

ICA Qualifications in Anti Money Laundering

ICA Certificate in Anti Money Laundering

This programme is an excellent introduction to anti money laundering for all staff and covers the fundamental concepts. It teaches staff what they need to know in order to understand their responsibilities and the part they play in preventing money laundering. The course provides a good basis from which to develop further knowledge. This course will help satisfy the regulatory requirements on AML training in all jurisdictions.

The ICA Certificate in Anti Money Laundering reflects the external environment today. Focusing on relevant best practice, legislation and regulations, it examines money laundering activities and terrorist financing. Elements involved in the reporting of suspicious transactions are explored, including tipping off and politically exposed person risk. The programme focuses on current major issues that impact upon the money laundering prevention role.

By the end of the course, you will have a clear understanding of the anti money laundering function and the surrounding context. A wider awareness of the external context is given in readiness for future development in this increasingly important area.

Who the Certificate will Benefit

- Staff with specific anti money laundering duties
- All staff working in financial services and related industries who want an introduction to anti money laundering
- Anyone who aspires to a career in anti money laundering or fraud prevention

Course Format

- An introductory level course
- 6 months duration
- One day workshop (where offered)
- One hour multiple choice examination taken online

Syllabus

Unit 1: Understanding Money Laundering, Terrorist Financing and Sanctions

- What is Money Laundering?
- Terrorist Financing
- Sanctions

Unit 2: Vulnerabilities of financial institutions to money laundering and terrorist financing

- Money laundering and terrorist financing vulnerabilities of financial services
- Emerging technologies and new payment methods

Unit 3: Anti-money laundering and combating terrorist financing in practice

- Identifying money laundering and terrorist financing activity
- Client Due Diligence (CDD)
- Politically Exposed Persons (PEP)
- Monitoring Client Activity
- Reporting Suspicious Activity

Unit 4: Anti-money laundering and combating terrorist financing – legal and regulatory structures

- The Financial Action Task Force (FATF)
- The European Money Laundering Directives (MLD)
- Legislative and regulatory regimes
- Anti-money laundering and terrorist financing legislation

Unit 5: Management obligations and the risk-based approach to money laundering and terrorist financing

- Risk-based assessment
- Formulating anti-money laundering and terrorist financing policies and procedures
- Monitoring Compliance
- Resources
- Culture



“A highly interesting, useful and relevant course which has assisted me not only day-to-day but also with the provision of training to staff.”

Patrick McCarrick
Compliance Manager, Isle of Man



International Compliance Association

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ICA Certificate in Anti Money Laundering Course Outline & Specification

Course Assessment

- One hour test session
- Candidates will be tested on the Core Module
- All questions are multiple choice.

The Certificate Programme

This Certificate course is designed to enable you to demonstrate an understanding of:

- how money can be laundered and terrorist activities financed using specific financial services and products
- factors within a client relationship that determine a firm's exposure to the vulnerabilities of money laundering (ML) and terrorist financing (TF)
- risk-profiling clients
- emerging money laundering and terrorist financing techniques
- the impact of sanctions on the financial services sector
- how to achieve effective customer due diligence (CDD) and why it is important to do so
- how to recognise unusual and/or suspicious activity
- the monitoring of client activity
- the legal and regulatory environment surrounding money laundering and terrorist financing
- issues you face when reporting suspicious activity and subsequent client activity
- the offence of 'Tipping Off'
- management's approach to controlling the money laundering and terrorist financing risks in the business.

Course Syllabus

Core Module: Unit 1: Understanding Money Laundering, Terrorist Financing and Sanctions

- What is Money Laundering?
 - Why is money laundered?
 - How is money laundered?
 - What crimes generate property that can be laundered?
 - What forms of property can be laundered?
- Terrorist Financing
 - What is terrorist financing?
 - How does terrorist financing differ from money laundering?
- Sanctions
 - An insight into why these are important
 - Which sanctions lists should you use?

Learning Outcomes

At the end of this unit you should:

- understand how and why money is laundered, including the 'three-stage' model of money laundering and its limitations
- appreciate the variety of crimes that generate property that can be laundered and the forms that property can take
- know the similarities and differences between the processes involved in money laundering and in channelling funds to finance terrorist activities
- be able to describe the key international bodies responsible for sanctions against entities with known or suspected terrorist financing activities and how firms can use screening systems to protect themselves from dealing with such entities
- recognise the legal and reputational risks that arise from failing to take AML and CTF seriously, including the dangers that arise from failing to train staff appropriately.

Core Module: Part 2: Vulnerabilities of Financial Institutions to Money Laundering and Terrorist Financing

- Money laundering and terrorist financing vulnerabilities of financial services
- Emerging technologies and new payment methods.

Learning Outcomes

By the end of this unit you should:

- be able to describe how a wide range of products and services, including bank accounts, client money accounts, deposit boxes, wire transfers, correspondent banking, credit cards, and letters of credit, can be used to launder criminal property
- appreciate the ease with which criminals can set up their own banks, with the ability to issue their own credit cards and access the international banking system from within
- appreciate how the discretion and 'one-stop-shop' service provided by private banks can be exploited by money launderers
- understand how companies set up and managed by corporate service providers, dummy trading companies and bearer-share companies can be used to hide the connection between criminals and their money
- understand how trusts can be used to dissociate criminals from the proceeds of their crimes while allowing them to benefit securely from the money, and the particular laundering vulnerabilities of blind and discretionary trusts
- be able to outline how the range of insurance services and products, such as single-premium policies and second-hand endowments, can be used by money launderers, using methods such as assignment of claims, bogus claims and claims for return of premiums, to obfuscate the money trail
- appreciate how the vast range of investment products and services, including options, futures and investment funds, can be used to launder criminal property
- understand the particular vulnerabilities of the gaming industry, the risk-based AML measures the industry is expected to take and the sorts of suspicious activity that can arise, such as depositing large amounts in casino accounts, never gambling with them but using the accounts to pass money to third parties
- appreciate how the invaluable economic advantages provided to people in developing countries by mobile financial services (m-FS) have created more opportunities for money launderers and terrorist financiers, because of the ease of transferring m-money across borders and between individuals
- understand what firms must do to counter the specific risks associated with m-FS – geographic, customer, agent and product risks – and the ways in which criminals can use

mobile services for scams, selling illicit goods such as child pornography and drugs, and other criminal schemes

- be able to describe the steps that financial services firms can take to counter the risks of ML and TF, including agent due diligence, client due diligence, watch lists, staff training, automated transaction monitoring, and compliance monitoring
- describe the vulnerabilities of prepaid ('stored value') cards and virtual currencies such as Bitcoin and how these are being used by launderers.

Core Module: Unit 3: Anti Money Laundering and Combating Terrorist Financing in Practice

- Identifying money laundering and terrorist financing activity
- Client due diligence (CDD)
 - Simplified Due diligence
 - Enhanced Due Diligence
 - Unwrapping beneficial ownership
- Politically exposed persons (PEPs)
- Monitoring client activity
- Reporting suspicious activity
 - Client confidentiality
 - Handling the risk of tipping off.

Learning Outcomes

By the end of this unit you should:

- know how to look for unusual activity that might indicate money laundering and be aware of the importance of client [customer] due diligence (CDD) in helping to identify such activity
- appreciate the differences between a firm's standard CDD and simplified and enhanced due diligence, and be able to identify which should be applied to a given client, on the basis of the evidence available
- be able to explain the use of plausibility testing, the role of a risk-based framework for monitoring client activity, the use of automated transaction monitoring systems and the importance of evaluating the output of such systems
- understand what is meant by the term 'beneficial owner' and why it is important to 'unwrap' corporate structures – which are often complex – that hide the true beneficial owner of property
- be able to define 'PEP risk', identify the key elements of CDD for mitigating the risks posed by PEPs and appreciate the need to apply enhanced due diligence when accepting a PEP client and throughout the relationship
- understand the kinds of activity that should lead you to formulate suspicions about certain clients and be able to follow the suspicious activity reporting process mandated in your firm appreciate the importance of client confidentiality in financial services businesses and the circumstances in which you have a 'safe harbour' for breaching that confidentiality
- understand what is meant by 'tipping off' and the circumstances in which it may occur, but appreciate that normal client enquiries do not constitute 'tipping off' and are often key to uncovering criminal activity.

Core Module: Unit 4: Anti Money Laundering and Combating Terrorist Financing – Legal and Regulatory Structures

- The Financial Action Task Force (FATF)
- The European Money Laundering Directives (MLD)
- Legislative and regulatory regimes
- Anti Money laundering and terrorist financing legislation
 - Offences of money laundering
 - Legal obligation to report suspicious activity.

Learning Outcomes

By the end of this unit you should:

- be aware of the role of UNODC, the FATF and EU in countering ML and TF
- understand the basic legal structure of primary and secondary legislation, and published official guidance, that underpins regulation
- appreciate the differences between knowledge, and the subjective and objective tests of suspicion know your obligations to report and how you should do this, bearing in mind
- that the objective test of suspicion will be applied in the event that you fail to report suspicious activity.

Core Module: Unit 5: Management Obligations and the Risk-based Approach to Money Laundering and Terrorist Financing

- Risk-based approach
- Formulating anti money laundering and terrorist financing policies and procedures
- Monitoring compliance with the policy
- Resources
- Culture.

Learning Outcomes

By the end of this unit you should:

- understand how a risk-based approach allows you to determine whether to apply standard CDD or a simplified or enhanced version in a given situation
- appreciate how the risk-based approach can be used throughout a client relationship for assessing, monitoring, and reviewing risk
- know the range of audiences for a firm's official AML/CTF policy, inside and outside the organisation, be aware of the elements of such a policy and how the policy will communicate the firm's ethical position to these audiences
- be able to formulate a programme of AML and CTF procedures to fulfil the policy objectives
- appreciate how and why compliance with the policy should be monitored
- be aware of the resources of staff time and availability across the business that will be needed to fulfil the AML/CTF policy
- understand why it is important to inculcate the right corporate culture, i.e. a positive attitude towards AML and CTF among all staff from the board down to the lowest-grade employee.