



GOVERNMENT OF THE REPUBLIC OF TRINIDAD AND TOBAGO

FINANCIAL INTELLIGENCE UNIT OF TRINIDAD AND TOBAGO
MINISTRY OF FINANCE



FIUTT REFERENCE: CIR/001/2024

DATED: SEPTEMBER 16, 2024

CIRCULAR LETTER
TO FINANCIAL INSTITUTIONS
ON SUBMISSION OF FINANCIAL INFORMATION.

The Financial Intelligence Unit of Trinidad and Tobago (“the FIUTT”) wishes to advise all Financial Institutions, including Non-Regulated Financial Institutions (collectively referred to as “Financial Institutions”) of the **NEW** FIUTT reporting instructions for the submission of requested financial information, ***specifically account statements, in Microsoft Excel format, unless otherwise stated.***

*In accordance with Regulation 5 of the **Financial Intelligence Unit of Trinidad and Tobago Regulations (FIUTT Regulations)**:*

A financial institution or listed business shall respond to the Director’s request for financial information under regulations 3 and 4 either —

(a) electronically, by a secure reporting system established by the FIU;

(b) by submitting the financial information according to the reporting instructions issued by the FIU; or

(c) by submitting the completed financial information in writing by facsimile.

Please note that the reporting instructions for the submission of account statements in Microsoft Excel format (.xls), in accordance with Regulation 5(b), comes into effect *immediately.*

Financial Institutions are reminded that failure to comply with the reporting instructions issued in accordance with Regulation 5(b) of the FIUTT Regulations is an offence punishable (a) on summary conviction to a fine of five hundred thousand dollars and to a further fine of twenty-five thousand dollars for each day that the offence continues; and on conviction on indictment to a fine of one million dollars and to a further fine of fifty thousand dollars for each day that the offence continues, pursuant to **Regulation 36** of the **FIUTT Regulations**.

Nigel Stoddard
Director
Financial Intelligence Unit of Trinidad and Tobago