

# FORM BEN3A1

## Declaration as a Designated Persons For Administrative access to the RBO Register



CLÁR LÁRNACH UM ÚINEIREACHT THAIRBHÜIL CUIDEACHTAI  
AGUS CUMANN TIONSCAIL AGUS SOLÁTHAIR  
CENTRAL REGISTER OF BENEFICIAL OWNERSHIP OF COMPANIES  
AND INDUSTRIAL AND PROVIDENT SOCIETIES

Statutory Instrument No. 110 of 2019 - European Union  
(Anti-Money Laundering: Beneficial Ownership of Corporate Entities) Regulations 2019.

**TO: The Registrar of Beneficial Ownership, Maureen O’Sullivan.**

I confirm that

*(name of organisation)*

is a “designated person” as defined by Section 25 of the Criminal Justice (Money Laundering & Terrorist Financing) Act 2010, as amended by the Criminal Justice (Money Laundering and Terrorist Financing) (Amendment) Act 2018.

I hereby declare for the abovenamed “designated person” who have responsibilities in the following areas:

- (1) take customer due diligence measures
- (2) a legitimate interest with respect to
  - a. money laundering,
  - b. terrorist financing,
  - c. and the associated predicate offences, such as
    - i. corruption,
    - ii. tax crimes and
    - iii. fraud

### Person authorising and providing Data Protection Undertaking:

|  |  |
|--|--|
| Typed Signature of Authorising Person: |  |
| Date:                                  |  |
| Position:                              |  |
| Work Address:                          |  |
| Email Address:                         |  |
| Tel. No.                               |  |
| RBO Login Name                         |  |

Please indicate the type of Designated Person, and provide more details in the space below:

credit institutions

auditors

casinos

financial institutions

external accountants

any person trading in goods  
involving transactions

tax advisors

property service providers

totalling at least €10,000

Please provide more details and purpose/area of responsibility (such as listed above)

|  |
|--|
|  |
|--|

**Next step:** When completed and type signed, save as a PDF and e-mail to [discrepancies@rbo.gov.ie](mailto:discrepancies@rbo.gov.ie), With “Designated Persons Admin form” in the subject line to clearly help identity to the RBO Team

# Form BEN3A1 for Administrative Access to the RBO

## Explanatory Notes and Declaration



### Registrar

The Registrar is the Registrar of Beneficial Ownership of Companies and Industrial and Provident Societies as per Regulation 18 of SI 110/2019.

### Central Register (“the RBO”)

The Central Register is the Central Register of Beneficial Ownership of Companies and Industrial and Provident Societies as per Regulation 19 of SI 110/2019.

### Designated Person

The definition of a ‘designated person’ is provided in Section 25 of the Criminal Justice (Money Laundering and Terrorist Financing) Act 2010, as amended, and includes credit institutions, financial institutions, auditors, external accountants, tax advisors, property service providers, casinos and any person trading in goods involving transactions totalling at least €10,000.

### Agents of Designated Person(s)

Regulation 25 of SI 110/2019 restricts access to only Designated Persons as defined in the note above.

## Declaration of Undertaking

I acknowledge that under Regulation 25(1) only a ‘designated person’ (subjected to para (5) of Reg 25) shall have access to the beneficial ownership information registered on the RBO register.

I acknowledge that under Regulation 25(4) of SI110/2019, that the Data Protection Act 2018 applies to the access that the Registrar affords to a “designated person” in respect of information in the RBO.

In this regard, I undertake to ensure that my organisation will take all necessary data protection measures to safeguard the personal data it obtains from the RBO.

By undertaking to sign and submit this form to the RBO I declare I am a Designated Person, and I will be provided with administrative access. I will also:

- be responsible for all sub accounts that are associated with this Admin account,
- be responsible for ensuring that only authorised persons within my organisation are approved for access and are acting in the capacity of and carrying out the duties as outlined in Section 25 of the Criminal Justice (Money Laundering and Terrorist Financing) Act 2010, as amended.
- to carry out periodic audits of sub accounts and to remove any and all persons who no longer require access
- to notify the RBO of any changes to the Administrator role

I hereby acknowledge that I have both read and understood the above, the SI and the GDPR requirements and responsibilities for access to the RBO Register as a Designated Person.

Date

Typed name of Person Authorising

Signature