

BASIC TRAINING TRUST OFFICER ADVANCED BOTO II – online

Lecturer

Dr. J. Arnaud Booij LL.M

General information training

1. According to the directives of HQ.
2. Eight separate modules of 4 hours, 2 hours in the morning (9.30 – 11.30 a.m.) and 2 hours in the afternoon (15 – 17 p.m.). After each module a test is taken consisting of 5 multiple choice questions.
3. For people who have completed BOTO I and > 3 years of relevant working experience.
4. Emphasis on deepening basic know-how, BOTO I + accounting.
5. Each module there will be a discussion of a case, homework and literature.
6. Subjects on Legal, Tax and Compliance will be discussed and connections are made between these areas.
7. An external lecturer (Stefan Betting) for accounting.
8. Final exam with open questions, review exam and retest.

Subjects modules

Module 1

Friday 14 January 2022 (morning 9:30 - 11:30 a.m. / afternoon 15 – 17 p.m.)

Compliance I: Role as Gatekeeper, SIRA, Client DD, WTT, WWFT, reporting unusual transactions.
Knowledge: The responsibilities and tasks of a trust officer in general (based on the relevant laws).
Practice: Guidelines on how to identify and mitigate integrity risks.

Module 2

Friday 21 January 2022 (morning 9:30 - 11:30 a.m. / afternoon 15 – 17 p.m.)

Compliance II: Transaction monitoring, remarkable transactions vs reportable transactions, other compliance issues, supervision by DNB, theme investigations + tax governance + Mandatory Disclosure, cooperation with FIOD + Public Prosecutor + AFM + Tax authorities, testing policy makers.

Knowledge: What are the important issues regarding transaction monitoring. What are the consequences of reporting and not reporting.

Practice: How to determine whether a transaction needs to be reported. What to do and how to react in case of investigation by the (testing) policy makers.

Module 3

Friday 11 February 2022 (morning 9:30 - 11:30 a.m. / afternoon 15 – 17 p.m.)

Tax issues: Basics CIT/relation Income Tax/ Dividend withholding tax, participation exemption, CFC legislation, deduction of interest, Fiscal Unity, formal tax law, penalties.

Knowledge: What kind of tax rules and regulations are of importance for trust offices.

Practice: How to comply with these rules.

Module 4

Friday 18 February 2022 (morning 9:30 - 11:30 a.m. / afternoon 15 – 17 p.m.)

International tax: double taxation/non-taxation, tax treaties, BEPS, MLI, European taxation, anti-avoidance rules, substance.

Knowledge: What kind of international laws and regulations are important for trust offices.

Practice: Awareness of the international playing field.

Module 5

Friday 1 April 2022 (morning 9:30 - 11:30 a.m. / afternoon 15 - 17 p.m.)

Liability of directors: civil, tax and criminal.

Knowledge: What kind of liabilities are relevant. How can these liabilities occur. Practice: How to mitigate these liabilities.

Module 6

Friday 8 April 2022 (morning 9:30 - 11:30 a.m. / afternoon 15 - 17 p.m.)

Accounting (another teacher: Stefan Betting)

Knowledge: Important rules and regulations concerning the filing of the annual financial report.

Practice: What kind of red flags are in place and how to detect them.

Module 7

Friday 22 April 2022 (morning 9:30 - 11:30 a.m. / afternoon 15 - 17 p.m.)

Ethical issues, governance, culture.

Knowledge: Why ethics are especially of importance for trust offices.

Practice: How to comply with (the) rules despite the fact that they are not always written down.

Module 8

Friday 13 May 2022 (morning 9:30 - 11:30 a.m. / afternoon 15 - 17 p.m.)

Risk management: legal, tax and compliance, dilemmas in practice.

Knowledge: How to detect, manage and mitigate risks that may occur.

Practice: Discussion on dilemmas.

Module 9 (optional)

Friday 25 May 2022 (morning 10 - 12 a.m.)

Training for test / Q&A session (2 hours)

Exam

Friday 3 June 2022 (morning 10 - 12 a.m.)

Exam with a case + open questions.

Review and discussion exam (optional)

Friday 24 June 2022 (morning 10 - 11.30 a.m.)

Retest

Thursday 30 June 2022 (morning 10 - 12 a.m.)

Costs

€ 75 per hour, € 300 for a module of 4 hours

€ 150 training for test / Q&A session (optional)

€ 150 exam/retest

€ 150 review and discussion exam (optional)

Minimum of 10 persons per module to start.

Maximum of 30 persons per module.

Sign up: e-mail: info@hollandquaestor.nl