

# Completing Ongoing CDD

## The Basics

Research<sup>ATTIC</sup>  
Institute



### Confirm Consistency

Ensure that the business relationship and the transactions relating to that business relationship are consistent with your knowledge about the customer and the customer's business and risk profile.



### Maintain Records

Make sure that you have up to date records relating to the customer and any entities with beneficial ownership or effective control.

Your verification records must be up to date.



### Regular Review

You must consider...

- a The type of customer due diligence conducted when the business relationship with the customer was established; and
- b The level of risk involved to determine if you need to redo your CDD checks.



### Respond to Changes

If the nature and purpose of your relationship with the customer changes you must respond appropriately and complete checks at the necessary level.

- If you identify anything suspicious you must file a **SAR** with the **FIU**.

GET IN TOUCH OR FIND MORE GUIDANCE