Handbook development

No 58 ◆ December 2004

What's in this newsletter?

This newsletter contains:

- information about recent Handbook-related developments;
- information about recently-issued Handbook-related and other publications;
- an updated timetable for forthcoming publications; and
- information about forthcoming conferences and training events.

We are making the Handbook easier to use.
See pages 2 & 3 for details.

Recent Handbook related developments

Making the Handbook easier to use

What are we doing?

We are significantly improving the accessibility of the Handbook and simplifying the text. This is part of our commitment to make the FSA easier to do business with, and follows requests from firms.

What we have achieved so far

Making the Handbook more accessible

- New guides for mortgage and insurance intermediaries and small independent financial advisers have also been launched, as well as a short guide to the whole Handbook (in the Reader's Guide).
- We have also delivered some noteworthy improvements to our publication system, including:
  - online "tailored" handbooks for mortgage and insurance intermediaries; these are a novel way of presenting only the rules and guidance these firms need; they are less than 10% of the full Handbook and have proved popular with 110,000 visitors in their first two months of operation;
  - improved website navigation;
  - improved search facilities;
  - the ability to "hide" guidance when looking at the Handbook (something particularly liked by the Small Business Practitioner Panel);
  - "print on demand" for the hard copy of the Handbook, enabling more options and lower costs.

Simplifying the text of the Handbook

Since November 2003, text has been simplified and reduced in seven of the 33 modules. Most notably we have:

- cut 200 pages from the provisions on collective investment schemes;
- removed the examination lists from the training and competence rules;
- consulted on a new Code of Market Conduct which is 30% shorter than the current Code and more navigable; the new code "copies out" much of the Market Abuse Directive without elaboration – something we will do more of in the future;
- consulted on new listing rules which are 40% shorter than the materials they replace.

Next steps

Further improvements to the accessibility of the Handbook

We are further upgrading the way we publish the Handbook on the internet and on the monthly CD which we send to every firm. There will be two phases.

Phase 1

This initial phase is targeted for early 2005, and will include:

- Handbook updated daily with effective text and forthcoming changes;
- "time travel" to different versions of the Handbook: current and future;
- clear indication of forthcoming changes and history of past changes;
- advanced e-mail alert system;
- "tailored" handbooks for further sectors, for example: retail intermediaries, asset managers and corporate finance firms; our initial investigation reveals that about 10 'tailored' Handbooks would cover 70% of the firms we regulate, giving them just the rules and guidance they need;
- improved links to related information such as waivers and CPs.

Phase 2

In this phase, targeting for April 2005, we will deliver further advanced technology, including:

- the ability for a firm to "build a personal Handbook" by answering questions about its business;
- "time travel" to past versions of the Handbook;
- access to Handbook content by topic; and
- e-mail alerts of changes to "tailored" and "personal" handbooks.

Further work to simplify the text

Making the Handbook more accessible will make simplifying the text even more pertinent:

- key candidates for simplification include the product information rules for collective investment schemes, implementing the Capital Requirements Directive into the prudential rules and implementing the Markets in Financial Instruments Directive, which will provide the opportunity to simplify much of our Conduct of Business sourcebook;
- we are continuing to look at further opportunities for simplification, to reduce costs on firms whilst maintaining important consumer safeguards.

We are not rewriting the whole Handbook

Rewriting the whole Handbook from end to end would impose a huge burden, both on the FSA but more particularly on the industry which would have to deal with the increased amount of consultation and change. This would be on top of the changes coming through for other reasons, particularly the EU Financial Services Action Plan.

We will concentrate on simplifying the Handbook as and when the opportunity arises. There are many such opportunities coming down the track, so we expect to make significant progress over the next couple of years.

Are you missing anything?

The following publications have been issued since the last edition of this Newsletter and are on the CD-ROM. They are also on our website.

CP/PS/FS	Title	Consultation ends/ Comments by
CP04/18**	Implementation of the Simplified Prospectus requirements in the UCITS Management Company Directive	28 January 2005
PS04/22	A basic advice regime for the sale of stakeholder products – Feedback on CP04/11 and near final text	N/A
PS04/23	Bundled brokerage and soft commission arrangements – Update on issues arising from PS04/13	17 December 2004
PS04/24	Insurance groups – Supplementary feedback on CP204 and made text	N/A
PS04/25	Amendments to switch on the Integrated Prudential sourcebook as it applies to insurers – Feedback to CP04/13	N/A
PS04/26	Child Trust Funds – Feedback on CP04/10 and made text	N/A
PS04/27	Reforming Polarisation: Implementation – Feedback on CP04/3 (A menu for being open with consumers) and made text	N/A
FS04/1	Development of transaction monitoring systems – Feedback on DP25	N/A

Implementation of the Simplified Prospectus requirements in the UCITS Management Company Directive (CP04/18**)

The Undertakings for Collective Investments and Transferable Securities (UCITS) Directive (2001/07/EC) contains product information provisions that require UCITS managers to publish and provide to their customers a Simplified Prospectus (SP).

The UCITS Directive was adopted on 21 January 2002, and Member States were required to 'translate' its requirements into domestic regulation by 31 August 2003 and bring it into force from 13 February 2004. Each Member State is responsible for regulating those UCITS constituted within its territory.

We have already implemented the Directive's provisions regarding the authorisation of UCITS management companies and the content requirements for the Full Prospectus. In April 2004, we lifted our requirement for incoming UCITS to provide key features to UK retail customers where the home state of the UCITS has implemented the Directive.

Our final task is now to implement the requirement for UK-authorised UCITS to offer subscribers an SP.

This paper sets out for consultation our proposals for implementing the SP requirements of the UCITS Directive. This CP will be of general interest to UCITS and non-UCITS firms active in the retail investments and savings market.

A basic advice regime for the sale of stakeholder products – Feedback on CP04/11 and near final text (PS04/22)

In CP04/11 – '*A basic advice regime for the sale of stakeholder products*'– we set out proposals for a regulatory regime for a new form of advice ('basic advice') on the Government's proposed suite of stakeholder products. We suggested that the new regime could offer a simpler, quicker and lowercost form of advice to consumers interested in buying these products. Our aim in developing the basic advice regime has been to ensure that it will also provide adequate protection to consumers, in line with our statutory objective.

In this paper, we:

- discuss the responses we received to CP04/11;
- report on the results of the third round of consumer research on the scripted sales process and consumer understanding of the smoothed investment product;
- explain our modifications to the policies proposed in CP04/11 and the reasons behind them; and
- set out the near-final rules for the basic advice sales regime.

Once made, the rules will apply to any firm wishing to sell stakeholder products through the new basic advice sales process. This paper will be of interest to consumers who are considering buying a stakeholder product and to groups that represent the interests of such consumers.

Bundled brokerage and soft commission arrangements – Update on issues arising from PS04/13 (PS04/23)

In May 2004, we published PS04/13 '*Bundled brokerage and soft commission arrangements: Feedback on CP176*'. In this, we set out our assessment of the responses to our CP176 '*Bundled brokerage and soft commission arrangements*' and key policy decisions. In PS04/13, we concluded that our analysis of the problems arising from the use of commission to fund the purchase of goods and services (in addition to execution), that need not be directly connected to the transaction, was basically sound. There was a general consensus that improvements in transparency and accountability were desirable. However, we recognised there were potential alternatives to our 'rebate' proposal in CP176 (that is, that fund managers be required to value goods and services that can be softed or bundled and rebate an equivalent amount to their clients' funds) that could deliver this.

To address the concerns outlined in CP176, we concluded we should limit fund managers' use of commission to the purchase of 'execution' and 'research' – acknowledging we needed to do further work to determine the scope of these terms. We were also persuaded to allow the industry space to tackle the lack of transparency and accountability, through the development of an industry-led disclosure regime. We made it clear that we wanted to see, by the end of 2004, a credible disclosure proposal that would provide meaningful information to fund management clients on the costs to them of execution and research, together with a timetable for implementation.

In this paper, we set out our conclusions on the scope of the terms 'execution' and 'research', and the types of goods and services that should be considered part of either. We also comment on the progress to date with development of an industry-led approach to improved disclosure.

This paper will be of interest principally to fund managers, investment banks, brokers and the providers of services such as market information services and independent research. It will be of direct interest to institutional investors such as the trustees of pension funds. It will also be relevant to retail fund trustees and depositaries, investors in retail products and to the providers of these products – such as unit trust managers, authorised corporate directors, other investment companies (including investment trusts) and life assurance companies.

Insurance groups – Supplementary feedback on CP204 and made text (PS04/24)

In October 2003, we published CP204 – '*Financial groups*'. In this, we consulted on three main matters:

- implementation of the Financial Groups Directive (FGD) in our Handbook;
- proposed adoption of a hard group capital adequacy test (i.e. one that must be passed as a matter of regulatory obligation) for UK insurance groups at the level of the most senior European parent in the group; and
- harmonisation of the existing consolidated supervision rules for investment firms into a single set of rules.

CP204 also contained near final rules and guidance on group systems and controls.

In PS04/20 – '*Financial groups – Feedback on CP204 and made text*' – we set out our final policy on most of these proposals, taking into account the responses received to CP204. That policy statement provided feedback on the responses, and included final rules and guidance on:

- the implementation of the FGD;
- the new consolidated supervision rules for investment firms; and
- group systems and controls.

PS04/20 also contained near final rules for insurance groups. But we did not deal in that paper with the proposal to move to a hard capital adequacy test for insurance groups. In view of the comments we had received on that proposal, we needed more time to consider our response and to discuss the issue with the firms affected.

This policy statement supplements PS04/20 and sets out our policy on the hard group capital adequacy test for UK insurance groups at the level of the most senior European parent in the group. It provides feedback on the responses to that proposal as set out in CP204, and includes final rules and guidance for insurance groups.

Amendments to switch on the Integrated Prudential sourcebook as it applies to insurers – Feedback to CP04/13 (PS04/25)

In July 2004, we published CP04/13 *Quarterly consultation No. 1*. In this, we proposed amendments to our Handbook text associated with switching on the *Integrated Prudential sourcebook* (PRU) as it applies to insurers. We consulted on amendments to:

- the *Interim Prudential sourcebook for Insurers* (IPRU(INS));
- the *Interim Prudential sourcebook for Friendly Societies* (IPRU(FSOC));
- the *Supervision manual* (SUP);
- consequential amendments to other modules in the *Handbook* and its *Glossary*; and
- transitional provisions.

This PS confirms the policy on which we consulted, subject to some changes which are described, and also gives feedback on the responses we received to CP04/13. The material in this PS is aimed primarily at insurers, friendly societies, trade bodies, specialist external users of the financial returns and other participants in the insurance market.

Child Trust Funds – Feedback on CP04/10 and made text (PS04/26)

In June 2004, we published our proposals for the regulation of child trust funds (CTFs) in CP04/10 '*Child Trust Funds*'.

This followed the Government's publication of its detailed proposals for CTFs in October 2003, enactment of the Child Trust Funds Act 2004 and making of the Child Trust Funds Regulations 2004 in May 2004.

This PS reports on the main issues arising from the consultation and publishes final rules. This paper will be of interest to consumers who have parental responsibility for children born on or after 1 September 2002.

Reforming Polarisation: Implementation – Feedback on CP04/3 (A menu for being open with consumers) and made text (PS04/27)

We have undertaken a phased review of polarisation, which we consulted on in CPs 80, 121, 166 and 04/3. The outcome of the review will be the removal of the polarisation restrictions and the introduction of new rules to improve disclosure to consumers.

This PS sets out the final rules and guidance for depolarisation and enhanced disclosure (the menu and the initial disclosure document). It also provides our feedback on the responses we received to CP04/3. Also included is the rules instrument which includes our final IMD rules (implementing part of the IMD requirements) following the near-final rules published in PS04/12 (in April 2004). The Appendix to this PS sets out the full text of the Depolarisation Instrument, including the IMD rules.

Firms involved in the marketing of, or advising on, retail investment products (such as collective investment schemes and investment based life assurance) to private customers should read this PS. It will also be of interest to consumers (who may purchase or seek advice on these products), consumer bodies, and trade bodies.

Development of transaction monitoring systems – Feedback on DP25 (FS04/1)

In December 2003, we published DP25 '*Development of transaction monitoring systems*'. This explained how we use transaction data and how we propose to replace the existing Direct Reporting System (DRS) feed, which is one of the ways by which firms can report trades to us. It also outlined our plans to develop our transaction monitoring systems and to replace our current securities transactions database, Surveillance and Automated Business Reporting Engine (SABRE). We also set out some early thinking on potential rule changes in the future, and how the negotiations for the new Markets in Financial Instruments Directive (MiFID) were progressing and might affect firms' transaction reporting.

This FS summarises the comments we received and our responses to those comments. Importantly, it also gives more details on the reporting feed, which will replace the DRS.

Firms covered by SUP 17 and other firms who trade in debt and equity products and related derivatives, on either a principal or agency basis, should read this paper. It will also be of interest to firms that may be affected by the potential transaction reporting requirements of MiFID. This includes Building Societies, Insurance Companies, Friendly Societies and professional firms, and firms who deal in commodity derivatives or interest rate derivative products.

Forthcoming Publications

This list is subject to regular updating. Whilst we make every effort to ensure it is accurate, the entries and dates on it do not represent firm commitments by the FSA. From time to time, individual items contained within the Quarterly CPs may have a shorter or longer consultation period than the consultation period stated in this newsletter.

Star rating system for CPs

With effect from 1 January 2004 all CPs have been graded according to a star system. This was explained on page 2 of the January edition of this Newsletter.

High level standards

No publications are currently being planned.

Business standards

Future publications	Intended audience[1]	Module^	Expected date	Consultation Period	Expected Date of Feedback
Insurance Regulatory Reporting – PS to CP202 and made text		IPRU (INS)	Dec 2004	N/A	N/A
Systems and Controls – made text and PS to CP97/CP128/CP142 (in HN)		PRU/SYSC	Dec 2004	N/A	N/A
Lloyd's: integrated prudential requirements, and changes to auditing and actuarial requirements – PS to CP04/7 and made text		PRU/LLD/ SUP	Dec 2004	N/A	N/A
Enhanced capital requirements and individual capital assessments for non-life insurers – made text, including material on valuation for insurers (CP190/CP97)		PRU	Dec 2004	N/A	N/A
Enhanced capital requirements and individual capital assessments for life insurers – made text, including material on valuation for insurers (CP195/CP97)		PRU	Dec 2004	N/A	N/A
Strengthening Capital Standards (to include rules and guidance to implement the new Basel and EU Capital Adequacy Standards, ICAS framework for investment firms and deposit-takers (including FS to CP189), and material on reporting requirements for deposit-taking & Principal Position taking firms and firms that undertake wholesale investment activities) – CP (3 star)	Banks, Building societies, most Investment firms, those firms actively undertaking deposit-taking and wholesale investment business	PRU/SUP	Jan 2005	3 months	Q3 2005
UK Implementation of the EU Market Abuse Directive – PS and made text		MAR/COB/ UKLA	Jan 2005	N/A	N/A
Suitability standards for personal pensions – CP (2 star)	Firms advising on personal pensions/consumers	COB	Jan 2005	3 months	Q3 2005

Future publications	Intended audience[1]	Module^	Expected date	Consultation Period	Expected Date of Feedback
Bundled Brokerage and Soft Commission arrangements – CP (3 star)[2]	Investment managers, Investment Firms, Life Insurers, Research Providers, Service Providers, Pension Fund Trustees	COB	Q1 2005	3 months	*
Implementation of the Simplified Prospectus requirements in the UCITS Management Company Directive – PS to CP04/18 and made text		COB	Q1 2005	N/A	N/A
Implications of a changing accounting framework – PS to CP04/17 and made text		Various	Q2 2005	N/A	N/A
Helping Consumers achieve a fair deal (to include material on packaged and non-packaged product disclosure at the point of sale (including feedback on CP170), information after the point of sale, and review of projection requirements (including feedback to DP04/1)) – CP (3 star)	Retail firms, Consumers	COB	Q2 2005	3 months	Q4 2005

Regulatory processes

Future publications	Intended audience[1]	Module^	Expected date	Consultation Period	Expected Date of Feedback
Perimeter guidance for e-money – PS to CP172 and made text		AUTH	Q1 2005	N/A	N/A
Perimeter guidance on pensions related activities – PS to CP179 and made text		AUTH	March 2005	N/A	N/A

Redress

Future publications	Intended audience[1]	Module^	Expected date	Consultation Period	Expected Date of Feedback
FSMA 2 Year Review: Financial Ombudsman Service – Feedback to CP04/12		DISP	March 2005	N/A	N/A

Specialist sourcebooks

Future publications	Intended audience[1]	Module^	Expected date	Consultation Period	Expected Date of Feedback
Review of the Listing Regime and implementation of the Prospectus Directive (including FS to CP203) – PS to CP04/16 and made text		UKLA	May 2005	N/A	N/A

Other[3]

Future publications	Intended audience[1]	Module^	Expected date	Consultation Period	Expected Date of Feedback
PS (in HN) to Quarterly CP04/13 and made text		Various	Dec 2004/ Jan 2005	N/A	N/A
PS (in HN) to Miscellaneous CP199 and made text		Various	Dec 2004	N/A	N/A
PS (in HN) to Miscellaneous CP04/1 and made text		Various	Dec 2004	N/A	N/A
PS (in HN) to Quarterly CP04/15 and made text		Various	Dec 2004/Jan/ Feb 2005	N/A	N/A
Fees – FSA Fees and fees policy and Financial Ombudsman Service and Financial Services Compensation Scheme funding 05/06 – CP (2 star)	All authorised firms and other fee-payers	Various	Jan 2005	5 and 11 weeks	Q1 2005 and Q2 2005
Quarterly Consultation – CP (1 star)	Various	Various	Jan 2005	2 months	May 2005
Changing the FSA's Enforcement Processes – CP (3 star)	All firms and consumers	ENF/ DEC	Q1 2005	3 months	Q2 2005
Treating with-profits policyholders fairly – PS to CP04/14 and made text		COB/ SUP	Q1 2005	N/A	N/A

^ A list of abbreviations of the Handbook modules is included at the end of the newsletter.
1 The Intended audience is only shown for forthcoming Consultation Papers and Discussion Papers. For Consultation Papers and Discussion Papers which have already been issued, readers should refer back to the relevant Consultation or Discussion Paper.
2 We intend to finalise consultation on this issue during 2005.
3 This section includes proposals which may affect several modules of the Handbook or where the location of the proposed text is not yet decided.
* This asterisk indicates that information is not yet available about these aspects.

Other Publications

Consumer Factsheets

The FSA has recently produced the following consumer and information factsheets:

- FSA Factsheet – 'You can afford your mortgage now but what if…?' explains what consumers can do now to protect themselves against the risks of changes in their circumstances and interest rate rises;
- FSA Factsheet – 'Buy-to-let mortgages' provides background information on buy-to-let mortgages and covers some of the risks involved and what actions can be taken to reduce these risks;
- FSA information sheet – 'Introduction to the Financial Services Authority – information for consumers' explains who we are, what and who we regulate and how we do it;
- FSA information sheet – 'You and your money' explains how we can help consumers organise their money matters;
- FSA information sheet – 'Getting a mortgage? How Keyfacts can help you. This leaflet gives information about a new document provided by mortgage lenders and brokers about their services;
- FSA Guide on 'making a complaint about financial services – updated following mortgage regulation; and
- FSA Information Pack – 'Choosing a mortgage – taking the right steps'.

Copies of these and all other publications can be ordered through our online order form at www.fsa.gov.uk/pubs/public

Industry Training and Events Update

Conferences

T&C 2004: Senior Management Responsibilities
15 December 2004 – Queen Elizabeth II Conference Centre, Westminster, London

Key note address: David Kenmir, Managing Director, FSA

The conference will focus on Senior Management responsibilities and issues.

For further details of the T&C New Era conference series contact Kathy McCall on 020 7066 9010

For detail of all our events please visit www.fsa.gov.uk/industry-training

FSA Summer School, 21-24 August 2005
St John's College, Cambridge

For a priority booking form please visit www.fsa.gov.uk/industry-training
or contact Kathy McCall on 020 7066 9010

Roadshows

Helping Firms Help themselves Roadshow
7 December 2004 – Belfast
8 February 2005 – London
1 March 2005 – Edinburgh

Continuing our series of regional roadshows aimed at IFAs to raise key areas of non-compliance that we see through our supervisory work and flag important issues that are coming up including the reforms of the retail market.

For further details of the 'Helping Firms Help themselves' roadshow series contact Lizzie Somerton on 020 7066 3308.

Distance Learning

Distance learning CD-Roms are available on the following topics:

- Introduction to the FSA
- Effective Complaints Handling
- Training and Competence for Mortgage Intermediaries
- Training and Competence for General Insurance Intermediaries
- Training and Competence for Investment Firms

NEW – Insurance Conduct of Business (ICOB) requirements for intermediaries and insurers

NEW – Mortgage Conduct of Business (MCOB) requirements for mortgage advisers, arrangers, lenders and administrators

For further details please visit www.fsa.gov.uk/industry-training/dl_packages.html or contact Kathy McCall on 7066 9010.

NEW – Employee Leaflet

A new Employee Leaflet is now available. The Employee Leaflet is a short leaflet for firms and employees which explores the role of Training and Competence. For further details please visit http://www.fsa.gov.uk/industry-training/employee_leaflet.html.

In-House Training

To help firms understand their regulatory responsibilities and demonstrate compliance with our requirements, we offer tailored, in-house training. This training is produced and delivered by the FSA. For further details please visit http://www.fsa.gov.uk/industry-training/inhouse_training.pdf

Workshops

Industry Training workshops are available on a range of topics, including:

General Insurance Intermediaries

- Client Money Requirements
- Complaints Handling Requirements
- Conduct of Business (ICOB) Requirements: For intermediaries selling general insurance and pure protection contracts to retail customers
- Preparing for Regulation (Presentation)
- Training and Competence Requirements

Mortgage Intermediaries

- Complaints Handling Requirements
- Conduct of Business (MCOB) Requirements: Regulating the mortgage sales process for mortgage intermediaries and lenders
- Preparing for Regulation (Presentation)
- Training and Competence Requirements
- Financial Promotions Requirements for Mortgage Firms

Universal

- Collective Investment Schemes – understanding our requirements
- Senior Management Responsibilities – implementing the FSA's requirements
- Training and Competence Healthcheck and Update
- Financial Promotions Requirements
- Depolarisation
- Regulatory Reporting Requirements
- Effective Compliance for IFAs

Forward Programme – workshops to be announced shortly on:

- Child Trust Funds
- Stakeholder Products
- NEW – Basle
- NEW – Financial Crime
- NEW – Integrated Prudential Sourcebook

For full details of available workshops please visit www.fsa.gov.uk/industry-training/forward.pdf.

Contact us

For more information about industry training, how to make a booking, or to order any of our distance learning materials, please visit www.fsa.gov.uk/industry-training.

For further information and book your place on FSA conferences and events, subscribe to our mailing list or view transcripts from previous events, please visit http://www.fsa.gov.uk/industry/events.html, or contact us at events@fsa.gov.uk or on 020 7066 0098.

Contacts

Handbook order form: http://www.fsa.gov.uk/pubs/handbook/hb-sub.pdf.

Amendments to authorised firms' contact details for this newsletter: Sales and Distribution Department on 020 7066 3296 (tel), 020 7066 9799 (fax) or *subs@fsa.gov.uk*

Order line for new publications and subscription queries on the FSA Handbook and UKLA sourcebook: 0845 608 2372

Technical queries on the CD-ROM: fsa@techindex.co.uk or 0134 440 4457

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Abbreviations (in alphabetical order)

APER	Statements of Principle and Code of Practice for Approved Persons	ICOB	Insurance: Conduct of Business sourcebook
AUTH	Authorisation manual	IPRU(BANK)	Interim Prudential sourcebook for banks
CASS	Client Assets sourcebook	IPRU(BSOC)	Interim Prudential sourcebook for building societies
CIS	Collective Investment Schemes sourcebook	IPRU(FSOC)	Interim Prudential sourcebook for friendly societies
COAF	Complaints Against the FSA sourcebook	IPRU(INS)	Interim Prudential sourcebook for insurers
COB	Conduct of Business sourcebook	IPRU(INV)	Interim Prudential sourcebook for investment businesses
COLL	Collective Investment Scheme sourcebook	LLD	Lloyd's sourcebook
COLLG	Collective Investment Scheme Information Guide	MAR	Market conduct sourcebook
COMP	Compensation sourcebook	MCOB	Mortgages: Conduct of Business sourcebook
COND	Threshold conditions sourcebook	MIGI	Small Mortgage and Insurance Intermediaries - Handbook Guide (Part I - General)
CP	Consultation Paper	ML	Money Laundering sourcebook
CRED	Credit unions sourcebook	MOGI	Small Mortgage and Insurance Intermediaries - Handbook Guide (Part II - Mortgage Intermediaries (additional rules)
DEC	Decision making manual	OMPS	Oil Market Participants - Handbook guide
DISP	Dispute resolution: complaints sourcebook	PRIN	Principles for Businesses
DP	Discussion Paper	PROF	Professional firms sourcebook
ECO	E-Commerce Directive sourcebook	PRU	Integrated Prudential sourcebook
ELM	Electronic Money sourcebook	PS	Policy Statement
EMPS	Energy Market Participants - Handbook guide	REC	Recognised Investment Exchanges and Recognised Clearing Houses sourcebook
ENF	Enforcement manual	SERV	Service companies - Handbook guide
FIT	Fit and Proper test for Approved Persons	SIFA	Small IFAs - Handbook Guide
FREN	Small Friendly Societies - Handbook guide	SUP	Supervision manual
FS	Feedback Statement	SYSC	Senior management arrangements, Systems and Controls
GEN	General provisions	TC	Training and Competence sourcebook
GIGI	Small Mortgage and Insurance Intermediaries Handbook Guide (Part III - Insurance Intermediaries (additional rules))	UKLA	United Kingdom Listing Authority sourcebook
HN	Handbook Notice		