



Michael W. Frerichs
ILLINOIS STATE TREASURER

GUIDANCE FOR BROKER/DEALERS

This guide is designed to help ensure approved broker/dealers are well-positioned to assist the Office of the Illinois State Treasurer with investment brokerage services. Please note the following expectations and recommendations:

KNOW OUR INVESTMENT PARAMETERS

Investment officers of the Illinois State Treasurer expect your firm to know which assets we are able to invest in. Please note the following:

- Investment objectives and security types are outlined in our [investment policies](#) (e.g. commercial paper, corporate bonds, U.S. agencies, treasuries, etc.).
- All securities must be issued by our [approved debt securities issuers](#). Please review regularly as the approved issuers may change.
- Full investment parameters – including term (“limits”), ratings, restrictions, tickers and CUSIPs – can be found in the following section of the [approved debt securities issuers website](#):

Attention Broker/Dealers: For a detailed list of approved counterparty programs which includes ratings, restrictions, tickers and cusips, [click here](#).

- This detailed list is updated frequently. Please consult this webpage regularly to note any changes.

SEND DAILY LISTINGS

Investment officers of the Illinois State Treasurer expect your firm to provide a daily communication listing your available inventory. Please note the following:

- *State Investments*
 - Please email your daily inventory list to:
 - Elizabeth Turner: LTurner@illinoistreasurer.gov
 - Brenton Siemons: BSiemons@illinoistreasurer.gov
- *IPTIP (The Illinois Funds)*
 - Please email your daily inventory list to:
 - Jack Weisenborn: JWeisenborn@illinoistreasurer.gov
 - Rebecca Fritchman RFritchman@illinoistreasurer.gov

- Investment officers can also be reached via the IB on Bloomberg.
- Note: For commercial paper, please include the total outstanding per issuer.
- **IMPORTANT: Please send this information before 6:30 a.m. CST. It is imperative that investment officers receive timely information from broker/dealers.**

COMMUNICATE OFTEN WITH OUR INVESTMENT OFFICERS

Broker/dealers are well-positioned for business opportunities when they know what our investment teams are looking for and watching in the market. To that end, we encourage your staff to regularly touch base with our Directors:

- **State Investments** – Liz Turner, Director of State Investments & Banking, 217-782-1110, LTurner@illinoistreasurer.gov
- **IPTIP (The Illinois Funds)** – Jack Weisenborn, Director of IPTIP Investments, 217-524-4323, JWeisenborn@illinoistreasurer.gov

NOTE OUR RECENT INVESTMENT ACTIVITY

We post our monthly investment holding's online. In order to view the respective portfolio holdings, select the appropriate link(s) links:

- [State Investments – Security Holdings](#)
- [IPTIP \(The Illinois Funds\) – Security Holdings](#)

REMOVAL AFTER 18 MONTHS OF INACTIVITY

Note that the Treasurer's Office removes broker/dealers from its approved list after 18 months of inactivity.