

FOUNDATION IN FINANCE & ADMINISTRATION Live Online Classroom



The course aims to introduce junior personnel to the key roles and responsibilities of a private equity fund's middle and back office, best practices, efficient reporting and the use of Invest Europe Professional Standards.

“I recommend the course because it provides a broader view on the sector in terms of regulations and performance and because of the interaction with course leaders and attendees with different backgrounds.”

Karolien Fieremans, Gimv NV

PROGRAMME

TUESDAY, 18 OCTOBER

16.00 - 16.30 CET Introduction

16.30 - 17.30 CET Introduction to the middle & back-office role

WEDNESDAY, 19 OCTOBER

09.00 - 09.50 CET Fund structures, terms and operation

09.50 - 10.00 CET BREAK

10.00 - 10.50 CET Fund structures, terms and operation

10.50 - 11.10 CET BREAK

11.10 - 12.00 CET Exiting a fund - warranties, liquidation, responsibilities

12.00 - 14.00 CET LUNCH BREAK

14.00- 15.00 CET	Regulatory framework - AIFM Directive and other relevant regulations
15.00 - 15.20 CET	BREAK
15.20- 16.00 CET	PE Framework

THURSDAY, 20 OCTOBER

09.00 - 09.50 CET	Accounting for private equity
09.50 - 10.00 CET	BREAK
10.00 - 10.50 CET	Accounting for private equity
10.50 - 11.10 CET	BREAK
11.10 - 12.00 CET	Accounting for private equity
12.00 - 14.00 CET	LUNCH BREAK
14.00 - 15.15 CET	VC valuation case studies
15.15 - 15.30 CET	BREAK
15.30 - 16.45 CET	BO valuation case studies

FRIDAY, 21 OCTOBER

09.00 - 10.10 CET	Fund Performance: the Investor's Point of View
10.10 - 10.30 CET	BREAK
10.30 - 11.45 CET	Reporting Guidelines: the Investor's Point of View
11.45 - 12.00 CET	Closing remarks and Q&A

SPEAKERS



Ceile Bird is a Director in Investment Management and Private Equity audit practice at Deloitte In London. She has over 10 years of experience of leading audits and is significantly experienced in technical accounting under IFRS and UK GAAP. Ceile has a deep understanding of the complexities of the Private Equity, a proven track record of delivering high quality audits and managing risk. Ceile is currently responsible for the audits of a portfolio of large PE management vehicles and their managed funds.



Kristen Cote is a Director in the London office of **Duff & Phelps** and is a team member of the firm's Portfolio Valuation practice. Kristen specialises in financial economics with a focus on the valuation of financial instruments and cross border transactions. Kristen lectures on advanced valuation and asset pricing topics at the London School of Economics, Paris-Dauphine University, Tsinghua University, King's College London and for various organizations, such as tax authorities, investment banks and hedge funds.



Cyril Demaria has over 16 years of experience in fundraising and investing. Formerly Chief Investment Officer for private markets at a large Swiss bank and for a multi-family office, he was also Managing Director of a venture and growth capital fund. His experience encompasses investment and portfolio management in a Swiss fund-of-funds and a French insurance group. Cyril lectures private equity at Invest Europe, EDHEC, ESCP-Europe and EADA, as well as AFIC and SECA. He authored six books on private equity.



Paul Ellison is funds-focused financial regulatory partner at **Clifford Chance**. Prior to this, Paul was financial regulatory partner at Macfarlanes, where he was advising on a wide range of matters including the regulation of private equity funds, fund structuring, and the regulatory aspects of corporate transactions. A member of the British Private Equity & Venture Capital Association's regulatory committee, Paul brings additional financial investor focused expertise to the firm's team in London.



Philippe Jost is a Director and Head of Risk & Solutions at **Capital Dynamics**. He is a member of the Responsible Investment ("RI") Committee and a member of the RI Committee - Truly Invested® in our Performance. Philippe has over 10 years of experience in the financial industry, focusing on portfolio and risk management. He has authored and co-authored different research papers in this field and is also, since 2017, the Head of Investment Risk.



Ryan McNelley is Managing Director in the London office of **Duff & Phelps**, and part of the Portfolio Valuation service line within the Alternative Asset Advisory business unit. Ryan's clients include private equity and private debt fund managers, hedge fund managers, infrastructure & real estate debt fund managers, etc. He was a contributing author to AIMA's Guide to Sound Practices for Hedge Fund Valuation and is a member of Invest Europe's Working Group on Accounting Standards, Valuation and Reporting.



Bhargavi Mudakavi is an Associate in the Business Law Department at **Goodwin Procter** and a member of its Real Estate Industry group and Real Estate Private Investment Funds practice. Ms. Mudakavi has advised a few investment managers on the establishment of funds and joint ventures in the private equity, real estate, and real estate debt sectors. She has also advised several institutional investors on investments in similar structures. She joined Goodwin in 2015.



Andrew Pollock is an Associate in the Business Law Department at **Goodwin Procter** and a member of the Private Equity group. His practice focuses on the establishment of private equity, debt, and infrastructure funds. Mr. Pollock's clients include investment managers across a range of strategies, including direct private equity mid-market investment, infrastructure investments as well as fund of funds and secondary investing.

"It was great to participate alongside professionals from diverse areas of the finance/PE industry. Access to experts from top firms is impressive and valuable experience."

Jess Keedy, European Investment Fund

RELEVANT RESEARCH

Invest Europe Handbook of Professional Standards, April 2018
Invest Europe 2016 Pan-European Private Equity and Venture Capital Activity
Invest Europe AIFMD Implementation - Fund Marketing, December 2013
Invest Europe AIFMD - 3rd Country, December 2013
Invest Europe AIFMD Essentials 2013, July 2013
International Private Equity and Venture Capital Valuation Guidelines, December 2018

For a complete list of Invest Europe publications, just follow the [link](#).

REGISTRATION

Invest Europe member price: €1565
Non-member price: €2245

For more information and to register for the course, just contact Elena Vasileva at training@investeurope.eu.