

Programme on
Know Your Customer (KYC), CDD &
AML for officers of BFSI Sector
(January 08 - 10, 2025)

**Administrative
Staff College of
India**

(accredited as उत्कृष्ट by
Capacity Building
Commission, GoI)



PROGRAMME OVERVIEW

Know Your Customer (KYC) is becoming more rigorous across the financial industry, and is even driving for effective business decisions to meet organisational effectiveness. KYC is the process of verifying the identity of customer and is to prevent banks from being used, by criminal elements for money laundering activities and also enables banks to understand its customers and their financial dealings to serve them better and manage its risks wisely. Banks use AML and KYC compliance to ensure the safety and security of the financial institutions. Reserve Bank of India (RBI) has issued comprehensive guidelines on compliance function in banks and directed that implementation of the guidelines. The effective implementation of KYC and AML measures helps financial institutions to trace and stop the financial flows linked to serious crimes and terrorism.

The programme aims to imparting knowledge on the AML/KYC framework, relevant standards, role of Financial Intelligence Unit-India (FIU-IND), Regulatory framework of RBI. The programme offers a comprehensive prospectus that explores the regulatory requirements and best practices for establishing robust KYC processes and to learn the essential components of an effective KYC mechanism, including customer identification, verification procedures, risk assessment, and ongoing monitoring effectively.

OBJECTIVES

The main objective of the programme is to enhance knowledge of KYC/AML and their importance, understand the RBI framework and KYC policies, KYC requirements of various accounts and their risk profiles, and to learn about the latest developments and good practices in KYC/AML front

CONTENT

- KYC and AML Measures– At Global & Indian Context
- RBI's KYC Framework and Operating Guidelines
- KYC for individual accounts/Firm/Company/Trust/PEP etc.,
- Customer Due Diligence - SDD, CDD, EDD, E-KYC, Digital KYC
- Enterprise-wide KYC & AML Risk Management/Risk based Approach
- Financial Intelligence Unit (FIU)-India/FATF
- AML/KYC Compliance - PMLA, FATCA, FIU, Red Flag Indicators, AML Returns
- AML/KYC in Correspondent Banking/Exchange Companies and the virtual assets and international practices
- Leveraging Technologies to meet Compliance Challenges

TARGET PARTICIPANTS

The Officers/Executives of Public/Private sector Banks, Financial Institutions, Insurance companies, NBFCs who are working on KYC/CDD/AML compliance roles, Compliance officers, Data Security Officers, Financial crime risk management officers of different financial institutions.

Organisational sponsorship is essential

VENUE

The programme is fully residential and the participants will be accommodated in air conditioned single occupancy rooms. The college does not provide accommodation for the family. The college is Wi-Fi enabled in a comprehensive way.

DURATION

The programme duration is **3 days** starting from **January 08 - 10, 2025**. The participants are expected to arrive a day before commencement and may leave after the conclusion of the programme.

PROGRAMME FEE

Residential Fee: Rs. 43,700/- (US \$683 for foreigners) plus GST as applicable (presently 18%) per participant. The fee covers tuition, board and lodging, courseware (in electronic form) and other facilities of the College including internet usage.

Non-Residential Fee: Rs. 37,700/- plus GST as applicable (presently 18%) per participant. The fee covers tuition, course ware (in electronic form) working lunch and other facilities of the College including internet usage.

A discount of 10% on the Programme fee for three or more participants from the same organisation will be given, provided the payment is credited into our Bank account before **January 06, 2025**.

Note: Kindly forward us the details of Bank/Wire transfer of fee payment indicating the Programme Code (**PRG/24-25/1/135**) to poffice@asci.org.in for confirmation.

Bank details are given below:

For Indian Participants:

Bank Account Number	62090698675
Beneficiary Name	Administrative Staff College of India
IFSC Code	SBIN0020063
Bank Name	State Bank of India
Branch Address	Bellavista Branch, Raj Bhavan Road, Somajiguda, Hyderabad - 500 082

For Foreign Participants:

Bank Account Number	62090698675
Beneficiary Name	Administrative Staff College of India
Swift Code	SBININBB327
Bank Name	State Bank of India
Branch Address	Bellavista Branch, Raj Bhavan Road, Somajiguda, Hyderabad - 500 082.
Country	India

MEDICAL INSURANCE

The nominees are requested to carry with them the proof of Medical Insurance. The sponsoring agency is required to endorse the nominees' medical coverage in the event of hospitalization

LAST DATE FOR NOMINATION

Please use the prescribed/attached form. Last date for receiving nominations is **December 26, 2024**. Kindly contact Programmes Officer for further details (contact details are given at the end of the nomination form).

LAST DATE FOR WITHDRAWAL

January 02, 2025. Any withdrawals after this date will entail forfeiture of fee paid, if any.

ASCI ALUMNI ASSOCIATION

Participants of the College programmes will automatically become members of the ASCI alumni association.

CERTIFICATE OF PARTICIPATION

The College issues a Certificate of Participation on conclusion of the programme.

Programme Directors

Dr Madhusoodanan PR/ Dr. Egurla Kishan
Email: mpr@asci.org.in / ekishan@asci.org.in

Administrative Staff College of India (ASCI) is taking all the precautionary measures and following all the norms (in light of COVID 19) to provide a safe environment for the participants who are visiting our Campus to attend the Training Programmes.



ABOUT ASCI

ASCI is the first Management Development Institution set up in the country at the instance of the Government of India and industry in 1956 to impart state-of-the-art management education for practicing managers, a legacy that we proudly take forward with a strong alumni of over 1,69,000. We are proud of our alumni which includes the leaders of Indian industry and senior Civil Servants in the government, public sector undertakings to be a part of this unique organisation. We are thankful to you all for the support extended in the past and look forward to your continuing patronage in 2024-25.

Also, ASCI conducts customized programmes for Government of India, State Governments, Public Sector, Private Sector and various international organisations. Our experienced faculty bring to the table a wealth of academic credentials, rich industry exposure and act as a catalyst in the classroom discussions, case study analyses and tutorials. Our faculty also conduct international programmes which provide an exposure to the global best practices. In addition to this, faculty at ASCI also carry out large number of management research activities (typically about 100 each year) which helps them provide the much needed value addition in the training programmes. In addition, we conduct non-residential programmes at our New Delhi Centre as well as off-campus programmes at the venue of the client's choice.



Administrative Staff College of India
Bella Vista, Raj Bhavan Road, Khairatabad, Hyderabad - 500 082, India.
Telefax (Programmes Office) : 0091-40-23324365
Mobile: 9246203535, Phone : 0091-40-66534247
Fax : 0091-40-66534356

College Park Campus

ASCI, Road No.3, Banjara Hills,
Hyderabad-500 034, Telangana, India
+91-40-66720700/01/02/05
+91-40-66720725

Delhi Campus

ASCI, C-24, Institutional Area, South of IIT
Behind Qutub Hotel, New Delhi-110016.
+91-11-26962204, 26961750, 26961850
+91-11-26866097



asci
Leadership through Learning

ADMINISTRATIVE STAFF COLLEGE OF INDIA

Bella Vista, Raj Bhavan Road, Hyderabad - 500 082, India

Nomination Form
Programme on
**Know Your Customer (KYC), CDD &
AML for officers of BFSI Sector**
(January 08 - 10, 2025)

Nominee's Contact Information

Name (Mr/Ms)	:	_____	Date of Birth:	_____
Designation	:	_____	Qualification:	_____
Organisation	:	_____		
Address	:	_____		
Phone(s)	:	Office: _____	Mobile: _____	Home: _____
e-mail	:	_____		Fax: _____

Sponsors Details

Name of the Sponsoring Authority:	:	_____	Designation:	_____
Organisation	:	_____		
GSTIN Number:	:	_____		
Address	:	_____		
	:	_____	Pincode:	_____
Phone(s)	:	Office: _____	Mobile: _____	
e-mail	:	_____		Fax: _____

Fee particulars

Amount Payable	:	_____	Mode of Payment (DD/Ch/NEFT):	_____
Name of the Bank	:	_____	Date of Instrument/Transfer:	_____
Instrument Number:	:	_____	UTR Number for NEFT	_____

Medical Insurance:

Name of the Insurance Agency	Policy Number	Validity upto
_____	_____	_____
Note: Coverage should be available in Hyderabad, India.		

Signature and Official Seal of the Sponsoring Authority:

NOTE: Forward nomination form to: **Mr. G. Sreenivasa Reddy, Programmes Officer**, Administrative Staff College of India, Bella Vista, Hyderabad-500 082. Phone: 0091-40-66534247, 66533000, Mobile: 9246203535, Fax: 0091-40-66534356, e-mail: poffice@asci.org.in