

Organised by:
bilif

In collaboration with:
**The London Institute
of Banking & Finance**



LIBF: LEVEL 5 PROFESSIONALISM, CONDUCT AND ETHICS (PCE)

22 JANUARY & 17 JUNE 2024

OVERVIEW

The LIBF Level 5 Professionalism, Conduct and Ethics (5PCE) qualification has been designed to highlight the importance of these concepts to the banking and financial services sector and to provide a recognised qualification for financial services employees; enabling you to demonstrate your professionalism and understanding of how ethical issues affect decision-making. 5PCE builds upon existing knowledge of the Financial Conduct Authority (FCA) conduct rules and explores personal professionalism, professional identity and accountability within the finance sector. You will develop the skills to understand the significance of ethics, to ensure effective compliance with FCA rules and regulations as they impact on your business area and enhance your professional and ethical decision-making skills.

To highlight the importance of these topics to today's banking and financial services, 5PCE is a mandatory qualification within The London Institute of Banking & Finance's Professional Qualifications Framework.



OBJECTIVES

Upon completion of this qualification, participants will be able to understand the following:



Ethics and roles of ethical decision-making within the finance sector;



Professionalism, professional identity and professional accountability; and



Impact of regulation and legislation on the individual accountability regime and conduct rules.

METHODOLOGY

5PCE is primarily considered a distance-learning, session-based qualification. Included within the qualification registration fee are the following:

- Online access via MyLIBF to learning materials and to KnowledgeBank (e-library)
- Study text (online only);
- Specimen coursework assignment;
- Unit syllabuses;
- Webinar / e-quizzes;
- Ask the expert forum; and
- Study plan.

WHO IS THIS PROGRAMME FOR?

Designed for employees within the financial services industry.

PRE-REQUISITE

There are no specified entry requirements. However, prior knowledge of the Financial Conduct Authority's conduct rules is assumed.

PROGRAMME PROGRESSION

ADVANCED DIPLOMA IN BANKING & FINANCE

- Strategic Management & Innovation in Banking (SMIB)

Risk
Management

- Financial risk management in Banks (FRMB)
- Managing Operational Risk & Governance (MOPR)

- Professional, Conduct & Ethics (5PCE)
- Certificate in Relationship Management (CertRM)
- Diploma in Business and Commercial Banking & Conduct (DipBB&C)
- Certificate in Business Banking (CertBB)

PROGRAMME OUTLINE

Module 1: The issues surrounding professionalism within the financial services industry.

Module 2: Personal performance in the sense of personal accountability, responsibility, behaviours and values.

Module 3: How the individual accountability regime and conduct rules can affect personal behaviours.

Module 4: Issues surrounding ethics within the financial services industry.

5PCE consists of one mandatory unit which need to be successfully completed to achieve the qualification:

Unit 1: Professionalism, Conduct, Ethics and the Individual (PCEI)

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Ethics and the Individual (PCEI)



Level 5 Professionalism, Conduct
and Ethics

PROGRAMME STRUCTURE

Guided Learning Hours	20 hours						
Total Qualification Time	70 hours						
Assessment	<p>The Professionalism, Conduct, Ethics and the Individual (PCEI) unit is assessed through one coursework assignment.</p> <p>To pass the unit you must achieve the minimum passing mark of 50%. The structure of the assignment ensures that all learning outcomes are subject to external assessment.</p> <p>Coursework deadline:</p> <table border="1"><thead><tr><th>Intake Dates</th><th>Deadline</th></tr></thead><tbody><tr><td>January 2024</td><td>28 May 2024</td></tr><tr><td>June 2024</td><td>21 October 2024</td></tr></tbody></table>	Intake Dates	Deadline	January 2024	28 May 2024	June 2024	21 October 2024
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LIBF: LEVEL 5 PROFESSIONALISM, CONDUCT AND ETHICS (5PCE)

■ 22 January 2024 (Register by 10 January 2024)

■ 17 June 2024 (Register by 30 May 2024)



To apply for the programme, please email your completed form to askseed@bilif.com.bn

CATEGORIES	INTAKES DATE	STAKEHOLDER	NON-STAKEHOLDER
FEE	<input type="checkbox"/> 22 January 2024 <input type="checkbox"/> 17 June 2024	<input type="checkbox"/> \$ 1,060.00	<input type="checkbox"/> \$ 1,060.00

By completing and signing this form, you hereby agree to the terms and conditions below:

Full Name:	<input type="text"/>	IC Number:	<input type="text"/>
Position:	<input type="text"/>	Department:	<input type="text"/>
E-mail:	<input type="text"/>	Phone:	<input type="text"/>

Full Name:	<input type="text"/>	IC Number:	<input type="text"/>
Position:	<input type="text"/>	Department:	<input type="text"/>
E-mail:	<input type="text"/>	Phone:	<input type="text"/>

Full Name:	<input type="text"/>	IC Number:	<input type="text"/>
Position:	<input type="text"/>	Department:	<input type="text"/>
E-mail:	<input type="text"/>	Phone:	<input type="text"/>

APPROVING OFFICER

Name:	<input type="text"/>	Email:	<input type="text"/>
Position:	<input type="text"/>	Department:	<input type="text"/>

Please email the invoice to:

Signature and Company's Stamp

Terms and conditions:

Cancellation Policy:

- All cancellation must be submitted to BILIF in writing either by letter or email.
- Any cancellation received 30 days or more prior to the training date will incur a cancellation fee of 10% of the programme fee.
- Cancellation received 8 - 14 days to the training date will incur a cancellation fee of 50% of the programme fee.
- Cancellation of registrations received 7 days or less from the date of training or if the delegate fails to attend the training, he/she will be considered as 'no show' and is subjected to 100% of the programme fee.
- BILIF welcomes and accepts replacement of participants a day before the training commences.

Other terms:

- Participants must complete all scheduled sessions and activities for them to receive the certificate of attendance/ completion.
- Payment must be made upon receipt of invoice issued by BILIF.
- BILIF reserves the right to amend, change or cancel the programme at any given time. We will immediately notify participants and organisations if any such changes are to be made.

ABOUT BRUNEL INSTITUTE OF LEADERSHIP AND ISLAMIC FINANCE

Brunei Institute of Leadership & Islamic Finance (BILIF) was established in 2010 as the Centre of Excellence for the finance industry in Brunei Darussalam, providing high-quality learning solutions, including signature and collaborative events for human capacity development in the areas of Islamic finance and leadership. Under the purview of Brunei Darussalam Central Bank (BDCB), BILIF plays a fundamental role in Pillar 5 of Brunei Darussalam Financial Sector Blueprint 2016-2025 in raising financial industry standards especially in the areas of Islamic finance. All of our programmes are accredited by Brunei Darussalam National Accreditation Council as Value Added Qualifications. Appointed by BDCB, BILIF is the official licensing examination centre for Financial Planning Practitioners' Programme (FPPP) and Qualifying Examination for Insurance/Takaful Agents (QEFITA). BILIF is also the official examination centre for all examinations under Chartered Institute for Securities & Investment (CISI), UK; Chartered Bankers Institute(CBI), UK; International Compliance Association (ICA) and The Accounting and Auditing Organization for Islamic Financial Institutions (AAOIFI), Bahrain.

Over the past 10 years, BILIF has forged strategic partnerships with local and international organisations enabling us to bring professional programmes, expertise and opportunities to shape future leaders, experts and innovators in the areas of Islamic finance and leadership. More recently, BILIF has also established partnerships with Bahrain Institute of Banking and Finance (BIBF) and The London Institute of Banking & Finance (LIBF), both with the objective of bringing more quality learning opportunities for our participants in the areas of banking and finance. BILIF has been honoured with multiple international awards and accolades: The "Best Emerging Islamic Finance Training Institution – Brunei 2021" from the International Finance Awards 2022, "Best Islamic Finance Education & Training Brunei 2021" from the Global Banking & Finance Awards®, "Global Good Governance (3G) Human Resource Development Award 2022" received at the 7th Annual 3G Awards Ceremony and GIFA Excellence Award (Islamic Finance Training & Education) in 2022; The GIFA Excellence Award (Islamic Finance Training and Education) 2021 at the 11th Global Islamic Finance Awards (GIFA), the Award for "Contribution to Organisation" at the Asia HRD Awards in 2021; and the GIFA Excellence Award (Islamic Finance Training and Education) in 2019.

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Events

687

Programmes
and Examinations

15,300+

Participants

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for any enquiries

askSEED@bilif.com.bn

*Alternatively, you can also whatsApp us at
+673 8271140 to learn more about our offerings*