



Annual Report
In Compliance with Guidelines on Preventive Measures
Regarding Anti-Money Laundering and Combating the Financing of Terrorism

Instructions:

- a). Macao commercial offshore services and auxiliary offshore service institutions should complete this report annually as required under Item 3.11.2 of the Guidelines under Circular No. 01/DSO/IPIM/2018 on preventive measures regarding anti-money laundering and combating the financing of terrorism. The annual report should be submitted to the Macao Trade and Investment Promotion Institute (hereinafter called “IPIM”) together with the annual audited financial report as stated in Article 66 of the Decree-Law No. 58/99/M, within the prescription stipulated in Circular No. 01/DSO/IPIM/2002, namely no more than six months starting from the fiscal year-end.
- b). This report has to be duly signed by the administrators of the offshore institutions according to the signatory power defined in the company’s Constitution. Signatures have to be consistent with the specimens kept in Macao Trade and Investment Promotion Institute. Administrators have to sign on each page of this report. (IPIM’s chop and date of receipt)
- c). All changes made to this report require verification made with the company stamp and the initials of the concerned administrators.
- d). Offshore institutions have to provide true and correct information; otherwise it could lead to legal liabilities stipulated by applicable laws.

Company Name : _____ (hereinafter referred to as **“This Offshore Institution”**)

Fiscal Year : From _____ Year _____ Month _____ Day to _____ Year _____ Month _____ Day

Part One Business activities conducted by Offshore Institution*

In this fiscal year, did **“This Offshore Institution”** carry out any of the business activities described in Paragraph 6(3), (4) and (6) of Article 6 of Law No. 2/2006, amended by Law No. 3/2017, namely the following activities :

1. Providing a registered office, business address, premises, administrative or postal address for a company, or any other legal person or entities without legal personality; **Yes** **No**
- or
2. Acting as a trustee; or **Yes** **No**
3. Carrying out the measures necessary for a third party to act in the manner as: **Yes** **No**
- (i) Acting as a director or secretary of a company, a partner or holding of a similar position in relation to other legal persons; or
- (ii) Acting as a trustee; or
- (iii) Acting as a partner of a company on behalf of another person

Confirmed by (any one of administrators): _____

Note

If the answers for all above questions are “No”, please skip **Part Three**.

Part Two Report of Suspicious Activity

Cases of alleged commission of the crimes of money laundering or financing of terrorism that **this offshore institution** reported, according to Article 7 of the Administration Regulation No. 7/2006 amended by the Administration Regulation no. 17/2017, to the Macao Financial Intelligence Office in this fiscal year:

Suspicious report filed: YES (**Number of cases reported:** _____) **NO**

* Business activities defined in the table attached to Dispatch No. 236/GM/99, Dispatch of the Chief Executive No. 205/2005 and Dispatch of the Chief Executive No. 323/2017, conducted by commercial and auxiliary offshore services institutions according to Article 2 Paragraph 1 subparagraph 6) of Administrative Regulation No. 7/2006, amended by Administrative Regulation No. 17/2017, are also covered under Paragraph 6(3), (4) and (6) of Article 6 of Law No. 2/2006.



Part Three	Activities listed Part one conducted	
	In accordance with Item 3.1.1 – b) stated in the Guidelines under Circular No. 01/DSO/IPIM/2018:	
◇ Total amount of business operations in this fiscal year:		
Number of clients _____ Total amount MOP _____ (MOP equivalent)		
Part Four	Declaration of Offshore Institution	
<p>1. I hereby declare that the information given in Part One to Part Three of this report is true, correct and complete.</p> <p>2. “This offshore Institution” has complied with the Guidelines under Circular No. 01/DSO/IPIM/2018 on preventive measures regarding anti-money laundering and combating the financing of terrorism (hereinafter called “AML/CFT Guidelines”), and fulfilled the following obligations:</p> <p>3.1 Taking measures to identify and verify the identity.</p> <p>3.2 Taking appropriate measures to detect suspicious transactions.</p> <p>3.3 Preventing misuse of new products, new business practices and technological developments.</p> <p>3.4 Internal Control.</p> <p>3.5 Requesting assistance from a third party to undertake relevant measures to fulfil the obligation of customer due diligence.</p> <p>3.6 Refusing to carry out operations when the necessary information is not provided for the implementing the monitoring measures or any appropriate measure for the detection of money laundering or terrorist financing.</p> <p>3.7 Retaining documents related to the implementation of monitoring measures or any appropriate measure to detect suspected money laundering or terrorist financing operations, for a reasonable period of time.</p> <p>3.8 Adopting monitoring measures with higher standard when necessary.</p> <p>3.9 Reporting operations or attempts to carry out operations that indicate the practice of money laundering or terrorist financing.</p> <p>3.103. Disclosure and confidentiality.</p> <p>11 Co-operating with all competent authorities in the prevention and combating the crime of money laundering or terrorist financing.</p> <p>3. This offshore institution understands and has complied with the “AML/CFT Guidelines”, and will provide full assistance particularly in the provision of relevant data and documents to the relevant authorities for the prevention and suppression of crimes related to money laundering and financing terrorism, especially the Court, the Public Prosecution Department, the Judiciary Police, the GIF and IPIM.</p> <p>4. In order to verify the fulfilment of the above obligations, this offshore institution understands and accepts that IPIM, acting as a supervisory entity, will conduct unannounced onsite inspections. We shall also retain relevant documents for such an inspection.</p> <p>5. This offshore institution fully understands that disobeying the “AML/CFT Guidelines” will be liable to a penalty stipulated in Articles 7(B) to 7(E) of Law No. 2/2006, amended by Law No. 3/2017. That includes :</p> <p>6. Penalty ranging from MOP10, 000 to MOP500, 000 for offender as natural person. and MOP100, 000 to MOP5, 000,000 for offender as legal person ;</p> <p>7. When the economic benefit obtained by the offender from the infraction exceeds half of the maximum limit established in paragraph i), such limit shall be raised to double that of the said benefit.</p>		
<p>I, as an administrator of this offshore institution</p>		
<p>hereby sign and declare the information given in this report is true, correct and complete.</p>		
<p>(Note : Please refer to instruction item (b) on the previous page) :</p>		
Name	Signature	<p><u>Company Stamp</u></p> <p>Date: _____ (dd/mm/yyyy)</p>
_____	_____	
Name	Signature	
_____	_____	
Name	Signature	
_____	_____	
Name	Signature	
_____	_____	