



Professional Examination 3

24 November 2004

FINANCE AND MANAGEMENT CASE STUDY

Time allowed - 3 hours

From 2.00 p.m. to 5.00 p.m.

Candidates will be allowed five minutes reading time from 1.55 p.m. to 2.00 p.m.

All questions must be answered.

The case study has been prepared on the assumption that candidates will not necessarily have a detailed knowledge of the type of organisation to which it refers. No additional merit will be accorded those candidates displaying such knowledge.

The weightings for each question are indicated in the parentheses at the end of the question.

Candidates will be allowed to submit, as part of their script, work performed in the morning session, but they should distinguish clearly between work supporting their script and that which is to be considered a part of it.

NOTES TO CANDIDATE

- (i) Answers to be prepared as on 24 November 2004 by Taylor Woodrow, Projects Officer in the DLR's Audit and Projects Team.
- (ii) The questions below are intended to test the candidate's understanding of the situation in the case.

QUESTIONS

2. Draft a report for the DLR Executive Board analysing and evaluating the tenders received for the insurance contract and the companies submitting those bids, in accordance with the memorandum from the Under-Secretary (Central Support) dated 10 November 2004 (page 15). (32%)
3. Draft notes for the Permanent Secretary in preparation for the Risk Management Workshop to meet the requirements set out in his memorandum dated 17 November 2004 (page 18). (18%)
4. Draft a report for the Divisional Management Team setting out estimates for the Internal Insurance Fund and considering the impact of variations in the number of insurance claims, in accordance with the memorandum from the Head of Finance dated 22 November 2004 (page 27). (30%)

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