[organization logo]

[organization name]

## **BUSINESS PARTNER SANCTIONS DUE DILIGENCE FORM**

## **INSTRUCTIONS FOR USER:**

This is a questionnaire that you can use when conducting due diligence on a business partner.

Code:	
Version:	
Date of version:	
Created by:	
Confidentiality level:	

## Change history

Date	Version	Created by	Description of change
dd.mm.yyyy	0.1	ACSS	Basic document outline

## **BUSINESS PARTNER SANCTIONS DUE DILIGENCE FORM**

1.	Nature of the Relationship:
	Customer Supplier Services Provider Counterparty Other
	For Individuals:
2.	Name:
3.	Residential Address:
4.	Business Address (if different):
5.	Country of Citizenship:
6.	Country of Residence:
7.	Birthdate:
8.	Identification Document No.:
9.	Form of Identification:  Passport National Identification Card Driver's License Other

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For Entities:

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17. Ultimate Beneficial Owners: List all individuals (natural persons) who own 10% or more of the entity, either directly or indirectly (i.e., because they own a sufficient share of an entity that in turn owns the entity in question), and provide the following information:
Name:
Share of Ownership in Upstream Entity (i.e., entity with an ownership share
in the business relation):
Share of Ultimate Ownership (i.e., ultimate share of ownership in the
business relation):
Country of Citizenship:
Address:
Business
Describe the nature of the business partner's business:
18. Is the business partner involved in any of the following businesses or industries?
a. Aviation and jet fuel
b. Finance
c. Defense or military goods, services, or technology
d. Petroleum or petroleum exploration, production, refining, or trading
e. Natural gas
f. Currency trading
g. Charcoal

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h. Graphite, and raw or semi-finished metals

- i. Commodity trading
- j. Cryptocurrency
- k. Iron, steel, coal, zinc, or copper
- I. Gold, precious metals, diamonds
- m. Nuclear
- n. Luxury goods
- o. Goods, technology and services subject to dual-use and proliferation sensitive export controls
- p. Art
- q. Maritime shipping and bunkering services
- r. Marine insurance
- s. Telecommunications monitoring and interception equipment, technology or software
- t. Logistics
- u. Energy
- v. Aerospace
- 19. Does the business partner purchase from, sell to, or operate in any of the following countries? If so, identify which.
  - Afghanistan
  - Belarus
  - Burundi
  - Central African Republic
  - Congo
  - Crimea
  - Cuba
  - China border with North Korea
  - China Hong Kong
  - China Xinjiang Region
  - Egypt
  - Guinea-Bissau
  - Iran
  - Iraq
  - Lebanon
  - Libya
  - Mali
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- Moldova
- Montenegro
- Myanmar
- Nicaragua
- North Korea
- Russia
- Somalia
- South Sudan
- Sudan
- Syria
- Turkey
- Venezuela
- Yemen
- Zimbabwe

**20**. Is the business partner a trading company or agent who purchases goods on behalf of other end-users? (If so, request a anti-diversion agreements that includes OFAC/sanctions compliance commitments).