Compliance Plan

SAMPLE

[Insert full company name]

Company:	[insert full company name]
ACN:	[insert]
AFSL:	[insert]
Date Updated:	[Insert date]

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SECTION A – INTRODUCTION

1. INTRODUCTION

1.1 [insert full company name] ("**[insert defined company name]**") is committed to complying with all laws, codes of practice and regulations that apply to its business. [insert defined company name] recognises its responsibility to ensure its employees and the employees of its Authorised Representatives, as well as individual Authorised Representatives are adequately trained and undertake their compliance obligations in a responsible and diligent manner.

1.2 [insert defined company name] will ensure it has adequate resources to implement this Compliance Plan and to ensure the smooth running of its business.

1.3 [insert defined company name] is committed to a process of continuous improvement of its compliance procedures.

1.4 This Compliance Plan outlines the management disciplines to be used by [insert defined company name] to meet its compliance obligations and is designed to minimise the risk of a compliance breach.

1.5 This Compliance Plan has been developed in accordance with the principles outlined in Australian Standard AS ISO 37301:2023.

2. DEFINITIONS

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2.1 **AFSL** means Australian Financial Services Licence.

2.2 **ASIC** means the Australian Securities and Investments Commission.

2.3 **Breach** means a Reportable Situation as defined in [insert defined company name]'s Breach Reporting Policy and includes breaches of [insert defined company name]'s core obligations under the financial services laws, serious fraud and gross negligence.

2.4 **[insert defined company name]** means [insert full company name].

2.5 **Interested Party** means a person or organisation that can affect or be affected by or perceive themselves to be affected by a decision or activity of [insert defined company name].

SECTION B – STRUCTURAL ELEMENTS

3. COMMITMENT

3.1 [insert defined company name] is committed to developing a culture of compliance and complying with all laws, codes of practice and regulations which apply to its business. It will ensure all employees are aware of and undertake their compliance obligations in a diligent and thorough manner.

4. COMPLIANCE POLICY

4.1 [insert defined company name] will comply with all applicable laws and regulations by:

(a) continuously monitoring its compliance obligations;