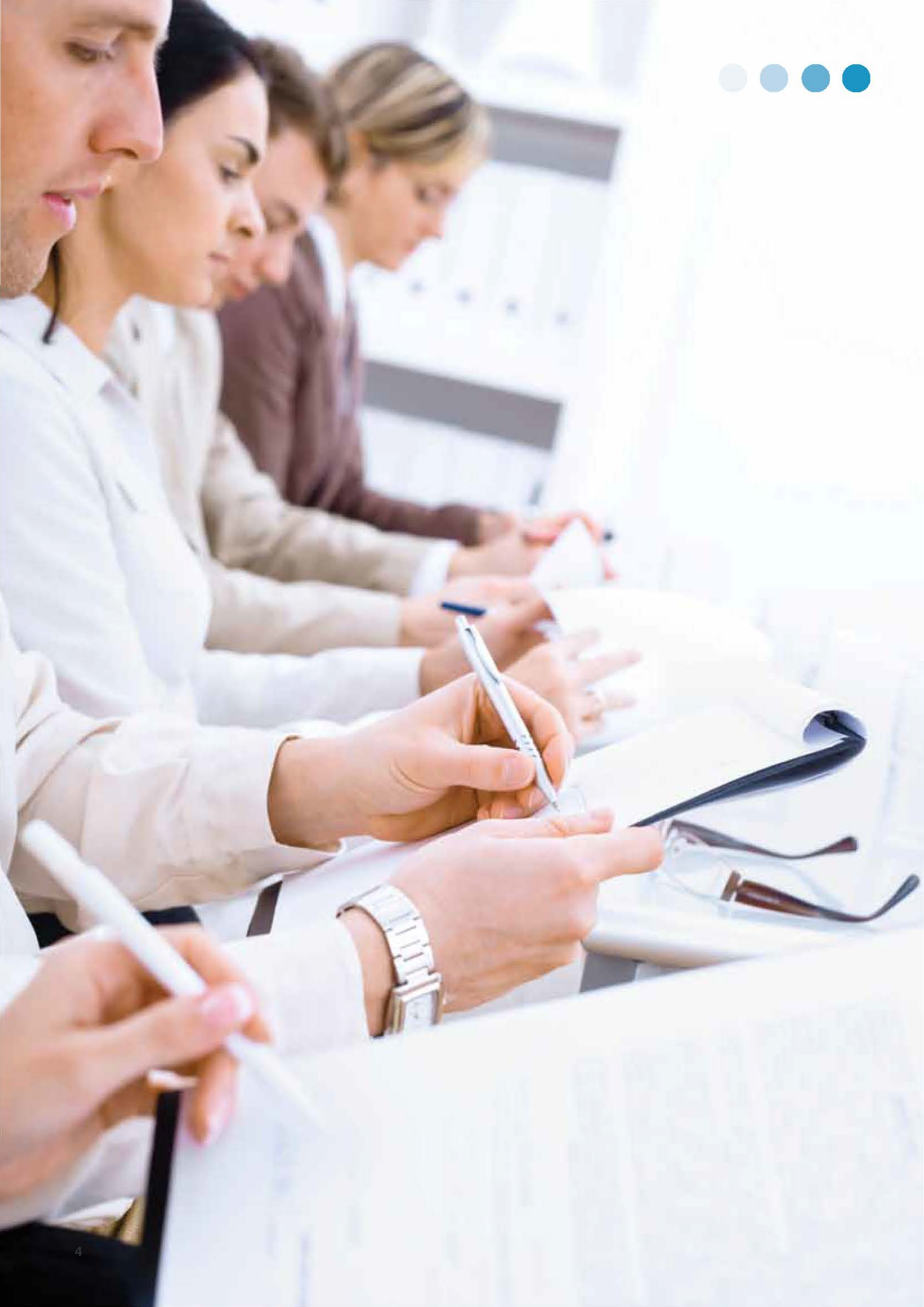
We hope you will enjoy the 2014 Programme.

If you have any questions or would like to discuss how the ABFA's training and Education Programme can support your staff, please contact Richard Siddons or Alex Waterman at the ABFA on +44 (0)20 8332 9955.

A handwritten signature in black ink, appearing to read 'Kate Sharp', written in a cursive style.

Contents

Day Courses	Account Management	6
	Audit and Survey Training	7
	Certificate Course - Introductory Seminar	8
	Certificate Course - Legal Aspects Review	9
	Diploma Course - Financial Understanding Review	11
	Financial Analysis	12
	Fraud and Loss Prevention	13
	Introduction to Invoice Finance and ABL	14
	Legal Aspects of Receivables Financing and Asset Based Lending	15
	Recovery of Distressed Situations	16
	Stock as Collateral for Lending	17
Distance Learning Courses	The ABFA's Distance Learning Programme is comprised of three layers of qualifications - the ABFA Foundation Course, the ABFA Certificate Course and the ABFA Diploma Course. The Leadership Development Week is a stand-alone course, and the ABFA now offers several e-Learning Courses.	
	E-Learning Programme	19
	Compliance Library	21
	Leadership Development Week	23
	E-Learning Foundation Course	24
	Certificate Course	26
	Diploma Course	28
	Trainer Profiles	31



DAY COURSE DIARY DATES 2014

You can book students on-line on all ABFA Day Courses by visiting
https://www.abfa.org.uk/publicdb/select_event.asp?type=course

COURSE	DATE	LOCATION
Certificate Course - Introductory Seminar	28th January 2014	Birmingham
Certificate Course - Legal Aspects Review	29th January 2014	Birmingham
Introduction to Invoice Finance and ABL	11th March 2014	London
Audit and Survey Training	1st-2nd April 2014	Stratford-upon-Avon
Stock as Collateral for Lending	8th April 2014	London
Legal Aspects of Receivables Financing and Asset Based Lending	23rd-24th April 2014	Manchester
Introduction to Invoice Finance and ABL	15th May 2014	Birmingham
Leadership Development Week	1st-6th June 2014	Stratford-upon-Avon
Diploma Course - Financial Understanding Review	10th June 2014	Birmingham
Certificate Course - Introductory Seminar	24th June 2014	Birmingham
Certificate Course - Legal Aspects Review	25th June 2014	Birmingham
Introduction to Invoice Finance and ABL	1st July 2014	London
Introduction to Invoice Finance and ABL	16th September 2014	Manchester
Financial Analysis	23rd September 2014	London
Account Management	1st-2nd October 2014	Northampton
Fraud and Loss Prevention	15th-16th October 2014	Birmingham
Recovery of Distressed Situations	21st October 2014	London
Introduction to Invoice Finance and ABL	11th November 2014	London

The ABFA offer numerous course modalities and schooling options, supporting you as a learner to advance in your workplace and achieve your goals. We have devised a set of simple icons, illustrated below, to represent the delivery channel of each of our courses. Individual course dates, location and venue information is identified in the course descriptions.



DAY COURSE



1 DAY



2 DAYS



6 DAYS



RESIDENTIAL

DISTANCE
LEARNINGCOURSE
BOOK

E-COURSE



WEBINAR

ACCOUNT MANAGEMENT

1st-2nd OCTOBER NORTHAMPTON



COURSE CONTENT

The topics to be covered include:

- Role and responsibilities of Account Managers
- Internal and external customer care and service
- Communication and influencing skills
- Security versus service - the 'balance'
- Negotiation techniques for Account Managers
- Selling security
- Client visits/reviews
- Fraud overview
- Personal action plans
- Financial statements

WHO SHOULD ATTEND?

This workshop is aimed at existing Client Managers and those who are involved in monitoring and managing clients on a day-to-day basis. Delegates attending should have no more than 12 months experience in the role. The course would also benefit Senior Controllers and Administrators who are becoming involved with the Account Management function.

WHAT STUDENTS WILL LEARN

The course will focus on the demands of the Account Manager's role, how to approach clients and how to balance service, income and security issues.

DURATION Two days

MAXIMUM No. 24

COST

£475 Members

£715 Non-Members

(Please note that VAT is applicable on the ABFA's courses.)

DATE AND LOCATION

1st-2nd October 2014
Northampton

PRESENTERS

Ian Lewis - Reward
Commercial Finance

Mike Hirst - HSBC

FOLLOW-UP COURSE

Fraud and Loss
Prevention

“Thoroughly enjoyed the course and will be attending others in the future...”

“Excellent course, professional, informative, pitched just right...”

“Really good course, enjoyable and informative. Would definitely recommend!”

AUDIT AND SURVEY TRAINING

1st-2nd APRIL STRATFORD-UPON-AVON



COURSE CONTENT

The topics to be covered include:

- Debtor analysis
- Creditor analysis
- Financial overview
- Stock auditing
- Business systems
- Transaction testing
- Business risks
- Management review
- Cash management
- Recovery solutions
- Audit summary

WHO SHOULD ATTEND?

This two-day course is aimed at Auditors, Surveyors and Managers looking to gain a basic to intermediary understanding of the best ways to complete an audit or survey visit. The course will include interactive training and video case studies to help make the course a very real and enjoyable experience.

WHAT STUDENTS WILL LEARN

The history and purpose of audit, quickly spotting headline issues, fraud indicators, paperwork analysis, body language, report writing and the future of audit and survey.

DURATION Two days

MAXIMUM No. 24

COST

£475 Members

£715 Non-Members

(Please note that VAT is applicable on the ABFA's courses.)

DATE AND LOCATION

1st-2nd April 2014

Stratford-upon-Avon

PRESENTERS

Hilton-Baird

“Very good course. Both trainers very helpful and give great advice on any questions thrown at them.”

“I felt I gained a lot of knowledge which I will take away and use.”

“Course - excellent.”

CERTIFICATE COURSE - INTRODUCTORY SEMINAR

28th JANUARY BIRMINGHAM / 24th JUNE BIRMINGHAM



COURSE CONTENT

The topics to be covered (from Modules One and Two of the ABFA Distance Learning Certificate Course) include:

- History of invoice finance products
- International marketing and sales
- Audit and survey
- Client management, risk and terminations

WHO SHOULD ATTEND?

This one-day course is aimed at students who are studying for the Certificate Course. The course will aim to assist delegates in preparing for the first two sections of the Certificate workbook. The course has been designed as a result of feedback from delegates and line managers. Delegates attending should be studying for the ABFA Certificate Course.

It is important that delegates attending have read Sections One and Two of the Certificate Workbook before attending the course.

WHAT STUDENTS WILL LEARN

The course is designed to be an informal chance to gain some additional knowledge as well as chat through areas that may be of difficulty to students. Please note that the final section of the workbook (Legal Aspects) will not be covered, as we offer this as a separate course prior to the third assignment.

DURATION One day

MAXIMUM No. 20

COST

£200 Members
£200 Non-Members
(Please note that VAT is applicable on the ABFA's courses.)

DATES AND LOCATIONS

28th January 2014
Birmingham

24th June 2014
Birmingham

PRESENTER

Judy Lynex
ON Business Ltd.

“Really enjoyed it. Picked up some great revision tips.”

“It was great preparation for the exam and essays ahead.”

“Brilliant and extremely informative day!! Great atmosphere.”

CERTIFICATE COURSE - LEGAL ASPECTS REVIEW

29th JANUARY BIRMINGHAM / 25th JUNE BIRMINGHAM



COURSE CONTENT

The topics to be covered (from Module Three of the ABFA Distance Learning Certificate Course) include:

- Business structures
- Basic law of contract
- Factoring and invoice discounting agreements
- Assignment of debts
- Notices of Assignment
- Ban on Assignment
- Reservation of title clauses
- Master agreement terms
- Fixed and floating charges including the Spectrum Plus case
- Data Protection and Anti-Money Laundering procedures
- Debtor litigation and Debtor's Rights of Set-Off

WHO SHOULD ATTEND?

This one-day course is aimed at students who are studying for the Certificate Course.

The course will aim to assist delegates in preparing for the legal aspects part of the Certificate exam by providing them with additional learning support material.

The course has been designed as a result of feedback from delegates and line managers. Delegates attending should be studying for the ABFA Certificate Course and embarking on taking the certificate examination.

WHAT STUDENTS WILL LEARN

The course will assist students to build their knowledge skills and understanding of the legal issues that affect the day-to-day running of the industry.

It is important that delegates attending have read Section Three of the Certificate Workbook before attending the course and all delegates attending are required to bring a copy of Section Three to the course.

Delegates are invited to bring questions relating to Section Three along to the course. Alternatively these can be emailed in advance to ensure comprehensive responses are available on the day.

DURATION One day

MAXIMUM No. 24

COST

£200 Members

£200 Non-Members

(Please note that VAT is applicable on the ABFA's courses.)

DATES AND LOCATIONS

29th January 2014
Birmingham

25th June 2014
Birmingham

PRESENTER

Judy Lynex
ON Business Ltd.

“Excellent course. I think this has provided me with a really good base from which to complete my assignment. I would recommend this course highly.”

“Interesting and informative.”

“Excellent course...!”

“A fantastic day to which I could definitely relate to a number of current instances within my portfolio and my current role.”



DIPLOMA COURSE - FINANCIAL UNDERSTANDING REVIEW

10th JUNE BIRMINGHAM



COURSE CONTENT

The topics to be covered include:

- Book-keeping
- Financial statements
- Legal and Statutory Frameworks
- Profit and loss account, balance sheet and cashflow statements
- Ratio analysis
- Advance interpretation of financial accounts
- Objectives, strategy and management

WHO SHOULD ATTEND?

This one-day course is aimed at students who are studying for the Financial Understanding module of the ABFA Diploma.

WHAT STUDENTS WILL LEARN

This one-day 'workshop-based' seminar is designed to help prepare delegates for their forthcoming examination. The focus of the day will be on practical interpretation

and analysis of an organisation's financial position. By the end of the day students should feel confident that they can understand a business's financial strengths and weaknesses from a range of perspectives. Students will work in small syndicate groups on sample examination questions - a valuable chance to share knowledge and learn from each other through lively interaction between students.

DURATION One day

MAXIMUM No. 20

COST

£200 Members
£200 Non-Members
(Please note that VAT is applicable on the ABFA's courses.)

DATE AND LOCATION

10th June 2014
Birmingham

PRESENTER

Judy Lynex
ON Business Ltd.

“Judy was very knowledgeable and her manner in presenting the course was excellent.”

“Great way to focus the mind and prepare for the exam.”

FINANCIAL ANALYSIS

23rd SEPTEMBER LONDON



COURSE CONTENT

The topics to be covered include:

- Financial analysis
- Assessing financial health
- Cashflow calculations
- Debt capacity
- Business failures - warning signs
- Creative accounting
- Accounting standards and requirements

The course will include case studies and tools to help the delegates apply what they learn to their day-to-day jobs.

WHO SHOULD ATTEND?

This course is aimed at Client Managers, Risk and Operations staff and new and existing sales staff. The course will benefit any staff involved in assessing and monitoring the financial performance of prospects or clients, who want to familiarise themselves with the tools and techniques of financial analysis. A fair understanding of profit and loss and balance sheets is essential. Delegates with no knowledge of the subject should consider attending the ICM 'Working with Company Accounts' course before registering on this course.

WHAT STUDENTS WILL LEARN

- Understanding of financial jargon
- High level assessment of financial statements (Profit and Loss, Balance Sheet and Cashflow Statements)
- Financial Ratios
- Financial and Non-Financial Risk

DURATION One day

MAXIMUM No. 24

COST

£325 Members
£490 Non-Members
(Please note that VAT is applicable on the ABFA's courses.)

DATE AND LOCATION

23rd September 2014
London

PRESENTER

Jean Pousson

“More than exceeded my objectives.”

“Covered all aspects well.”

FRAUD AND LOSS PREVENTION

15th-16th OCTOBER BIRMINGHAM



COURSE CONTENT

The course involves a mixture of presentations, case studies and panel discussions and covers:

- Typical characteristics of fraudsters
- Suspicious transactions
- The tell-tale signs of fraud
- The methods of perpetrating frauds
- Using electronic tools to identify frauds
- How to minimise losses and maximise recoveries
- Civil and criminal remedies
- Investigative powers under the Insolvency Act

WHO SHOULD ATTEND?

Audit Managers and other staff directly involved in dealing with clients will benefit from attending this course.

WHAT STUDENTS WILL LEARN

- How to spot potential fraudulent activity
- How to use risk management tools to identify suspicious transactions
- How to react to a fraud
- The options for investigating fraudulent conduct and recovering losses

DURATION Two days

MAXIMUM No. 28

COST

£475 Members
£715 Non-Members
(Please note that VAT is applicable on the ABFA's courses.)

DATE AND LOCATION

15th-16th October 2014
Birmingham

PRESENTERS

DLA Piper
Risk Factor Solutions
Forensic Recovery

FOLLOW-UP COURSE

Legal Aspects of
Receivables Financing
and Asset Based Lending

“Very enjoyable and informative two days.”

“... a well-presented and informative course with good insights and backed up by case studies.”

“The course found just the right balance in respect to presenting and team tasks and case studies...”

“Excellent course, excellent trainers...more training courses please!”

INTRODUCTION TO INVOICE FINANCE AND ABL

11th MARCH LONDON / 15th MAY BIRMINGHAM / 1st JULY LONDON /
16th SEPTEMBER MANCHESTER / 11th NOVEMBER LONDON



COURSE CONTENT

The topics to be covered include:

- Brief history of the industry
- Definition of factoring and invoice discounting
- Benefits of invoice finance
- The invoice finance market
- Spotting an opportunity - businesses suitable for invoice finance?
- Fraud
- Other asset based lending

WHO SHOULD ATTEND?

This course is suitable to new and recent entrants to the industry, as well as external delegates looking for a better understanding of the industry, including external bank staff and Affiliate staff.

WHAT STUDENTS WILL LEARN

The course is designed to give delegates an understanding of how this industry has developed and a detailed but simple explanation of how the main invoice finance products work. Delegates will also learn the benefits of invoice finance and ABL products and what makes businesses suitable for this type of finance. Finally, delegates will learn why they must be aware of fraud and what the future holds for the industry.

DURATION One day

MAXIMUM No. 16

COST

£200 Members
£200 Non-Members
(Please note that VAT is applicable on the ABFA's courses.)

DATES AND LOCATIONS

11th March 2014
London

15th May 2014
Birmingham

1st July 2014
London

16th September 2014
Manchester

11th November 2014
London

PRESENTER

Alex Waterman - the ABFA

FOLLOW-UP COURSE

Foundation Course

“It has given me a better insight and understanding into invoice finance. It has also helped towards learning in daily tasks for my job.”

“Helped improve my knowledge in certain areas and cleared up a few issues I was unsure about...”

“Very well structured course...”

“Very informative, I am glad I attended...”

LEGAL ASPECTS OF RECEIVABLES FINANCING AND ASSET BASED LENDING

23rd-24th APRIL MANCHESTER



COURSE CONTENT

The topics to be covered include:

The legal and practical implications of terms contained in:

- Receivables financing agreements
- Fixed and floating charges
- Guarantees and indemnities
- Deeds of priority
- Waivers

Important issues to be considered when financing:

- Stock, plant and machinery
- MBOs/MBIs

Invoice finance in corporate transactions and Companies Act issues.

Addressing issues affecting quality of debtors.

How in practice the rules relating to set-off affect the financing of receivables. Special remedies available to funders. Successful claims recovery.

Rebutting defences commonly served by debtors and guarantors.

How to prepare for litigation.

Reacting to the insolvency of clients:

- Funding insolvent clients
- Exercising 'related rights'
- Pursuing and rebutting reservation of title claims
- Appointing receivers and administrators
- The implications of the Insolvency Act 2000 and the Enterprise Act

Current issues affecting the receivables financing industry:

- Recent cases
- New and forthcoming legislation

WHO SHOULD ATTEND?

This course will benefit those involved in new businesses or operations who wish to develop their existing knowledge of the law affecting the operation of receivables financing and asset based lending facilities.

It is important that all delegates attending have a basic understanding of the law that affects the industry.

WHAT STUDENTS WILL LEARN

The course will help delegates broaden and develop their understanding of the law affecting the receivables financing industry.

DURATION Two days

MAXIMUM No. 24

COST

£475 Members
£715 Non-Members
(Please note that VAT is applicable on the ABFA's courses.)

DATE AND LOCATION

23rd-24th April 2014
Manchester

PRESENTERS

Bermans

FOLLOW-UP COURSE

Fraud and Loss Prevention

“Excellent course. Thoroughly enjoyed the sessions.”

“Good value - very glad I attended...”

“The speakers are always well informed, up to date and good at explaining the issues in a concise style and keeping them relevant to my role.”

“Very good course with practical examples.”

RECOVERY OF DISTRESSED SITUATIONS

21st OCTOBER LONDON



COURSE CONTENT

The topics to be covered include:

- Warning signs of impending insolvency – soft and hard
- Features of a failing client
- Handling the client in the initial stages
- How and when to instruct and work with recovery professionals
- Definition and types of insolvency
- Why use one type of procedure over another
- Exit strategies/ Recovery options
- Creditors 'pecking order'
- Decision-making and real-life war stories

WHO SHOULD ATTEND?

This one-day course is suitable for those who are responsible for making day-to-day funding decisions or recommendations on client facilities and who wish to develop their knowledge and use of corporate recovery and insolvency procedures and insolvency law. The course is aimed at those working within risk, operations, underwriting or account management, with at least two years' industry experience.

WHAT STUDENTS WILL LEARN

This course is designed to help delegates explore recovery opportunities and will provide an understanding of corporate insolvency procedures.

DURATION One day

MAXIMUM No. 24

COST

£325 Members
£490 Non-Members

(Please note that VAT is applicable on the ABFA's courses.)

DATE AND LOCATION

21st October 2014
London

PRESENTERS

Baker Tilly

FOLLOW-UP COURSE

Fraud and Loss Prevention

“All three presenters were very good, clear in their comments and crucially, made the topic interesting.”

STOCK AS COLLATERAL FOR LENDING

8th APRIL LONDON



COURSE CONTENT

The topics to be covered include:

- The relationship between invoice discounting and lending against stock
- Collateral management
- Identifying the risks involved in using stock collateral

WHO SHOULD ATTEND?

This course is aimed at New Business Development, Risk and Underwriting and Client and Portfolio Managers who are engaged in, or who are considering, lending against stock.

WHAT STUDENTS WILL LEARN

- How to identify new business opportunities
- Where the risks are and how can they be managed
- Managing the collateral
- The risks and benefits of different types of stock
- Stock appraisal and availability
- The importance of managing the stock
- The impact of insolvency
- The exit options
- Case studies and breakout discussion groups

DURATION One day

MAXIMUM No. 24

COST

£325 Members
£490 Non-Members

(Please note that VAT is applicable on the ABFA's courses.)

DATE AND LOCATION

8th April 2014
London

PRESENTERS

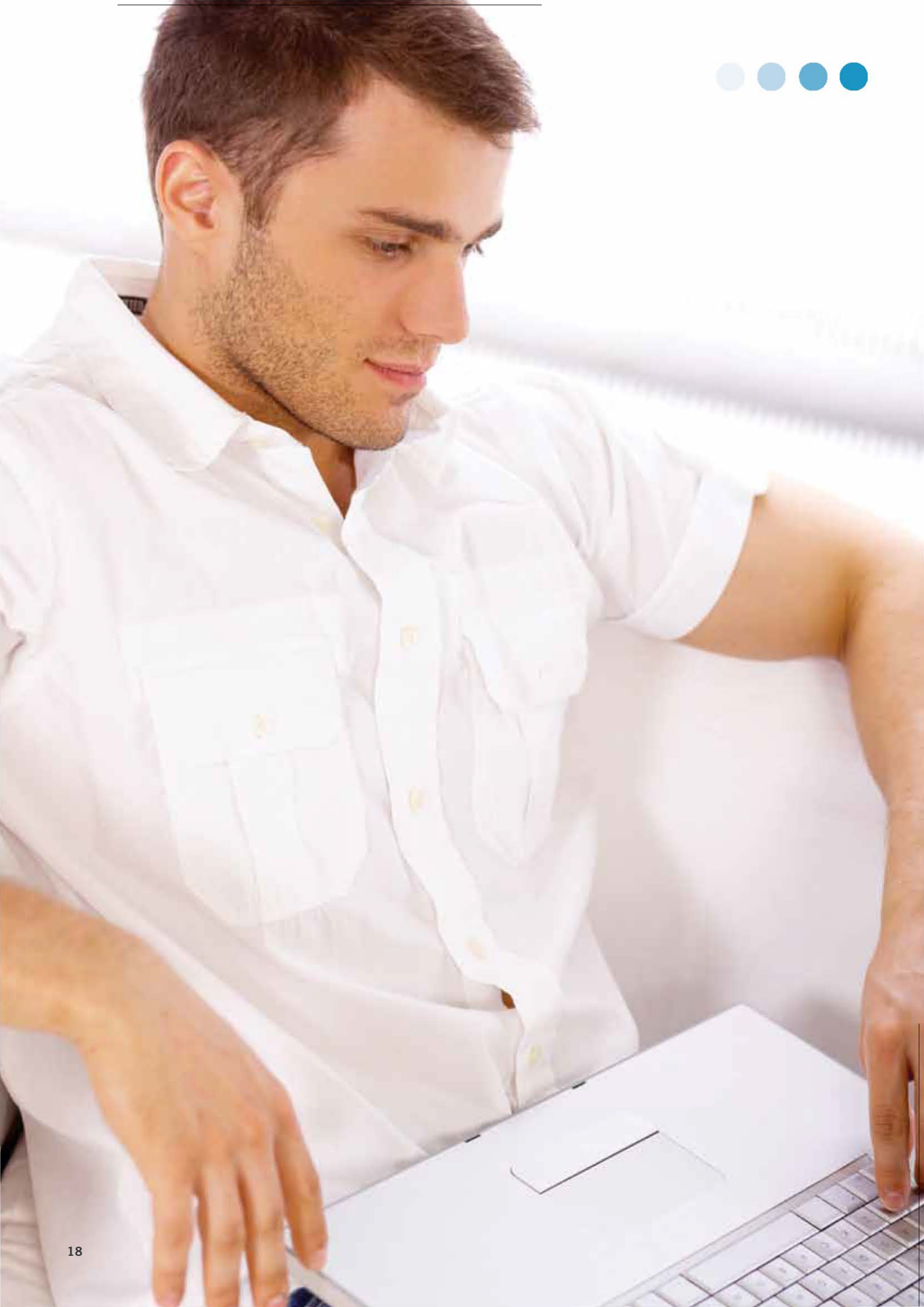
Alan Couzins - Leumi ABL
Elaine Shelley and
Ian Dyer - GoIndustry

“Excellent course....
Liked the case studies
and the ‘war’ stories...”

“Very worthwhile,
thank you.”

“An excellent course which
fully met my expectations in
terms of objectives...”

“Knowledgeable trainers and
excellent examples of actual deals.”



E-LEARNING PROGRAMME

45-MINUTE INTERACTIVE MODULES



The ABFA provides a number of e-learning industry risk courses readily accessible to all staff of Member companies, offering an understanding of many of the industries that their clients are likely to be involved with. The 45-minute courses are designed to be interactive and are broken down into modules, allowing students to cover the course in a single session or in a number of separate sessions, whatever is the most appropriate.

The flexibility of the e-learning medium allows students to enter and leave the course at any point, so completing the course at any time and at their own pace. The courses incorporate a visual dimension that brings key learning points to life. Questions at the end of each section reinforce learning and the final short test confirms the learning. Students achieving 50 per cent or above in the final test will be encouraged to print off a certificate in confirmation of their successful completion of the course.

These courses will increase knowledge of particular industries and assist with the efficient management of clients within those industries. It is designed to enable the learner to communicate more successfully with their clients and to manage industry risk more effectively. There are now six industry risk modules available.

For staff of the ABFA's Members all that is required to access each course is your corporate Membership password. These have been issued to all Managing Directors and Training Manager contacts of the ABFA's Member companies, and we would ask all Training Managers to ensure that the password is made available to all staff interested in sitting each course. (If you would like to be reminded of the password, please contact

the ABFA.)

Each course should take no more than 45 minutes, and is free at point of entry to staff of Member companies. The courses are also available to non-Members of the ABFA at £50 per person. The courses are as follows:

Industry Risk - the Food Industry

This course looks at the trends and issues affecting the food industry, the largest manufacturing sector in the UK. The course looks in detail at the trading risks being faced by companies operating in this sector today and how these risks can be managed.

Industry Risk - the Road Transport and Logistics Industry

This course addresses the trends and issues affecting the road transport and logistics industry. It looks in detail at various risk scenarios, such as an increase in petrol prices, and clarifies the industry's terminology.

Industry Risk - the Recruitment Industry

This course looks at the trends and issues affecting the recruitment industry, one of the largest markets for the invoice finance community in the UK. The course looks in detail at the trading risks being faced by companies operating in this sector today and how

these risks can be managed, including legal issues, attracting staff and staff selection.

Industry Risk - the Printing Industry

This course addresses the trends and issues affecting the printing industry. It looks in detail at the different ways of printing, and the issues and challenges facing the printing industry in these difficult times, and how factors such as the internet and other technology may affect the future of the industry.

Industry Risk - the Clothing Industry

This course looks at the trends and issues affecting the clothing industry and rag trade. This industry was one of the first industries to be financed by factors, and the course looks at its history, the processes involved in producing clothing and the financing risk.

Industry Risk - the Construction Industry

This course addresses the trends and issues affecting the construction industry. Although this industry is rarely financed by our Members, it is important to understand the issues affecting the construction industry when dealing with companies involved or linked to it. It looks at many issues such as contractual work, tax issues and stage payments.

The ABFA e-Learning Foundation Course

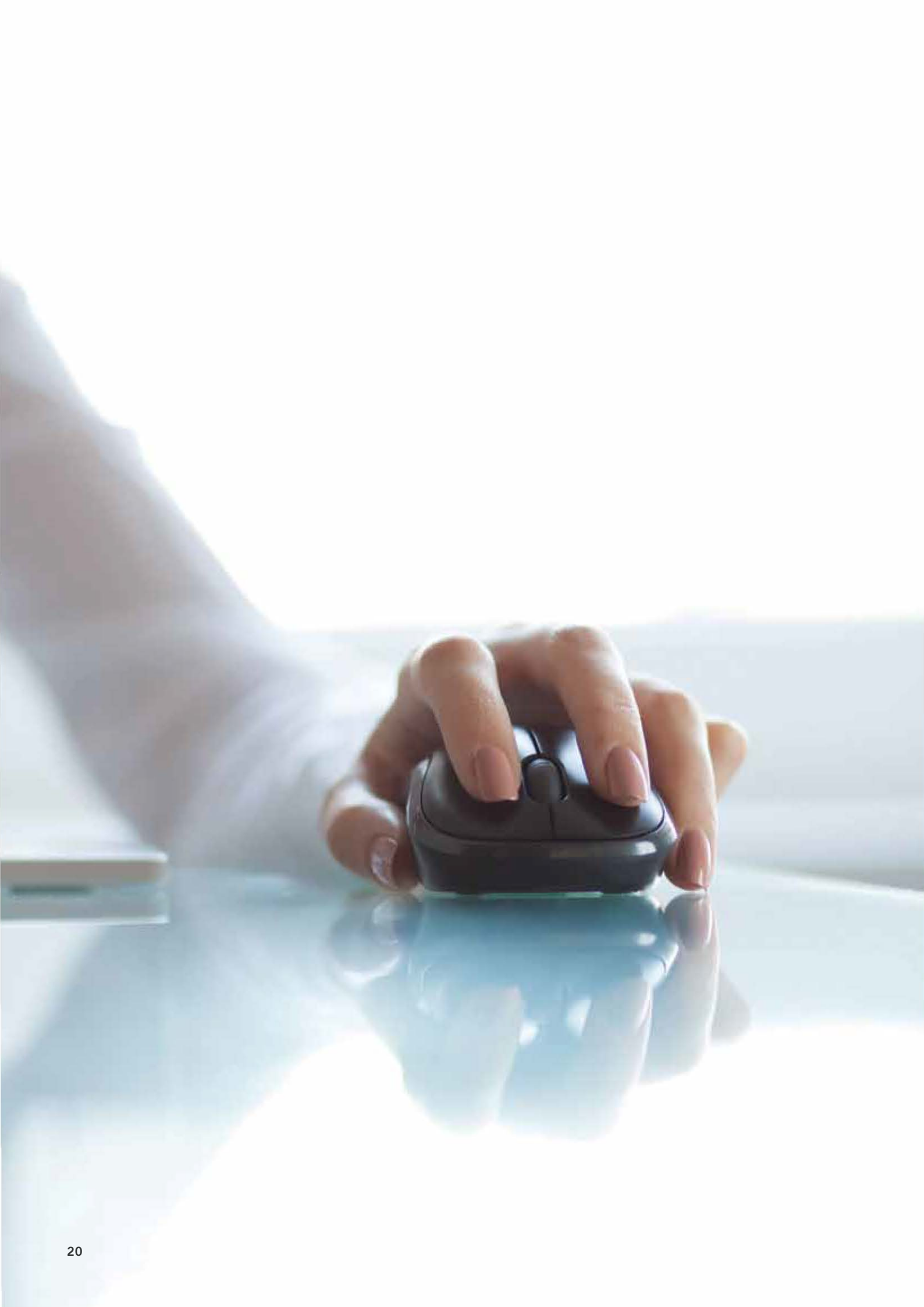
In addition to the industry risk courses, the ABFA provides the Foundation Course on an e-learning platform. Please see pages 24-25 for more information.

Fraud and Loss Prevention

This course is designed to help students understand the risks involved in financing businesses through invoice finance or ABL. The course looks at why fraud is a threat to invoice financiers, the different types of fraud and indications of when fraud may be taking place. It then goes on to explain ways of minimising fraud, from monitoring clients, to knowing them well enough to be able to spot strange or fraudulent activity.

Legal Documentation

This course helps students understand the basic principles of the legal framework that supports the invoice finance and ABL market. It is designed to explain how basic law affects the industry and the way we finance businesses. It also explains the main purpose of commonly used documentation such as Master Agreements, Debentures and Guarantees. The course finishes with an online assessment, helping students ensure that they understand the topics covered.



COMPLIANCE LIBRARY

60-MINUTE INTERACTIVE MODULES



The ABFA has joined forces with a recognised compliance training company for Members. Four courses, specific to the asset based finance industry, are now available, along with a management tool which will help monitor students progress and record completion of the courses.

It is vitally important for a business dealing in the financial sector to show that it is providing adequate training in the world of compliance, from satisfying Anti-Money Laundering regulations, to the protection of data and information, and more recently the understanding of and adherence with the Bribery Act.

This is why the ABFA have developed, in conjunction with Unicorn Training, a suite of interesting, interactive and informative courses designed to satisfy training requirements, test students' understanding and record their results on a management and monitoring tool. The new Compliance Library will allow Members to nominate an administrator with the ability to book students onto individual courses, or all courses depending on each Members needs.

Each course should take no more than an hour to complete, with each one concluding with a multiple-choice test which must be completed before students successfully pass.

The four courses that are available are as follows:

Anti-Money Laundering

This e-learning course has been designed for all staff working within the asset based finance industry requiring Anti-Money Laundering training, particularly staff handling, or responsible for the handling of transactions which may involve money laundering. The course has been designed to ensure that all asset based finance companies can give their staff relevant, industry-related training in how to recognise and deal with transactions which may be related to money laundering.

The course will explain the legal framework around money laundering in relation to proceeds of crime and terrorism, offences and penalties, as well as examples of suspicious transactions. The course explains procedures for adequate due diligence of clients and customers as well as what to do if you spot a suspicious transaction.

Countering Bribery and Corruption

This course enables staff to protect themselves and their organisation against bribery and corruption and the reputational and financial damages that come from involvement with this.

The course starts with a video showing the impacts that being found guilty of bribery can have. International and UK legislation are then covered, with a strong emphasis on the Bribery Act 2010. The course also

includes practical guidance for commercial organisations on how to put in place proportionate bribery prevention procedures.

Throughout, the content also includes a number of interactive tasks and real-life examples relating to bribery and corruption. Finally, there is a multi-branching case study, along with an end-of-course multiple-choice assessment.

How to Comply with the Data Protection Act

This course gives a comprehensive insight into a company's legal obligations under the Data Protection Act.

Throughout the course, students get to learn about responsibilities which must be adhered to under the Data Protection Act and includes a number of interactive tasks and real-life examples of how data protection applies. Finally, there is an end-of-course multiple-choice assessment allowing you to test your knowledge and apply it.

Information Security and your Responsibilities

This course is a comprehensive look at why information security is important. It explains how to mitigate information security risks and what responsibilities staff have for information security in their job roles.

The course starts with a video showing the personal and business consequences of an information security breach.

Throughout, the content then discusses all aspects of information security and includes a number of interactive tasks and real-life examples of how it applies. Finally, there is a multi-branching case study, along with an end-of-course multiple-choice assessment.

COST

Individual Course

£20 Members
£30 Non-Members

All Four Courses

£60 Members
£90 Non-Members

(Please note that VAT is applicable on the ABFA's courses.)

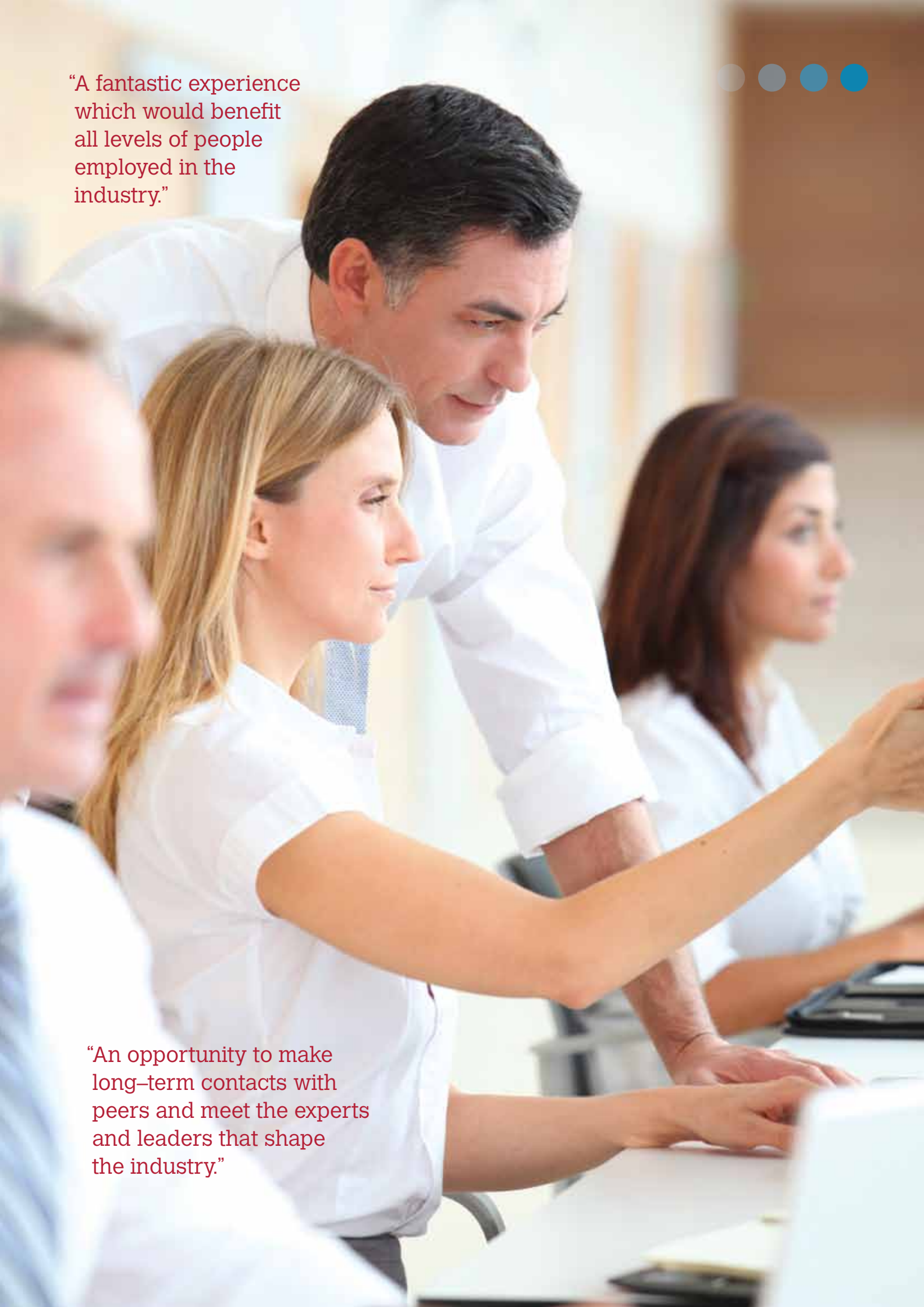
Registration

To register students on any of the courses within the ABFA Compliance Library, a nominated administrator will need to register by contacting Alex Waterman at the ABFA on +44 (0)208 334 0814 or by email at alex.waterman@abfa.org.uk.

Once an administrator has registered, they will be responsible for bookings and management of students through the courses.



“A fantastic experience which would benefit all levels of people employed in the industry.”



“An opportunity to make long-term contacts with peers and meet the experts and leaders that shape the industry.”

LEADERSHIP DEVELOPMENT WEEK

SUNDAY 1st-FRIDAY 6th JUNE 2014 STRATFORD-UPON-AVON



The ABFA Leadership Development Week course is part of the ABFA Diploma, but also operates as a stand-alone course focusing on personal and professional development in the areas of interpersonal and management skills.

WHO SHOULD ATTEND?

This course is aimed at those individuals looking to progress into a management role or who are new to a management role. Client Managers, Account Managers and Operations Managers would benefit greatly.

The Leadership Development Week is open to all Member employees and is an excellent development programme in its own right.

Employees who wish to develop their management and leadership skills are encouraged to discuss opportunities for inclusion on the course with the ABFA directly.

ASSESSMENT

The Leadership Development Week is assessed at the time of attendance. Throughout the week students are assessed as they deal with the issues that are presented, against a defined set of behavioural skills, with the collective records from all assessors forming their overall results. Skills tested are: assertiveness, communication, decision-making, innovation, leadership, motivation, negotiation, organisation and reasoning. The assessors who are present for the entire week view all students to ensure a fair and reasonable result is achieved.

Once students have completed the Leadership Development Week, they (and their employers) will be notified of the mark awarded and they will receive feedback from the assessors to assist in planning their personal development. This will involve the students attending a feedback session at a predetermined location and time, to be advised during the week.

DURATION Six days

COST

£2,250 Members (£1,995 for bookings before end of March 2014.)

£2,250 Non-Members

(This is payable on registration. Please note that the cost includes all accommodation and meals. VAT is applicable on the ABFA's courses.)

REGISTRATION DETAILS

The Leadership Development Week will be held from Sunday 1st June to Friday 6th June 2014 in Ettington Chase, Stratford-upon-Avon.

The last date for registration for the course is 31st May 2014, and bookings can be made online by visiting -

https://www.abfa.org.uk/publicdb/select_event.asp?type=course.

Prior to their arrival students will be sent full joining instructions.

COURSE STRUCTURE

The course lasts for a week and is made up of two elements, the Business Simulation Exercise and Management Exercises.

BUSINESS SIMULATION EXERCISE

The Business Simulation Exercise gives students an opportunity, working in a team, to direct and manage an invoice finance company. It encourages students to operate in a truly competitive environment where good business management, well thought-out ideas, and innovative approaches are reflected in their achievements. Throughout the week decisions taken will impact on their results, encouraging students to gain a wider understanding of current industry issues. This simulation model has been developed specifically for the ABFA to include as many of the issues that face the industry as possible. The team environment also encourages the exchange of ideas in addition to allowing students to develop a wider understanding of how the various areas of control impact on each other.

MANAGEMENT EXERCISES

The Leadership Development Week is interspersed with a number of Management Exercises, which are both team and individually based.

“The business simulation exercise was fun, engaging and developed many personal skills.”

E-LEARNING FOUNDATION COURSE

CONTENT

The ABFA e-Learning Foundation Course provides an overview of the invoice financing industry including a brief history of the industry, the products, the benefits to clients and the methods that the industry uses to finance its clients whilst protecting its investment. It is designed to assist staff to obtain a general understanding of the workings of the industry together with an increased awareness of clients' expectations and issues.

LEVEL

This e-learning course is suitable for recent entrants to the industry and support staff who may wish to learn more about the industry in which they work. There are no specific entry requirements, and the course can be taken anywhere that the student has access to the internet.

ASSESSMENT

Having completed and been assessed on each module of the course, the student undertakes a final electronic examination covering the first five modules. Papers will be graded 'pass', 'credit' or 'distinction' and successful students will receive the ABFA's Foundation Certificate.

STUDY TIME

The modules are designed to be completed within a period of three months. Depending on your knowledge and experience it is estimated that each module will take between three and seven hours work to complete and it should be possible to finish each one, including the assessment, within four weeks.

COST

e-Learning Foundation Course

£250 Members

£350 Non-Members

(Optional workbook to accompany the e-Learning Course - £20. Please note that VAT is applicable on the ABFA's courses.)

REGISTRATION DETAILS

Registrations for the ABFA e-Learning Foundation Course are taken throughout the year. Enrolment to the course is made by either contacting the Training Manager in your organisation or by applying directly to the ABFA.

Online bookings can also be made by visiting -

https://www.abfa.org.uk/publicdb/select_event.asp?type=course

IT REQUIREMENTS

The minimum specification requirements to complete the e-Learning Foundation Course are detailed below.

Note that this course is Flash based and you will need to have the Adobe Flash Player installed on your browser. Adobe Flash content is not supported on any Apple devices such as the iPad and iPhone. Please speak to your IT department if you have any concerns about having the relevant operating system/software to complete the course.

Windows

2.33GHz or faster x86-compatible processor, or Intel® Atom™ 1.6GHz or faster processor for netbooks.

Microsoft® Windows® XP (32 bit), Windows Server 2008 (32 bit), Windows Vista® (32 bit), Windows 7 (32 bit and 64 bit), Windows 8 (32 bit and 64 bit), or Windows Server 2012 (64 bit).

Internet Explorer 7.0 or later, Mozilla Firefox 17 or later, Google Chrome, Safari 5.0 or later, or Opera 11.

512MB of RAM (1GB of RAM recommended for netbooks); 128MB of graphics memory.

Mac OS

Intel Core™ Duo 1.83GHz or faster processor.

Mac OS X v10.6, v10.7, or v10.8, or v10.9.

Safari 5.0 or later, Mozilla Firefox 17, Google Chrome, or Opera 11.

512MB of RAM; 128MB of graphics memory.

Linux

2.33GHz or faster x86-compatible processor, or Intel Atom 1.6GHz or faster processor for netbooks.

Red Hat® Enterprise Linux® (RHEL) 5.6 or later (32 bit and 64 bit), openSUSE® 11.3 or later (32 bit and 64 bit), or Ubuntu 10.04 or later (32 bit and 64 bit).

Mozilla Firefox 17 or Google Chrome.

512MB of RAM; 128MB of graphics memory.

Note: Flash Player 11.2 is the last supported Flash Player version for Linux. Adobe will continue to provide security updates.



COURSE STRUCTURE

The course is comprised of five modules which students complete with the guidance of a coach, usually their line manager or another experienced member of their organisation. The activities are designed to encourage the student to learn more about their own organisation as well as the industry in general.

Module One - The Development of Invoice Finance

At the end of this module students will be able to:

- Describe the development of their own organisation in the context of the invoice finance industry as a whole
- Identify the different types of invoice financing available
- Describe the products their company offers

Module Two - Why Companies use Invoice Finance

At the end of this module students will be able to:

- Recognise the different financing options for a company
- Describe the security your company uses and in what circumstances
- Explain why a company needs funding
- Calculate the cost of invoice financing to a given company
- Describe how your company finds and serves its own clients

Module Three - Assessing the Prospective Client and the Take-On Process

At the end of this module students will be able to:

- Recognise some of the considerations when deciding the suitability of potential clients
- List the facts which an invoice financier establishes about the nature of a client's business before offering a facility
- Reproduce the process by which an offer to finance is made within your company
- Describe the take-on process for a new client

Module Four - Managing the Client

At the end of this module students will be able to:

- Illustrate how the invoice financier views a sales ledger and determines how much they are prepared to advance to the client
- Explain the significance of debt verification
- Describe how the invoice financier monitors the client
- Recognise the different reasons that cause an invoice to be unapproved and the impact this has on a client's facility
- Identify different types of retentions
- Calculate client availability

Module Five - Asset Based Lending

At the end of this module students will be able to:

- Explain the different types of retentions that may be held on a stock finance facility
- Describe the forms of security that a lender may take to support an asset based facility
- Demonstrate the difference between invoice finance and asset based lending
- Explain the fee charging system for such facilities

The ideal course for newcomers to the invoice finance world who wish to gain industry knowledge.

CERTIFICATE COURSE

The ABFA Certificate Course is the second level of the ABFA's three-step Distance Learning Programme. It is a natural continuation from the ABFA Foundation Course, provides a solid base for the ABFA Diploma Course, and is an industry-wide recognised professional qualification in its own right.

CONTENT

The Certificate Course looks in detail at the management and control of invoice financing and provides an introduction into other asset based finance products. As a course of study, it is aimed to help students build their skills, knowledge and understanding of the industry.

LEVEL

The course is primarily aimed at those students operating at supervisory level, Client Managers, Operations Managers, Auditors (or a similar level in their organisation), but is equally suitable for anyone wishing to gain a deeper knowledge of the invoice finance industry. It is significantly more detailed and requires students to have a greater capacity for learning than the Foundation Course.

The Certificate Course also counts towards the Diploma qualification, please see page 28 for more details.

ASSESSMENT

At the end of each section within a module there are review questions and actions. These largely require the student to investigate their own company's procedures and practices. These are for discussion within the student's organisation and are not assessed by the ABFA.

At predetermined intervals the student will be sent an assignment based on each of the modules, three assignments in total. These will require completion within a month and will be returned to the ABFA for assessment. The assignments will attract a mark of 'fail', 'pass', 'credit' or 'distinction', and only those students who pass will be able to continue on to the next module. The assignments will take the form of questions on various topics included in the module.

The grades awarded for these assignments will, in total, make up 40 per cent of the overall grade for the Certificate Course.

There will be the opportunity to re-take the assignments, but only students who have completed all three assignments with a mark of 'pass' or greater will be able to take the examination.

The examination will take place at the end of the 12 month course and will make up 60 per cent of the marks required to pass the Certificate Course. The examination will carry a 50 per cent pass mark and will be based on the content of the Certificate Course workbook.

Papers will be graded 'fail', 'pass', 'credit' or 'distinction', Students passing the whole course will receive the ABFA Certificate.

STUDY TIME

This is dependent upon the student's level of industry experience and knowledge. The maximum commitment is expected to be five to six hours of study time per week.

COST

£650 Members

£970 Non-Members

(This is payable on registration. Please note that VAT is applicable for the ABFA's courses and that there is an additional £100 administration fee for examination and course deferrals.)

REGISTRATION DEADLINES

There are two registrations held annually:

1st February-31st May

1st August-30th November

To enrol please contact the Training Manager in your organisation or your line manager.

Registrations can also be made through the ABFA website at - https://www.abfa.org.uk/publicdb/select_event.asp?type=course

A 12-MONTH SELF-STUDY DISTANCE LEARNING PROGRAMME



COURSE STRUCTURE

There are three modules consisting of the following:

Module One - Products and Services

On completion of the module students should have a detailed understanding of:

- The history of invoice finance
- Invoice finance products available in the market
- International invoice finance products

Students should also have gained an introductory level of:

- Other asset based finance products

Module Two - Processes and Management

On completion of the module students should have a detailed understanding of:

- The concepts of marketing and sales
- The new business visit and survey
- Industry-specific risk areas
- Invoice finance pricing
- Client management
- Auditing
- Invoice finance fraud and risk
- Client termination

Module Three - Technical and Legal Aspects

On completion of the module students should have a detailed understanding of:

- Various business structures
- Basic law of contract
- Legal aspects of invoice finance
- Insolvency
- Debtor litigation
- Financial analysis techniques used in invoice financing

ASSIGNMENT SCHEDULE

Assignment No.	FEBRUARY-MAY Registration		
	Sent to Student date	Returned by Student no later than	Marked and returned to the ABFA by
One	Aug	Sept	Oct
Two	Nov	Dec	Jan
Three	Feb	Mar	Apr

Assignment No.	AUGUST-NOVEMBER Registration		
	Sent to Student date	Returned by Student no later than	Marked and returned to the ABFA by
One	Feb	Mar	Apr
Two	May	June	July
Three	Aug	Sept	Oct

Please note: There are two, one-day courses supporting the distance learning - Certificate Course Introductory Seminar and Certificate Course Legal Aspects Review. These one-day courses have been designed to assist students with studying for the Certificate Course. For more information see pages 8-9 of this brochure.

The ideal qualification for Account Handlers and Relationship Managers wishing to progress their career.

DIPLOMA COURSE

Two optional Distance Learning modules and a residential Leadership Development Week providing the highest of three levels of qualification.

CONTENT

The ABFA Diploma is the third step of the ABFA's Distance Learning Programme and is a recognised academic qualification equivalent to a first year UK Degree. It focuses on the asset based finance industry and is designed to lay the foundations for a successful career in management.

LEVEL

The course is primarily aimed at students operating at manager level and above, within their organisation.

QUALIFICATION

There are now three levels of qualification available within the ABFA Diploma structure. Students must complete the following modules to obtain a level of the ABFA's Diploma qualification:

Diploma

- Certificate Course + any one Diploma Module or
- Any two Diploma Modules

Higher Diploma

- Certificate Course + any two Diploma Modules

Diploma with Honours

- All three Diploma Modules

Successful students completing the whole course (Diploma with Honours) will be awarded a 'pass', 'credit' or 'distinction' and students will be able to use the designatory letters 'Dip. ABFA'.

ASSESSMENT

For each of the Distance Learning modules students will receive a comprehensive workbook and study guide. Assignments will be set during the study period for students to submit for assessment. At the end of the study period students sit a formal examination.

The Leadership Development Week is assessed at the time of attendance and this year it is being held on 1st-6th June 2014.

For more information on the ABFA Diploma please visit www.abfa.org.uk/education/diplomaCourse.asp

STUDY TIME

Each of the Modules/Elements is designed to cover a 26-week study plan assuming a study time of approximately four hours per week.

Costs

Operational and Legal Module

Either

Operational Aspects of Invoice Finance element £350

Legal Aspects of Invoice Finance element £350

Or

Operational Aspects of ABL element £350

Legal Aspects of ABL element £350

Financial Understanding Module £700

Leadership Development Week £2,250

(Please note that VAT is applicable on the ABFA's courses.)

Please make all payments payable to the Asset Based Finance Association.

REGISTRATION DETAILS

Financial Understanding Module

Registration by 31st March for examination in November.

Operational and Legal Module

- Operational Aspects of Invoice Finance / Operational Aspects of ABL Registration by 31st May for examination in November.
- Legal Aspects of Invoice Finance / Legal Aspects of ABL Registration by 30th November for examination in May.

Leadership Development Week

Registration with the ABFA is by 31st May for assessment in June.

Further details about the Diploma modules are available on the website www.abfa.org.uk or telephone +44 (0)208 332 9955. Online registrations can be made at - http://www.abfa.org.uk/publicdb/select_event.asp?type=course

TWO OPTIONAL DISTANCE LEARNING MODULES AND A LEADERSHIP DEVELOPMENT WEEK PROVIDING THE HIGHEST OF THREE LEVELS OF QUALIFICATION.



COURSE STRUCTURE

There are three elements to the ABFA Diploma: an Operational and Legal Module which consists of two sub-elements specialising in either invoice finance or asset based lending; a Financial Understanding Module; and the ABFA Leadership Development Week. In the latter, students work through an asset based finance business simulation model and a number of management exercises, all designed to test a range of management behavioural skills.

OPERATIONAL AND LEGAL MODULE

This newly updated module enables students to develop a thorough understanding of invoice finance and asset based lending and is an introduction to other types of asset based working capital finance. There are two sub-elements.

The sub-elements to choose from are as follows:

Either

Operational Aspects of Invoice Finance and
Legal Aspects of Invoice Finance

Or

Operational Aspects of ABL and Legal Aspects
of ABL

These sub-elements cover all aspects of asset based finance, including:

- Invoice finance
- Stock finance
- Plant and machinery, property, intellectual property, cashflow loans etc
- Negotiating the deal
- Structuring the deal
- Taking on a client
- Legal documentation
- Insolvency
- Managing risk

FINANCIAL UNDERSTANDING MODULE

This module commences with an overview of book-keeping, followed by a detailed explanation of the main financial statements, cashflow forecasts, accounting standards, ratios and trends. The course aims to give students an in-depth understanding of the various financial statements regardless of their layout, and the ability to highlight trends or issues when dealing with prospects or clients in the asset based lending industry.

The module includes:

- The underpinning principles of financial reporting
- The primary financial statements
- Accounting standards / international accounting standards
- Ratio and trend analysis, especially relevant to asset based lenders

ABFA LEADERSHIP DEVELOPMENT WEEK

This residential module takes place in an assessment centre and is focused on personal and professional development in the areas of interpersonal and management skills. Students have an opportunity to discuss ideas with others from the industry and through teamwork to develop a wider knowledge of current operating practice. The week comprises of two key areas:

- **Business Simulation Model** - students have the opportunity to direct and manage an invoice finance company. Throughout the week decisions taken will impact on their results, so encouraging a wider understanding of current industry issues.
- **Management Exercises** - these exercises have been specifically developed to assess behavioural skills such as communication, decision-making, leadership and reasoning.

The ABFA Diploma is the most respected and highest level qualification in the industry.



TRAINER PROFILES

Bernard Barrett Bermans

Bernard is one of Britain's leading authorities on the law as it applies to the asset based lending industry. Bernard has led Bermans ABL team for more than 30 years and has lectured extensively for the ABFA and its predecessors since the Education Programme was set up.

Simon Boon DLA Piper

Simon heads DLA Piper's UK-based receivables financing and asset based lending team. He has more than 30 years' experience in advising clients on contentious receivables financing and trade finance work. Simon conducts claims against the former clients of finance companies, guarantors and indemnifiers and undertakes fraud investigations and insolvency-related litigation. Simon is a regular speaker at conferences and seminars covering the legal aspects of receivables financing and asset based lending, fraud and money laundering. Simon was awarded "ABFA lecturer of the year" in 2004 and 2008.

Jonathan Berkson Bermans

Jonathan has been involved in commercial dispute resolution since 1991 and has recently joined Bermans as a Partner. He is a highly respected and experienced litigator and well known to industry Members.

Alex Chapman Bermans

Partner in charge of Bermans Liverpool ABL Commercial team, Alex works for industry Members on non-contentious commercial issues, particularly on matters of security, take-on and due diligence.

Alan Couzins Leumi ABL

Alan is Operations Director at Leumi ABL and has 28 years' experience in every operational area of the factoring, invoice discounting and asset based lending industry. He is responsible for all operational aspects of the asset based lending portfolio at Leumi ABL. Alan was previously at RBS Invoice Finance where he was responsible for structuring asset based lending and syndication transactions for RBS Invoice Finance. Prior to that Alan was at Kroll in their Corporate Advisory and Restructuring Group.

Ian Dyer GoIndustry

Ian heads up the Inventory Valuation team at GoIndustry Dovebid, which cover numerous UK and cross-border valuations across a wide range of industries. Ian is also involved on the recovery side, working with both IP's and lenders.

David Gledhill Bermans

Head of Bermans ABL Commercial department at Manchester; David trained with Bermans and has been a Partner since 1990. He has specialised in company, commercial and insolvency law as it applies to the industry, for more than 20 years. David is highly regarded for his commercial approach and practical advice.

Mike Hirst HSBC

Mike Hirst is the Head of Client Credit for HSBC Invoice Finance. He has responsibility for overall client credit function, including approvals, risk control and operational risk. His team of risk managers cover factoring, invoice discounting, International and ABL products. Mike has spent 15 years within invoice finance, including direct relationship management and looking after teams of Relationship Managers. Prior to this he spent 15 years in branch and commercial banking. Mike is an associate of the Chartered Institute of Bankers and holds the ABFA Diploma qualification. He has previously lectured in a variety of subjects for the Chartered Institute of Bankers.

TRAINER PROFILES

Julie Hunter

Bermans

Partner in charge of Bermans Invoice Finance litigation team, Julie has over 18 years' experience in conducting recoveries for the industry and lectures for the ABFA as well as providing in-house training to industry Members.

Aaron Hughes

RiskFactor Solutions

Aaron has worked in the asset based finance industry for 25 years in a variety of roles including operations, risks and sales. Aaron's career began with NMB-Heller (acquired by GE in 2003) where he spent 16 years. His most recent role was as head of operations for National Australia Bank. Aaron joined RiskFactor in 2012 with a remit to expand the use of software globally.

A former ABFA top student, Aaron is committed to supporting the development of people in the industry.

Ian Lewis

Reward Commercial Finance

Ian Lewis is the Risk and Operations Manager for Reward Commercial Finance. He has responsibility for a team of Relationship Managers who manage client satisfaction, income and risk on a portfolio of clients which have either factoring, invoice discounting or ABL facilities. Ian has spent the last 19 years in Relationship Management in invoice finance, either managing clients directly or managing a team of Relationship Managers. Prior to this he spent 17

years in international and corporate banking. Ian is an Associate of the Chartered Institute of Bankers and has also passed the ABFA's Certificate and Diploma qualifications, achieving the Top Student award in the Measuring Performance element.

Judy Lynex

ON Business Ltd.

Judy has worked in the invoice financing industry for ten years following which she completed her MBA and became a lecturer and technical author and now runs her own training consultancy business. She currently acts as a coach for all ABFA Diploma students, as well as providing in-house training for Certificate Course students.

Kevin Mawer

Forensic Recovery Ltd.

Kevin is the founder of Forensic Recovery, a boutique firm specialising in contentious insolvency cases and the provision of expert witness services. Kevin is licensed to act as an insolvency practitioner by the Institute of Chartered Accountants in England and Wales (ICAEW), where he is a Fellow and has previously been a Member of the Insolvency Licensing Committee and the Disciplinary Committee. Kevin is currently a Member of the ICAEW Appeals Committee. He acts as administrator, liquidator or trustee in cases where fraud or misfeasance is suspected.

Roger McCourt

DLA Piper

Roger is a Partner at DLA Piper and specialises in finance litigation acting for many of the major organisations in the financial services sector. Based in Leeds, he is part of the firm's international finance litigation team and is recognised as an expert in this area by legal directories in the UK. Roger regularly advises clients in the asset based lending and receivables finance sector on issues relating to recoveries, guarantee claims and fraud. He is also a regular speaker on these matters for clients and at industry events.

David Moran

Baker Tilly

David is a Partner, ABL Lender Services, and joined RSM Tenon (now Baker Tilly) in 2009. He has seven years' consumer lending experience and 14 years' commercial lending experience in the IF / ABL market. David's key activities include the placement of new business opportunities on a commission-free basis into the invoice finance and ABL marketplace, and manages relationships between this marketplace and Baker Tilly.

Jean Pousson**Jean Pousson and Associates**

Jean Pousson is a Director of a consultancy practice which provides board evaluation and strategic health checks. He is a regular contributor to credit programmes run by The Institute of Credit Management. Jean spent two years in the City of London with DC Gardner and Company as Assistant Director. His banking career at Barclays Bank spanned 15 years and within the last five years he occupied various management positions within retail and corporate banking and was involved in lending to individuals, small businesses and later to corporates. For the last 25 years, Jean has lectured and consulted on issues of strategic planning and implementation, credit risk and finance to a client base consisting of financial services organisations, SMEs and multinationals.

Elaine Shelley**GoIndustry**

Elaine leads the National Asset Based Lending sales team at GoIndustry Dovebid which provides asset valuation and disposal services on a global basis. She is involved in numerous UK and cross-border reviews and valuations across a wide range of industries for a wide range of tangible and intangible assets, with her focus on ABL lead transactions, ongoing monitoring and recovery of assets. Prior to joining GoIndustry, Elaine worked in audit and risk advisory roles at PWC, Baker Tilly and ABL Resources in addition to GMAC Commercial Finance.

Alex Waterman**The ABFA**

Alex has worked in the asset based finance industry for 15 years in various roles including audit, survey and relationship management. He started in the industry at RBS Invoice Finance before moving to IGF Invoice Finance in 2002. Following a year managing an accounts team within a recruitment agency Alex joined the ABFA as Head of Education in 2007 where he organises all day courses and distance learning programmes, as well as developing new training tools for the industry.

Edward Wilde**Squire Sanders**

Edward Wilde is an English solicitor with more than 30 years' experience of advising factoring and other asset based finance companies. He is a senior Member of the Financial Services Law Team at Squire Sanders, London. For many years, apart from being senior Partner of Wildes, a law firm specialising in work for ABFA Members, he was also a Partner in a New York law firm responsible for all their European matters. Among his present ABFA appointments he is the Company Secretary and Honorary Legal Adviser to the ABFA, a Member of the ABFA's Educational Committee and a Member of the ABFA's Legal and Technical Forum.

Tim Yates**RiskFactor Solutions**

Tim has worked in the invoice finance industry for more than 30 years, initially working for International Factors in Senior Account Management roles in both factoring and ABL. In the last three years he reported directly to the board advising on the strategic adoption of technology to enable the business to achieve its goals.

Tim started RiskFactor in 1995 and launched their market-leading risk management software application in 1997. RiskFactor is adopted by numerous companies around the world. This state-of-the-art software suite is now on its third generation and monitors on a daily basis over \$50bn of lending globally. Tim continues to contribute to the design of the product suite as well as advising commercial finance companies on their risk management strategy.

TRAINER PROFILES

Baker Tilly Biography

The Restructuring and Recovery division of Baker Tilly, a leading independent firm of accountants and business advisers, supplies a wide range of services to underperforming businesses and their stakeholders, and supports the invoice finance and asset based lending market.

Their cases range from supporting financially stable businesses seeking to buy distressed and underperforming businesses, through to distressed businesses who need a quick solution. They have dedicated national sector experts that are key players in the marketplace and really understand the range of issues and solutions available to any business owner. Baker Tilly also provide independent business review services and can also help clients secure new funding facilities through a national brokerage network.

The firm has national coverage through its network of offices, with more than 60 partners and directors and more than 500 staff. This makes them one of the largest dedicated teams in the UK and the leading mid-market adviser for restructuring, insolvency and debt advice.

Cancellation Policy

Cancellations will only be accepted in writing (email is acceptable) and will be refunded in full up to four weeks prior to the event date, subject to a £30 administration fee.

Cancellations received between four weeks and two weeks prior to the event date will be charged at 65 per cent of the cost.

No refunds will be given for cancellations received within two weeks of the event date. Name changes can be made free of charge at any time.

If you have any questions regarding the information contained in this brochure please contact the ABFA on **+44 (0)20 8332 9955** or visit our website at www.abfa.org.uk and www.abfa.ie





COURSE
PROGRAMME
IN 2014



The Asset Based Finance Association (ABFA),
3rd Floor, 20 Hill Rise,
Richmond, Surrey,
TW10 6UA.

T: +44 (0)20 8332 9955

F: +44 (0)20 8332 2585

W: www.abfa.org.uk

W: www.abfa.ie