

### Summary of Changes Log

| Document title and version number  | Overview of change   | Date of the change |
|--|--|--------------------|
| L4 Regulatory Compliance Officer<br>Written Submission Sheet<br>was v1.0 is now v1.1 | Updated the wording for the apprentice declaration to provide clarity on which assessment method the written submission sheet supports | 04/06/2024         |
| L4 Regulatory Compliance Officer<br>Portfolio Matrix<br>was v1.3 is now v2.0         | Standardised the portfolio matrix for clarity and ease of use and distinguished distinction criteria from pass criteria                | 02/12/2024         |