



**MINISTRY OF FINANCE OF UKRAINE  
SECURITY SERVICE OF UKRAINE**

**ORDER**

**31.12.2020**

**Kyiv**

**No. 837/390**

**Registered with the Ministry of Justice of Ukraine  
on January 20, 2021 under No 82/35704**

**On approving the Form of submission by Security Service of Ukraine to the  
State Financial Monitoring Service of Ukraine of the information on  
persons related to terrorist activity or to whom the international sanctions  
were applied**

In accordance with parts one and three of Article 24 of the Law of Ukraine “On Prevention and Counteraction to Legalization (Laundering) of the Proceeds from Crime, Financing of Terrorism and Financing of the Proliferation of Weapons of Mass Destruction” and clauses 4, 5, 8 of Procedure for forming the list of persons related to terrorist activity or persons to whom international sanctions were applied, approved by Resolution of the Cabinet of Ministers of Ukraine of July 22, 2020 No. 622, **WE ORDER:**

1. To approve the Form of submission by the Security Service of Ukraine to the State Financial Monitoring Service of Ukraine of the information on persons related to terrorist activity or persons to whom international sanctions were applied, that has been attached.
2. To establish that the information on persons related to terrorist activity or persons to whom international sanctions were applied is submitted by Security Service of Ukraine to the State Financial Monitoring Service of Ukraine in electronic form by means of the financial monitoring system e-cabinet through a secure web portal of the State Financial Monitoring Service of Ukraine or, in case of impossibility, in paper form with a cover letter.
3. To recognize as invalid, Order of the Ministry of Finance of Ukraine and Security Service of Ukraine as of 16 October, 2012 No. 1103/464 “On approving the Form of submission by Security Service of Ukraine to the State Financial Monitoring Service of Ukraine the information on persons related to terrorist activity”, registered with the Ministry of Justice of Ukraine on October, 31, 2012 under No. 1830/22142.

4. Coordination and Monitoring Work Department of the Ministry of Finance of Ukraine jointly with Information and Analytical Support Department of Security Service of Ukraine shall, in accordance with the established procedure, shall ensure:

submission of this order for state registration to the Ministry of Justice of Ukraine; promulgation of this order.

5. That this order shall enter into force on the day of its official publication.

6. Control over the execution of this order shall reside with Deputy Head of the State Financial Monitoring Service of Ukraine V. Zubriy and Deputy Head of Security Service of Ukraine.

**Minister of Finance of Ukraine**

**S. MARCHENKO**

**Head of Service  
Security of Ukraine**

**I. BAKANOV**

**AGREED:**

**Deputy Minister of Digital  
Transformation of Ukraine on  
European integration**

**V. IONAN**

**Head of the State Financial  
Monitoring Service of Ukraine**

**I. CHERKASKYI**

**First Deputy Head of  
Security Service of Ukraine**

**V. MALYUK**

APPROVED  
 Order of the Ministry of Finance of  
 Ukraine, Security Service of  
 Ukraine of December 31, 2020  
 No. 837/390

Registered with the Ministry of  
 Justice of Ukraine on  
 January 20, 2021 under  
 No. 82/35704

**FORM**  
**of submission by Security Service of Ukraine to the State Financial  
 Monitoring Service of Ukraine of the information on persons related to  
 terrorist activities or to whom the international sanctions were applied**

1. Electronic form

The form of submission by Security Service of Ukraine to the State Financial Monitoring Service of Ukraine of the information on persons related to terrorist activities or to whom the international sanctions were applied, shall be formed and submitted in electronic form in the an XML-file format (hereinafter – the information file).

The information file shall be formed and submitted by Security Service of Ukraine to the SFMS in electronic form by means of the of the financial monitoring system e-cabinet through a secure web portal of the SFMS.

**Description and composition of requisites the information file:<sup>1</sup>:**

<b>Number and name of the element/structure</b>	<b>Tag/attribute name</b>	<b>Type</b>	<b>Obligation</b>	<b>Notes</b>	
<b>1</b>	<b>List of persons concerning with carrying out of terrorist activities (main structure list-terror)</b>			*	
1.1	Number of user accounts	count-record	N(7)	+	*
1.2	Version	ver-list	N(7)	+	* The constant "1" is specified
1.3	Date of formation of the information file	date-ver-list	D(8)	+	* In format PPPPMMJJ
1.4	Type of the information file	type-list	N(1)	+	* The constant "1" is specified
<b>1.5</b>	<b>User account (structure account-list)</b>			**	

1.5.1	Number of a person in the List of persons related to terrorist activities or to whom the international sanctions were applied (hereinafter – the List of persons)	number-entry	N(7)		* Indicated in case of exclusion of a person or making changes on a person
1.5.2	Formation date of user account	date-entry	D(8)	+	* In format PPPPMMJJ
1.5.3	Type of account	type-record	N(1)	+	* 1 - inclusion of a person in the List of persons; 2 - making changes to the List of persons; 3 - exclusion of a person from the List of persons
1.5.4	Type of person	type-entry	C(1)	+	* 1 - individual; 2 - legal entity, organization, including trust
<b>1.5.5</b>	<b>Name of person (structure aka-list)</b>				**
1.5.5.1	Surname of the resident/name of 1 non-resident/name of the legal entity, organization, including the trust	aka-name1	C(350)	+	*
1.5.5.2	Name of resident/name 2 of non-resident	aka-name2	C(350)		*
1.5.5.3	Patronymic of the resident/name	aka-name3	C(350)		*

	3 of non-residents				
1.5.5.4	Name 4 of non-residents	aka-name4	C(350)		*
1.5.5.5	A note about the possible spelling of the name, pseudonym, etc. of individual/name of legal entity, organization, including trust	type-aka	C(2)	+	<p>* 1. For individuals, the name is affixed, necessarily for each variant.</p> <p>The following meanings shall be used:</p> <p>N - main name, according to the document that became the basis for inclusion of the person in the List of persons;</p> <p>NE - a variant of writing of the main name in English (differs slightly in spelling with the same sound);</p> <p>NU - a variant of writing of the main name in Ukrainian (the main name is written in Cyrillic);</p> <p>PE - pseudonym in English (another name or spelling variants that do not match the sound of the main);</p> <p>PU - pseudonym in Ukrainian (other names in Cyrillic);</p> <p>K - nickname (name of a person which is not a name).</p>
					<p>NU - a variant of writing of the main name in Ukrainian (the main name is written in Cyrillic);</p> <p>PE - pseudonym in English (another name or spelling variants that do not match the sound of the main);</p> <p>PU - pseudonym in Ukrainian (other names in Cyrillic);</p> <p>K - nickname (name of a person which is not a name).</p>

					<p>2. For legal entities, organizations, including trusts, it is obligatory to write the name for each variant of spelling. The following meanings shall be used:</p> <p>N - the main name, according to the document that became the basis for inclusion of the person in the List of persons;</p> <p>NE - a variant of writing the main name in English (differs slightly in spelling with the same sound);</p> <p>NU - a variant of writing the main name in the Ukrainian language (the main name is written in Cyrillic);</p> <p>PE - other names in English (other names or variants of its spelling that do not match the sound of the main);</p> <p>PU - another name in Ukrainian (another name in Cyrillic)</p>
1.5.5.6	Category of pseudonym	category-aka	C(6)		<p>* The pseudonym category is specified: a.k.a. – also known as;</p>

					f.k.a. – formerly known as; n.k.a. - now known as
1.5.5.7	Quality of pseudonym	quality-aka	C(1)		* Suitability of the pseudonym for identification: 1 - high; 2 - low
1.5.6	Date of birth/Date of registration of the legal entity, organization, including the trust	date-of-birth-list	C(500)		**
1.5.7	Place of birth/place of registration of the legal entity, organization, including the trust	place-of-birth-list	C(750)		**
1.5.8	Citizenship or subjection	citizenship-list	C(500)		**
1.5.9	Nationality	nationality-list	C(500)		
1.5.10	Position	designation-list	C(500)		**
1.5.11	Kind of activity	working-list	C(500)		**
1.5.12	Honorary, professional, religious and other ranks	title-list	C(500)		**
<b>1.5.13</b>	<b>Passport (or other identity document) (structure of document-list)</b>				**
1.5.13.1	Series and number	document-id	C(1000)		*
1.5.13.2	Date of issue	document-date	C(500)		*
1.5.13.3	Country of issue	document-country	C(1000)		*

1.5.13.4	Name of the authority that issued the document	document-reg	C(1000)	*
1.5.14	National identification number	id-number-list	C(1000)	<hr/> ** 1. For individuals citizens of Ukraine: - registration number of the taxpayer's account card; - number and series (if any) of the passport of a citizen of Ukraine, which bears a mark of refusal to accept the registration number of the taxpayer's account card, or passport number with a record of refusal to accept the registration number of the taxpayer's account card in electronic contactless media; - unique record number in the Unified State Demographic Register. 2. For foreigners and stateless individuals: - national identification number; - unique record number in the Unified State Demographic Register.



					<p>3. For resident legal entities - identification code according to the USREOU.</p> <p>4. For legal entities - non-residents, organizations, including trusts - the identification number used by the non-resident when submitting tax declarations and other tax documents to the tax authorities in the country where he/she is a resident (if any).</p>
<b>1.5.15</b>	<b>Place of residence / stay / location (structure address-list)</b>				**
1.5.15.1	Country	country	C(250)		*
1.5.15.2	Postal code	postal-code	C(50)		*
1.5.15.3	Region (state, province)	state-province	C(300)		*
1.5.15.4	City	city	C(300)		*
1.5.15.5	Street	address1	C(350)		*
1.5.15.6	Building	address2	C(350)		*
1.5.15.7	Office/flat	address3	C(50)		*
1.5.15.8	Address (not structured)	address	C(1000)		The address is specified which does not correspond to the generally accepted norms concerning addressing
1.5.16	Note on the court decision	noted-on-conviction	C(1000)		<hr/> * Name of the administrative court that ruled on the inclusion/exclusion of an individual, legal entity,

					organization, including a trust to/from the List of Persons; date and number of the decision
1.5.17	Note about the wanted person	noted-on-prosecution	C(700)		_____ * The name of the body that initiated the search for the person
1.5.18	Additional information	comments	C(4000)		*
1.5.19	Date of submission of information on exclusion of a person from the List of Persons	noted-off-list	D(8)		_____ * in format PPPPMMДД
<b>1.5.20</b>	<b>Bank details ( structure bank-list)</b>				**
1.5.20.1	Information about the bank in which the account is opened	bank-inf	C(1000)		*
1.5.20.2	Bank account number	bank-count	C(1000)		*

<sup>1</sup> To identify the signatory and confirm the integrity of the information file qualified electronic signature (hereinafter – QES) shall be applied in accordance with the requirements of Resolution of the Cabinet of Ministers of Ukraine of November 7, 2018 No. 992 “On approval of requirements in the area of electronic trust services and Procedure for verifying compliance with legislation in the area of electronic trust services”. QES together with the signed data form a single container (file) with an extension. p7s. The QES container format should contain a complete set of validation data in order to verify the signature over a long period of time.

The name of the information file shall be formed as follows:

TER\_[current date, time].xml.p7s,

where TER - constant, file type;

[current date, time] - year, month, day, hours, minutes, seconds of formation of the information file without separate signs in the format "PPPPMMДДГГХХСС";

xml - indication of the information file format (XML);  
 p7s - an indication that the information file has a qualified electronic signature;  
 The maximum number of accounts in one information file cannot exceed 100 records.

\* An element can only occur once in a top-level element.

\*\* An element can occur several times in a top-level element.

## 2. Paper form

No.	Name of personal information	Meaning
<b>1</b>	<b>Account</b>	
1.1	Number of a person in the List of persons concerning with terrorist activities or in concerning of whom international sanctions are applied (hereinafter - the List of persons)	
1.2	Account creation date	
1.3	Type of account	
1.4	Type of person	
<b>2</b>	<b>Name of person</b>	
2.1	Surname of the resident/name 1 of a non-resident/name of the legal entity, organization, including the trust	
2.2	Name of resident/name 2 of a non-resident	
2.3	Patronymic of the resident/name 3 of a non-resident	
2.4	Name 4 of a non-resident	
2.5	A note about the possible spelling of the name, nickname, etc. individual/name of legal entity, organization, including trust	
2.6	Category of pseudonym	
2.7	Quality of pseudonym	
3	Date of birth / Date of registration of the legal entity, organization, including the trust	
4	Place of birth / Place of registration of the legal entity, organization, including the trust	
5	Citizenship or subjection	
6	Nationality	
7	Position	
8	Kind of activity	
9	Honorary, professional, religious and other ranks	
<b>10</b>	<b>Passport (or other identity document)</b>	
10.1	Series and number	
10.2	Date of issue	

10.3	Country of issue	
10.4	Name of the authority that issued the document	
11	National identification number	
<b>12</b>	<b>Place of residence/stay/location</b>	
12.1	Country	
12.2	Postal code	
12.3	Region (state, province)	
12.4	City	
12.5	Street	
12.6	Building	
12.7	Office/flat	
12.8	Address (not structured)	
13	Note on the court decision	
14	Mark about the wanted person	
15	Additional information	
16	Date of submission of information on exclusion of a person from the List of persons	
<b>17</b>	<b>Bank details</b>	
17.1	Information about the bank in which the account is opened	
17.2	Bank account number	

**Director of Coordination and  
Monitoring Work Department of the  
Ministry of Finance of Ukraine**

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