

**Specification of Competency Standards**  
**for the Banking Industry**  
**Unit of Competency**

Functional Area - 2a. Other Services on Enterprise Banking Operations and Support (for Large Corporations)

(Key Function – 2a.2 Syndicated Loan and Other Structured Products Processing)

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| Title               | Perform the duties of an arranger for syndicated loan                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                           |
| Code                | 109239L5                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                        |
| Range               | Managing the duties of an arranger (arranging bank) by coordinating and negotiating with different parties including a group of lending banks and / or financial capital providers in order to reach agreements for the details of syndicated lending. It also entails the duties of administering the loan on behalf of the other lenders in the syndicate.                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                    |
| Level               | 5                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                               |
| Credit              | 4 (For Reference Only)                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                          |
| Competency          | <p>Performance Requirements</p> <p>1. Knowledge in the Subject Area</p> <p>Be able to:</p> <ul style="list-style-type: none"> <li>• Demonstrate proficient knowledge in corporate finance and syndicated lending in order to arrange and structure the deal in accordance with the bank's strategies;</li> <li>• Understand the roles of different parties in syndicated lending in order to structure the terms and conditions of cooperation agreements.</li> </ul> <p>2. Applications</p> <p>Be able to:</p> <ul style="list-style-type: none"> <li>• Identify potential lenders for the deal and define the respective roles and responsibilities of different lenders;</li> <li>• Evaluate critically the profiles (e.g. nature, size), businesses and operations of institutional clients and design customized service package to facilitate their use of the banking services;</li> <li>• Develop the syndication strategy for the deal for soliciting commitments of participating banks and secure the deal from the borrowers;</li> <li>• Conduct meetings with the borrowers and evaluate the financial status and needs of the businesses in order to construct information memorandum to potential lenders;</li> <li>• Identify underwriters for the deal and lobby with different participants to determine the responsibilities of each underwriter;</li> <li>• Evaluate the financial status and business needs of the borrowers in order to determine the risks and business potential of the deal.</li> </ul> <p>3. Professional Behaviour and Attitude</p> <p>Be able to:</p> <ul style="list-style-type: none"> <li>• Structure and negotiate the terms of the transactions with the borrowers and ensure they are coherent and supportive to the clients' strategic plan and changing business needs;</li> <li>• Coordinate the drafting and signing of legal documentation in order to provide adequate protection on the interests of participating lenders.</li> </ul> |
| Assessment Criteria | <p>The integral outcome requirements of this UoC are:</p> <ul style="list-style-type: none"> <li>• Development of cooperative relationship with participating banks or underwriters regarding the syndicated loan. These should be based on evaluation on the business potential of the loan, corporate information of the borrower and suitability of potential lenders;</li> </ul>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                            |

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|--------|--------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
|        | <ul style="list-style-type: none"><li>• Development of draft agreement with borrower which specify the terms and conditions of the syndicated loan. These should be based on evaluation on the financial status, business needs, risks and business potential of the deal.</li></ul> |
| Remark |                                                                                                                                                                                                                                                                                      |