
DRAFT STATUTORY INSTRUMENTS

2024 No.

The Registrar (Identity Verification and Authorised
Corporate Service Providers) Regulations 2024

Part 2

Identity verification

Chapter 6

Records kept by an ACSP

Records kept by an ACSP

15.—(1) This regulation applies to a person who is or has been an ACSP (“a relevant person”).

(2) A relevant person must keep records in connection with the verification and reverification of an individual’s identity under these Regulations in accordance with [this regulation](#).

(3) The records must be kept in respect of every individual—

- (a) on behalf of whom a relevant person has delivered a verification statement or a reverification statement, and
- (b) in respect of whom the relevant person did not become satisfied as mentioned in [regulation 9\(2\)\(c\)](#) or [\(4\)\(e\)](#), as applicable.

(4) The records must be kept for the period of 7 years from—

- (a) in the case of an individual to which [paragraph \(3\)\(a\)](#) applies, the date stated in accordance with [regulation 10\(2\)\(b\)](#) or paragraph (e) of the definition of “reverification statement” (see [regulation 4](#)), as applicable,
- (b) in the case of an individual to which [paragraph \(3\)\(b\)](#) applies, the date on which the relevant person decided not to deliver a verification statement or a reverification statement, as applicable, in relation to the individual.

(5) In respect of every individual mentioned in [paragraph \(3\)](#) the records must include—

- (a) any records of requests referred to in [regulation 9](#);
- (b) all information and evidence the relevant person considered when determining such requests.