表格 TCSP1的補充資料表格 2A **Supplementary Information Sheet 2A for Form TCSP1**

	中文姓名/名稱 Name in Chinese											
	英文姓名/名稱 Name in English											
申請人姓名/名稱 Name of Applicant												
Name of Applicant												
第一部業務	秦 刺											
	更 //T ness Information											
	(包括董事、以及任何提供信託或公司服務的全職及兼職職員)											
預期在香港提供信 託或公司服務的職	(including directors, and any full-time and part-time staff who provided	ide trust o	r comp	any								
託或公司服務的職 員人數	service)											
Estimated number of staff in Hong Kong to	` `											
provide trust or												
company service business												
	請在適用的空格內加上 ✓ 號 Please tick the relevant box(es)											
	來源 Sources	比重	0									
	□介紹 / 轉介		$\overline{\top}$									
	Introduction / referral			%								
	□ 街客			%								
 預期客戶的來源	☐ Walk-in			/0								
Sources of potential	其他(請註明):	ı		%								
customers	Other (please specify):											
(X)'												
Y												
請勿填寫本欄 For Offici	al Use											
i				1								

第一部(續) Part 1 (cont'd)	業務資料 Business Information			
	請在適用的空格內加上 ✔ 號 Please tick the relevant box(es)			
預期客戶的居住地/	客戶的居住地/成立地 Place of residence / incorporation of customers	比重 Ratio		
成立地 Place of residence /	□ 香港 Hong Kong			%
incorporation of potentia customers	中國大陸 Mainland China			%
	□ 其他國家 / 地區 Other countries / regions			%

第二 Part	2 Anti-Money Laundering and Counter-Financing of Terrorism	Requir	ements
	請在適用的空格內加上 ✔ 號 Please tick the relevant box 風險為本方法 Risk-based Approach		
1(a)	申請人是否將會進行機構層面的洗錢及/或恐怖分子資金籌集(下稱「洗錢/恐怖分子資金籌集」)風險評估,以識別、評估及了解其本身就其 (i) 客戶; (ii) 客戶所來自或所在的國家或司法管轄區; (iii) 業務所在的國家及司法管轄區;及 (iv) 產品、服務、交易及交付渠道	是 Yes	否 No
	申請人是否將會每2年,以及在發生對其業務及所面對風險有重大影響的觸發事		
1(b)	件時進行機構層面的洗錢/恐怖分子資金籌集風險評估?	是 Yes	否 No



给 一	打擊洗錢及恐怖份子資金籌集的規定 L部(續) Anti Monoy Laundering and Counter Financing of Torrerism
	Anti-Money Laundering and Counter-Financing of Terrorism
	Requirements <i>請在適用的空格内加上 ヾ 號 Please tick the relevant box</i>
2	申請人在推出新產品、新經營方法或就新產品及既有產品使用新的或發展中的科技前,是否將會事先作出風險評估,用以識別、評估及了解所面對的洗錢/恐怖分子資金籌集風險,並將會採取適當措施管理及緩減所識別的風險? Would the Applicant undertake risk assessment to identify, assess and understand the ML/TF risks prior to the launch of new products, new business practices, or the use of new or developing technologies for both new and pre-existing products, and take appropriate measures to manage and mitigate the risks identified? 如答案為「否」,請解釋原因: If the answer is "No", please explain the reasons:
3	申請人是否將會進行客戶風險評估,及據此決定需採取的客戶盡職審查(下稱「盡職審查」)及持續監察措施的程度,並備存相關的文件及紀錄? Would the Applicant conduct customer risk assessment to determine the extent of customer due diligence ("CDD") and ongoing monitoring measures to be applied, and keep the relevant documents and records? 如答案為「否」,請解釋原因: If the answer is "No", please explain the reasons:



	打擊洗錢及恐怖份子資金籌集的規定 Anti-Money Laundering and Counter-Financing 2 (cont'd) Requirements	of Te	rrorism
ı aıı	Z (cont'd) Requirements 請在適用的空格內加上 ✓ 號 Please tick the relevant box		
	打擊洗錢及恐怖分子資金籌集制度 AML/CFT Systems		
4	就遵從打擊洗錢及恐怖分子資金籌集規定方面,申請人是否將會制定充分及適當的政策、程序及管控措施(下稱「制度」),包括但不限於合規管理安排、獨立審計職能、僱員甄選程序以及持續僱員培訓計劃,並以政策綱領或其他書面文件作為證明? Would the Applicant put in place adequate and proper policies, procedures and controls ("Systems") to comply with the anti-money laundering and counter-financing of terrorism ("AML/CFT") requirements, including but not limited to compliance management arrangements, an independent audit function, employee screening procedures and ongoing employee training programme, as evidenced by policy statement(s) or other written documents? 如答案為「否」,請解釋原因: If the answer is "No", please explain the reasons:	是 Yes	否 No
	申請人是否在香港成立為法團?		
5	Is the Applicant incorporated in Hong Kong?	是 Yes	否 No
•	如答案為「否」,請跳過 5(a)及(b)。 If the answer is "No", please skip 5(a) and (b).		
5(a)	如 5 的答案為「是」,申請人是否在香港以外地方有分行或附屬企業(下稱「外地分行及/或附屬企業」)經營與《打擊洗錢及恐怖分子資金籌集條例》(第 615章)(下稱「《打擊洗錢條例》」)所界定的指定非金融業人士相同的業務? If the answer to 5 is "Yes", does the Applicant have any branches or subsidiary undertakings outside Hong Kong ("overseas branches and/or subsidiary undertakings") that carry on the same business as a DNFBP as defined in the Anti-Money Laundering and Counter-Terrorist Financing Ordinance, Cap. 615 ("the AMLO")? 如答案為「否」,請跳過 5(b)。 If the answer is "No", please skip 5(b).	是 Yes	否 No



<i>\$</i> \$\tag{\tau}	·	打擊洗錢及?	恐怖份子資金	籌集的	規定			
	部(續)	Anti-Money	Laundering	and	Counter-F	inancing	of Te	rrorism
Part	2 (cont'd)	Requirement						
	請在適用的空格內	加上 ✓ 號 Please ti	ck the relevant box					
5(b)	資金籌集制度 牌人適用)》(應用於其指定 If the answer to apply the requi Financing of Tel of its overseas requirements in subsidiary unde 如答案為「否	,藉此令《打擊 下稱「該指引」) 非金融業人士集 5(a) is "Yes", would rements set out in rrorism (For Trust o branches and sub	:	資金籌集指	i号 (信託或公 業有關及適 屬企業? -wide AML/CF Laundering a censees) ("Guid IFBP group, v	S可服務持用的規定, F Systems to and Counter-deline") to all wherever the	是 Yes	否 No
	Has the Applica officer ("MLRO") 如答案為「否		npliance officer ("Co	O") and a r	noney launder	ing reporting	是 Yes	否 No
	如 6 的答案為							
6	11		告主任,申請人是 uments or records s				是 Yes	否 No
	(ii) 就合規主(plicant kept any do	王的職責,申請 <i>J</i> cuments or records				是 Yes	否 No
			」,請解釋原因 ems is "No", please e		easons:			



打擊洗錢及恐怖份子資金籌集的規定 第二部(續) Anti-Money Laundering **Counter-Financing Terrorism** and of Part 2 (cont'd) Requirements 請在適用的空格內加上 ✓ 號 Please tick the relevant box 申請人是否將會設立獨立審計職能,以定期檢討: 申請人的打擊洗錢及恐怖分子資金籌集制度、洗錢/恐怖分子資金籌集 (i) 風險評估框架及風險為本方法的應用是否適當; (ii) 可疑交易舉報制度是否有效; 合規職能是否有效; 及 (iii) 負有打擊洗錢及恐怖分子資金籌集職責的職員的警覺性? (iv) 是 Yes 否 No Would the Applicant establish an independent audit function which regularly reviews the: adequacy of the Applicant's AML/CFT Systems, ML/TF risk assessment framework (i) and application of risk-based approach; effectiveness of suspicious transaction reporting systems; (ii) (iii) effectiveness of the compliance function; and level of awareness of staff having AML/CFT responsibilities? (iv) 如答案為「是」,誰人將會擔任獨立審計職能及多久會進行獨立檢討? If the answer is "Yes", who would perform the independent audit function and how often would the independent review be conducted? 7 如答案為「否」,請解釋原因: If the answer is "No", please explain the reasons:



	部 (續 2 (cont	_	Anti-		y L		子資 lering				er-Fi	nanc	ing	of	Ter	rorism
	請在適用	用的空格内				the relev	ant box									
8	Would ensure 如答案	是否將 the Appli high star 為「否 nswer is '	icant pondards	ut in pla when hi 青解釋』	ce ade ring em 京因:	equate a aployees	and appi							是	Yes	否 No
													2	3	7	
	客戶盡	職審查	Custo	mer D	ue Dill	igence										
	申請人是否將會在以下情況就每名客戶執行盡職審查措施: Would the Applicant carry out CDD measures in relation to each customer in the following circumstances:															
		E與該客 efore esta					nip with	the cust	comer;					是	Yes	否 No
	貨 be tc tr	E為該客 實幣的相 是以申請 efore carr or abov ansactior pplicant t	同款智 人覺行 rying ou re HK\$ n is car	頁)的非 是是有情 ut for the 120,000 ried out	經常為關連的 g custon or an	交易之; 若干为 mer an o equival	前,不 ጚ操作氧 occasion lent am	論該交 執行; nal trans ount in	易是以 saction i any oth	以單一 involvin ner curi	次操作 g an a rency,	作執行 mount wheth	,或 equal er the	是	Yes	否 No
	w	拿申請人 hen the / IL/TF; and	Applica										lved in	是	Yes	否 No
9(a)	真 w fo	自申請人 重實或充 hen the A or the pur lentity?	分時 ? Applicar	nt doubts	s the ve	eracity o	r adequ	acy of a	ny infor	mation	previo	usly ob	otained	是	Yes	否 No
		上任何一 Inswer to							n the re	asons:						



第二 Part		纜) Ar		怂怖份子資金 Laundering			inancing	of	Terrorism		
	請在			rick the relevant box							
				S將會執行以下的 the Applicant carr			asures:				
	(i)	是 Ye	es 否 No								
	(ii)	是 Ye	es 否 No								
	(iii)	取得與申請 關目的及擬。 obtain informa established wi	是 Ye	es 否 No							
9(b)	(iv)	(a) 識別該 件、數 (b) 核實該 if a person pur (a) identify the document	據或資料,核 人代表客戶行 rports to act on ne person and t nts, data or info	放採取合理措施 套實該人的身分	;以及 omer: easures to v y a reliable	erify the person	's identity using	是 Ye	es 否 No		
	如以上任何一項的答案為「否」,請解釋原因: If the answer to any of the above items is "No", please explain the reasons:										



学 一	打擊洗錢及恐怖份子資金籌集的規定 部(續) Anti-Monoy Laundering and Counter-Financing of Torrerism
	Anti-Money Laundering and Counter-Financing of Ferronsin
	A Requirements <i>請在適用的空格内加上 ヾ 號 Please tick the relevant box</i>
	嚴格盡職審查及額外措施 Enhanced Due Diligence and Additional Measures
	申請人是否將會對業務關係或交易實施嚴格盡職審查(下稱「嚴格審查」)措施,以緩減及管理以下情況所涉及的高洗錢/恐怖分子資金籌集風險: Would the Applicant apply enhanced due diligence ("EDD") measures in relation to a business relationship or transaction to mitigate and manage the high ML/TF risks in:
	(i) 在考慮該指引第 4.9.5 段所提述可能涉及較高風險的因素下,以性質而論 屬可引致高洗錢/恐怖分子資金籌集風險的情況; a situation that by its nature may present a high ML/TF risk taking into account the potentially higher risk factors referred to in paragraph 4.9.5 of the Guideline;
10(a)	(ii) 公司註冊處處長(下稱「處長」)在給予申請人的書面通知中指明的情況? a situation specified by the Registrar of Companies ("the Registrar") in a notice in writing given to the Applicant?
	如以上任何一項的答案為「否」,請解釋原因: If the answer to any of the above items is "No", please explain the reasons:
10(b)	申請人是否將會設立及維持有效的程序,以斷定某客戶或某客戶的實益擁有人是否非香港政治人物? Would the Applicant establish and maintain effective procedures for determining whether a customer or its beneficial owner is a non-Hong Kong politically exposed person ("PEP")? 如答案為「否」,請解釋原因: If the answer is "No", please explain the reasons:



给一	打擊洗錢及恐怖份子資金籌集的規定								
	部(續) Anti-Money Laundering and Counter-Financing of Terrorism 2 (cont'd) Requirements								
	Z (contrd) Requirements <i>請在適用的空格內加上 ヾ 號 Please tick the relevant box</i>								
	(i) 申請人在知悉某客戶或某客戶的實益擁有人為非香港政治人物後,會否在以下情況採取該指								
	引第 4.9.10 段列載的所有嚴格審查措施:								
	Would the Applicant, when it knows that a customer or a beneficial owner of a customer is a non-Hong Kong PEP, apply all EDD measures set out in paragraph 4.9.10 of the Guideline in the following situations:								
	(a) 在與本身或其實益擁有人為非香港政治人物的客戶建立業務關係之前;及 是 Yes 否 No								
	before establishing a business relationship with a customer who is or whose beneficial owner is a non-Hong Kong PEP; and								
	(b) 在維持已建立的業務關係之前(在已建立業務關係後才發現該客戶或實益 擁有人為非香港政治人物)?								
	before continuing an existing business relationship where the customer or the beneficial owner is subsequently found to be a non-Hong Kong PEP?								
	如以上任何一項的答案為「否」,請解釋原因: If the answer to any of the above items is "No", please explain the reasons:								
10(c)									
	(ii) 申請人是否將會按該指引第 4.9.11 段所要求,在客戶本身或其實益擁有人 為非香港政治人物的情況下,加強對有關業務關係的持續監察?								
	Would the Applicant conduct enhanced ongoing monitoring of a business relationship with a customer if the customer or the beneficial owner of the customer is a non-Hong Kong 是 Yes								
	PEP as required in paragraph 4.9.11 of the Guideline?								
	如答案為「否」,請解釋原因: If the answer is "No", please explain the reasons:								
	-								
	申請人是否將會採取合理措施以斷定某客戶或某客戶的實益擁有人是否香港 政治人物或國際組織政治人物?								
	Would the Applicant take reasonable measures to determine whether a customer or a 是 Yes 图 图 No								
	beneficial owner of a customer is a Hong Kong PEP or an international organisation PEP?								
	如答案為「否」,請解釋原因:								
40(1)	If the answer is "No", please explain the reasons:								
10(d)									



		rorism
Part	t 2 (cont'd) Requirements ii 清在適用的空格內加上 ✓ 號 Please tick the relevant box	
	(i) 申請人會否在以下情況採取該指引第 4.9.10 段列載的所有嚴格審查措施: Would the Applicant apply all the EDD measures set out in paragraph 4.9.10 of the Guideline in the f situations:	following
	(a) 在與本身或其實益擁有人為香港政治人物或國際組織政治人物的客戶建立高風險業務關係之前; before establishing a high risk business relationship with a customer who is or whose beneficial owner is a Hong Kong PEP or an international organisation PEP;	否 No
	(b) 在維持與本身或其實益擁有人為香港政治人物或國際組織政治人物的客戶已建立的業務關係,而該業務關係於其後變為高風險;及 when continuing an existing business relationship with a customer who is or whose beneficial owner is a Hong Kong PEP or an international organisation PEP where the relationship subsequently becomes high risk; and	否 No
	(c) 在維持已建立的高風險業務關係,而申請人其後知悉有關客戶或其實益擁有人為香港政治人物或國際組織政治人物? when continuing an existing high risk business relationship where the Applicant subsequently knows that the customer or the beneficial owner of the customer is a Hong Kong PEP or an international organisation PEP?	否 No
	如以上任何一項的答案為「否」,請解釋原因: If the answer to any of the above items is "No", please explain the reasons:	
10(e)		
	(ii) 申請人是否將會如該指引第 4.9.18 段所提述,在客戶本身或其實益擁有人為香港政治人物或國際組織政治人物的情況下,加強對有關業務關係的持續監察? Would the Applicant conduct enhanced ongoing monitoring of a business relationship with a customer if the customer or the beneficial owner of the customer is a Hong Kong PEP or an international organisation PEP as referred to in paragraph 4.9.18 of the Guideline? 如答案為「否」,請解釋原因: If the answer is "No", please explain the reasons:	否 No



给 一	打擊洗錢及恐怖份子資金籌集的規定 部(續) Anti Monoy Laundering and Counter Financing of Torrerism
	2 (cont'd) Anti-Money Laundering and Counter-Financing of Terrorism Requirements
	請在適用的空格內加上 ✓ 號 Please tick the relevant box
	申請人是否將會取得其高級管理層的批准,以建立可引致高洗錢/恐怖分子資金籌集風險的業務關係,或繼續已建立的業務關係(當該關係其後引致高洗錢/恐怖分子資金籌集風險)? Would the Applicant obtain approval from its senior management to establish a business relationship that presents a high ML/TF risk, or continue an existing business relationship where the relationship subsequently presents a high ML/TF risk? 如答案為「否」,請解釋原因:
10(f)	If the answer is "No", please explain the reasons:
	申請人是否將會採取額外措施,以緩減客戶並未為身分識別目的而現身所涉及的風險? Would the Applicant carry out additional measures to mitigate the risk associated with customers not physically present for identification purposes? 如答案為「否」,請解釋原因: If the answer is "No", please explain the reasons:
10(g)	
11(3)	



	部(續) Anti-Money Laundering and Counter-Financing Requirements	of Te	rrorism
	請在適用的空格內加上 < 號 Please tick the relevant box 依賴中介人進行盡職審查 Reliance on CDD performed by Intermediaries		
11	申請人是否會依賴任何中介人採取任何部分的盡職審查措施? Would the Applicant rely upon any intermediary to perform any part of the CDD measures? 如答案為「否」,請跳過 11(a)、(b)、(c)及(d)。 If the answer is "No", please skip 11(a), (b), (c) and (d).	是 Yes	否 No
11(a)	就每名擬任用的中介人而言,申請人是否將會取得該擬任用的中介人的書面確認,表示同意作為中介人並會採取某部分的盡職審查措施? In respect of each intended intermediary, would the Applicant obtain written confirmation from the intended intermediary that the intended intermediary agrees to act as the Applicant's intermediary and perform which part of the CDD measures? 如答案為「否」,請解釋原因: If the answer is "No", please explain the reasons:	是 Yes	否 No
11(b)	就每名擬任用的中介人而言,申請人是否信納該擬任用的中介人會應要求提供在執行盡職審查措施過程中取得的任何文件的複本,數據或資料的紀錄,而不會有任何延誤? In respect of each intended intermediary, is the Applicant satisfied that the intended intermediary will on request provide a copy of any document, or a record of any data or information, obtained by the intended intermediary in the course of carrying out CDD measures without delay? 如答案為「否」,請解釋原因: If the answer is "No", please explain the reasons:	是 Yes	否 No



	部(續) Anti-Money Laundering and Counter-Financing Requirements	of Ter	rorism
	請在適用的空格內加上 🗸 號 Please tick the relevant box		
	是否有任何擬任用的中介人是本地中介人? Is any of the intended intermediaries a domestic intermediary? 如答案為「否」,請跳過 11(c)(i)及(ii)。 If the answer is "No", please skip 11(c)(i) and (ii).	是 Yes	否 No □
	如 11(c) 的答案為「是」,		
	If the answer to 11(c) is "Yes",	5	
	(i) 就每名擬任用的本地中介人而言,該擬任用的中介人是否屬《打擊洗錢條例》 所界定的金融機構中的認可機構、持牌法團、獲授權保險人、持牌個人保險 代理、持牌保險代理機構或持牌保險經紀公司(下稱「中介人金融機構」)、 法律專業人士、會計專業人士、信託或公司服務持牌人或地產代理?	是 Yes	否 No
11(c)	In respect of each intended domestic intermediary, is the intended intermediary a financial institution (as defined in the AMLO) that is an authorized institution, a licensed corporation, an authorized insurer, a licensed individual insurance agent, licensed insurance agency or licensed insurance broker company ("intermediary financial institution"), a legal professional, an accounting professional, a TCSP licensee or an estate agent?		
	(ii) 就每名擬任用的本地中介人而言,如該擬任用的中介人本身為會計專業人士、地產代理、法律專業人士或信託或公司服務持牌人,申請人是否信納該擬任用的本地中介人有足夠程序以防止洗錢/恐怖分子資金籌集活動,並須就有關客戶遵從《打擊洗錢條例》附表 2 所載的相關規定? In respect of each intended domestic intermediary being an accounting professional, an estate agent, a legal professional or a TCSP licensee, is the Applicant satisfied that the intended domestic intermediary has adequate procedures in place to prevent ML/TF and is required to comply with the relevant requirements set out in Schedule 2 to the AMLO with respect to the customer? 如 11(c)(i)或(ii)的答案為「否」,請解釋原因: If the answer to 11(c)(i) or (ii) is "No", please explain the reasons:	是 Yes	否 No



第二 Part			Anti-l	洗 <i>錢刀</i> Mone _! ireme	y l							er-Fir	nanci	ng	of	f 1	Гегг	orism
	•	適用的空格/				the rele	vant bo	x										
	是否 Is an 如答	有任何 by of the in 案為「否 answer is	延任用的 tended ir 医」,諺	为中介。 ntermed 青跳過	人是夕 iaries 11(d)	卜地中: an over (i)、(i	介人? seas ir i)、(ii	nterme ii)及(iv)。	?						是\	Yes	否 No
	如 11(d) 的答案為「是」, If the answer to 11(d) is "Yes", (i) 就每名擬任用的外地中介人而言,該擬任用的中介人是否屬下列任何一類業務或專業: 經營與中介人金融機構所經營的業務相若的機構; 律師或公證人; 核數師、專業會計師或稅務顧問; 信託或公司服務提供者; 經營自託業務的信託公司;及 經營與地產代理所經營的業務相若的業務的人? In respect of each intended overseas intermediary, does the intended intermediary fall into one of the following categories of businesses or professions: an institution that carries on a business similar to that carried on by an intermediary financial institution; a lawyer or a notary public; an auditor, a professional accountant, or a tax advisor; a trust or company service provider; a trust company carrying on trust business; and a person who carries on a business similar to that carried on by an estate agent?									是、	Yes]	否 No						
11(d)	(ii)	就每名抗 法律規算 In respectunder the the law o	定,須和 ct of eac elaw of t	艮據該 ch intend he juriso	司法管 ded or diction	き轄區। verseas	的法律 interm	註無 nediar	·或領 y, is t	牌或st he inte	受規智 nded	奎? interm	ediary	requir	ed	是\	Yes	否 No
	(iii)	就每名的 與《打動 In respect measure Schedule	擊洗錢修 ct of eac s in plac	条例》》 ch intende to ens	附表: ded o sure co	2 所施 verseas	加的期 intern	見定相 nediar	若的 y, doe	規定1 es the i	? intend	ed inte	ermedia	ıry ha	ve	是 \	Yes	否 No
		就每名技 是否受到 《打擊洗 若? In respect for comp functions be applica 1(d)(i)、 e answer tons:	到該司法 錢條例 ct of each pliance w similar t cable) as (ii)、(i	去管轄I)所界 n intend vith thos to those defined ii)及(iv	區主管ed over se required of any in the	き當局 可有關の erseas i uiremer y of the AMLO	監管, 當局或 nterments by relevants	,而認 就監管 ediary, an au nt auth	E 主管 is the thority noritie	音當局	所執行 看適 led int at juris e regu 解釋	行的職 用而 termed sdiction latory l	践能,∶ 定)的〕 iary su∣ i that μ bodies	與任 職能 pervis perforr (as m	何 相 ed ms ay	是\	Yes]	否 No

给 一	打擊洗錢及恐怖份子資金籌集的規定 部(續) Anti Manay Laundaring and Counter Financing of Torrarism								
	Anti-Money Laundering and Counter-Financing of Terrorism Requirements								
	請在適用的空格內加上 號 Please tick the relevant box								
	持續監察 Ongoing Monitoring								
	申請人是否將會對客戶進行持續盡職審查,不時覆核為遵從根據《打擊洗錢條例》 附表 2 第 2 部施加的規定而由申請人取得的關於客戶的文件、數據及資料,以確								
	保該等文件、數據及資料反映現況及仍屬相關的?								
	Would the Applicant conduct ongoing CDD by reviewing from time to time documents, data and information relating to the customer that have been obtained by the Applicant for the purpose of								
	complying with the requirements imposed under Part 2 of Schedule 2 to the AMLO to ensure that they are up-to-date and relevant?								
12(a)	如答案為「否」,請解釋原因: If the answer is "No", please explain the reasons:								
.=(=)									
	申請人是否將會至少每年一次對所有涉及高洗錢/恐怖分子資金籌集風險的客戶進行覆核,並在認為有需要時對有關客戶進行更頻密的覆核,以確保盡職審查								
	資料反映現況及仍屬相關?								
	Would the Applicant conduct an annual review at a minimum, or more frequent reviews if deemed 是 Yes								
	remains up-to-date and relevant?								
	如答案為「否」,請解釋原因:								
12(b)	If the answer is "No", please explain the reasons:								



公一	並7 (4亩)	打擊洗錢及	恐怖份子資金	意籌集的規定	定		
	部 (續) 2 (cont'd)			and Co	ounter-Financing	of Te	rrorism
rait		Requirement					
	請在適用的空格	内加上 ✓ 號 Please	tick the relevant box			1	
12(c)	交易符合申記 認知? Would the App to ensure that t business, risk p 如答案為「否	請人對該客戶、該 olicant conduct appr	客戶的業務及風 opriate scrutiny of tr vith the Applicant's k f funds?	、險狀況,以及 ransactions carri	可適當的審查,以確保該客戶的資金來源的ed out for each customer customer, the customers'	是 Yes	否 No
						5	
12(d)	常的交易; 的,並以書詞 Would the App in amount or o examine the ba 如答案為「智	及(ii)沒有明顯經 面方式列明審查約 dicant take measure of an unusual pattern	濟或合法目的的 吉果? s to identify transac n; and (ii) have no a oses of those transa	交易,並審查 tions that (i) are pparent econon	常或進行模式異乎尋該等交易的背景及目 complex, unusually large nic or lawful purpose, and out the findings in writing?	是 Yes	否 No
			3				



松 一	対グルキン	打擊洗錢及恐怖份子資金籌集的規定		
	部(續)	Anti-Money Laundering and Counter-Financing	of Te	rrorism
Part	2 (cont'd)	Requirements		
		8内加上 ✓ 號 Please tick the relevant box	- 4"	.
	Proliferation	金籌集、金融制裁及武器擴散資金籌集 Terrorist Financing, Financial Sand n Financing	ctions an	a
	及制裁指定 盡快根據所 Would the Ap the beneficial designations as soon as pr 如答案為「	將會實施有效的篩查機制,在建立關係當時,根據當時的恐怖分子 名單對客戶及客戶的實益擁有人進行篩查,以及在切實可行範圍內, 有新增及任何更新的名單,對客戶及客戶的實益擁有人進行篩查? pplicant implement an effective screening mechanism to screen its customers and owners of the customers against the current relevant list(s) of terrorist and sanction at the establishment of the relationship and against all new and any updated list(s) racticable? 否」,請解釋原因: is "No", please explain the reasons:	是 Yes	否 No
		案為「是」 ,		
13	(i) 申請人 4.3.19 Would the conformand the	to 13 is "Yes", 是否將會按風險為本方法,把該篩查規定擴大至涵蓋該指引第段所界定的客戶的關連方及看似代表客戶行事的人? he Applicant, using a risk-based approach, extend such screening requirements to nected parties (as defined in paragraph 4.3.19 of the Guideline) of the customers persons purporting to act on behalf of the customers? 否」,請解釋原因: is "No", please explain the reasons:	是 Yes	否 No
	Would to	是否將會備存有關的篩查紀錄? he Applicant keep the relevant screening records? 否」,請解釋原因: is "No", please explain the reasons:	是 Yes	否 No



	打擊洗錢及恐怖份子資金籌集的規定 Anti-Money Laundering and Counter-Financing of Terrorism Requirements
	請在適用的空格內加上 🗸 號 Please tick the relevant box
	可疑交易報告 Suspicious Transaction Reports
14	申請人是否將會實施適當的打擊洗錢及恐怖分子資金籌集制度,以履行其根據《有組織及嚴重罪行條例》(第 455 章)、《販毒(追討得益)條例》(第 405 章)及《聯合國(反恐怖主義措施)條例》(第 575 章)的要求向聯合財富情報組舉報可疑交易報告的法定責任? Would the Applicant implement appropriate AML/CFT Systems to fulfil its statutory reporting obligations to report suspicious transactions to the Joint Financial Intelligence Unit as required under the Organized and Serious Crimes Ordinance (Cap. 455), Drug Trafficking (Recovery of Proceeds) Ordinance (Cap. 405) and United Nations (Anti-Terrorism Measures) Ordinance (Cap. 575)? 如答案為「否」,請解釋原因: If the answer is "No", please explain the reasons:



第二部(續) Part 2 (cont'd)

打擊洗錢及恐怖份子資金籌集的規定

Anti-Money Laundering and Counter-Financing of Terrorism Requirements

請在適用的空格內加上 ✓ 號 Please tick the relevant box

	时1工。	题用的空間的加上,就 Flease lick the relevant box								
	備有	紀錄 Record-Keeping								
15(a)	的日 Wou busi	E名客戶而言,申請人是否將會在與客戶的業務關係繼續期間,以及在自有關的業務關係終止 則期起計的至少 5 年期間內備存以下關於客戶的文件及紀錄: Id the Applicant keep the following documents and records of customers throughout the continuance of the ness relationship with each customer and for a period of at least 5 years beginning on the date on which the ness relationship ends:								
	(i)	在識別及(如適用)核實客戶及/或客戶的實益擁有人及/或受益人及/或看似是代表客戶行事的人及/或客戶的其他關連方的身分時取得的文件的正本或複本,及有關數據及資料的紀錄; the original or a copy of the documents, and a record of the data and information, obtained in the course of identifying and, where applicable, verifying the identity of the customer and/or beneficial owner of the customer and/or beneficiary and/or persons who purport to act on behalf of the customer and/or other connected parties to the customer;								
	(ii)	在進行盡職審查及持續監察程序(包括簡化盡職審查及嚴格審查)期間取得的其他文件及紀錄; other documents and records obtained throughout the CDD and ongoing monitoring progress (including simplified due diligence and EDD);								
	(iii)	(如適用)有關業務關係的目的及擬具有的性質的文件的正本或複本,以及有關數據及資料的紀錄; where applicable, the original or a copy of the documents, and a record of the data and information, on the purpose and intended nature of the business relationship;								
	(iv)	關乎客戶戶口的紀錄及文件,以及與客戶及客戶的實益擁有人的業務通訊 的正本或複本;及 the original or a copy of the records and documents relating to the customer's account and business correspondence with the customer and any beneficial owner of the customer; and								
	(v)	所作出的任何分析的結果(例如為確立交易的背景及目的為複雜、款額大得異乎尋常或進行模式異乎尋常,及並無明顯經濟或合法目的而作出的查詢)? 是 Yes The results of any analysis undertaken (e.g. inquiries to establish the background and purposes of transactions that are complex, unusually large in amount or of unusual pattern, and have no apparent economic or lawful purpose)?								
	如以上任何一項的答案為「否」,請解釋原因: If the answer to any of the above items is "No", please explain the reasons:									



第二音	打擊洗錢及恐怖份子資金籌集的規定							
	마(領) Anti-Money Laundering and Counter-Financing of Terroris ^{2 (cont'd) Requirements}	sm						
	請在適用的空格內加上 ✓ 號 Please tick the relevant box							
	申請人是否將會在自有關交易完成的日期起計的至少5年期間內備存就其進行							
	的每項交易取得的文件的正本或複本,以及有關數據及資料的紀錄? Would the Applicant keep the original or a copy of the documents, and a record of the data and 是 Yes 否 I	No						
	information, obtained in connection with each transaction the Applicant carries out, for a period of at least 5 years beginning on the date on which the transaction is completed?							
		_						
	如答案為「否」,請解釋原因: If the answer is "No", please explain the reasons:							
15(b)								
	職員培訓 Staff Training							
	申請人是否將會為職員提供充足培訓,使職員有能力實施打擊洗錢及恐怖分子							
	資金籌集制度? Would the Applicant provide its staff with adequate training so that they are adequately trained 是 Yes							
	to implement its AML/CFT Systems?]						
	如答案為「是」,申請人會如何監察培訓的成效?							
	If the answer is "Yes", how would the effectiveness of the training be monitored?							
16								
	如答案為「否」,請解釋原因: If the answer is "No", please explain the reasons:							
	if the answer is two, please explain the reasons.							



学 一	新·/···································	
	部(續) Anti-Money Laundering and Counter-Financing of Terroris	m
Part I	2 (cont'd) Requirements	
	請在適用的空格內加上 🗸 號 Please tick the relevant box	
17	申請人會否提醒職員留意: (i) 申請人根據《打擊洗錢條例》規定進行盡職審查及備存紀錄的責任,以及職員本身在申請人遵守該等規定方面的角色; (ii) 申請人及職員本身有關舉報可疑交易的法定責任; (iii) 與申請人及職員本身有關的其他法定及監管責任; (iv) 申請人在打擊洗錢及恐怖分子資金籌集方面的政策及程序;及 (v) 職員為履行其在申請人內有關打擊洗錢及恐怖分子資金籌集的特定職責所需的,在洗錢/恐怖分子資金籌集方面的嶄新及新興技巧、方法及趨勢的資訊? Would the staff be made aware of: (i) the Applicant's obligations and their own role in relation to the Applicant's compliance with the CDD and record-keeping requirements under the AMLO; (ii) the Applicant's and their own personal statutory obligations relating to suspicious transactions reporting; (iii) any other statutory and regulatory obligations that concern the Applicant and themselves in relation to AML/CFT; (iv) the Applicant's policies and procedures relating to AML/CFT; and (v) any new and emerging techniques, methods and trends in ML/TF to the extent that such information is needed to carry out their particular roles in the Applicant with respect to AML/CFT? 如答案為「否」,請解釋原因: If the answer is "No", please explain the reasons:	No]
	申請人是否將會備存最少 3 年的紀錄,列明已接受培訓的職員、有關職員接受培訓的時間,以及所提供的培訓類別? Would the Applicant maintain records for a minimum of 3 years of who have been trained, when the staff received the training and the type of the training provided? 如答案為「否」,請解釋原因: If the answer is "No", please explain the reasons:	No
18		



第三部	證明書
Part 3	Certification

請在適用的空格內加上✓號 Please tick the relevant box

		亥證:- that:-
(a)	本表	長格內提供的資料均屬完整、真實及正確無誤。
	The	information given in this form is complete, true and correct.
(b)		人及所有從本表格中被收集個人資料的人士已閱讀本表格內的填表須知所載的收集人資料聲明,並明白當中內容。
	Pers	and all persons of whom personal information has been collected in this form have read the sonal Information Collection Statement stated in the Notes for Completion of this form and understand contents stated therein.
簽署		
Sig	ned	Date of Signature Date of Signature
姓名	Ż	□ □ □ □ □ □ □ □ □ □ □ □ □ □ □ □ □ □ □
Nan		·
		□ 以獨資經營人身分經營業務的申請人 Applicant who carries on business as a sole proprietor
		□ 獲合夥授權的合夥人 Authorized partner of the partnership

獲法團授權的董事 Authorized director of the corporation

填表須知

一般事項

- 1. 請劃一以中文或英文填報各項所需資料。如以中文填報,請用繁體字。
- 2. 你可郵寄本表格到「香港九龍灣宏遠街 1 號「一號九龍」12 樓 1208 室信託及公司服務提供者註冊辦事處」。

收集個人資料聲明

收集目的

- 1. 依據《打擊洗錢及恐怖分子資金籌集條例》(第 615 章)(下稱「《打擊洗錢條例》」)的規定 向公司註冊處處長(下稱「處長」)提供的個人資料,處長會作為下列一項或一項以上用途:
 - (a) 根據《打擊洗錢條例》處理有關信託或公司服務牌照的申請或牌照續期的申請;
 - (b) 根據《打擊洗錢條例》處理有關批准成為信託或公司服務持牌人的最終擁有人/ 合夥人/董事的申請,或具報詳情有所改變的通知書;
 - (c) 實施《打擊洗錢條例》;
 - (d) 執行《打擊洗錢條例》的有關條文(包括信託或公司服務提供者牌照的相關條件);
 - (e) 備存載有每名持牌人的姓名或名稱及其營業地址的信託或公司服務持牌人登記冊 (下稱「登記冊」)讓公眾查閱;
 - (f) 在收取費用後為任何人提供登記冊內某記項/登記冊的摘錄的核證複本,或處長根據 《打擊洗錢條例》所發出的證明書;及
 - (g) 就處長根據《打擊洗錢條例》行使紀律處分權力的個案,向公眾披露個案的重要事實。
- 2. 向處長提供所須的個人資料屬《打擊洗錢條例》的規定。如未能提供所須的個人資料, 公司註冊處將無法處理有關申請/通知書。

獲轉交資料的人士

- 3. (a) 所收集的某些個人資料會記錄在登記冊內供公眾查閱。
 - (b) 你提供的個人資料可能會根據《打擊洗錢條例》的第76C、76D及76F條向其他政府政策局/部門、監管當局/機構或任何其他人士披露;或在法律授權或規定的情況下作出此等披露。

公告

- 4. 《個人資料(私隱)條例》(第 486 章)的條文,適用於如何使用從登記冊取得的個人資料。 任何使用個人資料的人士,如將資料作為並非「收集個人資料聲明」所述的用途,或違反 《個人資料(私隱)條例》的規定,均須支付補償,並可能遭受根據該條例而採取的執法行動。
- 5. 依據《個人資料(私隱)條例》第 18 和 22 條規定,任何個人均有權查閱與更正處長備存的 登記冊內有關其本人的資料。如須查閱和更正這些資料,可到以下辦事處提出要求:

香港九龍灣宏遠街 1 號 「一號九龍」12 樓 1208室 信託及公司服務提供者註冊辦事處

Notes for Completion

General

- **1.** Please fill in all particulars and complete all items consistently in either Chinese or English. Traditional Chinese characters should be used if the form is completed in Chinese.
- 2. This form can be delivered by post to 'The Registry for Trust and Company Service Providers, Unit 1208, 12th floor, One Kowloon, 1 Wang Yuen Street, Kowloon Bay, Hong Kong'.

Personal Information Collection Statement ("PICS")

Purpose of Collection

- 1. Personal data provided to the Registrar of Companies ("the Registrar") pursuant to the requirements of the Anti-Money Laundering and Counter-Terrorist Financing Ordinance (Chapter 615) ("the AMLO") will be used by the Registrar for one or more of the following purposes:
 - (a) to process applications for licences for Trust or Company Service Providers ("TCSPs") or their renewals under the AMLO;
 - (b) to process applications for approvals to become an ultimate owner / a partner / a director of a TCSP licensee or notifications of changes in particulars under the AMLO;
 - (c) to administer the AMLO;
 - (d) to enforce relevant provisions of the AMLO (including relevant conditions of TCSP licences);
 - (e) to maintain a register of TCSP licensees ("the Register") containing the name of every licensee and its business address for public inspection;
 - (f) to provide a certified copy of an entry in / an extract from the Register or a certificate issued by the Registrar under the AMLO to any person subject to payment of a fee; and
 - (g) to disclose to the public the material facts of cases in which the Registrar exercised disciplinary powers under the AMLO.
- 2. Provision of the required personal data to the Registrar is obligatory for compliance with the AMLO. The Companies Registry will not be able to process the relevant applications / notifications if the required personal data are not provided.

Classes of Transferees

- 3. (a) Certain personal data collected will be disclosed in the Register for public inspection.
 - (b) The personal data you provide may be disclosed to government bureaux / departments, regulatory authorities / bodies or any other persons under sections 76C, 76D and 76F of the AMLO; or where such disclosure is authorized or required by law.

Notice

- 4. The provisions of the Personal Data (Privacy) Ordinance (Chapter 486) ("the PDPO") apply to the use of personal data obtained from the Register. Any person who uses personal data for any purpose other than the purposes stated in the PICS or in contravention of the requirements under the PDPO is liable to pay compensation and may be subject to enforcement action under the PDPO.
- 5. Individuals have a right to request access to and correction of his / her personal data held in the Register maintained by the Registrar pursuant to sections 18 and 22 of the PDPO. Any such request for access to and correction of such personal data may be made to the Registry for Trust and Company Service Providers at:

Unit 1208, 12th Floor, One Kowloon 1 Wang Yuen Street, Kowloon Bay Hong Kong