

PROCEDURE FOR ANNUAL CONFIRMATION OF ACCOUNT INFORMATION

To comply with the obligation to confirm account information, as required by Article 22.1 of Delegated Regulation (EU) 2019/1122, please follow the instructions below, in three subsequent steps:

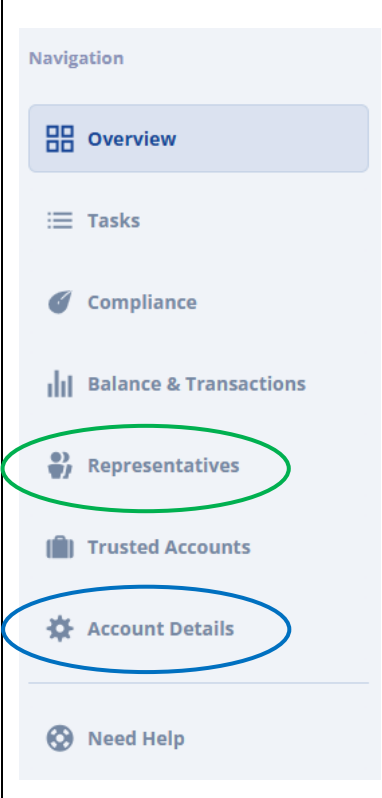
1. [Checking information in the Registry](#)
2. [Where applicable, updating incorrect information on ARIET](#)
3. [Completing and submitting the statement](#)

1. Checking information in the Registry

Prior to submitting the statement, authorized representatives are invited to log into the Registry and check the information listed in *Table 1*, included in the Statement, to verify its accuracy.

Where to find in the Registry the information to be verified:

*When you select an account, the "Account Details" section is displayed.
In the left menu, you can also view the "Representatives" section.*

 <p>Navigation</p> <ul style="list-style-type: none"> Overview Tasks Compliance Balance & Transactions Representatives Trusted Accounts Account Details Need Help 	<p>REPRESENTANTIVES information</p> <p>In the "Representatives" section, all the representatives associated with the account are listed: clicking on each name will open a pop-up with the information to check.</p> <hr/> <p>ACCOUNT HOLDER information</p> <p>In the "Account Details" section, expand the "Account Holder" box to view the information.</p> <hr/> <p>INSTALLATION information (<i>only for OHA</i>)</p> <p>In the "Account Details" section, expand the "Installation Information" box to view the information.</p> <hr/> <p>MARITIME OPERATOR information (<i>only for MOHA</i>)</p> <p>In the "Account Details" section, expand the "Shipping Operator Information" box to view the relevant data.</p>
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2. Where applicable, updating incorrect information on ARIET

If, during the verification process, any information is found to be incomplete or out of date, the account holder shall update it by opening the relevant procedure on [ARIET](#).

The procedures on ARIET for the update of each group of data are listed below:

Information	Procedure on ARIET
Representatives	Update Business Details (PRA-12)
Account Holder	Update Account Holder Details (PRA-20)
Installation (only for OHA)	Update Installation Details (PRA-11)
Maritime Operator (only for MOHA)	Update Shipping Company (PRA-25)
	Only for ISM company: Add/Remove Shipowners (PRA-23)

IMPORTANT! If during the verification process an Authorized Representative is found to be no longer operational, it is mandatory to request their removal or replacement by opening the procedure *Add/Remove Representative* (PRA 18).

3. Completing and submitting the Statement

Once the data have been checked and any incorrect information has been updated, the legal representative of the Account Holder (or their authorized proxy) must **complete** the Annual Statement, **digitally sign** it with a qualified electronic signature (QES)*, and **submit** it to the national administrator by **30 June 2026** at the following email address:

conferma-dati-registro@isprambiente.it and in cc protocollo.ispra@ispra.legalmail.it

with SUBJECT "**Union Registry - Annual Statement of** <account holder name>"

Please note: the template for the Statement is specific to the type of holding account and is available on the [Annual confirmation of account information](#) page

* For more information, access (?) the page [Digital Signature of Documents](#)