



## Jordan - AML KYC Regulations

### Document History

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13.11.2019	1.0	-
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**Disclaimer:** Neither Shufti Pro nor the authors of this document shall be held responsible, liable or accountable for the contents of this document. The responsibility to comply with AML - KYC regulations lies with the Client. Achieving full compliance with legal obligations requires a thorough analysis of the specific situation, organizational requirements, and regulatory practices. The information provided in this document should be seen as an overview of requirements and measures towards conducting proper and satisfactory Identity Verification procedures. This document suggests general measures in line with recommendations, resources, or procedures provided by relevant laws and authorities to support identity verification requirements. The mere reference to or reliance placed on this document alone does not constitute a warranty of any system nor does it guarantee legal compliance. It remains the sole responsibility of the Client to comply with its legal obligations.

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## 1. Introduction

The Jordanian AML/CFT legislative framework is set out in the 'Anti Money Laundering and Counter-Terrorist Financing Law No. (20) of 2021', published in the Official Gazette. This law lays down guidelines, rules and restrictions regarding Anti Money Laundering for financial institutions to mitigate financial crime and validation of income from unlawful means.

## 2. Scope

The 'Jordan - AML KYC Regulations' report may be used as a reference to highlight information from the Jordanian '*Law No. (20) For the Year 2021 Anti Money Laundering and Counter-Terrorist Financing Law*' and the '*Instructions for regulating Know Your Customer Procedures and dealing with him electronically No. (07/20210*'.

Under the guidelines from the Central Bank of Jordan, Anti Money Laundering and Counter-Terrorist Financing Unit, and the aforementioned Act(s), this document highlights the necessary requirements for AML and KYC procedures, in particular, Identity Verification required in Jordan. These requirements are approximated from relevant information/laws/directives from the aforementioned document.

## 3. Definitions

- **Client**: Shufti Pro's customer is referred to as the Client.
- **Customer**: The client's customer whose subject to the KYC - AML checks.
- **End-user**: The client's customer is referred to as the end-user but from Shufti Pro's perspective.
- **Document Verification**: The process of verifying the authenticity of a government-issued identity document.
- **Identity Verification**: The process of verifying the identity of the client's customers.
- **Proof of Identity**: Any government-issued identity document that can be used to identify an individual (natural person).
- **EDD**: Enhanced Due Diligence (EDD) is a process that executes a greater level of scrutiny related to potential business relationships.
- **Third-Party Diligence**: Outsourcing of the due diligence process to an external party by the Client who is originally responsible for carrying out due diligence activities.

- **PEP:** Politically Exposed Person (PEP) is a person with a higher risk for potential involvement in bribery/corruption.
- **Due Diligence:** Refers to the measures taken to mitigate risk before entering into an agreement or carrying out a financial transaction with another party.

#### 4. References

- [Anti Money Laundering and Counter Terrorist Financing Law No. \(20\) of 2021](#)
- [Instructions for Regulating Know your Customer Procedures and dealing with electronically NO. \(7/2021\)](#)
- [Guidelines for Customer Due Diligence for Financial Institutions \(Arabic\)](#)
- [Anti Money Laundering and Counter Terrorist Financing Instructions No. \(51/2010\)](#)

#### 5. Due Diligence Requirements

##### 5.1. Identity Verification Requirements

As per the requirements of the Jordanian regulations, these are the following ID attributes required for the purpose of identifying a natural person (Individual) from official documents.

- Full name;
- Place and date of birth
- Nationality;
- National ID number (Jordanian)
- Passport Number
- Permanent address;
- Work address.

##### 5.2. Compliant CDD Methods

We (Shufti Pro) may apply one or more of the following measures at the request of the Client to perform Identity Verification on its behalf. Where an End-user is an individual, who does not present himself to the Client for verification in physical presence.

- 5.2.1. Shufti Pro shall perform verification of the End-user's identity on the basis of documents that are highlighted in 5.3. These documents provide reasonable reliability to the confirmation of the identity in Jordan. Shufti Pro shall ensure that documents being utilised are photo-based biometric identification documents that suffice requirements for Identity Verification.

- 5.2.2. Shufti Pro can also perform verification of the End-user's identity through a real-time audio-video transmission, where a live, interactive video session is carried out between an Identification Expert and the End-user. During this session, the End-user will be asked to show their identity documents. The End-user will also be asked to perform some random gestures as a part of a liveness check.
- 5.2.3. For the purpose of verifying the End-user's identity, Shufti Pro shall also verify the documents that are submitted. We utilise our specialised Document Verification service to perform checks on the authenticity of the document. This includes checks on security features such as holograms, tapered/crumpled edges, doctored elements, form inconsistencies, document expiration, MRZ, reflected colours and microprinting.
- 5.2.4. In the case of verification of the identity of legal persons or partnerships Shufti Pro shall extract the information from the commercial register or a comparable official register through its process (KYB).

### **5.3. Documents Required for Verification**

The following documents are considered in Jordan as Proof of Identity:

#### **Identity Verification**

- A valid passport;
- A current driving licence;
- A National Identity Card.

#### **Address Verification**

The following documents are considered as proof of address:

- A current utility bill (such as gas, electricity, telephone or mobile phone bill);
- A document issued by a government department that shows the End-user's address;
- A bank statement (no older than 3 months that shows the End-user's address).

### **5.4. Timing of Verification**

Identity Verification is not limited to a one-time, one instance process. In fact, it is required in multiple instances as per regulations. The application and choice of when to deploy Identity Verification procedures depend on your requirements and it's conveyance to Shufti Pro.

You are to pursue Identity Verification when you onboard a new Customer. If you are dealing with transaction data, you should apply Identity Verification as per the monetary thresholds defined in Jordanian regulations. In other instances, Identity Verification becomes more important to employ if you face higher risks from your Customers. A high-risk situation would be any instance where an Individual might represent above normal exposure of money laundering related threats to you.

## **6. Politically Exposed Persons and EDD Measures**

As per the Enhanced Due Diligence requirements under Jordanian regulations, you are required to determine if your Customer is a Politically Exposed Person, holds a public office, or exhibits a higher risk profile. In order to fulfil your obligations, Shufti Pro provides you its AML Screening service. The service screens an individual's selected ID attributes of *Name* and *DOB* against watchlists of global regulatory authorities, foreign and domestic databases, compromised PEPs and sanctioned individuals.

The service highlights the category of the PEP based on the degree of risks they pose and also any immediate family member, or a close associate of the PEP.

You may utilise such services as per your requirements. This includes before or after establishing a relationship with your Customer.

## **7. Reliance on External Services**

In the absence of explicit regulations, clients on their discretion, may seek the services of a third party for fulfilling AML/KYC obligations. Regardless of reliance on a third party, the client will remain liable for maintaining regulatory compliance as well as fulfilling AML and KYC obligations.

## **8. Record Retention**

As per Jordanian regulations, you are required to retain data for not less than five (5) years<sup>1</sup>. These are a part of your AML and KYC obligations for due diligence. In the case where this information is processed, collected and managed by a relevant third-party, you are liable to collect all such necessary information (Due Diligence Data) from the third party without undue delay.

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<sup>1</sup>

[https://www.amlu.gov.jo/ebv4.0/root\\_storage/en/eb\\_list\\_page/anti\\_money\\_laundering\\_and\\_counter\\_terrorist\\_financing\\_instruction\\_no.\\_51-2010\\_of\\_banks.pdf](https://www.amlu.gov.jo/ebv4.0/root_storage/en/eb_list_page/anti_money_laundering_and_counter_terrorist_financing_instruction_no._51-2010_of_banks.pdf)