

SCHEDULE 4

SYSTEMS AND PROCESSES REQUIREMENTS

Contracts and service providers

6. Whether there are systems and processes—
 - (a) for ensuring that trustees and the scheme strategist are properly informed about service providers, and appropriately involved in decisions about them;
 - (b) for establishing and recording that service providers are, and remain, fit and proper;
 - (c) for informing the trustees about the appointment, removal, roles and responsibilities of service providers;
 - (d) for informing the trustees of—
 - (i) any failure by service providers to deliver services;
 - (ii) any actions or omissions by service providers which may prejudice—
 - (aa) the effective running of the scheme, or
 - (bb) the ability to meet the objectives set out in the scheme’s business plan;
 - (e) for recording, maintaining and managing all documents relating to service providers in an accessible, intelligible and durable medium.