

## BAI Bank Series

### Board of Directors Curriculum Map

Recommended Courses
20346 – Board of Directors: Regulatory Overview
20342 – Board of Directors: General Direction and Control
20343 – Board of Directors: Ensuring Safety and Soundness
20344 – Board of Directors: Practicing Impartial Administration
20345 – Board of Directors: Basic Finance and Accounting Practices
20204MGT - BSA: Management's Perspective
20033MGT - Privacy for Management and Board Members <i>(Coming Soon!)</i>
20107 - CIP: Identity Verification and Compliance
20031 - Understanding OFAC
20116 - The FACT Act: Rules and Implications

On the following pages, view the recommended courses by regulation and job-specific task.

This Curriculum Map recommends courses based on the specific tasks completed by Board of Directors and is intended to serve as a resource when planning curriculums or Prescriptive Rules. In addition to these recommended courses, there may be other training requirements of your specific regulator, state, or financial institution.

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Regulation	Job-Specific Task(s)	Recommended Course(s)
USA PATRIOT Act	<p>Help law enforcement identify, disrupt, and prevent terrorist acts</p> <p>Encourage cooperation among law enforcement, regulators, and financial institutions to share information regarding those suspected of being involved in terrorism or money laundering</p> <p>Board must annually confirm their organization has filed and updated forms for sharing information that may involve money laundering or terrorist activities</p>	20204MGT - BSA: Management's Perspective
	<p>Board must annually review and approve policies and procedures regarding identity of customers applying to open a new account at the institution</p>	20107 - CIP: Identity Verification and Compliance
Bank Secrecy Act (BSA) and Anti-Money Laundering Rules	<p>Board must approve written BSA/AML policy</p> <p>Approval must be recorded in Board's minutes</p> <p>Designate qualified individual to serve as BSA Compliance Officer and ensure officer has sufficient authority and resources to administer an effective BSA program</p> <p>Participate in on-going BSA training</p> <p>Oversee annual independent testing</p> <p>Review risk assessment to identify and mitigate gaps in institution's controls</p> <p>Develop, implement, and maintain effective AML programs that address ever-changing strategies of money launderers and terrorists</p> <p>Understand the ramifications for BSA/AML violations, including monetary, person, civil, and reputational</p>	20204MGT - BSA: Management's Perspective

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Suspicious Activity Reports (SARs)	<p>Understand the impact and confidentiality of an SAR filing</p> <p>Ensure SAR reporting requirements are being met</p> <p>If a director receives a subpoena related to an SAR that has been filed, or may be filed, he/she must not respond or acknowledge possible filing. Rather, immediately notify the BSA or OFAC officer. (Directors are prohibited from notifying any person involved in a suspicious transaction report).</p>	20204MGT - BSA: Management's Perspective
Office of Foreign Assets Control (OFAC)	Approve written OFAC procedures and policies	20031 - Understanding OFAC  20346 - Board of Directors: Regulatory Overview
Gramm-Leach-Bliley Act (GLB)	Board must annually review and approve policies and procedures based on amendments and updates	(Coming Soon) 20033MGT - Privacy for Management and Board Members  20346 - Board of Directors: Regulatory Overview
Electronic Signatures in Global and National Commerce Act (E-Sign Act)	Board must annually review and approve policies and procedures based on amendments and updates	20346 - Board of Directors: Regulatory Overview
Check 21	Board must annually review and approve policies and procedures based on amendments and updates	20346 - Board of Directors: Regulatory Overview
Fair and Accurate Credit Transaction Act (FACT Act)	Policy that addresses FACT Act matters must be approved by the Board	20116 - The FACT Act: Rules and Implications

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Equal Credit Opportunity Act (Reg B), and Fair Lending Laws	Review the institution's loan policies on at least an annual basis  Determine if the institution has a second review process for loan denials and withdraws  Ensure that proper communication channels are in place so the Board is aware of any fair lending complaints or correspondence from regulatory agencies on lending matters	20346 - Board of Directors: Regulatory Overview
Home Mortgage Disclosure Act (Reg C)	Ensure that there is a means for testing to ensure HMDA reports are accurate  Review the Public Disclosure Statement prepared by the FFIEC when data is submitted  Ensure that proper communication channels are in place so the Board understand when the annual HMDA report is due to the regulatory agency	20346 - Board of Directors: Regulatory Overview