



**ARTICLES OF ASSOCIATION OF THE  
ASSOCIATION ROMANDE DES INTERMÉDIAIRES FINANCIERS  
(ARIF)**

**I. CONSTITUTION, NAME AND REGISTERED OFFICE**

- 1 Under the name of ASSOCIATION ROMANDE DES INTERMÉDIAIRES FINANCIERS (ARIF), an association is constituted for an indefinite duration and with legal personality within the meaning of Art. 60 et seq. of the Swiss Civil Code.
- 2 ARIF's registered office is in Geneva, at its Secretariat's address.
- 3 ARIF is entered in the Commercial Register.

**II. PURPOSES**

- 4 ARIF's purpose is to be a self-regulating body in the financial sector in Switzerland.
- 5 For this purpose, it obtains from the Swiss Financial Market Supervisory Authority (FINMA) the authorizations required to achieve its purpose and applies for them continuously.
- 6 ARIF does not pursue any lucrative purpose. Any remuneration resulting from its activity is exclusively intended for the purposes which it contemplates to achieve and to cover the costs of the services which it provides.

**III. ACTIVITIES**

- 7 In order to implement the Federal Act of October 10<sup>th</sup>, 1997, on the Prevention of Money Laundering and Terrorism Financing in the Financial Sector (MLA), ARIF offers its members the following services:
  - a) the affiliation to a self-regulating body recognized within the meaning of Art. 14 and 24 MLA;
  - b) the setting up of Self-Regulation Rules in conformity with Art. 25 MLA;
  - c) the organisation of periodical audits, carried out by Auditors accredited by ARIF, and the subjection to punctual audits, carried out by Special Investigators designated by ARIF, the subject-matter thereof being to verify the compliance with the MLA and ARIF's Self-Regulation Rules by its members and to ensure that the violation thereof is sanctioned;
  - d) the keeping of a list of affiliated, rejected, excluded, struck off and resigning financial intermediaries and its regular notification to the FINMA;
  - e) an information on the MLA and on the rules enacted by the FINMA in this field;
  - f) a training on the organization to be set up and on the detection techniques in order to identify money laundering cases;
  - g) recommendations on actual cases;
  - h) the promotion of prevention and fighting against the money laundering of assets of a criminal origin.
- 8 In order to implement the Federal Act of June 23<sup>rd</sup>, 2006, on Collective Capital Investments, ARIF furthermore offers its members exercising the profession of independent asset managers the following services:

## **ARTICLES OF ASSOCIATION OF THE ASSOCIATION ROMANDE DES INTERMÉDIAIRES FINANCIERS (ARIF)**

- a) the setting up, within the scope of the Self-Regulation Rules and its directives, of a Code of Deontology setting forth rules of conduct in the field of asset management;
- b) the organisation of periodical audits, carried out by Auditors accredited by ARIF, and the subjection to punctual audits, carried out by Special Investigators designated by ARIF, the subject-matter thereof being to verify the compliance with ARIF's Code of Deontology by the members governed by it and to ensure that the violation thereof is sanctioned;
- c) an information on the rules enacted by the FINMA in this field;
- d) a basic presentation of the Code of Deontology;
- e) recommendations on actual cases;
- f) the promotion of rules of deontology in the field of asset management.

### **IV. MEMBERS, CONDITIONS AND ADMISSION PROCEDURE**

- 9 Any natural person or legal entity exercising or susceptible to exercise an activity as a financial intermediary within the meaning of Art. 2 subs. 3 MLA may apply for ARIF membership.
- 10 Natural persons elected to the Committee of ARIF are, as of right, members of the Association, independently from possibly being financial intermediaries.
- 11 A candidate for membership must apply to the Committee in writing and provide all information and documents requested from him/her by the Committee.
- 12 The candidate must undertake in writing to adopt in its activity as a financial intermediary an internal organisation which will comply with the MLA, the Articles of Association and the Self-Regulation Rules and to implement the obligations defined therein.
- 13 In order to be admitted as a member, the candidate must furthermore have paid the joining fee and the first annual subscription fee.
- 14 The Committee gives its verdict on the admission application, which it may refuse without specifying any reason and without any remedy.

### **V. RIGHTS AND OBLIGATIONS**

- 15 Members are entitled to benefit from ARIF's services applicable to them.
- 16 Members undertake to comply with the obligations stipulated in the MLA, the Articles of Association and the Self-Regulation Rules.
- 17 Members being financial intermediaries accept that the audits ordered by ARIF are carried out in their firms and submit to the arbitration procedure and the measures and sanctions provided for in the Articles of Association and the Self-Regulation Rules.
- 18 Members endeavour to pass on their knowledge and experience to ARIF and promote its objectives' implementation.
- 19 They recognize that they must pay the registration fee, the annual subscription fee and the fees for ARIF's services, fixed by the Committee as well as any contractual penalties possibly imposed on them by it.

### **VI. RESIGNATION, STRIKING OFF**

- 20 Any member may resign from ARIF for the end of a financial year, by registered letter addressed to the Committee at least three months before this end.
- 21 The Committee may carry out *ex officio* and without any remedy the striking off of deceased or bankrupt members, or of those who appear unable to assume their statutory obligations.

### **VII. SANCTIONS AND EXCLUSION**

## **ARTICLES OF ASSOCIATION OF THE ASSOCIATION ROMANDE DES INTERMÉDIAIRES FINANCIERS (ARIF)**

- 22 The Committee may pronounce the following disciplinary sanctions, which may be cumulated:
- a reprimand;
  - a fine of up to CHF 500,000.-- as a contractual penalty;
  - the exclusion from ARIF;

against any member who violates the Articles of Association or the Self-Regulation Rules, or who prejudices ARIF's interests.

In its decision, the Committee will consider the severity of the offence, the guilt of the offender, the financial situation of the member concerned and the damage caused to ARIF.

- 23 These sanctions may be the subject-matter of a remedy of the concerned member, addressed to the Arbitral Tribunal instituted by the Articles of Association, within a time limit of thirty days as from their notification.

- 24 The resignation, striking off or exclusion of a member does not prevent from conducting any disciplinary proceedings instituted against him/her for events which took place prior to his/her resignation, striking off or exclusion until their conclusion, and does not affect the enforceable character of the possible contractual penalty pronounced against him/her.

- 25 In the event of non-payment of a contractual penalty imposed on a member or of another financial obligation incumbent upon him/her, the Committee may apply to the Arbitral Tribunal, with the request that it pronounces an enforceable judgment against this member.

- 26 With a decision taken by a majority of two-thirds of all its members, the Committee may also pronounce the exclusion of a member without specifying any reasons. This exclusion is immediate and may not be the subject-matter of any remedy.

### VIII. FINANCIAL RESOURCES

- 27 ARIF has in particular the following financial resources:

- a) registration fees;
- b) members' subscription fees;
- c) fees for services provided;
- d) contractual penalties;
- e) Government grants.

### IX. BODIES

#### A. THE GENERAL MEETING

- 28 The General Meeting is ARIF's supreme body. It has the following attributions:

- a) to approve the Committee's accounts and report;
- b) to elect the Committee's members;
- c) to elect the Statutory Auditors;
- d) to appoint the Arbitrators of the Arbitral Tribunal;
- e) to adopt and amend the Articles of Association;
- f) to dissolve ARIF.

- 29 An Ordinary General Meeting is held every year during the semester following the end of the financial year. Extraordinary General Meetings are called as often as necessary.

- 30 The General Meeting is called by the Committee, which defines the agenda. The Statutory Auditors or one fifth of the members may also request the calling of the General Meeting and the placing of items on the agenda.

- 31 The General Meeting is called by letter addressed to each member and by public notice in the Swiss Official Gazette of Commerce, at least 10 days prior to the date of its meeting. The items included on the

## **ARTICLES OF ASSOCIATION OF THE ASSOCIATION ROMANDE DES INTERMÉDIAIRES FINANCIERS (ARIF)**

- agenda are mentioned in the notice calling the meeting. The wording of any proposal to amend the Articles of Association must be enclosed to the letter addressed to each member.
- 32 Each member is entitled to one vote in the General Meeting. Members may be represented only by other members, to the exclusion of third parties. Each member present at the General Meeting may not represent more than five other members.
- 33 No resolution may be passed if it is not included on the agenda, with the exception of a proposal to call an Extraordinary General Meeting.
- 34 The General Meeting passes its ordinary resolutions and carries out its elections by the absolute majority of the members present. Resolutions to amend the Articles of Association and to carry out the dissolution may be passed only by a majority of two thirds of the members present.
- 35 For the elections to the Committee, its members are elected in the first round by the absolute majority of the members present, and in the second round by the relative majority of the members present. If the number of candidates is equal to the number of offices to be filled, their election is tacit.
- 36 A resolution for dissolution may be passed only at a General Meeting at which at least half of all members are present; in the absence of this quorum, a second General Meeting will have to be called, which may pass a resolution for dissolution regardless of the number of members present.
- 37 If the votes are divided equally, ARIF's Chairman, or in his/her absence, the oldest member of the Committee present, will have the casting vote.
- 38 Minutes will be kept recording the General Meeting's resolutions and elections; they will be drawn up within the ten days following its meeting and signed by their author and the Chairman.
- B. THE COMMITTEE**
- 39 The Committee comprises at least 15 members, individually elected for a period of three years and re-eligible. In case of vacancy in the Committee, the position will be filled during the next Ordinary General Meeting. If the number of Committee members is inferior to ten, an Extraordinary General Meeting will be called within a short term in order to carry out elections.
- 40 The Committee exercises all the powers vested in it by the Articles of Association, and in general all powers which are not explicitly vested in any other body of ARIF by the Articles of Association.
- 41 It has in particular the following tasks:
- a) to take all steps and decisions to achieve ARIF's purpose;
  - b) to establish the rules for signature of its acts and decisions;
  - c) to represent and bind ARIF with respect to third parties and take legal action on behalf of ARIF;
  - d) to decide the number of Committee members within the limits mentioned by the Articles of Association and designate ARIF's Chairman among its members;
  - e) to set up and organize ARIF's Secretariat;
  - f) to adopt and amend the Self-Regulation Rules, including the Code of Deontology, and all other regulations and directives which it considers necessary for ARIF's operation;
  - g) to issue decisions on admission applications and pronounce sanctions and striking offs against members;
  - h) to fix the amount of the joining fees, periodical subscription fees and fees invoiced by ARIF, and the amount of the remunerations paid to its bodies;
  - i) to designate from among its members the commissions necessary to perform its tasks, by principle a Management Commission, an Admissions Commission, a Training and Information Commission and a Supervisory Commission, establish rules for their operation, distribute among them the Committee's tasks and delegate to them the power to perform them;

## **ARTICLES OF ASSOCIATION OF THE ASSOCIATION ROMANDE DES INTERMÉDIAIRES FINANCIERS (ARIF)**

- j) to appoint the Special Investigators and accredit the Auditors empowered by ARIF to verify the members' compliance with the Self-Regulation Rules;
- k) to rule on any question submitted to it by a Committee member;
- l) to report to the General Meeting on ARIF's activity and accounts, and propose to it the candidatures for the Committee, the Arbitral Tribunal and for the function of Statutory Auditors as well as the amendments to the Articles of Association.

42 The Committee meets as often as necessary, when called by the Chairman, but at least four times a year. Each Committee member may require the Chairman, in writing, to call a Committee meeting.

43 Committee meetings are valid if at least half of all its members are present. Resolutions may also be passed by including them in a circular letter addressed to all its members if none of them objects thereto.

44 Unless otherwise provided in the Articles of Association, Committee resolutions are passed by the absolute majority of its members present in the case of meetings, or by the majority of all its members in the case of resolutions to be put to the vote in circulars. It adopts and amends the Self-Regulation Rules by a majority of two thirds majority of all its members.

45 If the votes are divided equally, ARIF's Chairman, or in his/her absence, the oldest member of the Committee present, will have the casting vote.

46 Minutes will be kept recording the Committee's resolutions; they will be drawn up within the ten days following its meeting or the circular exchanged among its members, and signed by their author and the Chairman.

### **C. THE STATUTORY AUDITORS**

47 ARIF's operating account and balance sheet are verified once a year by Statutory Auditors designated for an indefinite duration by the General Meeting on the Committee's proposal.

48 The Statutory Auditors verify whether the operating account and balance sheet conform to the books and whether they are kept accurately. The Committee will provide them with the books and all supporting documents in order to perform this task.

49 The Statutory Auditors also verify periodically, by principle every two years, and anytime they consider it as necessary, that ARIF always satisfies the conditions for authorization as a Self-Regulating Body.

50 They submit a written report to the Ordinary General Meeting on their findings. If necessary, they have the power to call the General Meeting.

### **D. THE ARBITRAL TRIBUNAL**

51 All decisions of the Committee and of the General Meeting may by principle be referred by the member concerned or by the Committee to ARIF's Arbitral Tribunal, which operates in accordance with the provisions of the Intercantonal Arbitration Concordat, to the exclusion of any other jurisdiction and without any other remedy.

52 Are however not susceptible of any remedy the decisions taken by the Committee refusing the admission of a candidate, striking off or excluding immediately a member without specifying the reasons, or ordering an investigation with regard to a member, as well as those decisions which the Self-Regulation Rules, including the directives forming a component part thereof, provide to be without any remedy.

53 The Arbitral Tribunal comprises three permanent Arbitrators and three alternate Arbitrators, individually nominated by the General Meeting on the Committee's proposal, for a period of three years. The three permanent Arbitrators designate the Chairman of the Arbitral Tribunal and his/her alternate. In the event of non-renewal, the Arbitrators' term of office will be extended by the time necessary to settle the cases already submitted to them.

54 The Arbitral Tribunal's office is at the professional domicile of its Chairman in Switzerland.

## **ARTICLES OF ASSOCIATION OF THE ASSOCIATION ROMANDE DES INTERMÉDIAIRES FINANCIERS (ARIF)**

- 55 The Arbitral Tribunal sits within the scope of a Section of one or three Arbitrators. It sets up its rules and endeavours to deal with the cases referred to it as quickly as possible, by drawing inspiration at its discretion from the Federal Civil Procedure Act.
- 56 Under the threat of inadmissibility, a remedy against a decision of the Committee must be filed within thirty days as from its notification; a remedy exercised against a resolution of the General Meeting must be filed within thirty days as from its meeting; in default of any admissible remedy, the decision is irrevocably deemed as admitted by the member.
- 57 The request or the remedy to the Arbitral Tribunal is carried out by a petition prepared in the forms provided by the Federal Civil Procedure Act, addressed to the Tribunal's office. If it is issued by the Committee, the petition will also be addressed to the member concerned.
- 58 The remedy to the Arbitral Tribunal has a complete devolutionary effect; by principle, it does not have any suspensive effect with regard to the decisions which are the subject-matter thereof. The Arbitral Tribunal may however grant it this effect, upon reasoned request. It rules with full powers of cognition.
- X. LIQUIDATION
- 59 In the case of ARIF's dissolution by a resolution of the General Meeting, the members of the last Committee in office perform the duties of liquidators, according to a mode of operation identical to the Committee's mode of operation. The FINMA must be notified immediately of the dissolution by the liquidators.
- 60 After the debts' payment, the possible credit balance is attributed in accordance with the General Meeting's resolution and, failing this, to a body chosen by the liquidators among those pursuing a purpose analogous to ARIF's purpose.
- XI. CONFIDENTIALITY, COMPETENCES AND WITHDRAWAL
- 61 The members of the Committee, of the Arbitration Tribunal and the Statutory Auditors of ARIF, its liquidators in the case of dissolution, as well as the Special Investigators designated by ARIF and the Auditors accredited by it, are bound by secrecy on all facts which they were aware of in the exercise of their functions, under the reservation of the communications and reports resulting from the execution of their tasks and legal duties. They must establish that they have specialised knowledge which is necessary for the Self-Regulation Rules' implementation and show any guarantee for an impeccable activity.
- 62 Any member of an ARIF body or any person commissioned by it and having a personal interest or being in a conflict of interests in connection with a member of ARIF must withdraw when any decision is taken in relation to this member. In particular, reciprocal audits among ARIF members are prohibited. In the event of any dispute on a withdrawal, the Chairman of the Arbitral Tribunal, or, if he/she is unavailable, his/her alternate to whom the case has been referred upon the most diligent request, will issue a final ruling within a short term.
- XII. FINANCIAL YEAR
- 63 ARIF's financial year begins on July 1<sup>st</sup> and ends on June 30<sup>th</sup>.
- XIII. ENTRY INTO FORCE
- 64 The present Articles of Association, adopted by the General Meeting of ARIF on June 11<sup>th</sup>, 2009, enter into force with immediate effect.