

## NOTIFICATION OF REPLACEMENT OF AUTHORISED REPRESENTATIVE

Through this document, Mr/Ms [name and surnames of Legal Representative], acting in their capacity as Legal Representative of [indicate Account Holder]<sup>1</sup> (hereinafter, the "Account Holder"), and in relation to the account(s) held by it in the Spanish area of the Union Registry, number(s) EU-[complete account number(s)] and number(s) ES-[complete account number(s)], notifies Sociedad de Gestión de los Sistemas de Registro, Compensación y Liquidación de Valores, S.A.U. (hereinafter "IBERCLEAR") of the following substitution:

- i. Mr/Ms [name and surnames], whose signature and personal data appear in Annex I attached to this form, to substitute Mr/Ms [name and surnames of the replaced Authorised Representative], with National ID Card / Foreigner ID No./ Passport No. [document number].

The following documentation is attached:

- i. Photocopy of National ID Card/Foreigner ID No./Passport of the new Authorised Representative appointed, legalised by a notary public;
- ii. Criminal record certificate of the new Authorised Representative appointed, issued by the competent authority of their country of residence<sup>2</sup>; and, if applicable;
- iii. Certificate issued by the competent authorities of the country of residence of the new Authorised Representative appointed, verifying their address of permanent residence<sup>3</sup>. This document shall not be necessary if the permanent address figures in the document presented in accordance with point i. above.

<sup>1</sup> Name of the Holder of the Account held in the Spanish Area of the Union Registry.

<sup>2</sup> If the country of residence is Spain, a certificate issued by the Ministry of Justice must be presented.

<sup>3</sup> If the country of residence is Spain, a municipal census certificate is also required.

This document is only valid to appoint a single Authorised Representative. Should more than one Authorised Representative be appointed, a separate form must be completed for each of the Authorised Representatives appointed.

In accordance with the above, you are hereby requested to register the identity of the new Authorised Representative appointed and, likewise, deregister the replaced Representative who had been authorised, on behalf of the Account Holder, to carry out transactions, use passwords, dispose of emission allowances and other Kyoto units and, in general, any type of procedure before IBERCLEAR.

In [town/city], on [select date]

\_\_\_\_\_  
[name and surnames of Legal Representative]

**NOTE 1:** Every copy of a document presented as documentary evidence in the framework of this process must be **certified as true** by a notary

Documents issued outside of Spain must be legalised **unless community regulations establish otherwise.**<sup>4</sup>

The certification or legalisation date must be within **three months prior to the application date.**

## **NOTE 2: INFORMATION ON PERSONAL DATA**

### **Accounts in the Spanish Area of the Consolidated System of European Registries (CSEUR)**

The Ministry for Ecological Transition and Demographic Challenge maintains its commitment to comply with the legislation in force in personal data processing and information security, to ensure that the data provided is collected and processed in accordance with the Substantive Law 3/2018, of December 5, on Protection of Personal Data and guarantee of digital rights and Regulation (EU) 2016/679 (GDPR). It is for this reason that we provide **information on the data protection policy** applied to the processing of personal data deriving from requests to open and maintain accounts:

<sup>4</sup> In accordance with Regulation (EU) 2016/1191 of the European Parliament and of the Council, of 6 July 2016, which facilitates the free movement of citizens by simplifying the requirements for the presentation of certain public documents in the European Union and amending Regulation (EU) No. 1024/2012, certain public documents and their certified copies are exempt from the legalisation requirement, together with their certified translation, when said documents have been issued by an authority of the European Economic Area.

This document is only valid to appoint a single Authorised Representative. Should more than one Authorised Representative be appointed, a separate form must be completed for each of the Authorised Representatives appointed.

- 1. Data controller:** Ministry for Ecological Transition and Demographic Challenge. Spanish Office for Climate Change: [buzon-oecc@miteco.es](mailto:buzon-oecc@miteco.es)  
  
Data Protection Officer: [BZN-Miteco@miteco.es](mailto:BZN-Miteco@miteco.es)
- 2. Data processor:** Sociedad de Gestión de los Sistemas de Registro, Compensación y Liquidación de Valores, S.A.U. (IBERCLEAR)
- 3. Purpose of processing:** The personal data incorporated will be used exclusively to manage accounts in the Spanish Area of the Consolidated System of European Registries (CSEUR), and they will be kept while the legal obligation to conserve them remains (Law 16/1985, of 25 June on Spanish Historic Heritage).
- 4. Legal basis for processing:** to comply with a mission carried out in the public interest in the exercise of public powers conferred to the Data controller (Law 1/2005, 9 March, regulating the greenhouse gas emission allowances trading system).
- 5. Data recipients:** neither data assignments nor international data transfers are provided for.
- 6. Data processing rights:** In accordance with the provisions of articles 13 to 18 of Substantive Law 3/2018, of December 5, Protection of Personal Data and guarantee of digital rights and articles 15 to 22 of General Regulation (EU) 2016/679 of Data Protection. You may exercise your rights of access, rectification, deletion and portability of your data, limitation of treatment, opposition and no longer be subject to automated individual decisions, when appropriate, before the Ministry for Ecological Transition and the Demographic Challenge, through its electronic Office (<https://sede.miteco.gob.es> ) Likewise, if you consider your rights violated, you can initiate a claim for protection with the Spanish Data Protection Agency (<https://sedeagpd.gob.es/>)