**Know Your Counterparty (KYC) Policy
& Anti–Money Laundering (AML)**

*Sample Policy*

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| **Instructions:**Below you can find a sample Anti–Money Laundering (AML) and Know Your Counterparty (KYC) policy. If you decide to use it as a template for your own policy, fill it out with your own business information and be sure to align the policy as much as possible with your organisational structure and processes.  |

**[NAME OF BUSINESS]** is committed to conducting business with integrity and in compliance with all applicable laws and regulations.

The purpose of this Anti–Money Laundering (AML) Policy, in particular, is to further declare our commitment to taking action to prevent, mitigate, and manage risks of being involuntarily implicated in money laundering, terrorism financing, and other similar criminal activities.

Aware of the fact that money laundering and terrorism financing are a particular concern in the gemstones and jewellery industry, **[NAME OF BUSINESS]** implements an AML system, reflected in our **[AML and KYC Procedure]**, which provides a framework for our fight against money laundering and terrorism financing within our business and along our value chain.

It is the policy of **[NAME OF BUSINESS]** to prohibit and actively prevent money laundering and any activity that facilitates money laundering or the funding of terrorist or criminal activities by complying with all applicable requirements under the **[INSERT APPROPRIATE REGULATION** - ***e.g. UK Money Laundering Regulations 2017*]** and its implementing regulations.

We conduct Know Your Counterparty (KYC) checks on all of our business partners, and we maintain records of all our transactions to avoid working with businesses or individuals who are involved in the illicit movement of money.

**[NAME OF BUSINESS]** requires executives, management and employees to be familiar with their legal responsibilities and adhere to this Policy and related procedures. Violations of anti–money laundering and terrorism financing laws can lead to severe legal penalties.

This policy will be reviewed and updated on a regular basis to account for both changes in regulations and changes in our business.

Date:

Signature:

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