

**Regulation No. (40) For the Year 2009**  
**Regulation of the Anti Money Laundering and**  
**Counter Terrorist Financing Unit and the amendments thereto**  
**Issued Pursuant to Paragraph (C) of Article (7) of the Anti Money**  
**Laundering and Counter Terrorist Financing Law**  
**No. (46) For the Year 2007<sup>1</sup>**

**Article (1):**

This Regulation shall be cited as the (Regulation of the Anti Money Laundering and Counter Terrorist Financing Unit for the Year 2009) and shall come into force after the date of its publication in the Official Gazette.

**Article (2):**

A- The following words and phrases, wherever mentioned in this Regulation, shall have the meanings ascribed thereto hereunder, unless otherwise indicated by context:-

- |                         |   |  |
|-------------------------|---|--|
| The Law                 | : | The Anti Money Laundering and Counter Terrorist Financing Law in force.                                |
| The Committee           | : | The National Anti Money Laundering and Counter Terrorist Financing Committee.                          |
| The Chairman            | : | The Chairman of the Committee.   |
| The Unit                | : | The Anti Money Laundering and Counter Terrorist Financing Unit.  |
| Regulatory Authorities  | : | The authorities competent to regulate and supervise the entities subject to the provisions of the Law. |
| The Resources Committee | : | The human resources committee formed pursuant to the provisions of this Regulation.                    |
| Personnel Regulation    | : | The Personnel Regulation of the Central Bank of Jordan in force.                                       |
| Procurement Regulation  | : | The Procurement Regulation of the Central Bank of Jordan in force.                                     |

B- For purposes of this Regulation, the definitions mentioned in the Law and the meanings assigned thereto shall be applied.

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<sup>1</sup> Regulation No. (40) For the Year 2009 the Anti Money Laundering Unit Regulation published in the Official Gazette in volume (4970) dated 1/7/2009 on page (3026), and amended by Regulation No. (44) For the Year 2011 the Regulation Amending the Anti Money Laundering Unit Regulation published in the Official Gazette in volume (5118) dated 2/10/2011 on page (4567).

## **Competencies and Tasks of the Unit**

### **Article (3):**

The Unit shall undertake the following tasks and authorities:-

- A- Intelligence on notifications of transactions suspected to be related to money laundering or terrorist financing received by the entities subject to the provisions of the Law, requesting any necessary information thereto, analyzing such, accessing any necessary records or documents, and taking the appropriate decision thereto.
- B- Adopting forms and means of notifications of transactions suspected to be related to money laundering or terrorist financing.
- C- Establishing a database in which all information on transactions suspected to be related to money laundering or terrorist financing received by the Unit shall be maintained therein.
- D- Coordinating with the regulatory authorities, other competent authorities, Counterpart units, and international organizations regarding anti money laundering and counter terrorist financing including concluding memoranda of understanding therewith.
- E- Preparing the necessary draft legislation for implementing the provisions of the Law and submitting the same to the Committee.
- F- Preparing the annual reports on activities of anti money laundering and counter terrorist financing including the activities of the Unit on the national and international levels and submitting the same to the Committee.
- G- Conducting studies and researches in the field of combating money laundering and terrorist financing, analyzing such, and following up with the same on national and international levels.
- H- Setting awareness programs in combating money laundering and terrorist financing.
- I- Setting and executing capacity building and training programs for the personnel of the Unit, regulatory authorities, other competent authorities, and entities subject to the provisions of the Law.

### **Article (4):**

The Unit, with respect to its relations with the regulatory authorities and other competent authorities, request the following procedures:-

- A- Provide the Unit with any information, data, or statistics necessary to perform its tasks.

- B- Appoint liaison officers to represent the mentioned authorities before the Unit, and provide the Unit with regular reports on the activity thereof in the field of combating money laundering and terrorist financing and the suggestions thereof for developing policies and plans of combating the transactions of money laundering and terrorist financing.
- C- Issue the necessary instructions for implementing the provisions of the Law provided that such instructions contain the measures and obligations in the field of combating money laundering and counter terrorist financing and the means needed to verify the application thereof by the entities subject to the provisions of the Law.

**Article (5):**

The Chief of the Unit shall undertake the administration of the affairs of the Unit and the supervision thereof pursuant to the provisions of the Law, regulations, and instructions issued by virtue thereof including naming the directorates within the Unit and determining their functions.

**Article (6):**

- A- The Chief of the Unit may undertake any procedure necessary for the Unit to perform its tasks, and cooperate with the regulatory authorities, other competent authorities, international organizations and the Counterpart Units outside the Kingdom pursuant to the provisions of the Law.
- B- Subject to the provisions of Paragraph (C) of Article (4) of this Regulation, the Chief of the Unit shall issue the instructions including measures and basis necessary for combating money laundering and terrorist financing transactions as necessitated by Article (14) of the Law.

**Article (7):**

The Chief of the Unit shall issue instructions pertaining to the following:-

- A- A database in which all the information received by the Unit concerning the transactions suspected to be related to money laundering and terrorist financing shall be maintained including the conditions and the guarantees that insure maintaining the confidentiality thereof.
- B- The means that insure providing the regulatory authorities and the other competent authorities with any data or information available within the database of the Unit consistent with the provisions of the Law.
- C- Forms and means of notification on transactions suspected to be related to money laundering or terrorist financing.

D- Any other matters necessary for the Unit to perform its tasks.

### **Financial Affairs**

#### **Article (8):**

- A- The Chief of the Unit shall prepare its annual budget and submit the same to the Committee for approval in preparation of its endorsement pursuant to the provisions of the legislation in force.
- B- The Chief of the Unit shall be the paymaster in accordance with the budget thereof.
- C- The financial affairs of the Unit and the accounting standards that should be adopted shall be regulated by instructions to be issued by the Committee based upon the recommendation of the Chief of the Unit; pending the issuance of the mentioned instructions, the Central Bank's instructions in force in this regard shall be applied.

### **Personnel Affairs**

#### **Article (9):**

- A- The executive body of the Unit shall consist of the Chief of the Unit and the necessary number of employees for the Unit to perform its competencies and tasks.
- B- The employees of the Unit shall be appointed in accordance with the scale of positions ranking provided under the Personnel Regulation, by a decision of the Chairman upon the recommendation of the Chief of the Unit.

#### **Article (10):**

- A- The provisions of the Personnel Regulation shall be applied on whoever is appointed in a position provided for under the scale of the positions classifications.
- B- Employees hired by virtue of contracts shall not be subject to the provisions of the Personnel Regulation, whereby the same shall be subject to the provisions of their employment contracts.
- C- Workers hired on daily basis shall be subject to the labour law in force.

#### **Article (11):**

Employees of the Central Bank mandated for working with the Unit before the issuance of this Regulation shall not be subject to the probation period provided

for under the Personnel Regulation, and their term of service in the Central Bank shall be added to that in the Unit for the purposes of their eligibility for rights concerning housing loans and scholarships as provided for under the Personnel Regulation.

**Article (12):**

- A- The Chief of the Unit shall deliver the following oath before the Chairman: (( I swear By Allah Almighty to be loyal to the King and the Country, and to obey the laws, regulations, and instructions applied in the Unit, and to dedicate my efforts to perform the duties assigned to me by sincerity, honour, faithfulness, integrity, accuracy, and veracity; and to maintain the confidentiality of all the decisions and transactions related to the work of the Unit whether it comes to my knowledge *ex officio* or by any other means, and not to allow any non authorised person to have an access on the same)).
- B- The employees of the Unit shall deliver the oath provided in Paragraph (A) of this Article before the Chief of the Unit.

**Article (13):**

- A- A Committee called (The Human Resources Committee) shall be formed in the Unit; which shall consist of a number of no less than three of the senior employees of the Unit.
- B- The Chief of the Unit shall nominate the Chairman of the Resources Committee, its members, and its secretary.
- C- The Resources Committee shall perform the tasks provided under the Personnel Regulation, and shall submit its recommendations to the Chief of the Unit.
- D- The matters related to the meetings of the Resources Committee, and the quorum required for its attendance and for the issuance of its recommendations shall be regulated in accordance with instructions to be issued by the Chief of the Unit for such purpose.

**Article (14):**

- A- The Chief of the Unit may delegate any employee to work over the official working hours in the Unit in return of overtime payment in accordance with the instructions to be issued by the Chief of the Unit for such purpose.

- B- The Chief of the Unit may give a bonus which may not exceed the salary of one month in a year to any employee who exerts distinguished effort and work.

**Article (15):**

- A- Subject to the provisions of Paragraph (B) of this Article, and for the purposes of applying the Personnel Regulation, the words (Bank), (Board), (Governor), and (Committee), wherever mentioned therein, shall mean the following respectively (Unit), (Chairman), (Chief of the Unit), and (Resources Committee).
- B- The Chairman shall exercise the authority of appointment, termination, mandating, and secondment of the employees of the Unit.

**Procurement of the Unit**

**Article (16):**

The Procurement Regulation shall be applied for the purposes of the supplies of the Unit; for this purpose the words (Bank), (Board), (Governor), and (Committee), wherever mentioned therein, shall mean the following respectively (Unit), (Committee), (Chief of the Unit), and (Procurement Committee).

**Article (17):**

- A- A Committee called (The Procurement Committee) shall be formed in the Unit; which shall consist of a number of no less than three of the senior employees of the Unit.
- B- The Chief of the Unit shall nominate the chairman of the Procurement Committee, its members, and its secretary; and shall nominate alternate to any thereof in case of absence.
- C- The Procurement Committee shall perform the tasks provided under the Procurement Regulation.
- D- The matters related to the meetings of the Procurement Committee, and the quorum required for its attendance and for the issuance of its recommendations shall be governed in accordance with instructions to be issued by the Chief of the Unit for such purpose.

## **General Provisions**

### **Article (18):**

- A- The Chief of the Unit or his delegate shall represent the Unit before official authorities and any other authorities.
- B- The Chief of the Unit shall nominate a deputy thereof, and shall have the right to delegate some of his authorities provided under this Regulation to any employee of the Unit, provided that such delegation is given in writing and is specified.