

Qualification Criteria – BRANCH MANAGERS (BM)

Career Network

Mexico | Spring 2025

The branch manager qualification criteria vary based on the number of managers in the agency at the beginning of the qualification period. To qualify, branch managers must meet the following requirements:

Requirements	Elite qualification			First-Class qualification
Number of managers	Gross recruitment	Net growth	Weekly average	TOP 3
1	8	3	875	3 first BM ¹ or Operating firms ranked in Elite qualification
2	12	3		
3	18	4		
4	24	5		
5	30	6		
6	36	7		
7	42	8		
8	48	9		
9	54	10		
10	60	11		
11	66	12		
12	72	13		

¹The **TOP 3** can be made up of Branch managers from the Career network as well as Operating firms from the Dedicated network.

A branch manager **automatically qualifies at the Elite level if at least 12 advisors from his agency qualify** for the Rendezvous iA, regardless of the level (excluding himself, sales managers and assistants).

The **TOP 3** ranking is determined by the addition of gross recruitment and net growth. In the event of a tie, the BM or Operating firm with the best weekly average will win the tiebreaker.

Gross recruitment corresponds to the number of advisors placed under contract at the agency during the qualification period. Attributions do not count in the calculation for gross recruitment.

Net growth corresponds to the increase in the number of regular producers within the agency. It is measured based on the number of regular producers at the agency, based on the reference index, as of January 1, 2023. If a branch manager is appointed during the qualification period, the benchmark index corresponds to the number of regular producers at the date of the appointment.

Transfers of regular producers between agencies do not count towards net growth objectives. The calculation basis is increased for the agency gaining the regular producer and reduced for the agency losing said producer.

If an advisor is promoted during the qualification period and this promotion results in the loss of a regular producer for the branch manager, the initial number of regular producers will be adjusted to not penalize the branch manager.

The **weekly average** is calculated based on the total production of eligible advisors, meaning those who meet the following criteria:

- a) Have less than 5 years of experience with the company at the beginning of the qualification period and placed under contract with no prior experience, or
- b) Placed under contract during the qualification period and have no prior experience in the industry.

To calculate this average, the total production of eligible advisors is divided by the total number of weeks during which each of them was under contract with the company, minus any weeks during which eligible advisors were absent and excluding the waiting periods (illness, paternity, maternity, etc.) during the qualification period.

The definition of total production is as set out in the Career and Dedicated Networks Advisor Compensation Schedule. Total production may be consulted via the Production monitoring function in the Compensation application, in the Advisor Centre.

The **official results** and **ranking** are those of the **Rendezvous iA microsite** at ia.ca/rendezvous.

Sales managers promoted to branch manager

If, as of January 1, 2024, a sales manager is promoted to branch manager, he may receive an invitation to participate to the Rendezvous iA Elite level if, on the date of his appointment, he was meeting the sales manager requirements.

In all other cases, the promoted sales manager must meet the requirements set for branch managers for the agency assigned to him.

The baseline for assessing the net growth requirement is the number of regular producers in the agency at the time of appointment, and the promoted sales manager must achieve all other criteria, without pro-rating.

Eligibility

All branch managers from the Career Network who have a contract in good standing with Industrial Alliance Insurance and Financial Services Inc. ("the Company") during the qualification period and at the time of the Rendezvous iA are eligible to qualify.

Attendance at the Rendezvous iA by the branch manager and an adult companion of at least 18 years of age is by invitation only and not under any contractual right.

To be eligible, the fair treatment of consumers must be an essential component of the branch manager's practise. The branch manager must not act in his own interest and must ensure that he offers clients products that suit their financial situation and needs and must be assured, in a reasonable manner, that the members of his agency act in the same way. The branch manager's licence must not have been suspended, revoked or subject to restrictions by, nor should accusations be made against the branch manager by a regulatory or self-regulatory authority or by the Company. When determining the branch manager's eligibility, his business quality shall be assessed by the Company, which retains the right, so long as the event has not been held, to disqualify any branch manager who does not meet its quality standards

There will be no prorating of Rendezvous iA requirements for people who contract with the Company during the qualification period.

Qualification period

The qualification period runs from January 1, 2023 to December 31, 2024. The total production as of December 31, 2024 will be used to qualify all advisors.

Only applicants whose AMF exam scores are received **no later than December 31, 2024** will be considered for qualification for the Rendezvous iA for managers. **No exception can be granted.**

Case Review

No case review request can be submitted. Case review request will be declined automatically. The final total production used will be the one indicated on the last report of the qualification period, i.e. report dated of December 31, 2024.

Other conditions

The invitation to the Rendezvous iA must be accepted as is. Substitute awards or cash exchanges are not possible.

The Company is responsible for making all final decisions regarding the Rendezvous iA.

Where there is a discrepancy between the information provided in this document and promotional documentation provided during the qualification period, this document shall take precedence.

After the event, the Company will issue tax slips for attendees and their guests in the name of the attendee under contract with the Company. The taxable amount will be based on the actual costs incurred by the Company for these activities, in accordance with the tax laws then in effect.