

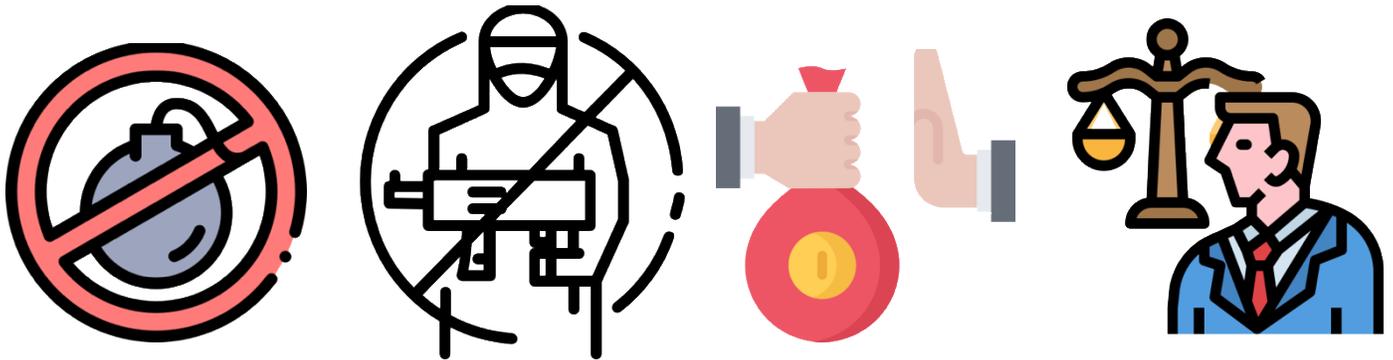


وزارة العدل والشؤون الإسلامية والأوقاف
Ministry of Justice, Islamic Affairs
and Waqf

Guidelines regarding the implementation of obligations concerning National and International Terrorism Lists

Order No. (12) of 2021 regarding the National Terrorism Lists and the implementation of Security Council resolutions of the United Nations promulgated under Chapter VII of the Charter of the United Nations concerning the prevention and suppression of terrorism and its financing in addition to preventing, suppressing and stopping the spread and financing of weapons of mass destruction

Order No. (14) of 2021 Regarding the Measures to Prohibit and Combat Money Laundering, Terrorism Financing and Illegal cross-border transfer of funds in the Profession of Lawyers and Foreign Legal Consulting Offices and the Rules related to Freezing and Unfreezing the Funds, and the Prohibition of dealing with persons or entities on the Terrorist Lists



The definitions

Sanctions List: A list in which persons and entities subject to specific financial sanctions are listed established in accordance with the resolutions of the relevant body in the UN Security Council.



National Terrorism lists: Lists of persons and entities to be determined by an order from the Council of Ministers.

The Follow-up Unit: Unit in the general registrar's office in the Ministry of Justice Islamic Affairs and Waqf.



Enforcement Unit: Financial Investigation Directorate at Ministry of Interior.

Contact details



The Follow-up Unit: gr-followup@moj.gov.bh

The Enforcement Unit: Tfa@bahrainfiu.gov.bh

Measures to undertake as soon as the Sanctions List and the National Terrorism Lists are published

-The lawyer or the foreign legal consulting office must check whether any of their current clients names are on the National Terrorism Lists or the Sanctions List.



If there are no matches in the names:

- The Follow-up Unit must be notified within 24 hours from the date of publication.



If there are matches in the names:

Inform The Enforcement Unit, the Committee For Combating Extremism, Terrorism and its Financing, and money laundering, and the Follow-up Unit within 24 hours from the date of publishing the lists.



- Freezing any legal work or work of a special nature.



-Maintain a register for reporting.



If funds are present:

- Freezing any funds related to the clients -directly or indirectly-, and documenting all measures taken related to determining funds which needs to be frozen and informing the Committee about all data related to it.



- Not making funds or any financial services available for the benefit of the clients or for the benefit of any person or entity acting on their behalf of them, unless the committee declares so.



- Preparing a detailed report that includes all what has been frozen with an indication of its nature, value and type and whether the frozen funds needs management or is of a special nature.



- If the lawyer or the foreign legal consulting office is selected by the Committee to manage the funds, it must be properly managed and returned with its proceeds when the freeze is lifted.



If funds are not present:

- Notify the Follow-up Unit.



When dealing with a new client or conducting a new transaction

- Check whether the name of the client is on the National Terrorism Lists or The Sanctions Lists prior dealing with him or conducting a new transaction.



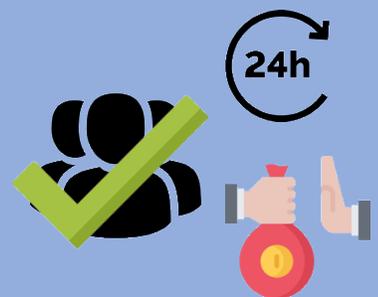
If there are no matches:

- Conduct normal due diligence unless there are any reasons to conduct enhanced due diligence.



If there are matches:

- Inform the Enforcement Unit, the Committee and the Follow-up Unit within 24 hours and reject the clients request if it was related to receiving funds.



If the request for permission to use the frozen funds is accepted by the committee

- Notify the Committee regarding the measures undertaken to implement the decision regarding the request to use the frozen funds within three working days from the date of its notification.



- Preparing periodic reports on the method of disposing funds to the client listed on the Sanctions List for exceptional expenses.



**If the name of the client
is removed from the Sanctions List or the National
Terrorism Lists**

Immediately lift the freeze and prepare a detailed statement that includes all that has been done regarding lifting the freeze with an indication of its nature, value, type and what has resulted interest, profits, etc.



Reporting mechanism

The compliance officer or his deputy- according to the case- must inform the Enforcement Unit and the Committee and notify the Follow-up Unit within a maximum period of 24 hours from the date of publishing the Sanctions List or the National Terrorism Lists when conducting any legal work or work of a special nature or attempt to deal in them of any kind, nature or value with any of the persons or entities on those lists. Reporting is done by filling and submitting the form below via the approved e-mails, and in the absence of any of the above the lawyer and the foreign office must notify the Follow-up Unit.



Report form
regarding notifying the Follow-up Unit if the clients
names are not listed on the Sanctions List and the
National Terrorism Lists

Date and time	
The name of the compliance officer and his deputy	
Endorsement that the names of the clients are not listed on the lists	Signature of the compliance officer or his deputy

Report form regarding notifying the Follow-up Unit if the clients name is listed on the Sanctions List and the National Terrorism Lists

Date and time	
Name of the compliance officer and his deputy	
The name of the client who is listed on the Sanctions List or the National Terrorism Lists	
Description of the relationship between the client and the lawyer or the foreign legal consulting office	
The nature, type and amount of funds with the lawyer belonging to the client -if applicable-	
Attachments	
The signature of the compliance officer or his deputy	