

August 17, 2017

**Critical Path for CAFII Response Submission on AMF's "Managing Conflict Of Interest Risk In Relation To Incentives" Issues Paper**

Task	Responsible	Timing/Deadline
Prepare Critical Path for CAFII submission and Discussion Points about Issues Paper, for review by Market Conduct Committee Chair.	B. Wycks	August 17/17
Provide feedback on Critical Path and Discussion Points to B. Wycks.	R. Beckford	August 17-18/17
Post revised Critical Path and Discussion Points for August 22/17 EOC meeting.	E. Cloutier	August 17-18/17
Facilitate EOC discussion on AMF Issues Paper and related CAFII Discussion Points, to secure input for Market Conduct Committee's review of Issues Paper.	R. Beckford/B. Wycks	August 22/17
Provide notes from EOC's discussion of Issues Paper and Discussion Points to B. Wycks and R. Beckford.	E. Cloutier/C. Bucksbaum	August 24/17
Arrange Market Conduct Committee Teleconference Meeting 1, on September 13, 14 or 15/17, to review Issues Paper and generate content input for CAFII submission; followed by Market Conduct Committee Teleconference Meeting 2 on September 26 or 27/17.	C. Bucksbaum	August 25/17 (B. Wycks on vacation from September 4 thru 11/17)
Teleconference Meeting 1 to review Issues Paper and provide content input re general observations, definitions, and positions in Issues Paper; as well as specific questions appropriate for CAFII to address.	Mkt. Conduct Ctte	September 13, 14 or 15/17
Draft preliminary/point form content for CAFII submission on Issues Paper, for review by EOC at September 19/17 meeting.	B. Wycks	September 18/17
Review and provide feedback on preliminary/point form content for CAFII submission.	EOC	September 19/17
Prepare Draft 1 of CAFII submission on Issues Paper, incorporating EOC input, for review by Market Conduct Committee Chair.	B. Wycks	September 20/17
Provide feedback to B. Wycks on Draft 1 of CAFII submission on Issues Paper.	R. Beckford	September 22/17
Prepare and circulate Draft 2 of CAFII submission on Issues Paper to Mkt. Conduct Ctte.	B. Wycks	September 22/17
Teleconference Meeting 2 to provide feedback on Draft 2 of CAFII submission.	Mkt. Conduct Ctte	September 26 or 27/17
Prepare Draft 3 of CAFII submission on Issues Paper.	B. Wycks	September 29/17
Meet with E. Hiemstra or other relevant CLHIA staff executive to discuss respective Association draft submissions, to check for general alignment and harmony.	B. Wycks/K. Martin	October 2-3/17
Refine Draft 3, if necessary based on CLHIA discussion, and circulate Draft 4 to Market Conduct Committee members, with deadline of October 6/17 for feedback.	B. Wycks	October 4/17
Provide feedback to B. Wycks on Draft 4 of CAFII submission.	Mkt. Conduct Ctte	October 6/17
Prepare and circulate Draft 5 of CAFII submission to EOC members, with deadline of October 12/17 for feedback.	B. Wycks	October 9/17
Provide feedback to B. Wycks on Draft 5 of CAFII submission.	EOC	October 12/17
Make final edits to draft submission, based on EOC input; and circulate to EOC Chair P. Thorn and Mkt. Conduct Ctte. Chair R. Beckford for final review and approval.	B. Wycks	October 13/17
Finalize submission, insert EOC Chair's electronic signature, and transmit to AMF.	B. Wycks	October 13/17