

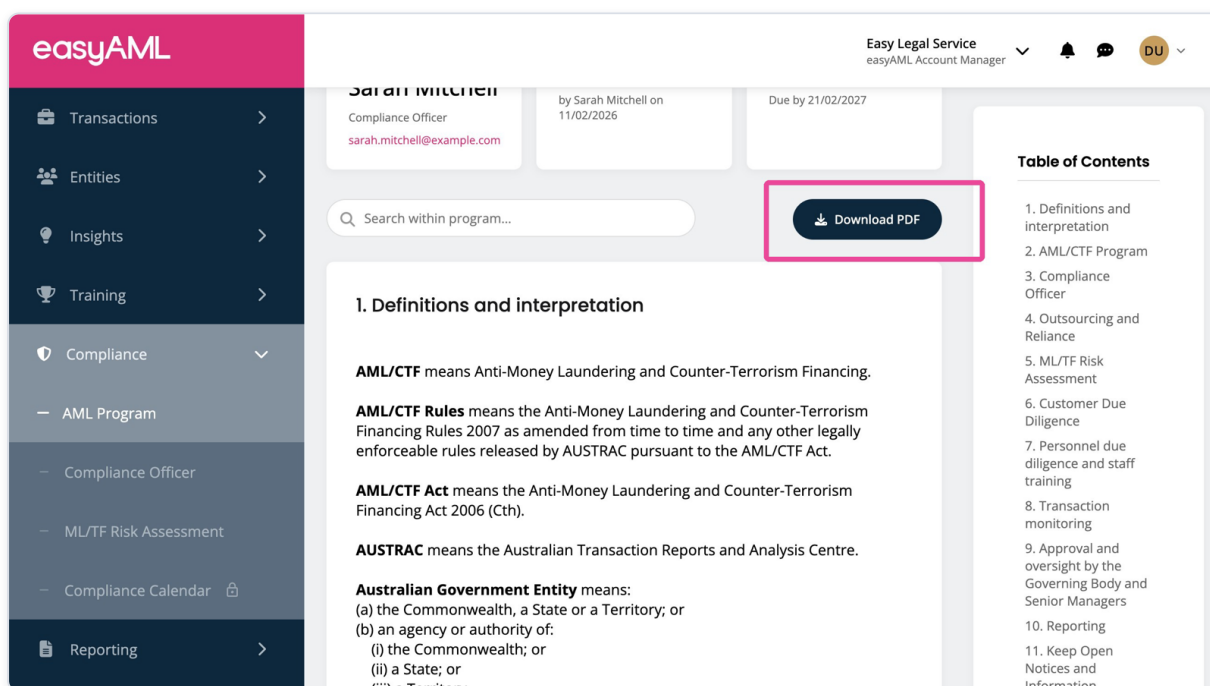
Accessing Your AML Program Documentation

RSK-06 · Version 1.1

Your AML Program is your organisation's core AML/CTF compliance document, generated from your ML/TF Risk Assessment. This guide covers viewing it, downloading a copy for your records, and reviewing historical programs. Find it under **Compliance → AML Program**.

OPEN TO START <https://app.easyaml.com/compliance>

- 1 Open **AML Program** in the left navigation — your current program loads on screen in full. Navigate between sections (e.g. Definitions and Interpretation) by selecting the headings.



2 To save a copy, select **Download PDF**.

The screenshot displays the 'AML/CTF Program' page. The left sidebar has a 'Compliance' section with 'AML Program' highlighted. The main content area shows the program title and subtitle, followed by three summary cards for the current compliance officer (Sarah Mitchell), approval status (Approved), and next review date (329 days). A 'Download PDF' button is located below the summary cards. The right sidebar contains a 'Table of Contents' with 12 items, where '1. Definitions and interpretation' is the active section.

3 Select **View Program History** for a complete list of past compliance periods — dates, current status, and sign-offs. Select any period to open that program.

The screenshot shows the 'AML Program History' dialog box. The dialog has a title bar and a close button. It displays a table with one row: 'Period 21 Feb 2026 — 21 Feb 2027' with a status of 'ACTIVE'. Below the table, it shows 'Signed off by: Sarah Mitchell', 'Created: 11 Feb 2026', and 'ID: bdde21ad'. A 'Close' button is at the bottom right. The background shows the AML/CTF Program page with the 'View Program History' button highlighted.

Received an “AML Program reapproval required” email? That means a new or updated program is awaiting approval — the notification guide (NOT-01) covers what to do.

More ways to get help

- **In-platform:** the “Want Help?” button on each page opens the relevant walkthrough.
- **Knowledge Base:** <https://knowledge.easyaml.com/how-to-access-and-view-aml-program-documentation>
- **Video walkthrough:**
https://scribehow.com/o/PKpOki2kThyzGwDRLEXASw/viewer/How_to_Access_and_View_AML_Program_Documentation__a54c4f80