

Integrity Authorised Representatives (ARs) are only to recommend products that are approved by Integrity Financial Planners (IFP).

Please read our General Policy on Approved Products for further explanation of the product approval process.

Approved products specifically listed in this document are in addition to those rated as either Recommended or Highly Recommended by Zenith.

IFP Approved Product List

Products Rated by Zenith

Products meeting the following criteria are approved for recommendation by IFP Authorised Representatives.

- Any products that have a rating with Zenith of 'Recommended' or 'Highly Recommended'; and
- Any products that have a rating with Zenith of 'Approved' may be retained if they were recommended to the client when they were 'Recommended' or 'Highly Recommended', however further investment in this product is not permitted.

Please refer to your Zenith login for a listing of these products.

Other Products Approved by IFP

Products meeting the following criteria are approved for recommendation by IFP representatives.

- Any product that is listed under Approvals on the APL tab of the IFP website. These approvals must be read individually in full and are subject to any restrictions / limitations / or conditions listed within.

Existing Product of Client or One Off Product Approval by IFP

Products meeting the following criteria are approved for recommendation by IFP representatives.

- Where an Adviser has submitted the "Existing Product of Client or One Off Product Approval Form" on behalf of a client and that approval has been granted by Compliance, this approval (subject to any terms and conditions) will be considered an inclusion on the APL. You should carefully read the conditions of such approvals to determine whether the approval is ongoing and what else is required. Given that such approvals are specific to individual clients, these will not be posted on the website. These approvals cannot be utilised for any other clients, or for any other products.

Adviser may seek existing product of client or one off product approval for products.

Zenith Model Portfolios

Integrity have engaged with Zenith Investment Partners to provide seven exclusive Model Portfolio's for IFP Representatives to use, these are 'The Exclusive Investment Series' Managed Accounts.

These models in their entirety are approved.

Managed Accounts

The following Managed Accounts are approved for recommendation by IFP Representatives:

- The above mentioned Zenith Model Portfolio's found within the Netwealth Private Label Managed Models; and
- All of the 'Retail Managed Models' within the Netwealth Managed Account Service Menu.

Please refer to the Netwealth Managed Account Service Menu found on the IFP APL webpage for the list of Managed Accounts available to be invested in, meeting the above criteria.

Approved (Platforms, Wraps and Master Funds)

- Netwealth (IFP Preferred)
- AMP
- AMP North (including AXA Summit, Generations, North)
- Asgard
- ARA Consultants*
- BT Wrap
- Colonial First Choice
- Colonial First Wrap
- IOOF
- Macquarie
- MLC Onesource/Masterkey
- Navigator
- OnePath
- Powerwrap
- Skandia

Note that where IFP have approved an IDPS / Wrap service the associated cash account is also approved.

**Approval has been granted to particular representatives to use these products in particular circumstances and subject to constraints. No recommendation is to be made by any other representative regarding these products without the specific agreement of IFP.*

Direct Investments (Brokers & Suppliers)

The following are approved suppliers of research or product for direct investments.

Cash accounts and Term Deposits

Deposit Accounts or CMTs or CMAs or Term Deposits that are provided by particular banking institutions covered under the Financial Claims Scheme (a list of these institutions can be found [here](#)) may be recommended, provided the Authorised Representative has an adequate basis for the recommendation and this is clearly explained and documented in the request for approval.

Direct shares

- Bell Potter
- Morgan Stanley
- Lonsec Research
- Evans & Partners
- Macquarie

Fixed Interest Investments

- Bell Potter
- Morgan Stanley
- Endowment Bond Exchange

IFP Approved Product List

Direct Property Platform

DomaCom Australia Limited is the operator of an investment platform offered through an ASIC registered Managed Investment Scheme the DomaCom Fund. This platform enables fractional investment in property. The DomaCom platform is approved for use by clients, but any DomaCom funds have not been through the approval process and are not approved.

IFP Authorised Representatives are not able to provide advice on any specific direct property (they can only provide “class of product” advice) and consequentially any Authorised Representatives looking to use the DomaCom platform must ensure they do not provide any advice on any specific property, or refer the clients to a Buyer’s Agent. Authorised Representatives must also satisfy the DomaCom assessment criteria before recommending use of the product/service.

Direct Property Referrals

Given that Authorised Representatives are not able to provide advice on Direct Property Representatives should refer clients to a Buyer’s Agent. The following Buyer’s Agents have been approved by IFP:

- Empower Wealth

Under no circumstances are Authorised Representatives able to refer clients to Property Groups who pay a referral fee to the Adviser.

ETF’s

The following are approved suppliers of Exchange Traded Funds:

- Blackrock – iShares
- BetaShares
- Vanguard Investments
- Russell Investments

Approved Life Insurances

Approved product providers for insurance products are:

- AC&L
- ADVANCE
- AIA
- AMP
- ASTERON
- ASGUARD
- AVIVA
- AMP (including AXA)
- BT LIFE
- CLEARVIEW
- COMM INSURE(COLONIAL)
- ING
- MET LIFE
- MLC
- NEOS LIFE
- ONEPATH
- SKANDIA
- TAL (formerly Tower) (inc PREFSURE)
- ZURICH

Approved Funeral Bonds

Approved product providers for insurance products are:

- FuneralPlan by Australian Unity (Capital Guaranteed Investment Option only).

Approved Annuities

Pre 1 July 2019 Annuities

All annuities provided by an APRA regulated life company are approved.

Authorised Representatives should obtain a minimum of 2 quotes to demonstrate that the product recommended is in the client's best interests.

Post 1 July 2019 Annuities

All annuity providers provided by an APRA regulated life company are approved that demonstrate compliance with the criteria introduced by the prevailing legislation, which meet the assets and incomes test exemption are approved.

Authorised Representatives should obtain a minimum of 2 quotes to demonstrate that the product recommended is in the client's best interests.

General Policy on Approved Products

Approved Products

Products Rated by Zenith

Funds meeting the following criteria are approved for recommendation by IFP Authorised Representatives.

- Any products that have a rating with Zenith of Recommended or Highly Recommended.
- Any products that have a redeem rating with Zenith must be redeemed as soon as practical (i.e. this advice must be provided as soon as practical).
- Any products that have an approved rating with Zenith are not on the Integrity APL for either new clients or new purchases for existing clients unless they have an explicit approval under other products below, or “one off” product approval below.
- The downgrade of a product to “Approved” does not necessarily mean that current investors should withdraw from these funds. Clients should not withdraw from such funds without careful consideration of any costs (fees and taxes in particular) and whether the perceived benefits of a change justify costs incurred.

Other Product Approval

- Other products with explicit approval of IFP (as published on www.iplan.com.au under the APL tab).

Where clients have requirements outside of the IFP Approved Product List, Authorised Representatives may seek ongoing approval for any such products. Before recommending any new or continued investment in such products, Authorised Representatives should seek the approval of IFP using the “IFP IC Submission” which is on the website under the Templates tab.

This form is a submission to the Investment Committee for consideration of inclusion on the APL. Representatives should be aware that Investment Committee meetings are generally held quarterly, however dependant on need, ad hoc meetings can be arranged in between quarters. Authorised Representatives should allow at least 2 to 3 weeks’ notice given the requirements to convene an Investment Committee meeting.

Other products with explicit approval of IFP may from time to time be approved for use by any advisers or particular advisers and/or in particular circumstances. For example, the recommendation of products may be restricted to clients with certain risk profiles or investment experience, or to certain levels of exposure within a client’s portfolio. Authorised Representatives are to have regard to any specific restrictions applying to products that have been approved.

NOTE: The absence of a product from our approved list does not justify a recommendation to sell the product.

Existing Product of Client / One-Off Product Approval

- Other products for a specific client with explicit approval of IFP.

Where clients have existing investments that are not approved by IFP or researched by Zenith with a Recommended or Highly Recommended rating, Authorised Representatives should undertake their own research and analysis and seek Approval from IFP prior to providing any advice to hold or invest further.

Before recommending any new or continued investment in such products, Authorised Representatives should seek the approval of IFP using the “Existing Product of Client or One Off Product Approval Form” which is on the website under the Templates tab.

NOTE: The absence of a product from our approved list does not justify a recommendation to sell the product.

IFP Approved Product List

Model Portfolio's on Zenith and Integrity Managed Accounts

Authorised Representatives should note that the models have been designed to function as models in their entirety and that individual components of the models are not automatically approved. You should refer to the individual recommendations by Zenith for individual funds.

Platforms, Wraps and Master Funds

Authorised Representatives shall only recommend platforms, wraps, and Master Funds that have been approved by IFP. IFP approves IDPSs and platforms based on our own assessment.

It is recognised that in many instances the difference between platforms may be of minimal real significance to clients and there may be specific reasons for using other platforms related to either the client's circumstances or the delivery of services to clients by the Authorised Representative. Should an Authorised Representative identify a Platform, Wrap or Master Fund that is not on the current IFP APL, but that they have researched and can support is in the best interest of their client, they may submit a request for one-off approval for that client. The relevant request form can be found on the IFP website.

Direct Investments

IFP does not generally approve specific direct investments.

Direct investments are regarded by IFP as a useful and effective investment mechanism in some circumstances.

In recommending direct investments, Authorised Representatives should have regard to the objectives, preferences, experience and knowledge of the client and determine whether such an approach is appropriate for that client. In particular, Authorised Representatives should consider whether the client's investment portfolios will be appropriately or adequately diversified and whether the associated risks of the investments (liquidity, capital and cash flow) match the needs and objectives of the client.

Direct Shares

- Authorised Representatives may recommend listed equities with a buy (or equivalent) or a hold (or equivalent) rating;
- Specific stock recommendations must be made by a reputable share broker or be recommended by the IFP Authorised Representative, based on research sourced from a reputable broker or other credible source.
- Share brokers and other sources of research are to be approved by IFP. The research source will need to be qualitative and not just quantitative.
- The research must be current and up to date i.e. Authorised Representatives should have login access to such research source and be able to confirm that the recommendation has not changed. For any research older than 3 months we would expect Authorised Representatives to demonstrate they have checked the current recommendation.

Integrity recognises that there is a mismatch with typical broker research (which is generally a 12 month recommendation) and many of our clients' objectives (which are typically long term). As such, should a listed equity be re-rated with a "sell" recommendation (or equivalent), IFP will not require the Authorised Representative to automatically recommend a sell to the client. However, the Authorised Representative should seek to understand why the listed equity has a "sell" recommendation and if it is in the best interest of the client to hold or sell. This consideration must be recorded on the client's file.

Fixed Interest Investments

- Authorised Representatives may recommend listed fixed interest investments equities with a buy (or equivalent) or a hold (or equivalent) rating;
- Specific new issues may be approved by IFP from time to time;
- Generally such investments are to be based on a buy and hold strategy (and the value of the running yield) rather than seeking benefit from any short term capital fluctuations:

IFP Approved Product List

- Specific stock recommendations must be made by a reputable broker or be recommended by the IFP Authorised Representative, based on research sourced from a reputable broker or other credible source:
- Brokers and other sources of research are to be approved by IFP.
- The research must be current and up to date i.e. Authorised Representatives should have login access to such research source and be able to confirm that the recommendation has not changed. For any research older than 3 months we would expect Advisers to demonstrate they have checked the current recommendation.
- Integrity recognises that there is a mismatch with typical broker research (which is generally a 12 month recommendation) and many of our clients' objectives (which are typically long term). As such, should a listed fixed interest investment be re-rated with a "sell" recommendation (or equivalent), IFP will not require the Authorised Representative to automatically recommend a sell to the client. However, the Authorised Representative should seek to understand why the listed equity has a "sell" recommendation and if it is in the best interest of the client to hold or sell. This consideration must be recorded on the client's file

Direct Property

- Authorised Representatives are not authorised to recommend Direct Property to any client, other than as a class of product;
- Authorised Representatives may assist clients with the financial and cashflow assessment of particular properties but should not make specific recommendation regarding the property itself or its appropriateness for the client. A warning to this effect must be given to the client verbally and stated in the advice document:
- Specific property recommendations may be made by a reputable provider approved by IFP (such as a Buyers agent). Note that IFP Authorised Representatives are not to receive fees for referral of clients to Property Groups.

Insurance Products

Authorised Representatives may recommend insurance products to clients based on their assessment of the clients' needs, objectives and circumstances. This assessment shall be made on an individual basis and shall include analysis of:

- Income and expenses;
- Potential risks to cash flow;
- Alternative sources of income;
- Assets;
- Liquidity of assets;
- Liabilities;
- Personal preferences and attitudes;
- Existing insurance arrangements.

Product selection shall be based on specifications required to meet the client's needs, including criteria such as price, contract definitions, ease of underwriting, service standards etc.

Authorised Representatives are not expected to identify the "best" product as this is a highly subjective assessment. Authorised Representatives are required to:

- Recommend products that are appropriate to the client's objectives and needs:
- Ensure that the client understands what events and circumstances they are covered and any exclusions that may apply:
- Disclose to the clients any risks that their expectations/objectives may not be met by the recommended product.

It is the view of Integrity Financial Planners that the comparative assessment of insurance products through commercially available product research can be highly subjective and sensitive to the weightings placed on various decision criteria.

IFP Approved Product List

Authorised Representatives should recommend products provided by approved suppliers, as long as those products are appropriate to the client's needs and that the Authorised Representative can demonstrate familiarity with the product in terms of:

- Premium levels relative to market
- Policy wording and conditions (what is and isn't covered)
- Underwriting processes and experience
- Claims paying process and experience

Your research and investigations should demonstrate why and how the insurance product you recommend meets the client's objectives and is in their best interest. Our primary concerns are that the insurer is able to meet its obligations to clients and that clients are properly informed as to the nature of the cover provided. To demonstrate this, you should ensure that the client has been fully informed of the disclosure obligations. We expect that this will be discussed verbally with the client (and a record of this conversation is retained in the client file), along with the disclosure obligations and consequences of non-disclosure provided to the client in writing eg stated in the client's advice document.

If you have any questions or wish to seek clarification regarding any of the items in the Integrity Financial Planners Approved Product List Policy, please contact us by email at compliance@iplan.com.au