

# ATM Operator

Where do the banknotes that are used to fill or 'top up' your ATM(s) come from?

Notes are supplied by a bulk supplier (e.g. delivered by a CIT company)

Notes are locally sourced or come from a range of sources

You need to confirm with your banknote supplier that the notes they give you have been machine-authenticated.

Ask your supplier if they supply your notes in accordance with principle 1.1 of the Code, i.e. notes must be authenticated using an authenticator listed on the Bank of England's Framework.

If the answer to the above is 'Yes', and you keep authenticated notes segregated from other, unsorted notes, you are code compliant.

Ensure that all banknotes you put into your ATM(s) have been authenticated using a machine listed on the relevant Framework. There are three ways to do this:

1. Banknotes are supplied by a bulk supplier (e.g. delivered by a CIT company)
2. Banknotes can be authenticated by a standalone authentication machine.
3. Your ATM may be able to internally recycle banknotes (if it accepts deposits)

If using method 1., you must confirm with your banknote supplier that the notes they provide you with have been machine-authenticated using an authenticator listed on the Bank's Framework. For further information on methods 2. and 3., download the diagrams and explanatory notes.

See pages 6 and 7 of the Code for further details on the four principles of compliance, which include machine maintenance and internal procedures.

## How to report your compliance

If you are a LINK member, you must certify your compliance during the annual LINK attestation process. LINK will ask you whether all banknotes loaded into your ATM(s) have been machine-authenticated.

If you are not a LINK member, you must report your compliance using the self-certification form;

### Self-certification Form (Link)

This should be completed every year and returned to us by 31 May

Download the Code

BoE Framework

ACBI Framework

Download diagrams

BoE Framework

ACBI Framework