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**Decision on the form and manner of keeping the register of credit union members  
(Official Gazette 71/2007)**

**Zagreb, March 2023**

## **Decision on the form and manner of keeping the register of credit union members**

### **CROATIAN NATIONAL BANK**

**2188**

Pursuant to Article 39, paragraph (2), under (i) of the Act on the Croatian National Bank (Official Gazette 36/2001 and 135/2006) and Article 12, paragraph (4) of the Credit Unions Act (Official Gazette 141/2006), the Governor of the Croatian National Bank hereby issues the following

#### **Decision on the form and the manner of keeping the register of credit union members**

### **1 GENERAL PROVISIONS**

#### **Article 1**

This Decision prescribes the form and the manner of keeping the register of credit union members (hereinafter referred to as 'register').

#### **Article 2**

- (1) Credit unions shall keep the register.
- (2) The management board of the credit union shall be responsible for keeping the register and for the accuracy and completeness of data in the register.
- (3) The management board of the credit union may authorise one or more employees of the credit union to perform the activities of keeping the register. Thus issued authorisation shall not exclude the responsibility of the management board referred to in paragraph (2) of this Article and the management board shall ensure the appropriate continuous monitoring of keeping the register and for this purpose shall be authorised to give written instructions related to the keeping of the register.

#### **Article 3**

The register may be kept manually or by electronic data processing.

### **2 CONTENTS OF THE REGISTER**

#### **Article 4**

- (1) The register shall consist of files.
- (2) A separate file shall be kept for each credit union member. Each file shall be assigned its ordinal number starting from the ordinal number 1.
- (3) The following data shall be entered in the file:
  1. the ordinal number;
  2. the date of entry and the date of commencement of the membership in the credit union;
  3. name and surname or firm name of the credit union member;

4. domicile or head office and address of the credit union member;
5. the number and the amount of membership shares in the credit union;
6. other data specified in the credit union's Articles of Association.

(4) In case of termination of membership in a credit union, in addition to the data referred to in paragraph (3) of this Article, the date of termination of membership in the credit union shall also be entered in the register.

#### Article 5

(1) The entry of the data referred to in the previous Article and the deletion or change of such data shall be carried out based on the relevant documents.

(2) Credit unions shall safeguard the documents based on which the entry in the register was carried out.

#### Article 6

(1) The data on the credit union members referred to in Article 4, paragraph (3) of this Decision shall be summarised in the Form CUM – Credit Union Members, which is an annex to this Decision and constitutes its integral part.

(2) The form referred to in the previous paragraph should be updated in case of changes in the data referred to in Article 4, paragraph (3) of this Decision and in case of termination of membership in a credit union.

### 3 ENTRY

#### *Entry of members*

#### Article 7

(1) A credit union member is the person who gave a statement on acceptance of the Articles of Association in the form of a notarial document and who is mentioned as a member in the Articles of Association of the credit union.

(2) Credit union members shall be entered in the register when they pay up their membership share.

#### *Entry of members joining the credit union*

#### Article 8

Members joining the credit union shall be entered in the register when they are granted the approval of the supervisory board of the credit union, give a statement on acceptance of the Articles of Association authenticated by a public notary and pay up their membership share.

#### *Change and deletion of data*

#### Article 9

(1) The data referred to in Article 4, paragraphs (3) and (4) and any changes in such data shall be entered in the register.

(2) Within the meaning of this Decision, the deletion of data from the register shall also be considered an entry. The deletion shall be carried out so that it is indicated in an appropriate manner that the data have ceased to be valid. The data shall remain accessible even after deletion.

#### Article 10

(1) The person authorised to keep the register shall carry out the entry of a member once the legally prescribed criteria for membership in the credit union are met.

(2) The person authorised to keep the register shall carry out the deletion of the entry if it is subsequently established that the entry has been carried out contrary to this Decision or that material preconditions for entry have not been met.

### 4 TRANSITIONAL AND FINAL PROVISIONS

#### Article 11

Credit unions shall set up the register no later than by 31 December 2007.

#### Article 12

This Decision shall enter into force on the eighth day after the day of its publication in the Official Gazette.

No.: 423-020/06-07/ŽR  
Zagreb, 28 June 2007

Croatian National Bank

Governor

**Željko Rohatinski, *m.p.***

**Credit Union Members**

No.	Date of entry	Date of commencement of the membership in the credit union	Name and surname/ firm name of the credit union member	Domicile/ head office and address of the credit union member	Number of membership shares	Amount of membership shares	Other data specified in the credit union's Articles of Association