

Financial Institution Name:

INTERNATIONAL FINANCE INVESTMENT AND COMMERCE BANK LIMITED

Location: IFIC Tower, 61 Purana Paltan, Dhaka-1000, Bangladesh.

This questionnaire acts as an aid to firms conducting due diligence and should not be relied on exclusively or excessively. Firms may use this questionnaire alongside their own policies and procedures in order to provide a basis for conducting client due diligence in a manner consistent with the risk profile presented by the client. The responsibility for ensuring adequate due diligence, which may include independent verification or follow up of the answers and documents provided, remains the responsibility of the firm using this questionnaire.

Anti-Money Laundering Questionnaire

If you answer "no" to any question, additional information can be supplied at the end of the questionnaire.

I. General AML Policies, Practices and Procedures:		Yes	No
1.	Is the AML compliance program approved by the FI's board or a senior committee?	<input checked="" type="radio"/> Y <input type="radio"/> o	<input type="radio"/> N <input type="radio"/> o
2.	Does the FI have a legal and regulatory compliance program that includes a designated officer that is responsible for coordinating and overseeing the AML framework?	<input checked="" type="radio"/> Y <input type="radio"/> o	<input type="radio"/> N <input type="radio"/> o
3.	Has the FI developed written policies documenting the processes that they have in place to prevent, detect and report suspicious transactions?	<input checked="" type="radio"/> Y <input type="radio"/> o	<input type="radio"/> N <input type="radio"/> o
4.	In addition to inspections by the government supervisors/regulators, does the FI client have an internal audit function or other independent third party that assesses AML policies and practices on a regular basis?	<input checked="" type="radio"/> Y <input type="radio"/> o	<input type="radio"/> N <input type="radio"/> o
5.	Does the FI have a policy prohibiting accounts/relationships with shell banks? (<i>A shell bank is defined as a bank incorporated in a jurisdiction in which it has no physical presence and which is unaffiliated with a regulated financial group.</i>)	<input checked="" type="radio"/> Y <input type="radio"/> o	<input type="radio"/> N <input type="radio"/> o
6.	Does the FI have policies to reasonably ensure that they will not conduct transactions with or on behalf of shell banks through any of its accounts or products?	<input checked="" type="radio"/> Y <input type="radio"/> o	<input type="radio"/> N <input type="radio"/> o
7.	Does the FI have policies covering relationships with Politically Exposed Persons (PEP's), their family and close associates?	<input checked="" type="radio"/> Y <input type="radio"/> o	<input type="radio"/> N <input type="radio"/> o
8.	Does the FI have record retention procedures that comply with applicable law?	<input checked="" type="radio"/> Y <input type="radio"/> o	<input type="radio"/> N <input type="radio"/> o
9.	Are the FI's AML policies and practices being applied to all branches and subsidiaries of the FI both in the home country and in locations outside of that jurisdiction?	<input checked="" type="radio"/> Y <input type="radio"/> o	<input type="radio"/> N <input type="radio"/> o
II. Risk Assessment		Yes	No
10.	Does the FI have a risk-based assessment of its customer base and their transactions?	<input checked="" type="radio"/> Y <input type="radio"/> o	<input type="radio"/> N <input type="radio"/> o
11.	Does the FI determine the appropriate level of enhanced due diligence necessary for those categories of customers and transactions that the FI has reason to believe pose a heightened risk of illicit activities at or through the FI?	<input checked="" type="radio"/> Y <input type="radio"/> o	<input type="radio"/> N <input type="radio"/> o
III. Know Your Customer, Due Diligence and Enhanced Due Diligence		Yes	No
12.	Has the FI implemented processes for the identification of those customers on whose behalf it maintains or operates accounts or conducts transactions?	<input checked="" type="radio"/> Y <input type="radio"/> o	<input type="radio"/> N <input type="radio"/> o
13.	Does the FI have a requirement to collect information regarding its customers' business activities?	<input checked="" type="radio"/> Y <input type="radio"/> o	<input type="radio"/> N <input type="radio"/> o
14.	Does the FI assess its FI customers' AML policies or practices?	<input checked="" type="radio"/> Y <input type="radio"/> o	<input type="radio"/> N <input type="radio"/> o
15.	Does the FI have a process to review and, where appropriate, update customer information relating to high risk client information?	<input checked="" type="radio"/> Y <input type="radio"/> o	<input type="radio"/> N <input type="radio"/> o
16.	Does the FI have procedures to establish a record for each new customer noting their respective identification documents and 'Know Your Customer' information?	<input checked="" type="radio"/> Y <input type="radio"/> o	<input type="radio"/> N <input type="radio"/> o
17.	Does the FI complete a risk-based assessment to understand the normal and expected transactions of its customers?	<input checked="" type="radio"/> Y <input type="radio"/> o	<input type="radio"/> N <input type="radio"/> o

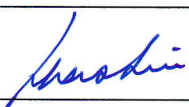
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IV. Reportable Transactions and Preventions and Detections of Transactions with Illegally Obtained Funds	Yes	No
18. Does the FI have policies or practices for the identification and reporting of transactions that are required to be reported to the authorities?	√Y o	N o
19. Where cash transaction reporting is mandatory, does the FI have procedures to identify transactions structured to avoid such obligations?	√Y o	N o
20. Does the FI screen customers and transactions against lists of persons, entities or countries issued by government / competent authorities?	√Y o	N o
21. Does the FI have policies to reasonably ensure that it only operates with correspondent banks that possess licenses to operate in their countries of origin?	√Y o	N o
22. Does the FI adhere to the Wolfsberg Transparency Principles and the appropriate usages of the SWIFT MT202/202COV and MT205/205COV message format? ¹	Y o	N o
V. Transaction Monitoring	Yes	No
23. Does the FI have a monitoring program for unusual and potentially suspicious activity that covers funds transfers and monetary instruments such as travelers checks, money orders, etc?	√Y o	N o
VI. AML Training	Yes	No
24. Does the FI provide AML training to relevant employees that includes: <ul style="list-style-type: none"> ▪ Identification and reporting of transactions that must be reported to government authorities. ▪ Examples of different forms of money laundering involving the FI's products and services. ▪ Internal policies to prevent money laundering. 	√Y o	N o
25. Does the FI retain records of its training sessions including attendance records and relevant training materials used?	√Y o	N o
26. Does the FI communicate new AML related laws or changes to existing AML related policies or practices to relevant employees?	√Y o	N o
27. Does the FI employ third parties to carry out some of the functions of the FI?	Y o	√N o
28. If the answer to question 27 is yes, does the FI provide AML training to relevant third parties that includes: <ul style="list-style-type: none"> ▪ Identification and reporting of transactions that must be reported to government authorities. ▪ Examples of different forms of money laundering involving the FI's products and services. ▪ Internal policies to prevent money laundering. 	Y o	N/A

Space for additional information

(Please indicate which question the information is referring to)

Q22: We only use Single MT 103/MT202 for outgoing individual/Treasury/Commercial Fund transfer.

Name: M. M. Haikal Hashmi
Title: DMD & CAMLCO
Signature: 
Date: 25.06.2018

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