



Cyprus College

The School of Professional Studies



BASIC ANTI-MONEY LAUNDERING (AML) PROCEDURES

4 CPD UNITS

This is a seminar addressed to newcomers in the profession with no experience or little experience in the AML legislation or KYC procedures. It aims at familiarizing participants with the procedures they need to follow during client acceptance and ongoing monitoring. The approach used in this seminar involves the use of case studies as a tool to a practical approach on the KYC and due diligence procedures. Participants will be able to apply the procedures in practice during the seminar.

DATES & TIMINGS



23/03

THURSDAY

09.00-13.30

COST: €130+VAT

DISCOUNTS ARE AVAILABLE FOR MULTIPLE REGISTRATIONS FROM THE SAME ORGANIZATION

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TOPICS TO BE COVERED

- Introduction to the AML/CFT procedures
- Client Acceptance Policy
- Client Due Diligence (CDD)
- KYC and Due Diligence for individuals
- KYC and Due Diligence for legal entities
- Simplified Due Diligence (SDD)
- Enhanced Due Diligence (EDD)
- KYC and Due Diligence for other types of entities and legal arrangements
- Ongoing and transaction monitoring

TARGET GROUP

- | | |
|-----------------------|---|
| Back-Office Employees | Tax Advisors |
| Risk Management Staff | Lawyers |
| AML Administrators | Administrators and anyone else involved with KYC and due diligence procedures |
| Accountants | |
| Internal Auditors | |
| External Auditors | |

LANGUAGE OF INSTRUCTION: ENGLISH

INSTRUCTOR: ELENA XHOLLO (BA (HONS), MSC, ACA)

Elena is a qualified Chartered Accountant (ACA) with a BA (Hons) in Business Administration and an MSc in Monetary and Financial Economics. She has worked for a decade in the profession, initially as an auditor of investment holding companies and financial institutions at PricewaterhouseCoopers (PwC). Later, she worked from the position of a manager in the Corporate Compliance Department of Abacus Ltd and PwC. During her involvement in the audit and corporate compliance sector, Elena was responsible for a large portfolio of clients and had hands on experience on compliance with the Anti - Money Laundering (AML) legislation of the portfolio she was managing. She has a thorough knowledge and understanding of the legislation and the ICPAC requirements regarding AML Compliance. In 2016, she joined on a full-time basis the School of Professional Studies of Cyprus College, where she teaches professional courses which lead to the ACA and ACCA qualification. She specializes in the taxation and financial and management accounting papers. Furthermore, she is involved in the delivery of HRDA approved seminars in her areas of expertise.

Take the **next step UP** in your career. Sign up now!
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