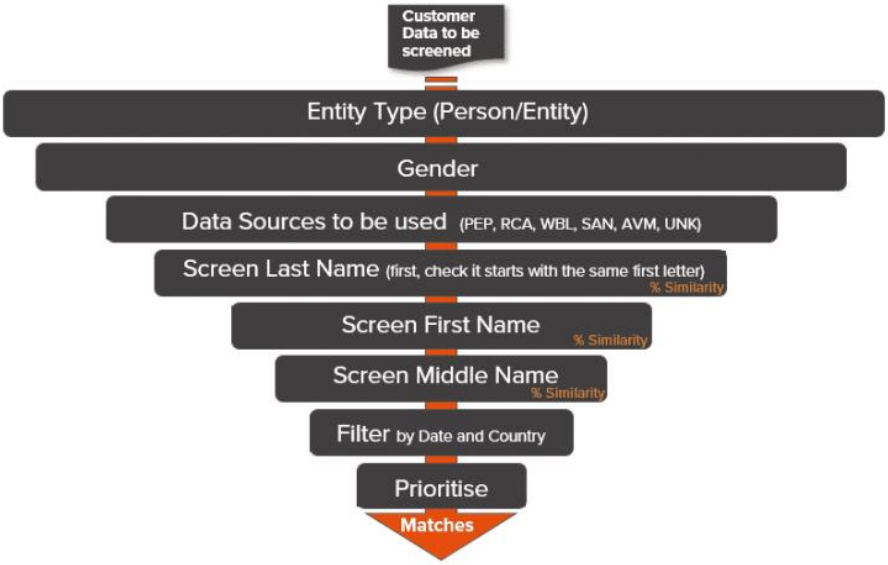
Introduction

The following is a tool to assist in getting the most out of your screening within RiskScreen and KYC360 Screening. To note, this is only a guide, and your own internal policies and procedures should be considered for best practices when screening using RiskScreen or KYC360 Screening.

What are the Steps for searching within RiskScreen/KYC360 Screening

Please see below the steps for searching within RiskScreen/KYC360 Screening



The Fuzzy Logic Algorithm

The first step to understanding how to screen on RiskScreen or KYC360 Screening is to understand the algorithm used within the searches.

KYC360's Fuzzy Logic algorithm is based on the Jaro Winkler bias which compares two strings of data and defines their likeliness based on a percentage match:

String 1: The search term

String 2: Existing Dow Jones records

Our system then filters out results that don't meet the minimum required percentage match threshold based on your criteria (for KYC360 Screening) or the search accuracy setting (for RiskScreen).

It is important to note that string 1 is the search term you input and string 2 is all existing Dow Jones profiles (including aliases) as such, we recommend that the legal identifier i.e. name of the individual / entity is entered in full. Aliases may also be entered if the individual / entity has a well-known alias held within the Dow Jones dataset i.e. Boris Johnson whose full name is Alexander de Pfiellel Boris Johnson. In the first instance for most searches it is recommended to search for the individual / entities full legal name in the first instance.

KYC360 Screening

Criteria

Outside of entering the full legal name of an individual, your criteria being functionable for your business is the most important tool to assist in screening within KYC360 screening. When your account is set up, the following default criteria is provided, for the majority of our customers the default criteria is enough, but we do recommend that all customers review their criteria and consider their own client list to understand if any changes need to be made

Default Screening Criteria

For set up, we have added the default search criteria as seen below, and it is configurable later if you wish. More information on the criteria is available in the User manual, which you can find in the Attachments section.

Criteria Id	Name	Entity Type	Description	Last Name Match %	First Name Match %	Middle Name Match %
329	Person	Person	Person	90%	90%	60%
330	Entity	Entity	Entity	90%	90%	60%
331	Person Medium Risk	Person	Person Medium Risk	87%	87%	60%
332	Entity Medium Risk	Entity	Entity Medium Risk	87%	87%	60%
333	Person High Risk	Person	Person High Risk	85%	85%	60%
334	Entity High Risk	Entity	Entity High Risk	85%	85%	60%

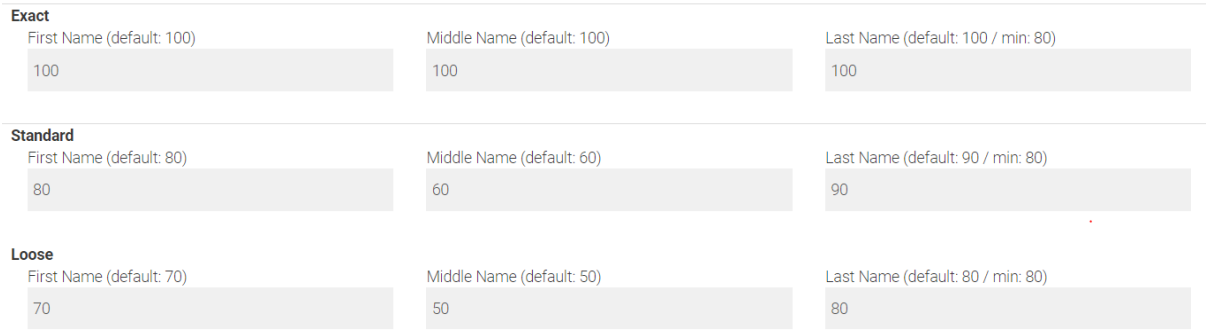
When screening, it is important to ensure you are not applying one rule fits all to all individuals / entities you are screening and are instead considering the following:

- Longer names may need to be split up and the criteria moved to a higher risk (to reduce the % match required for Dow profiles to populate)
- If entering in DOB/Country of the individual ensure that your criteria is set up to either filter out profiles where these are not an exact match or set up to include these dependent on the results you are wanting to see.
- Ensure that your criteria is searching against all the data sources:
    - SAN - Sanctions
    - PEP – Politically exposed person
    - RCA – Relative or Close association
    - WBL – Watch/Black list
    - AME – Adverse Media
    - OTH - Other
    - UNK – Unknown
- Categorisation is defined within the Dow Jones Content definition

RiskScreen

Search Accuracy

Unlike KYC360 Screening, RiskScreen does not have “Criteria” instead, searches are made against three search accuracy settings (Loose, Exact, Standard):



We recommend that you use ‘Standard’ accuracy for most searches, and it is the default option for searches on RiskScreen. However:

- If your subject has a quite common name, and you are confident you have spelt it correctly, you may wish to use ‘Exact’ to reduce the number of potential matches – but note you can also do this by applying filters to your results set
    - Exact matches can also be used to re-search an individual/entity you have previously searched for and are aware of the information within the Dow record
- For names where you are unsure of precise spelling, or if you are unsure which part of the name is the surname and which part the middle or first name, a ‘Loose’ search is recommended.

Other Considerations when Screening

- The full legal name should be entered for your individual / entity within the first instance
    - If you are not aware of the full legal name and only have a shortened version, reduce the search accuracy setting (RiskScreen) and use the high-risk Criteria (as it has a reduced percentage match needed)
- For alternative language names i.e. names in Chinese, Cyrillic etc., use the last name field for individuals
- Vessel names should be searched on a company name
- Do not include a partial middle name i.e. John M Smith should be searched as John Smith

Resources

Our Knowledge Base found here: https://goto.kyc360.com/customers is a great resource for customers to use and full of articles which cover FAQs and helpful tips, it is reviewed often and is updated regularly:

- For more information on the Fuzzy logic algorithm please check out our Knowledge base article here: How does the Fuzzy Logic algorithm work in RiskScreen?
- For more information on Screening criteria: What is a 'screening criteria'
- RiskScreen User Guide: RiskScreen (Core) User Guide
- KYC360 Screening User Guide: Screening (Hosted Batch) User Guide