



**Form ADV Part 2B – Individual Disclosure Brochure**

**Charles E. Ruff**

Investment Adviser Representative

CRD #7174900

Novem Group  
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*This document provides information about Charles E. Ruff that supplements the Novem Group Firm Brochure, which you should have received a copy of. Please contact Amanda Abdoo, Chief Compliance Officer of Novem Group, if you did not receive a copy of the Firm Brochure or if you have any questions on the contents of this document. Additional information on Charles E. Ruff is available on the SEC's website at [www.adviserinfo.sec.gov](http://www.adviserinfo.sec.gov).*

## Personal Information

Name: Charles E. Ruff

Born: 1987

Education: Cass Business School at City University of London  
Master of Science in Energy, Trade and Finance with Merit

Hamilton College, 2010  
Dual Bachelor of Arts in Economics and Government

## Business Background (past 5 years)

10/2019 – Present Non-Registered Assistant  
American Portfolios Financial Services, Inc.

8/2019 – Present Portfolio Manager  
Novem Group

7/2012 – 8/2019 Investment Analyst  
Federated Clover Investment Advisors

## Certifications

CFA – Chartered Financial Analyst

- Issuing Organization: CFA Institute
- Prerequisites: Prospective candidates must meet one of the following requirements:
  - Be in the final year of a bachelor's degree program, OR
  - Have four years of professional work experience, OR
  - Have a combination of professional and university experience that totals at least four years.
- Education Requirements:
  - Self-study program (250 hours of study for each of the three levels),
  - Pass all three exams, AND
  - Four years of professional work experience in the investment decision-making process (accrued before, during, or after participation in the CFA Program).
- Examination Type:
  - Three six-hour course exams
- Continuing Education Requirements:
  - None

## Other Business Activities

Charles E. Ruff is a Non-Registered Assistant of American Portfolios Financial Services, Inc.

## Additional Compensation

Charles E. Ruff does not receive any economic benefit from any person, company, or organization, other than Novem Group, in exchange for providing clients advisory services through Novem Group.

**Supervision**

As an Investment Adviser Representative, Charles E. Ruff works closely with his supervisor and all advice provided to clients and account-related transactions are reviewed by his supervisor. Charles E. Ruff adheres to all required regulations regarding the activities of an Investment Adviser Representative and follows all policies and procedures outlined in the firm's Written Supervisory Procedures manual, including the Code of Ethics, and regulatory requirements.

**Disciplinary Information**

There are no legal or disciplinary events that are material to a client's or prospective client's evaluation of this representative's business.