

# Portfolio Center Outsourcing

# **Service Details**







Hosting Partner SAS 70 Certified - comply with security requirements such as Sarbanes-Oxley

Advisor shares e-mailing confidential information

responsibility for using secure passwords and not

## **Advisor Responsibility**

i



Hosting partner offers ZERO downtime guarantee - ABC backs up data off-hosting network weekly

## **Advisor Responsibility**

i

Advisor can take copies of backups locally



# **Remote Access**

ABC Responsibility

ABC – Access provided via SSL VPN using Remote Desktop Connection from Microsoft Advisor Responsibility

(i

Available 24/7 from any secure internet connection



**Process Documentation -Disaster Recovery** Documentation



ABC – Documents all processes whether performed by ABC team or advisory team



## Advisor Responsibility

#### None





- Posting
- Reconciling/Corrections/Audits
- Exception or additional work specific to advisory custodians
- Update Sets, Report Settings, pre-generate reports to be available for advisor review
- Additional Pricing or Security Information Imports & Indexes
- Audits & Daily Reports Generated
- Exports and Uploads or Imports to Other Solutions (CRM, Trading, Websites, Vaults)

## Advisor Responsibility

- none
- none
- none
- Advisor Review
- none
- none
- none



ABC – May include population of fields not provided from custodians, such as advisor ID, sell methods,custom fields, etc



## Advisor Responsibility

Advisor Partial (Billing schedule/model assigned)



Audits- Corrections – Weekly cyclical reports

**Reports – Reconciliation** (Firm-Wide/Advisor Level)



#### **Advisor Responsibility**

#### None

None





- New/Closed Accounts Review Processes
- Performance Intervals Audit Corrections
- Index Updates
- Amortization/Accretion of Discount and Premium Fixed Income (when applicable)
- Monthly Billing if needed
- Manual Entry if needed

#### Advisor Responsibility

i

- Advisor Review
- none
- None or advisor can provide
- Advisor Review
- Advisor Review
- none



Quarterly Data Review with Advisor Staff -Quality Assurance



#### **ABC Responsibility**

- Reporting/Billing delivery dates
- Security classifications and other details reviewed
- Performance Intervals Reviewed
- Review cost basis of newly transferred securities
- New billing schedules, accounts, changes reviewed
- Compare fees and returns to benchmarks for logic
- Run Batches to PDF
- Quarterly Report Batch Quality Assurance

#### Advisor Responsibility

- Advisor Review



**ABC Services Reviewed** 

Advisor Tech Planning Reviewed

Database Administration

**ABC Fees Reviewed** 



## Advisor Responsibility

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none	
none	
none	
none	

# AllBackoffice

## **Advisor Managed Operations Network Services**

	AdvisorMON Concierge	Comes with the purchase of any one AdvisorMON Partner create a custom bundle.
	AdvisorMON Startup	For new RIAs launching their new businesses + Admin Ass
	AdvisorMON Technology	Includes Managed IT, multiple selected technologies, with Admin Assistant Concierge.
	AdvisorMON Marketing	Includes Website, Marketing Consulting, Choice of Lead G need + Admin Assistant Concierge.
	AdvisorMON Back Office	Includes Outsourced PortfolioCenter, Portal and Aggrega Admin Assistant Concierge



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