



Caribbean Information &
Credit Rating Services Limited

12 June 2012

Dear Sir/Madam

Small and Medium Enterprise (SME) Ratings Workshop

Small and medium enterprises (SMEs) are the engine of growth in any economy. Many SMEs, however, fail to achieve their full potential due to poor business practices, inappropriate funding structures, overly expensive financing, or inability to properly communicate its business model and risk profile to the banks. SME Ratings are intended to address these issues and help SMEs to quickly identify the areas for improvement in their business, which improves their chances of accessing more affordable financing, and also facilitates faster processing of loan requests by credit officers, as the SME Rating report provides most if not all of the information needed for credit decision-making.

Against this background, CariCRIS is hosting a SME Ratings Workshop on **June 21st, 2012**. This workshop will explain the specific process and methodology applied in assessing the risk and assigning a rating to SMEs. The workshop will directly benefit both SME owners and credit officers involved in SME lending. The workshop blends discussion of the analytic framework with a practical case study.

This in-depth programme covers:

- An explanation of what a SME Credit Rating is and how it can help you as a SME owner or credit officer
- An in-depth look at CariCRIS' SME Ratings Framework and Methodology
- A real-life case study involving assigning a rating to a SME, which participants will discuss in groups and present for critical review by the faculty.

This workshop would be of tremendous interest and benefit to SME owners seeking financing from banks and other financial institutions; SME owners interested in improving their businesses and presenting an improved risk profile to their bankers; and to credit officers and managers from banks, credit unions, and other SME lending agencies. CariCRIS' SME Ratings are applicable to micro-enterprises; small enterprises; and medium enterprises.

I invite you to nominate persons from your organization to attend this valuable workshop. **The attendance fee is USD400 per participant. Groups of three or more from any one organisation are entitled to a 10% discount.** The fee covers all workshop material, breakfast and other refreshments. The course qualifies for 3.5 CPD hours accredited by ICAJ.

An official registration form is attached. To ensure a high level of interaction, attendance will be limited to a small group, on a first come, first served basis.

We look forward to your early registration! Kindly fax completed registration form to 1 868 625 8871 or scan and email to pcharles@caricris.com or nbudd@caricris.com. I thank you for your kind consideration and support.

Yours respectfully

Wayne Dass, CFA
Chief Executive Officer

A comprehensive and practical workshop covering the key concepts of assessing the credit risk of and assigning credit ratings to small and medium enterprises in the Caribbean.

SMALL AND MEDIUM ENTERPRISE (SME) RATINGS WORKSHOP

About the course

Small and medium enterprises (SMEs) are the engine of growth in any economy. Many SMEs however fail to achieve their full potential due to poor business practices, inappropriate funding structures, overly expensive financing, or inability to properly communicate their business model and risk profile to the banks.

This practical **SME Ratings Workshop** is being offered to both SME business owners and bankers dealing with SMEs, with the objective of imparting to participants the fundamental concepts, approaches and techniques used in assessing the performance of SMEs and assigning credit ratings to small and medium enterprises in the Caribbean. The programme will have a judicious mix of the conceptual frameworks and methodologies utilised in assigning a rating to a SME, as well as a practical case study to solidify the concepts learnt. The training will also include extensive interactive discussions with the facilitator, experienced in the credit risk assessment of SMEs and corporates across various industries / sectors in the Caribbean.

About CariCRIS

CariCRIS is the Caribbean's first regional credit rating agency. It is a unique market-driven initiative aimed at fostering and supporting the development of regional debt markets in the Caribbean. CariCRIS' mission is to contribute to the development of a vibrant, integrated Caribbean capital market by setting the highest standards of credible independent analysis and opinion to enable informed financial decisions. CariCRIS' technical consultant, CRISIL Limited, is the world's fourth largest rating agency and an associate company of Standard & Poor's (S&P). CariCRIS has pioneered the use of SME Ratings in the Caribbean and the rating is successfully being used by SMEs now to raise new funding, to renew credit lines, to access suppliers' credit, and to effect business improvements. SME Ratings are also being used by bankers as an independent credit report on the SME, which helps to quicken the loan approval process because of the comprehensiveness of the analysis and data provided on the SME.

Who Should Attend?

The course is a practical workshop and would be of particular interest to SME owners who are seeking financing from the banks and other lending agencies, or who want to improve their credit profile, and to bankers and credit officers serving the SME market who would like to get a deeper insight into assessing the risk of SMEs from a credit ratings perspective. Attendees from previous workshops include:

- Micro, small and medium enterprise business owners
- Credit analysts and managers from commercial banks, credit unions and other SME lending institutions
- Accountants and finance managers serving SMEs
- Supervisory and credit committee members of credit unions
- Risk analysts in banks and other financial institutions
- Banking and financial sector regulators
- Relationship managers in financial institutions.

Profile of the lead facilitator

Ms. Sherry Ann Persad is a Senior Rating Analyst at CariCRIS. In this capacity she is responsible for providing credit ratings and analyses for sovereigns and companies spanning the financial and corporate sectors throughout the region. Ms. Persad championed the implementation of SME Ratings in CariCRIS, and led the rating teams that completed twenty (20) MSME ratings in Jamaica in March 2009, and twenty five (25) SME Ratings in Trinidad & Tobago in 2010/2011.

Ms. Persad holds a Masters in Business Administration (Distinction) from Heriot Watt University in Scotland and a BSc. Economics (Second Class Hons.) from the University of the West Indies. She was trained at Standard and Poor's World Wide Orientation Programme held in New York in September 2006.

Course Coverage

The training programme will cover the following:

SESSION 1

- Introduction to SME Ratings
 - What is a SME Rating?
 - How can a SME Rating help my business to grow?
 - What are the common uses of the SME Rating?
 - How can I access a SME Rating and what is the SME Rating process like?

SESSION 2

- SME Ratings Framework and Methodology
 - Assessing the industry risk of a SME
 - Business risk assessment
 - Management risk assessment
 - Financial risk assessment
 - Environmental and social risk assessment

SESSION 3

- Case Study
 - Practical case study analysing and assigning a rating to a SME
 - Discussion of rating assigned amongst participants and course facilitator



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SME RATINGS WORKSHOP

Registration Form

Date: June 21, 2012

Time: 8:30 am to 12:30 pm (Breakfast & Registration from 7:30 am – 8.30 am)

Venue: Wyndham Kingston Jamaica

**Registration
Deadline:** June 20, 2012

Cost: USD 400 per participant

Organizations sponsoring 3 or more participants are eligible for a 10% discount. Cost includes all course material, breakfast and other refreshments. Course qualifies for 3.5 CPD hours accredited by ICAJ.

Sponsoring Organization

No. of Participants: _____

Company/Organization: _____

Address: _____

Authorizing Official: _____ Job Title: _____

Email: _____ Phone: _____ Fax: _____

Payment Details:

Total: USD _____ (By Cheque or Wire Transfer as per instructions below)

Participants' Details: - (PLEASE STATE VEGETARIAN OR NON-VEGETARIAN)

1. Name: _____ Job Title: _____ Contact No/Email: _____

2. Name: _____ Job Title: _____ Contact No/Email: _____

3. Name: _____ Job Title: _____ Contact No/Email: _____

4. Name: _____ Job Title: _____ Contact No/Email: _____

5. Name: _____ Job Title: _____ Contact No/Email: _____

For further details please contact: Ms. Nicole Budd at 1-(868) 627-8879 ext. 222 or nbudd@caricris.com; or Mr Niall Legerton 1-(868) 627-8879 ext. 224 or nlegerton@caricris.com

Wire Transfer Information:

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100 WEST 33RD STREET
NEW YORK, NEW YORK 10001
Account Number: 65503 52163 Swift Code: RBNKTPPX
Beneficiary: REPUBLIC BANK LIMITED, PORT OF SPAIN, TRINIDAD
(For further credit to A/c: 000213044765)

Cancellation Policy: In the event of cancellation up to **3 days** prior to start of programme, CariCRIS reserves the right to forfeit 100% of the fee paid by the participant. If the participant cancels at least **2 weeks** before the programme schedule date, no cancellation fees will be charged. CariCRIS reserves the right to cancel the programme at any time, in which case all programme fees will be refunded.