



**ABOUT BUSINESS
CRIME SOLUTIONS,
INC.**

B.C. NOTARIES TRAINING PROGRAM

The following is a summary of the training programs offered to B.C. Notaries by ABCsolutions:

Notaries in British Columbia engage in many activities that may be vulnerable to money laundering and terrorist financing. In particular:

- facilitating the buying and selling of real estate;
- holding trust accounts for clients; and
- performing financial transactions.

Spot the signs of money laundering to protect your practice from becoming a victim



AML/CTF PROGRAM

Four training modules, each with its assigned review and support documents. This program is designed for small, medium, and large Notary Practices. The following summary provides the objectives for each module.



OUR TRAINING



**ACCESSIBLE
24/7**

Have your training program accessible whenever



**CURRENT
AND UPDATED**

Have information updated as change occurs



**CONTINUOUS
TESTING**

Test employee knowledge through randomly-generated on-line exams



**KEEP
RECORDS**

Have a record of employee scores to ensure your training program is effective.



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Introduction:

Define a money laundering offence and a terrorist financing offence; define money laundering and terrorist financing; identify the impacts of money laundering; identify the six main elements of a compliance program; and identify government bodies involved in fighting money laundering and terrorist financing in Canada and abroad.

About Money Laundering & Terrorist Financing:

Explain the three stages associated with money laundering; identify techniques commonly involved in money laundering; state the three common sources of terrorist financing; and identify the main differences between money laundering and terrorist financing.

Understanding Risks and Reporting Requirements:

Define risk, risk assessment, mitigation strategies, and a risk-based approach; state the importance of "Know Your Client" rules as they relate to anti-money laundering and terrorist financing initiatives; identify the reports B.C. notaries are required to complete under the *Proceeds of Crime (Money Laundering) and Terrorist Financing Act* (PCMLTFA) and associated Regulations; identify when a report must be completed, completion timeframes, and where reports must be sent; identify suspicious transactions and behaviours; and identify the important aspects and expectations of a FINTRAC examination.

Client Identification & Record-Keeping Requirements:

Identify the methods to verify the identity of an individual and when relying on others for client identification; identify the client identification and record keeping requirements under the PCMLTFA and associated Regulations for individuals and entities, including business relationship obligations and ongoing monitoring; identify the client identification and record-keeping requirements for politically exposed persons, heads of international organizations, and beneficial ownership, control, and structure of an entity; identify when a record must be completed, the timeframes for completion, and how records must be kept; identify third party determination requirements; and state the relevant penalties for non-compliance with the PCMLTFA.

Additional Documents: The B.C. Notaries Training Program is supported with a series of supplemental documents, for example: FINTRAC Operational Alerts and Briefs, PEPs & HIOs obligations, legislative changes, third party determination, tax havens and creating a secret identity, virtual currencies, expectations for completing an STR, and money laundering risks in the real estate sector.



CUSTOMIZED PROGRAM

ABCsolutions can develop a training program that meets the specific requirements of your practice.

Contact us for more information.



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BIENNIAL COMPLIANCE DESK REVIEW SERVICE

Review your compliance program requirements under the *Proceeds of Crime (Money Laundering) and Terrorist Financing Act* and associated Regulations for the purpose of testing its overall effectiveness. ABCsolutions and the BC Notary Association have signed an agreement resulting in a notary practices receiving a discounted rate for their biennial effectiveness review.

Contact us for more information.

ADDITIONAL COURSES

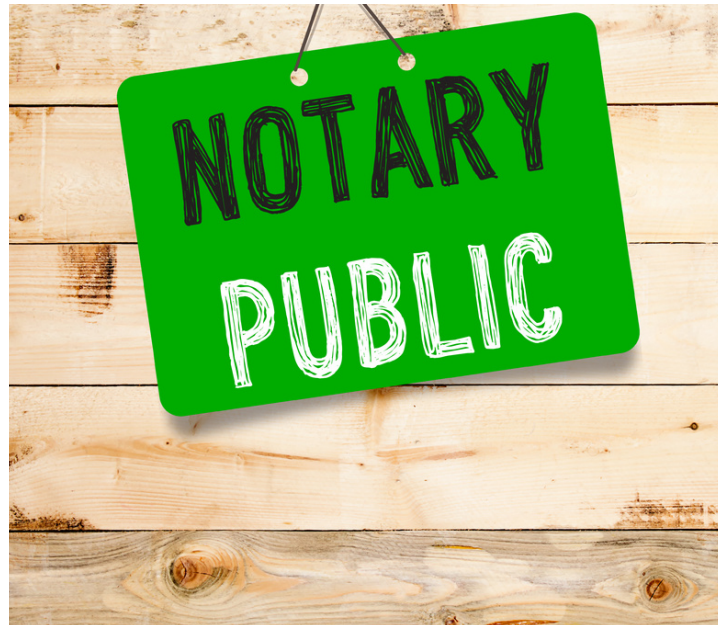
Fraud: Five modules (Background, Enablers for Committing Fraud, External and Public Sector Fraud, Internal Fraud, and Managing Risk Exposures). It is designed to assist the user with an understanding of the basics of fraud, the types of fraud (external, occupational and public sector), fundamental ways to commit fraud, the main methods in which fraud impacts an organization and/or its employees, and more.

Privacy: Three modules on the *B.C. Personal Information Protection Act* (BCPIPA). **1 CE Credit through IAS - Advocis**

Elder Financial Abuse: Three modules providing information to assist practitioners to recognize the importance of the application of elder financial abuse/exploitation risk controls into their risk assessment, and how to facilitate the detection, response, and reporting of these activities within their organization.

Risks Associated with Loans & Mortgages: Three modules providing information about the risks associated with loans and mortgages for money laundering and terrorist financing.

New Payment Products and Services: Two modules focusing on four categories: prepaid cards; mobile payment services; internet-based payment services; and virtual currencies, including Bitcoin. The modules define these products and services, their vulnerabilities, the risk of money laundering and terrorist financing, mitigating measures, and more.



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