



For office use only

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## Recognising Prior Learning (RPL) Application Form for ECF on AML/CFT (Core Level) Grandfathered Holder

This form is designed for the ECF on AML/CFT (core level) grandfathered holders to claim exemption of the "ECF on AML/CFT (Core Level)" module on the **Advanced Diploma for Certified Banker** through the Institute's internal RPL scheme.

- Please read the **NOTES** carefully before completing this form.
- Please complete the form in **BLOCK LETTERS**.
- Please tick or delete as appropriate

### SECTION A: PERSONAL PARTICULARS

Title  Mr  Ms  Dr  Prof

HKIB Membership No.

Name (as shown on HKID/Passport) (Surname)

(Given Name)

HKID/Passport No.

Current Employer, if applicable

Department

Position

Correspondence Address  Business  Residential

Telephone / Mobile no.

E-mail

### SECTION B: APPLICATION FOR RPL/EXEMPTION

ECF on AML/CFT (Core Level) Grandfathered Holder may apply RPL for the ECF on AML/CFT module on **Advanced Diploma for Certified Banker** qualification, unless otherwise specified. Please ✓ the appropriate key roles / responsibilities in relation to applicant's current functional title / position in authorized institutions.

Key Roles / Responsibilities	✓ where appropriate	For Internal Use Only
1. Assist in conducting AML/CFT risk assessment review and communicating results		
2. Assist management in reviewing the AML / CFT compliance risk management framework by performance periodic compliance tests on the AML / CFT programme		
3. Execute remediation of compliance deficiencies (discovered internally or by regulators) with a bank		
4. Review and investigate suspicious transaction alerts and prepare appropriate documentation on AML / CFT inquiries		
5. Escalate investigation of suspicious activity to the appropriate personnel (e.g. Money Launder Reporting Officer) where further investigation and report filings may be necessary		
6. Other Key Roles / Responsibilities related to AML / CFT compliance work (please specify*: _____)		

\*Application will be escalated to General Manager / Head of Professional Assessment and Certification whom will consider if a face-to-face interview using respective Unit of Competencies (UoCs) for assessment should be arranged.

**Verification by HR Department** (To be completed by the Employer)

The **Key Roles / Responsibilities** information provided by the applicant in this form has been verified to be consistent with the information on the applicant that is retained by the HR department of the applicant's employer (where the organization has a record of this information).

\_\_\_\_\_  
**Signature & Company Chop**

\_\_\_\_\_  
**Date**

Name: \_\_\_\_\_

Department: \_\_\_\_\_

Position: \_\_\_\_\_

**NOTES FOR RPL/EXEMPTION**

1. To apply for RPL, the applicant should be a current member of The Hong Kong Institute of Bankers (the Institute).
2. RPL application will only be considered if applicant holds a valid ECF on AML/CFT (Core Level) grandfathering status at the Institute.
3. Applicant may apply RPL for the "ECF on AML/CFT (Core Level)" module on the **Advanced Diploma for Certified Banker**.
4. No application fee is charged
5. RPL results will normally be given in writing within 60 days after the receipt of application. If further assessment is needed due to unexpected circumstances, separate notifications will be given. The decision of the Institute is final and cannot be appealed.
6. The Institute reserves its right to refuse application for RPL if deemed appropriate.

**ACKNOWLEDGEMENT AND DECLARATION**

I, the undersigned, hereby make application for the RPL of the CB module ECF on AML/CFT (core) offered by The Hong Kong Institute of Bankers. I declare that the information given in this form is true and accurate.

I fully understand that the Institute reserves the rights to reject any application without sufficient information.

I confirm that I have read the relevant Programme Handbook and Notes for RPL printed in this form and fully understand the rules and regulations.

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Date

**For Application Enquires:**

Address: 3/F Guangdong Investment Tower, 148 Connaught Road Central, Hong Kong

Telephone no.: (852) 2153 7821

Fax no.: (852) 2544 9946

E-mail: [exam@hkib.org](mailto:exam@hkib.org)

Website: <http://www.hkib.org>

**For General Enquires /Feedback :**

Telephone no.: (852) 2153 7800

E-mail: [cs@hkib.org](mailto:cs@hkib.org)