



Institute of Banking Studies (IBS)
in cooperation with
International Compliance Association (ICA) & International Compliance Training (ICT)

International Advanced Certificate in Regulatory Compliance

Dates

The course content can be accessed from 12 October 2020 – JORDAN

| 14:30pm – 3hrs UAE time | |
|-------------------------|--|
| Virtual Classroom One | 26 October 2020 10:30 UK Local time |
| Virtual Classroom Two | 19 November 2020 10:30 UK local time |
| Virtual Classroom Three | 18 January 2021 10:30am uk Local time |
| Virtual Classroom Four | 23 February 2021 11:30 UK local time |
| Assessment Dates | |
| Assessment One | 30 November 2020 |
| Assessment Two | 22 March 2021 |

Introduction

The ICA Advanced Certificate in Regulatory Compliance gives you the opportunity not only to learn more about how to be compliant but also why it is a real benefit, both to your organisation and industry as a whole.

You will gain an improved understanding of how excellent regulatory compliance management both protects your firm as well as enhances its competitive advantage, including how to maximise the use of new technology.

As the world of compliance changes at an ever increasing pace, this course gives you the specialist knowledge and practical skills to manage regulatory risk both now and in the future. Whether you are looking to start a new career

- Designed for those looking to begin a career in compliance as well as those with a few years' experience
- Study online at your own pace and attend two workshops or virtual classrooms
- Gain an internationally recognised qualification as well as actionable, practical knowledge to boost your career

This course is awarded in association with Alliance Manchester Business School, the University of Manchester.

This course is suitable for

- Compliance employees
- Employees who have recently been given or aspire to be given compliance responsibilities
- Those employees with management responsibility for compliance employees
- Any person who wishes to acquire an understanding of fundamental regulatory compliance principles and how businesses can comply with them

Course format

- Six month course assessed by two written assignments (2,000 – 2,500 words)
- All course materials are delivered via our online learning platform
- There are two virtual classrooms throughout the course designed to really bring the subject matter to life, help you share ideas with subject matter experts and peers, and provide you with guidance on your assignments. Virtual classes take place across different time zones enabling engagement at an appropriate local time
- We recommend that you study 6 - 8 hours per week

Entry requirements

This course is open to anyone who is interested in pursuing a career in compliance. However, the content of the programme requires students to possess:

- Sound educational background.
- Good written English skills.

Syllabus

1- Understanding the Regulatory Environment

- Why do we need regulation?
- The objectives of financial services regulation.
- The background to regulation and regulatory timeline.
- Consumer/investor protection.
- Making markets work well.
- Market stability.
- Market integrity.

2- International Regulation

- The roles of the regulator.
- Different regulatory models.
- Understanding principles-based/outcomes focused regulation.
- Regulatory methodology.
- Overview of recent international regulation.
- The influence of international bodies and certain jurisdictions.

3- Compliance in Practice

- The role of the compliance function.
- What is the role of the compliance professional?
- Qualities required of compliance professionals.
- Key compliance activities and processes.
- Regulatory risk management.
- Conduct risk management.
- Internal and external relationships.
- Links between compliance, culture and ethics.

4- Managing the Risk of Financial Crime Compliance

- How are the proceeds of crime laundered?
- The objectives of money laundering.
- The risk-based approach to money laundering/terrorist financing.
- Terrorist financing.
- What is fraud?
- Preventing fraud.

- Bribery and Corruption.
- Market manipulation/misleading statements, insider dealing and market abuse.
- Sanctions.

5- Examples and case study

- Regulatory objectives – and what they mean in practice.
- Risk based regulation, principles based and outcomes focused regulation.
- Compliance activities – a case study scenario.

ICA Advanced Certificate in Managing Fraud

Dates

The course content can be accessed from **29 March 2021**

| 14:30pm – 3hrs UAE time | |
|-------------------------|---|
| Virtual Classroom One | 27 April 2021 11:30am UK local time |
| Virtual Classroom Two | 18 May 2021 11:30am UK local time |
| Virtual Classroom Three | 20 July 2021 11:30am UK local time |
| Virtual Classroom Four | 17 August 2021 11:30am UK local time |
| Assessment Dates | |
| Assessment One | 14 June 2021 |
| Assessment Two | 20 September 2021 |

Introduction

An intermediate level course for those working in a fraud risk management role. The course is designed to give you actionable, practical knowledge so that you can implement key fraud management strategies at your firm.

This course is awarded in association with Alliance Manchester Business School, the University of Manchester.

This course is suitable for

- Fraud Prevention and Investigation officers
- Employees with responsibility for internal organisational fraud
- Internal Audit and Regulatory Staff
- Law enforcement
- Individuals who have completed the ICA Certificate in Financial Crime Prevention

Course format

- Six month course assessed by two written assignments (2,000 – 2,500 words)

- All course materials are delivered via our online learning platform
- There are two virtual classrooms throughout the course designed to really bring the subject matter to life, help you share ideas with subject matter experts and peers, and provide you with guidance on your assignments. Virtual classes take place across different time zones enabling engagement at an appropriate local time
- We recommend that you study 6 - 8 hours per week

Syllabus

1- Introduction to Fraud

- Defining fraud
- Scale of the problem
- Cause and effect
- Role in Serious Organised Crime

2- International Context

- Transparency International (TI) and other NGOs
- United States Department of Justice and the Securities and Exchange Commission
- OLAF – European Commission Anti-Fraud Office
- Research in fraud Kroll Global Fraud Report
- PWC Global Economic Crime Survey
- KPMG Global profiles of the fraudster
- Deloitte India Fraud Survey

3- Global Anti-Fraud Frameworks

United Kingdom Fraud Advisory Panel

- Role of Regulators
- Anti-Fraud Legislation
- Level and nature of enforcement

United States Securities and Exchange Commission

- Financial Fraud Enforcement Task Force
- Federal Trade Commission – Bureau of Consumer Protection

Singapore Monetary Authority of Singapore

- Singapore Government – Commercial Affairs Department
- Accounting & Corporate Regulatory Authority

4- Understanding Risks

- Understanding different fraud typologies
- Establishing high risk indicators
- The influence of management culture and control processes
- The insider threat
- Cyber-enabled fraud
- Information security

5- The 'Fraudster'

- Motives for committing fraud
- Creating behavioural profiles
- Environmental opportunities
- Hiding in plain sight

6- Formulating an Effective Counter-Fraud Strategy

- Risk assessment and identifying vulnerabilities
- Fraud-awareness programmes
- Reducing opportunities
- Counter-fraud controls Automated systems
- Physical security and access controls
- Developing an anti-fraud culture

7- Managing the Response to Fraud

- Fraud response plans
- Incident management and reporting
- Protection of whistle-blowers

8- The Future of Fraud

- Emerging trends
- The evolving use of technology
- Increasing sophistication
- International / cross-border issue

ICA Specialist Certificate in Know Your Customer (KYC)

Dates

The course content can be accessed from **1 March 2021**

| 14:30pm – 3hrs UAE time | |
|-------------------------|--|
| Virtual Classroom One | 19 April 2021 11:30am UK local time |
| Virtual Classroom Two | 24 May 2021 11:30am UK local time |

Introduction

The ICA Certificate in KYC and CDD provides a foundation knowledge of KYC and CDD concepts; an introduction to CDD frameworks and an overview of the practical components of working with in the KYC environment. As regulatory expectations increase, knowing your customer is essential. The course is suitable for new entrants, compliance professionals, client managers and those involved in managing risk in the CDD process. Understand the threat and learn to mitigate the risk with the ICA certificate suite.

This course is awarded in association with Alliance Manchester Business School, the University of Manchester.

This course is suitable for

- New entrants in CDD roles or those who wish to learn more about CDD
- Client managers, project managers, operational staff, middle office and sales assistant
- Consultants, audit professionals and anyone whose role involves managing risk in the CDD process

Course Format

- Register at any time for this online, open course
- Study in your own time and at your own pace (you have up to 3 months to complete the course)
- Assessed by online multiple-choice exam.

Syllabus

1- CDD – Why Bother?

- What is customer due diligence?
- Why is CDD important?
- Regulatory drivers: AML, tax, conduct of business
- CIP vs. CDD vs. KYC – an overview of terms
- The international perspective – EU ML directives, US, APAC

2- The Risk-Based Approach to CDD

- What is a risk-based approach?
- Navigating key risk factors and common red flags
- Applying simplified, standard and enhanced due diligence
- Risk rating and acceptance
- Firm-wide risk assessments

3- Key CDD Concepts

- Private persons vs. legal entities
- Customer verification
- Customer profile
- Nature and purpose of the relationship
- Beneficial ownership & control
- Ongoing monitoring, customer screening

4- Core KYC Frameworks

- The CDD process and its key stakeholders
- Recording KYC information – data management, KYC templates
- Elements of an effective KYC infrastructure
- Industry-wide KYC utilities and other emerging trends

5- What It's Like Working in KYC

- The 3 dimensions of KYC – risk, operations, service
- The importance of working to policy standards
- Common practices in different industries
- Ownership & accountability: 3 Lines of defence, escalation paths
- Overview of industry guidance and resources

ICA Specialist Certificate in Combating Financing of Terrorism (CFT)

Dates

The course content can be accessed from 5 October 2020

| 14:30pm – 3hrs UAE time | |
|-------------------------|--|
| Virtual Classroom One | 4 November 2020 10:30am UK local time |
| Virtual Classroom Two | 9 December 2020 10:30am UK local time |

Introduction

Firms have a key role to play in identifying terrorist activity. In this course, you will examine the key terrorist motivators and what terrorists need to operate. You will explore sources of financing, the global CFT environment and proliferation issues (dual use goods and WMD).

This course is awarded in association with Alliance Manchester Business School, the University of Manchester.

This course is suitable for

The course is specifically designed to be detailed yet accessible. Prior subject matter knowledge will be useful but is not essential.

To get the most from the course, a good standard of English is required.

ICA Specialist Certificates are designed for anyone wanting focused yet accessible knowledge in specific areas of risk. They are suitable either for those working in the first and second lines of defence looking to certify existing specialist areas of knowledge, or for those looking to increase their professional agility by learning about new areas of risk.

Course Format

- Register at any time for this online, open course
- Study in your own time and at your own pace (you have up to 3 months to complete the course)
- Assessed by online multiple-choice exam

Syllabus

1- Introduction to Terrorism

- Threat of terrorism
- History of terrorism
- Current threat assessment
- Importance of managing these risks
- Financing of recruitment for terrorist purposes

2- Hierarchy of International and Regional Legislative and Regulatory Frameworks

- International framework
- Overview of regional jurisdiction legislation and regulation
- International guidance and best practice
- Key international sanctions regimes

3- Terrorism Threats and Risk Assessments

- Defining terrorist threats
- Terrorist ideology and motivation
- Introduction to key international terrorist groups
- What terrorists need – financial and resourcing requirements

4- Risk Management

- Risk-based approach to managing CFT and proliferation
- Customer due diligence
- Transaction monitoring
- Staff training and red flags
- Reporting knowledge or suspicion
- Dealing with the authorities

5- When Things Go Wrong

- Consequences of failing to manage CFT risks
- Regional terrorism case examples