HONG KONG MONETARY AUTHORITY
香港金融管理局

Circulars

30 May 2002

Self Assessment on Compliance with Code of Banking Practice

Our Ref : B1/1C

30 May 2002

To: The Chief Executive
All authorized institutions

Dear Sir/Madam,

Self Assessment on Compliance with Code of Banking Practice

To step up the monitoring of AIs' compliance with the Code of Banking Practice, the HKMA has previously required all AIs to commission their internal audit departments or other equivalent units to conduct an annual self-assessment of their compliance with the Code. The first of such reports should be submitted to the HKMA on or before **2 September 2002** (our letter of 15 November 2001 on this subject refers).

We have designed a standard template to assist AIs in preparing the self-assessment report. The standard template, which is enclosed at the Annex, is divided into two parts. The first part consists of specific questions regarding AIs' compliance with each section of the Code. These questions aim to assess whether relevant documents and procedures are in place to ensure compliance with the Code. Where non-compliance areas are identified during the assessment process, AIs should provide details of such areas and how they were or will be rectified. The second part comprises a set of high-level questions about AIs' systems of control for monitoring compliance with the Code and identifying areas of non-compliance.

A soft copy of the standard template will be sent to you by email. All AIs are expected to use the standard template in compiling the self-assessment report. Should you have any questions or difficulties in using the standard template, please call Miss Jocelyn Chan at 2878 1275.

Yours faithfully,

Raymond Li
Executive Director
(Banking Development)

Encl: Annex (PDF file, 134KB)

c.c. Hong Kong Association of Banks (Attn: Ms Eva Wong)
DTC Association (Attn: Mr PC Lund)
SFS (Attn: Ms Kinnie Wong)

Last revision date : 01 August 2011