

**SUPPORTING STATEMENT**  
**For the Paperwork Reduction Act Information Collection Submission for**  
**Rule 206(4)-7**

**A. JUSTIFICATION**

**1. Necessity of the Information Collection**

Rule 206(4)-7 under the Investment Advisers Act of 1940 (“Advisers Act”) requires each investment adviser registered with the Securities and Exchange Commission (“Commission”) to (1) adopt and implement written policies and procedures reasonably designed to prevent violations of the Advisers Act and its rules, (2) review those compliance policies and procedures annually, and (3) designate a chief compliance officer who is responsible for administering the compliance policies and procedures. The rule is designed to protect investors by fostering better compliance with the securities laws.

Rule 206(4)-7 contains “collection of information” requirements within the meaning of the Paperwork Reduction Act of 1995.<sup>1</sup> The title of the collection of information is “Investment Advisers Act rule 206(4)-7, 17 C.F.R. Sec. 275.206(4)-7, Compliance procedures and practices.” This collection of information has been previously approved and then extended by the Office of Management and Budget under control number 3235-0585. This collection of information is found at 17 CFR 275.206(4)-7, and is mandatory.

The collection of information under rule 206(4)-7 is necessary to help ensure that investment advisers maintain comprehensive internal programs that promote the advisers’ compliance with the Advisers Act and its rules. The respondents are investment advisers registered with the Commission. The Commission’s examination and oversight staff may review the information collected to assess investment advisers’ compliance programs.

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<sup>1</sup> 44 U.S.C. 3501, *et seq.*

## **2. Purpose and Use of the Information Collection**

The purpose of the information collection requirements in rule 206(4)-7 is to help ensure that investment advisers maintain comprehensive internal programs that promote the advisers' compliance with the Advisers Act and its rules. The information collection also assists the Commission's examination staff in assessing the adequacy of advisers' compliance programs.

## **3. Consideration Given to Information Technology**

Rule 206(4)-7 does not require advisers or any others to report or file any information with the Commission.

## **4. Duplication**

Rule 206(4)-7 imposes a broad requirement that advisers have in place written compliance policies and procedures. Other federal securities laws require advisers to maintain written policies and procedures, including more targeted policies and procedures. Rule 206(4)-7, however, does not require advisers to maintain duplicate copies of records covered by these more targeted requirements. The staff believes, therefore, that any duplication of regulatory requirements is limited and does not impose significant additional costs on advisers.

## **5. Effect on Small Entities**

Registered advisers, regardless of their size, are subject to the requirements in rule 206(4)-7. Comprehensive internal compliance programs are essential for advisers of all sizes. Rule 206(4)-7 affords advisers the flexibility to tailor their compliance program to the nature of their business. Small advisers, which generally have less complex and more limited operations, would likely need less extensive compliance programs than their larger counterparts. Therefore, rule 206(4)-7 should not inappropriately burden small advisers. The staff does not believe it can

adjust the rule to lessen the burden on small entities, without jeopardizing the interests of small advisers' clients.

**6. Consequences of Not Conducting Collection**

If registered investment advisers are not required to comply with rule 206(4)-7, it is harder to ensure they maintain comprehensive internal programs that promote the advisers' compliance with the Advisers Act and its rules. Rule 206(4)-7 requires advisers to review their compliance policies and procedures annually. These annual reviews are integral to detecting and correcting any gaps in the program before irrevocable or widespread harm is inflicted upon investors. Extending the time between reviews increases the likelihood that such harm could go unchecked.

**7. Inconsistencies with Guidelines in 5 CFR 1320.5(d)(2)**

Not applicable.

**8. Consultation Outside the Agency**

The Commission requested public comment on the collection of information requirements in rule 206(4)-7 before it submitted this request for extension to the Office of Management and Budget. The Commission received no comments in response to its request.

The Commission and the staff of the Division of Investment Management participate in an ongoing dialogue with representatives of the investment adviser profession through public conferences, meetings, and informal exchanges. These various forums provide the Commission and the staff with a means of ascertaining and acting upon paperwork burdens facing the industry.

**9. Payment or Gift**

Not applicable.

## **10. Confidentiality**

Responses provided to the Commission pursuant to the rule in the context of the Commission's examination and oversight program are generally kept confidential.<sup>2</sup>

## **11. Sensitive Questions**

No PII collected / Not applicable.

## **12. Burden of Information Collection**

Rule 206(4)-7 requires investment advisers to (1) adopt and implement written policies and procedures reasonably designed to prevent violations of the Advisers Act and its rules, (2) review those compliance policies and procedures annually, and (3) designate a chief compliance officer who is responsible for administering the compliance policies and procedures. The current approved number of responses is 13,249, per year. The current approved average time burden per adviser is 90 hours with compliance managers performing 65.25 of its 90 burden hours and compliance clerks performing the remaining 24.75 hours of work. The current approved aggregate time burden is 1,152,663 hours, per year. The current approved aggregate monetized time burden is \$276,972,286, per year. We are updating and revising the burdens based on updated data.

*Updated Data.* Based on Form ADV filings as of December 31, 2023, there were 15,441 advisers registered with the Commission, which represents the total number of respondents. Each respondent would produce one response, per year. Therefore, with the updated data showing 15,441 responses, we believe the annual aggregate time burden should increase to 1,389,690 hours.<sup>3</sup>

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<sup>2</sup> See section 210(b) of the Advisers Act (15 U.S.C. 80b-10(b)).

<sup>3</sup> 15,441 responses x 90 hours per response = 1,389,690 hours.

We continue to estimate that on average, each respondent would have compliance managers perform 65.25 of its 90 burden hours and compliance clerks perform the remaining 24.75 hours of work. Our updated data indicate the hourly wage rate for a compliance manager is \$372, while the hourly wage rate for a compliance clerk is \$84 an hour.<sup>4</sup> Using the updated hourly wage rates and updated number of respondents, we estimate that rule 206(4)-7 results in a monetized time burden of \$406,901,232.<sup>5</sup>

**Table 1: Summary of the Annual Number of Respondents, Number of Responses per Respondent, and Average Time Burden per Response**

<b>Description</b>	<b>Requested</b>	<b>Previously Approved</b>	<b>Change</b>
<b>Respondents</b>	15,441	14,376	1,065
<b>Number of Responses per Respondent</b>	1	1	0
<b>Average Time Burden per Response (Hours)</b>	90	90	0

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<sup>4</sup> The \$372 per hour figure for a compliance manager is from SIFMA's *Management & Professional Earnings in the Securities Industry 2013*, modified by Commission staff to account for an 1800-hour work-year and inflation, and multiplied by 5.35 to account for bonuses, firm size, employee benefits and overhead. The \$84 per hour figure for a compliance clerk is from SIFMA's *Office Salaries in the Securities Industry 2013*, modified by Commission staff to account for an 1800-hour work-year and inflation, and multiplied by 2.93 to account for bonuses, firm size, employee benefits and overhead.

<sup>5</sup> (15,441 registered investment advisers x 65.25 hours by compliance managers x \$372 per hour) + (15,441 registered investment advisers x 24.75 hours by compliance clerical staff x \$84 per hour) = \$406,901,232.

**Table 2: Summary of the Annual Number of Responses, Aggregate Time Burden, and Aggregate Monetized Time Burden**

<b>Description</b>	<b>Requested</b>	<b>Previously Approved</b>	<b>Change</b>
<b>Responses</b>	15,441	14,376	1,065
<b>Time Burden (Hours)</b>	1,389,690	1,293,840	95,850
<b>Monetized Time Burden (Dollars)</b>	\$406,901,232	\$322,036,776	\$84,864,456

**13. Cost to Respondents**

There is no cost burden other than the cost of the hour burden described above.

**14. Cost to the Federal Government**

There are no additional costs to the federal government.

**15. Changes in Burden**

We estimate that the annual aggregate time burden associated with rule 206(4)-7 will increase from 1,293,840 hours to 1,389,690 hours, resulting in an increase of 95,850 hours. We estimate that the annual aggregate monetized cost burden will increase from \$322,036,776 to \$406,901,232, resulting in an increase in \$84,864,456. These increases are attributable to updated data. Rule 206(4)-7 requires, among other things, registered investment advisers to adopt and implement written policies and procedures reasonably designed to prevent violations of the Advisers Act and its rules. According to updated data, more advisers are registered with the Commission, therefore more respondents must comply with rule 206(4)-7, resulting in an increase in the number of responses. Additionally, we increased our hourly wage estimates to account for inflation.

**16. Information Collection Planned for Statistical Purposes**

Not applicable.

**17. Approval to Omit OMB Expiration Date**

Not applicable.

**18. Exceptions to Certification Requirement for Paperwork Reduction Act Submissions**

Not applicable.

**B. COLLECTION OF INFORMATION EMPLOYING STATISTICAL METHODS**

Not applicable.