

**SKILLS FRAMEWORK FOR FINANCIAL SERVICES
TECHNICAL SKILLS AND COMPETENCIES (TSC) REFERENCE DOCUMENT**

TSC Category	Business Development and Strategy Management					
TSC	Transaction Documentation for Prospectus Development					
TSC Description	Prepare prospectus documents by gathering relevant information for development					
TSC Proficiency Description	Level 1	Level 2	Level 3	Level 4	Level 5	Level 6
			FSE-CRP-3010-1.1	FSE-CRP-4010-1.1		
			Support in the development and distribution of prospectuses	Develop and distribute prospectuses		
Knowledge			<ul style="list-style-type: none"> Required details in a prospectus Legal and regulatory requirements Relevant filing authorities Local currency markets Debt securities including terms and rights offerings Methods for raising debt capital Organisations' financial information Accredited institutional investors' financial information Shareholding structures 	<ul style="list-style-type: none"> Relevant market and/or industry information Jurisdictional requirements and limitations for distribution and transactions Timelines for raising debt capital Fee structuring Risks to buyers Methods for determining information for inclusion in prospectuses 		
Abilities			<ul style="list-style-type: none"> Determine offering formats in selected markets Prepare transaction documents in accordance with offering formats Communicate advice to customers on regulatory listing requirements Communicate disclosure requirements and execution 	<ul style="list-style-type: none"> Develop prospectuses after inputs on required transaction details have been provided Explain commercial terms, investment highlights, and risk factors specific to customers Aid legal teams in their preparation of transaction documents 		

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			<p>timetables stipulated by relevant jurisdictions</p> <ul style="list-style-type: none">• Coordinate with lawyers to provide inputs on required transaction details	<ul style="list-style-type: none">• Manage timelines of activities in accordance with requirements stipulated by relevant jurisdictions• Disseminate and register prospectuses to the relevant jurisdiction exchange• Coordinate with regulatory bodies to ensure that prospectuses satisfies all requirements		
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