



# **FINANCIAL CRIME MODULE**

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## **APPENDICES (included in Volume 1 (Conventional Banks), Part B)**

### **CBB Reporting Forms**

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## FC-1.2 Face-to-face Business

### *Natural Persons*

#### FC-1.2.1

If the customer is a natural person, conventional bank licensees must identify the person's identity and obtain the following information before providing financial services of any kind:

- (a) Full legal name and any other names used;
- (b) Full permanent address (i.e. the residential address of the customer; a post office box is insufficient);
- (c) Date **and place** of birth;
- (d) Nationality;
- (e) Passport number (if the customer is a passport holder);
- (f) Current CPR or Iqama number (for residents of Bahrain or GCC states) or government issued national identification proof;
- (g) Telephone/fax number and email address (where applicable);
- (h) Occupation or public position held (where applicable);
- (i) Employer's name and address (if self-employed, the nature of the self-employment);
- (j) Type of account, and nature and volume of anticipated business dealings with the conventional bank licensee;
- (k) Signature of the customer(s);
- (l) Source of funds; **and**
- (m) Reason for opening the account; **and**
- (n) **Place of birth.**

#### FC-1.2.1A

Conventional bank licensees obtaining the information and customer signature electronically using digital applications must comply with the applicable laws governing the onboarding/business relationship including but not limited to the Electronic Transactions Law (Law No. 54 of 2018) for the purposes of obtaining signatures as required in Subparagraph FC-1.2.1 (k) above.

FC-1.2.2 See Part B, Volume 1 (Conventional Banks), for Guidance Notes on source of funds (FC-1.2.1 (1)) and requirements for residents of Bahrain (FC-1.2.1 (c) & (f)).