Circular No.: PMEX/MKT, BD&CSS/2019/16   **March 11, 2019**

Registration on GoAML

All brokers are hereby informed that for the purpose of reporting Suspicious Transaction Reports (STRs) and Currency Transaction Reports (CTRs), the Financial Monitoring Unit (FMU) has recently developed goAML, which is a state of the art all-encompassing online reporting system for data collection, analysis and dissemination of the same.

In view of the above, all brokers are hereby advised to immediately register themselves on goAML. The Guidelines for registration on goAML are attached herewith as Annexure "A".

The above must be noted for strict compliance purposes.

For further information and assistance, please feel free to contact our Customer Support Services by phone on 021-111-623-623, 0300-8213-324 and 0321-8756-623 or by email at support@pmex.com.pk.

Best regards,

Syed Mumtaz Ali
Chief Regulatory Officer

Encl: "Annexure A"

Guidelines for Registration on goAML

Organization Registration on goAML
For registration of Organization, please click on Register as Organization:
- Click on goAML link: www.fmu.gov.pk/goaml
- Click on register as Organization
- Provide your organization Details as advised in user guide (link provided below)
- Provide your Business Administrator Details. The Business Administrator should be senior level official preferably Head of Compliance.
- Attach an Authority Letter (in PDF Format) on the organization's letter head duly signed by Head of Compliance and submit the form.
- Hard Copy of the letter must be dispatched to Additional Director – FMU.

Once the request from your organization is received, FMU will process the request which will subsequently be notified. Once the request is approved, the **Business Administrator** of your organization will be able to login into goAML Production environment by using the username and password submitted during the registration process.

User Registration on goAML:
For registration of subsequent users click on **Register As Person.**
- Do **NOT** check the '**Individual User**' option located at the top of the page.
- Use the same **Organization ID** that will be provided after registration of your organization on goAML
- Fill all the available user details.
- Submit your registration Request on goAML.
- Now, your organization's Admin User on goAML needs to **Finalize** the registration request through **Admin** than **User Request Management Tab.**
- Please note, admin User **ONLY** needs to **Finalize** the registration request of subsequent users, please do NOT click on any other option i.e. **Approve**

General Recommendations:
Admin User name: The login user name must be between 6 and 50 characters long. It is recommended that the **Business Admin** account must be registered with the official email address of the organization (e.g. fmuaml@fmu.gov.pk). FMU will approve the Admin user Request.

Non-admin User Name: The login user name must be between 6 and 50 characters long. It is recommended that the user account must be registered with the official email address of the user (e.g. adil.jamil@fmu.gov.pk). The Admin users (Business Admin) will Finalize their subsequent user account registration requests. Please note No Further approval will be needed from FMU if Business Admin of your organization will Finalize the registration request.

Password (recommended): The Password must have at least eight characters and must include at least 1 Small letter, 1 Capital letter, 1 numeric character and 1 special character (e.g. Pakistan@123).

Please note, failure to comply with FMU's instructions may lead to appropriate Legal and Penal Action against your organizations. **For this purpose, Your attention is drawn towards subsection 2 of section 25 of AML Act, 2010 (Amended, 2015), which states that:**

Guidance Documentation:
goAML user registration guide: http://www.fmu.gov.pk/Downloads/RegistrationGuideFMU.pdf
goAML user registration help: https://goamlweb.fmu.gov.pk/PRD/Home/Help

Template for registration is attached below.

In case of any query :

Please direct all of your queries for goAML to: goamlhelpdesk@fmu.gov.pk

For Registration and technical issues :
Mr. Ahmed Ali-   -   021-99095021

For other queries and issues:

Mr. Irfan Hassan Jaffery   -   021-99095034
Mr. Assad Farman Ali   -   021-99095025
Mr. Shahzad Hussain   -   021-99095028

NB: The Organization details MUST be updated as shown in the user guide.

Template for Registration on goAML

Sr. No.	Mandatory Fields	Required
1	Please click on "REGISTER" on home page	Click on **Register As Organization** on upper right corner of your screen
2	Select Entity Type	Please Check your relevant Entity as Reporting Entity
3	is financial	Please Check " **Yes**"
4	Name of the entity.	i.e. **"ABC BANK LTD"**
5	Acronym used by the entity.	i.e. **ABC**
6	Entity Type	Please Select type form Drop down list
7	Contact Person	The system generated acknowledgement will be addressed to this contact Person i.e.
8	Email ID	It is suggested to provide group email here i.e. **compliance@abc.com.pk**
9	Phones	Contact Person/Spokesman Mobile number.
10	Address	Contact Person/Spokesman Address.
Registering Person (This will be admin user of organization on goAML)		
11	Username	(Please provide official Email ID i.e. abc@xyz.org.pk
12	Email ID	(Please provide official Email ID i.e. abc@xyz.org.pk
13	Password	(Format suggested by the FMU i.e 1 capital, 1 small case, 1 digit and 1 special character and total length must be at least 8 characters).
14	First Name and Last Name and Title of registering Person.	
15	DOB and CNIC of registering Person.	Please provide CNIC without (-)
16	Address of Admin User	
17	Phones of Admin User	Country Code Format "**92**" without 00 & + at the start. Contact Number Format i.e. "**3451234567**" or "**2131234567**". Please do not provide "**0**" at the start.
Attachments		
18	Authority Letter (Please note, without authority letter registration request will not be entertained by FMU).	Provide all above required details on your Letter Head and be signed by your Head of Department. Kindly attach soft copy and dispatch **Hard Copy** to FMU.