

COMPREHENSIVE PRACTICAL TRAINING PROGRAM ON WOLFSBERG QUESTIONNAIRES



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Introduction

Comprehensive Practical Training Program on Wolfsberg Questionnaires Training Course prepares compliance and correspondent banking professionals to complete, review, and challenge Wolfsberg questionnaires with confidence. Participants work through the Wolfsberg Group principles, questionnaire types and structure, AML and CTF questions, sanctions and bribery sections, correspondent banking due diligence, evidence gathering, response drafting, and quality review as one connected process. The programme links the questions a counterparty asks with the controls and evidence that answer them properly. As a result, learners gain a practical, hands-on questionnaire method. Furthermore, the course strengthens evidence discipline, judgement, and counterparty relationships.

Comprehensive Practical Training Program on Wolfsberg Questionnaires Course Objectives

- Explain the Wolfsberg Group, its principles, and its role in financial crime standards.
- Identify the main Wolfsberg questionnaire types and purposes.
- Apply AML and CTF question sections accurately and consistently.
- Apply sanctions, embargo, and screening question sections.
- Apply anti-bribery and corruption question sections.
- Apply correspondent banking due diligence questionnaire requirements.
- Gather, verify, and evidence responses from across the business.
- Draft clear, accurate, and defensible questionnaire responses.
- Review and challenge counterparty questionnaires and gaps.
- Apply questionnaire governance, version control, and record keeping.

Course Methodology

- Interactive sessions built on real questionnaire sections and cases.

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- Workshops on section mapping, evidence gathering, and response drafting.
- Group exercises on counterparty review, gap analysis, and challenge points.
- Hands-on practice with questionnaire templates, evidence files, and response logs.
- Simulation of a counterparty due diligence review and a challenge meeting.
- Facilitator coaching and peer review on personal questionnaire frameworks.

Who Should Take This Course

- AML, financial crime, and compliance officers.
- Correspondent banking and financial institution relationship staff.
- KYC, onboarding, and periodic review specialists.
- Sanctions and screening analysts.
- Internal auditors covering financial crime controls.
- Consultants advising on Wolfsberg questionnaires and financial crime due diligence.

Comprehensive Practical Training Program on Wolfsberg Questionnaires Course Outlines

Day 1: The Wolfsberg Group and Questionnaire Landscape

- The Wolfsberg Group, its members, and its purpose.
- The Wolfsberg AML Principles and related statements.
- The role of questionnaires in correspondent banking due diligence.
- Questionnaire types: CBDDQ, FCCQ, and related formats.
- Consortia and shared due diligence platforms.



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- Where questionnaires fit within the risk-based approach.
- Case discussion: a questionnaire answered without supporting evidence.

Day 2: AML, CTF, and Customer Due Diligence Sections

- AML programme governance and policy questions.
- Customer due diligence and enhanced due diligence questions.
- Beneficial ownership and PEP screening sections.
- Transaction monitoring and suspicious activity reporting sections.
- Record keeping and retention questions.
- Training and awareness questions.
- Workshop: mapping AML sections to internal evidence.

Day 3: Sanctions, Screening, and Anti-Bribery Sections

- Sanctions programme and screening question sections.
- List management, tuning, and false positive handling questions.
- Payment and trade screening questions.
- Anti-bribery and corruption programme questions.
- Gifts, hospitality, and third-party due diligence sections.
- Cross-border and subsidiary coverage questions.
- Exercise: completing sanctions and bribery sections with evidence.

Day 4: Evidence Gathering and Response Drafting

- Identifying internal owners for each questionnaire section.
- Evidence standards: policies, procedures, reports, and attestations.
- Distinguishing what can and cannot be disclosed.



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- Drafting accurate, complete, and defensible responses.
- Handling gaps, partial answers, and caveats.
- Consistency between written responses and actual practice.
- Simulation: drafting and reviewing a full questionnaire response.

Day 5: Review, Challenge, and Governance

- Reviewing a counterparty's responses critically.
- Identifying gaps, inconsistencies, and red flags.
- Preparing and conducting a challenge discussion.
- Escalation and decision-making on counterparty risk.
- Version control, renewals, and periodic refresh.
- Record keeping, audit readiness, and quality assurance.
- Capstone: presenting a complete questionnaire response and review pack.

Conclusion

By successfully completing Comprehensive Practical Training Program on Wolfsberg Questionnaires, participants will gain a practical command of Wolfsberg questionnaire types, AML and CTF sections, sanctions and bribery sections, evidence gathering, response drafting, and counterparty review and challenge. They will acquire skills in section mapping, evidence verification, accurate drafting, and challenge practice that support correspondent banking due diligence. Gentex Training Center designs the programme to help professionals handle Wolfsberg questionnaires with confidence.

FAQs





Q1 What is the "Comprehensive Practical Training Program on Wolfsberg Questionnaires" course about?

It prepares compliance and correspondent banking professionals to complete, review, and challenge Wolfsberg questionnaires with confidence. The course spans the Wolfsberg Group and questionnaire landscape, AML, CTF and customer due diligence sections, sanctions, screening and anti-bribery sections, evidence gathering and response drafting, and review, challenge and governance.

Q2 What are the key benefits of the "Comprehensive Practical Training Program on Wolfsberg Questionnaires" course?

You gain a practical, hands-on questionnaire method that links the questions a counterparty asks with the controls and evidence that answer them properly. The course improves section mapping and evidence gathering, strengthens response accuracy and defensibility, sharpens counterparty review and challenge technique, and gives you governance and record keeping practice that withstands audit.

Q3 What skills will I gain from the "Comprehensive Practical Training Program on Wolfsberg Questionnaires" course?

You will develop four core skills: Wolfsberg questionnaire section mapping and interpretation, evidence gathering and verification across AML, sanctions and bribery topics, accurate questionnaire response drafting with gap handling, and counterparty review with challenge and governance practice.



Q4 What tools, methods, or standards are covered in the "Comprehensive Practical Training Program on Wolfsberg Questionnaires" course?

The course covers the Wolfsberg Group and its members and purpose, the Wolfsberg AML Principles and related statements, questionnaires within correspondent banking due diligence, questionnaire types including the CBDDQ and FCCQ and related formats, consortia and shared due diligence platforms, the risk-based approach context, AML programme governance and policy questions, customer due diligence and enhanced due diligence questions, beneficial ownership and PEP screening sections, transaction monitoring and suspicious activity reporting sections, record keeping and retention questions, training and awareness questions, sanctions programme and screening question sections, list management, tuning and false positive handling, payment and trade screening questions, anti-bribery and corruption programme questions, gifts, hospitality and third-party due diligence sections, cross-border and subsidiary coverage questions, internal owner identification for questionnaire sections, evidence standards including policies, procedures, reports and attestations, disclosure limits, response drafting for accuracy and completeness, gap and partial answer and caveat handling, consistency between responses and actual practice, critical review of counterparty responses, gap and inconsistency and red flag identification, challenge discussion preparation and conduct, escalation and counterparty risk decision-making, version control, renewals and periodic refresh, and record keeping, audit readiness and quality assurance.



Q5 How is the "Comprehensive Practical Training Program on Wolfsberg Questionnaires" course applied in real-world practice?

Participants apply it to real work such as mapping questionnaire sections to internal policies, gathering evidence from AML, sanctions and bribery owners, drafting a full questionnaire response, reviewing a counterparty's responses for gaps and inconsistencies, preparing a challenge discussion, and maintaining questionnaire records for audit. The same methods support periodic refresh and counterparty risk decisions.