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## ADV Part 2B: Brochure Supplement- November 2016

This brochure supplement provides information about Steven E. Bertolo, CFP® and supplements the BPU Investment Management Inc. (BPU) brochure. You should have received a copy of that brochure. Please contact the Chief Compliance Officer, at 412-288-9150, if you did not receive one or should you have any questions about the content of this supplement.

Additional Information about the firm is available on the U.S. Securities and Exchange Commission's (SEC) website at [www.adviserinfo.sec.gov](http://www.adviserinfo.sec.gov).



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## STEVEN E. BERTOLO

Vice President

### EDUCATIONAL BACKGROUND AND BUSINESS EXPERIENCE

**Steven E. Bertolo, CFP®**

**Year of Birth:** 1964

**Formal Education:**

Bachelor of Science degree in Computer, Math and Physical Sciences from the University of Maryland in 1994

Master of Science degree in 1994 from the University of Akron in 1996

**Business Background:**

Mr. Bertolo is a Vice President with BPU Investment Management Inc. (BPU). Prior to joining BPU in 2016, Mr. Bertolo worked as a Registered Representative at Questar Capital Corporation and as an Investment Advisor Representative at Questar Asset Management from 2013 to 2016. Previously he was an Investment Advisor Representative at Registered Kovack Advisors, Inc. from 2004 to 2013. Mr. Bertolo was a Vice President at Bank of America (Quick and Reilly) from January 2004 to September 2004; an Assistant Vice President at Parker Hunter from 2001 to 2003; an Investment Advisor Representative at Dean Witter Reynolds from 1999 to 2001; and an Investment Advisor Representative at Waddell & Reed from 1996 to 1999.

**Professional designations held:**

CERTIFIED FINANCIAL PLANNER™ Practitioner

*For an explanation of the minimum qualifications required for these designation, see Appendix A*

### DISCIPLINARY INFORMATION

Registered Investment Advisors are required to disclose all material facts regarding any legal or disciplinary events that would be material to your evaluation of Mr. Bertolo providing investment advice. There is no information regarding Mr. Bertolo to disclose applicable to this item.

### OTHER BUSINESS ACTIVITIES

Mr. Bertolo is a registered representative of BPU Investment Management Inc. for which he may receive separate, yet customary compensation for effecting securities transactions. This compensation may include brokerage commissions, distribution/service fees and other fees. While BPU Investment Management Inc. and Mr. Bertolo endeavor at all times to put the interest of clients first as part of their fiduciary duty, clients should be aware the receipt of additional compensation itself creates a conflict of interest and may affect the judgment of Mr. Bertolo when making recommendations.

Additionally Mr. Bertolo is an agent for insurance companies. He can therefore receive separate, yet customary compensation resulting from insurance transactions implemented on behalf of advisory clients.



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### **ADDITIONAL COMPENSATION**

It is BPU Investment Management Inc.'s policy not to allow supervised persons to accept any form of compensation, including cash, sales awards or other prizes, from a non-client in conjunction with the advisory services we provide to our clients.

### **SUPERVISION**

Mr. Bertollo is supervised by Paul J. Brahim, CEO. Mr. Brahim reviews all financial plan recommendations before the financial plan is complete. He has frequent interactions with Mr. Bertollo and is responsible for Mr. Bertollo's annual review. Advisory clients may contact Mr. Brahim directly at 412-288-9150.



## Appendix A

### Professional Designations Qualifications

This summary of Professional Designations is provided to assist you in evaluating the professional and minimum requirements of our investment professionals to hold these designations.

#### **CERTIFIED FINANCIAL PLANNER™ PRACTITIONER (CFP®):**

The CERTIFIED FINANCIAL PLANNER™, CFP® and federally registered CFP (with flame design) marks (collectively, the “CFP® marks”) are professional certification marks granted in the United States by Certified Financial Planner Board of Standards, Inc. (“CFP Board”). The CFP® certification is a voluntary certification; no federal or state law or regulation requires financial planners to hold CFP® certification. It is recognized in the United States and a number of other countries for its (1) high standard of professional education; (2) stringent code of conduct and standards of practice; and (3) ethical requirements that govern professional engagements with clients. Currently, more than 62,000 individuals have obtained CFP® certification in the United States. To attain the right to use the CFP® marks, an individual must satisfactorily fulfill the following requirements:

- Education – Complete an advanced college-level course of study addressing the financial planning subject areas that CFP Board’s studies have determined as necessary for the competent and professional delivery of financial planning services, and attain a Bachelor’s Degree from a regionally accredited United States college or university (or its equivalent from a foreign university). CFP Board’s financial planning subject areas include insurance planning and risk management, employee benefits planning, investment planning, income tax planning, retirement planning, and estate planning;
- Examination – Pass the comprehensive CFP® Certification Examination. The examination, administered in 10 hours over a two-day period, includes case studies and client scenarios designed to test one’s ability to correctly diagnose financial planning issues and apply one’s knowledge of financial planning to real world circumstances;
- Experience – Complete at least three years of full-time financial planning-related experience (or the equivalent, measured as 2,000 hours per year); and
- Ethics – Agree to be bound by CFP Board’s Standards of Professional Conduct, a set of documents outlining the ethical and practice standards for CFP® professionals. Individuals who become certified must complete the following ongoing education and ethics requirements in order to maintain the right to continue to use the CFP® marks.



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Continuing Education and Ethics:

- Complete 30 hours of continuing education hours every two years, including two hours on the Code of Ethics and other parts of the Standards of Professional Conduct, to maintain competence and keep up with developments in the financial planning field; and renew an agreement to be bound by the Standards of Professional Conduct. The Standards prominently require that CFP® professionals provide financial planning services at a fiduciary standard of care. This means CFP® professionals must provide financial planning services in the best interests of their clients.

CFP® professionals who fail to comply with the above standards and requirements may be subject to CFP Board's enforcement process, which could result in suspension or permanent revocation of their CFP® certification.