



## Frequently Asked Questions

### Independent Audit Function

**Q1 What are the responsibilities of an independent audit function?**

Answer: An independent audit function established by a trust or company service provider (“TCSP”) licensee should regularly review the anti-money laundering and counter-financing of terrorism (“AML/CFT”) systems of the licensee to ensure effectiveness.

The review should include, but not limited to:

- (a) adequacy of the licensee’s AML/CFT systems, money laundering and/or terrorist financing (“ML/TF”) risk assessment framework and application of risk-based approach;
- (b) effectiveness of suspicious transaction reporting systems;
- (c) effectiveness of the compliance function; and
- (d) level of awareness of staff having AML/CFT responsibilities.

**Q2 Who can assume the role of independent audit function?**

Answer: The role of independent audit function can be assumed by internal staff members or external third parties. The audit function should have a direct line of communication to the senior management of the TCSP licensee and be independent of the functions/parties that are subject to review. The independent audit function should have sufficient expertise and resources to enable the licensee to carry out its responsibilities, including independent reviews of the licensee’s AML/CFT systems.

**Q3 If a person has already taken up the role of compliance officer or money laundering reporting officer, can he/she also perform the audit function?**

Answer: No. The independent audit function should be independent of the functions/parties that are subject to review. The compliance officer or money laundering reporting officer cannot perform the role of independent audit function at the same time.

**Q4 My company only has a few staff and has difficulty in appointing appropriate staff members to perform the independent audit function. What should I do?**

Answer: Regardless of the size of business, a TCSP licensee must establish an independent audit function to review the effectiveness of its AML/CFT systems. If a TCSP licensee lacks appropriate personnel to perform the independent audit function, it should seek assistance from external parties.

**Q5 What is the frequency and extent required for the independent audit function to review of the TCSP licensee's AML/CFT systems? Is it mandatory for the audit function to be performed by external parties?**

Answer: The frequency and extent of the review should commensurate with the nature, size and complexity of the licensee's business and the ML/TF risks arising from those businesses. A review by external parties is not a mandatory requirement but the TCSP licensee should seek a review from external parties where appropriate.

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