



# GENERAL BULLETIN

CONNECTICUT  
BANKERS  
ASSOCIATION  
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2010 – 26

February 12, 2010

SENT TO:

TO THE CHIEF EXECUTIVE OFFICER  
OR INDIVIDUAL ADDRESSED

CEO, CEO+, CIO, COO,  
CRO, Audit, Compliance &  
Security Specialists

**RE: CBA Web Seminar – Maintaining Your Identity Theft Prevention Program**  
**Friday, March 12, 2010 -- 2:30 p.m. - 4:30 p.m.**

Final regulations implementing Section 114 (Red Flag Guidelines) of the Fair and Accurate Credit Transaction Act (FACT Act) were effective on November 1, 2008. Substantial work was needed to meet the compliance deadlines of Section 114. But the work did not stop in 2008. The responsibilities are ongoing. The joint regulations required each financial institution to establish a written Identity Theft Prevention Program (Program). As part of the Program, every financial institution was required to conduct a risk assessment, develop policies and procedures, obtain board approval and train appropriate personnel. An annual report to the board of directors is a required element for oversight of the Program. This web seminar provides step-by-step instructions on how to comply with the ongoing requirement to maintain your Identity Theft Prevention Program.

## **HIGHLIGHTS**

- How to periodically update the risk assessment
- When and how to update the Identity Theft Prevention Program
- Monitoring service provider compliance
- Content of the required annual reports
- Management response to annual reports
- Audit responsibilities
- When and how to provide ongoing training
- Documenting training

## **WHY PARTICIPATE?**

Upon completion, participants understand the ongoing responsibility to:

- Maintain an Identity Theft Prevention Program
- Train staff to implement the Program
- Oversee service provider arrangements
- Make appropriate reports to management

Participants receive a detailed manual that explains all of the new provisions.

## **AUDIENCE**

The program is designed for senior management, compliance officers, auditors, security officers, and operations personnel. **CE Applied**: 2.5 hours towards the CRCM designations with the Institute of Certified Bankers, an affiliate of the American Bankers Association.

## SPEAKER

Jack Holzknicht, a principal with Pegasus Educational Services, LLC, has provided training to thousands of bankers and examiners for 27 years. Jack's career began as a federal bank examiner. He also headed the form and software division of a regional consulting company and headed their education division for 7 years. Jack has been an instructor at compliance schools presented by the Kentucky, Pennsylvania, New York and Texas bankers associations. He also developed and delivered training for the FDIC and OTS.

## WHAT IS A WEB SEMINAR?

A web seminar is an enhanced telephone seminar. The audio portion is delivered by speaker phone. However, you may now view a corresponding PowerPoint presentation using a PC or PC connected to an A/V projector. No special hardware is needed. You may still participate by phone only. The program consists of 90 minutes of instruction and 30 minutes live Q&A. Each registration provides one connection to the web seminar, materials and 30 days access to the online seminar. You may have unlimited listeners on your connection by speaker phone and PC. You will receive a confirmation with your PIN, materials and instructions. If you do not receive a confirmation within two days of the event call 888-262-7701. You may also purchase the CD and materials.

Free 30-Day Replay - Within five working days after the broadcast, you will receive a URL providing unlimited access to a recorded copy of the presentation for 30 days. This enables you to participate in the live web seminar, train additional staff and review the material as needed.

Transmission, retransmission or republishing of the audio portion of the web seminar is prohibited. Your registration entitles you to one connection at one location with permission to make copies of materials for participants. Please complete one registration per location.

The **On-Demand Web Seminar** is a live web seminar that has been recorded and then streamed to your computer to watch at your convenience. The program can be viewed anytime 24/7. You can watch a portion, come back and pick up where you left off! Anyone at your branch may access the program from a computer using the login and password. When purchasing an On-Demand Web Seminar, you have unlimited access to the program for 6 months from the date of purchase.

## REGISTRATION INFORMATION

Registrations are requested to be submitted three days prior to the date of the web seminar. On-line registrations can be made at <http://www.bankersed.com/CTBANKERS/>. For all other registrations, please complete the attached registration form and send directly to Bankers Ed in advance of the program. Fee information for this program is listed on the registration form. **Payment is expected at the time of registration unless other arrangements are made prior to the event with the CBA.**

**Late Registration:** Registrations are accepted until the program starts. To ensure timely delivery of materials, etc., please register online when registering **two working days prior** to the broadcast (credit cards, e-checks and invoices accepted). If you would like assistance with online registration, contact 888-262-7701.

Please do not hesitate to contact either Kathy Parks or me if you have any questions about this web seminar.

Very truly yours,

LINDSEY R. PINKHAM  
Senior Vice President & Secretary

## CBA WEB SEMINAR

### **MAINTAINING YOUR ID THEFT PREVENTION PROGRAM**

**Friday, March 12, 2010**

**2:30 p.m. - 4:30 p.m. (EST)**

**REGISTER** (Each registration entitles you to one connection at one location where an unlimited number of listeners may participate):

Name \_\_\_\_\_ Title \_\_\_\_\_

Company \_\_\_\_\_

Address \_\_\_\_\_

City \_\_\_\_\_ State \_\_\_\_\_ Zip \_\_\_\_\_

Phone \_\_\_\_\_ Fax \_\_\_\_\_ E-mail \_\_\_\_\_

#### **FOUR WAYS TO REGISTER FOR CBA WEB SEMINARS:**

##### **Prior to March 4<sup>th</sup>**

Mail: Complete this form, include payment and **mail it to:** Bankers Ed: 5700 S. Mopac, #C310, Austin, TX 78749

##### **Anytime Prior to the Program**

On-line: Register on-line at <http://www.bankersed.com/CTBANKERS/>

Fax: Complete the registration and credit card information below and fax to: 512-381-1571

Phone: Call 888-262-7701 with credit card information

#### **CBA WEB SEMINAR – MAINTAINING YOUR ID THEFT PREVENTION PROGRAM**

**Friday, March 12, 2010** - (Seminar code: SW2-1261)

Web Seminar/Materials (live hookup)  \$255 member  \$510 non-member

On-Demand Web Seminar/Materials  \$275 member  \$550 non-member

#### **METHOD OF PAYMENT** (check one):

**Check made payable to: Bankers Ed**

Discover Card

MasterCard

Visa

AMEX

Card Number \_\_\_\_\_ Exp. Date \_\_\_\_\_

Security Code (3 or 4 digits on back of card) \_\_\_\_\_

Signature \_\_\_\_\_ Amount \$ \_\_\_\_\_

For registration questions, please contact Bankers Ed customer support at 888-262-7701 or Kathy Parks at the Connecticut Bankers Association parks@ctbank.com at 860-677-5060.

**\*\*\*Registrations must be sent to Bankers Ed\*\*\***

(Seminar code: SW2-1261)