

## Certification Programme Compliance Foundation Level

### ORGANISATION SHEET

#### Objective

Compliance has become a full component of a good corporate governance. In banks, the Compliance function is a mandatory internal control function, besides Risk Management and Internal Audit.

The role of compliance is to protect the bank against reputational, legal or sanctions' risks.

At the end of this seminar, the participants will be able to

- master all technical and practical aspects of a Compliance Officer's function, as well as the decisions to be taken on regular basis
- understand the regulatory framework, focusing on case studies

#### Methodology

Interactive seminar combining lectures, Luxembourg-based case studies and exchanges of views, focusing on the Luxembourgish experience in the framework of the international standards.

#### Assessment

Multiple choice assessment & open questions.

#### Target group

Junior to seasoned Compliance Officers willing to improve their knowledge of managing the Compliance Officer function. (NB: Senior COs are invited to attend the advanced level seminar that will take place in September 2018).

Participants may be commercial or central bankers and representatives of financial institutions from the private sector involved in legal, economical or financial matters.

#### Experts

High level Compliance experts with an in-depth understanding of all regulatory and organizational issues, member of the House of Training Quality Circle in Compliance and ALCO – Luxembourgish association of Compliance Officers.

#### Language

A good command of English is required.

#### Participants

**20 participants** from the House of Training partner countries

#### Dates

From 19 to 23 February 2018

Arrival on Saturday, 17 February and departure on Saturday, 24 February

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# Certification Programme: Compliance Foundation Level

## CONTENT

### ❖ PART 1 - Compliance Fundamentals

<p><b>Session 1 – Fundamentals of Compliance (1)</b></p> <ul style="list-style-type: none"> <li>• Introduction – Why Compliance?</li> <li>• What is Compliance?</li> <li>• International bodies promoting Compliance</li> </ul>	<p><b>Session 3 – Compliance Topics (1)</b></p> <ul style="list-style-type: none"> <li>• Financial crime / International sanctions</li> <li>• Client tax compliance</li> <li>• Dormant accounts</li> </ul>
<p><b>Session 2 – Fundamentals of Compliance (2)</b></p> <ul style="list-style-type: none"> <li>• Establishing a Compliance function</li> <li>• Compliance risk based approach</li> <li>• Compliance function roles and responsibilities</li> </ul>	<p><b>Session 4 – Compliance Topics (2)</b></p> <ul style="list-style-type: none"> <li>• Market integrity</li> <li>• Client protection</li> <li>• Conflicts of interests</li> <li>• Data protection</li> <li>• Remuneration Policy</li> </ul>

### ❖ PART 2 – Implementation of the regulatory framework

<p><b>Session 1 – Financial Crime</b></p> <ul style="list-style-type: none"> <li>• Definitions</li> <li>• Regulatory environment</li> <li>• AML Risk Assessment</li> <li>• Customer Due Diligence (CDD)</li> <li>• Adequate Internal Organization</li> <li>• Cooperation with the Authorities</li> <li>• <b>Case studies</b></li> </ul>	<p><b>Session 3 – Market Integrity</b></p> <ul style="list-style-type: none"> <li>• Introduction</li> <li>• MAR &amp; MAD II</li> <li>• General trend</li> <li>• Insider trading</li> <li>• Market manipulation</li> <li>• Suspicious Transaction Reporting</li> <li>• Sanctions</li> <li>• <b>Case studies</b></li> </ul>
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### Session 2 – Consumer Protection

- What is MiFID?
- Scope of MiFID
- MiFID Luxembourg implementation
- MiFID key obligations
- **Case studies**

### Session 4 – Data protection

- Introduction
- Key definition
- GDPR professional obligations
- Sanctions
- **Case studies**