



Name	HASNORSALIZA BINTI HASSAN
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Passionate and motivated compliance officer with over 8 years of experience managing regulatory compliance, compliance review, and risk compliance self-assessment across the group. Ability to handle high priorities task with accuracy and efficiency to ensure that all the people involved in the company from the Board of Directors to the employees, are following the internal, external regulations including the company's policies.

WORKING EXPERIENCE

MAY 2018 – PRESENT

ASSISTANCE VICE PRESIDENT, MNRB HOLDING BERHAD

DAMANSARA HEIGHT, KUALA LUMPUR

- Draft, maintain and update and review compliance policies and procedures (including SOPs) to ensure align with all relevant regulatory requirements.
- Conduct compliance validation /review of new and existing BNM Guidelines to ensure compliance with requirements
- Provide up to date compliance and regulatory advice to the management and internal stakeholder to ensure company is aware on the updated industry development.
- Conduct a gap analysis for the new regulations issued
- Conduct a Risk Control Self-Assessment across the Group to ensure adequacy control and identify gaps and improvements areas and monitor the issues identify.
- Prepare the compliance report to be table in the management committee, and Board of Directors.

FEBRUARY 2018 – MAY 2018

ASSISTANCE MANAGER, AMGENERAL INSURANCE BERHAD

KL SENTRAL, KUALA LUMPUR

- Prepare a checklist on the BNM Guidelines before compliance assessment being conducted
- Conduct a compliance review based on the checklist prepared
- Monitoring to ensure timely accuracy of submission relevant compliance submission (i.e BNM and PIAM)
- Assist in preparing the compliance reports to be table in the management and Compliance Committee.

SEPTEMBER 2016 – JANUARY 2018
SENIOR EXECUTIVE, HONG LEONG MSIG TAKAFUL BERHAD
PETALING JAYA, SELANGOR

- Performs compliance role to ensure the aligned with regulatory requirements and company policies and procedures for Family Agency and General Takaful.
- Conduct compliance review based on division on quarterly basis for Family Agency and General Takaful.
- Develop new related policy for implementation throughout the Company.
- Monitor business unit to ensure timely management for submission of operational and regulatory reporting. i.e. BNM/MTA/PIDM.
- Keep abreast of updated regulations and update the new regulation i.e guidelines to senior management and all staff.
- Conduct a gap analysis for new regulations issued
- Provide proactive support, feedback and advice on regulatory requirement on product review for marketing collateral for Family and General Takaful. (i.e Certificate Document, Benefit illustration, flyer, brochure and etc)
- Acts a liaison person and contact point for business unit for relevant regulator.
- Prepare compliance report to be table to management committee, Board of Directors and Board and Risk Management Committee.
- Monitor and tracked customer complaint to ensure the complaint is resolved within timelines.
- Conduct training/related PDPA matters to all staff.
- Performed operational risk matters (i.e ORION/KRI / Incident loss submission to BNM, perform due diligent checklist for outsourcing.)

JUNE 2011 – SEPTEMBER 2016
EXECUTIVE, AMMETLIFE INSURANCE BERHAD
KL SENTRAL, KUALA LUMPUR

1) Compliance Risk Assessment

- Identify priorities, assess, monitor and test control and reporting of regulatory compliance risk on quarterly basis.

2) Advisory and Consultative support

a) Product Review

- Providing proactive support, feedback and advice on product review of all product and marketing collateral.
- Ensure all products reviewed within stipulated timelines.

b) Regulatory Review

- Implementation periodical governance assurance program to ensure high level compliance of the relevant governing Acts, regulatory requirements, guidelines, regulations, codes, rules and orders.
- Monitor statutory / non-statutory submissions to BNM, LIAM and other relevant authorities i.e update and monitor implementation of new circular and guidelines
- Ensure all new guidelines being rolled down, follow up on gap to ensure compliance to BNM requirement
- Compliance Regulatory reporting i.e to prepare compliance report to be table to Board, Risk Management and Director Committee and others committee

MAY 2010 – OCTOBER 2010
INTERNSHIP, ALAM MARITIM (M) SDN BHD
SERI PETALING, KUALA LUMPUR

- Assist the immediate superior in planning and administration of audit assignments as well as Risk Management
- Be familiar with audit methodology and practices and risk management processes
- Compile and maintain the Risk Register of ALAM Group of companies
- Assist the immediate superior in maintaining the risk register and ensure it is updated with the current plan

EDUCATION

2007 - 2011
BACHELOR DEGREE (HONS) BUSINESS ADMINISTRATION
UNIVERSITY TECHNOLOGY MARA
Completed the course with 2ND Class Upper CGPA 3.04 / 4.00

2007- 2011
DIPLOMA IN ACCOUNTANCY
UNIVERSITY TECHNOLOGY MARA
Completed the CGPA 2.45 / 4.00

SKILLS

- Fast Learner
- Ability to multitask
- Hardworking and sense of responsibility
- Knowledge in Regulatory Compliance
- Teamwork
- Higher ability on learning attitude, positive and self-confidence.

ACHIEVEMENT AND PROJECT

- In AmMetLife Insurance Berhad, was being promoted (upgrading gred) in year 2015 after 4 years performing the Compliance Executive roles.
- Have the opportunity to attend a Compliance Conference in Tokyo, Japan for a week in year 2015, where the conference involved all Compliance and Legal Officer under MetLife Insurance Group and subsidiaries in Asia.
- In 2019 -2020, involved in Financial Statement Close Process Project whereas main focus in the project is to identify the issue involved in preparing the financial Statement before submission to BNM.

REFERENCES

1. Name : Nur Atiqah Shahrier
Position : Assistance Vice President
Company : MNRB Holding Berhad
Tel No : +6011 16445177

2. Name : Mazli Bin Abd Mutalib
Position : Head of Risk Management
Company : Sunlife Insurance Berhad
Tel No : +6019 260 5006