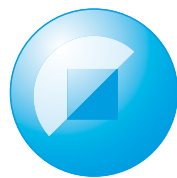
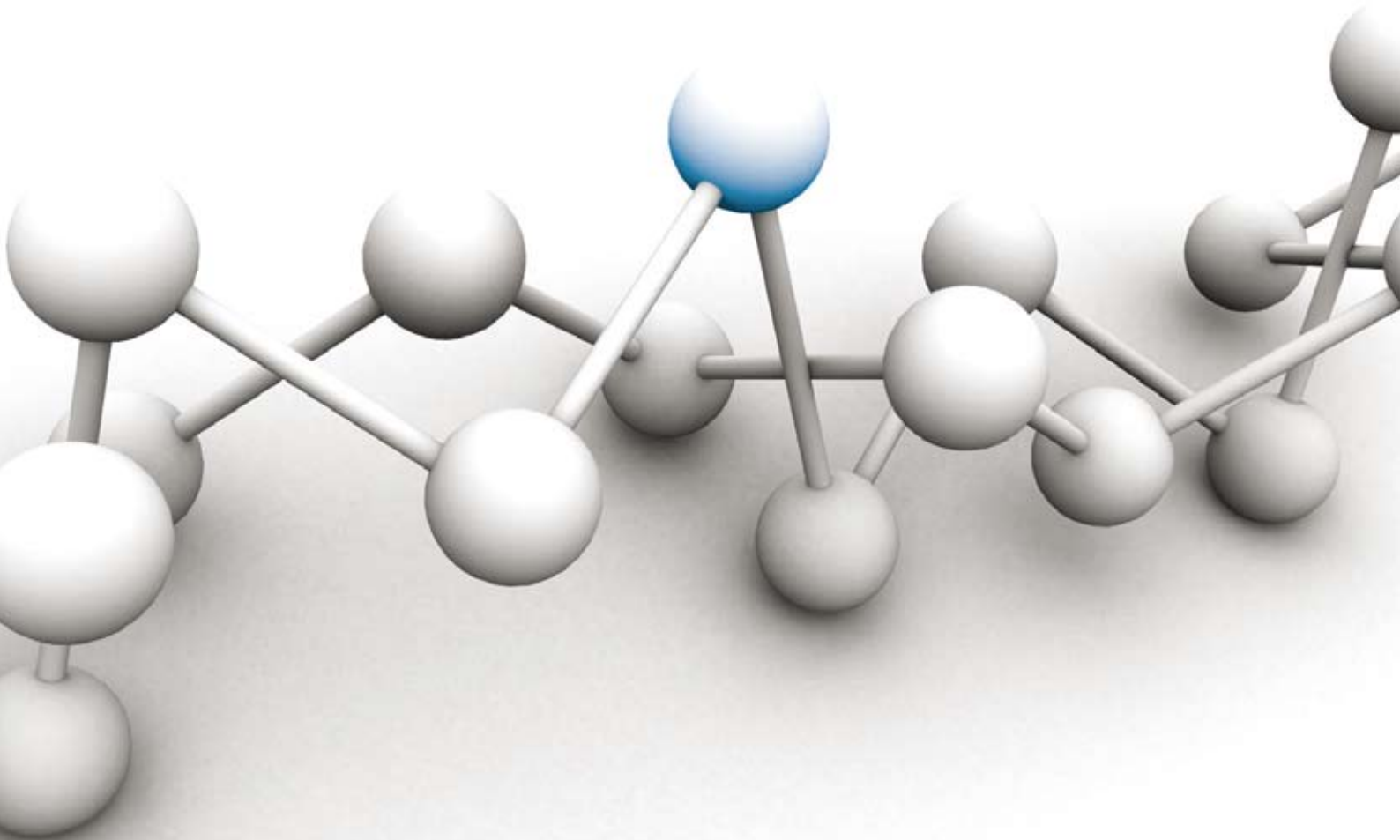


International Compliance Association

Excellence through Education



ICA Diploma in Anti Money Laundering

Improve your
knowledge,
minimise your risk

A professional qualification with academic accreditation, awarded in association with the University of Manchester Business School and endorsed by the British Bankers' Association, for financial services practitioners

An Introduction to the ICA Diploma in Anti Money Laundering

Money laundering prevention continues to remain high on the agenda of financial services professionals. Over the past few years there has been a more integrated approach in the fight against money laundering. Senior management are more closely involved in the strategic and operational issues. Large investment is being made in technology, improving monitoring and reporting mechanisms and more and more employees at all levels are being trained. In fact, training staff has become the second biggest cost associated with money laundering prevention.

Industry is agreed that investment in technology is no substitute for fully trained and knowledgeable staff. Today, financial institutions train on average over 60% of their staff in anti money laundering. It is therefore important to know that the training being undertaken is effective. The ICA Diploma in Anti Money Laundering is more than training. It is professional education and as such, is more of an investment than a cost.

Designed for individuals who have some experience in money laundering prevention, the Diploma involves over 200 hours of study. The subject is explored in-depth. Understanding is tested through the submission of assignments and completion of a 3 hour, 15 minute open-book examination. Those who achieve the qualification have high-level knowledge of anti money laundering and useful, practical skills that can be applied in the workplace. They have evidence of their achievement through their professional qualification. Those who complete the ICA Diploma develop as individuals, help their firm reduce risk and as a result, help improve standards throughout the industry.

“Comprehensive and brilliantly presented!”

Courtney Weston, Financial Crime Compliance Manager, Zurich Financial Services

“An excellent course on all counts which greatly enhanced my skills and opportunities.”

Marina Usselman, Compliance Associate, Bayerische Landesbank

Key details on the ICA Diploma in Anti Money Laundering follow. To find out more, visit www.int-comp.org or email ict@int-comp.com

Key Features

- A graduate level programme resulting in a professional qualification
- Detailed course materials that can be used in the workplace
- Written and delivered by experienced industry practitioners
- Extensive support and resource materials
- Variety of study options available
- Accredited by University of Manchester Business School
- Mapped into the FSSC Standards of Competency
- Endorsed by the British Bankers' Association

Key Benefits

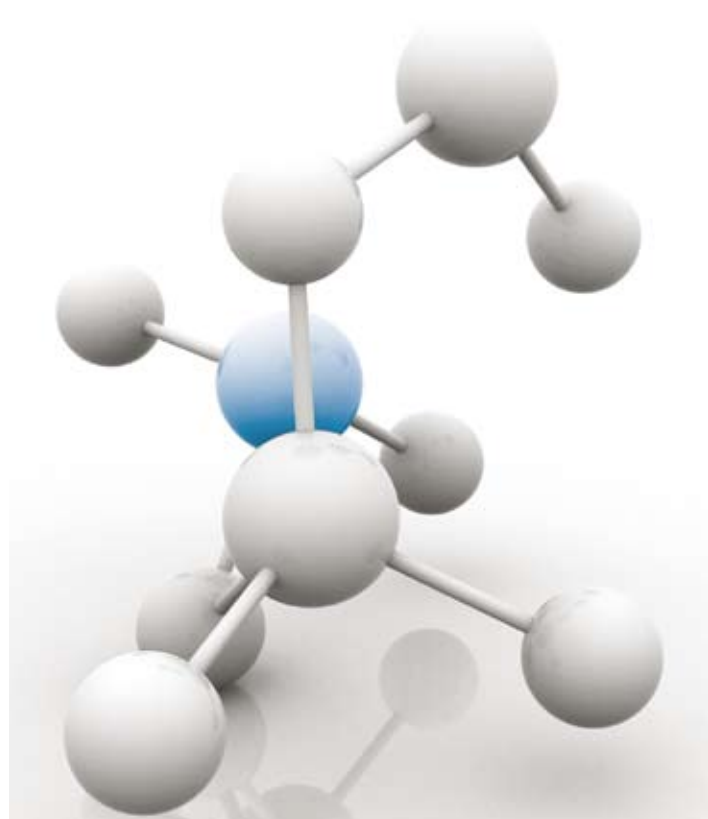
- Career progression
- Advanced knowledge, developed skills
- Enhanced performance in the workplace
- Professional membership of the International Compliance Association
- Reduced financial and reputational risk for firms
- Verifiable evidence of learning

Professional Qualifications Award

The ICA Diploma in Anti Money Laundering is accredited and awarded in association the University of Manchester Business School. Quality assured and graded by the University, the programme is at honour degree level which designates the programme “Graduate Diploma”. It has been mapped in accordance with the Higher Education Qualification Framework. Furthermore, a number of universities may give credit for the work that is completed on the Diploma against a master's degree level qualification. For further information, visit the ICA website.

Duration of Programme

We understand the nature of the work / life balance. With that in mind we have structured the programme to allow for maximum flexibility, accommodating the demands of family, career and study. An average of 6 hours study per week usually means the ICA Diploma in Anti Money Laundering can be completed in 9-12 months.



Programme Study Options

The ICA Diploma in Anti Money Laundering is available as a Public Course, In-house and by Distance Learning. The Public and In-house study options involve 3 face-to-face workshops and a half-day exam preparation session. Each Public Course has a limited number of places, maximising the learning experience. Everyone benefits from the interactive and networking opportunities this method presents.

In-house options are available to those firms who wish to put a minimum of 10 people through the programme at any one time. There are many advantages to this option including a reduction in price per person and the ability to include processes unique to the firm in workshop discussions. For more information on this option, contact Helen at the ICA on email hlangton@int-comp.org

Distance Learning is a study option for those who do not have the time during the working day to attend workshops. Content delivered as part of the workshops is included in the course materials to ensure as thorough an education as possible. Those who study via this option may make use of the variety of learning support options available including a mentor and on-line tutor.

For those who have already amassed a degree of knowledge and experience, the ICA offers an Exam Only option. Details of eligibility for this option can be found on the ICA website.

Summary of Study Formats

Details of the Public Course and Distance Learning options are:

- 3 full-day workshops plus 1 half-day exam preparation workshop (Public Course option only)
- Excellent course manuals, support readings and texts
- Two pieces of assessed work are required, contributing towards the final grade
- One 3 hour, 15 minute open book examination
- Dedicated, extensive on-line support

Features of the Exam Only option are:

- Excellent course manuals, support readings and texts
- One 3 hour, 15 minute open book examination
- Dedicated, extensive on-line support

Who the Diploma is Designed For

The ICA Diploma in Anti Money Laundering will benefit:

- Money Laundering Reporting Officers and deputies
- Money Laundering Prevention Officers and deputies
- Managers with responsibility for internal anti money laundering and compliance controls
- Risk Managers
- Internal Auditors
- Regulatory staff
- Individuals who have completed the ICA Certificate in Anti Money Laundering Awareness
- Individuals who have completed the ICA Certificate in Financial Crime Awareness
- Accountants, Lawyers, Company Secretaries



Admission Requirements

The ICA Diploma in Anti Money Laundering has a practical focus and is designed for individuals who intend to carry out the duties involved in money laundering prevention or work within the risk and / or fraud function. The entry criteria are:

- Sound educational background, e.g. degree or professional qualification in an appropriate discipline **or**,
- Attainment of the ICA Certificate in Anti Money Laundering Awareness (International or UK) **or**,
- Three years relevant work experience

If you would like to discuss the Diploma and how it might fit in with your current role and career aspirations, contact the ICA on 0121 362 7534 for an informal discussion with the Course Director.

Fees

Fees for the programme vary depending on the study option chosen and exclude VAT. Full details can be found on the ICA website. Prices for In-house delivery vary depending on the number undertaking the programme. Please contact the ICA for a quotation.

How to Apply

Once you have studied the syllabus, you can apply on-line at www.int-comp.org or complete the enrolment form available from the website and return it to the ICA. There are two intakes per year, September and February.

Membership of the International Compliance Association

Upon successful completion of the ICA Diploma in Anti Money Laundering, an invitation is extended to become a member of the International Compliance Association and use the designation MICA, (Member, International Compliance Association). After a further 2 years professional experience, Members of the ICA are invited to apply for Fellowship status and use the designation FICA, (Fellow, International Compliance Association).

The ICA Diploma in Anti Money Laundering and Standards of Competency

The ICA Diploma in Anti Money Laundering has been provisionally mapped into the Financial Services Skills Council Standards of Competency. These Standards are now the National Occupational Standards in the UK. They have been developed with industry representatives as a benchmark for best practice. For more information about these Standards, visit www.fssc.org.uk



International Compliance Association

Excellence through Education

International Compliance Association

The ICA is a professional organisation with a global membership. It is dedicated to the pursuit of excellence in compliance, anti money laundering and financial crime prevention. Working in the financial services sector, the ICA delivers accredited learning through its exclusive training division, International Compliance Training, (ICT). It delivers comprehensive education programmes and develops and supports professionals globally. The ICA is the Lead Provider of Financial Industry Competency Standards accredited training and assessment programmes in the field of compliance in Singapore.

ICA Quality Assured Partners

University of Manchester Business School

MANCHESTER
1824

The University of Manchester
Manchester Business School

Manchester Business School is the largest campus-based business and management school in the UK. It provides world-class business and management education to undergraduates, postgraduates, experienced practitioners, and those with serious academic and research ambitions. It is an international and progressive school, delivering cutting edge business thinking and teaching, informed by the contemporary commercial environment.



The voice of banking
& financial services

British Bankers' Association

The BBA is the leading UK banking and financial services trade association and acts on behalf of its members on domestic and international issues. They have 200 members from 60 different countries and collectively provide the full range of banking and financial services. Their members operate some 130 million personal accounts, contribute £50bn to the economy, and together make up the worlds largest international banking centre.

Details of other ICA Qualifications Available

The ICA delivers a wide range of qualifications, appropriate to the financial services sector, both in the UK and overseas. For beginners and experienced practitioners alike, the ICA Certificate and Diploma qualifications increase knowledge, improve skills and enhance understanding. Certificate programmes are designed for entry-level staff new to a particular discipline. Content focuses on awareness and on the introduction of the key issues involved. They form a solid foundation for future learning. Diploma programmes are designed for more senior practitioners, those who have already amassed a level of experience. Certificate and Diploma qualifications cover the following subjects:

- Anti Money Laundering
- Compliance
- Financial Crime Prevention

For more information, visit www.int-comp.org or email ict@int-comp.com or telephone 0121 362 7534.

Diploma Programme Summary

The ICA Diploma in Anti Money Laundering is comprehensive. In creating the Diploma, the ICA looked very carefully at the knowledge and skill requirements for industry practitioners. The syllabus was based on those needs and expanded and developed to provide a detailed programme of study. The Diploma is updated every year to take account of industry developments. The result is a professional qualification which meets the knowledge needs of practitioners today.

The Diploma focuses on relevant UK, European and International best practice. Those who take part learn how to develop frameworks, where the threat of money laundering comes from and how to prevent it. The syllabus covers reporting issues and how to deal with the authorities. Details of the 4 core modules follows. For more detailed information on what each module contains, visit the ICA website and download the syllabus, or contact the ICA for one to be sent to you.

Module 1: International Anti Money Laundering and Counter-terrorist Financing Strategies, Frameworks and Vulnerabilities	Module 2: AML Reporting and Dealing with the Authorities
<p>International Anti Money Laundering and Counter-terrorist Financing Strategies</p> <ul style="list-style-type: none"> ● International solutions for an international problem ● International and regional bodies ● International initiatives ● Terrorism and terrorist financing related initiatives ● The US Patriot Act and US extra territoriality <p>The UK Anti Money Laundering and Counter-terrorist Financing Framework</p> <ul style="list-style-type: none"> ● The development of domestic anti money laundering models ● The UK anti money laundering regime ● The UK strategy on terrorist financing <p>Money Laundering Techniques and the Vulnerabilities of Specific Financial Services Products</p> <ul style="list-style-type: none"> ● Why is money laundered? ● The money laundering process ● Vulnerabilities of specific services and products 	<p>Recognition, Handling and Reporting of Suspicions</p> <ul style="list-style-type: none"> ● The legal obligation to report ● Designing an effective internal suspicion reporting system ● The MLRO evaluation process ● Making an external suspicion report to law enforcement <p>Post-reporting Considerations</p> <ul style="list-style-type: none"> ● Acknowledgement of SARs/STRs and obtaining consent to undertake a transaction ● Constructive trusteeship ● Responding to discovery orders in civil cases: conflicting obligations ● Handling the risk of committing the tipping off offence ● Secure record retention <p>Dealing with the Authorities</p> <ul style="list-style-type: none"> ● Protecting customer confidentiality ● Responding to money laundering investigation orders ● Civil recovery, forfeiture and confiscation ● Global investigation, prosecution and confiscation ● Presenting evidence in court
Module 3: Designing AML Frameworks, Risk – profiling Techniques and Customer Due Diligence	Module 4: Compliance Culture
<p>Designing Effective Systems, Controls and a Comprehensive Framework for a UK Financial Institution</p> <ul style="list-style-type: none"> ● Senior management responsibilities ● Formulating an anti money laundering policy ● Formulating anti money laundering procedures ● Drafting an anti money laundering handbook ● Client introduction procedures ● Training ● Record keeping <p>Customer Due Diligence (CDD/KYC), Risk Profiling and Monitoring</p> <ul style="list-style-type: none"> ● What is KYC/CDD? ● Taking a risk-based approach to CDD/KYC ● Monitoring client activity 	<p>Duties and responsibilities of the Money Laundering Reporting Officer (MLRO)</p> <ul style="list-style-type: none"> ● The role of the MLRO ● Generating management information ● Common MLRO problems <p>Engendering an Effective Compliance Culture and Maintaining a High Level of Awareness</p> <ul style="list-style-type: none"> ● Engendering an effective compliance culture ● Raising awareness of the need to combat money laundering and terrorist financing

International Compliance Association

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