

# Transition Roadmap

## Appointing SRS as your Captive Manager

Managing a transition to Strategic Risk Solutions is a straight forward process, where with the support of your outgoing Insurance Manager, your time and administration is kept to a minimum. SRS will do the heavy lifting.

## Step 1: Structure & Strategy

- Client decides to appoint SRS
- SRS completes all KYC activity
- Client Informs Incumbent Manager & issues notice
- SRS meets Incumbent Manager for practical handover
- Incumbent Manager requests consent for change from regulator & when received, effective date agreed
- Board Resolution approving changes to Board composition, registered office, Co Sec and registered agent
- Incumbent Manager notifies relevant parties of change
- Physical handover of files to SRS by Incumbent Manger
- SRS take over Resident Agent role & registered office updated

## Step 2: Finance, Accounting, Treasury

- Financial year end confirmed and contact made with Auditors
- Bank account details obtained and Client transfers bank mandate

## Step 3: Contracts

- SRS provides draft Insurance Management Agreement (MGA)
- Once agreed MGA executed

## Step 4: Risk Management

- SRS updates Business Continuity Plan
- SRS reviews Compliance Manual

## Step 5: Board Meetings

- Date of first post-transition agreed
- SRS prepare board pack

## Connect With Us

 [www.strategicrisks.com](http://www.strategicrisks.com)

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