



ANY REPLY OR SUBSEQUENT REFERENCE SHOULD BE
ADDRESSED TO THE CHIEF TECHNICAL DIRECTOR AND
THE FOLLOWING REFERENCE NUMBER QUOTED -

Telephone No. (876) 928-5141-8
Facsimile (876) 928-1883
Web site: <http://www.fid.gov.jm>

**MINISTRY OF FINANCE AND PLANNING
FINANCIAL INVESTIGATIONS DIVISION
1 SHALIMAR AVENUE
KINGSTON 3
JAMAICA**

October 23, 2015

ADVISORY TO ALL FINANCIAL INSTITUTIONS

Submission of Reports under the Terrorism Prevention Act (TPA)

This is a reminder to all financial institutions of the required dates for submission of reports under the Terrorism Prevention Act.

LISTED ENTITIES REPORTS

Every regulated entity is required to report to the Designated Authority (DA) once in every four (4) calendar months, or in response to a request made to it by the DA, whether or not it is in possession or control of any property owned or controlled by or on behalf of a listed entity.

The required submission dates are:

No	Four Months Period	Due Date is on or before
1	January – April	May 31
2	May - August	September 30
3	September - December	January 31

Effectively immediately, the DA will not be accepting any nil Listed Entity Report after the due date.

SUSPICIOUS TRANSACTION REPORTS (STR)

Each reporting entity is required to report to the DA, all transactions, whether completed or not, which the reporting entity suspects, or has reasonable cause to suspect:

- involve property connected with, or intended to be used in, the commission of a terrorist offence or
- involve, or are for the benefit of, any listed entity or terrorist group

Suspicious transactions are to be reported **promptly** and in any event **within fifteen (15) days** after the suspicion or reasonable cause for suspicion arises.

Where the due date for submission of either a listed entity report or a suspicious transaction report is on a weekend or a public holiday, then reports may be submitted on the first business day following the stipulated date.

Applicable Penalties

Failure to submit a Listed Entity Report is an offence under Section 15 (7) of the TPA which states: "A person who contravenes any of the provisions of this section commits an offence and shall be liable on summary conviction in a Resident Magistrate's Court to:

- (a) *In the case of an individual, a fine not exceeding one million dollars or to imprisonment for a term not exceeding twelve months, or to both such fine and imprisonment; or*
- (b) *In the case of a body corporate, a fine not exceeding three million dollars."*

The provisions of Section 15 of the TPA will be fully enforced by the FID.

We remind you that all reports submitted under the *Terrorism Prevention Act* should be addressed to:

The Designated Authority
Chief Technical Director
Financial Investigations Division
Ministry of Finance & Planning
1 Shalimar Avenue
Kingston 3



Robin Sykes
Designated Authority