Need for Specific Requirements in AML/CFT Compliance

KYC/AML Chapter 3 Module B

Why are Specific Requirements Necessary?

AML (Anti-Money Laundering) and CFT (Countering the Financing of Terrorism) measures are most effective when a risk-based approach is adopted.
 Banks deal with various types of customers, categorized based on their constitution and activities.
 Since different customers operate under different statutes and legal frameworks, their KYC (Know Your Customer) requirements must also vary.
 Product-based differentiation is also necessary due to variations in features (e.g., small accounts vs. wire transfers).

Regulatory Framework:

Prevention of Money Laundering (PML) Rules and RBI Guidelines mandate different KYC guidelines for certain customer groups and banking products.

1 3.2 Specific Requirements: Select Customer Groups

Customers who are **legal entities (juridical persons)** have specific KYC and compliance requirements. These include:

- 1 Companies
- 2 Partnership Firms
- **3 Limited Liability Partnerships (LLPs)**

4 **Associations & Trusts** (Not covered in this section but follow similar principles.)

3.2.1 Juridical Persons

3.2.1.1 Companies

Definition: A company is a legal entity incorporated under The Companies Act 1956 or The Companies Act 2013 and operates under a separate legal identity from its owners.

***** Key Characteristics:

✓ Incorporated under legal frameworks

✓ Subject to **corporate governance regulations**

✓ Ownership (Shareholders) & Management (Executives) are

separate

✓ Key persons must be identified for AML compliance

KYC Document Requirements for Companies

Document Type	📌 Purpose
Certificate of Incorporation	Proof of legal existence
Memorandum & Articles of	Governance & operational
Association	framework
PAN of the Company	Tax identification
Board Resolution	Authorization for transactions
Power of Attorney (if any)	Delegation of authority
KYC of Beneficial Owners	Identification of individuals holding ≥
	25% stake/control

Beneficial Owners (BOs):

✓ Individuals holding ≥ 25% stake/control/benefit must be

identified.

✓ Listed companies & subsidiaries are exempt.

 \checkmark If the structure is too complex, the individual controlling

operations is deemed the BO.

🤝 3.2.1.2 Partnership Firms

Definition: Partnership firms operate under the Indian
 Partnership Act, 1932.

📌 Types:

✓ General Partnerships (registration optional, but unregistered firms

face legal limitations)

✓ Limited Liability Partnerships (LLPs) (registered under LLP Act,

2008)

📒 KYC Document Requirements for Partnership Firms

Document Type	Purpose
Registration Certificate (if	Proof of legal existence
registered)	
Partnership Deed	Details of partners & business
	operations
PAN of the Partnership Firm	Tax compliance
KYC of Beneficial Owners	Identification of partners with
	control

Q Beneficial Owners:

✓ Individuals holding significant control (\ge 15% stake) must be identified.

3.2.1.3 Limited Liability Partnerships (LLPs)

Definition: LLPs are hybrid entities that combine corporate & partnership benefits.

Regulated under: LLP Act, 2008

***** Key Characteristics:

✓ Separate legal identity from partners

✓ **Perpetual succession** (partners may change, but LLP continues)

✓ Requires at least 2 Designated Partners (one must be an Indian resident)

KYC Document Requirements for LLPs

Document Type	Purpose
Incorporation Document	Proof of LLP's legal status
(Registered under LLP Act, 2008)	
Designated Partner Identification	Government-issued ID for
Number (DPIN)	partners
PAN of LLP	Tax compliance
KYC of Beneficial Owners	Identification of individuals
	holding ≥ 15% stake

Beneficial Owners:

✓ Those holding ≥ 15% stake or designated partners must be identified.

II * Summary Table: KYC Requirements for Juridical

Persons

Customer	Кеу	KYC Requirements	Beneficial
Туре	Regulatory		Owner Criteria
	Framework		2,
Companies	Companies	Incorporation	≥ 25%
	Act	Certificate, MoA &	stake/control
	1956/2013	AoA, PAN, Board	
		Resolution, POA, KYC	
		of BOs	
Partnership	Partnership	Registration	Significant
Firms	Act 1932	Certificate (if	control (≥ 15%)
		registered),	
		Partnership Deed,	
	\mathcal{O}	PAN, KYC of BOs	
LLPs	LLP Act 2008	Incorporation	≥ 15% stake /
		Document, DPINs,	Designated
		PAN, KYC of BOs	Partners

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3.2.1.4 Associations/ Body of Individuals

Characteristics:

Inincorporated associations or bodies of individuals (BOIs), commonly referred to as "Associations," are not covered under any specific law.

These entities are generally formed to undertake cultural, social, or professional activities, usually on a non-commercial, non-profit basis.

Despite the lack of uniformity in their setup, they typically have amanaging body responsible for decision-making.

This category includes unregistered trusts, partnership firms, and societies.

KYC Document Requirements for Associations/BOIs

Document Type	Purpose
Resolution of the Managing Body	Proof of authority and
	governance
PAN of the Association/BOI	Tax identification
Power of Attorney (if any)	Delegation of authority

KYC of Beneficial Owners & Managing	Identifying individuals
Body Members	with control
Other Documents as Required by	Legal proof of existence
Banks/FIs	

Beneficial Owners:

✓ In most cases, associations do not have individuals holding ≥15%
 control/benefit. ✓ Instead, members of the managing body who
 exercise control must be identified.

3.2.1.5 Trusts

Characteristics:

Trusts can be categorized based on their beneficiaries:

- Public Trusts: Benefiting a group of individuals (e.g., charities, NGOs)
- 2. Private Trusts: Benefiting specific individuals or families

Some trusts are created with specific individual funds, while others collect public donations.

Trustees manage the trust either as named in the trustdeed or appointed per the trust's provisions.

KYC Document Requirements for Trusts

Document Type	Purpose
Registration Certificate	Legal proof of the trust's
	existence
Trust Deed	Governance & operational
	framework
PAN of the Trust	Tax identification
KYC of Beneficial Owners, Trustees	Identifying key individuals
& Managers	

Beneficial Owners:

✓ Beneficial owners include the author, trustees, and beneficiaries with ≥15% benefit. ✓ In all cases, trustees must be identified. ✓ The source of funds must be verified.

3.2.1.6 Other Juridical Entities

Characteristics:

Includes societies, universities, local bodies like village

panchayats.

These entities engage in non-commercial, administrative, or academic activities.

KYC Document Requirements

Document Type	Purpose
Proof of Authorized	Identifies who can act on behalf
Representative	of the entity
KYC of Beneficial Owners &	Identifying key individuals
Managers	
Additional Documents as	Establishes legal existence
Required	

Beneficial Owners:

✓ Typically, these entities do not have individuals with ≥15% control.

✓ Instead, the managing body members must be identified.

3.2.1.7 Risks & Due Diligence for Juridical Persons

Why Do Money Launderers/Fraudsters Use These Entities?

🔎 Common Methods Used:

✓ Concealing key individuals behind legal entities

✓ Appointing paid executives as a front

✓ Using benami shareholders/trustees

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💼 Type of Fraud	Example
Hawala Transactions	Cross-border fund transfers via illegal
	networks
Trade-Based Money	Over/under-invoicing of goods
Laundering	
Fraudulent Transactions	Routing hacked RTGS, fake
	investments
Fake Claims from	Illicit tax refunds, duty drawbacks
Government	
MLM & Ponzi Schemes	Deceptive investment frauds
Terrorism Financing	Using trusts as a front for illicit fund
	collection

A Due Diligence Measures

✓ Identify the **ownership and control structure**.

✓ Verify legal form, senior management, office location, business activity.

✓ Conduct **independent verification** beyond customer declarations.

✓ Monitor actual transactions to ensure alignment with declared activity.

3.2.2 Proprietary Firms

Characteristics & Risks

✓ A single-owner business structure.

✓ KYC requirements similar to individuals.

✓ High risk of **fraudulent activities**, including:

- Routing hacked RTGS payments
- Fake investment/job schemes
- Tax refund frauds

✓ No legal requirements for setup & no restriction on the number of firms a proprietor can have.

KYC Document Requirements

✓ **Customer identification** for the proprietor.

✓ Any two business activity proofs:

Document	Purpose
Registration Certificate	Proof of business legitimacy
Shop & Establishment Act License	Local business permit
GST Certificate	Tax compliance proof
Income Tax Return (ITR)	Validates financial activity
Utility Bills	Confirms business address
Import-Export Code (IEC)	Required for trade activities

✓ If only one document is available, banks may waive the second requirement upon verifying business legitimacy.

III Summary Table: AML/KYC Requirements by Entity Type

🏦 Entity Type	Key KYC Requirements	Beneficial
		Owner Criteria
Companies	Incorporation Certificate,	≥25% control
	PAN, MoA & AoA, Board	
	Resolution	
Partnership Firms	Registration Certificate,	≥15% control
	Partnership Deed, PAN	
LLPs	LLP Incorporation Document,	≥15% stake
	DPINs, PAN	
Trusts	Registration Certificate, Trust	≥15% benefit
	Deed, PAN	
Associations/BOIs	Managing Body Resolution,	Managing body
	PAN	control
Proprietary Firms	Proprietor's KYC, Business	Individual
	Activity Proofs	owner

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1 3.2.3 Client Accounts Opened by Professional Intermediaries

★ Overview: Certain professional intermediaries open bank accounts to transact on behalf of their clients (i.e., beneficial owners). The bank must assess the nature of these accounts and ensure compliance with AML/CFT guidelines.

Restrictions:

 Accounts must not be opened for intermediaries who cannot disclose their clients' details.

3.2.3.1 Specific Beneficial Owners

 ✤ If a single client's funds or multiple clients' funds (via subaccounts) are routed through an intermediary's account, each
 beneficial owner must be identified.

Even if funds are co-mingled, all beneficial owners must be verified.

Reliance on CDD: Banks can rely on customer due diligence
 (CDD) performed by a regulated intermediary, but the ultimate
 responsibility lies with the bank.

3.2.3.2 Pooled Accounts

Certain entities like **mutual funds and pension funds** operate **pooled accounts** to conduct business activities.

✓ Such accounts can be opened **if due diligence is performed** to verify the legitimacy of funds.

✓ Required registrations and approvals must be obtained and documented.

3.2.3.3 Accounts of Other Intermediaries

Some intermediaries, such as stockbrokers, maintain bank accounts for client transactions.

✓ Banks should ensure these intermediaries are regulated and supervised entities.

✓ Banks must verify their KYC compliance and maintain oversight.

✓ Responsibility remains with the bank to ensure KYC norms are followed.

III 3.2.4 Trusts/Nominee or Fiduciary Accounts

Definition: These accounts are opened where a customer acts in a fiduciary capacity, holding funds for a third party.

Risks: High potential for **money laundering (ML) and terrorist financing (TF)** due to unclear ownership structures.

✓ Due diligence must include:

- 1. Identity of intermediaries
- 2. Identity of the actual beneficiaries and fund providers
- 3. Details of the arrangement
- 4. Purpose and need for the fiduciary relationship

3.2.5 Politically Exposed Persons (PEPs) - Resident Outside India

📃 3.2.5.1 Definition & Coverage

✓ Foreign PEPs: Individuals who hold or have held prominent public functions in a foreign country.

✓ Includes:

- Heads of State, senior politicians
- Senior government/judicial/military officials
- Executives of state-owned corporations
- Important political party officials

✓ Extended coverage: Close associates and family members of PEPs.

📜 3.2.5.2 RBI Guidelines

✓ Applies to foreign PEPs, their family members, close relatives, and entities where they are beneficial owners.

✓ Some banks also apply these guidelines to **domestic PEPs**.

✓ Due diligence includes:

- Gathering sufficient information
- Public domain verification
- Identity and fund source verification

✓ Account Approval:

- Must be approved at a senior management level.
- If an existing customer becomes a PEP, approval is required to continue the relationship.

✓ Ongoing Monitoring: Enhanced CDD & continuous transaction monitoring.

3.2.6 Non-Face-to-Face Customers

★ Definition: Customers who open accounts remotely, without visiting a branch or meeting bank officials.

Risk Mitigation Measures

- ✓ Document certification
- \checkmark Additional documentation if needed
- \checkmark First payment from an existing bank account

✓ For cross-border customers:

• Certification of documents by a regulated third party.

3.2.6.1 Accounts Opened Using OTP-Based e-KYC

✓ Conditions:

Condition	Requirement
Customer	Explicit consent required for OTP authentication
Consent	
Balance Ceiling	Cannot exceed ₹1 lakh; accounts freeze upon
	exceeding limit until full KYC is completed.
Credit Ceiling	Cannot exceed ₹2 lakh per financial year.
Loan Sanction	Only term loans up to ₹60,000 per year allowed.
Tenure	Accounts valid for one year unless full KYC is
	completed.
No CDD	Deposit accounts closed immediately; loan
Completion	accounts restricted.

Single	Customer must declare they haven't opened	
Declaration	another OTP-based KYC account.	
Monitoring	Strict monitoring & alerts for non-compliance.	

3.2.7 Joint Accounts & Add-On Card Holders

KYC procedures must be conducted for:

✓ Each joint account holder in a joint bank account.

✓ Each add-on cardholder for a credit card.

3.2.8 Foreign Student Accounts

Foreign students coming to India for study require bank accounts to receive funds.

Non-Resident Ordinary (NRO) accounts can be opened for them.

Documents Required

✓ **Passport** (with visa & immigration stamp)

✓ **Proof of identity and address** in home country

✓ Photograph

✓ Admission letter from an Indian educational institution

A Restrictions & Risk Mitigation

✓ Local Address Declaration: Must be provided within 30 days of account opening.

✓ Transaction Limits (Pending Address Verification):

Туре	Limit
Foreign inward remittances	Max. USD 1,000
Monthly withdrawals	Max. ₹50,000
✓ Special Conditions:	

- Must comply with NRO account regulations.
- Pakistani & Bangladeshi nationals require prior RBI approval

to open accounts.

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3.2.9 Foreign Portfolio Investors (FPIs)

+ Overview:

✓ Foreign Portfolio Investors (FPIs) must be **registered with SEBI**.

✓ FPIs undergo KYC verification by a SEBI-registered

Custodian/Intermediary.

✓ Banks may rely on SEBI's KYC process as per third-party reliance provisions under PML Rules.

3.2.10 Small Accounts

✤ 3.2.10.1 Purpose of Small Accounts

✓ Introduced for **financial inclusion**.

✓ Helps individuals without an Officially Valid Document (OVD) to access banking services.

✓ Serves as an **interim solution** until full KYC is completed.

✓ Governed by PML Rules (2005).

3.2.10.2 Features of Small Accounts

 Feature 	🔍 Details
Account Type	Savings Account
Credit Limit	₹1 lakh per year
Withdrawal Limit	₹10,000 per month (including transfers)
Balance Limit	₹50,000 at any time
Restrictions	No foreign inward remittance allowed

3.2.10.3 Procedure for Opening Small Accounts

✓ Eligible Branches: Only CBS-linked branches or branches where transactions can be monitored.

✓ Eligible Customers:

- Individuals without an **OVD**.
- Self-attested photograph.
- Signature/thumbprint on the Account Opening Form. ✓
 Verification:
- A Designated Officer must certify that the applicant signed in their presence.

***** 3.2.10.4 Procedure for Account Operations

✓ Validity Period: 12 months initially.

✓ Extension: Additional **12 months** if the account holder applies for an **OVD** within the first 12 months.

✓ Review & Closure:

- If OVD is not provided within 24 months, account operations should cease.
- If balance is zero, the account should be closed.

11 3.2.11 Self Help Groups (SHGs)

Financial Inclusion Initiative:

✓ **Relaxed KYC** procedures to support SHGs.

✓ No need for **Customer Due Diligence (CDD) of all members** when opening savings accounts.

✓ CDD is required only for office bearers at the time of account opening.

✓ CDD of all members is needed at the time of credit linking.

3.2.12 New Technology & Card Products

Emerging Risks:

 ✓ The rapid adoption of digital banking, net banking, and cardbased transactions increases money laundering risks.

✓ Mitigation Measures:

- Closer monitoring of transactions.
- Collecting specific details about customer occupation.

✓ Card-Based Products Covered: Debit Cards, Credit Cards, Prepaid Cards, Stored Value Cards.

✓ **KYC Applies To:** Add-on & supplementary cardholders.

✓ **Due Diligence on Direct Sales Agents (DSAs):** DSAs selling cards must also undergo KYC verification.

1 3.2.13 Correspondent Arrangements (for Co-operative Banks)

📌 Purpose:

✓ Some banks allow **co-operative banks/societies** to open accounts to issue **at-par cheques** to their customers.

✓ Used for **remittances and payments** to third parties.

***** Risk Mitigation Measures:

✓ Banks should **review & monitor** each arrangement for risks like:

- Money Laundering (ML)
- Terrorist Financing (TF)
- Credit & Reputation Risks ✓ Commercial banks must:
- Verify records of co-operative banks/societies.
- Allow at-par cheque issuance only for:
 - 1. Own use of the co-operative bank.
 - KYC-compliant account holders (transactions ≥ ₹50,000 only via account debit).
 - Walk-in customers (cash transactions below ₹50,000 per individual).
- Ensure all at-par cheques are crossed 'Account Payee'.
- Maintain proper records of at-par cheque transactions,
 - including:
 - 1. Applicant's name & account number.
 - 2. Beneficiary details.
 - 3. Date of issuance.
- Ensure sufficient balances for smooth operations.

Following these guidelines ensures compliance, prevents fraud, and enhances financial security. \swarrow

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3.2.14 Walk-in Customers

★ Definition: ✓ A Walk-in Customer is a person who does not have an account-based relationship with the bank but conducts financial transactions with it.

★ KYC Requirements: ✓ For transactions ₹50,000 or above, prescribed KYC documents and Customer Identification Procedures (CIP) must be applied. ✓ If a customer intentionally structures transactions below the threshold to avoid detection, banks should consider filing a Suspicious Transaction Report (STR). ✓ For international transactions, KYC requirements apply regardless of the transaction amount. ✓ If the transaction is below ₹50,000, the bank must obtain:

- PAN/Form 60
- Proof of Identity & Address

* 3.2.14.1 Demand Drafts/Banker's Cheque/NEFT

✓ For amounts **₹50,000 and above**, transactions should be:

- Only via account debit or cheque.
- Not allowed in cash. ✓ Cheques, drafts, pay orders, or banker's cheques should not be accepted beyond 3 months from the date of issuance. ✓ The purchaser's name must be printed on demand drafts, pay orders, and banker's cheques issued on or after September 15, 2018. ✓ PAN/Form 60 must be obtained and verified for applicable transactions as per Income Tax Rule 114B.

3.3 Specific Requirements: Select Business Activities

3.3.1 Wire Transfers

📌 Overview:

✓ Wire transfers enable seamless global fund transfers but pose high
 ML/TF risks.

✓ FATF mandates minimum information requirements for wire transfers.

✓ BCBS provides guidance on **due diligence and transparency**.

3.3.1.1 Domestic Wire Transfers

✓ For amounts **₹50,000 and above**, wire transfers must include:

- Originator's Name
- Address
- Account Number ✓ The originating bank is responsible for KYC of the remitter. ✓ The receiving bank is responsible for KYC of the beneficiary.

3.3.1.2 Cross-Border Wire Transfers

✓ Cross-border wire transfers must include:

- Originator's Name & Address
- Full details of the **beneficiary** must be included.
- Payment message information must not be altered or omitted.
- Banks must provide transaction details to other financial institutions when required.

✓ Interbank transfers and settlements (where both originator and beneficiary are banks) are exempt from these requirements.

★ 3.3.1.2.2 Responsibilities of Banks in the Chain

✓ Ordering Bank (Originator's Bank):

- Ensure complete **originator details** accompany the wire transfer.
- Conduct customer due diligence (CDD) of the originator.
- Maintain transaction records.

✓ Intermediary Banks:

- Ensure originator information is retained.
- Conduct due diligence on correspondent banks.
- Monitor cross-border transactions and take action if required fields are blank.
- File STRs for suspicious transactions.

✓ Beneficiary Banks:

- Verify the **beneficiary's identity** as per KYC norms.
- Monitor transactions for **suspicious activity**.
- Ensure wire transfers have complete originator information.
- **6** 3.3.2 Sale of Third-Party Products

♦ Overview: √ Banks distribute third-party products such as:

Mutual Funds

- Life Insurance
- Other Financial Products ✓ The respective financial entities (AMCs, insurance companies) are primarily responsible for KYC/AML compliance. ✓ RBI guidelines require banks to conduct KYC for customers purchasing third-party products through them.

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3.4 Online Customer Onboarding Modalities

★ Overview: ✓ Two primary methods for digital customer onboarding:

- 1. **Digital KYC** (under PML Rules)
- Video-CIP (under KYC Directions) ✓ These methods enable secure, remote onboarding while ensuring AML/KYC compliance.
- 💼 3.4.1 Digital KYC Process

★ Key Features: ✓ Banks/Financial Institutions (REs) must provide
 a Digital KYC application at customer touchpoints. ✓ Login access
 via ID & password, Live OTP, or Time-based OTP. ✓ The customer

visits the branch or an official visits the customer. ✓ Live

Photograph Capture:

- Taken by an **authorized officer**.
- Embedded into the Customer Application Form (CAF). ✓
 Watermarking Details:
- CAF Number
- GPS Coordinates
- Authorized Official's Name & Unique Employee Code
- Date & Timestamp ✓ Live Capture of Documents:
- Original OVD (Officially Valid Document) or Aadhaar (if offline verification isn't possible).
- Document must be placed horizontally and watermarked.
 Customer Authentication:
- Customer confirms details via OTP, which serves as their digital signature on the CAF.
- **3.4.2** Masking of Aadhaar

★ Compliance with Aadhaar Laws (2019 Amendment): ✓ If a customer submits Aadhaar as an OVD (not for government benefits), banks must ensure redaction or masking of the Aadhaar number. ✓
 Aadhaar number should not be visible unless authentication is

required. ✓ Banks should refer to the validity of Aadhaar-related laws as applicable.

3.4.3 Video-Customer Identification Process (V-CIP)

★ Definition: ✓ V-CIP is a video-based, real-time method for customer identification. ✓ It uses facial recognition, document verification, and live interaction. ✓ An authorized bank official conducts the audio-visual customer due diligence (CDD). ✓ A secure audit trail is maintained for compliance. ✓ V-CIP is equivalent to face-to-face KYC.

3.4.3.1 Permitted Situations for V-CIP

✓ Customer Due Diligence (CDD) for New Customers:

- Individuals
- Proprietorship Firms (including e-documents for business proof)
- Authorized Signatories & Beneficial Owners (BOs) of Legal
 Entities
 Conversion of OTP-based e-KYC accounts into fully
 compliant KYC accounts.
 KYC Periodic Updates for eligible
 customers.

***** 3.4.3.2 V-CIP Procedure

✓ Only trained officials of the RE must conduct V-CIP. ✓ Dynamic questioning ensures that the session is live & real-time. ✓ The RE official records video & audio and captures customer photograph. ✓
 Verification Methods:

- **OTP-based Aadhaar e-KYC** authentication
- Offline Aadhaar Verification
- KYC details from CKYCR (using KYC Identifier)
- Equivalent e-documents from DigiLocker √ Aadhaar Redaction:
- Aadhaar must be redacted or masked in stored records. ✓
 Offline Aadhaar Verification Compliance:
- XML file or Aadhaar Secure QR Code must be verified within 3
 days of generation. Financial Profile Confirmation:
- Customer confirms economic/financial details during V-CIP. ✓
 PAN Card Capture:
- A clear image of the PAN card must be taken (unless an e-PAN is provided).
- Printed e-PAN is not valid for V-CIP. ✓ Photograph
 Verification:

- Banking Correspondents (BCs) may assist customers at the customer's end. ✓ Operational Conditions:
- Accounts opened via V-CIP must pass a concurrent audit before activation. ✓ Data Storage Compliance:
- All V-CIP data & recordings must be stored in India.