



## Correspondent Banking Anti- Money Laundering

### Due Diligence Questionnaire

<b>Registered Name:</b>	GULF FINANCE HOUSE B.S.C
<b>Trading Name (if different):</b>	GFH
<b>Registered Address:</b>	Office No: 2901 , Building: 1398 Road: 4626, Block: 346 Area: Sea Front - Manama, Kingdom of Bahrain
<b>Head Office Address:</b>	Floor 29 , East Tower , Bahrain Financial Harbour Building , Sea Front Manama , Kingdom of Bahrain P. O. Box 10006
<b>Banking License No. &amp; Date Issued:</b>	No. WB/040 2nd August 1999
<b>License Type:</b>	Wholesale Bank (Islamic Principles)
<b>Commercial Registration No. and Expiry Date:</b>	No.44136 6 <sup>th</sup> November 2014
<b>Principal Location Regulator:</b>	Kingdom of Bahrain
<b>Web Site Address:</b>	www.gfh.com
<b>Name of External Auditor:</b>	KPMG
<b>Swift Code:</b>	GFHIBHBM
<b>Name of Parent Company (if applicable):</b>	Not Applicable
<b>Country of Incorporation of Parent Company</b>	Not Applicable
<b>Purpose for which the account will be opened:</b>	Correspondent Banking

S. No.	Questions	Yes	No
1	Is the FI publicly owned?	Yes	
2	Is the FI is listed in any stock exchange? (if yes, kindly provide details)	Yes; GFH is listed on: 1) Bahrain Bourse 2) Dubai Financial Market 3) Kuwait Stock Exchange	
3	Is the Country of Incorporation a member of FATF	Yes; via its membership in G.C.C.	
4	Kindly provide detailed information of executive and non-executive directors of the main board of the directors.	Available on GFH's website	
5	Is the AML compliance program approved by the FI's board or a senior committee?	Yes	
6	Does the FI have a legal and regulatory compliance program that includes a designated officer that is responsible for coordinating and overseeing the AML framework? If yes, then please provide contact details of your Compliance Officer/MLRO:  Name: <a href="#">Nabeel Mirza</a>  Email: <a href="mailto:nmirza@gfh.com">nmirza@gfh.com</a>  Phone No: <a href="tel:+97317538538">+973 17538538</a> / <a href="tel:+97338833560">+973 38833560</a>  Fax No: <a href="tel:+97317911499">+973 17911499</a> / <a href="tel:+97317540006">+973 17540006</a>	Yes	
7	Has the FI developed written policies documenting the processes that they have in place to prevent, detect and report suspicious transactions?	Yes	
8	In addition to inspections by the government supervisors/regulators, does the FI client have an internal audit function or other independent third party that assesses AML policies and practices on a regular basis?	Yes	
9	Does the FI have a policy prohibiting accounts/relationships with shell banks? (A shell bank is defined as a bank incorporated in a jurisdiction in which it has no physical presence and which is unaffiliated with a regulated financial group.)	Yes	
10	Does the FI have policies to reasonably ensure that they will not conduct transactions with or on behalf of shell banks through any of its accounts or products?	Yes	
11	Does the FI have policies covering relationships with Politically Exposed Persons (PEP's), their family and close associates?	Yes	
12	Does the FI have record retention procedures that comply with applicable law?	Yes	
13	Are the FI's AML policies and practices being applied to all branches and subsidiaries of the FI both in the home country and in locations outside of that jurisdiction?	Yes	



14	10. Does the FI have a risk-based assessment of its customer base and their transactions?	Yes	
15	Does the FI determine the appropriate level of enhanced due diligence necessary for those categories of customers and transactions that the FI has reason to believe pose a heightened risk of illicit activities at or through the FI?	Yes	
16	Has the FI implemented processes for the identification of those customers on whose behalf it maintains or operates accounts or conducts transactions?	Yes	
17	Does the FI have a requirement to collect information regarding its customers' business activities?	Yes	
18	Does the FI assess its FI customers' AML policies or practices?	Yes	
19	Does the FI have a process to review and, where appropriate, update customer information relating to high risk client information?	Yes	
20	Does the FI have procedures to establish a record for each new customer noting their respective identification documents and 'Know Your Customer' information?	Yes	
21	Does the FI complete a risk-based assessment to understand the normal and expected transactions of its customers?	Yes	
22	Does the FI have policies or practices for the identification and reporting of transactions that are required to be reported to the authorities?	Yes	
23	Where cash transaction reporting is mandatory, does the FI have procedures to identify transactions structured to avoid such obligations?	Yes	
24	Does the FI screen customers and transactions against lists of persons, entities or countries issued by government/competent authorities?	Yes	
25	Does the FI have policies to reasonably ensure that it only operates with correspondent banks that possess licenses to operate in their countries of origin?	Yes	
26	Does the FI have a monitoring program for unusual and potentially suspicious activity that covers funds transfers and monetary instruments such as travelers checks, money orders, etc?	Yes	
27	Does the FI provide AML training to relevant employees that includes: <ul style="list-style-type: none"> <li>• Identification and reporting of transactions that must be reported to government authorities.</li> <li>• Examples of different forms of money laundering involving the FI's products and services.</li> <li>• Internal policies to prevent money laundering.</li> </ul>	Yes	
28	Does the FI retain records of its training sessions including attendance records and relevant training materials used?	Yes	
29	Does the FI communicate new AML related laws or changes to existing AML related policies or practices to relevant employees?	Yes	
30	Does the FI employ third parties to carry out some of the functions of the FI?		No

31	If the answer to question 30 is yes, does the FI provide AML training to relevant third parties that includes: <ul style="list-style-type: none"><li>• Identification and reporting of transactions that must be reported to government authorities.</li><li>• Examples of different forms of money laundering involving the FI's products and services.</li><li>• Internal policies to prevent money laundering.</li></ul>	-	-
32	Kindly provide the latest audited financials of your FI.	Available on GFH's website	

Please provide any additional information in the box below:

Gulf Finance House B.S.C is a public joint stock company incorporated in Kingdom of Bahrain; with Commercial Registration No. 44136 and is licensed as an 'Islamic Wholesale Bank' by the Central Bank of Bahrain.

**Questionnaire Completed by:**

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**Date:** [3<sup>rd</sup> March 2015](#)



**Signature:** \_\_\_\_\_