



3 CPD hours

During the workshop the following matters will be addressed

AML CPD - Guernsey

Have you ensured all your employees are aware of their responsibilities?

A key requirement of the ML/TF Regulations and associated rules and guidance concerning training apply to ALL relevant employees (including directors and senior managers) whose duties relate to actual financial services business.

As a minimum, all relevant employees must be told of developments and risk factors by having:

- Induction training for all new relevant employees prior to them becoming actively involved in day-to-day operations.
- Training at least once a year OR more often depending on the firms AML business risk assessment, an employees status (front/middle or back office) and/or changes to the environment (including: external laws, regulations and your own internal policies and procedures).

This COMSURE workshop is designed for all relevant employees both **CUSTOMER FACING AND NON-CUSTOMER FACING**. In addition the workshop is ideal for your Board of Directors (including Non-Executives), Risk Manager, Marketing Manager, Operations Manager & HR Manager.

- The AML environment - laws and orders and GFSC rules
- AML Policies and procedures - what is the difference and why they are important
- Probability of an offence crystallising - using leading case studies
- Risk of not reporting - using real case studies
- Understanding what ML & TF is - demystifying the myths!
- Government and other Sanction risk (e.g. HMT, EU, OFAC etc)
- Understanding the difference between KYC - ID&V - CDD
- Profiling customers - what does it mean, what you need to do
- Building and using trigger events
- Summary and key messages

PLEASE NOTE: The content can be amended and designed for the audience whether it's the board, senior managers or all employee refresher. All preparation is included in the fixed price.

Workshop facilitator is Mathew Beale
FCI, AIFP

Comsure has been helping its clients since 2005 and Mathew has considerable practical experience in regulatory matters following his 7 years at the Jersey Financial Services Commission. He was also a course lecturer for the International Compliance Association's (ICA) in the UK up to 2008. And between 2002 until May 2005, he was a senior lecturer on the ICA international programs; these include the Introductory Certificate in Compliance, Diploma in Compliance and Diploma in Anti-Money Laundering. He also co-authored some of the materials used by the ICA in their UK and International Diplomas in Compliance.

COMSURE has designed a cost effective employee friendly training package for firms who wish to ensure they meet and understand the new requirements from an early stage of implementation. Whether you are a small business or a large employee COMSURE can efficiently roll out a full employee training package in a timely manner. The training package costs **£900.00** (discounts available for multiple bookings) and includes:

- **Use of multi-media case study videos**
- **The ability to tailor the workshops for your own circumstances**
- **x 3 hour workshop**
- **Presentation material**
- **A summary handbook highlighting staff responsibilities**
- **Inclusion of simple and understandable case studies**
- **Follow up employee question and answer quiz (on passing the test a certificate is issued) can be included at £20.00 per head**



Contact us: + 44 (0) 1534 626841 | training@comsuregroup.com

All enquiries about costs and timings of training should be made with COMSURE Jersey
Furthermore all bookings and payments should be made with COMSURE Jersey

GUERNSEY

For all enquiries from Guernsey, please contact Jersey.

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