



Anti-Money Laundering Working Group

Terms of Reference

Updated: September 2019

Mandate

The Working Group monitors and advises the Benchers on key matters relating to the state of anti- money laundering strategies and initiatives in British Columbia. This advisory function supports the Law Society's public interest mandate.

Composition

1. Under Rule 1-47, the President may appoint any person as a member of a committee of the Benchers and may terminate the appointment.
2. At least half of the Working Group members should be benchers, and the Chair of the Working Group must be the President, a Vice-President, or the President's designate.

Meeting Practices

1. The Working Group operates in a manner that is consistent with the Benchers' Governance Policies.
2. The Working Group meets as required.
3. The Working Group may invite guests to participate in discussion of topics or engage in consultations, but the meetings are not "public".
4. Quorum consists of at least half the members of the Working Group (Rule 1-17(1)).

Accountability

The Working Group is accountable to the Benchers. If the Benchers assign specific tasks to the Working Group, the Working Group is responsible for discharging the work assigned. If a matter arises that the Working Group determines requires immediate attention by the Benchers, the Working Group will advise the Executive Committee.

Reporting Requirements

With respect to its general monitoring and advisory function, the Working Group will provide status reports to the Benchers twice a year.

Duties and Responsibilities

1. The Working Group will keep the Benchers advised as to:
 - a. The actions the Law Society is taking with respect to anti-money laundering initiatives;
 - b. Trends in money laundering in British Columbia and other provinces;
 - c. Status or progress of the Provincial Inquiry into Money Laundering;
 - d. The nature and adequacy of Law Society resources dedicated to anti-money laundering; and
 - e. Recommendations on positions to be taken at the Provincial Inquiry into Money Laundering and/or related proceedings.
2. The Working Group will ensure there is continuing Bencher involvement in liaising with the Provincial government regarding money laundering.
3. The Working Group will monitor and advise the Benchers on the work of the Federation of Law Societies on anti-money laundering issues.
4. The Working Group will liaise with the Discipline Committee, Trust Assurance and the Lawyers Insurance Fund to keep apprised of emerging money laundering issues, patterns and trends.
5. The Working Group will track Discipline case proceedings and outcomes where the allegations involve money laundering by lawyers.
6. The Working Group will develop and recommend to the Benchers model anti-money laundering policies, including whether an anti-money laundering component should be added to Law Firm Regulation.
7. The Working Group will work with the Law Society's Communications Department and, in circumstances the Working Group recommends and as approved by the Executive Committee, external consultants, to ensure social media as well as traditional methods of communication are used to maximize the ability of the Law Society to educate the profession, and inform the public and government regarding the Law Society's anti-money laundering activities, policies and rules.