



**INSTITUTE OF APPROVED
COMPANY SECRETARIES**
[199601015175 (387525-X)]

PROGRAMME DETAILS:

Date : 15th May 2024, Wednesday

Venue : Zoom Webinar

Time : 9.00 am - 1.00 pm



**4 CPE
POINTS**

ABOUT THE ORGANISER

INSTITUTE OF APPROVED COMPANY SECRETARIES (IACS), is a Professional Company Secretaries' body which was incorporated in Malaysia on 16th May 1996 as a company limited by guarantee and not having a share capital under the Companies Act. The Institute's objectives are to promote, encourage and advance the status and interest of the Company Secretaries profession in Malaysia. For more information about our training programmes, please visit www.iacs.org.my.

Who should attend

Company secretaries, directors, corporate advisors, corporate governance professionals, lawyers, auditors, accounting professionals, risk management professionals and compliance officers.

IACS WEBINAR 2024 : ANTI-MONEY LAUNDERING REGIME: DIRECTOR AND COMPANY SECRETARY'S REPORTING OBLIGATIONS

Introduction

Money laundering is the process by which criminals create the illusion that the money they are spending is actually theirs to spend. Section 3 of Anti Money Laundering Act 2001 defines money laundering as the act of a person who engages, directly or indirectly in a transaction that involves proceeds of an unlawful activity, and who enquires, receives, possesses, disguises, transfers, converts, exchanges, carries, disposes, uses, removes from or brings into Malaysia proceeds of any unlawful activity. In short, the term money laundering involves three main activities namely the conversion of illegal cash into another asset, the concealment source of the illegally acquired proceeds and with the creation of the perception of legitimacy of source and ownership.

Company secretaries have a duty to ensure that the company complies with relevant laws and regulations, which includes AML laws and practices, and to advise the board and directors on such developments. Company secretaries need to be apprised of AML laws to ensure that company policy and procedures are in compliance with those laws, and they have the duty to ensure that the board and its directors are also apprised of the relevant AML laws with proper training and understanding of such laws.

Course Objectives

This course will help directors and company secretaries to manage regulatory expectations proactively and secure their profession, their organization and business from the risk of money laundering and terrorist financing abuse.

Course Outline

What is money laundering and how does it works?

- The 3 steps in money laundering process
- Money laundering variants

The Anti-Money Laundering and Anti-Terrorism Financing Act 2001 (AMLA)

- Money laundering offences
- Bank Negara Malaysia as the Competent Authority
- Reporting obligations

Bank Negara Malaysia's Policy Document on Anti-Money Laundering for Designated Non-Financial Businesses and Professions

- Application of risk-based approach
- Customer Due Diligence
- Suspicious Transaction Report
- Anti-Money Laundering Compliance Programme

Director and company secretary's reporting obligations

- Role and responsibilities of the Board
- Red Flags for company secretaries

SPEAKER:

**Dr Zubaidah Zainal Abidin
(FCIS) (CS) (CGP)**

Dr Zubaidah Zainal Abidin is currently engaged as an Academic Fellow with the Faculty of Economics and Muamalat, Universiti Sains Islam Malaysia (USIM). She retired as a Professor from Universiti Teknologi MARA (UiTM) in 2015 where she had served for more than 25 years, holding various senior academic positions, among others as the Dean of the Institute of Graduate Studies. From 2015 to 2018, she was with Kolej Universiti Poly-Tech MARA (KUPTM) initially as the Dean for the Institute of Graduate Studies and later appointed as Deputy Vice Chancellor (Academic and Internationalisation). In 2019, she accepted an invitation by UNITAR as an Associate Research Fellow for a year. She was then offered an appointment as a Professor with Putra Business School for the year 2020-2021.

ADMINISTRATIVE DETAILS:

Seminar Fees (per participant):

IACS members	RM 160.00
Non-members	RM 190.00

***All registrations must be accompanied by full payment to secure your seat.**

The Continuing Professional Education (CPE) points awarded are recognized by the Suruhanjaya Syarikat Malaysia (SSM) under the 60% CPE points category. E-Certificate of Attendance will be issued to participants upon attending the entire duration of the webinar and receipt of full payment, by email.

Cancellation : No refund is entertained if participant decides to cancel their registration but a substitute is welcomed. Written notification of substitute's name must be received by IACS at least three (3) working days prior to the programme. Any difference in fee will be charged accordingly.

HRD Corp : No refund is entertained if participant has made payment and apply HRD Corp grant at the same time.

Disclaimer : The organiser reserves the right to change the speaker, date or to cancel the programme should unavoidable circumstances arise.

REGISTRATION & ENQUIRIES:

INSTITUTE OF APPROVED COMPANY SECRETARIES [199601015175 (387525-X)]

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Contact person: Ms. Rajeah / Ms. Yasmin



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Institute of Approved
Company Secretaries

Participants who wish to apply for the HRD Corp grant do not need to make payment to us. Participants just need to apply for the training grant from HRD Corp and submit the Grant ID to us. We will claim directly with HRD Corp after the training. Participants are advised not to request for upfront payment during the grant application process.

REGISTRATION FORM

ANTI-MONEY LAUNDERING REGIME: DIRECTOR AND COMPANY SECRETARY'S REPORTING OBLIGATIONS

Please register before **10th May 2024 (Friday)** by email for the webinar

(Limited seats available, registration will be on first come, first served basis)



Name in block letters (as per NRIC):

IACS No.:..... Non-members Designation:.....

Organisation:.....

Address:.....

E-mail:

Tel:..... H/P: Fax:

Cash / Cheque No.: Bank: for RM enclosed and crossed payable to 'INSTITUTE OF APPROVED COMPANY SECRETARIES'. Payment can also be deposited directly or transferred online to our **Malayan Banking Account No. 514075431102** with a copy of the transaction slip faxed or emailed to us. (Please fill in your name and membership no. under the Trans Description and Reference No. columns of the bank-in slip respectively.)

*** Online registration is highly recommended, kindly scan QR and register via google form.**

*** Kindly contact us by phone at 03-40513787 to verify that we have received your registration and payment.**



Personal Data Protection Notice

In compliance with the Malaysian Personal Data Protection Act 2010, the Institute of Approved Company Secretaries (IACS) hereby inform you that your personal data collected in this form will be processed, retained and used by IACS in relation to this seminar.

However, your personal data may also be retained and used by IACS to market and promote other seminars organised by IACS or jointly with other relevant bodies or sponsored / supported by IACS.

I **hereby give my consent/*do not consent to IACS to use my personal data for the marketing and promotion of all future seminars.*