

ISCA Support Fund: Information Sharing Session for SMPs 30th March 2021

Global Mindset, Asian Insights

www.isca.org.sg

ISCA's Covid Response

Significant Events

JAN 2020



WHO declared international emergency over COVID-19

APRIL – MAY 2020 CIRCUIT BREAKER



- Members Surveys
- Assistance Package (\$3.6 million)
- Covid-19 Resource Centre
- Covid-19 Navigator
- 1st ISCA-SAC Advisory
- Dedicated Career Job Portal
- Career Matching for members
- Virtual Career Fair

JUNE – DEC 2020 EASE OF MEASURES



- 2nd ISCA-SAC Advisory
- 3rd ISCA-SAC Advisory

Technical Resources for accountants and auditors (FRBs, AGSs and FAQs)

Virtual Learning

FEB 2021



Launch of \$8 million ISCA Support Fund



AGENDA







01 About the ISCA Support Fund

A unique and holistic set of initiatives catering to the needs of ISCA <u>Members</u> and <u>SMPs</u>

ISCA Support Fund [for Members]



Worth \$5 million

- 1. Financial Assistance for members facing financial hardship
 - waiver of 2021 ISCA membership subscription fee
 - 20 complimentary hours of continuing professional education (CPE) training to enable members to acquire new skills to enhance employability
- 2. Professional Development Support for all members
 - incentivise upskilling with \$100 CPE voucher for all members to offset costs of CPE courses to support professional development and training needs

FIND OUT MORE





ISCA Support Fund [for SMPs]

The ISCA Support Fund for SMPs goes towards accelerating the digital transformation and upskilling efforts of SMPs, as well as provide working capital to SMPs financially affected by the pandemic.



Other Key Features of the ISCA Support Fund

1. The \$8 million ISCA Support Fund leverages on Enterprise Singapore (ESG)'s SG Together Enhancing Enterprise Resilience (STEER) programme where ESG matches \$1 for every \$2 contributed by ISCA to help strengthen and transform businesses.



- 2. The ISCA Support Fund will support **70%** of the cost of the qualifying activities (curated list of programmes and digital solutions).
- 3. The qualifying period of the qualifying activities under the ISCA Support Fund will run from **1 February 2021 to 30 June 2022.**







To be eligible for the ISCA Support Fund and respective pillars, a Company must satisfy the listed conditions

Eligibility Criteria for the Support Fund

To qualify for support under the ISCA Support Fund, the applicant company (applicant) will need to meet the following criteria:



Be a locally registered company and operating in Singapore



Have a minimum of 30% local shareholding



Have a Group Annual Sales Turnover of not more than S\$100 million or Group Employment Size of not more than 200 workers



The Singapore Standard Industrial Classification (SSIC) code must commence with "692"



At least one owner of the Company must have a valid ISCA membership at the time of the point of application and disbursement of fund



Eligibility Criteria for Pillar 1 – Business Sustenance Working Capital Grant

Applicants must provide **information and supporting evidence to prove that their business was financially affected by the COVID-19 pandemic**.

The key indicators that are taken into consideration for eligibility are:



Reported a loss for the latest financial year



Reported significant reduction in revenue as compared to the preceding year



Faced cashflow issues



Loss of clients that have had a major impact on the business

Applicants can provide additional indicators and information to describe how the business was affected by the pandemic. ISCA will consider the additional information if they are relevant and substantial.



Eligibility Criteria for Pillar 2 – Business Growth *Programmes Participation*

Participants of the curated programmes under the Company must be:



The representative applying for the ISCA Support Fund on behalf of the applicant. This representative must be an **ISCA member** and is **the / an owner** of the applicant; or



Staff of the applicant (including co-business owner) who is a **Singapore Citizen or a Permanent Resident**. The staff need <u>not</u> be an ISCA member.

Eligibility Criteria for Pillar 3 – Capability Upgrading *Digital Solutions Adoption*

The Company must be:



A first-time adopter of the selected digital solution

Applications are subject to the review and approval of ISCA.





03 Qualifying Activities

Under the ISCA Support Fund, the qualifying activities are the **curated programmes** and **curated digital solutions** to participate or adopt, respectively.

Successful applicants can receive **up to \$10,000** to participate in the qualifying activities.

PARTICIPATING VENDORS IN THE QUALIFYING ACTIVITIES

Pillar 2: Business Growth Curated Programmes





Pillar 3: Capability Upgrading Curated Digital Solutions



DocuSign[®] **VALUTICO**

CASHFLOWSTORY









In collaboration with SIFT Analytics Group



Pillar 2 – Business Growth Programmes

BUSINESS GROWTH

Tap New Opportunities

Support SMPs in their market diversification efforts so that they can position themselves for continued growth

To establish new skills and deepen skills specialisation in high-growth areas to deliver value-added services to businesses, and to remain competitive in the market

Curated Programmes

- 1. Programmes are in the potential high-growth areas
- 2. Programmes will upskill SMPs, equipping SMPs with new skill sets with the potential to open up new business lines
- 3. Programmes can be supported by other grants, provided total support not exceeding the cost of programme
- 4. Eligible staff of the SMP can also enjoy the funding support



Pillar 2 – Business Growth

1

2



Programmes

ISCA PDPA Certificate for Practitioners

ISCA Information Systems Risk Management (ISRM) Certificate

3 ISCA Financial Forensic Accounting (FFA) Qualification





Pillar 2 – Business Growth Programmes





ISCA PDPA Certificate for Practitioners

- Course for SMPs who wish to expand into PDPA consultancy work
- To equip participants with in-depth knowledge of the PDPA and its obligations, and practical data governance and protection information.
- To equip participants with the necessary skills set to provide advisory on organisations' data protection needs and solutions.

Potential New Revenue Stream: Assist SMEs to implement data protection infrastructure, customised policies and SOPs

	Duration	Members Fees (GST inclusive)	Non-Members Fees (GST inclusive)
ISCA PDPA Certificate for Practitioners	5 days	\$1,872.50	\$2,247.00
Fees after Funding for SMPs*		\$647.50	\$777.00

The programme will be launched in Q4 2021

The programme will be made up of a combination of Physical and Virtual Workshops



Pillar 2 – Business Growth Programmes





ISCA Information Systems Risk Management (ISRM) Certificate

- Course for SMPs who wish to expand into information system risk assessment advisory work
- To equip participants with in-depth knowledge of information systems security, risks and control; apply IT risk identification, risk assessment and risk mitigation techniques
- To equip participants with skills to design information system risk management plans, identify key risk indicators and KPIs to monitor and control IT risk.

Potential New Revenue Stream: To assist SMEs with information system risk identification, assessment and mitigation

	ISCA Information Systems Risk Management Certificate	Duration
Fundamental (Optional)	Cybersecurity Literacy	1 day
, , ,	Enterprise Risk Management	1.5 hours
Intermediate	Essentials of Information Systems Risk and Controls	3 days
Advanced	Information Systems Risk Management	2 days
	Total Duration of Certificate	5 days

The programme will be launched in Q4 2021

Physical Workshops will be conducted for the Intermediate and Advanced modules



Pillar 2 – Business Growth Programmes



Modules	Duration	Members Fees (GST inclusive)	Non-Members Fees (GST inclusive)
Intermediate Essentials of Information Systems Risk and Controls (ISRM Part 1)	3 days	\$1,123.50	\$1,348.20
Advanced Information Systems Risk Management (ISRM Part 2)	2 days	\$749.00	\$898.80
Total Fees		\$1,872.50	\$2,247.00
Fees after Funding for SMPs*		\$647.50	\$777.00
Fundamental Modules (Optional) Cybersecurity Literacy Enterprise Risk Management	1 day 1.5 hours	\$441.91	\$543.56
Total Fees		\$2,314.41	\$2,790.56
Fees after Funding for SMPs*		\$800.31	\$964.96



Singapore as a Global Financial Centre - Relevance of Financial Forensics



ISCA Financial Forensic Accounting (FFA) Qualification

47%

told us they had experienced fraud in the past 24 months. This is the second highest reported level of incidents in the past 20 years.

6 incidents of fraud

On average, companies reportedly experienced 6 incidents in the last 24 months.

Source: PwC's Global Economic Crime and Fraud Survey 2020

Against the backdrop of rising financial crime rate, there is a need for a keen eye to ferret out irregularities and anomalies





*Those who do not meet academic requirements will have their applications assessed on case-by-case basis

Key Topic Areas Covered



Module 1 Forensic Accounting and Investigation

- Types of white-collar crimes
- Forensic accounting methodology, investigation approaches



Module 2 Digital Forensics

- Financial forensic investigation approaches
- Digital forensics methodology
- Techniques to recover, authenticate and preserve electronic data as a form of legal evidence



Module 3 Financial Crime

 Financial compliance and investigation in the banking and financial industry



Principles of ISCA
EP 100 and ISCA EP
200



E-learning module



Practical workshops by KPMG Singapore



Find Out More!



Gary Loh Executive Director, Restructuring & Forensic BDO Advisory Pte Ltd ISCA FFP Credential Holder

To explore the field of financial forensics, be it whether to enhance your knowledge or as a career is very meaningful. The skills and experience of a financial forensic professional can be helpful in many instances of wrongdoing, such as asking the right questions and picking out irregularities.



Michael Zhang Manager, TRS Forensics Graduate of ISCA FFA Qualification

Other than providing me with the industry knowledge, the qualification also gave me with a new perspective when looking at financial reports. It has helped me think deeper beyond the surface and ask the right questions to identify abnormalities.

Scan to register for our virtual info session!



Date: 27 April 2021, Tuesday Time: 4:00pm - 5:00pm



Register now to get updates on the programmes!

To register your interest,

scan the QR code now





Pillar 2 – Business Growth Programmes



International Tax

- Courses for SMPs who wish to expand into tax consultancy work
- To equip participants with in-depth knowledge in international tax principles and concepts, the complex rules governing tax treaties and application of advanced treaty concepts, as well as insights to handle transfer pricing issues. It will also cover the tax systems of selected countries.
- Levels I, II, III are available depending on knowledge & experience of participants

Potential New Revenue Stream: Assist SMEs in international tax matters

Other funding available: SkillsFuture Credit and <u>NTUC UTAP</u> (only for NTUC members)

Tax Academy OF SINGAPORE

5

GST

- Course for SMPs who wish to expand into GST consultancy work
- To equip participants with in-depth knowledge on GST concepts and applications, and relevant case laws
- Levels I, II, III are available depending on knowledge & experience of participants

Potential New Revenue Stream: Assist SMEs in GST matters



Pillar 3 – Capability Upgrading *Digital Solutions*

CAPABILITY UPGRADING

Accelerate Digital Transformation

Support SMPs to push forward to build digital capabilities

Curated Digital Solutions

- 1. Telecommuting solutions to support work-from-home:
 - Digital Signatory
 - Virtual Communication
 - Document Management
- 2. Advisory solutions to support SMPs in market diversification efforts:
 - Advisory
 - Data Analytics
 - Valuation



Pillar 3 – Capability Upgrading Digital Solutions (Overview)

Telecommuting Tools

Digital Signatory

Document Management

- Adobe Sign
- Dedoco Document Processing Platform
- DocuSign
- HelloSign

Virtual Communication

 pConnect Private Cloud IP-PBX

- Prokorp
- TWBAS (teamWork Business Automation Solution)

Advisory Tools

Advisory

 Cash Flow Story Business Advisory Journey

Data Analytics

- IDEA
- Inflo
- MindBridge (Vigilant AI)
- Tableau

Valuation

Valutico – Measure Value



Telecommuting Tools- Digital Signatory

Digital Signatory Tools will allow users to request or perform e-signing on documents in a fast and secure way. This will allow an organisation to modernise the completion of documents signing efficiently, instantly and safely. Utilising advanced technology from cloud-based systems to blockchain architecture, meet the vendors:

- Adobe Sign
- Dedoco Document Processing Platform
- DocuSign
- HelloSign





HELLOSIGN

DocuSign®



Telecommuting Tools – Virtual Communication

Designed for a secure remote office communication experience, this fully private cloud system will facilitate better communication and collaboration in your firm by providing a centralised management system for call logs, a voice/meeting recording function and much more. Meet the virtual communication tool:

• pConnect Private Cloud IP-PBX



Telecommuting Tools – Document Management

Document Management Tools will allow your firm to digitally transform and manage the operations, in particular the workflow of client database information. From utilising a cloud–based platform to tapping on Artificial Intelligence (AI), find out more from our vendors:

- Prokorp
- TWBAS (teamWork Business Automation Solution)





Advisory Tools – Data Analytics

Data Analytics Tools will allow users to ingest data and perform data analysis to provide innovative visualisation of clients' data, especially for the audit and accounting industry. With the incorporation of technology such as mining, Robotic Process Automation (RPA) and Artificial Intelligence (AI) elements, meet our vendors:

- IDEA
- Inflo
- MindBridge Ai Auditor
- Tableau- Modernizing your Audit Reports





SIFI In SIF

In collaboration with SIFT Analytics Group





Advisory Tools – Advisory

This proprietary Advisory Tool utilises a proven methodology to 'sell' advisory to clients. With training sessions available, this business advisory software harmonises a "paint by numbers" methodology with creative visualisation that will allow your firm to craft the cash flow journey of any client. Meet the vendor:

 Cash Flow Story Business Advisory Journey

CASHFLOWSTORY

Advisory Tools – Valuation

Harness the power of data-driven tools to conduct company valuations more efficiently and in a methodological fashion. This integrated valuation solution will allow your firm to overcome the onerous requirements of the valuation process by minimising complexity and time-consuming reporting, and providing access to reputable and reliable data sources. Meet the vendor:

Valutico – Measure Value

VALUTICO



04 Application

How to apply for the ISCA Support Fund?



Who can apply on behalf of the company?

- The representative applying on behalf of the company must be an ISCA member and is the / an owner of the applicant.
- The representative is required to provide his / her ISCA membership number in the E-Application Form.



Documents to prepare before applying

- 1. Latest ACRA BizFile of Applicant Company (Not more than 6 months ago)
- 2. Latest Financial Statements of Applicant Company (Not more than 1 year ago)
- 3. Latest Consolidated Financial Statements of applicant company's ultimate corporate parent (if applicable) (Not more than 1 year ago)
- **4. [If applying for support under Pillar 1]** Other supporting documents to prove eligibility such as letters or email correspondences to show termination of firm-client relationship.





Where to find the Application Form





How to fill in the e-Application Form (1/4)



0% Application Details

1. Application Details

1. Entity Name*

2. Unique Entity Number (UEN)*

3. Singapore Standard Industrial Classification (SSIC) Code of the Entity*

2 Applicants will be directed to the E-Application Form and will need to complete all the relevant sections.

4. Country Registered*

How to fill in the e-Application Form (2/4)



Next step
How to fill in the e-Application Form (3/4)

Q

IS CA COVID-19 Series Membership Learn & Connect Member Support Resource Library Standards & Guidance About Us



63% Supporting Document Checklist

3. Supporting Document Checklist

Before submission, please ensure you have attached the following documents as the supporting for your application:

- Latest ACRA BizFile of Applicant Entity (Not more than 6 months ago)
- Latest Financial Statements of Applicant Entity (Not more than 1 year ago)
- Latest Consolidated Financial Statements of Applicant Entity's ultimate corporate parent (if applicable) (Not more than 1 year ago)
- [If applying for support under Pillar 1] Other supporting documents to prove eligibility such as letters or e-mail correspondences to show termination of firm-client relationship.

ISCA reserves the right to reject applications that are incomplete or where supporting documents are missing. Upload Supporting Documents for ISCA Support Fund Application: Please only upload zipped file Choose File No file chosen

Have you attached the above?

□ Yes, I have attached all required supporting documents.

Applicants can only upload zipped files. Please ensure that all supporting documents have been zipped inside the file before uploading into the e-Application Form

Next step

How to fill in the e-Application Form (4/4)

75% Agreement and Declaration

4. Agreement and Declaration

- 1. I am authorised to make the application on behalf of the applicant entity.
- 2. The entity meet the eligibility criteria for the ISCA Support Fund.
- 3. I confirm that this is the only application made by this entity and that the entity has not previously submitted an application for the ISCA Support Fund.
- 4. I understand that I must report all changes in the entity's circumstances for which may affect the entitlement to the ISCA Support Fund promptly and by failing to do so, the application may be rejected or the fund may be withdrawn.
- 5. I understand that if ISCA should require further document and information for the process of the application, I shall consent in providing all requested supporting document and information.
- 6. In the event of any false or inaccurate or non-updated information that has been submitted to ISCA that is relating to the Entity's eligibility for the ISCA Support Fund, the application may be rejected or the fund may be withdrawn.
- 7. I declare that the information provided in this application and any accompanying information and supporting documents are true and correct to the best of my knowledge.
- 8. I consent to the collection, use and disclosure of any personal data provided for the purpose of the processing and administration by ISCA of this application for the purpose of the ISCA Support Fund.
- By filling this application form, I confirm that I have read and I agree to (i) Terms of Use and (ii) Privacy and Data Protection Policy which sets out how my personal data will be collected, used, disclosed and processed by the Institute of Singapore Chartered Accountants and the purposes of processing.

 $^{ar{}}$ I agree to the above terms and conditions.

5 Please read through the terms and conditions listed in the Eapplication form before submission.

Submission is final. No further amendments are allowed once the e-application form has been submitted.

Next step



15 April 2021 to 4 June 2021

Applicants will be notified of the outcome 3 months after the close of the application period. A Letter of Award detailing the support quantum and terms & conditions will be issued to the company.

Applicants can submit their claims upon receipt of Letter of Award till 30 June 2022.





05 Claims Submission and Disbursement

How to claim and be reimbursed?



Documents to prepare before submitting your claims

- 1. Completed Claims Summary (template will be provided in the Letter of Award)
- 2. Company's bank details and latest bank statement as proof of banking details
- 3. A signed Enterprise Singapore (ESG) Company Declaration Form (template will be provided in the Letter of Award)
- 4. Supporting documents
 - (a) Participated programmes [during the period 1 Feb 2021 to 30 June 2022]
 - Final invoice
 - Proof of payment (e.g. bank statement, bank advice)
 - Certificate of attendance/completion
 - CPF Record of Payment (ROP) month of participated programme
 - b) Digital solutions adopted [during the period 1 Feb 2021 to 30 June 2022]
 - Final invoice
 - Proof of payment



How to submit your claims

By 30 June 2022

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2. Digit	al Solution B			
Please find +	he attached 7	7 items		
i lease intu ti	ne attacheu zi	spea me mer de respective supporting documents		

- 1. Claims Summary
- 2. Course A Invoice, Bank Statement, CPF ROP, Certificate of Attendance
- 3. Digital Solution B Invoice, Bank Statement

06 FAQs

To share some Frequently

Asked Questions



FAQ1 – Can the company submit the claims to ISCA once the invoice is received from the vendor?



Claims disbursement is on a **70% reimbursement basis**. Companies will have to make the full 100% payment for the respective qualifying activities to the respective vendors.



To be reimbursed, supporting documents such as final invoices and proof of payment have to be provided in your claims submission to ISCA.



Example of other claims submission documents: For programmes, additional information such as the certificate of attendance is also required.



FAQ2 – If a qualifying activity qualifies for other government schemes, can I still claim support under the ISCA Support Fund?

Yes, qualifying activities can be supported by other government schemes, provided the combined amount of monetary support does not exceed the cost of the qualifying activity. The ISCA Support Fund will only fund 70% of the remaining unsupported portion.



Cost of curated programme or digital solution

= \$ 5,000



Funding under other government schemes = (\$ 1,000)



ISCA's support on unsupported portion

= \$ 5,000 - \$ 1,000 = \$ 4,000 = 70% * \$ 4,000 = \$ 2,800



Total support to SMP = \$ 3,800 Cost to SMP = \$ 1,200



FAQ3 – Which of my staff can enjoying funding support for the curated programmes?

Participants registered for the selected curated programmes under Pillar 2: Business Growth must be:

- The representative applying for the ISCA Support Fund on behalf of the applicant. This representative must be an ISCA member and is the / an owner of the applicant, or
- Staff of the applicant (including co-business owner) who is a Singapore Citizen or a Permanent Resident. The staff need not be an ISCA member.

ISCA



- Company Owner
- ISCA Member
- Singaporean/ PR/ Foreigner
- Application Representative

- Staff / Co-Owner
- Singaporean/PR
- Member/Non-Member



- Staff / Co-Owner
- Foreigner
- Member/Non-Member



FAQ4 – What if the total cost of my selected qualifying activities is higher than the support quantum awarded to my company?





- (A) Adopt 1 digital solution =\$10,000
- (B) 2 Staff attend 1 programme = \$3,000 X 2 = \$6,000

Total cost

= \$16,000



Funding ratio Digital solution/ Cost of digital Final solution/ reimbursement programme programme 1 Digital solution \$10,000 70% \$7,000 2 Staff for 1 \$6,000 70% \$4,200 \$3,000 programme 16,000 \$10,000 Total

3

- Each SMP is awarded a maximum of \$10,000 (Pillar 2 + Pillar 3)
- Funding is at 70% of cost of qualifying activities



FAQ5 – If I have attended the curated programme or adopted one of the solutions prior to receiving the Letter of Award, will this qualifying activity still be eligible for claims under the Support Fund?





FAQ6 – Where can I learn more about the curated digital solutions?

1. ISCA Support Fund Website

ISCA have shared the contact details of the Vendors on the ISCA Support Fund Website. Interested applicants may reach out to the respective vendors to find suitable digital solutions for your firm.



Coloplast © convaTec schülke -}

2. Tech Fair

ISCA will be hosting a virtual Tech Fair this **29th April 2021.** We have invited all the participating vendors to showcase their digital solutions. Attendees are able to interact with vendors, watch demos on the curated digital solutions and choose the solutions that suit your needs.







COVID-19 Series Membership Learn & Connect Member Support Resou

Home / COVID-19 Series / ISCA Support Fund / ISCA Support Fund - For SMPs / FAQs

Frequently Asked Questions (FAQs) about the ISCA Support Fund

Have burning questions? Get your answers here!



A. GENERAL





F. OTHER





*Note: Information on the Programme is correct as of 30th March 2021 and may be subject to change



The ISCA Support Fund Journey





Contact us at supportfund@isca.org.sg

Thank You

A copy of these presentation slides will be shared via your registered e-mail address





Application Form



Tech Fair 29 April 2021



*Note: Information in this deck is correct as of 30th March 2021 and may be subject to change



Thank You



fb.com/ISCA.Official

http://www.linkedin.com/company/instituteof-singapore-chartered-accountants-isca-

@ISCA_Official

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