



Nepal - AML KYC Regulations

Document History

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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 Nepalese AML legislative framework is set out in the Asset (Money) Laundering Prevention Act of 2008. This act and its supporting rules include the application of a risk-based approach, customer due diligence (“CDD”) measures, reporting of suspicious transactions, policies, and procedures, record keeping, and training.

2. Scope

The ‘Nepal- AML KYC Regulations’ report may be used as a reference to highlight information from the Nepalese ‘*Asset (Money) Laundering Prevention Act, 2008*’.

Under the guidelines from Nepal Rastra Bank, Financial Information Unit (FIU), and the aforementioned act, this document highlights the requirements for AML and KYC procedures, in particular, Identity Verification required in Nepal. 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

- [Asset \(Money\) Laundering Prevention Act, 2008](#)
- [Asset \(Money\) Laundering Prevention Rules, 2009](#)

5. Due Diligence Requirements

5.1. Identity Verification Requirements

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

- Full Name;
- Proof of Citizenship and Residential Address;
- Profession or Business.

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 based on documents that are highlighted in 5.3. These documents provide reasonable reliability to the confirmation of the identity in Nepal. Shufti Pro shall ensure that the documents being utilized are photo-based biometric identification documents that suffice the requirements for Identity Verification.
- 5.2.2. To verify the End-user's identity, Shufti Pro shall also verify the documents that are submitted. We utilize our specialized 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 colors, and microprinting.

5.3. Documents Required for Verification

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

Identity Verification

- A valid passport;
- A valid driver's license;
- 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 their 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 Nepalese 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

In the absence of explicit regulations, clients on their discretion may utilize the Enhanced Due Diligence measures for high-risk End-user. Shufti Pro provides you its AML Screening service, which 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. You may utilize 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, Client(s) at their discretion may seek the services of a third party for fulfilling AML/KYC obligations.¹ 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 Nepalese regulations, you are required to retain data for not less than five (5) years² from the date of termination of the business relationship or the date of the transaction. 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.

¹ <https://www.himalayanbank.com/images/pdf/uploaded/AML%20CFT%20KYC%20Policy%202022.pdf>

² <https://www.himalayanbank.com/images/pdf/uploaded/AML%20CFT%20KYC%20Policy%202022.pdf>