



Video Transcript (3 of 3)

Facing a disciplinary allegation

When a referral is received it is handled by case a manager and an investigation actuary.

Disciplinary investigations lead to a case report. Case reports go to an independent adjudication panel and a legal adviser attends to assist. They meet in private.

You have the opportunity to provide comments on the allegation before the independent panel meets.

What can the adjudication panel decide?

There are two possible outcomes:

- Outcome one: No misconduct
 - Matter is dismissed.
- Outcome two: Prima facie misconduct.
 - If you accept that finding and the sanction offered a determination is published explaining what happened and what the sanction is.
 - Sanction options for the panel; Fines of up to £7,500; retraining; supervision; education.
 - If the panel think something is too serious for their powers of sanction they can send it to the independent disciplinary tribunal panel.

The independent disciplinary tribunal panel:

- A notice is published in the IFoA website about when the tribunal will take place.
- The tribunal is public and is usually a three person panel that is an independent decision making body.
- The panel is supported by a legal adviser.

The tribunal has more significant powers of sanction

- It can expel you from IFoA membership, or;
- it can remove your practising certificate;
- It can impose unlimited fines and costs.
- And all findings are published

What should you do if someone makes a complaint against you?

- Be honest
- Co-operate with the investigation
- Show insight
- Provide documentation
- Consider legal advice

This disciplinary process is overseen by the Disciplinary Committee and the UK's Financial Regulator to assure its independence.

To find out more contact us at disciplinary.enquiries@actuaries.org.uk

Please click [here](#) if you wish to view the video for this transcript.