



# ZYGOS KYC/AML MODULE PROPOSAL 2021



## WHO WE ARE

### **Seeing our clients evolve and grow is our biggest reward.**

We have been serving law firms all over Cyprus for 25 years, helping them adopt new technologies, use them to their benefit and leverage them in order to become more efficient. Although this route has never been an easy one, it has been the most pleasant. Having helped organize so many law firms, we feel a moral obligation to always try and be a step ahead, monitoring new trends and applying them into our solutions. Zygus as the most widely used solution among lawyers in Cyprus has adopted a variety of features when it comes to Anti-Money Laundering in order to help firms organize their compliance departments effectively. We would love to share them with your firm and help your Compliance Department stay ahead of the curve.

**MICHAEL CHATZIAVRAAM**  
Managing Director

# ABOUT ZYGOS

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## **Zygos is the complete Legal Practice**

### **Management Software, every firm needs!**

Zygos helps firms organize all their everyday tasks, from Contacts & Case Management to Time Tracking, Workflows and Billing. Zygos also features a fully fledged Corporate Administration module, a Document Management system and a Mobile App.

With all these modules, Zygos provides an all around solution which helps more than 200 law firms of any size and practice, manage their daily routine with strict order, efficiency and security.

Demanding clients, tight deadlines and a competitive global landscape are only a few things today's law firm owners have to worry about. Law firm organization and everyday managementshouldn't be another one. We get that and we've made our company's goal to help you

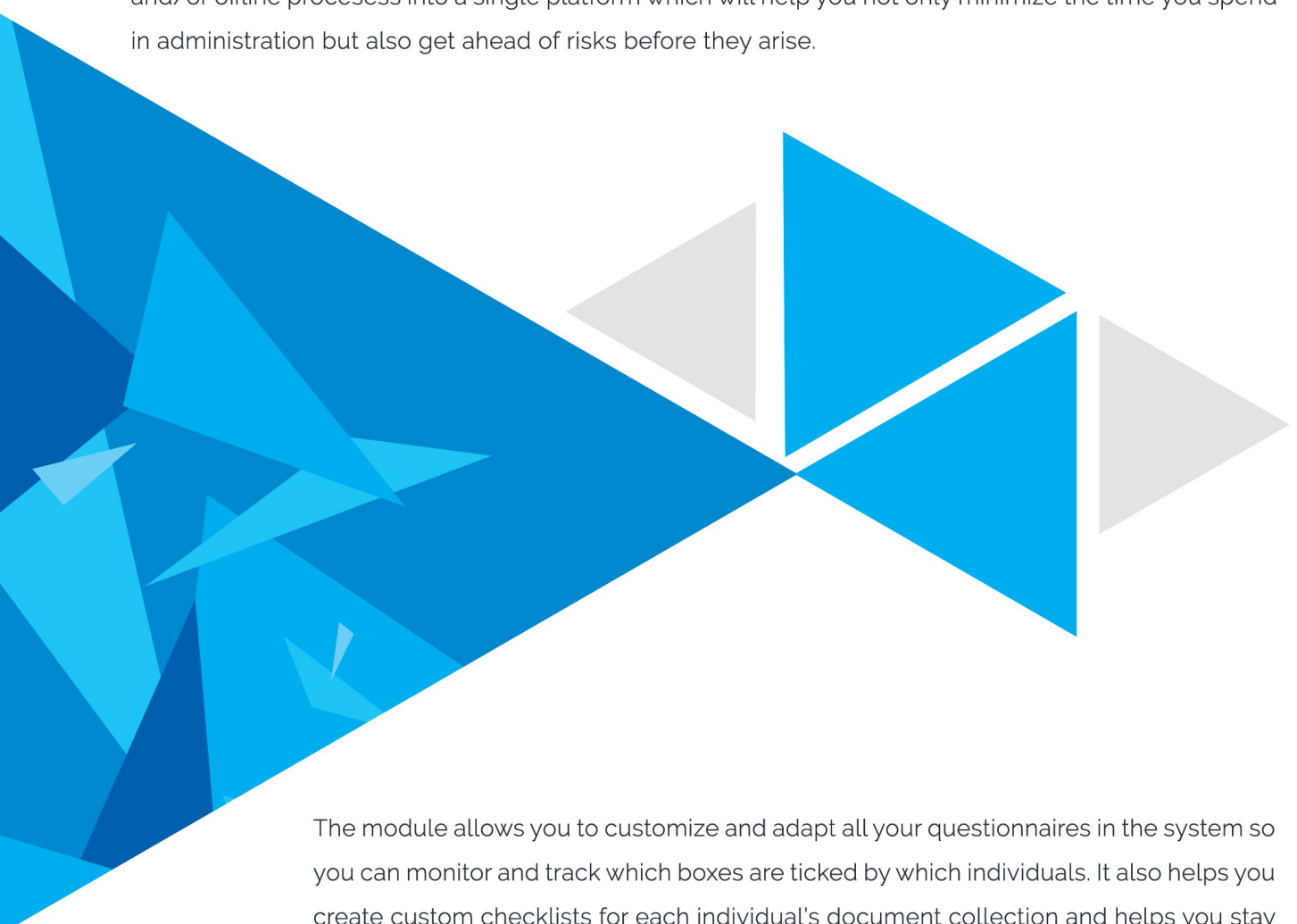


# ZYGOS KYC MODULE

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**A versatile module which works out of the box but can also be customized to your firm's needs.**

Zygos KYC module helps your Firm's Compliance department keep up with the evolving rules and regulations which threaten your Compliance Officers with huge administrative burdens and your firm with huge administrative fines. Through the use of modern technology you can organize all your manual and/or offline processes into a single platform which will help you not only minimize the time you spend in administration but also get ahead of risks before they arise.



The module allows you to customize and adapt all your questionnaires in the system so you can monitor and track which boxes are ticked by which individuals. It also helps you create custom checklists for each individual's document collection and helps you stay on top of the expiration of those documents with automatic email notifications.

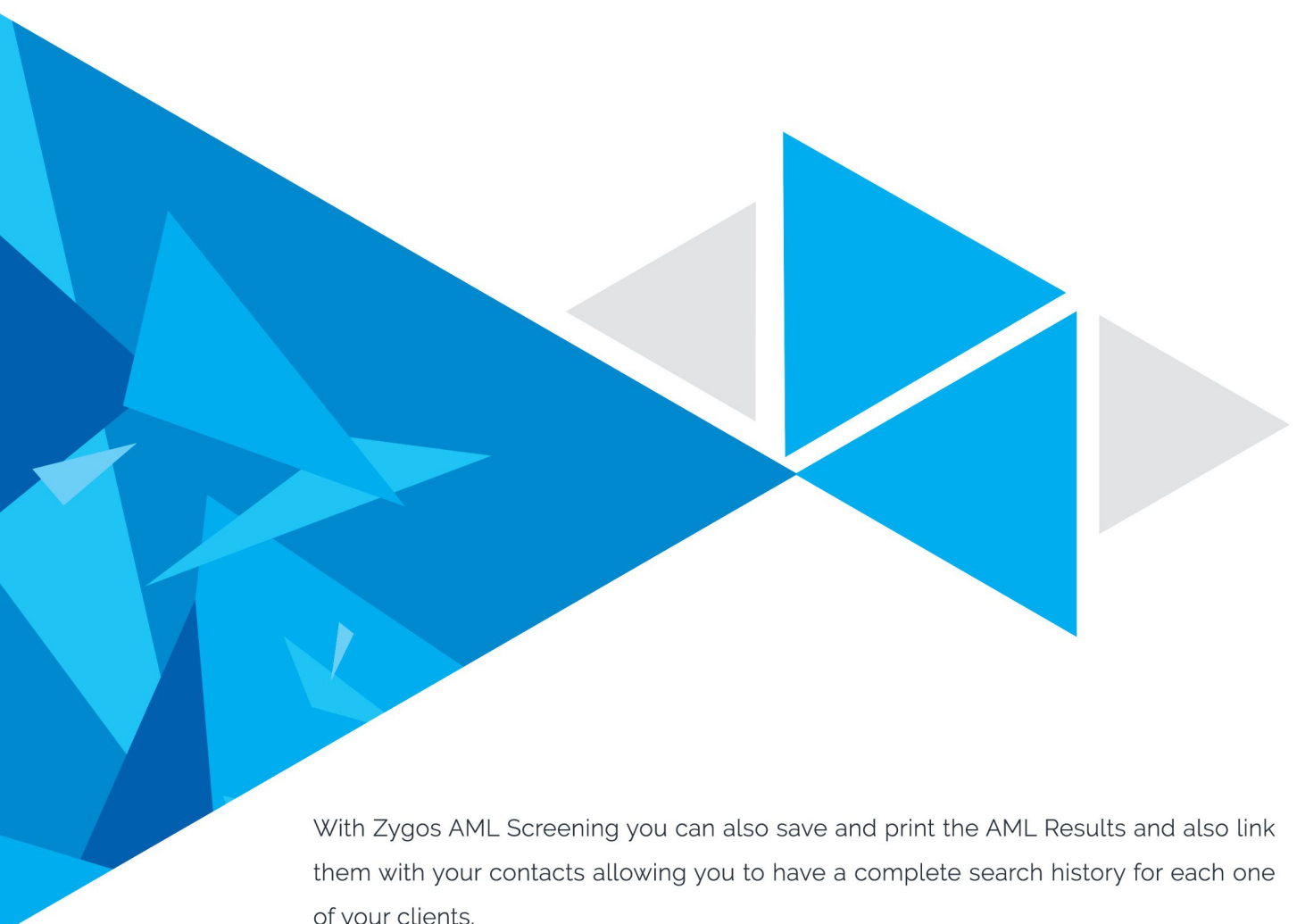
# ZYGOS AML SCREENING

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## **Minimize your firm's risk exposure to anti-money laundering.**

Zygos is working closely with Acuris Risk Intelligence – a globally trusted risk data provider, to enable its clientele screen against Politically Exposed People (PEP), Sanctions Lists, and other international lists to identify potential risks during the onboarding process.

Zygos AML Smart filters enable you to filter out false positives, insert notes and identify your potential client in the results grid.



With Zygos AML Screening you can also save and print the AML Results and also link them with your contacts allowing you to have a complete search history for each one of your clients.



# KYC MANAGEMENT MAIN FEATURES

Below we summarize the main features and functionalities offered by Zygos KYC Module along with a brief description.



## Risk Levels

Assign risk levels (low, medium, high) to individuals based on several parameters.



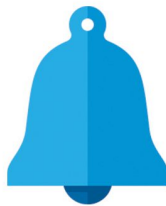
## Custom Questionnaire

Choose from a plethora of questions to assess an entity or even create your own parameters



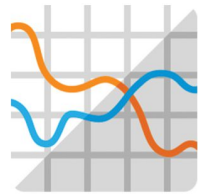
## Custom Checklists

Create different checklists for individuals of different nationalities or different type of service.



## Expiration Notifications

Get notified automatically in the app or via email for documents which expire soon.



## Reporting System

Print and export reports such as risk per company, all high risk individuals, PEPs according to country



## MLCO Annual Report

Automatic generation of the annual report of the MLCO requested by CYBAR.



## AML Dashboard

Birds-eye view of your risk spread, latest assessments, documents submitted etc.

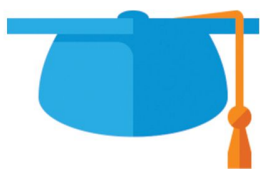


## Email Summary

Email summary to the MLCO with all the documents soon to be expired.

# KYC MANAGEMENT

## MAIN FEATURES



### Log Training

Log all the training hours for all office members



### Risk Profile Report

Print a risk profile report for each individual or legal entity after assessment



### Permissions

Grant access to sensitive information only to people with the relevant access



### Internal Checks

Log internal checks performed by the Compliance Officer



### Suspicion Reports

Log and monitor suspicion reports generated by office members to the MLCO



### Weighted Average

Calculate the risk per entity using your own weighted average formula

*“Organize your AML Compliance Department and stay ahead of rules and regulations”*

# AML SCREENING MAIN FEATURES

Below we summarize the main features and functionalities offered by Zygos AML Screening along with a brief description.



## PEPs and Sanctions

Search through online, paid and credible databases around the world for PEPs Warnings and more



## Smart Filters

Use Zygo's smart filters to filter out false positives insert notes and identify your potential client in the results grid



## Link with Contacts

Results are saved and get directly connect to your Database allowing you to have a search history and print-free process





# KYC MANAGEMENT

**KYC Management** which includes the following features: Risk Levels, Custom CheckLists, Expiration Notifications, Reporting System, MLCO Annual Report, AML Dashboard, Email Summary, Log Training, Risk Profile Report, Custom Questionnaire, Internal Checks, Suspicion Reports and Weighted Average, **is offered with the monthly fee of 35 EUR per user.**

# AML SCREENING

AML Screening Bundles are charged yearly, must be paid upfront and are renewed once a year or automatically when your firm reaches the cap set for each bundle.

Bundle Name	12-Month Searches	Yearly Subscription (€)
AML350	350	460
AML500	500	600
AML650	600	700
AML1000	1000	1000

# WE VALUE YOU AS PARTNER

**No hidden costs, no sudden changes.  
What you read is what you get.**



No installation costs  
You pay nothing upfront  
Fixed subscription per month



Choose the number of  
Screenings you need to access  
the AML Screening module.



Easily grow your usage with addons  
such as Litigation, Corporate,  
Timesheet & Billing.



**ZYGOS**

LEGAL PRACTICE MANAGEMENT SOFTWARE



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