

Compliance Management Workshop

11-13 July 2016-Tehran-Grand Hotel

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risk &
reputation



ELABORATED FOR BANKS AND FINANCIAL INSTITUTES

Let's make a difference: Managing compliance and operational risk in the new environment. Without a new approach to compliance and operational risk management, many banks will continue to face high costs and losses in the form of escalating litigation, penalties, and staffing. Because of the nature and levels of risks inherent to their business activities, complex banking organizations should have in place a compliance-risk management framework that makes it possible to identify, monitor, and effectively control the compliance risks facing their entire organization. As a result, compliance risk management has emerged as key business concerns across the globe.

Instructor Information

Instructor:

Herman Annink
Jaap Van Dijk

Position:

Managing Partner, Philip Sidney
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General Information

Agenda:

The program has been designed as a three day intensive training workshop to provide the participants with the knowledge and skills needed to understand the concept and principles of Governance, Risk and Compliance and the impact on the reputation of an organization. In this workshop you will be able to learn about hot topics in bite-size sessions, test your knowledge and keep up to date in areas such as Anti-Bribery, Corruption, Fraud, Cyber Security and Compliance Culture. The main objective of the program is to help financial service practitioners and interested parties to meet the professional standards expected of them from regulatory bodies, other institutions and society in general.

Follow-Up Plan in The Netherlands:

A tailor-made training for selective participants to be trained in a compliance department of an EU bank in The Netherlands is going to be considered, and will be announced.

Who Should Attend:

The training program is going to be served for commercial and investment banks, insurance companies, hedge funds, central banks and development banks. With regard to governance aspects of CBI (central Bank of Iran) the esteemed delegates from CBI are invited.



**CBI will participate in the workshop
as the CBC's steamed guest**

Instructors:



Herman Annink:

Herman is experienced in applying, organising and auditing compliance with EU, US and local financial economic crime and security regulations including sanctions and export controls. He has gained regulatory experience through his activities at the Netherlands Central Bank, in the banking sector and accountancy. His extensive legal expertise finds expression in the way he manages to translate laws and regulations into practical agreements and activities. He is experienced in setting up sanction compliance and AML framework as Manager of Sanctions Team and member of the management team in the Financial Economic Crime (FEC) & AML department in one of the largest, Dutch international banking institution. Well-experienced as a head of compliance and internal audit in Garanti International Bank, he worked in the remediation program of one of the largest Dutch international banking institution under the deferred prosecution agreement with US authorities.



Jaap Van Dijk:

Jaap has extensive experience as director (CFO, CFRO, CEO) with two financial institutions and has often been confronted with very challenging governance and in-control issues regarding business operations and associated risks. Close interaction with external accountants, regulators and supervisors was part of his work Jaap therefore knows how to keep a fine balance between what is explicitly required by the regulatory authorities and its translation into practicable yet effective solutions. During his banking time, Jaap was responsible for many global M&A transactions of a large multinational corporation, and has worked for 15 years at the Ministry of Finance (export credit insurance, legislation on banking supervision, management/privatization of state-owned and the provision of corporate finance with partial government guarantee). In brief: Jaap has worked in for various sectors and businesses and is in a position to take a helicopter view, considering business issues from different angles, zooming in detail if necessary and may consider issues from multiple perspectives.

COMPLIANCE



First Day

Introduction to Workshop

The Principles of Risk Management and Compliance:

Risk management is a very broad field and often requires a profound expertise knowledge and background to perform accurately. Therefore it is important to define the key concepts and definitions pertaining to risk management. What are the main principles that companies should be aware of in order to best manage their business and related projects?

What Threatens the Financial Institutions & Industrialized Businesses:

Risks can be coming from different internal sources such as adoption a new technology, new employees as well as external sources including financial markets, legal liabilities and etc. The type of risks that may factor provides us a good idea of how problematic and complex the risk assessment can be.

Understanding Risk Management & Compliance:

Risk management is the identification, classification and prioritization of risks. The basis is the understanding of the inherent risks associated with the business and agreement on the risk appetite throughout the organization. But the questions come as to know how to monitor, mitigate and control the risks. Different processes are involved in Risk Management; Identifying, Planning, and Deriving Safeguards and Monitoring.

Overview of Relevant Legislation:

There are number of acts and regulations which are relevant to Risk Management such as UK Bribery Act, FCPA, Anti-Money Laundering and Combating the Financing of Terrorism, EAR, ITAR and relevant legislations on Fraud, Sanctions legislation, export controls and Cyber Security.

Second Day

Overview of Global Standards:

In addition to relevant laws and legislation, there are also global standards relevant to different aspects of Risk Management, Compliance and Regulatory standards, such as the Wassenaar Agreement, UN Security Council Resolutions (UNSCR), Joint Money Laundering Steering Group and many others.

Overview of Relevant Iranian Legislation:

Iran to strengthen its capacities to fight Money Laundering and Financing of Terrorism .Also rely on money laundering techniques to sustain themselves and to carry out terrorist acts. ... The I.R. of Iran has adopted its AML legislation in 2008.

Comparative Approach; Iranian legislation to be compared with Global Standards

Software and Tools:

We will present the relative software and tools which can be executed in a compliance department of an organization

Iran's Sanction Relief & JCPOA:

On the Joint Comprehensive Plan of Action, Iran is covered by lifting of sanctions. We are taking a deeper look to differentiate between primarily and secondary sanctions with an overview on EU and U.S. regulations emphasizing how significant the role of due diligence could be with regards to dealing with sanctions

Third Day

Roadblocks in Practice; Correspondent Banking Relation:

The recent positive restoring ties between Iranian and European banks has led us to focus greatly on concept and practice of compliance within different jurisdictions. Therefore we are taking a closer look to the compliance practices within EU, U.S. Asia and Middle East regions.

A day in a Compliance Department of an EU Bank:

What is a day like for a compliance officer? With what sort of responsibilities the experts are engaged in a compliance department on a day-to-day basis?

Case Study; Dealing with Dilemmas

Risk Occurrence, What to Do:

How we will know once the risk has been occurred and how we are correctly handling this? What steps and strategies can be taken to manage and mitigate the damage and what should we do if we fail to manage the risks?

Lessons Learned- Concluding Remarks



Registration:

- Venue: Tehran-Tehran Grand Hotel
- The course will be conducted in English
- Certificate of workshop participation will be issued
- Deadline for registration: 20th Jun 2016
- Fee: 1,550.00 Euro per Delegates
- Beneficiary CBC Oil & Gas: NL81 INGB 0006865677 (ING Bank- The Netherlands)

CBC Oil & Gas Add: De Werf 7c, 2544 EH, The Hague, the Netherlands

❖ **Note:** for the delegates more than 3 from each institute there would be 10% discount.

Registration Form	To be sent to: Info@cbcoilandgas.com	
	Session date : 07/11/2016-07/13/2016	
	Location: Tehran Grand Hotel, No.391, Motehari St, Valiasr St, Tehran, Iran.	
	Participant Details	
	Mr./Ms. :
	Position:
	Years of Experience:
	Bank:
	Address:
	Phone:
	Email:
	<input type="checkbox"/> I acknowledge receipt of CBC general sales conditions for public courses and I accept them	
	Sign and Signature:	

❖ **Note:** the cost can be paid in cash or through links:

- <http://www.cbcoilandgas.com/past-events/compliance-management-workshop-brochure/>
- www.irancompliance.net



Terms & Conditions

Enrolment

All enrolments are considered as accepted orders as soon as the enrolment confirmation issued by CBC has been received and implies the client's full commitment to these Terms & Conditions which prevail over all other Customer documents, including general purchasing conditions. The number of participants per session is limited for the workshop limited to 50 persons.

Enrolment will be confirmed once the organization center receives a fully complete enrolment form via email, fax or mail. Incomplete enrolment forms will not be accepted.

Enrolment will be final once payment has been received in full, or once an acceptance certificate from a sponsoring organization has been received.

If the entire cost of the session is not paid 3 days before the workshop begins, CBC reserves itself the right to reopen to registration the places booked by the customer, after having informed them. If full payment is received, CBC will, at least 3 days prior to the start of the session, send a letter to the customer designated on the form to confirm their enrolment.

Payment

Enrolment fees cover training (teaching, practical activities, simulators and other IT tools, documentation, supplies) as well as break-time related costs (refreshments). And do not cover transport and accommodation. The price on the order form is indicated in Euros, tax not included. VAT at the current rate will be added to the indicated price plus any other withholding taxes. All training sessions, once started, have to be paid in full. Upon request, CBC may decide to apply reduced enrolment fees for job seekers.

The training session will only be accessible to the customer once that training fee has been paid in full to the announced account by CBC.

Late fees: If CBC exceptionally agrees to a payment after the session begins, any amount not paid on time will result in increased late fees set at three (3) times the legal interest rate. These late fees can be requested by right until full payment has been made.

The paid invoice is sent to the Customer at the end of the training session. A duplicate is available provided that the customer requested it on the enrolment form.

Payment by a sponsoring organization

If the customer wishes to pay using a sponsoring organization, the following procedures should be followed:

- Before the start of the session, a request for direct billing should be issued and accepted;
- This shall be indicated explicitly on the enrolment form.
- The customer ensures the completion of payment by the designated organization.
- CBC will provide the customer with all documents needed to make a sponsoring request.
- If the sponsoring organization only bears part of the training cost, the remaining amount will be charged to the customer.
- Only payments by sponsoring organizations before the deadline of training will ensure enrolment and access to the training.
- If, for whatever reason, the sponsoring organization doesn't pay, the Customer will be charged the full training amount.
- At the end of the session CBC or its assigned parties will arrange the sponsoring organization an invoice along with a copy of the certificate of attendance signed by the participant.

Cancellation

By the Customer:

Cancellation by the customer shall be sent in writing to CBC.

In the eventuality of a cancellation, even due to force majeure, less than 5 calendar days before the beginning of the session, 50% of the enrolment fee will be charged, except if a participant from the same company takes the participant's place. Such a replacement must be communicated to CBC and confirmed by sending a new enrolment form.

In case of non-cancelled enrolments (including absenteeism or dropout), 100% of the enrolment fee will be charged. In case of an unforeseen departure, justified by the Customer, the participant may be authorized

to take part in a later session with the prior consent CBC.

By CBC:

CBC reserves itself the right to cancel or postpone a session, especially if there are an insufficient number of participants. The customer will be notified by telephone at least 1 week before the session was due to begin. The cancellation will be confirmed in writing.

The payments received will be fully refunded. No compensation on behalf of CBC will be given to the Customer due to cancellation or postponement of a session.

Force Majeure

The party prevented from carrying out its obligations due to force majeure shall inform the other party in writing via registered mail with acknowledgement of receipt, providing all relevant justifications, and will do its utmost to reduce any damage caused to the other party as a result of this situation. This excludes a party's internal strikes, methods of payment and payment capacities of each party.

The obligations of a party affected by a Force Majeure are suspended, without penalties, until the effects of this cause disappear. Each party will bear the cost of all fees incumbent upon them, as a result of the Force Majeure.

In case of a Force Majeure lasting over thirty (30) days in a row, the party which the force majeure is opposed to may terminate the order immediately, by right and without compensation.

Termination

In case the customer does not comply with the aforementioned obligations, CBC will send a letter of formal notice via registered mail with acknowledgment of receipt, demanding compliance within thirty (5) days of the date of dispatch. Past this deadline, if the customer has not met the requests of the formal notice, CBC may terminate the order and request compensation.

Insurance - Responsibility

The customer will take out and maintain all insurance policies at his own cost and for the entire duration of the session, covering risks, responsibilities, direct or indirect damage and any illness contracted by the participant(s), with reputedly solvent insurance companies. The customer will compensate CBC for any loss, damage or harm caused by its participants to workshop, its instructors or partners.

Each party remains liable for damages made to its property and for personal injuries suffered by its employees, regardless of the cause or reason of that damage, during the undertaking of the training session, except gross negligence or willful misconduct by this aforementioned party, or one of its employees.

In any case, CBC shall not be liable for any indirect or consequential loss as a result of financial, commercial or any type of prejudice caused directly or indirectly by the use of the information transmitted within the framework of its training sessions.

Confidentiality and property rights of training documents

The customer is subjected to confidentiality obligations concerning all documents and information communicated during the session, regardless of their medium, which are indicated as confidential. The customer shall ensure that all their staff and more generally speaking all people in contact with CBC comply with this obligation.

More specifically, CBC may provide participants with documents on various formats (e.g. paper, audio, audiovisual, IT or multimedia). Any direct or indirect reproduction, adaptation, alteration, representation or distribution by the customer, regardless of the format, of all or part of the training documents created by CBC and/or the information contained in them, for staff not taking part in training sessions or third parties, will require CBC's prior written agreement. Under no circumstances shall the customer make any copies, in any shape or form, with the aim to sell, organize or conduct training sessions.

