User-Guide for Filing Online Annual AML/CFT Risk Assessment by Regulated Entities
1. Enter User Id/Password.

2. Click Login to enter Company account.
3. Click AML/CFT Reporting by Regulated Entities Process Link.

4. Click Fill Customer Risk Type.
5. Fill the required information and press continue.

Fill the required information and click continue.
6. Just like the Sr#05, Fill all the remaining annexures and press continue button.

7. In the last, Click Fill AML CFT Compliance Assessment Checklist.
8. Upload data through excel.

Download the excel template, fill the required information and click Upload data through excel


Click Browse, attach the Assessment Checklist
Click Upload Excel File, upon successful Submission then click Close Window

1. Enter the PIN and click Check box;
2. Click Submit Now

Command for “Submit To SECP” becomes enabled once all annexures all filed

After that, Click Back to Main
Enter the PIN and press Submit Process to SECP

This message is displayed upon Submission

Thank you for submission. Please note that this Process is auto closure and requires submission with no further communication. However, in case of additional/deficient information is required from the Company, the relevant Office of SECP shall contact the Company as per practice.