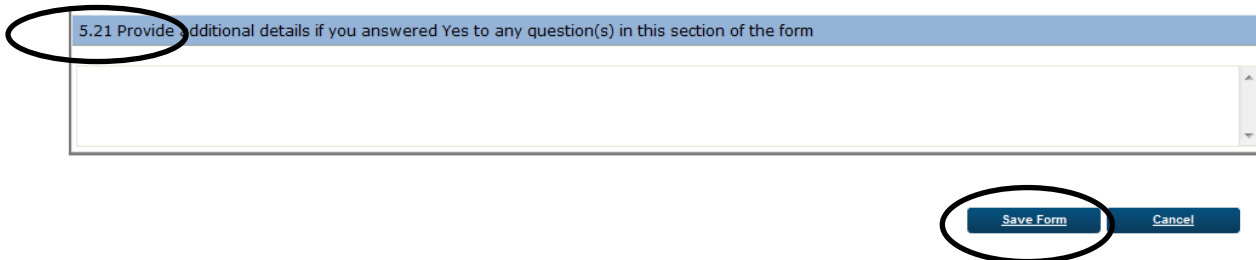


How to: Complete Section 5 of the Individual Questionnaire:

This step-by-step guidance provides information on the process for completing Section 5 of the Individual Questionnaire (IQ), which must be completed to comply with the Central Bank's fitness and probity regime, via the Online Reporting System (ONR).

To complete Section 5, please follow these steps:

- i. Please see How-To : Access the Individual Questionnaire
- i. Section 5 concerns the applicant's Reputation and Character and is mandatory unless you indicated in your answers to Questions 1.2 to 1.5 that you have current approvals from the Central Bank of Ireland or from another Financial Services Regulator within the EU/EEA for a similar role in the same sector as you are now applying for.
- ii. All Questions in this Section are mandatory, and if the applicant answers 'Yes' to any of them, they will need to provide an explanation in Question 5.21, figure 1.1.
- iii. Documentation relevant to the answers in this Section can be uploaded in Section 10; see 'How to – Complete Section 10 of the Individual Questionnaire' for more information on this.
- iv. Once you have completed Section 5, select the '**Save Form**' button. If you have left any mandatory sections blank, you will receive an error message highlighting the section that is blank in red, and you will be unable to save it until this section has been completed. When it has been saved properly, its Status will have updated from 'Blank' to 'Valid'.



The screenshot shows a form interface. At the top, a blue header bar contains the text "5.21 Provide additional details if you answered Yes to any question(s) in this section of the form". Below this is a large, empty white text area. At the bottom right of the form, there are two buttons: "Save Form" and "Cancel". Both the header bar and the "Save Form" button are circled in black.

Figure 1.1