



## Reporting Form Instruction Guide

# Financial Accountability Regime (FAR) – Accountability Map

### Introduction

The form referred to in this instruction guide has been approved by APRA and ASIC (the Regulators) for the purposes of paragraph 31(7)(a) of the *Financial Accountability Regime Act 2023* (the Act).

This form applies to accountable entities that meet the enhanced notification threshold (enhanced entities) as defined in the Act. Accountable entities that are subject to only core notification obligations under the Act are not required to submit accountability maps to the Regulators.

For new enhanced entities to meet their notification obligations under paragraph 31(2)(c) of the Act, they are required to submit an accountability map complying with section 34 of the Act within 30 days of becoming an accountable entity. The Regulators request that this form be completed and submitted with the accountability map.

For existing enhanced entities to meet their notification obligations under paragraph 31(2)(d) of the Act, they are required to notify the Regulators of any material changes to their accountability map within 30 days of the change using this form. A revised accountability map must be submitted with this form.

The completed '**Financial Accountability Regime - Accountability Map**' form must be submitted in APRA Connect. The form is accompanied by these instructions to assist enhanced entities in completing the required information.

## Financial Accountability Regime - Accountability Map

Display Only
Entity Name
ABN
Enhanced / Core
Dual / Sole Regulated
Industry

1.	Submission lodgement status (you must select the relevant checkbox below)
1.1	Submitting as a draft (note this does not constitute submission of an accountability map under sections 31 and 34 of the FAR Act)
1.2	Submitting an accountability map under sections 31 and 34 of the FAR Act

2.	Accountability map information
2.1	Effective date of the accountability map
2.2	Description of the amendment(s) made to the accountability map

3.	Upload accountability map
3.1	Accountability map
3.2	Additional information

4.	To read the Privacy Collection Notice, follow the link below
	<a href="https://www.apra.gov.au/financial-accountability-regime">https://www.apra.gov.au/financial-accountability-regime</a>

5.	Declaration
	I declare I am authorised to provide this information and that the information is true and correct. Name: Title: Date:

## Specific instructions

This form must be completed by an enhanced entity for the purposes of notifying the Regulators of any material change to the information contained in the accountability map. The Regulators request this form to be used for the purposes of submitting an accountability map by a new enhanced entity.

### 1 Submission lodgement status (you must select the relevant checkbox below)

During the pre-commencement period, entities will need to select the appropriate checkbox to clearly distinguish between:

- a) Submitting a draft to the Regulators as part of the pre-commencement review process; or
- b) Formally submitting the accountability map under the FAR.

#### 1.1 Submitting as a draft (note this does not constitute submission of an accountability map under sections 31 and 34 of the FAR Act)

This checkbox can only be selected during the relevant pre-commencement period for each industry. When submitting a draft accountability map, the declaration section will not be available for completion.

#### 1.2 Submitting an accountability map under sections 31 and 34 of the FAR Act

This checkbox must be selected by enhanced entities after the commencement date of the FAR for the relevant industry.

### 2 Accountability map information

#### 2.1 Effective date of the accountability map

Report the start date the accountability map that is attached to this form takes effect.

#### 2.2 Description of the amendment(s) made to the accountability map

If this is a subsequent lodgement of the accountability map, describe the material change(s) made to the accountability map.

Advise if other relevant FAR forms have been, or will be, submitted as a result of the amendment(s) made to the accountability map. Changes may include updates to a significant related entity's information or notification of material changes to information contained in the register of accountable persons.

### 3 Upload accountability map

#### 3.1 Accountability map

Upload the accountability map in PDF format that complies with the requirements in section 34 of the Act.

### **3.2 Additional information**

Provide any additional information that the accountable entity considers relevant to the submission of its accountability map.

#### **4 To read the Privacy Collection Notice, follow the link below:**

<https://www.apra.gov.au/financial-accountability-regime>

When the user clicks on this link, they can access the FAR Privacy Collection Notice available on APRA's website.

#### **5 Declaration**

Complete the declaration that the person making the declaration is authorised to do so and has undertaken reasonable enquiries to confirm that the information provided in this form is true and correct. The Regulators' expectation is that this declaration would be completed by a person authorised or delegated to complete on behalf of the accountable entity.

Report the name and title of the signatory and provide the date of declaration. The completion of section 5 is taken as equivalent to providing a signed declaration.