

**Instructions No. (1) for the year 2012**  
**The Means that Insure Providing the Regulatory Authorities and Other**  
**Competent Authorities with any Data or Information Available within the Unit's**  
**Database Instructions**

**Issued by the Chief of the Unit Pursuant to the Provisions of Paragraph (B) of**  
**Article (7) of the Anti Money Laundering and Counter Terrorist Financing Unit**  
**Regulation and the Amendments thereto No. (40) for the year 2009**

**Article (1):**

These instructions shall be cited as the "means that insure providing the regulatory authorities and other competent authorities with any data or information available within the Unit's database instructions for the year 2012" and shall come into force as of the date 5/7/2012.

**Article (2):**

The words and phrases mentioned in these instructions shall have the meanings ascribed thereto in Article (2) of the Anti Money Laundering and Counter Terrorist Financing Law in force and Article (2) of the Anti Money Laundering and Counter Terrorist Financing Unit Regulation in force unless otherwise indicated by context.

**Article (3):**

Pursuance to the provisions of the law, regulations and instructions issued by virtue thereof, the Unit may, in the context of coordination and cooperation with the regulatory authorities and other competent authorities, provide such authorities with any data or information available within its database.

**Article (4):**

The regulatory authorities and other competent authorities shall, in the event of desiring to obtain any data or information available within the Unit's database, provide a written request to the Unit stating the purpose of the request and the requested data and information and how the data or information sought will be used and parties related to the request. Such authorities shall provide the Unit with any additional information related, directly or indirectly, to the data and information obtained from the Unit.

**Article (5):**

- a- The Unit may, in the event of approving the mentioned request in Article (4) of these instructions, provide the regulatory authorities and other competent authorities with the requested data and information completely or partially and as it deems appropriate.
- b- The Unit has the right to refuse responding to a request submitted in accordance with the provisions of Article (4) of these instructions, in the event of the request discrepancy with the national legislation or international conventions ratified by the Kingdom or memoranda of understanding signed by the Unit with the Counterpart Units or as deemed by the interest of work. The authority who submitted the request shall be informed with the reasons of refusal.

**Article (6):**

- a- The data and information provided by the Unit to the regulatory authorities and other competent authorities shall be considered confidential unless the Unit did

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not consider such to be confidential and shall be considered a custody on the responsible person who is entrusted with protecting such data at the regulatory authority or other competent authority and shall subject in its confidentiality to the provisions of the Law.

- b- The regulatory authorities and other competent authorities shall maintain the confidentiality as same as they maintain confidentiality of their data and information in accordance with the laws and regulations in force and such data and information shall be maintained from the abuse, loss and misuse.

**Article (7):**

It is not allowed to use the data and information that is being provided by the Unit provides to the regulatory authorities or other competent authorities pursuant to the provisions of the law and regulations issued by virtue thereof and pursuant to these instructions except for the purposes described in the information request of the authority who requested the information and it is not allowed to disclose any data or information to any third party or using such data or information for the purposes other than the purpose described in the request without obtaining a written prior consent by the Unit.

**Article (8):**

It is forbidden for each individual who comes to his/her knowledge, directly or indirectly, any information submitted or exchanged pursuant to the provisions of the Anti Money Laundering and Counter Terrorist Financing Law in force, the regulations, instructions and decisions issued by virtue thereof, to reveal any of these information which came to his/her knowledge ex. Officio, directly or indirectly, or disclose such information in any way unless for the purposes of executing the provisions of the law, regulations, instructions and decisions issued by virtue thereof.

**Article (9):**

For the purposes of these instructions, the enveloping and sending the data and information (confidential) shall be as follows:-

- a. The data and information shall be put within an envelope entitled to the recipient and shall be sealed with the authority's seal as (confidential).
- b. A form of receipt notice shall be attached with the envelope.
- c. The envelope shall be put within another envelope and the name of the recipient and issuance number of the correspondences shall be written on such envelope.
- d. The recipient shall sign on the form of the receipt notice and shall retrieve such form without delay to its resources.

**Article (10):**

The regulatory authorities and other competent authorities shall nominate a liaison officer to follow up on executing the provisions of this information and notifying the Unit in case of change.

**Article (11):**

The chief of the Unit shall issue the decisions necessary for the executions of the provisions of these instructions.

**Chief of the Unit**  
**Dana Junbulat**