

[Company Letterhead]

[Date]

[Recipient Name]

[Recipient Title]

[Department Name]

[Organization Name]

Subject: Report of Findings - Independent Anti-Money Laundering (AML) Program Audit

Dear [Recipient Name],

We have completed the independent audit of [Organization Name]'s Anti-Money Laundering (AML) and Counter-Terrorist Financing (CTF) program for the review period of [Start Date] to [End Date].

The objective of this audit was to assess the adequacy and effectiveness of the organization's AML policies, procedures, and internal controls in compliance with [Applicable Law/Regulation, e.g., The Bank Secrecy Act].

Audit Scope:

- Review of Internal Policies and Procedures
- Customer Due Diligence (CDD) and Enhanced Due Diligence (EDD) Samples
- Transaction Monitoring and Suspicious Activity Reporting (SAR) Systems
- Employee Training Records
- Previous Audit Finding Remediation

Summary of Findings:

[Insert a brief summary of whether the program is generally effective or requires significant improvement.]

Detailed Observations and Recommendations:

1. [Finding Name/Description]: [Risk Level: High/Medium/Low]

Observation: [Details of the gap identified]

Recommendation: [Steps required for remediation]

2. [Finding Name/Description]: [Risk Level: High/Medium/Low]

Observation: [Details of the gap identified]

Recommendation: [Steps required for remediation]

Management Response Required:

Please provide a formal written response to each finding by [Due Date]. Your response should include a corrective action plan, the individual responsible for implementation, and an estimated completion date.

We appreciate the cooperation provided by your staff during this review.

Sincerely,

[Signature]

[Auditor Name]

[Auditor Title/Firm]