

[Name of practice]

Suspicious activity checklist

Checklist completed by	[Name]
Date completed	[Date]
Approved by	[AML Compliance Officer / senior management]
Date approved	[Date]

This checklist may be used by a relevant employee to consider whether they might be expected to ...

	Action	Y/N	Initials	Comments
1	Have you become aware of any transactions that appear complex?			
2	Have you noticed any unusual transactions (including those involving unusually large amounts)?			
3	Have you noticed ...			
4				
5				
6				

Notes:

--

NB. Where any of the questions here have been answered 'yes', the checklist should be reviewed by the AML Compliance Officer or senior management, and explanations and a conclusion must be given in the box above.