

### **Designated Manager Supervision Plan**

Pursuant to 32-9-122, 32-9-130(3)(b), and ARM 2.59.1757:

*If a designated manager supervises more than one location, a mortgage broker or mortgage lender must have a written policy which addresses supervision of multiple licensed locations... The policy must be resubmitted within 30 days of amendments.*

In what manner and how frequently will the designated manager and employees in remote locations communicate with each other?

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How frequently will the designated manager conduct onsite visits to the other locations?

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In what manner and how frequently will the designated manager review employee performance and the work they perform?

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What is the company's policy on the use of training, technology, and risk assessments in respect to origination activities at licensed locations? A designated manager's role in training, if applicable, must be identified in the policy. If necessary, attach the policy separately.

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**Designated Manager Attestation**

I, \_\_\_\_\_, designated manager of \_\_\_\_\_ (company),  
overseeing branch locations \_\_\_\_\_ (branch NMLS #'s), do hereby attest that  
I have read the above policy and agree to abide by it.

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Signature

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Date

Please send this policy to the Montana Division of Banking and Financial Institutions by emailing to [mortgagelicensing@mt.gov](mailto:mortgagelicensing@mt.gov) or faxing to 406-841-2930. Any questions about the form or rule can be send to [mortgagelicensing@mt.gov](mailto:mortgagelicensing@mt.gov).