

Has any investigation been undertaken (as far as you are aware)?

[Please tick the relevant box]

Yes

No

If yes, please include details below :

Have you discussed your suspicions with anyone else?

[Please tick the relevant box]

Yes

No

If yes, please specify below, explaining why such discussion was necessary :

Have you consulted any supervisory body guidance re money laundering? (e.g. the Law Society) [Please tick the relevant box]

Yes

No

If yes, please specify below :

Do you feel you have a reasonable excuse for not disclosing the matter to the SOCA? (e.g. are you a lawyer and wish to claim legal professional privilege?)

[Please tick the relevant box]

Yes

No

If yes, please set out full details below :

Are you involved in a transaction which might be a prohibited act under sections 327-329 of the Act and which requires appropriate consent from the SOCA?

[Please tick the relevant box]

Yes No

If yes, please enclose details in the box below :

Please set out below any other information you feel is relevant :

Signed..... Dated.....

Please do not discuss the content of this report with anyone you believe to be involved in the suspected money laundering activity described. To do so may constitute a tipping off offence, which carries a maximum penalty of 5 years' imprisonment.

THE FOLLOWING PART OF THIS FORM IS FOR COMPLETION BY THE MLRO

Date report received :

Date receipt of report acknowledge :

CONSIDERATION OF DISCLOSURE :

Action Plan :

OUTCOME OF CONSIDERATION OF DISCLOSURE :

Are there reasonable grounds for suspecting money laundering activity?

If there are reasonable grounds for suspicion, will a report be made to the SOCA? [Please tick the relevant box]

Yes No

If yes, please confirm date of report to SOCA:
And complete the box below

Details of liaison with the SOCA regarding the report :

Notice Period :to

Moratorium Period :to

Is consent required from the SOCA to any ongoing or imminent transactions which would otherwise be prohibited acts?

Yes NO

If yes, please confirm full details in the box below :

Date consent received from SOCA:

Date consent given by you to employee :

If there are reasonable grounds to suspect money laundering, but you do not intend to report the matter to the SOCA, please set out below the reason(s) for non-disclosure :

[Please set out any reasonable excuse for non-disclosure]

Date consent given by you to employee for any prohibited act transactions to proceed :

.....

Other relevant information :

Signed :

Dated :

THIS REPORT TO BE RETAINED FOR AT LEAST FIVE YEARS.