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Call for Interest – ECOFEL Certification Program (ECP) eLearning Course on International AML/CFT  
Standards and Stakeholders



## Call for Interest

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### **Background: The Egmont Group, The Egmont Group Secretariat, ECOFEL, and the ECOFEL Certification Program (ECP)**

The Egmont Group (EG) is a global organization comprised of over 160 Financial Intelligence Units (FIUs). The EG is supported by the Egmont Group Secretariat (EGS), based in Ottawa, Canada. The EGS provides strategic, administrative, and other support to the EG's overall activities.

The Egmont Centre of FIU Excellence and Leadership (ECOFEL) is an operational arm of the Egmont Group and is fully integrated into the Egmont Group Secretariat. The ECOFEL is mandated to develop and deliver capacity building and technical assistance projects and programs related to developing and enhancing FIU capabilities, excellence, and leadership. The ECOFEL Certification Program is an initiative created by the ECOFEL designed to empower Financial Intelligence Units (FIUs) globally by providing foundational and operational knowledge crucial for combating financial crimes to ensure FIUs operate at the highest standards, aligning with international AML/CFT requirements.

For more information, please visit [www.egmontgroup.org](http://www.egmontgroup.org)

### **Description of the job requirements and deliverables**

#### **Job requirement**

The ECOFEL is accepting proposals from Subject Matter Experts (SMEs) for the development of an eLearning course for the ECOFEL Certification Program (ECP) on International AML/CFT Standards and Stakeholders.

The consultant is required to adhere to the **ECOFEL eLearning Course Development SOP** and the **SOP for SMEs**, attached to the email. These documents provide structured guidelines for developing course content, detailing requirements, timelines, and quality standards to ensure clarity, accuracy, and effectiveness for learners. Applicants must review the SOPs before applying, as they detail mandatory deliverables, technical requirements, and processes essential for course development. Only candidates ready to comply with these frameworks will be considered to ensure the program meets ECOFEL's high standards and global FIU needs.

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Please refer to the next section for a description of the deliverables.

### Deliverables

The consultant is expected to deliver the following:

- 1.1 Develop all materials for an eLearning course of approximately 2 hours duration on International AML/CFT Standards and Stakeholders, inspired by the details in Annex A. Materials must align with the requirements outlined in the ECOFEL eLearning Course Development SOP and SOP-SME.
- 1.2 Submit all deliverables through designated platforms and in approved formats, including MS Word, MS PowerPoint, and could include text, high resolution graphics and audiovisual content, ensuring compatibility with ECOFEL's Learning Management System (LMS), as outlined in the SOPs.
- 1.3 Submit the final draft of all course materials within 25 working days following the completion of initial feedback rounds and approval of the content outline.
- 1.4 Adhere to mandatory quality assurance processes, with all materials reviewed against the quality benchmarks outlined in the SOPs to ensure clarity, accuracy, and learner accessibility.
- 1.5 Follow the detailed timeline and feedback process described in the ECOFEL eLearning Course Development SOP.
- 1.6 Remain available throughout the development process to address feedback provided by the ECP team in a timely and effective manner.
- 1.7 Address all comments from the ECP team thoroughly, ensuring revisions align with the established quality standards.

### Required qualifications.

- Documented profound experience in AML/CFT, including in-depth knowledge of international standards and bodies.
- Experience within an FIU or Supervisory Agency.
- Practical experience with FIU information exchange mechanisms and international FIU cooperation.
- Thorough knowledge of the applicable international standards for AML / CFT international cooperation (e.g. the FATF Recommendations and interpretive notes) and respective bodies.
- Experience in delivering and developing training courses, particularly in eLearning formats, is an asset.

### Proposals Must Contain

- A demonstration of **education, experience, and knowledge**
- A proposal of a project workplan outlining proposed **methods, timelines, pricing and deliverables**.

### Application Method

All submissions must be sent to [ecofel.careers@egmontsecretariat.org](mailto:ecofel.careers@egmontsecretariat.org) no later than **February 26<sup>th</sup>, 2025, 17:00 EST (UTC -4)**.

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Subject line: ***ECOFEL Certification Program eLearning Course on International AML/CFT  
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All proposals must be in ENGLISH.

Only the selected candidates will be contacted.

**Note:** Applicants must review the ***ECOFEL eLearning Course Development SOP*** and the ***SOP for SMEs*** attached to this email thoroughly before applying, as they outline mandatory deliverables, timelines, and quality standards required for this role.

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### Annex A

#### Information Sources

- Open-source materials from international organizations, private sector actors, and academia
- Guidance material from FIU and other relevant bodies (Law enforcement, international organisations, etc.)
- Input from industry experts and global AML/CFT practitioners.

All material must be obtained by the consultant.

#### Course Objectives

- Develop an understanding of international AML/CFT standards, including FATF Recommendations, the Egmont Group's role, and FSRBs.
- Gain knowledge of the functions and contributions of key global bodies and resources in combating financial crime.
- Understand the principles of international cooperation and the exchange of information.
- Learn practical techniques and best practices for effective collaboration and compliance with AML/CFT frameworks.

#### Target Audience

- Financial Intelligence Unit staff

#### Tentative Course Content

- **FATF (Financial Action Task Force)**
  - Overview of FATF's role and mandate in the global AML/CFT framework
  - Key FATF recommendations and FATF Mutual Evaluation Process
  - FATF's evolving role in setting international standards for AML/CFT
  - Compliance with International Obligations
- **Egmont Group**
  - Overview of the Egmont Group of Financial Intelligence Units
  - The role of the Egmont Group in facilitating international AML/CFT cooperation
  - How the Egmont Group supports capacity building and training for FIUs globally
- **Introduction to International Cooperation/Exchange of Information**

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- Principles and frameworks for international cooperation in AML/CFT
- The role of Mutual Legal Assistance requests (MLAs) and how they operate in AML/CFT cases
- Legal and operational challenges posed by Secrecy Jurisdictions in AML/CFT efforts and how to address them
- **Financial Sector Supervisory Bodies (FSRBs) and other Global Bodies and Resources**
  - The role of FSRBs such as the IMF, World Bank, and regional organizations
  - Overview of other key global bodies involved in AML/CFT, including the Basel Committee, the UN, and the OECD
  - Practical tools and resources available for enhancing international AML/CFT standards
- **Conventions and Resolutions**
  - Key international conventions on AML/CFT, such as the UN Convention Against Transnational Organized Crime, the UN Convention against Corruption and the Warsaw Convention
  - Understanding the interaction between conventions and regional agreements