

# Anti-Money Laundering Seminar

## - Understanding How It Impacts Your Firm

12 August 2010, 12.00pm – 2.00pm, Law Society Conference Room

### ABOUT THIS SEMINAR

“In the midst of my busy practice, yet another regulation to deal with....? No time!”

Want to find out more about what is required by Practice Direction No. 1 of 2008 and Legal Profession (Professional Conduct) Rules to combat money laundering? Breach of regulations and rules may subject you to disciplinary proceedings. Why wait till an inspection on your firm to take this seriously? Join us for this lunchtime event which will highlight the most important aspects of the regulations and provide tips on how to get a head start in ensuring your firm complies with the anti-money laundering (“AML”) requirements.

### DESIRED OUTCOMES

By the end of this seminar, the participants will have an understanding of

- What is Know Your Client (“KYC”);
- KYC procedures that must be in place to ensure compliance with KYC rules; and
- What is needed in a KYC form?

### WHO SHOULD ATTEND

This seminar is particularly useful for legal practitioners, law firm managers or anyone wanting to learn more about the impact of the AML requirements on law practice management and what can be done to prepare for an AML inspection.

### SEMINAR OUTLINE

11.30am – 12.00pm	Registration and Lunch
12.00pm – 1.00pm	Basic Framework for the Anti-Money Laundering measures; Best Practices that would support your law practice <b>Shirley Ong, Compliance Manager, Law Society of Singapore</b>
1.00pm – 1.15pm	Break
1.15pm – 1.40pm	Lessons learnt from Recent Inspections <b>Shirley Ong, Compliance Manager, Law Society of Singapore</b>
1.40pm – 2.00pm	Question and Answer Session

### ABOUT OUR SPEAKER

**Shirley Ong, Compliance Manager, Law Society of Singapore**

Shirley Ong is qualified both in finance and law. She was an auditor and tax advisor with Price Waterhouse (as it was then known) and went on to practice corporate, banking, trust and tax law with Allen & Gledhill and David Chong & Co. She was subsequently headhunted to join the banking industry as a trust and estate planning specialist. Her last role was Director, Head of Fiduciary Services, Deutschebank AG in which she was responsible for, amongst other matters, the implementation of and compliance with AML policies and procedures for Deutschebank’s trust company in Singapore. Shirley is also the author of a book titled “Money, Death & You” which deals with trust and estate planning issues.

# Anti-Money Laundering Seminar

12 August 2010, 12.00pm – 2.00pm, Law Society Conference Room

(Closing date for registration: 6 August 2010)

Name (Dr/Mr/Mrs/Miss/Mdm): \_\_\_\_\_

Name and Address of Law Practice/Organisation: \_\_\_\_\_

Designation: \_\_\_\_\_ NRIC No.: \_\_\_\_\_

Email\*(Compulsory): \_\_\_\_\_ Tel: \_\_\_\_\_ Fax: \_\_\_\_\_

## Please tick whichever is applicable:

- Law Society Member
- Foreign Practitioner Member
- Non Practitioner Member
- Employee of Singapore Law Practice / Organisation
- Others, Please State: \_\_\_\_\_

## Mode of payment:

- GIRO DDA (Only for law practices with GIRO accounts with the Law Society)
- Cheque Made payable to 'The Law Society of Singapore'
- Credit Card Mastercard/Visa No. \_\_\_\_\_  
Card Expiry Date: \_\_\_\_\_ (MM/YY)  
Cardholder's Name: \_\_\_\_\_  
Signature: \_\_\_\_\_

*An administration charge of 3% is applicable for payments made via credit card.*

Please <b>tick</b> as appropriate		Fees (Includes course materials and 7% GST)
Member or Employee of a Singapore law Practice	<input type="checkbox"/>	\$21.40
Others	<input type="checkbox"/>	\$128.40

## REGISTRATION, REFUND & CANCELLATION POLICY

1. The registration fee is due and payable upon registration and must be received prior to the event. Registration will only be confirmed upon receipt of full payment accompanied by a duly completed registration form.
2. The Law Society reserves the right to refuse to register or admit any participant, and to cancel or postpone the course or event.
3. If you are unable to attend, a substitute delegate is welcomed, provided that the Law Society is notified in writing of the name and particulars of the substitute delegate at least 2 working days before the course or event.
4. The Law Society reserves the right to impose a cancellation fee in the event any registrant wishes to cancel his registration or withdraw from the course or event after the registration closing date.
5. No refund of registration fees will be made for cancellation or withdrawal made less than 3 days before the date of the course or event. However, a confirmed registrant who has fully paid the course fees but who does not turn up for the course or event will be entitled upon reasonable request to collect a set of the materials provided.
6. The Law Society reserves the right to amend, cancel and/or change the program, speaker, date or venue if warranted by circumstances beyond its control.
7. Late payment interest at the rate of 1% per month will be charged on all overdue amounts.
8. Any costs, fees or expenses (including legal costs) incurred by the Law Society as a result of a breach of the terms and conditions herein or arising out of the enforcement of any of the Law Society's rights hereunder shall be recoverable by the Law Society from the registrant on a full indemnity basis.
9. No waiver by the Law Society of any breach of any of the terms and conditions herein shall be deemed to be a waiver of any other or of any subsequent breach. The failure of the Law Society or any delay on its part to enforce at any time any of the terms and conditions herein shall in no way be interpreted as a waiver of such provision.

For enquiries, please contact the Continuing Professional Development Department.

Tel: (65) 6530 0230 / 0214 Fax: (65) 6536 3855  
E-mail: cpd@lawsoc.org.sg Website: www.lawsociety.org.sg/cpd

39 South Bridge Road, Singapore 058673