



GoAML WEB Reporting
Quick Reference Guide

The Financial Intelligence Unit is the arm of the global financial Intelligence Unit (FIU). It is part of the efforts of the Government in combating money laundering, and financing of terrorist activities.

The core role of the FIU is that it serves as the country's central agency for the collection, analysis and dissemination of information regarding money laundering and the financing of terrorism .



Report Report Type: STR ID: ---

Entity ID Reporting Entity Branch

Report Type* Reporting Entity Reference

Submission Date* FIU Reference

Reason for Suspicion*

REQUIRED - The reason for suspicion must include at a minimum:

1. What happened – a detailed description of the transactions or activities
2. What your suspicion is – A clear statement of the grounds on which your suspicion is held
3. Reason as to why you hold this suspicion

Action Taken

Reporting Person

First Name	Last Name	Birth Date	PPSN	Passport Number
goaml	goaml			

Location

Address	City	County	Eircode	Country
				IRELAND <input type="button" value="Edit"/> <input type="button" value="Delete"/>

Indicators *

Indicator	
Money Laundering	<input type="button" value="Remove"/>
Social Welfare Fraud	<input type="button" value="Remove"/>
Tax Evasion	<input type="button" value="Remove"/>

Transactions *

Should be consistent across all STRs

Should be unique across all STRs

REQUIRED - The reason for suspicion must include at a minimum:

1. What happened – a detailed description of the transactions or activities
2. What your suspicion is – A clear statement of the grounds on which your suspicion is held
3. Reason as to why you hold this suspicion

If applicable – action taken in response to the suspicious event (further investigation, closed account etc.)

Name will auto populate from your log-in

INDICATORS REQUIRED FIELD – all indicators that apply to this STR. Press on white “+” to open

Click on the white “+” to add a transaction

By clicking on the wheel a unique transaction number will be automatically generated

REQUIRED – Transmode Code Use drop down arrow and select

REQUIRED – Amount should always be in Euro €

REQUIRED – “Bi-Party” transactions have a clear “From” and “To” side. “Multi-Party” is used for anything that has not a clear “From” and “To” transaction

Goods & Services is used to report information on Goods & Services which relate to the transaction e.g. the purchase of a car

Transaction

Number* **REQUIRED** – must be unique for each 

Internal Reference Number **OPTIONAL** – your internal Ref No for this transaction

Transmode Code* ATM Lodgement

Transmode Comment

Local Amount* 100

Date* 01/08/2016 **REQUIRED** – enter actual date of transaction

Late Deposit? Yes No

Teller

Authorised by

Location

REQUIRED – Location where the transaction took place. If a branch location, this should be consistent across all STRs

Description

If applicable – any further description or explanation of THIS SPECIFIC TRANSACTION

Transaction Type: MultiParty BiParty

From Type My Client Not My Client

From My Client * 

To Type

To My Client * 

Goods and Services 

*

Transaction Type: MultiParty BiParty

From Type: My Client Not My Client

From My Client * +

From Party

Funds Code* Funds Comment

Country*

Foreign Currency +

Conductor +

Party Type: Person Account Entity

Person My Client * +

Add Party and Save Report Cancel

REQUIRED – Use drop down arrow to select correct funds type

REQUIRED – Use drop down arrow to select the “From” country

REQUIRED – from Party Type select either “Person”, “Account” or “Entity”

Person My Client * +

Person

Use an existing Person

Title Mr Gender Male

First Name* Patrick Last Name* Murphy

Middle Name Prefix

Birth Date* 01/04/1998 Birth Place OPTIONAL – if known

Mother's Name Alias

PPSN 1234567K Id Number

Nationality 1 Nationality 2

Nationality 3 Residence

Occupation OPTIONAL Employer Name OPTIONAL

Tax Number Tax Reg. Number

Source of Wealth

Passport? No Yes

Passport Number* 123456789 Passport Country IRELAND

Deceased? No Yes

Phones +

Addresses * +

Identification +

REQUIRED –First Name.
Please use Upper Case
for the first letter then
lower case

REQUIRED –Date of Birth

If known, please add

REQUIRED –Passport No
if “yes” has been
selected in the passport
field. Passport Country
should also be added in
the “Passport Country”
field

REQUIRED –Last Name.
Please use Upper Case
for the first letter then
lower case

If the “From” person
details have previously
been used in the STR,
you can click on the “Use
an existing Person” box.
Select the correct person
and their details will
automatically populate
the fields

Residence, use the drop
down arrow to select

REQUIRED – Address details of your client. Click on the
white “+” to open up a box (See below 2 pages)

Phones +

Phone

Contact Type*	REQUIRED – Use drop down arrow	Comm. Type*	REQUIRED – Use drop down arrow
Country Prefix	<input type="text"/>	Number*	019876543 <input type="text"/>
Extension	<input type="text"/>	Comments	<input type="text"/>

Addresses +

Identification +

Emails +

Employer Address +

Employer Phone +

Add if known
(e.g. UK is +44)

REQUIRED – Use drop down arrow

REQUIRED – Use drop down arrow

REQUIRED – Add area code and then
phone number with no spaces or
punctuations in between

Press "Save"

If you have more than one phone number, click on the white “+”

Phones +

Contact Type	Comm. Type	Country Prefix	Number	
Private	Landline Phone	+353	019876543	 

Addresses + **REQUIRED** – Address, click on the white “+” to open

Identification +

Emails +

Employer Address +

Employer Phone +

Comments

Addresses +

Address Use an existing Address

Type*	Private	Address*	1 Main Street
Town	Castleknock	City*	Dublin
Eircode		Country*	IRELAND
County	Dublin	Comments	

Save Cancel

Identification +

Emails +

REQUIRED Select using drop down arrow

REQUIRED – Please do not use Abbreviations e.g. Street, not St.

REQUIRED – City and Country

Press "Save"

Addresses +

Address	City	County	Eircode	Country	
1 Main Street	Dublin	Dublin		IRELAND	 

Identification +

If this is "My Client", at least one form of identification is expected

Emails +

If you have entered a Passport or Driving Licence in the fields above, these also need to be added to this field

Employer Address +

Employer Phone +

Comments

Identification +

Identification

Type*	Passport	Number*	123456789
Issue Date	01/08/2013	Expiry Date	01/08/2016
Issued by		Issue Country*	IRELAND
Comments			

Save Cancel

Emails +

Employer Address +

REQUIRED – Use drop down arrow

If known, Add

REQUIRED

If known, Add

REQUIRED

Press "Save"

To add another identification, click on the white “+”

Identification +

Type	Number	Expiry Date	Issue Country	
Passport	123456789	01/08/2016	IRELAND	 

Identification

Type*  **Number*** 

Issue Date **Expiry Date**

Issued by

Issue Country* 

Comments

Emails +

Employer Address +

Employer Phone +

REQUIRED – Use drop down arrow

If known, Add

REQUIRED

If known, Add

REQUIRED

Press “Save”

Addresses +

Address	City	County	Eircode	Country	
1 Main Street	Dublin	Dublin		IRELAND	

Identification +

Type	Number	Expiry Date	Issue Country	
Passport	123456789	01/08/2016	IRELAND	
Driving Licence	2002459879	01/05/2024	IRELAND	

Emails +

Employer Address +

Employer Phone +

Comments

Save Cancel

If e-mail Address, Employer Address or Employer Phone details are unknown, click on the white "+" to open these fields

Press "Save" once all fields completed

From My Client * +

From Party

Funds Code* **Funds Comment**

Country*

Foreign Currency +

Conductor +

Party Type: Person Account Entity

Person My Client *

First Name	Last Name	Birth Date	PPSN	Passport Number	
Patrick	Murphy	01/04/1998	1234567K	123456789	

Add Party and Save Report **Cancel**

REQUIRED – Use drop down arrow

REQUIRED – Use drop down arrow

REQUIRED – Select the “from” Party Type – Person, Account or Entity

To add a Conductor, click on white “+”

Click on “Add Party and Save Report”

Transaction

Number* TRW00049-17 AUG 16  Internal Reference Number

Transmode Code* ATM Lodgement  Transmode Comment

Local Amount* Date* 01/08/2016

Late Deposit? Yes No

Teller Authorised by

Location

REQUIRED – Actual location where the transaction took place

Description

Transaction Type: MultiParty BiParty

From Type: My Client Not My Client

From My Client *

Person / Account Number / Entity	Name	Identification	Date	
Person	Patrick Murphy	PPSN: 1234567K	DoB: 01/04/1998	 

To Type: My Client Not My Client

To * 

Goods and Services 

REQUIRED – “To” field click on the white “+”



From My Client *

Person / Account Number / Entity	Name	Identification	Date	
Person	Patrick Murphy	PPSN: 1234567K	DoB:01/04/1998	

To Type My Client Not My Client

To My Client * +

REQUIRED – To Party “funds” and “Country”. Select using drop down

To Party

Funds Code* Funds Comment

Country*

Foreign Currency

REQUIRED – “Party Type”, Select either “Person”, “Account” or “Entity”

Party Type: Person Account Entity

Account My Client * +

REQUIRED – If “My Client” selected in the “To Type” field, click on the white “+”

REQUIRED – Full Account or Customer Number with no spaces or punctuation

Full official name or the account provider

Select either “Yes” for non-Bank or “No” for Bank

**Bank = Swift
Non Bank = Institution Code**

If account is held by an Entity, you would click on the white “+”

Account My Client * +

Account Number Use an existing Account

Account Number* 45612378 | X Name

Institution Name Branch **Branch the account is held with**

Non Banking Institution? Yes No

Code or SWIFT? Institution Code Swift

Account Type Account Status

Currency Code Beneficiary

IBAN Client Number

Date Opened **Date Account Opened** Date Closed

Balance? Yes No

Entity +

Signatory(ies) * + **REQUIRED – Click on white “+” to add signatory(ies)**

Beneficiary Comment Comments

Save Cancel

Date Opened Date Closed

Balance? Yes No

Entity

Signatory(ies) * Select "Yes" or "No"

Signatory

Is Primary? Yes No Role

Person *

REQUIRED – Click on white "+" to add Person

Person Use an existing Person

Title	<input type="text" value="Mr"/>	Gender	<input type="text" value="Male"/>
First Name*	<input type="text" value="Patrick"/>	Last Name*	<input type="text" value="Murphy"/>
Middle Name	<input type="text"/>	Prefix	<input type="text"/>
Birth Date*	<input type="text" value="01/04/1998"/>	Birth Place	<input type="text"/>
Mother's Name	<input type="text"/>	Alias	<input type="text"/>
PPSN	<input type="text" value="1234567K"/>	Id Number	<input type="text"/>
Nationality 1	<input type="text"/>	Nationality 2	<input type="text"/>
Nationality 3	<input type="text"/>	Residence	<input type="text"/>
Occupation	<input type="text"/>	Employer Name	<input type="text"/>
Tax Number	<input type="text"/>	Tax Reg. Number	<input type="text"/>
Source of Wealth	<input type="text"/>		
Passport?	<input type="radio"/> No <input checked="" type="radio"/> Yes		
Passport Number*	<input type="text" value="123456789"/>	Passport Country	<input type="text" value="IRELAND"/>
Deceased?	<input checked="" type="radio"/> No <input type="radio"/> Yes		

Phones +

Contact Type	Comm. Type	Country Prefix	Number	
Private	Landline Phone		019876543	<input type="text" value="edit"/> <input type="text" value="delete"/>

Addresses +

Address	City	County	Eircode	Country	
1 Main Street	Dublin	Castleknock		IRELAND	<input type="text" value="edit"/> <input type="text" value="delete"/>

If the Person's details have previously been used in the STR, you can click on the "Use an existing Person" box. Select the correct person and their details will automatically populate the fields

Identification +

Type	Number	Expiry Date	Issue Country	
Passport	123456789	01/08/2016	IRELAND	 
Driving Licence	2002459879	01/05/2024	IRELAND	 

Emails +

Employer Address +

Employer Phone +

Comments

Press "Save"

Entity +

Signatory(ies) * +

Signatory

Is Primary? Yes No Role

Person *

First Name	Last Name	Birth Date	PPSN	Passport Number	
Patrick	Murphy	01/04/1998	1234567K	123456789	 

Press "Save"

You can edit the fields by clicking on the white pencil

You can delete fields by clicking on the white X

Account My Client * +

Account Number Use an existing Account

Account Number* 45612378 Name

Institution Name Branch

Non Banking Institution? Yes No

Code or SWIFT? Institution Code Swift Institution Code*

Account Type Savings Account Status

Currency Code Euro (replacement name for the ECU) Beneficiary

IBAN Client Number

Date Opened 02/08/2011 Date Closed

Balance? Yes No

Entity +

Signatory(ies) * +

First Name	Last Name	Is Primary?	Role	
Patrick	Murphy	Yes		<input checked="" type="checkbox"/> <input type="checkbox"/>

Beneficiary Comment **Comments**

Save Cancel

If the Person's details have previously been used in the STR, you can click on the "Use an existing Person" box. Select the correct person and their details will automatically populate the fields

Press "Save"

To My Client * +

To Party

Funds Code* **Funds Comment**

Country*

Foreign Currency +

Party Type: Person Account Entity

Account My Client *

Account Number	Account Type	Swift	Institution Name	
45612378	Savings			<input type="checkbox"/> <input type="checkbox"/>

Goods and Services +

Press "Add Party and Save Report"

Transaction

Number*  Internal Reference Number

Transmode Code* Transmode Comment

Local Amount* Date*

Late Deposit? Yes No

Teller Authorised by

Location

Description

Transaction Type: MultiParty BiParty

From Type: My Client Not My Client

From My Client *

Person / Account Number / Entity	Name	Identification	Date	
Person	Patrick Murphy	PPSN: 1234567K	DoB:01/04/1998	 

To Type: My Client Not My Client

To My Client *

Person / Account Number / Entity	Name	Identification	Date	
Account Number	45612378	Swift:	Opened:02/08/2011	 

Goods and Services 

Press "Save"

Report Report Type: STR ID: 14-0-0

Entity ID: Financial Intelligence Unit (FIU) Reporting Entity Branch: Should be consistent across all STRs

Report Type*: STR Reporting Entity Reference: Should be unique across all STRs

Submission Date*: FIU Reference:

Reason for Suspicion*

REQUIRED - The reason for suspicion must include at a minimum:

1. What happened – a detailed description of the transactions or activities
2. What your suspicion is – A clear statement of the grounds on which your suspicion is held
3. Reason as to why you hold this suspicion

Action Taken:

Reporting Person ↻

First Name	Last Name	Birth Date	PPSN	Passport Number
goaml	goaml			

Location +

Indicators * +

Transactions * +

#	Number	Date	Local Amount	Transmode Code	Status	
1	TRW00049-17 AUG 16	01/08/2016	100	ATM Lodgement	Complete	✎ ✕

Submit Report
Save Report
Show Attachments x 0
Preview

To add another transaction, click on the white "+"

Transactions * +

#	Number	Date	Local Amount	Transmode Code	Status
1	TRW00049-17 AUG 16	01/08/2016	100	ATM Lodgement	Complete

Transaction

Number* Internal Reference Number

Transmode Code* Transmode Comment

Local Amount* Date*

Late Deposit? Yes No

Teller Authorised by

Location

Location where the transaction took place. If it's a branch location this should be consistent across all STRs

Description

Transaction Type: MultiParty BiParty

From Type: My Client Not My Client

From My Client * +

To Type: My Client Not My Client

Goods and Services +

REQUIRED – As per previous example

Transaction Type: MultiParty BiParty

From Type: My Client Not My Client

From My Client * +

From Party

Funds Code* Funds Comment

Country*

Foreign Currency +

Conductor +

Party Type: Person Account Entity

Account My Client * +

REQUIRED – from Party Type select either “Person”, “Account” or “Entity”

Account Number **Use an existing Account**

Account Number* Name

Institution Name Branch

Non Banking Institution? Yes No

Code or SWIFT? Institution Code Swift

Account Type Account Status

Currency Code Beneficiary

IBAN

Date Opened

Balance? Yes

Entity +

Signatory(ies) * +

Beneficiary Comment

Save **Cancel**

EXISTING ACCOUNTS **Cancel**

Account Number	Institution Name
45612378	

If an account has been entered previously in this STR, you can click on the "Use an existing Account" box. Select the correct account and the details will automatically populate the fields

Press "Save"

Transaction Type: MultiParty BiParty

From Type: My Client Not My Client

From My Client * +

From Party

Funds Code* Funds Comment

Country*

Foreign Currency +

Conductor +

Party Type: Person Account Entity

Account My Client *

Account Number	Account Type	Swift	Institution Name	
45612378	Savings			 

Press "Add Party and Save Report"

Transaction

Number*  Internal Reference Number

Transmode Code* Transmode Comment

Local Amount* Date*

Late Deposit? Yes No

Teller Authorised by

Location

Description

Transaction Type: MultiParty BiParty

From Type My Client Not My Client

From My Client *

Person / Account Number / Entity	Name	Identification	Date	
Account Number	45612378	Swift:	Opened:02/08/2011	 

To Type My Client Not My Client

To * 

Goods and Services 

If the recipient of funds is not your client the "Not My Client" box needs to be selected

Transaction Type: MultiParty BiParty

From Type: My Client Not My Client

From My Client *

Person / Account Number / Entity	Name	Identification	Date	
Account Number	45612378	Swift:	Opened:02/08/2011	

To Type: My Client Not My Client

To *

To Party

Funds Code* **Funds Comment**

Country*

Foreign Currency

Party Type: Person Account Entity

REQUIRED

To enter foreign currency, click on the white "+"

REQUIRED – Select using drop down arrow

To Party

Funds Code* Bank Draft Funds Comment

Country* IRELAND

Foreign Currency +

Foreign Currency

Currency Code* United States Dollar Amount* 3000

Exchange Rate* 1.13 X

REQUIRED – Select using drop down arrow

REQUIRED – Foreign currency amount

REQUIRED – Exchange rate on the day of transaction

Add Cancel

Press "Add"

To * +

To Party

Funds Code* Bank Draft Funds Comment

Country* IRELAND

Foreign Currency

Currency Code	Amount	Exchange Rate	
USD	3000	1.13	 

Party Type: Person Account Entity

Entity * +

Add Party and Save Report Cancel

Goods and Services +

Save Cancel

REQUIRED – from Party Type select either “Person”, “Account” or “Entity”

Entity Use an existing Entity

Name*	<input type="text" value="General Stores"/>	Commercial Name	<input type="text"/>
Incorporation Legal Form	<input type="text" value="Private Limited"/>	Business	<input type="text"/>
Incorporation Number	<input type="text" value="Enter if known"/>	Incorporation Date	<input type="text"/>
Incorporation State	<input type="text"/>	Incorporation Country Code	<input type="text" value="IRELAND"/>
Email	<input type="text"/>	Url	<input type="text"/>
VAT Number	<input type="text"/>	Reg. Number	<input type="text"/>

Comments

Business Closed? Yes No

Phones +

Addresses +

Director(s) +

REQUIRED - Add Entity Name

Enter if known

Enter if known

If Phones, Addresses or Director(s) are known, click on the white "+" to open fields

Press "Save"

To * +

To Party

Funds Code* Bank Draft Funds Comment

Country* IRELAND

Foreign Currency

Currency Code	Amount	Exchange Rate	
USD	3000	1.13	 

Party Type: Person Account Entity

Entity *

Commercial Name	Business	Incorporation Number	Incorporation Country Code	
General Stores			IE	 

Add Party and Save Report Cancel

Goods and Services +

Press "Add Party and Save Report"

Save Cancel

Transaction

Number*  Internal Reference Number

Transmode Code* Transmode Comment

Local Amount* Date*

Late Deposit? Yes No

Teller Authorised by

Location

Description

Transaction Type: MultiParty BiParty

From Type My Client Not My Client

From My Client *

Person / Account Number / Entity	Name	Identification	Date	
Account Number	45612378	Swift:	Opened:02/08/2011	 

To Type My Client Not My Client

To *

Person / Account Number / Entity	Name	Identification	Date	
Entity	General Stores	Reg No:	Reg:	 

Goods and Services 

Press "Save"

Report Report Type: STR ID: 14-0-0

Entity ID: Financial Intelligence Unit (FIU) Reporting Entity Branch: Should be consistent across all STRs

Report Type*: STR Reporting Entity Reference: Should be unique across all STRs

Submission Date*: FIU Reference:

Reason for Suspicion*
 REQUIRED - The reason for suspicion must include at a minimum:
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 2. What your suspicion is – A clear statement of the grounds on which your suspicion is held
 3. Reason as to why you hold this suspicion

Action Taken: If applicable – action taken in response to the suspicious event (further investigation, closed account etc.)

Reporting Person ↻

First Name	Last Name	Birth Date	PPSN	Passport Number
goaml	goaml			

Location +

Indicators * +

Transactions * +

#	Number	Date	Local Amount	Transmode Code	Status	
1	TRW00049-17 AUG 16	01/08/2016	100	ATM Lodgement	Complete	✔ ✕
2	TRW00050-17 AUG 16	03/08/2016	200	ATM Withdrawal	Complete	✔ ✕

Submit Report
Save Report
Show Attachments x 0
Preview

Two transactions have been completed. To enter another transaction, click on the white "+"

To Preview STR, click on "Preview" tab

To add an attachment, click on "Show Attachment". This will open a window that allows you to upload an attachment

STR				14-0-0
Report Entity Financial Intelligence Unit (FIU)	Entity ID 1	Reporting Entity Branch		
Reporting Entity Branch	Reporting Entity Reference	Submission Date		
FIU Reference				
Reason for Suspicion				
Action Taken				
Reporting Person				
▶ goaml goaml				
Indicators				
Transactions				
▶ TRW00049-17 AUG 16	Date: 01/08/2016	Local Amount: 100	Transmode Code: ATM Lodgement	
▶ TRW00050-17 AUG 16	Date: 03/08/2016	Local Amount: 200	Transmode Code: ATM Withdrawal	

Transactions

▼ TRW00049-17 AUG 16	Date: 01/08/2016	Local Amount: 100	Transmode Code: ATM Lodgement
Number TRW00049-17 AUG 16	Internal Reference Number	Local Amount 100	Transmode Code ATM Lodgement
Transmode Comment	Date 01/08/2016	Teller	Authorised by
Value Date	Posting Date	Location	
Description			
From My Client			
Funds Code Cash	Funds Comment	Country IRELAND	
Person			
▶ Patrick Murphy			
To My Client			
Funds Code Electronic Funds Transfer	Funds Comment	Country IRELAND	
Account			
▶ 45612378			