

## ABOUT JIFS

The Jamaica Institute of Financial Services (JIFS) supports the financial services industry through training (**Financial Services Training Institute**), research (**Research Club**) and social exchange (Finance Club). In its effort to prepare professionals for the global market place it has forged a number of strategic partnerships both locally and overseas. It now offers the Chartered Banker MBA programme from the internationally renowned Business School for Banking (Bangor University) in partnership with the world's oldest professional Institute of Bankers (The Chartered Institute of Bankers – Scotland). It also offers certification programmes through the International Compliance Training (UK) and the Chartered Institute of Bankers of Scotland. JIFS is a service member of the Caribbean Association of Banks (CAB).

### MISSION STATEMENT

The Jamaica Institute of Financial Services is committed to providing cutting-edge programmes for the continuous building of human and organizational capability in the practice of banking, investments and finance, through research and professional development of knowledgeable, ethical, proactive and customer-driven professionals.

### UPCOMING COURSES

Programmes for the continuous building of human and organizational capability:

- **Forensic Document Authentication** :April 19-20, 2018
- **Project Leadership for Executives** :April 18, 2018
- **Operational Risk Management** :May 8-9 2018
- **Seminar (IFRS 9)**:May 10,2018

### Investment

\$ 40000+ 16.5 % GCT per person

Includes all course material, certificate, lunch and coffee breaks

**ONLINE ATTENDANCE:** - Join via WebEx (for persons living outside of Kingston and Jamaica )

**USD\$300.00 per person+16.5 %GCT per person**

Includes all course material and certificate

### PAYMENT AND REGISTRATION PROCEDURE

Kindly complete and return registration form to [info@jifsjm.org](mailto:info@jifsjm.org) or Fax. to 876-754-5049. Send original along with full payment to JIFS no later than Wednesday ,April 3 , 2018. Please make cheque payable to:

The Jamaica Institute of Financial Services  
VM building  
53 Knutsford Boulevard  
Kingston

### CANCELLATION POLICY

Applicants will be refunded 50% of total fee paid, if their notice of cancellation is received at least 7 working days prior to the date of the programme. There will be no refund for cancellation made after, Monday , April 02, 2018 .Substitutions may be made at any time.

### Contact us for Information



(876)754-5051-2



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Promoting **Research & Development**

### Financial Services Training institute

Presents

## LOAN SECURITIES DOCUMENTATION



**June 6-7, 2018**

**8:30 am-4:30pm**

**Venue**

## FACILITATOR : SHIRLEY-ANN EATON

Shirley-Ann Eaton is a dynamic lecturer with extensive experience in the financial services sector. She lectures Business Law and the Regulatory Framework of Banking and Finance in the Department of Management Studies of the University of the West Indies. She also conducts training in Jamaica and other Caribbean countries on subjects such as Anti-money Laundering, Corporate Governance, Financial Legislation, Banking Policies and Procedures and Compliance. Throughout her over twenty year career in banking, Ms. Eaton served as Executive Director of the Jamaica Bankers Association, as well as its training subsidiary, the Jamaica Institute of Bankers. She has also held senior management positions in Workers Bank and NCB Group in various areas such as legal and corporate services, business process re-engineering and compliance. Ms. Eaton was also Secretary/Legal Advisor of the Jamaica Bankers Association for fifteen years. In this capacity, she represented the banking community on various committees reviewing legislation affecting the financial services sector and presenting position papers on behalf of the banking community.



## Workshop Description

The Loan Securities Document certificate programme will guide participants through all the various component and importance of collateral documents as well skills to handle real life scenarios and mitigate risks .

## Target Audience

Staff involved in receiving , perfecting and registering loan security documents. This includes:

- Lending Officers for corporate and personal loans
- Securities Officers,
- Supervisors and Managers of securities departments.

## Workshop Outline

The objective of the programme is to protect the well-being of the Institution by ensuring that the securities held are legally correct ,enforceable and provide adequate protection.

At the end of this programme participants should:

- Have a deeper understanding of the function and purpose of security
- Be able to recognise the various types of charges
- Understand the advantages and disadvantages of using various securities
- Become more familiar with procedures for taking securities
- Understand the remedies under charges
- Recognize the various escapes used by borrowers
- Have a greater appreciation for the benefit of proper record keeping and custodial requirements

## Topics

- **Instruments of Charge - Taking and Releasing**
- **Reasons for Taking Security**
- **Remedies under Charges**
  - ▶ Legal & equitable rights
  - ▶ Remedies - mortgagee, bill of sale & other
- **Duties of the Institution and the Borrower**
- **Escapes commonly used by Borrowers**
  - ▶ Misrepresentation
  - ▶ Undue influence
  - ▶ Lack of consideration
  - ▶ Law suits/counter suits
- **Taking of Company Securities**
  - ▶ Debentures – security value and protection offered
  - ▶ When to appoint a receiver
- **Realization of Security**
  - ▶ Preparing for realization
  - ▶ Satisfying legal requirements
  - ▶ Post realization steps

