

*Document  
Modules*

*Version  
Year*

User Manual – FINGate 2.0  
Registration of Association/Dealer in  
Precious Metals and Stones  
1.0  
2023



### Version Control Chart

Version	Date	Remarks
1.0	19-July-2023	Initial Version



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## 1 Introduction

### 1.1 Purpose

Project FINnet 2.0 envisions to streamline and redefine the process of collection, processing, and dissemination of data for the purpose of effectively generating meaningful intelligence to curb money laundering activities and enforce the provision of PMLA in India. This is a project of national importance and aims to strengthen the financial security architecture of India. The mission statement of FINnet 2.0 states – To provide quality financial intelligence for safeguarding the financial system from the abuses of money laundering, terrorism financing, and other economic offenses.

FINnet 2.0 is implemented as a set of three (3) systems to ensure that the data ingested and processed by the three is isolated and immune to security threats as much as possible and all data is secure. The systems are listed below –

1. FINGate – Collection and pre-processing system
2. FINCore – Processing and analysis system
3. FINex – Dissemination system

The proposed FINGate system shall consist of multiple reporting mechanisms to ensure compliance and facilitate quick and easy reporting.

This document is the user manual for FINGate Portal module of the FINnet 2.0 System. To access the FINGate portal, navigate to <https://www.fingate.gov.in/>.

### 1.2 Scope

The scope of this document is to provide guidance on Registration of Association/Dealer in precious metals and stones modules. The functionalities covered in this user manual are:

1. First Time Password Generation and Soft Token Registration
2. Login to FINGate Portal
3. Sign-up process of Entities (Association/Dealer in precious metals and stones)
4. Registration process of Entities (Association/Dealer in precious metals and stones)

The target audience for this user manual is:

1. Primary Users of Association/Dealer in precious metals and stones.

## 2 Sign-up Process

New entity can initiate the registration process by accessing a 'Sign Up for Enrolment' link in the Welcome page.

1. The User will click on the 'Sign Up for Enrolment' link present on the welcome page of FINGate 2.0 portal.
2. Upon clicking the link, the user will be directed to the Self Enrolment page.



3. The User will enter Name in entity name field and in Entity type user need to select either 'Body of Associations' or 'Dealers in Precious metal and stones'.
4. The user will enter all other mandatory details such as primary user details and address details.
5. The User will click on the send OTP button.
6. The User will enter the OTP and click on submit button.
7. The system will send an email notification to the email id provided in the page. This notification will contain a link to generate the first-time password. Please refer to section 3 of this document for details on generating the first-time password.
8. After generating the first-time password, the system will redirect the user to the login page. Please refer to section 4 of this document for details on login to the portal.

**Note :** The Email id and the name of the entity should be unique. If any entity whosoever is already registered on FINGate, they must use a different email id and name need to contain “\_” as stated in example. (E.G:- ABC\_BOA or ABC\_DPMS)

**FINnet 2.0 Mission Statement**  
To provide quality financial intelligence for safeguarding the financial system from the abuses of money laundering, terrorism financing, and other economic offenses.

**FINGate 2.0 Links**  
Login to FINGate 2.0  
**Sign up for enrolment**  
Login to LMS

**WELCOME TO FIU-INDIA**  
Financial Intelligence Unit - India (FIU-IND) is the central, national agency responsible for receiving, processing, analyzing and disseminating information relating to suspect financial transactions to enforcement agencies and foreign FIUs.

**\*\* IMPORTANT ANNOUNCEMENT \*\***  
Reporting Entities (RE) are enabled to file the actual reports on this portal from **22nd MARCH, 2023** onwards. REs are advised not to file any test reports on this platform. REs who have not completed their registration on FINGATE 2.0 portal are advised to complete the same at the earliest to enable to file reports accordingly.

**Resources**  
**User Manuals**  
Reporting Format Introduction Document  
FINGate Portal RE Enrolment and User Management User Manual  
FINGate Portal Reports User Manual  
LMS Learner User Manual

[National Portal of India](#) [FIU INDIA](#) [My Gov](#) [Ministry of Finance](#)

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Financial Intelligence Unit - India  
MINISTRY OF FINANCE, GOVERNMENT OF INDIA

FINGate 2.0

A- A A+

**Self Enrolment**

Entity Name \*

Test Association/DPMS

Entity Type \*

Select RE Type

Bank

Body of Associations

Brokerage Firms

Card service operator

Casino

Dealers in Precious Metals and Stones

Department of Posts

**User Detail**

Primary Contact Person Name \*

Country Code

91-India

Primary User Mobile No. \*

Primary User Email \*

Primary Contact Person Name \*

Primary User's Designation \*

Primary User Email \*

Country Code

91-India

Primary User Mobile No. \*

Required

Enter Your Address (Address of the Requestor/Primary User)

Address Line 1 \*

Locality \*

Country \*

India

Pin Code

State \*

District \*

City/ Village/ Town \*

OTP \*

Send OTP

6746

Text Verification \*

Cancel

Submit

वित्तीय अस्वच्छता एकक - भारत  
Financial Intelligence Unit - India  
MINISTRY OF FINANCE, GOVERNMENT OF INDIA

FINGate 2.0

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**Self Enrolment**

Entity Name \*

Entity Type \*

**User Detail**

Primary Contact Person Name \*

Country Code

91-India

Primary User Mobile No. \*

Primary User Email \*

Enter Your Address (Address of the Requestor/Primary User)

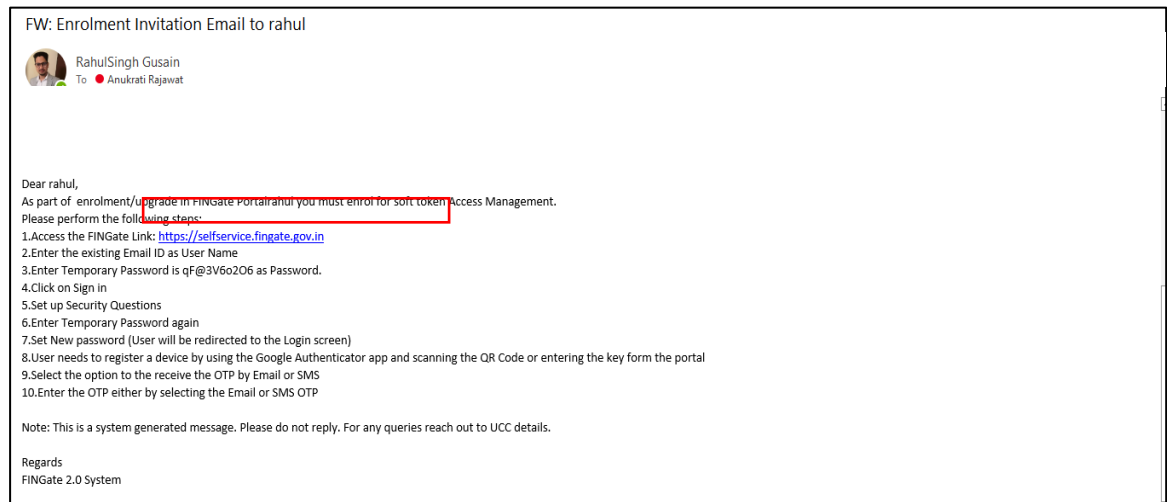
The Enrolment is initiated successfully. The link to generate the password has been sent to your email id. Please access this link to proceed and complete your enrolment request. For any queries please reach out to 1800-889-0238, Helpdesk Mail id : helpdesk-re[at]fiuindia[dot]gov[dot]in

OK

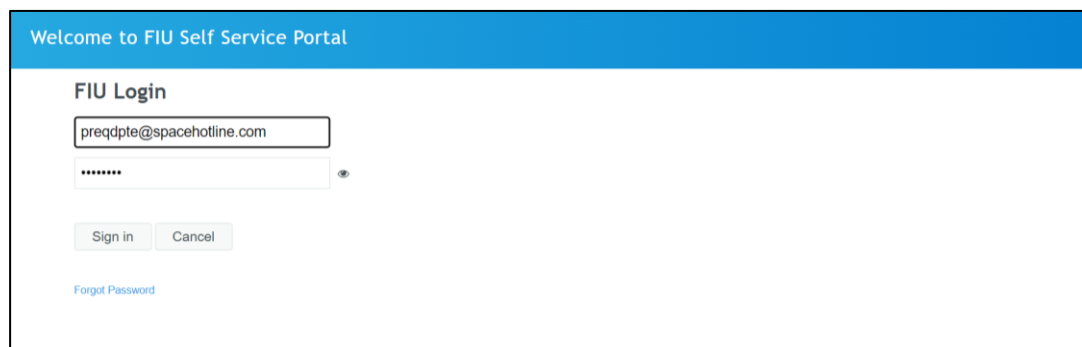


### 3 First time password generation and Soft Token Registration

1. The basic details of users are captured during sign-up process and user will receive an email with the link and temporary password to register.



2. Users need to login with the User ID (Email-ID) and Temporary Password as mentioned in the mail.



3. Upon clicking the link, the user will be asked to mandatorily setup two security questions. In case user forgets the password, the password can be reset by answering the security questions. Two questions need to be chosen from the available list and their answers need to be typed by the user.



Welcome to FIU Self Service Portal

preqdpfe@space...

### Setup Security Questions

If you forget your password, you can access your account by answering your security questions.

Please choose your questions and answers that can be used to verify your identity in case you forget your password. Because the answers to these questions can be used to access your account, be sure to supply answers that are not easy for others to guess or discover.

Please type your security answers

— Please select a question item from the list —

•

— Please select a question item from the list —

•

Save Answers

Welcome to FIU Self Service Portal

preqdpfe@space...

### Setup Security Questions

If you forget your password, you can access your account by answering your security questions.

Please choose your questions and answers that can be used to verify your identity in case you forget your password. Because the answers to these questions can be used to access your account, be sure to supply answers that are not easy for others to guess or discover.

Your answers meet the requirements. Click Save Answers when ready.

What is your mother's maiden name?

••••

What is the name of your first pet?

••••

Save Answers

- The User will get success message on clicking on the “Save Answers” button. Then User need to click on continue button.

Welcome to FIU Self Service Portal

preqdpfe@space...

### Success

Thank you. Your secret questions and answers have been successfully saved. If you ever forget your password, you can use the answers to these questions to reset your password.

Continue

- The user is then required to enter the temporary password as received in the email. On clicking on the “Continue” button the user will be redirected to the Change password screen.





Welcome to FIU Self Service Portal preqdpie@space...

### Change Password

Your password has expired. You must set a new password now.

Please enter the following data. This is required to verify your identity before you can change your password.

**Current Password**

Continue

Welcome to FIU Self Service Portal preqdpie@space...

### Change Password

Your password has expired. You must set a new password now.

Please enter the following data. This is required to verify your identity before you can change your password.

**Current Password**

Continue

6. The user will enter New Password and confirm the new password in the Confirm Password textbox.

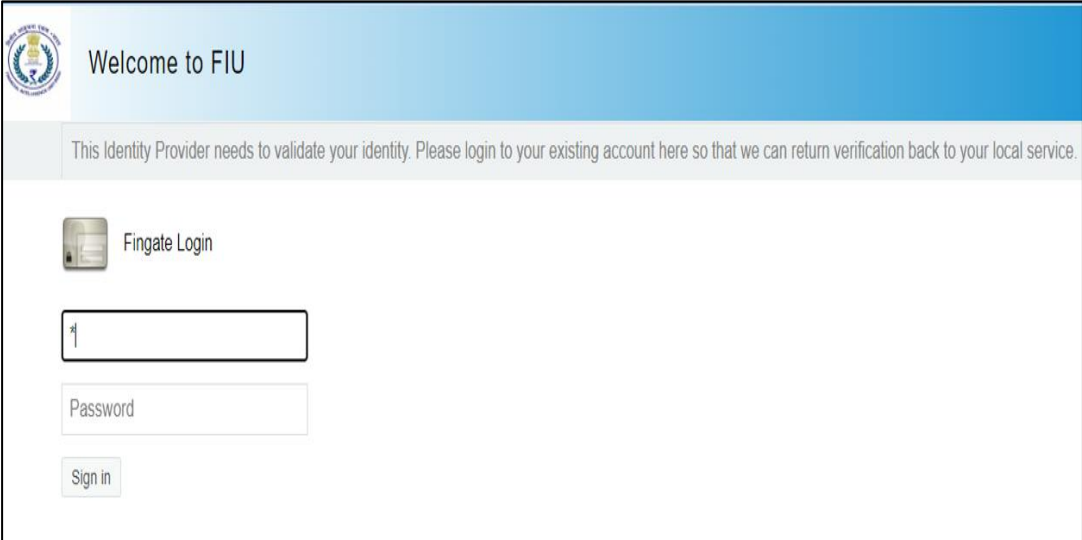
The password created must comply with FIU-IND password policy as provided below:

- a. Password is case sensitive.
- b. Must be at least 8 characters long.
- c. Must include at least 1 letter.
- d. Must include at least 1 number.
- e. Must have at least 1 symbol (non-letter or number) character.
- f. Must have at least 1 lowercase letter.
- g. Must have at least 1 uppercase letter.
- h. Must not include part of your name or username.
- i. Must have at least 2 types of the following characters:
  - i. Uppercase (A-Z)
  - ii. Lowercase (a-z)
  - iii. Number (0-9)
  - iv. Symbol (!, #, \$, etc.)
  - v. Other language characters not listed above

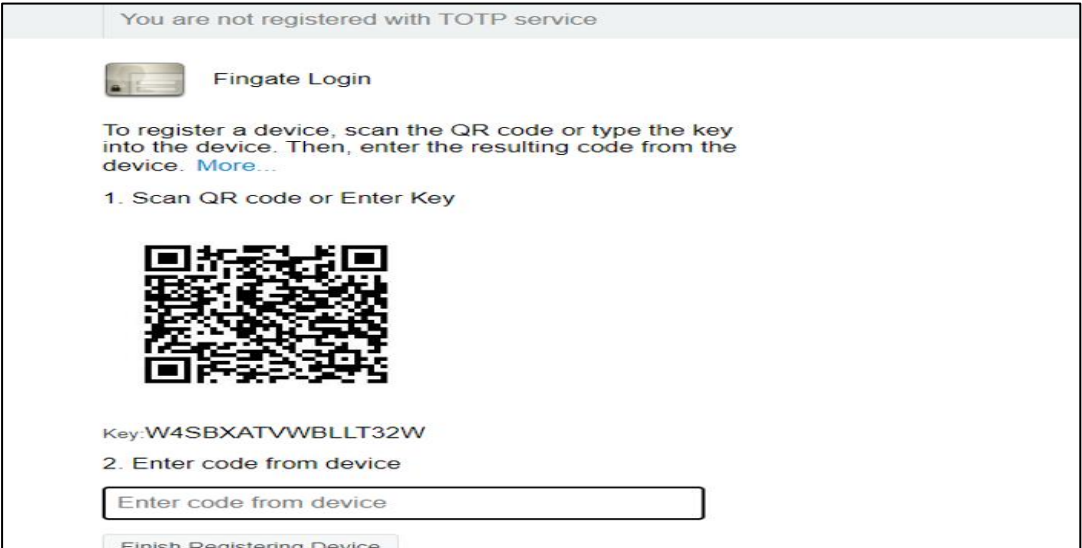


7. The user will be redirected to the success message screen and on clicking the “continue” button the user will be then redirected to the FINGATE portal, and they need to click on the login link to Login.

8. The user needs to enter the email address as the User ID and the newly created password to login.

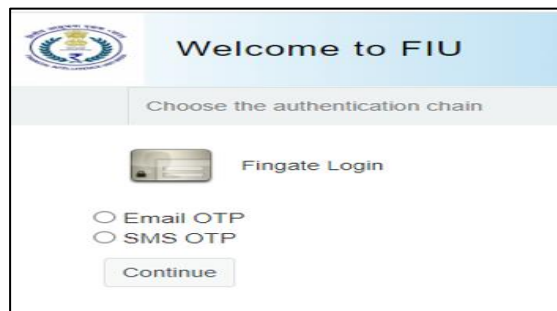


9. After login the user will be redirected to the device registration screen and user needs to register their smart device. At a given time, only 1 smart device can be registered for the user. User needs to download the Google or any other Authenticator application from Google Play Store or Apple App Store. The user can either scan the QR code or enter the generated key on the screen. Then the user needs to enter the generated code from the Authenticator application to proceed ahead.





10. The user needs to choose either Email or SMS to receive the OTP.



11. The user needs to enter the OTP to proceed ahead. If OTP is not received, then user can click on "Resend new OTP" button to generate the new OTP.



#### 4 Registration of Associations/ Dealers in Precious Metals and Stones

Registration of Associations/ Dealers in Precious Metals and Stones:

1. The Primary user of the entity will receive an email containing detailed instructions, a link to register on the FINGate 2.0 portal and the contact number of Unified Communication Centre (UCC).

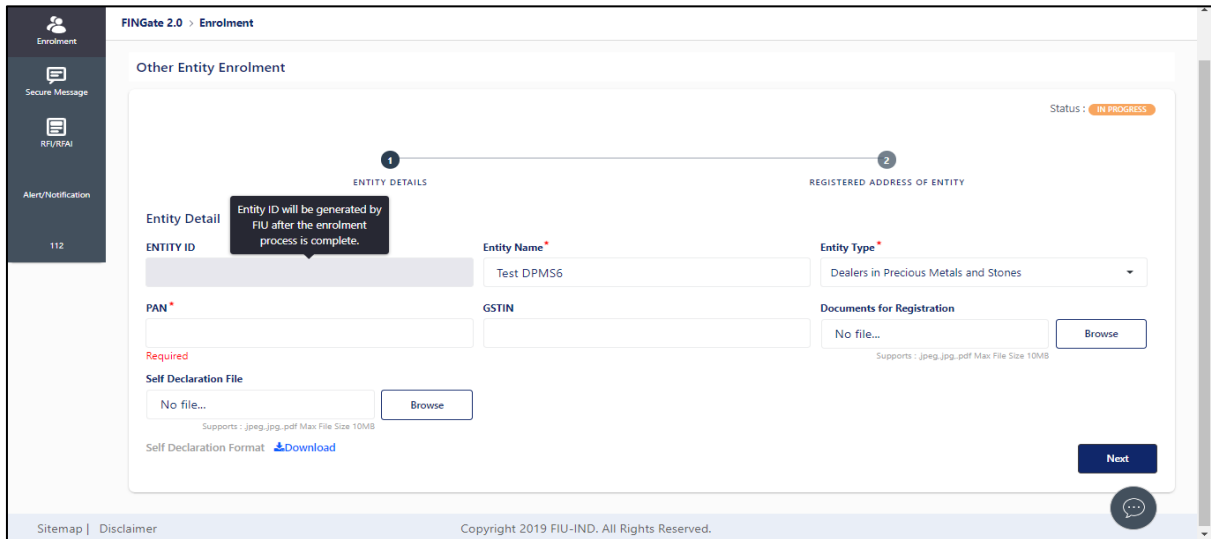


2. Upon clicking the link, the user will be directed to the password generation page.
3. The user shall generate first time password as detailed in Section 3 of this document.
4. Post password generation, the user will login to FINGate portal.
5. The user shall identify its organization as Others before proceeding for the registration process.

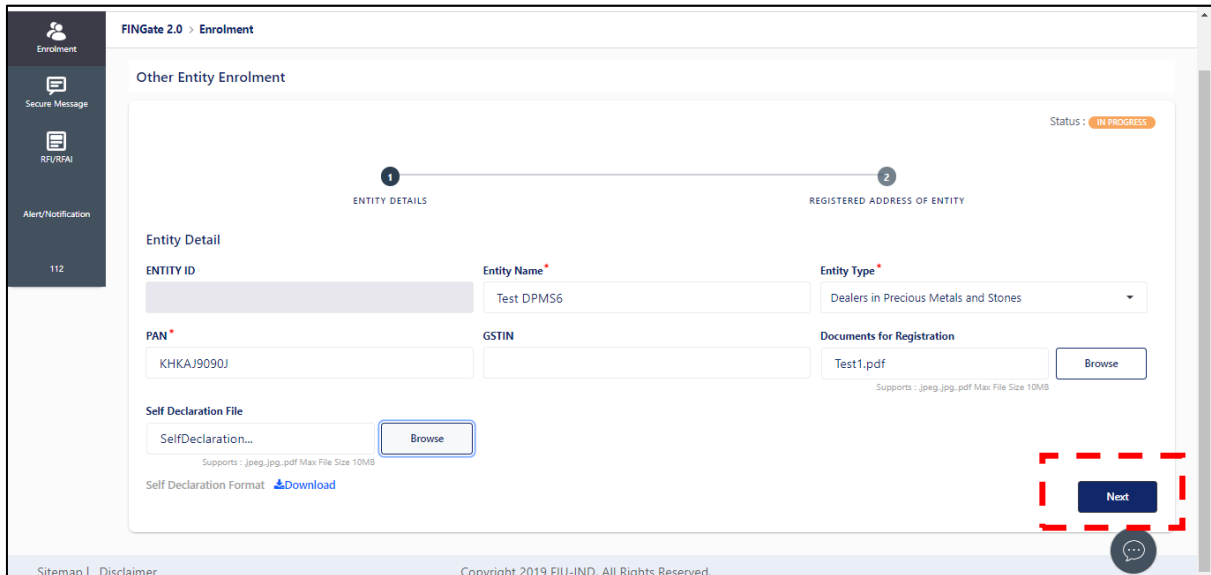
6. The 'Others' form will open.
7. The Primary User shall validate the Entity details and modify the same, if applicable.
8. The Primary user will upload the following documents in 'Documents for Registration' field.
  - a. Letter from dealer for nomination of Primary User.
  - b. Self-certified copy of Registration details of entity
  - c. Self-certified copy of KYC details of Primary User

**Note: The above documents should be consolidated in single pdf file.**

9. The primary user will further upload the self-declaration which should be Self-certified. Self-declaration templates will be provided by the FIU and the templates will be available for download.
10. After filling all details, the user will click on 'Next' button.



The screenshot shows the 'Other Entity Enrolment' form in FINGate 2.0. The status is 'IN PROGRESS'. The form is divided into two main sections: 'ENTITY DETAILS' (Step 1) and 'REGISTERED ADDRESS OF ENTITY' (Step 2). In the 'ENTITY DETAILS' section, there are fields for 'ENTITY ID' (with a tooltip: 'Entity ID will be generated by FIU after the enrolment process is complete.'), 'Entity Name\*' (Test DPMS6), 'Entity Type\*' (Dealers in Precious Metals and Stones), 'PAN\*' (KHKAJ9090J), and 'GSTIN'. There is also a 'Self Declaration File' section with a 'Browse' button and a 'Download' link for the 'Self Declaration Format'. A 'Next' button is located at the bottom right of the form.



The screenshot shows the 'Other Entity Enrolment' form in FINGate 2.0, specifically the 'REGISTERED ADDRESS OF ENTITY' section (Step 2). The status is 'IN PROGRESS'. The form includes fields for 'Entity Name\*' (Test DPMS6), 'Entity Type\*' (Dealers in Precious Metals and Stones), 'PAN\*' (KHKAJ9090J), and 'GSTIN'. There is a 'Documents for Registration' section with a 'Browse' button and a 'Download' link for the 'Self Declaration Format'. A 'Next' button is highlighted with a red dashed box at the bottom right of the form.

11. On clicking 'Next' button user will need to enter the registered details.
12. If the country of the address is 'India' then the pin code, state, district and city will be validated with metadata in the portal.
13. If the country of the address is not 'India' then primary user will fill the values corresponding to the applicable country in pin code, state and district fields. For example, instead of pin code, zip code may be entered.
14. The user will click on 'Preview' to view the registration form before submission..



**Preview - Other Entity Enrolment**

Entity Details			
Entity Name	Test DPMS6	Entity Type	Dealers in Precious Metals and Stones
PAN	KHKAJ9090J	GSTIN	

Registered Address of Entity			
Address Line 1	Test address line 1	Locality	test locality
Country	India	Pin Code	110010
State	Delhi	District	New Delhi District
City	New Delhi		

Close

15. The user will click on 'submit' to submit the registration form.

**Other Entity Enrolment**

Status: IN PROGRESS

1 ENTITY DETAILS 2 REGISTERED ADDRESS OF ENTITY

**Registered Address of Entity**

Address Line 1 \*  Locality \*  Country \*

Pin Code \*  State \*  District \*

City/ Village/ Town \*

☒ I hereby declare that all the information provided here is true to the best of my knowledge

Back Preview **Submit**

16. After submission, the registration form will be sent to FIU-IND for documents validation and approval.

17. Once the FIU-IND will approve the request, User will get a mail and message with entity id.

18. The user can download the mobile app from 'Learning and Resource' tab.