



**MINISTRY OF FINANCE OF UKRAINE**

**ORDER**

**June 8, 2015**

**Kyiv**

**No. 542**

Registered with the Ministry of Justice of Ukraine  
on June 24, 2015 under 749/27194

**On Approving the Procedure for Forming an Account Identifier and Providing an Account Identifier Certificate and the Certificate Form**

Pursuant to Clause 1, Part 2, Article 6 of the Law of Ukraine "On Preventing and Countering Legalization (Laundering) of Proceeds of Crime, Financing of Terrorism and Financing of Proliferation of Weapons of Mass Destruction", Provision on the Ministry of Finance of Ukraine approved by the Cabinet of Ministers of Ukraine Resolution of August 20, 2014, No. 375, Provision on the State Financial Monitoring Service of Ukraine approved by the Cabinet of Ministers of Ukraine of September 17, 2014, No. 455, and to ensure account registration of the primary financial monitoring subject

**I HEREBY ORDER:**

1. To approve the following attachments:

Procedure of Forming an Account Identifier and Providing an Account Identifier Certificate;  
account identifier certificate form.

2. Declare null and void the Ministry of Finance of Ukraine Order of May 28, 2013, No. 560 "On Approving the Procedure for Forming a Primary Financial Monitoring Subject's Account Identifier and Issuing a Notification of Its Assigning" registered with the Ministry of Justice of Ukraine on June 17, 2013 under No. 984/23516.

3. The Department of Tax, Customs Policy, and Accounting Methodology of the Ministry of Finance of Ukraine (Chmeruk M.O.) together with the Department of Information Technologies of the State Financial Monitoring Service of Ukraine (Davydyuk V.S.) shall duly ensure:

submittal of this order for state registration to the Ministry of Justice of Ukraine;  
publication of this order.

4. This order shall become effective on the day of its official publication.

5. Control of this order implementation shall be imposed on the Deputy Minister of Finance of Ukraine, Makeyeva O.L., and the Deputy Head of the State Financial Monitoring Service of Ukraine, Zubriy V.P.

**Acting Minister**

**I. Umanskyi**

**CONCURRED:**

**Head of the National Securities and Stock  
Market Commission**

**T.Z. Khromayev**

**First Deputy Head  
of the National Bank of Ukraine**

**O.V. Pysaruk**

**Head of the State Commission for Regulation  
of Financial Services Markets**

**I. Pashko**

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

**A.T. Kovalchuk**

APPROVED  
Ministry of Finance of Ukraine Order  
of June 8, 2015, No. 542

Registered  
with the Ministry of Justice of Ukraine  
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## **Procedure of Forming an Account Identifier and Providing an Account Identifier Certificate**

### **I. General provisions**

1. This Procedure determines the rules of forming an account identifier and providing an account identifier certificate to primary financial monitoring subjects and their separated subdivisions (hereinafter "the subjects") which submit information pursuant to the requirements of the Law of Ukraine "On Preventing and Countering Legalization (Laundering) of Proceeds of Crime, Financing of Terrorism and Financing of Proliferation of Weapons of Mass Destruction" (hereinafter "the Law").

2. For the purposes of this Procedure, the terms shall be used in the following meaning:

account identifier certificate – a document of an established form submitted in response to a primary financial monitoring subject's requirement, which has registered with the State Financial Monitoring Service of Ukraine and is used by it for submitting requests to state authorities and state registrars on identification of clients and in other legally prescribed cases;

key details – information on a subject shown in the account form, changes to which require assigning of a new account identifier, namely:

1) for the subjects which are not banks, legal entities (separated subdivisions):

Unified State Register of Enterprises and Organizations of Ukraine (EDRPOU) Code  
type of subject;

2) for subjects which are banks (their separated subdivisions) or foreign bank branches:

Unified State Register of Enterprises and Organizations of Ukraine (EDRPOU) Code  
type of subject;  
bank institution code;

internal bank registration code;

3) for subjects who are natural persons:

a taxpayer's account card registration number or passport series and number (for persons who on religious grounds refuse to accept a taxpayer's account card registration number and informed the relevant regulatory authority and have a stamp in the passport);

type of subject;

details – any information on the subject shown in the account form;

account form – a document of an established form (paper or electronic) submitted by a subject for registration with the State Financial Monitoring Service of Ukraine or making changes to the details.

Other terms shall be used in the meaning provided in the Law.

### **II. Forming an Account Identifier**

1. The account identifier is formed by the State Financial Monitoring Service of Ukraine based on key details of the account form duly submitted by the subject.

2. In case of changes in the subject's details, the assigned account identifier shall be revoked.

### **III. Providing an Account Identifier Certificate**

1. In case of a need to get an account identifier certificate, the subject shall send a request letter signed by the subject (chief executive) to the State Financial Monitoring Service of Ukraine using the form per the attachment to this Procedure.

2. The State Financial Monitoring Service of Ukraine within five days of receiving the request letter shall form and send the certificate to the subject.

The account identifier certificate shall be formed using the actual data of the account form stated in the request letter.

The account identifier certificate shall be sent to the subject location (place of residence) stated in the request letter.

3. In the case of lost or damaged certificate or changed details which are not key, to receive a new certificate the subject shall submit a request letter to the State Financial Monitoring Service of Ukraine stating such circumstances.

Following a review of the request letter, the State Financial Monitoring Service of Ukraine shall duly send a new certificate to the subject.

**Director of the Department of Tax, Customs  
Policy, and Accounting Methodology**

**M.O. Chmeruk**

Attachment  
to the Procedure for Forming a Primary  
Financial Monitoring Subject's Account  
Identifier and Providing Account Identifier  
Certificate  
(Clause 1, Section III)

**State Financial Monitoring Service of  
Ukraine**  
24 Biloruska str., Kyiv, 04655

### Request letter

Pursuant to the Procedure for Forming a Primary Financial Monitoring Subject's Account Identifier and Providing Account Identifier Certificate approved by the Ministry of Finance of Ukraine Order of June 8, 2015, No. 542, I hereby request an account identifier certificate \_\_\_\_\_, assigned to the information included in the Unified Information System on registration of a primary financial monitoring subject (separated subdivision)  
Name (surname, first name, patronymic) \_\_\_\_\_

Location (place of residence) \_\_\_\_\_

Actual information submitted in the form N 1-FM of \_\_\_\_\_

Other information\*: \_\_\_\_\_

Address for sending the certificate \_\_\_\_\_

\_\_\_\_\_  
(position)

\_\_\_\_\_  
(signature)  
stamp here (if available)

\_\_\_\_\_  
(Full name)

\* In the case of lost or damaged certificate or changed details stated in the certificate, the request letter shall state such circumstances.

In the case of receiving an account identifier certificate for a primary financial monitoring subject's separated subdivision, this subject's account identifier shall be indicated.

APPROVED  
Ministry of Finance of Ukraine Order  
of June 8, 2015, No. 542

**STATE FINANCIAL MONITORING SERVICE OF UKRAINE**

24 Biloruska str., Kyiv, 04655, Ukraine, tel.: 380(44)5941620, e-mail: sdfm@sdfm.gov.ua

" \_\_\_\_ " \_\_\_\_\_ 20\_\_ N \_\_\_\_ / \_\_\_\_\_

**CERTIFICATE**

**ACCOUNT IDENTIFIER \_\_\_\_\_**

**assigned to the information included in the Unified Information System on registration of a primary financial monitoring subject**

1. **Name of subject (name or surname, first name, patronymic)**

2 **Information on registration**

3. **Location (place of residence)**

4. **Date of the account form**

5. **Date of identifier assignment**

6. **Comments**

\_\_\_\_\_  
(position)

\_\_\_\_\_  
(signature)

\_\_\_\_\_  
(Full name)

Address for sending the certificate

To:  
Address:

(name of the primary monitoring subject, for a natural person – surname, first name, patronymic)

\_\_\_\_\_  
(primary financial monitoring subject's location (place of residence))

Description for filling the details of the account identifier certificate:

details of the account identifier certificate shall be filled based on the data of the account form No. 1-FM stated in the request letter

Detail name	Filling Requirements
Name of subject (name or surname, first name, patronymic)	Full name of the primary financial monitoring subject or separated subdivision registered with the State Financial Monitoring Service of Ukraine
Information on registration	The following shall be stated: for legal entities – subject's code under the Unified State Register of Enterprises and Organizations of Ukraine (EDRPOU); for natural persons who on religious grounds duly refused to accept a taxpayer's account card registration number and informed the relevant regulatory authority accordingly and have a stamp in the passport – series and number of a Ukraine citizen's passport; for other natural persons – taxpayer's account card registration number
Location (place of residence)	Pursuant to Fields 230 - 290 / 390 - 450 of the account form
Date of the account form	Pursuant to Field 030 of the account form
Date of identifier assignment	Indicate the date of the primary financial monitoring subject's registration and assigning of the account identifier to the information on the subject included in the Unified Information System
Comments	If the account identifier certificate is issued to a separated subdivision, the primary financial monitoring subject's account identifier shall be indicated
Address for sending the certificate	According to the address for sending the certificate stated in the request letter

**Director of the Department of Tax, Customs  
Policy, and Accounting Methodology**

**M.O. Chmeruk**