

RISK AND CONTROL ASSESSMENT CHECKLIST FOR FIRM

Key compliance requirements as required under the Financial Intelligence Centre Act:

RISK MANAGEMENT AND COMPLIANCE PROGRAMME	Yes	No
Developed		
Documented		
Maintained		
Implemented		

THE RMCP enables the Firm to:	Yes	No
- Identify		
- Assess		
- Monitor		
- Mitigate		
- Manage		
The risk that the provision of services rendered by the attorney/law firm may involve or facilitate money laundering activities or the financing of terrorist and related activities		

Implementation of RMCP:	Yes	No
Identify of clients are established and verified.		
Documents/information obtained to establish and verify client		
Understanding and obtaining information on business relationship		
The identity of the beneficial owner is determined		
Examination of complex Large Transactions		
Examination of unusual patterns of transactions		
Assessment of domestic prominent influential person or foreign prominent public official		
Identification of service-related and transaction risks		
Presence of higher risk factors		
Risk rating of all client matters		
Motivation captured for risk rating		
Ongoing monitoring of risks		
Records are being kept of information required under FIC Act.		
Determined whether a transaction or activity is reportable		
Ongoing training being implemented for the benefit of staff.		