

Policy document for [name of practice]

Relevant employees policy and procedure

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1. A relevant employee is an employee whose work is relevant to the practice's compliance with any requirement in the MLRs, or who is otherwise capable of contributing to:
 - the identification or mitigation of the risks of money laundering to which the practice's business is subject, or
 - prevention or detection of money laundering in relation to the practice's business.

This definition is wide-ranging and, if in doubt, an employee should assume that they are a relevant employee.

2. A self-employed consultant or contractor who would meet the definition of a 'relevant employee' ...