



goAML Pre-registration Guide – Supervisory Bodies For Services Access Control Management

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2. Document Objective

The goAML application is available through a public portal for the reporting entities that are not regulated by the Central Bank of the UAE (CBUAE).

Reporting entities (REs) under the remit of Supervisory Bodies (SB), such as but not limited to “Abu Dhabi Global Markets” (ADGM), “Dubai Financial Services Authority” (DFSA), “Insurance Authority” (IA), “Securities and Commodities Authority” (SCA), Central Bank of UAE (CBUAE), Ministry of Economy (MOE) and Ministry of Justice (MOJ) are expected to follow the guidelines articulated in this document to secure access to the Services Access Control Management (SACM) to be able to access the goAML application to register and file Suspicious Transactions Report and/or Suspicious Activity Reports (STR/SAR).

Similarly their Supervisory Bodies mentioned above, will need to gain access to the Services Access Control Management (SACM) to be able to access the goAML application to register themselves as Supervisory bodies and also to assess and approve/reject their regulated entities pre-registration requests on SACM and registration requests on goAML.

3. Services Access Control Management (SACM)

SACM, among other functions, shall host the links to the goAML “Production” and “UAT” environments. Access to this portal is controlled by means of a “Time-based One Time Password” (TOTP) facilitated by “Google Authenticator”.

Supervisory Bodies (SB) and Reporting Entities (RE) alike must follow the guidelines articulated in the following sections to secure their “SECRET CODE” to be able to gain access to SACM or eservices portal.

A pre-determined sequence of steps must be followed using the functions facilitated in SACM to be able to secure and store the “SECRET CODE” (SC). The SC once obtained must be stored in a person’s mobile device using the “Google Authenticator” application that is available for download from “PlayStore” for Android and “AppStore” for Apple.

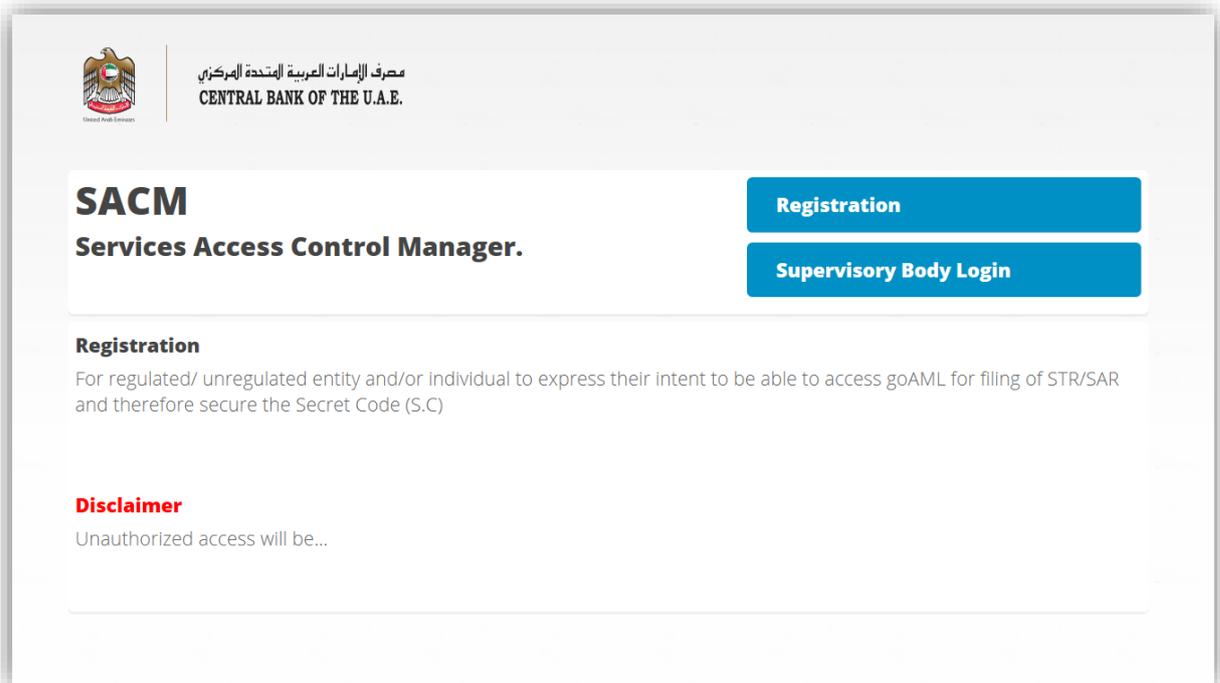
Refer to

- a) Section **Error! Reference source not found.** for the Pre-registration tasks to secure the “SECRET CODE”
- b) Section 5 for downloading and installing the “Google Authenticator” in your mobile device and
- c) Section 6 for how to use the “Google Authenticator” every time you access “SACM”

4. SACM & Securing the SECRET Key

SACM can be accessed at the following link:

<https://eservices.centralbank.ae/sacm>



SACM
Services Access Control Manager.

Registration

Supervisory Body Login

Registration
For regulated/ unregulated entity and/or individual to express their intent to be able to access goAML for filing of STR/SAR and therefore secure the Secret Code (S.C)

Disclaimer
Unauthorized access will be...

4.1. The Secret Code

The secret code will be provided to the registering person at the end of this pre-registration process subject to the due diligence conducted by the UAE FIU for the Supervisory Bodies. It is imperative that proper details are provided in the first instance.

NOTE: *The secret code obtained cannot be shared amongst individuals of an organization Each individual within an organization should secure their own secret code using the procedure as articulated below.*

4.2. Pre-requisite Information

Prior to embarking on the journey to pre-register and secure the SC, kindly ensure that the following information is readily available to ease the pre-registration process.

- The number as per the table in Section 8.
- A scanned PDF of a letter on your organization's letter head duly signed and sealed authorizing you to act on the organization's behalf.
- A scanned PDF of your valid Emirates ID

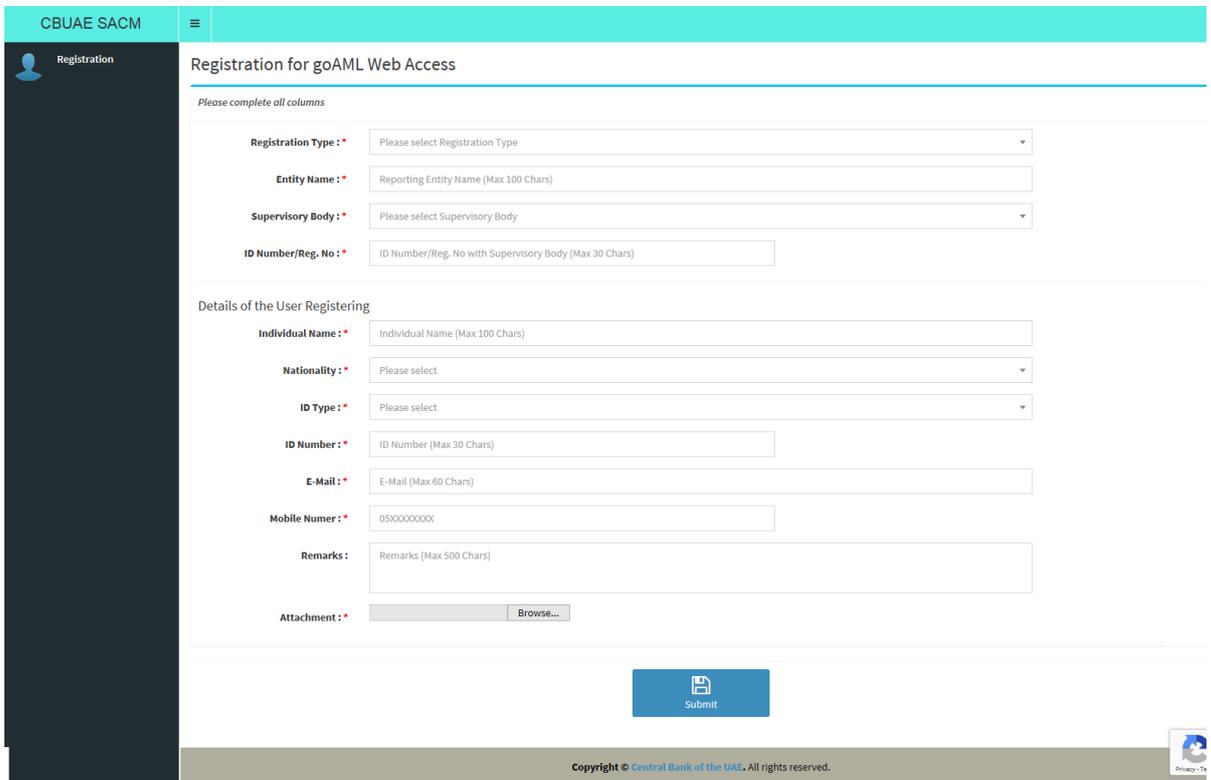
- d) The following details of the individual that will be pre-registering to secure the “SECRET CODE”
- a. Name
 - b. Nationality
 - c. Type of Identification that will be used – Emirates ID
 - d. The EID number as imprinted on the identification document.
 - e. Valid and operational email address
 - f. Valid and operational UAE Mobile number
 - g. Remarks (if any)
 - h. The scanned PDF copy of the authorization letter and valid EID.

4.3. Pre-registration Process

The pre-registration process comprises of the following key steps.

1. Expression of Intent to secure “Secret Code” by using the “REGISTRATION” link and verification by clicking on the link propagated by email.
2. Verification and approval (or rejection) of the confirmed intent by the UAE FIU.
3. Securing the “SECRET CODE” if the FIU has approved the request by clicking on the link propagated by email and the OTP propagated using email and mobile.

4.4. Registration



The screenshot shows the 'Registration for goAML Web Access' form in the CBUAE SACM system. The form is divided into two main sections: 'Please complete all columns' and 'Details of the User Registering'. The 'Please complete all columns' section includes fields for 'Registration Type', 'Entity Name', 'Supervisory Body', and 'ID Number/Reg. No.'. The 'Details of the User Registering' section includes fields for 'Individual Name', 'Nationality', 'ID Type', 'ID Number', 'E-Mail', 'Mobile Number', 'Remarks', and an 'Attachment' field with a 'Browse...' button. A 'Submit' button is located at the bottom of the form. The footer contains the copyright notice 'Copyright © Central Bank of the UAE. All rights reserved.' and a small logo.

Begin by clicking on the “**REGISTRATION**” button. Follow the steps as articulated below:

1. Select “SUPERVISORY BODY” as UAE FIU.
2. Name of Organization - Key-in the name of your organization
3. Supervisory Body Selection - Select “UAE Financial Intelligence Unit”
4. License / ID Number - Key-in the number as per table in Section 8
5. Type in YOUR NAME
6. Select your NATIONALITY from the list of values provided.
7. Select the ID TYPE from the list of values provided. “Emirates ID”
8. Type in the EID number
9. Type in a valid “EMAIL” address. Ensure that it is operational and you will be able to receive emails. Please note that an email address cannot be used for multiple pre-registration requests.
10. Type in a valid and operational “UAE Mobile Number”. Ensure that it is operational and you will be able to receive SMS. Please note that an UAE mobile number cannot be used for multiple pre-registration requests.
11. If required, you can record your remarks up to 2000 characters
12. Click on the “Browse & Attach” button and select the scanned PDF copy of the valid EID and the authorization letter.
13. Review and ensure all details are provided.

14. Accept the “Terms & Conditions” by ticking on the box provided.

15. Finally click on the “SUBMIT” button.

On completion of Step 15, the following will be done by the system in the background

- a) A pre-registration number will be generated and assigned.
- b) An email will be created and forwarded to the email address indicated in Step 9 above.

An email should arrive into your email INBOX (Kindly check your SPAM folders if you have not received it) for an email from webmaster@eservices.centralbank.ae. Please be advised that this email does not accept any inbound emails / replies.

Kindly save this email for future reference. Obtain the following details from the email received.

- a) The pre-registration number assigned
- b) The “One Time Password” (OTP) received by the same email

Greetings,

We have received your application successfully.

Your temporary registration number is **GMLADGM785820035**.

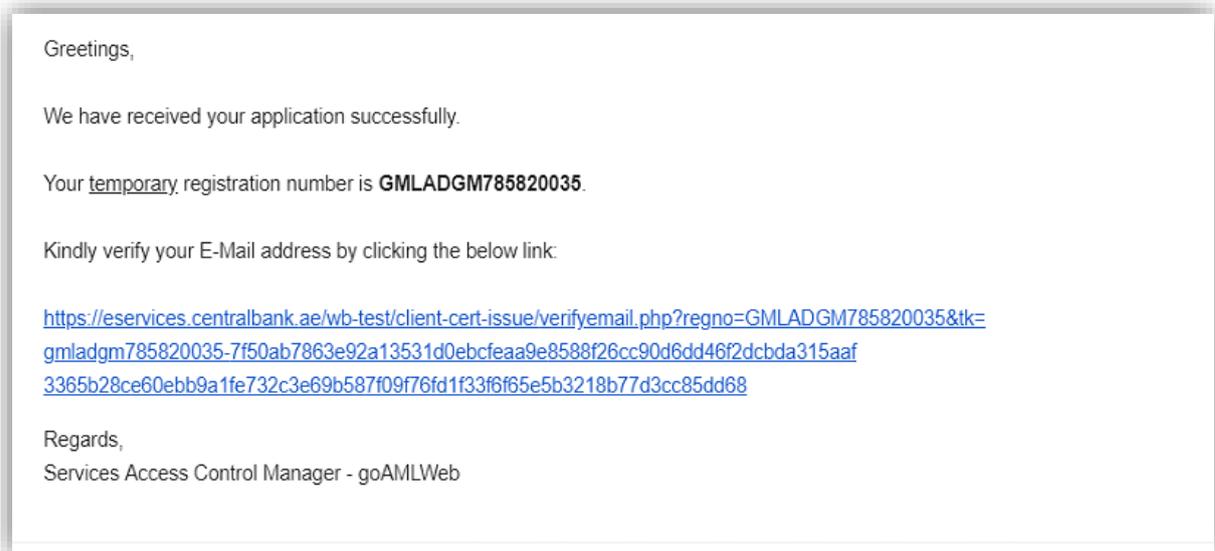
Kindly verify your E-Mail address by clicking the below link:

<https://eservices.centralbank.ae/wb-test/client-cert-issue/verifyemail.php?regno=GMLADGM785820035&tk=gmladgm785820035-7f50ab7863e92a13531d0ebcfeaa9e8588f26cc90d6dd46f2dcbda315aaf3365b28ce60ebb9a1fe732c3e69b587f09f76fd1f33f6f65e5b3218b77d3cc85dd68>

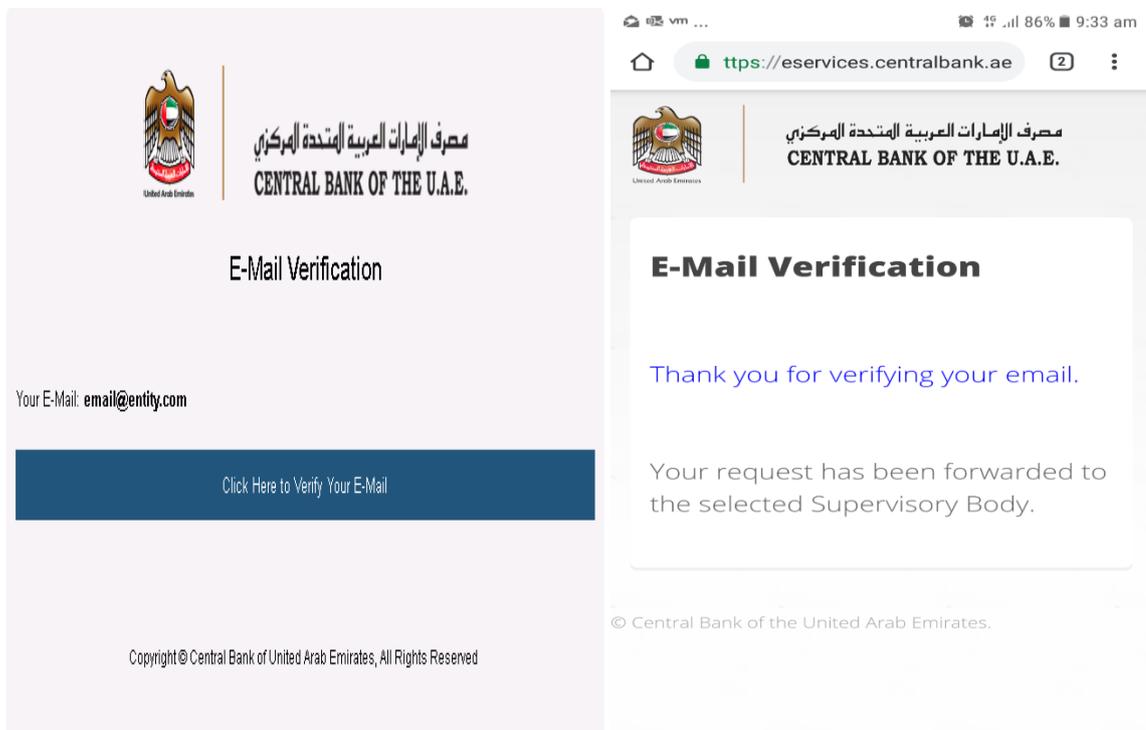
Regards,

Services Access Control Manager - goAMLWeb

4.5. Confirmation of the Intent

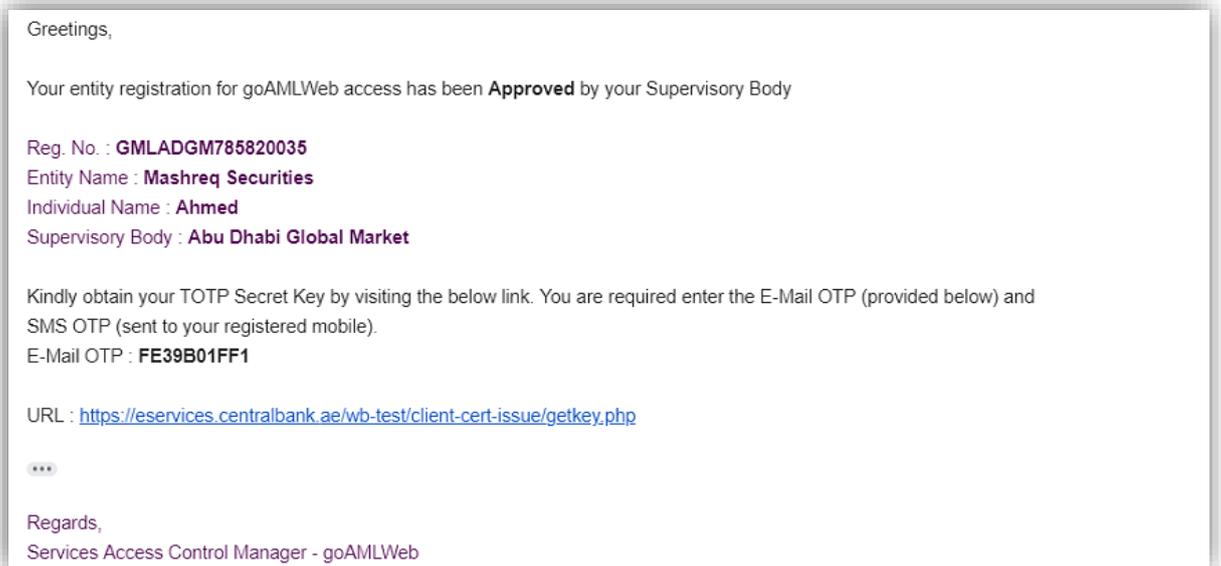


Click the link provided in the email to complete the verification process. A message as below will be displayed if the verification process was successful.



In the meantime, the FIU will be assessing the submitted pre-registration request and will approve it if deemed appropriate.

4.6. Securing the “SECRET CODE”



On receipt of the approval notification email as below:

Click on the link provided and you will be prompted to provide the

- a) Email used in the pre-registration request
- b) Email OTP received (EOTP)
- c) SMS OTP received on your mobile device (MOTP)

Please be advised that the EOTP and MOTP will only be valid for a period of 24 hours (or longer as may be determined and indicated in the email) from the time of issue.



مصرف الإمارات العربية المتحدة المركزي
CENTRAL BANK OF THE U.A.E.

Services Access Control Manager - Obtain Secret Key

Registered E-Mail :

E-Mail OTP :

SMS OTP :

Get Secret Key

© Central Bank of the United Arab Emirates.

Press the button “Get Secret Key”



مصرف الإمارات العربية المتحدة المركزي
CENTRAL BANK OF THE U.A.E.

Obtain Secret Key

Verification Success

Please find below your secret key which you can enable on Google Authenticator
 To learn how to enable the secret key on Google Authenticator [Click Here](#)
 You can use the below QR Code to enable the Secret Key on your mobile



Secret Key : **DV3ORKI2I44PAMTK**

Your UserName and Secret Key has been sent to your registered E-Mail

You will then be receiving an email with your login details as below

Greetings,

Please find below your User Name and Secret Key for your reference.

Kindly make sure you are keeping the User Name and Secret Key confidentially

Reg. No. : **GMLADGM785820035**

Entity Name : **Mashreq Securities**

Individual Name : **Ahmed**

Supervisory Body : **Abu Dhabi Global Market**

User Name : **UADGM9330013**

Secret Key : **2XDY5YXXIWJLJNMS**

URL : <https://services.cbuae.gov.ae>

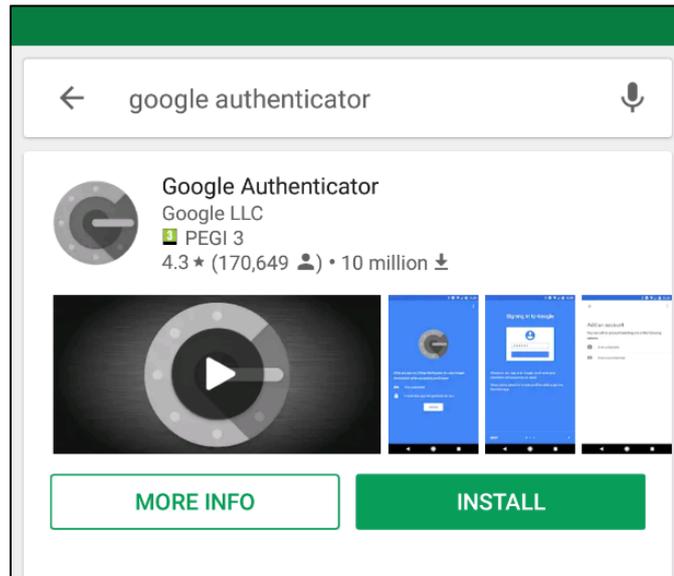
Regards,

Services Access Control Manager - goAMLWeb

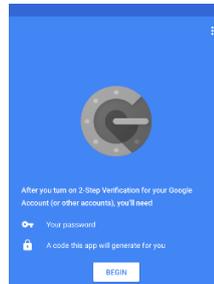
5. Google Authenticator Setup

Installation of Google Authenticator on your mobile (IOS or Android) has to be completed.

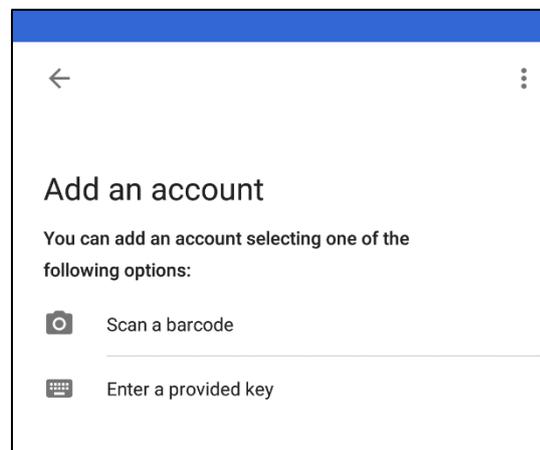
Open App Store / Play Store and search for Google Authenticator and click to install.



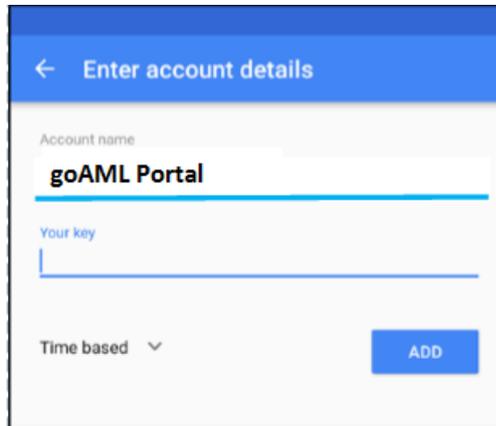
Once installed, Open Google Authenticator, click on the “BEGIN” button



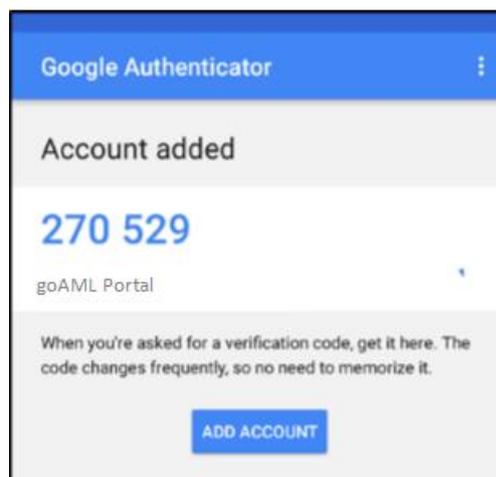
In **Add an account** screen, select **Enter a provided key**.



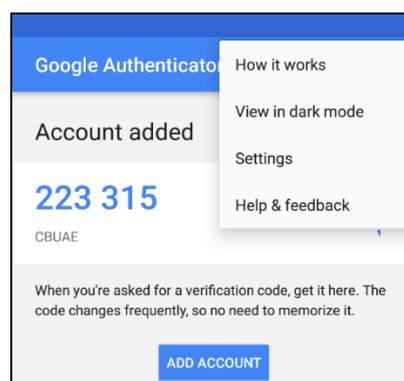
In **Enter Account Details** screen, enter an **Account Name** (use **goAML Portal**) and **Your Secret Key** obtained earlier by following the pre-registration tasks. Keep **Time Based** selected and click **ADD**.



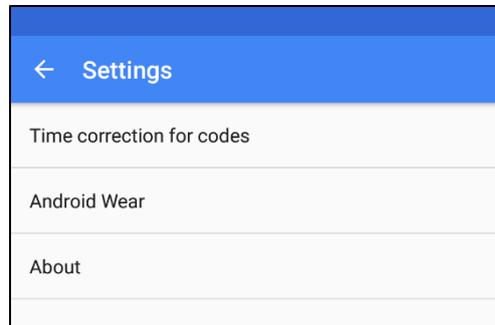
Once you complete your entries correctly and click **ADD**, your account will be added.



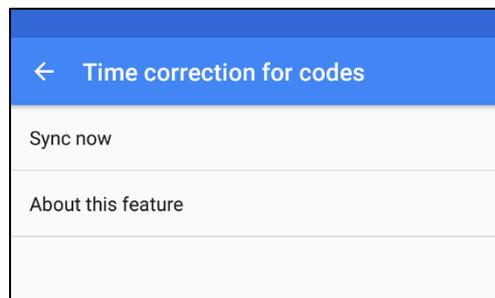
In order to complete your Google Authenticator configuration, Click on the **three-dot menu** on the top right and click **Settings**.



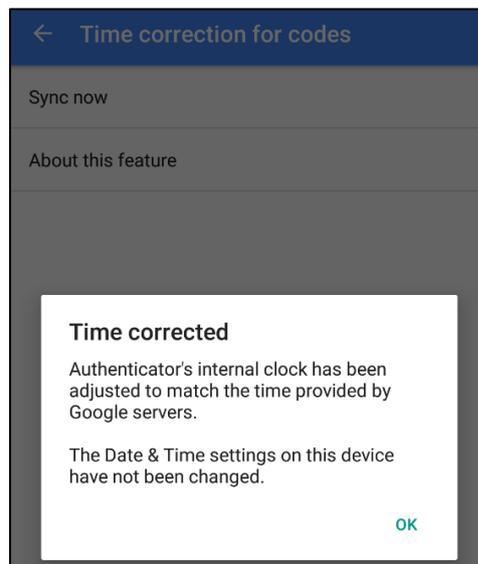
Click on “Time correction for code”



Click on “Sync now”



Your Google Account configuration is complete. Google Authenticator is ready now and can generate a valid key when needed.



6. How to use "Google Authenticator"

The Google Authenticator application is a must have every time you want to access the goAML

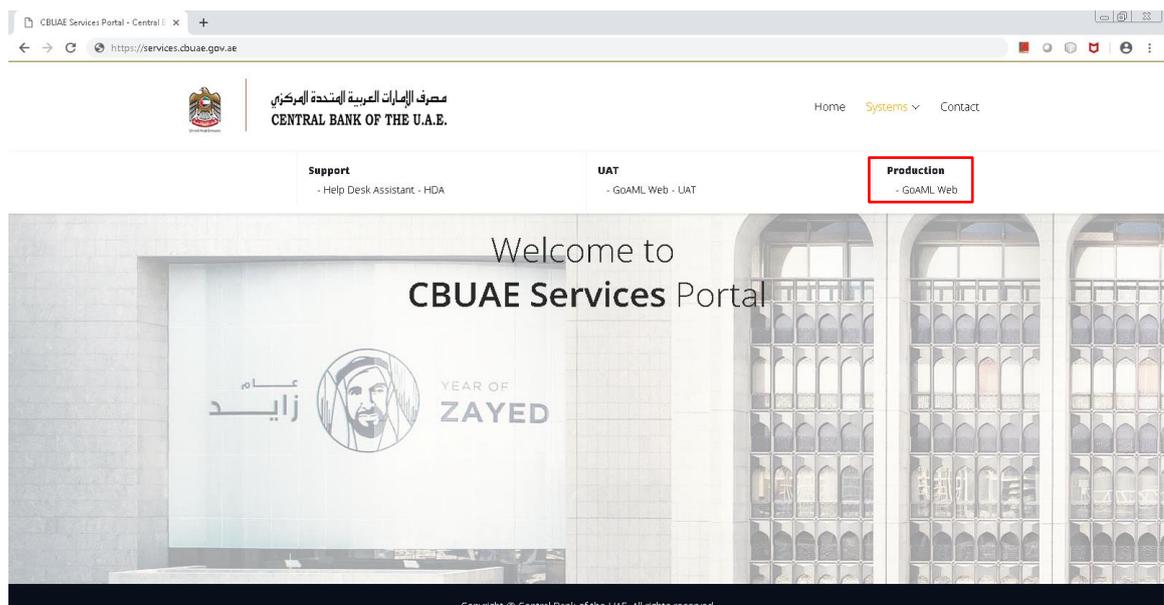
On your mobile select and launch "Google Authenticator".



Identify the "goAML Portal" account. There will be a 6 digit number which will change every 1 minute.

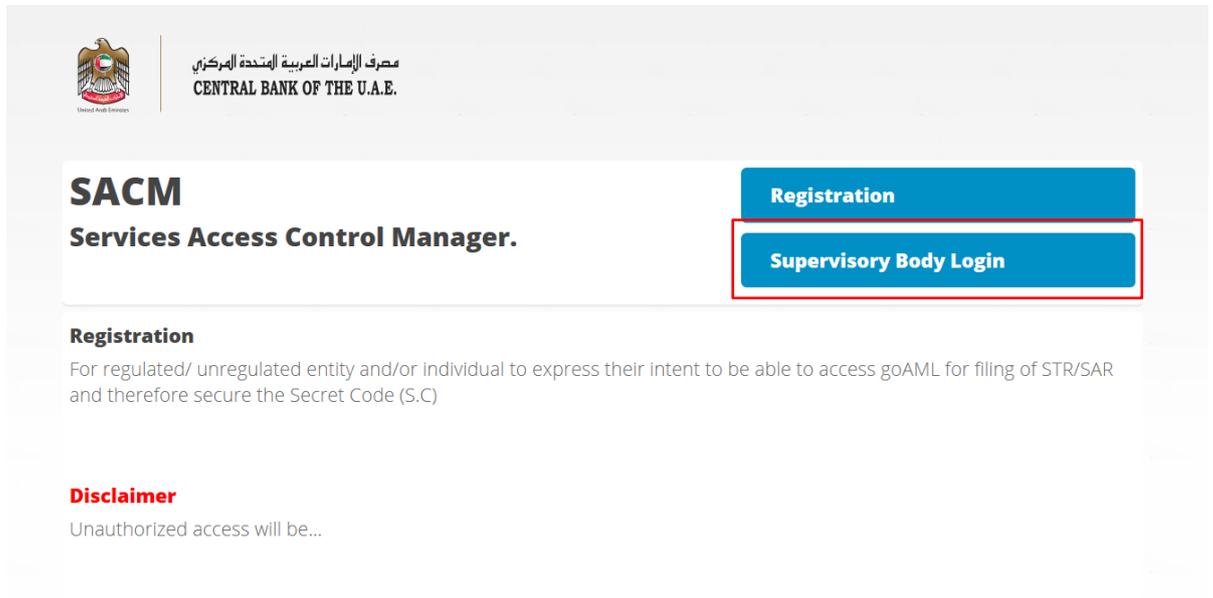
Now access the below link from your desktop/laptop. The User Name and 6 digit number will be solicited by the goAML. Key in the User Name and 6 digit number and press OK. If the credentials are valid then the CBUAE Services Portal will be presented to you.

<https://services.cbuae.gov.ae>



The screenshot shows a web browser displaying the CBUAE Services Portal. The browser address bar shows the URL <http://services.cbuae.gov.ae>. The page header includes the Central Bank of the U.A.E. logo and name in Arabic and English, along with navigation links for Home, Systems, and Contact. Below the header, there are three tabs: Support (Help Desk Assistant - HDA), UAT (GoAML Web - UAT), and Production (GoAML Web), with the Production tab highlighted in a red box. The main content area features a large banner with the text "Welcome to CBUAE Services Portal" and a graphic for the "YEAR OF ZAYED" featuring a portrait of a man.

7. Authorizing Requests from RE



SACM
Services Access Control Manager.

Registration

Supervisory Body Login

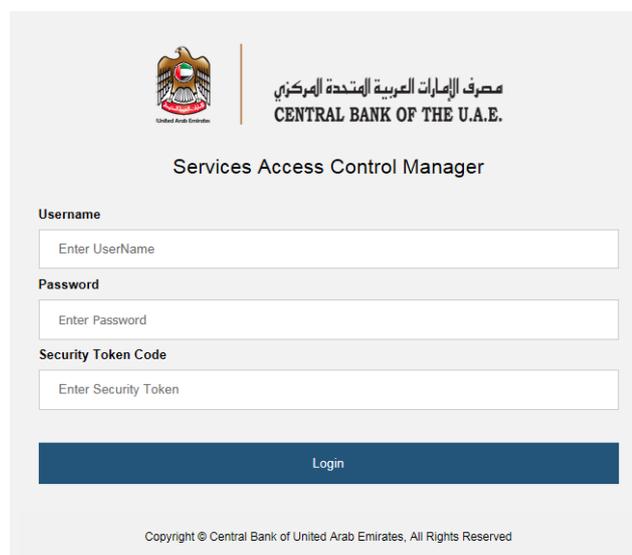
Registration
For regulated/ unregulated entity and/or individual to express their intent to be able to access goAML for filling of STR/SAR and therefore secure the Secret Code (S.C)

Disclaimer
Unauthorized access will be...

Click on the “Supervisory Body Login”. You will be prompted to key-in your

- Username
- Password [for the first time use the Username]; You will be forced to change the password**
- Security Token Code

The credentials for the Supervisory Bodies will be provided by goAML support team (goAMI@cbuae.gov.ae).



Services Access Control Manager

Username
Enter UserName

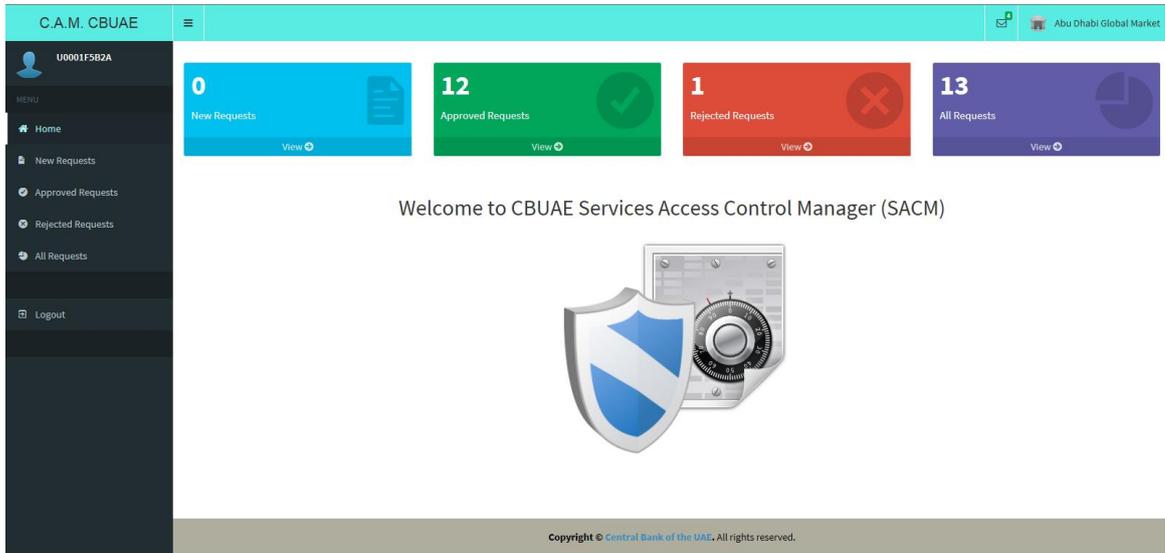
Password
Enter Password

Security Token Code
Enter Security Token

Login

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Once validated you will be directed to the home page.



C.A.M. CBUAE

U0001F5B2A

0 New Requests

12 Approved Requests

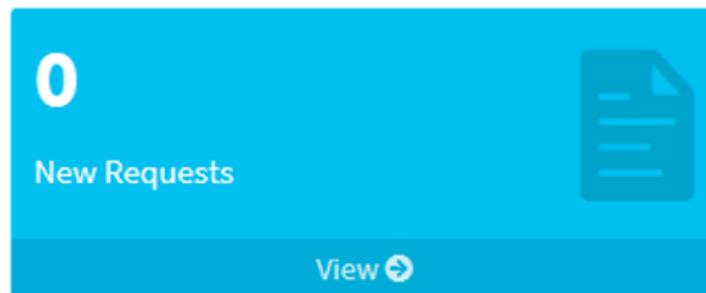
1 Rejected Requests

13 All Requests

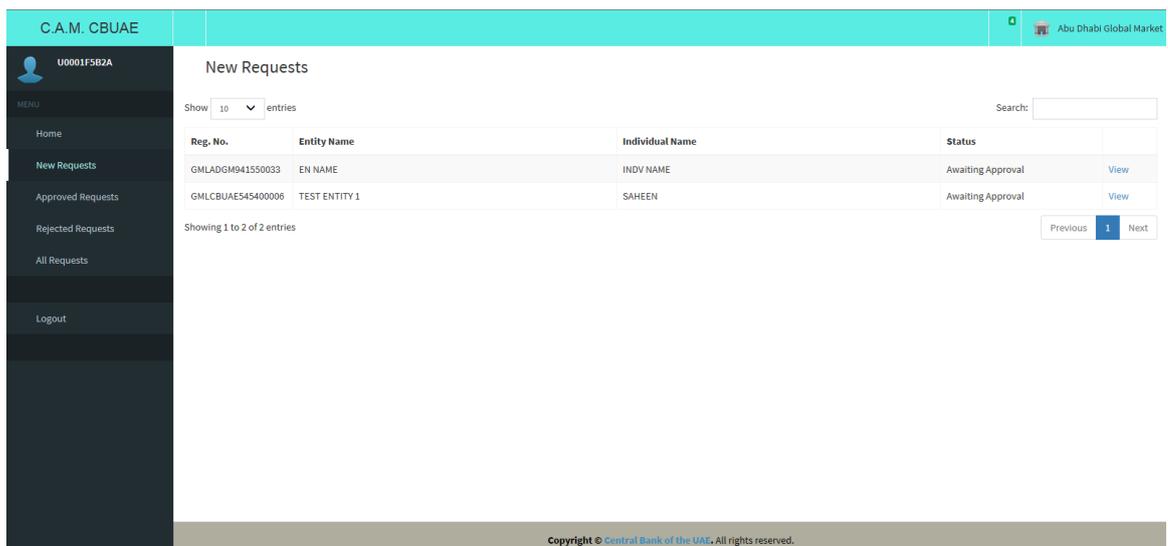
Welcome to CBUAE Services Access Control Manager (SACM)

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If there are any “New Requests” for you to action then click on the



Outstanding requests will be displayed in a grid as below:



C.A.M. CBUAE

U0001F5B2A

New Requests

Show 10 entries

Search:

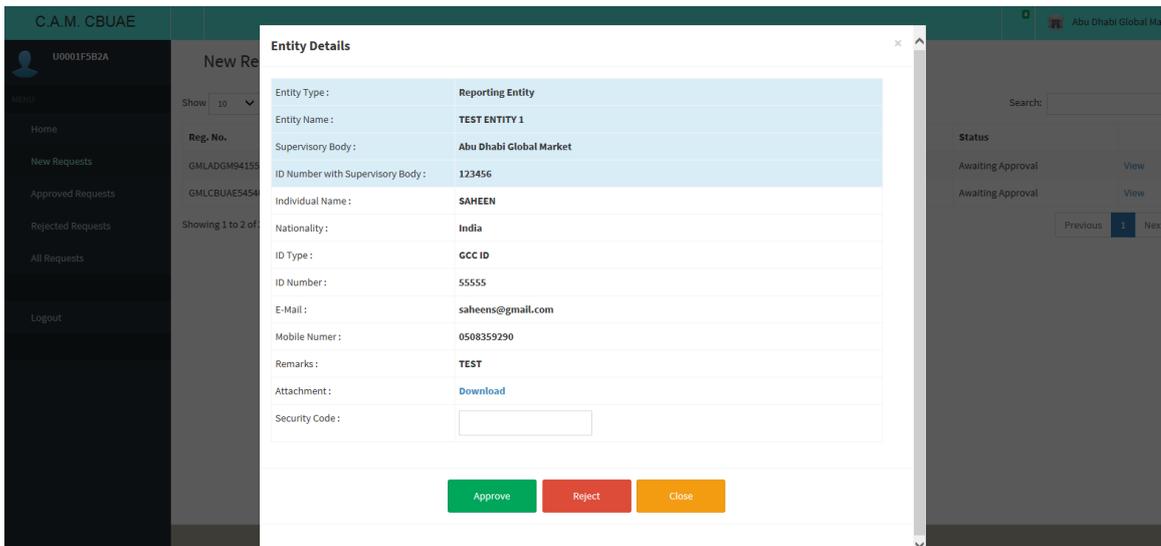
Reg. No.	Entity Name	Individual Name	Status	
GMLADGM941550033	EN NAME	INDV NAME	Awaiting Approval	View
GMLCBUAE545400006	TEST ENTITY 1	SAHEEN	Awaiting Approval	View

Showing 1 to 2 of 2 entries

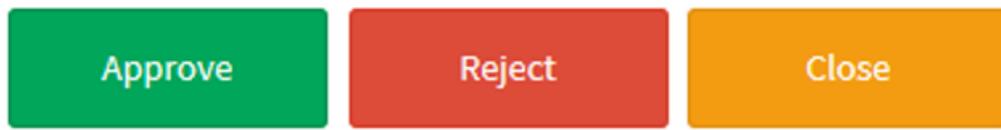
Previous 1 Next

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Select the item that you want to work on by clicking on the “View” link. The details pertaining to the request will be displayed.



Attachment can be viewed by clicking on the “Download” button. Key-in the Security Code and choose from:



On completion, the following will be done by the system in the background

- a) An email will be created and forwarded to the email address of the individual recorded earlier with information on whether the request has been “APPROVED” or “REJECTED”. If “APPROVED”, the email will contain an email OTP and mobile OTP.

8. List of Supervisory Bodies

No	Supervisory Body Name	Number
01	Abu Dhabi Global Markets	ADGM001
02	Dubai Financial Services Authority	DFSA001
03	Securities and Commodities Authority	ESCA001
04	Insurance Authority	AEIA001
05	Ministry of Economy	MOE001
06	Ministry of Justice	MOJ001
07	Central Bank of UAE	CBUAE001