

goAML System Registration Guide

1. Regulated Entities

goAML Registration with Ministry of Economy & Tourism (MOET) is applicable for Designated Non Financial Businesses and Professions (DNFBPs) as defined in Article 3 in [UAE Cabinet Decision 10 of 2019](#)

Note: Kindly note that MOET shall be the supervisory body for all trade licenses issued by all Mainland Registrar Authorities and Commercial Free Zones (Financial Free Zones namely FSRA and DFSA are excluded and not under supervision of MOET).

2. Documents required

Below listed documents shall be required for registration

1. Trade License of the entity
2. Authorisation letter from the entity appointing the Compliance Officer/Money Laundering Reporting Officer (MLRO) – [Click Here to view the letter format](#). The letter needs to be either on the entity letter head and/or with the entity seal/stamp.
3. Copy of the Emirates ID and/or Passport of the appointed Compliance Officer / MLRO

Note: The above mentioned documents should be scanned as a **single PDF** document as the system allows only one (1) attachment. The size of the attachment should not exceed 5MB.

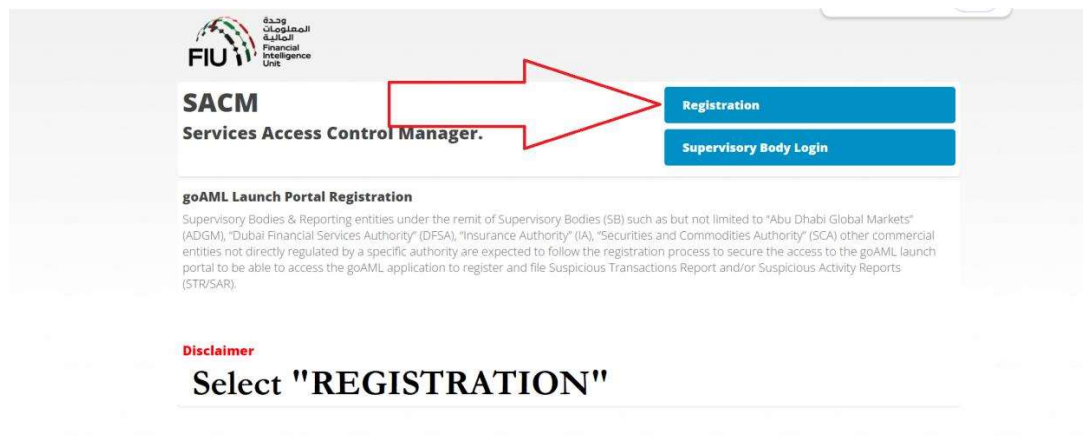
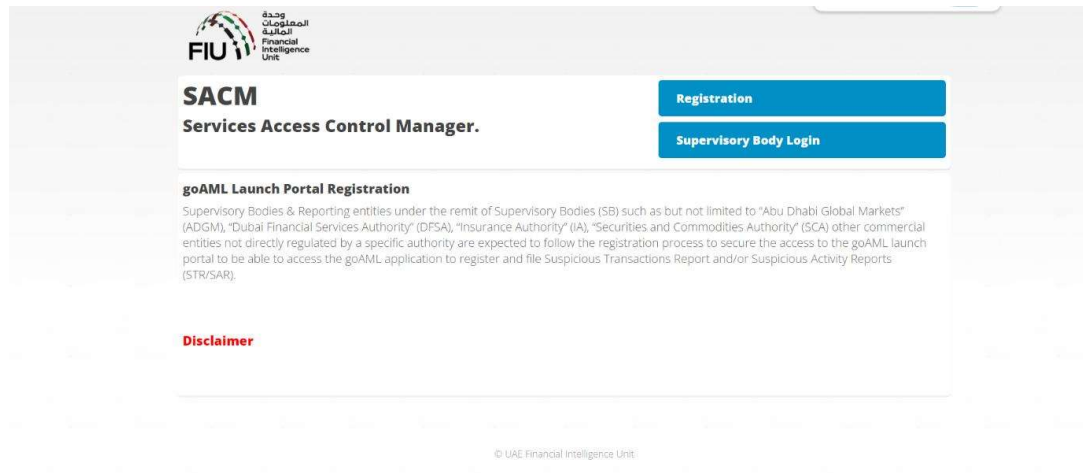
3. System Submission

The goAML system registration comprises of 2 steps

1. Services Access Control Manager (SACM) and Authenticator Registration
2. Entity Registration on goAML

Step 1. - Services Access Control Manager (SACM) and Authenticator Registration

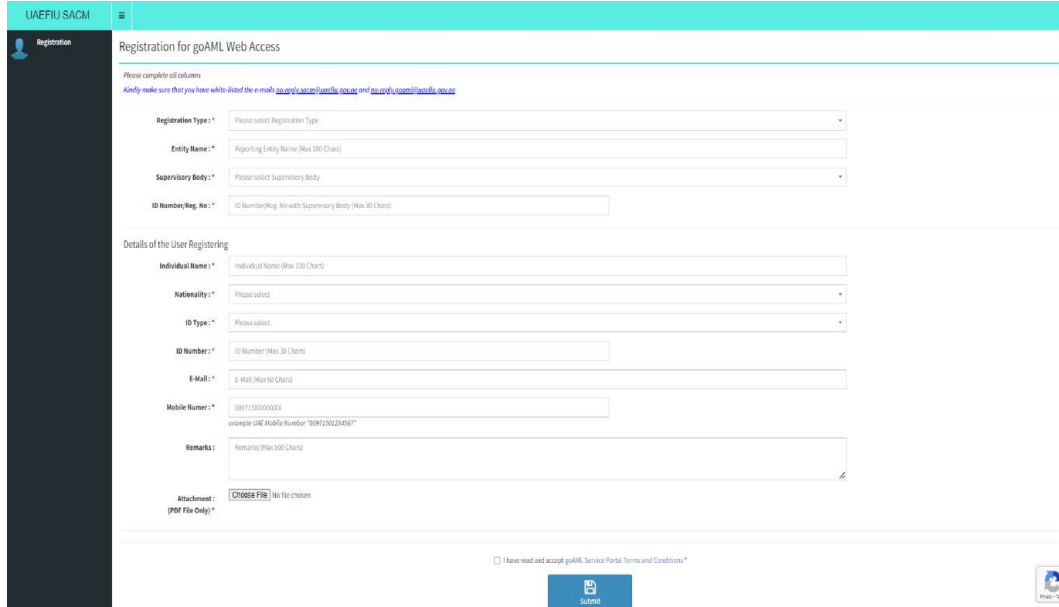
Link to be used - <https://services.uaefiu.gov.ae/sacm/>





Details Page

Fill All the details in this page – refer below for information



Entity Section

1. Registration Type – should be Reporting Entity
2. Entity Name – Name of the company as per trade license
3. Supervisory Body – Ministry of Economy & Tourism
4. ID Number/Reg. No – Trade License Number

Details of the User Registering

1. Individual Name – Name of the Compliance Officer (CO) / MLRO – to be mentioned as per ID/passport
2. Nationality – Nationality of the CO/MLRO
3. ID Type – Select the type of ID being submitted
4. ID Number – Enter the ID number of the document being submitted as selected in ID Type
5. E-mail – Email of the MLRO/CO
6. Mobile Number – Mobile number of MLRO/CO – should be a UAE registered mobile number. To be entered in 009715xxxxxxx format
7. Remarks – optional comments if any
8. Select the file saved – single attachment having above mentioned documents
9. Read and Acknowledge terms and conditions
10. Submit application – A reference number for the request is generated by the system



Verify email

Upon submission there will be an email sent requesting to verify the email ID. The request shall not reach MOET until this is done. Kindly make sure that you have white-listed the e-mails no-reply.sacm@uaefiu.gov.ae and no-reply.goaml@uaefiu.gov.ae

Ministry of Economy & Tourism Approval

Once submitted, the request shall be reviewed by MOET-AML – based on the decision of the request, a system generated notification shall be sent informing request being approved / rejected (in case of discrepancy which shall have the reason). In case the request is rejected you would need to review the reject reason and resubmit the request completing the requirement. For any further clarification / doubts reach out to MOET through email aml@moet.gov.ae before resubmitting

Completing SACM Registration

For request which is approved, an email (as shown below) shall be sent to the registered email with the email OTP and link to generate the Secret Key. An OTP shall be sent to the registered mobile number as well

Sample Approval mail

From: **goAMLWeb - Services Access Control Manager** <no-reply.sacm@uaefiu.gov.ae>
Date: DD/MM/YYYY and Time
Subject: Entity Registration Approved – GMLMOEC000000000
To: <[the registered email address](#)>

Greetings,

Your entity registration for [goAMLWeb](#) access has been **Approved** by your Supervisory Body

Reg. No. : **GMLMOEC000000000**
Entity Name : **NAME OF THE ENTITY**
Individual Name : **NAME OF MLRO/COMPLIANCE OFFICER**
Supervisory Body : **MINISTRY OF ECONOMY**

Kindly obtain your [TOTP](#) Secret Key by visiting the below link. You are required enter the E-Mail OTP (provided below) and SMS OTP (sent to your registered mobile).

E-Mail OTP : **XXXX0XX000**

URL : <https://services.uaefiu.gov.ae/sacm/getkey.php>

Regards,
Services Access Control Manager – [goAMLWeb](#)

Click on the URL <https://services.uaefiu.gov.ae/sacm/getkey.php>

Services Access Control Manager - Obtain Secret Key

Registered E-Mail :

Enter Registered E-Mail

E-Mail OTP :

Enter E-Mail OTP

SMS OTP :

Enter SMS OTP

Get Secret Key

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1. Enter the registered email ID
2. Email OTP that was given in the approval email
3. OTP sent to the registered mobile number
4. Click on “Get Secret Key” - An email (as shown below) shall be sent to the registered email that contains the User Name and Secret key

The OTP is valid for 24 hours only. In case the OTP is expired, send an email to goaml@uaefiu.gov.ae from the registered email requesting to resend the OTP.

Sample Username and Secret Key email

From: goAMLWeb - Services Access Control Manager <no-reply.sacm@uaefiu.gov.ae>
Sent: DD/MM/YYYY and Time
To: [The registered email address](#)
Subject: goAMLWeb Access Credentials – GMLMOE000000000

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. : **GMLMOEC000000000**
 Entity Name : **NAME OF THE ENTITY**
 Individual Name : **NAME OF THE MLRO/COMPLIANCE OFFICER**
 Supervisory Body : **MINISTRY OF ECONOMY**

User Name : **UMOEC000000**
 Secret Key : **XX0X0XX0XXXXX0X**

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

After logging in, please ensure that you register your organization on the goAML Production environment ASAP.

Regards,
 Services Access Control Manager – [goAMLWeb](#)

Authenticator Application

Download Authenticator Application on your mobile device using App Store. Complete the registration for the Authenticator Application using the credentials received (User Name and Secret Key).

Once registered, the Authenticator Application shall keep generating a 6-digit code which shall be required each time goAML is being used. It is mandatory to complete this registration to proceed further. Once done SACM registration step is complete and you may proceed to the entity registration (goAML).

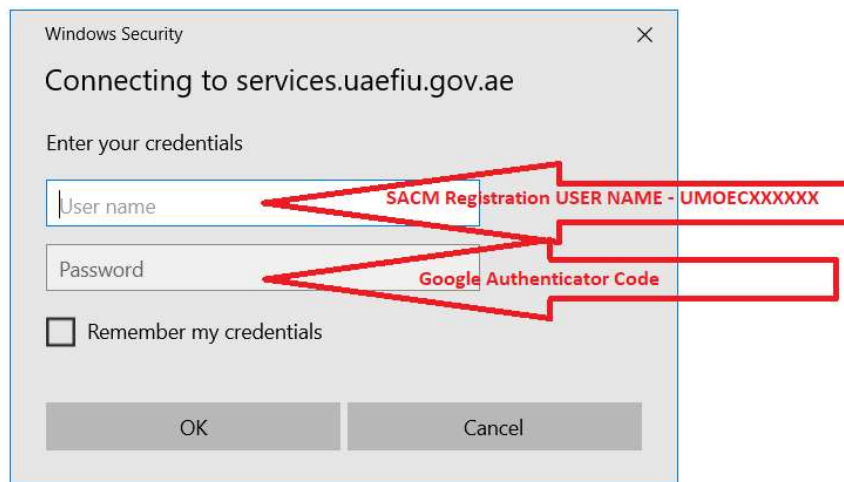
Step 2. - Entity Registration on goAML

Before proceeding please ensure that you have the;

- User Name provided in SACM Registration (UMOECEXXXXXX)
- Authenticator set-up on your mobile device
- Trade license, ID of MLRO/CO and Authorisation Letter (same file uploaded for SACM) available

Link to be used - <https://services.uaefiu.gov.ae/goaml/>

Login using the User ID provided in SACM Registration as user name and Authenticator code generated from the mobile device as the Password



The image shows a Windows Security dialog box titled "Connecting to services.uaefiu.gov.ae". It prompts the user to "Enter your credentials". There are two input fields: "User name" and "Password". A red arrow points from the "User name" field to the text "SACM Registration USER NAME - UMOECEXXXXXX". Another red arrow points from the "Password" field to the text "Google Authenticator Code". Below the input fields is a checkbox labeled "Remember my credentials" which is unchecked. At the bottom are "OK" and "Cancel" buttons.

Once Logged in you will be directed to the goAML Registration Page shown below – **Select Register New Organisation**



Register

Please note that in order to get access to the system, you first need to register as a **Reporting Entity** under "Register as an **Organisation**". Once the registration process has been successfully completed, you can log in with the credentials you have previously defined.

[Supervisory Bodies Pre-registration Guide](#)

[Reporting Entities Pre-registration Guide](#)

[Registration Guide](#)

[FAQs](#)

Register a new Organisation

Select Register a New Organisation

Register a new Person

Registration Page

Ensure to fill all details as given below – Incomplete/missing information may result in Request being rejected

1. Registration Type

Select as Reporting Entity



Registration Type

Please select the type of organization you are registering as, and then enter your organization details

Entity type:

Reporting Entity

Stakeholder

Supervisory Body

2. Fill the Entity Details

Provide all details given below as applicable

Registering Organization			
Organization Type*	DNFBP Category and Licnese issuing Registrar ▾	Is Financial?	<input type="radio"/> Yes <input checked="" type="radio"/> No
Name*	Name of Entity as per Trade License	acronym*	Short Name of Entity in case available - Not Mandatory
Incorp. Num	Trade License Number	Swift/Bic*	Not Applicable
Commercial Name	Trade Name of Entity	Business Activity	Select the applicable business type from Dropdown
Incorp. City	Mention the entity incorporated City	Incorp. State	Mention the Emirates of Entity Incorporation
Incorp. Country	Select United Arab Emirates from Dropdown ▾	Name of holding company	If Applicable - Not Mandatory
Contact Person	Mention the Name of the Contact person for the entity	Email*	Mention the email ID of the entity - all communication shall be to this email ID
Website	If available - Not Mandatory		

3. Phone number and Address of Entity

Provide all details given below as applicable

Phones + Expand selecting + Option

Phone

Contact Type* Select Applicable type of contact from Dropdown	Comm. Type* Select type of Contact from Dropdown
Country Code <input type="text" value="971"/>	Number* Mention the Contcat Number
Extension <input type="text" value="If applicable"/>	Comments <input type="text" value="Mention if any"/>

Select Add to save details

Addresses +

Address

Type* Select Applicable type of Address from Dropdown	Address* Address of the Entity
Name of Free Zone (if FZ entity) Applicable For Free Zone entities only	City* City in which the entity exists
ZIP/Postal Code <input type="text" value="P O Box Number"/>	Country* UNITED ARAB EMIRATES
State/Emirate* Mention the Emirates in which entity exists	Comments <input type="text" value="Mention if any"/>

Select Add to save details

4. Registering the person (MLRO/CO)

Registering Person

User Name* Preferred user name	Email* Enter email address
Password* Create a password	Confirm Password* same password
Gender As applicable	Title As applicable
First Name* First Name as per ID/Passport	Last Name* Last Name as per ID/Passport
Birth Date Date of Birth	Emirates ID "Yes" if Emirates ID being provided
Nationality Nationality as per ID provided	Occupation Your designation in the entity
ID Number <input type="text" value="Emirates ID Number"/>	
Passport? <input checked="" type="radio"/> No <input type="radio"/> Yes	

If Emirates ID is not available and Passport is being used as the Identification document Select Yes for Passport

Passport? <input type="radio"/> No <input checked="" type="radio"/> Yes	
Passport Number* <input type="text" value="Passport Number"/>	Passport Country Country of the Passport

5. Phone number and Address of MLRO/CO

Provide all details given below as applicable

Phones + Expand selecting + Option

Phone

Contact Type* Select Applicable type of contact from Dropdown Comm. Type* Select type of Contact from Dropdown

Country Code 971 Number* Mention the Contcat Number

Extension If applicable Comments Mention if any

Select Add to save details Add Cancel

Addresses +

Address

Type* Select Applicable type of Address from Dropdown Address* Address of the Entity

Name of Free Zone (if FZ entity) Applicable For Free Zone entities only City* City in which the entity exists

ZIP/Postal Code P O Box Number Country* UNITED ARAB EMIRATES

State/Emirate* Mention the Emirates in which entity exists Comments Mention if any

Select Add to save details Add Cancel

6. Uploading documents

Attach the documents

Attachments

File Name	File Size
Choose File No file chosen	Upload

Select the saved file that has the documents:
Trade License
ID or Passport of MLRO / CO
Authorisation letter

Click "Upload" after selecting the File.
if uploaded successfully it should reflect as below

Attachments

File Name	File Size
goAML documents.pdf	180798

Choose File No file chosen Upload

This shows file has been uploaded successfully

7. Submit request

Enter the Captcha code that is displayed and submit request

053971

Enter the code and Submit request

Submit Request

System shall generate a reference code as REP0000000000. An email shall be received as well with this reference.

Ministry of Economy & Tourism Approval



Once submitted, the request shall be reviewed by MOET-AML – based on the decision of the request, a system generated notification shall be sent informing request being approved / rejected (in case of discrepancy which shall have the reason) – In case of rejection, repeat the registration steps fulfilling the reason of rejection.

If approved the entity shall receive the email containing the unique Organisation ID.

Sample Approval mail

From: **GoAML Notification** <no-reply.goaml@uaefiu.gov.ae>
Date: DD-MM-YYYY at 00:00
Subject: FIU: Request for account accepted
To: [registered email address](#)

Your request with ID number "REP00000000000" has been accepted. A new organization was created with ID.000000 You may now log in to the website using your credentials entered during registration.

***** Legal Notice and Disclaimer *****

Step 3. Login and Usage

Registration on goAML is complete. To login you would may access the goAML link given below

<https://services.uaefiu.gov.ae/goaml/>

Login to goAML would be as below

1st level – SACM generated User Name (UMOECXXXXXX) and Authenticator Code

2nd level – User Name and Password created by the user while submitting the 2nd registration

Detailed guides on usage of the applicable reports and usage of the system is available in the UAEFIU website – [Click Here to view](#)

For any further queries/assistance you may contact UAEFIU email goaml@uaefiu.gov.ae or MOET-AML email aml@moet.gov.ae