

# Compliance Fundamentals for NPO's Annual AML/CFT Training

9 April 2020

9:00 AM – 5:00 PM

Hosted by **BViCCHA**

In Partnership with



# Agenda

TIME	PRESENTATION
	Picture and Bio
9:00 – 9:15	<b>Welcome and Opening Remarks:</b> Keiyia George, Chairman, BVICCHA T'sa James Hodge, Chairman, BVI Association of Compliance Officers & Practitioners
	Picture and Bio
9:15 - 10:15	<b>Consider security your number #1 priority! – The Rules of AML/CFT/CFP &amp; Sanctions!</b> Sheynel Smith, Managing Director, Driftwood Advisory Services Ltd
10:15 – 10:30	<b>BREAK</b>

# Agenda (cont)

<b>10:30– 11:30</b>	<b>The Fundamentals of a Compliance Manual. - What are the rules and who should follow them!</b> Sheynel Smith, Managing Director, Driftwood Advisory Services Ltd
<b>11:30 – 1:30</b>	<b>LIGHT LUNCH</b> Picture and Bio
<b>1:30 – 2:00</b>	<b>The NPO Registration Process! - Who, how and when?</b> Colette Callwood, Registrar, NPO Board, Ministry of Health Picture and Bio
<b>2:00 – 2:30</b>	<b>It only counts when it's in writing! – The Fundamentals of Record Keeping!</b> Lesia Grazette, Secretary, BVI Association of Compliance Officers & Practitioners

# Agenda (cont)

**\*Please jot  
down your  
questions for  
Panel  
Discussion**

	<b>Picture and Bio (Reminder)</b>
<b>2:30 – 3:00</b>	<b>It all starts with you! - Training an NPO expert!</b> T'sa James Hodge, Chairman, BVI Association of Compliance Officers & Practitioners
	Picture and Bio
<b>3:00 – 3-30</b>	<b>The Role of the Designated Person &amp; Senior Management! – A call to action!</b> Stacyann Shaw-Goodridge, Education Chair, BVI Association of Compliance Officers & Practitioners
	Picture and Bio
<b>3:30 – 4:30</b>	<b>The Client could be your next Inspector! - NPO Examiners Panel Discussion.*</b> Dwyane Thomas, Deputy Director, Financial Investigation Agency Faryal George, Senior Compliance Examiner, Financial Investigation Agency T'sa James Hodge, Chairman, BVI Association of Compliance Officers & Practitioners
<b>4:30 – 4:45</b>	Closing Remarks Keiyia George, Chairman, BVICCHA

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# Keiyia J. Jackson-George

## Executive Director, BVI Chamber of Commerce and Hotel Association

Keiyia is an experienced business transformation and IT leader with a post-secondary degree in Information Technology with a focus in Internet Security. She has over 20 years of experience in IT and 15 years in business development and analysis. She is a dynamic change agent, who is excited by the opportunity to help craft the vision for technology-enabled business processes and to introduce new processes, systems and technology that will drive improvement throughout organizations. With a proven ability to think strategically and bring expertise in IT governance, strategy, service management, and operating models, she is never content with the status quo. She is an expert in process innovation and program management with a know-how to motivate, inspire, and guide teams and organizations to achieve operational excellence and continuously strive to be better.

It's this love and passion for business that prompted Keiyia to accept the role as Executive Director of the BVI Chamber of Commerce and Hotel Association, which she has held since January of this year. In this role, she is responsible for the day-to-day operations of the organization.

When she is not working on Chamber projects, she is working with clients of her company (RKG Consulting Group). She is the mother of four wonderful children and wife of a handsome, supportive husband. When she's not working and enjoying life with her family, she is studying new technology, mentoring, or simply sitting quietly in the presence of the Creator.





# T'sa James Hodge

## Chairman, BVI Association of Compliance Officers & Practitioners

Mrs. T'sa James-Hodge is the Compliance Manager with Ogier. Mrs. James-Hodge previously served as Education Chair and Ethics Chair of the BVI Association of Compliance Officers & Practitioners. In addition, she is a qualified compliance professional with fifteen (15) years' experience in the BVI Financial Services Industry.

Mrs. James-Hodge worked as a Compliance Examiner in the Compliance and Enforcement Unit of the Financial Investigation Agency where she assisted in the implementation of the Compliance and Enforcement regime for Non- Profit Organisations and Designated Non-Financial Businesses and Professionals.

She was appointed Commissioner for Oaths in 2018 and Assessor in the 2014/15 Virgin Islands National Risk Assessment.

In her spare time, Mrs. James-Hodge lectures the ICA Advance certificate in Regulatory Compliance course with Financial Services Institute at HLSCC.



# Welcome and Opening Remarks

- Keiyia J. George, Executive Director, BVICCHA
- T'sa James Hodge, Chairman, BVIACO



## Sheynel Smith, Managing Director, Driftwood Advisory Services Ltd

Sheynel Smith is a former Secretary of the BVIACO, BVI FSC Tier 1 approved Compliance Manager and an appointed Commissioner for Oaths. She is the Managing Director of Driftwood Global Limited, a Compliance Consultancy Firm. She has worked as a Senior Compliance Consultant with a Big Four Accounting Firm for a number of years. In her role she was tasked with working on engagements with numerous BVI Registered Agents to bring their Compliance regime in line with legislative requirements.

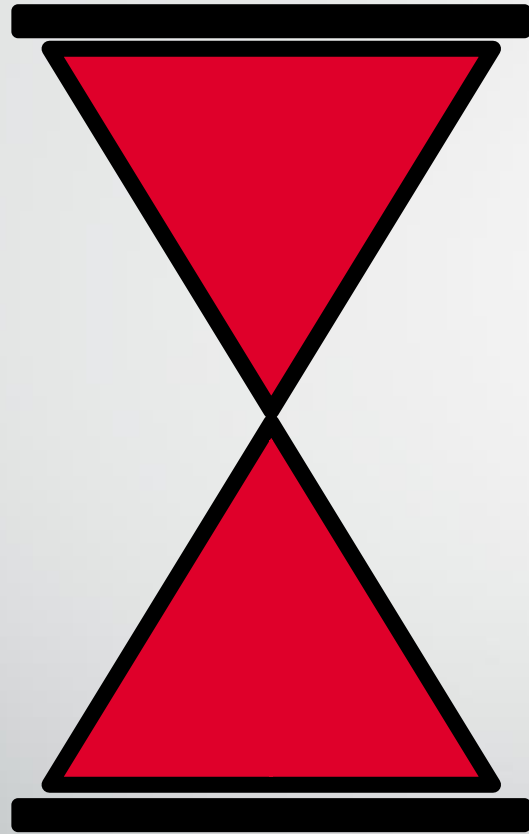
She also headed the Compliance and Enforcement Unit of the Financial Investigations Agency where she was responsible for the implementation and management of the Compliance and Enforcement regime for Designated Non-Financial Services and Professionals.

She holds a Master of Law Degree specializing in Financial Crime in addition to certificates from the Society of Trust and Estate Practitioners (STEP) and the International Compliance Association (ICA). She is also a Certified Anti-Money Laundering Specialist and a Certified Financial Crime Specialist (CFCS). She is a Certified Caribbean Financial Action Task Force (CFATF) assessor and has done extensive training in this area.



# Consider security your number #1 priority! The Rules of AML/CFT/CFP & Sanctions!

- Sheynel Smith, Managing Director, Driftwood Advisory Services Ltd



**TIMES UP 😊**

**5 MINUTE  
BREAK**

# The Fundamentals of a Compliance Manual. - What are the rules and who should follow them!

- Sheynel Smith, Managing Director, Driftwood Advisory Services Ltd

**Light Lunch**  
**See you at 1:30 PM**

## Colette Callwood, Registrar, NPO Board, Ministry of Health

Miss. Callwood is a proud BVIlander and senior public officer who has served just over 15 years in the Public Service. Her professional path reflects administrative support, operational management, strategic planning, and public administration. She is also a Commissioner for Oaths. Before joining the team at the Ministry of Health and Social Development in March 2020, she was employed at the Ministry of Finance and the Land Registry for several years. As the Registrar for Non-Profit Organisations, Ms. Callwood aims to maintain and develop an efficient and transparent regulatory framework in partnership with all non-profit stakeholders.





# The NPO Registration Process!

## Who, how and when?

- Colette Callwood, Registrar, NPO Board, Ministry of Health

# Lesia Grazette, Secretary, BVI Association of Compliance Officers & Practitioners

Lesia Grazette has been a Compliance professional within the Financial Service Industry for the past 14 years. Mrs. Grazette was an Elementary Educator before entering the corporate field. She has been a member of the BVI Association of Compliance Officers since 2012. She holds an ICA International Certificate in Compliance, a Diploma in International Trust Management, is an ICA Affiliate Member, a member of the Society of Trust and Estate Practitioners and an ACAMs Member.

She is a focus driven professional, who promotes excellence. One who pursues new skills to acquire what it takes to meet the varying demands and challenges of today's fast-growing international business world. She has considerable experience in compliance and corporate administration matters and is a Commissioner of Oaths.



# It only counts when it's in writing!

## The Fundamentals of Record Keeping!

- Lesia Grazette, Secretary, BVI Association of Compliance Officers & Practitioners

# It all starts with you!

## Training an NPO expert!

- T'sa James Hodge, Chairman, BVI Association of Compliance Officers & Practitioners



# Stacyann Shaw-Goodridge, Education Chair, BVI Association of Compliance Officers & Practitioners

A qualified Attorney-at-law of over 20 years, Stacyann has held key roles as in-house legal counsel, spanning compliance and regulatory matters in multiple jurisdictions.

Stacyann holds a Master of Laws in International Law and the ICA International Diploma in Compliance.

She is a former adjunct Lecturer with the BVI Financial Services Institute where she lectured in the University of London's Law program as well as the ICA Diploma in Governance Risk and Compliance.

Stacyann is a Director of Compliance and Head of Governance for the Caribbean region at TMF Group. She serves as the Education Chair for the BVI Association of Compliance Officers and Practitioners.

Stacyann is also CAMS certified and a fluent Spanish speaker.



## **The Role of the Designated Person & Senior Management!**

### **A call to action!**

- Stacyann Shaw-Goodridge, Education Chair, BVI Association of Compliance Officers & Practitioners



# Dwyane Thomas, Deputy Director, Financial Investigation Agency

Dwyane Thomas has over 17 years of experience in the BVI financial services industry and is currently the acting Deputy Director of the Financial Investigation Agency. Prior to his role at the FIA, Mr. Thomas worked for many years at the Financial Services Commission as an Enforcement Officer where he was responsible for overseeing regulatory investigations, enforcing against breaches of AML and other financial services legislation.

A graduate of the University of Central Florida with a bachelor's degree in accounting, Mr. Thomas has also served as a Financial Auditor, a Research Analyst in international affairs and marketed BVIs financial services products. He is a Certified Fraud Examiner and a member of the Association of Certified Fraud Examiners.



# Faryal George, Senior Compliance Examiner, Financial Investigation Agency

Faryal George is the Senior Compliance Examiner within the Supervision and Enforcement Unit at the FIA. Her main role is the supervision and monitoring of non-profit organisations within the Territory. Prior to joining the FIA, Faryal has also worked for regulators in the UK and the Channel Islands and has over 10 years' experience within compliance.



# T'sa James Hodge

## Chairman, BVI Association of Compliance Officers & Practitioners

Mrs. T'sa James-Hodge is the Compliance Manager with Ogier. Mrs. James-Hodge previously served as Education Chair and Ethics Chair of the BVI Association of Compliance Officers & Practitioners. In addition, she is a qualified compliance professional with fifteen (15) years' experience in the BVI Financial Services Industry.

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# The Client could be your next Inspector!

## NPO Examiners Panel Discussion.

- Dwyane Thomas, Deputy Director, Financial Investigation Agency
- Faryal George, Senior Compliance Examiner, Financial Investigation Agency
- T'sa James Hodge, Chairman, BVI Association of Compliance Officers & Practitioners

# Closing Remarks/Vote of Thanks

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- [www.bviaco.org](http://www.bviaco.org) – Click Join
- Thank you BVIACO, BVI Finance, and Forge