



HOUSE OF  
**TRAINING**



Luxembourg, 02 December 2019

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**Multinational Seminar & Certification Programme  
Anti Money Laundering & Counter Terrorist Financing (AML & CTF)  
Foundation Level**

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Dear Sir or Madam,



House of Training - ATF is pleased to inform you that the Luxembourg Ministry of Finance will support the participation of 16 professionals in the 6<sup>th</sup> edition of the multinational seminar: **Anti Money Laundering & Counter Terrorist Financing - Foundation Level.**

If you have recently started working in AML and need to learn more about money laundering strategies, methods and techniques to be better prepared to counter them and avoid your institution being exposed or if you need to learn more about how to develop and implement a dynamic AML policy, then this course is for you!

**Who can apply?**

**16 participants** will be selected among applicants from the House of Training-ATTF partner countries. The selection will be made by the experts of the AML Quality Circle of the House of Training-ATTF, according to the relevance of the participants' profile, which should correspond to the target group mentioned in the organisation sheet attached to this invitation. The geographical criterion will NOT be considered, unless this course is oversubscribed where a quota of places per country may be applied. The participants are requested to have a **sound knowledge of English**, as the whole seminar will be held in this language with no translation.

**When and where will this seminar take place?**

The seminar will be held in Luxembourg **from the 16<sup>th</sup> to the 20<sup>th</sup> of March 2020.**

Participants may arrive on Saturday, the 14<sup>th</sup> of March or Sunday 15<sup>th</sup> March and are requested to return home after 4pm on Friday 20<sup>th</sup> March or on Saturday 21<sup>st</sup> March, if there are no return flights available on Friday.

**Final Evaluation**

The seminar will end with an assessment on Friday morning. **All successful candidates will be granted the "AML & CTF - Foundation Level" certificate.**

**Deadline for application: the 17<sup>th</sup> of January 2020**

Before applying, we strongly recommend you verify if your profile matches the target group. If it does, you are kindly requested to fill in the attached application form and send it back to the official contact of the House of Training-ATTF in your country (by whom the present invitation was received) before the **17<sup>th</sup> of January 2020.**

Address: 7, rue Alcide de Gasperi B.P. 490 • L-2014 Luxembourg •  
Phone nr : +352 46 50 16 - 1 •

Websites : [www.attf.lu](http://www.attf.lu) or [www.houseoftraining.lu](http://www.houseoftraining.lu) • E-mail : [attf\\_projects@houseoftraining.lu](mailto:attf_projects@houseoftraining.lu)



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*If you have more experience than specified in the target group of this seminar and if you are looking forward to enriching your AML knowledge with the opportunity of getting international recognition, please note that the House of Training-ATTF will organise two advanced multinational seminars "**Anti Money Laundering Advanced Level & Preparation course to the CAMS® exam**". The first one will take place from the **24<sup>th</sup> February to the 2<sup>th</sup> March 2020** and the invitations for this seminar have been sent out already. The second seminar is planned from the **19<sup>th</sup> to the 26<sup>th</sup> October 2020**, for which the invitations will be sent out in early summer.*

*This advanced seminar will target senior AML & compliance officers from commercial banks and financial institutions, senior central bankers and officers dealing with these matters at supervisory level.*

Should you need any further information on these programmes, do not hesitate to get in touch with us.

Thank you in advance for your interest.

Yours faithfully,

Luciele Milani  
Programme Manager

Ben LYON  
Director House of Training  
Head of ATF Services

Appendices:

- *Seminar Description (organisation sheet & content)*
- *Application form*
- *Financial conditions*

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This training is provided with the support  
of the Luxembourg Government



THE GOVERNMENT  
OF THE GRAND DUCHY OF LUXEMBOURG

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