## Questionnaire

## General Firm Information (All Products)

- 1. Firm Name: (please do not abbreviate)
- 2. Legal Entity ID:
- 3. CRD#:
- 4. Names of affiliated or controlling firms:
- 5. Products actively traded by your firm:
- 6. Approximate number of total firm employees as of the end of last year? Approximately how many of these employees are in cash equities?
- 7. Is your firm privately held or publicly owned?
- 8. If privately held, are there any external owners (individuals or entities outside of the internal management team that own equity in the firm)? Please list the name and title of individuals with an equity stake of 25% or more, and list each named person's percentage of ownership:
- 9. If privately owned Do you have D&O and E&O insurance? Briefly describe the levels of coverage for each type of policy:

## **Trading and Execution Questionnaire**

### A. Equities

### 1. Contact Information

- a. Your Name or Contact Person: (if different from you)
- 2. Phone Number: (of person above)
- 3. Email Address for general communications:
- 4. Email Address for other communications:

### 5. Secondary Contact Information

- a. Alternative Contact Name:
- **b.** Alternative Contact Phone Number:

### 6. CalPERS Coverage:

Please list the members of your proposed CalPERS coverage team and titles in the table below and indicate their role. For those in a primary role, please attach bios or resumes.

Team Member Name	Role (Primary or Secondary)	Attached Bio for Those in Primary Role

### 7. Approximate Percentage of Equity Trading Notional Value:

Estimate your approximate percentage of equity trading notional value in each region as a percent of total global equity trading value:

Percent of Firm Global Equity Trading Value
100 %

### 8. Markets

Select the following countries you can execute and settle equity trading activity:

### a. Developed Markets

i. Australia

ii. Austria

iii. Belgium

iv. Canada

v. Denmark

vi. Finland

vii. France

viii. Germany

ix.	Greece	xviii.	Norway
х.	Hong Kong	xix.	Portugal
	Ireland	XX.	Singapore
xii.	Israel	xxi.	Spain
xiii.	Italy	xxii.	Sweden
	Japan	xxiii.	Switzerland
	Korea	xxiv.	United Kingdom
xvi.	Netherlands	XXV.	United States

### b. Emerging Markets

xvii. New Zealand

IIICI (	Bing Markets		
i.	Brazil	xii.	Peru
ii.	Chile	xiii.	Philippines
iii.	Columbia	xiv.	Poland
iv.	Czech Republic	XV.	Qatar
٧.	Egypt	xvi.	Russia
vi.	Hungary	xvii.	Saudi Arabia
vii.	India	xviii.	South Africa
viii.	Indonesia	xix.	Taiwan
ix.	Malaysia	XX.	Thailand
х.	Mexico	xxi.	Turkey
xi.	Pakistan	xxii.	UAE

### 9. Breakout of Global Equity Trading Activity

What approximate percentage of your global equity trading activity is executed in a Principal versus Agency fashion?

Туре	% of Firm Global Equity Trading Activity		
Agency			
Principal			
Total (must equal 100%)	100		
	%		

### 10. Equity Trade Flow

What is the approximate % breakout of your equity trade flow?

Activity	% of Firm Global Equity Trading Value
Portfolio Trades	
Single Stock Trades	
Special Situations	
Other	
Total (must equal 100%)	100%

### 11. Amount of Outsourced Execution Activity

What Percentage of your firm's activity is outsourced to another firm (including affiliates)?

Туре	% of Firm Global Equity Trading Value
Insourced	
Outsourced to 3 <sup>rd</sup> Party	
Total (must equal 100%	100%

Describe the scenarios that lead to the outsourcing to a third party:

12. Please estimate your approximate percentage of global equity trading value per trading strategy:

Trading Strategy	% of Firm Global Equity Trading Value
Implementation Shortfall	
Over the day (e.g. VWAP)	
Market-on-close	
Other	

13. Do you have any limitations and /or constraints on the notional size or # of orders you can effectively trade in one trading day? If so, please characterize your limitations or constraints:

- 14. Please define your principal execution "sweet spot" that CalPERS should use to benchmark your firm against your peers. Please be as specific as possible and use this as an opportunity to highlight what differentiates your firm. We are defining your sweet spot as the type of trade where you expect to be the most competitive compared to your peers.
- 15. Can you provide timely pre and post trade analytics for all markets you identified as tradingin?
- **16**. Describe type of analytics and the method of delivery:
- 17. Indicate in the table below if your firm is capable and willing to:

Willingness	Yes	No
Compete at Reduced Commissions Commit Limited Capital		
for Flexibility  Commit Significant Capital		
for Principal and Risk-Based Trading		
Facilitate Exercise of Various Corp Actions (Rights, Subscriptions, etc)		

- 18. Describe your equity derivatives trading capabilities (futures, options, swaps, etc...):
- 19. Describe in detail the value-added services you selected above, in addition to any other value-added services. Please provide as much detail as possible. Examples could include Fundamental Research, Micro-cap Research, Derivatives Strategy and Research, Corporate Action Research, Market Structure Research, Market Intelligence, Index Change Strategy, Quantitative Research, Trade Ideas, Syndicate Access, Trade Facilitation, and Capital Commitment:
- 20. Please describe the OMS/EMS structure that you currently use for equity execution:
- 21. If approved and CalPERS uses your brokerage services, do you agree to conform to CalPERS' broker/dealer requirements for CalPERS' best-execution framework? CalPERS may use a third-party vendor to analyze your firm's performance, including but not limited to transaction cost analysis, venue routing analysis, how well the algorithm performed, and other trends. CalPERS' third-party

would require child-level trade data be provided to the third-party in a specific format and method of delivery, on a frequency determined by CalPERS.

22. Please provide any other relevant details for CalPERS consideration of your firm for equities brokerage:

# Compliance and Operational Due Diligence Information (Some Product Specific Questions)

### A. Trade Compliance

### 1. Compliance Systems & Functions

How are trade instructions communicated to the traders (verbal, phone, email, IM, other system)? Pease describe your surveillance/monitoring activities:

- 2. Have you had any breaches of client guidelines? How were they handled?
- 3. Are any middle/back office employees authorized to instruct or execute trades?
- 4. What is the firm's trade error policy? How are gains/losses treated with respect to trade errors?
- 5. To whom does the Chief Compliance Officer report to and how large is the compliance team.

#### 6. Reconciliation

Do you reconcile positions to the prime brokers, custodians, counterparties? How often? Is it a manual reconciliation or do you have an automated system?

### **B.** Regulatory and Legal Matters

### 7. Regulatory

Have you had any regulatory examinations in the past 3 years? Describe your last interaction with a regulatory agency (outside of the ordinary course of business).

8. Are you currently being examined by a regulatory agency? If so, please describe the agency and the scope of the examination.

### 9. Legal

Have the firm, the management company or key employees had or have any pending litigation against them within the last 3 years? Any criminal convictions?

## **Operations**

### A. Settlement

- 1. What trade matching systems are used?
- 2. Who confirms trades? How (email, phone, etc.)?
- 3. OTC confirmation, if applicable (such as DTCC, ICE Link, MarkitWire)?

4. How large is your operations team and are these employees considered full-time employees of the firm (paid directly by the firm), or are they employed as consultants/contractors

## Diversity Questionnaire (Optional Questions, All Products)

1.	Does your firm qua	alify as a California	Business Enterprise?	•	
	a. Yes				
	b. No				
2.	Does your firm hav	ve its headquarters	in the United States	?	
	a. Yes				
	b. No				
3.	Does your firm have	ve offices in Califorr	nia?		
	a. Yes				
	b. No				
4.	Does your firm hav	ve its headquarters	in California?		
	a. Yes				
N1 -	b. No	a fallanda a anastian		:	<b></b>
	te that for this and thi ployees.	e following questions	s shareholders and off	icers who work at a	a firm are considered
5.	Percentage of you	r firm is owned by i	ts employees:		
	0-24%	25-49%	50-74%	75-100%	
6.	Percentage of you	r firm is owned by v	vomen:		
	0-24%	25-49%	50-74%	75-100%	Decline to State
7.	Percentage of you	r firm is owned by H	lispanic Americans:		
	0-24%	25-49%	50-74%	75-100%	Decline to State
8.	Percentage of you	r firm is owned by N	lative Americans:		
	0-24%	25-49%	50-74%	75-100%	Decline to State
9. Percentage of your firm is owned by African Americans:					
	0-24%	25-49%	50-74%	75-100%	Decline to State
10	. Percentage of you	r firm is owned by A	Asian Americans:		
	0-24%	25-49%	50-74%	75-100%	Decline to State
11	11. Percentage of your firm is owned combining ethnicity, gender and race:				
	0-24%	25-49%	50-74%	75-100%	Decline to State

0-24%

75-100%

**Decline to State** 

50-74%

12. Percentage of your firm is owned by Disabled Veteran (DVBE) employees:

25-49%

### **Defined Terms**

"California Business Enterprise" is defined as: A.i) a business or corporation whose principal office is located in California, and A.ii) a majority of its owners, or officers (if the entity is a corporation) are domiciled in California, or B.i) a business or corporation that has a major office located in California and B.ii) has been licensed by the State (or appropriate local jurisdiction) on a continuous basis to conduct business within the State, and B.iii) has continuously employed California residents for work within the State during the one (1) year prior to submitting this questionnaire.

"Disabled Veteran" for purposes of this questionnaire, is defined as a veteran of the U.S. military, naval, or air service with a service connected disability of at least 10% or more as certified by the United States Department of Veteran Affairs.

### **Attestation**

I attest that the information and responses provided within this questionnaire are accurate to the best of my knowledge as of the date entered below. Please enter your name and date.

### Firm Policies

Please attach a copy of your focus report.

Please attach a copy of your allocation policy.

Please attach a copy of your Best-Ex policy.