

AML COMPLIANCE PLATFORM

Our new and innovative AML Compliance Platform will make compliance to the Money Laundering Regulations and HMRC guidance and requirements far easier and simpler.

MANAGE COMPLIANCE ALL IN ONE PLACE

<https://my.iamproperty.com>

- Obtain Title Documents to confirm ownership
- Conduct **Free** Client Risk Assessments on all clients
- Obtain a **Free** client risk assessment report
- The report includes advice on the routes you can take to confirm identities
- Confirm all your clients identities on the platform
- Verify PEPS and Financial Sanctions
- Store all documents/reports **Free** of charge
- Do exactly the same for buyers
- Audit compliance online, in minutes, to give yourself peace of mind
- 5 years **free** online storage for all the documents, ID confirmation and reports
- A link to the National Crime Agency Website to make a Suspicious Activity Report
- Instructions on how to make a Suspicious Activity Report
- A **free** AML adviceline

	Purchase price	Total credits in package	EP & Sanc	£	Full	£
Band 1	£50	220	44	£1.14	20	£2.50
Band 2	£100	460	92	£1.09	42	£2.39
Band 3	£200	1,000	200	£1.00	91	£2.20
Band 4	£300	1,530	306	£0.98	139	£2.16
Band 5	£500	2,750	550	£0.91	250	£2.00
Band 6	£1,000	6,250	1250	£0.80	568	£1.76
Band 7	£1,500	9,750	1950	£0.77	886	£1.69
Band 8	£2,500	17,500	3500	£0.71	1591	£1.57
Band 9	£4,000	30,000	6000	£0.67	2727	£1.47
Band 10	£5,000	45,000	9000	£0.56	4091	£1.22

For more information or a demonstration ring David on 0161 727 0798
or email david@compliance-matters.co.uk

QUICK GUIDE TO USING THE AML COMPLIANCE PLATFORM

1. You will need to register an account to start using the platform.
2. Purchase the number of credits you require. The more credits you buy the cheaper the searches and reports become.
3. Once set up you can login.
4. You will see the DASHBOARD which indicates your recent usage on the platform.
5. Scrolling down it shows your recent additions to the platform.
6. You can add a New Transaction/Property or Client. Please note you can only add clients if the Transaction/Property is already on the platform.
7. Once a Transaction/Property is added you can easily purchase & download the Title Document to verify ownership.
8. You can now add a client and you will be asked a selection of questions to answer and information to enter, some of which is mandatory to proceed. The date of ownership is a mandatory field, but an approximate date will suffice. The clients Date of Birth is optional, but it is strongly recommended that you insert this as it will assist when obtaining an electronic confirmation of identity.
9. When they are entered you will see a Verification Summary showing what actions have been taken and what actions you can take.
10. The first step is the Personal Risk Assessment. click START NOW and answer all the questions. Depending on the situation there will either be 7 or 11 (YES/NO) answers required and you may need to input notes about some of your responses.
11. Once complete you will get the Risk Result. This will indicate the different customer due diligence routes available to you for a client with that risk assessment.
12. There is nothing preventing you from taking more steps to confirm identity than are indicated in the Risk Report.
13. Decide which route/s you are going to take, given the risk report. You will see you can –
 - i. Undertake a PEP & SANCTIONS CHECK
 - ii. Undertake a FULL ELECTRONIC CONFIRMATION
 - iii. Upload any copy documents you have taken by clicking NEW FILE
 - iv. If not already done, you can confirm ownership by purchasing the Title document
14. If you have other clients or owners to add follow the same process.
15. Once you have a buyer click on the Transaction Address and add a new client again following all the steps indicated for each of the buyers you have.
16. By clicking on TRANSACTIONS, you will see all your transactions, branch transactions and Company transactions depending on the access permission you have been granted. Click on the specific transaction you will see the TRANSACTION OVERVIEW where you can see all the vendors and buyers and easily see where your CDD has been completed or where further actions are required.
17. You can archive older transactions that have been completed, or you can delete. transactions, if required, but read the FAQ on deleting and archiving before taken any action
18. Should you have any problems in using the platform click the chat logo at the bottom right of the screen and one of the tech guys will assist you.
19. Should you have a compliance query ring either Matthew or David who will assist you.