**“PRIIPs manufacturer" form for accreditation to Consob systems in relation to KIDs, information and structured data of PRIIPs**

The form is aimed to acquire the personal data of the manufacturer and collect the information necessary to configure both the *account* through which it will be possible to send the files and receive the related feedback (SFTP service accessible via client SFTP), and the *account* through which it will be possible to acquire Web communication (Web interface accessible via browser) dedicated to verifying and communicating personal data and making the KIDs and related structured data available. The login credentials, username and password, issued to the manufacturer are valid for accessing both services, excepting when the manufacturer has delegated a third party. In the latter case there are two different type of credentials, a pair for the Web interface (to be used by the manufacturer) and a pair for the SFTP service (to be used by delegated party).

The manufacturer may delegate a third party for the SFTP service. The delegated party shall acquire his own credentials and use them for all the manufacturers who have delegated it. A manufacturer may delegate only one entity at a time and in case it indicates a delegated entity other than the current one it automatically revokes the delegation to the previous delegated party. A manufacturer can revoke the delegation at any time.

To use Web Interface the manufacturer can be supported by a third party, keeping all the responsibilities for the information provided. In such case, even if any delegation is not recorded, it is needed to fill the fields related to Technical Contact with the information related to the person to be contacted of the third party.

For the generation and communication of the access credentials to the two services the manufacture shall provide two different e-mail addresses (hereinafter referred to as USR*-email* and PWD*-email*) to which he will receive, separately, the two components of the generated credentials. If the manufacturer delegates a third party for the SFTP service two additional e-mail addresses relating to the delegated party, each different from the other, are required. Alternatively, it is possible to receive the credential via phone by not filling email-USR and email-PWD.

In addition, to make the SFTP service account operational, the manufacturer shall communicate to Consob one or more IP addresses[[1]](#footnote-1) (typically from 1 to 5 public IP static addresses, not full subnets) of the machines from which connections to this account will be made. Access will be allowed only from connections that originate from one of these addresses.

In case of delegation to a third party which has already an account to the SFTP service, due to another delegation, it will not be necessary to indicate either the additional mailboxes or the IP addresses of the machine.

It is necessary for the manufacturer to provide for the electronic compilation of the following tables.

|  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- |
| **Section I** | | **Information about the PRIIP manufacturer** | | | |
| Company name: | | | | | |
| Legal form: | | | | | |
| Full address of the registered office: | | | | | |
| LEI code of the company: | | | | | |
| BIC code of the company (if present): | | | | | |
| **Section II** | | | **Information on making the KIDs and structured data available** | | |
| Administrative contact of the subject 1 | | | | Name and surname: | |
| Tel: | | | | Email[[2]](#footnote-2): | |
| Role: | | | | | |
| Administrative contact of the subject 1[[3]](#footnote-3) | | | | Name and surname: | |
| Tel: | | | | Email: | |
| Role: | | | | | |
| Technical contact (ICT) of the subject[[4]](#footnote-4) | | | | Name and surname: | |
| Tel: | | | | Email: | |
| Role: | | | | | |
| **Section III** | **Email addresses (about the credentials)** [[5]](#footnote-5) | | | | |
| email-USR: | | | | | email-PWD: |

The manufacturer who wishes to delegate a third party in order to make available the KID and the structured data via server SFTP must fulfil the fields of the following table.

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| **Section IV** | **Information about delegated entity** | | | |
| Company name of the delegated entity: | | | | |
| Legal form: | | | | |
| Full address of the registered office of the delegated entity: | | | | |
| LEI code of the delegated entity (if present): | | | | |
| **Section V** | | **Delegation operativity** | | |
| Effective date: | | | Requested activity[[6]](#footnote-6): {Attribution, Substitution, Revocation} | |
| **Section VI** | | **Technical contact of the delegated entity** | | |
| Technical contact (ICT) of the subject | | | | Name and surname: |
| Tel: | | | | Email: |
| Role: | | | | |
| **Section VII** | | **Email addresses** | | |
| Subject that already owns credentials for the SFTP service[[7]](#footnote-7): | | | | |
| email-USR: | | | email-PWD: | |

Manufacturer must refer to at least on IP address, unless a delegated entity already owning the credential for the SFTP service is used.

|  |  |
| --- | --- |
| **Section VIII** | **IP numerical address related to the access server source** |
| IP1: | |
| IP2: | |
| IP3: | |
| IP4: | |
| IP5: | |

In each table before further rows can be added if needed.

For any further information about the regulation framework applicable to the manufacturers and about the Consob data acquisition system, please refer to the following section of the Consob website: [**https://www.consob.it/web/services-for-supervised-subjects/procedure-of-communication-of-priips-kid**](https://www.consob.it/web/services-for-supervised-subjects/procedure-of-communication-of-priips-kid)

Consob deal with personal data according the European Regulation 2016/679 (GDPR).

**This form, accurately fulfilled, must be sent via certified email to** [**din@pec.consob.it**](mailto:din@pec.consob.it) **and via ordinary email to** [**priips@consob.it**](mailto:priips@consob.it)

1. Code made by 4 numbers ranging from 0 to 255, divided by dots (i.e. IPv4) used by all electronic devices to connect with Internet. [↑](#footnote-ref-1)
2. A personal company mail of the Administrative Contact is required. [↑](#footnote-ref-2)
3. Further, if any, Administrative Contact. [↑](#footnote-ref-3)
4. Technical contact is mandatory when the manufacturer uses SFTP service without using a delegated entity. [↑](#footnote-ref-4)
5. To the underlying email addresses account credentials will be sent. Such section must be completed if the semi-automatic procedure is intended to be used in order to be accredited (single without delegation of SFTP service or related only to the Web interface with delegation of the SFTP server). [↑](#footnote-ref-5)
6. Please state only one of the three possibilities: *Attribution* if the Manufacturer has not delegated yet no one for the SFTP service; Substitution if, having already delegated a subject, it is required to withdraw such delegation and to transfer the delegation to whom has been indicated in the above table; *Revocation* if, having already delegated a subject, it is required to withdraw such delegation and to use its own SFTP service. In the latest case it is not needed to fulfil the subsequent part of the table. [↑](#footnote-ref-6)
7. Please state “YES” if the subject already owns the credentials to use the SFTP service; state “NO” if the subject does not own such credentials. If “YES” is stated the underlying email addresses are not required. Such addresses are not required also when the delegated entity, even if without owning the credentials, doesn’t wish to use the semi-automatic procedure. [↑](#footnote-ref-7)