



COMMUNITY BANKERS ASSOCIATION OF ILLINOIS

Webinar – On-Demand Web Link

You Received a BSA Exam Request Memo: What are the Proper Steps?

Thursday, March 22, 2012

2 - 3:30 p.m.

You just received your BSA exam request memo. What's the next step? Preparing for your next BSA exam is an ongoing process that begins well before the exam letter arrives. Once you do receive it, the first thing most BSA officers notice is that it's quite long. This webinar focuses on how to address each item by turning the exam request memo into a checklist that guides you in putting together just what the examiners want. In addition, examiners' "hot buttons" and other BSA officers' experiences are covered.

The participant manual is provided in MS Word so banks can easily utilize the sample language to either develop or fine-tune current policy and procedures.

HIGHLIGHTS

- Step One: Dissecting the request letter into groupings by department
- Step Two: Enlist help and delegate responsibility. Because BSA is a bank-wide exam, it involves work papers from every department of the bank
- Step Three: Reorganize the information for submission
- Step Four: Additional steps that keep examiners happy
- Step Five: Learn from other BSA officers' experience during exams

WHO SHOULD ATTEND?

This informative session is designed for BSA officers, compliance officers, and auditors.

ABOUT THE PRESENTER

Ann Brode, Brode Consulting Services, Inc., Ravenna, OH, began her career in 1973 and has continued her service as a consultant to regional and community financial institutions through a wide range of areas including strategic planning, lending, deposits, marketing, training, compliance, and management. Brode is a well-respected presenter and has spoken to audiences across the country for more than 25 years. She has presented sessions for numerous state associations and has taught at the School of Banking Administration at the University of Wisconsin, Madison, as well as many other state banking schools. Brode is the author of *The Bank Deposit Documentation Manual for Front-Line Personnel*, published by Bankers Publishing Company, and is well represented in numerous industry publications.

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