

CONTRACT COMPLIANCE MANAGEMENT

Whether you contract to give or receive services you have a legal obligation to either comply with the contracted clauses or ensure they are enforced.

Proving compliance with contracts is a legal and commercial necessity.

Contract Negotiation

All contracts should be reviewed to ensure they meet the firm's legal, commercial and operational requirements.

Management Ownership

Every material contract should have a manager appointed to be responsible for ensuring contractual compliance.

Monitoring

Firms need to implement checks and controls to ensure contractual compliance, along with the escalation process to investigate and resolve potential/actual IMA breaches.

KEY FEATURES



Rule Checking: Contractual/Internal

Run rules on question answers to flag potential breaches/internal controls.



Process Management

Use dynamic questions/responses to ensure processes are followed.



Incident/Breach Management

Assess potential breaches and manage them to resolution.



Reports/Business Intelligence

Maintain compliance records and produce on-line/Excel/PDF reports.



FLEXIBLE & LOW COST

Flexible

GRC-Maestro uses Templates, so each client can run their IMA Compliance at an IMA/firm/desk level as appropriate:

- **Standard** - Use pre-built Templates covering standard laws and processes
- **Copy & Edit** – Use existing Templates and edit for your own requirements
- **Customise** – Build new Templates based on client specific contracts

Low Cost

GRC-Maestro has a range of price plans to give users great compliance software at a low cost.

There are no hardware requirements or software to install, just log in through any browser.

CONTRACTS AND SERVICE LEVEL AGREEMENTS (SLAs)

GRC-Maestro supports your contract compliance across your organisation.

The platform has powerful compliance monitoring and breach identification/management. Customised checks, controls and record keeping are built into your Maestro-Templates.



ASK, RESPOND, REVIEW, ASSESS, REPORT AND RECORD

- ASK**

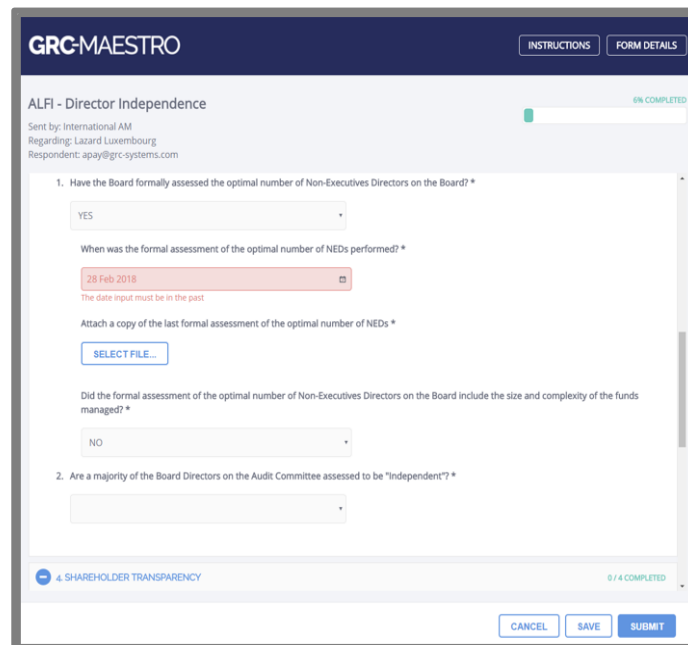
Information required to assess compliance with regulations, internal policies, legal requirements or record keeping
- RESPOND**

Respondent answers questions and attaches documents as required (pre-submission validation)
- REVIEW**

Automatic check on submitted answers to identify Incidents (option to manually create Incident or reject Maestro-Form)
- ASSESS**

Management review of Incidents to determine Breaches/Non-Breaches with reason for assessment required
- REPORT**

Provide regulators and management with reports showing internal controls, results of monitoring, breaches/non-breaches etc.



GRC-MAESTRO INSTRUCTIONS FORM DETAILS

ALFI - Director Independence 6% COMPLETED

Sent by: International AM
Regarding: Lazard Luxembourg
Respondent: apay@grc-systems.com

1. Have the Board formally assessed the optimal number of Non-Executives Directors on the Board? *

When was the formal assessment of the optimal number of NEDs performed? *

The date input must be in the past

Attach a copy of the last formal assessment of the optimal number of NEDs *

Did the formal assessment of the optimal number of Non-Executives Directors on the Board include the size and complexity of the funds managed? *

2. Are a majority of the Board Directors on the Audit Committee assessed to be "Independent"? *

4 SHAREHOLDER TRANSPARENCY 0 / 4 COMPLETED

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