

**ESWATINI FINANCIAL INTELLIGENCE CENTRE**

**DIRECTIVE: MANDATORY USE OF SHAREPOINT FOR SUBMISSION OF  
SUSPICIOUS TRANSACTIONS REPORTS (STRs)**

**DIRECTIVE NO. 1/2025**



*This Directive is issued to all accountable institutions on the procedure for the reporting of suspicious and unusual transactions and activities to the Eswatini Financial Intelligence Centre in terms of Section 12 of the Money Laundering and Financing of Terrorism Prevention Act, 2011 as amended.*

**Date: 14 April 2025**

**To: The Financial Services Regulatory Authority (FSRA); and**

**All Accountable Institutions under the FSRA supervision**

**Subject: Directive: Mandatory Use of SharePoint for Submission of STRs**

**Purpose:**

This directive hereby issued to mandate the use of SharePoint for the submission of Suspicious Transaction Reports (STRs) as prescribed by Section 12 of the Money Laundering and Financing of Terrorism Prevention Act 2011. Thus, effective 20 April 2025, the use of emails for the filing of STRs is discontinued.

**Background:**

In accordance with Section 31 (g) of the Act, the Eswatini Financial Intelligence Centre (EFIC) has the authority to instruct any accountable institution to take such steps as may be appropriate in relation to any information or report received by the EFIC, in the enforcement of compliance with the Act. It is thus imperative and incumbent upon the EFIC to streamline and secure the process of submitting STRs from any interception. In this regard, SharePoint has been identified as the ideal designated platform to ensure compliance, enhance security, and improve efficiency.

**Directive:**

**1. Mandatory Use of SharePoint:**

- All accountable institutions are hereby directed to cease and desist forthwith the usage of emails to file their STRs and are now required to use SharePoint for such submissions.
- The use of emails for sending STRs is strictly prohibited from the effective date of this directive.

**2. Implementation Timeline:**

- This directive is effective 20 April 2025.
- All accountable institutions must complete the transition to the SharePoint platform from the effective date of this directive.

### 3. Technical Support:

- Onboarding sessions will be provided for those who require it, to ensure all Anti Money Laundering Officers (AMLOs) and contact persons are proficient in using the SharePoint platform.
- Technical support will be available to assist with the transition.

### 4. Compliance Monitoring:

- Compliance with this directive is mandatory and will be monitored regularly.
- Non-compliance with this directive is an offence in terms of Section 81 (1) of the Act, which upon conviction attracts a fine of not less than E100 000.

### Action Required:

- **All stakeholders must adhere to the guidelines outlined in this directive. To facilitate onboarding onto the SharePoint platform, please urgently share the email address of your EFIC contact person or (AMLO) to [submissions@sfiu.org.sz](mailto:submissions@sfiu.org.sz)**
- Any issues or concerns should be reported to [analysis@sfiu.org.sz](mailto:analysis@sfiu.org.sz) or 2405 9062

The implementation of the SharePoint platform for the submission of STRs is a critical step towards enhancing our operational efficiency and security. Your cooperation and compliance are mandatory and essential for the successful execution of the filing of STRs



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