

SEMINAR
Understanding Money Laundering and Terrorism Financing
- How to Protect Your Charity?

Day | Date:
Thursday
9 November 2017

Venue:
Event Hall 2-1, Level 2
Lifelong Learning Institute 11 Eunos Road 8
Singapore 408601

Start Time:
1.30pm
End Time:
5.30pm

Introduction

This seminar aims to familiarise attendees with financial crimes and to understand the implications of money laundering, terrorism financing and sanctions on the charity sector. It also offers practical advice on compliance and good practices so that charities can take proactive steps to stay vigilant and comply with the Guide issued by the Office of the Commissioner of Charities in Singapore (Protecting your charity – against money laundering and terrorist financing).

Seminar highlights	Takeaway from the seminar
<ol style="list-style-type: none">1. Introduction2. Legislation in Singapore3. Charities and its vulnerabilities to AML and CFT4. How charities can be protected against abuse5. Internal Policies, Procedures and Controls to Prevent Activities Related to Money Laundering and Financing of Terrorism6. Know Your Donors, Beneficiaries, Affiliations, Partnerships, Fund Raisers and Volunteers7. Suspicious Transactions Reporting8. Screening and Training of Employees9. Record-Keeping10. Money Laundering Typologies and Red Flags11. Conclusion and Good Practice	<ol style="list-style-type: none">1. An understanding of the money laundering, terrorism financing and sanctions in Singapore and its application to the charity sector.2. To help charities familiarise and protect themselves from risks related to terrorism activities and money laundering.3. To provide charities with the knowledge and ability to comply with AML/CFT requirements and be familiar with indicators that will prompt them to spot and report suspicious transactions.4. Attendees will receive online e-learning on Financial Crime.

(Complimentary) Online e-learning on Financial Crime

This e-learning program will improve awareness of your regulatory and ethical responsibilities to safeguard against money-laundering and terrorism financing.

Table of e-learning contents	By the end of this module, you will be able to
<ul style="list-style-type: none">• Introduction• Personal Data Protection Act• Responsibility of Upholding the Personal Data Protection Act• Handling Personal Information• Personal and Security Incident	<ul style="list-style-type: none">• Identify the methods that criminals use to launder money and finance terrorism• State the key relevant anti-money laundering and counter terrorism financing laws and regulations• Apply risk-based due diligence procedures• Explain sanctions regime and your responsibilities about it• Identify examples of suspicious behaviour and know how to escalate any concerns

TRAINER'S PROFILE



Mr Chionh Chye Kit
Managing Director
Cynopsis Solutions Pte Ltd

Chye Kit is the Co-Founder, Director and Chief Operating Officer of Cynopsis Solutions, a Software-as-a-Service (SaaS) company that specialises in regulatory, control and governance.

Chye Kit is also the Founder and Director of CCK Solutions Private Limited, a consultancy company dedicated to provide unparalleled services on anti-money laundering and counter terrorism financing for the non-financial service industry, in particular, the Corporate Services Providers, Public Accountants and Lawyers in Singapore.

Who is this seminar for?

- Charity board & management
- Compliance staff
- Trustees
- Board members
- Key management/managers of charities

Organised by:



Supported by:

Office of the Commissioner of Charities

REGISTRATION DETAILS

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SEMINAR FEE FOR VCF FUNDING

Fee (before VCF funding) : \$321.00 per participant (including 7% GST)		
VCF funding is available for Board Members, Heads, Management Staff and Manager of Charities	Funding Quantum	Fee Capped for VCF Funding (half-day seminar)
Singaporeans/ PRs \$321.00 - \$250.00* = \$71.00 inclusive GST (after VCF funding)	80% of Seminar fee Singapore/PRs	\$250.00
Employment Pass/ Work Permit Holders / S Pass Holders \$321.00 - \$187.50* = \$133.50 inclusive GST (after VCF funding)	60% of Seminar fee	\$187.50
VCF REF NO: PAS00001335 For VCF Funding information please refer to VCF Administrative Details.		

SEMINAR FEE FOR NON VCF PARTICIPANT

\$321.00 per participant (including 7% GST).

CERTIFICATE OF ATTENDANCE AND CPE POINTS

Participants will be presented with a **Certificate of Attendance** upon full participation and personal completion of the seminar. This seminar awards **4 CPE hours**.

REGISTRATION

- Registration commencement time: 12.30pm (No lunch provided)
- Seminar commencement time (estimated): 1.30pm
- Seminar end time (estimated): 5.30pm
- One tea-break will be included.
- Parking coupons will not be provided.
- VCF Participant(s) closing date: Friday, 20 October 2017
- Non-VCF Participant(s) closing date: Monday, 30 October 2017

CHARTERED SECRETARIES INSTITUTE OF SINGAPORE (CSIS)

- Enquiries: Nurul, Tan Rui Ting & Azian at (+65) 6334 4302
- Email: events@csis.org.sg | charities@csis.org.sg
- Address: CSIS, 149 Rochor Road, #04-05 Fu Lu Shou Complex, S188425

TERMS & CONDITIONS

- Upon receipt of a completed registration form, an automated email notification will be sent to the participant.
- **Full payment will be charged if any of the following occur:**
 - Upon CSIS issuing a confirmation via email.
 - Participant receives tax invoice via email and mail.
 - Participant fails to attend the SEMINAR on **9 November 2017**.
 - Participant fails to meet the criteria required for VCF funding eligibility.
- **Payment Mode:**
 - Please ensure that the cheque should be made payable to “**CSIS**” and send to CSIS, 149 Rochor Road, #04-05 Fu Lu Shou Complex, Singapore 188425.
 - Please email to the secretariat for CSIS bank details for payment via bank transfer.

ONLINE E-LEARNING

1. Please provide a valid participant's email address to receive the online link.
2. This link will be valid for three weeks after received e-learning link.
3. Participants will receive the link after five working days from the seminar date.

WITHDRAWAL OF PARTICIPATION / CHARGES FOR CHANGES INVOICE

1. For withdrawal after **SEMINAR CONFIRMATION** has been sent out. The endorsing organization/participant has to pay the full SEMINAR fee to CSIS.
2. An administration fee of **\$53.50** will be imposed for any changes to the invoice or receipt.

CANCELLATION

CSIS reserves the right to change the date, time, and venue or cancel the seminar owing to unforeseen circumstances.