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**DUE DILIGENCE QUESTIONNAIRE**

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| **Please complete all information as accurately as possible.**  ***(For definitions, refer to Section 8, for supporting documentation requirements, refer to Section 4)*** | | | | |
| **SECTION 1 COMPANY PROFILE** | | | | |
| **Registered name of company**: | | | | |
| **Trading name/Doing business as (*if different from above***): | | | | |
| **Tax identification number**: | | | | |
| **Company registration number**: **Date of registration**:  **Country**: **State/Province:** | | | | |
| **Current registered company address**: **State/Province**:  **Street/ City**: **Country**:  **Zip/ Postal code**: | | | | |
| **Company website: Trading name website**: | | | | |
| **Is the company listed on a regulated stock exchange: Yes No**  **Name of exchange: Listed symbol:** | | | | |
| **Is the company US federally regulated by a financial entity: Yes No**  **\*If ‘Yes’, provide the name of the US federal regulator**:  **\*If ‘No’, is the company regulated by a financial services regulator**: **Yes** **No**  **Name of financial services regulator**: | | | | |
| **Primary contact**  **Name: Designation/Role**:  **Email**: **Telephone number**: | | | | |
| **Authorized signatory (*person duly empowered and authorized to represent and sign this application*)**  **Name: Designation/Role: Signature:** | | | | |
| **SECTION 2 RELATIONSHIP PROFILE** | | | | |
| **Funding bank name: Swift code:** | | | | |
| **Funding account name (account holder):** | | | | |
| **If funding account name is different from the company name, what is the relationship:** | | | | |
| **Select all intended funding currencies**:  **GHS**  **USD**  **EUR**  **Other (please specify)** | | | | |
| **Business Overview:**  ***(Briefly describe the nature and extent of the business, main products and services offered, target markets, customer types serviced etc.)*** | | | | |
| **Source of funds:**  ***(Briefly describe the revenue streams that will be used to fund the relationship, i.e. main revenue streams, transactional flows, applicant funds, third party funds etc.)*** | | | | |
| **Does the company make use of Shell Corporations as part of its corporate structure or move funds through Shell Corporations?**  **Yes** **No** | | | | |
| **Please attest that your company or, to the best of your knowledge that your clients do not participate in any business outlined in the prohibited business listed in Appendix B.**  **Yes, applicant does such type of business**  **No, applicant does not do such type of business** | | | | |
| **SECTION 3 TRANSACTION FORECAST** | | | | |
| **Provide the list of anticipated countries transactions will be sent to:** | | | | |
| **Provide the list of anticipated countries transactions will originate from:** | | | | |
| **Based on a 12-month forecast, what is your expected total transaction value (USD)?** | | | | |
| **What is your expected average monthly volume of transactions?**  **0 – 500**  **501 – 1000**  **1001 – 5000**  **Over 5000** | | | | |
| **SECTION 4 DOCUMENTATION REQUIREMENTS** | | | | |
| **All applications must be accompanied by the required supporting documentation in this section.** | | | | |
| **To comply with anti-money laundering regulations, policy requires the following documentation to be collected. The organization reserves the right to request additional documentation during the approval process. Provide all documentation below:**   * **Certificate of Incorporation** * **Articles of memorandum of association** * **Documentation of who can sign on behalf of the company (Authorized signatories)** * **IDs of the above authorized signatories (Valid passport, valid driver’s license, valid national identity card)** * **Organizational chart of the control structure** * **Proof of physical business address. e.g. Utility bill (issued within last 3 months), Tax statement (issued within last 6 months), Bank statement (issued within last 3 months)** * **Recent Financial Balance Statement (e.g. Bank statement, Balance sheet, Audited annual accounts, Financial statement etc.)** * **Supporting documentation of the ownership structure (e.g. Signed shareholder register, Shareholder agreements, Annual report, Trust deed, signed letter confirming ownership structure)** * **Internal policies regarding AML/KYC Requirements** | | | | |
| **SECTION 5 APPLICATION COMPLETION** | | | | |
| **By signing below, the undersigned represents that he/she is authorized to sign and submit this Application on behalf of the company (Client) and that all information provided herein is true, complete and accurate to the best of his/her knowledge.**  **The undersigned agrees that all references named in this Application, banks and consumer reporting agencies, may release any and all personal and business credit financial information to Nsano. The undersigned authorizes Nsano to verify the information in this Application and to request reports from consumer reporting agencies as deemed necessary by Nsano, for any purpose designed to achieve the objectives of the Client’s application process.**  **The undersigned authorizes Nsano, its affiliates and third-party subcontractors and or agents to exchange amongst each other the information contained in this Application, including personal information about any party undersigned herein and any information received from all references, banks and consumer reporting agencies for any purpose permitted by law. It is Nsano’s policy to obtain certain information in order to verify the identities of individuals and entities names while processing this Application.**  **Upon approval of this Application, the undersigned herein authorizes Nsano, its affiliates and third-parties authorized by Nsano to obtain subsequent consumer reports and any other information on order to review, assess, maintain and update records in Nsano’s possession, or for any other purpose that may be required and permitted by law, and, if necessary, to disclose such information amongst Nsano’s subsidiaries and associated companies.** | | | | |
| **Signature: Name:**  **Designation/Role: Date:** | | | | |
| **SECTION 6 APPENDIX A – CONTROL STRUCTURE** | | | | |
| **Provide details of the individuals with significant responsibility to control, manage or authorize (signing authority) the financial resources of the company (e.g. Board of Directors & applicable C-level officers such as CEO, COO, CFO etc.)** | | | | |
| **Full name:** | | | **Date of birth:** | **Nationality:** |
| **Designation/Role:** | **City of residence:** | **Country of residence:** | **PEP\***  **Yes**  **No** | **Connected to PEP\***  **Yes**  **No** |
|  | | | | |
| **Full name:** | | | **Date of birth:** | **Nationality:** |
| **Designation/Role:** | **City of residence:** | **Country of residence:** | **PEP\***  **Yes**  **No** | **Connected to PEP\***  **Yes**  **No** |
|  | | | | |
| **Full name:** | | | **Date of birth:** | **Nationality:** |
| **Designation/Role:** | **City of residence:** | **Country of residence:** | **PEP\***  **Yes**  **No** | **Connected to PEP\***  **Yes**  **No** |
|  | | | | |
| **Full name:** | | | **Date of birth:** | **Nationality:** |
| **Designation/Role:** | **City of residence:** | **Country of residence:** | **PEP\***  **Yes**  **No** | **Connected to PEP\***  **Yes**  **No** |
|  | | | | |
| **Full name** | | | **Date of birth:** | **Nationality:** |
| **Designation/Role:** | **City of residence:** | **Country of residence:** | **PEP\***  **Yes**  **No** | **Connected to PEP\***  **Yes**  **No** |
| **SECTION 7 APPENDIX B- PROHIBITED BUSINESS & ACTIVITY LIST** | | | | |
| **Prohibited companies are businesses we will not enter into any form of relationship with, as we feel that their primary activities pose a high risk to the organization.** | | | | |
| **Shell banks** | **A bank that is incorporated in a jurisdiction where it has no physical presence and is unaffiliated with a regulated financial group.** | | | |
| **Tobacco** | **Entities whose primary activity is involved in the growing, manufacturing or distribution of tobacco products. These stages of the tobacco lifecycle can be heavily involved in the illicit tobacco trade, organized crime and bootlegging. Illegal leaf, white cigarettes and counterfeit products are frequently comingled with valid product at the distribution stage blurring legal versus illegal. The illicit tobacco trades generate vast sums of illegal proceeds through the illegal sale of products and tax avoidance.** | | | |
| **Adult sex industry** | **Entities involved in the manufacturing, distribution and sale of pornography, sex or escort services, adult entertainment and paraphernalia. The Adult Sex Industry is heavily involved in illegal prostitution, sex slavery and organized crime.** | | | |
| **Online dating** | **System that enables people to find and introduce themselves to new personal connections over the Internet, usually with the goal of developing personal, romantic, or sexual relationships. An online dating service is a company that provides specific mechanisms (generally websites or applications) for online dating through the use of Internet‐connected personal computers or mobile devices.** | | | |
| **Weapons and ammunition retailers** | **Entities involved in the retail sale of weapons and/or ammunition. Customer identification and background checking is lax (background check only applicable to in‐store purchases). Increased risks associated with illegal sales, source of funds and customer identification.** | | | |
| **Payday Lenders** | **Providers of payday loans (also called a payday advance, salary loan, payroll loan, small dollar loan, short term, or cash advance loan) a small, short‐term unsecured loan, "regardless of whether repayment of loans is linked to a borrower's payday." The loans are also sometimes referred to as "cash advances," though that term can also refer to cash provided against a prearranged line of credit.** | | | |
| **PROHIBITED ACTIVITY**  ***(Companies we may enter into a relationship with, however, we will not process or facilitate certain ativities that will pose a high risk to the organization)*** | | | | |
| **Trade or transfer of Crypto currencies** | **Any activity that represents the actual transfer of crypto value, the monetary value to buy crypto currency, or monetary value resulting from the sale of crypto currency. Crypto currency is high risk due to the anonymity provided by the trade of crypto currencies on the internet, the limited identification and verification of participants, lack of clarity regarding the responsibility of AML/CTF compliance, supervision and enforcement as well as the lack of centralized oversight or regulation.** | | | |
| **Trade of precious metals and stones** | **Any activity that represents the transfer of monetary value to buy precious metals and stones, or monetary value resulting from the sale of precious metals or stones. Precious metals and stones are high risk due to the marketplace to buy and sell being cash intensive, metals and stones can be traded anonymously and transaction are hard to race and identify, certain metals like gold is a valid currency and can be used in the exchange of criminal transactions, they retain high levels of value and can be easily smuggled and traded physically and virtually.** | | | |
| **Online gaming** | **Entities involved in gaming that allows users to buy, trade and sell items among themselves or via on‐line market places based on value purchased using real currency. These sites in essence create an un‐ regulated currency exchange, with minimal oversight and controls in place to moderate and govern individuals and sales.** | | | |
| **SECTION 8 DEFINITIONS** | | | | |
| **\**Beneficial Ownership for corporations and funds/trusts*:**  **Corporations**   * **Natural persons (individuals), who ultimately own or control a corporation, by direct or indirect ownership, or control of 5%+ or more of the shares or voting rights.**   **Funds/Trusts**   * **Natural Persons (individuals) who, according to the articles of a fund/trust or otherwise, are entitled to receive 25%+ or more of the distribution funds or other assets of a fund or a similar legal arrangement, provided such persons are known.** * **The group of persons in whose main interest a fund/trust or similar legal arrangement has been set up or operates.** * **Natural Persons (individuals) who exercise control over 25%+ or more of the distribution funds or other assets of a fund/trust or similar legal arrangement or entity.**   **Where beneficial ownership rules for country of applicant are more stringent than 5%, than the beneficial ownership rules of applicant’s country will apply.** | | | | |
| **\**Politically Exposed Person (PEP) means a natural person who is or who has been entrusted with prominent public functions and includes the following*:**   1. **Heads of State, heads of government, ministers and deputy or assistant ministers;** 2. **Members of parliament or of similar legislative bodies;** 3. **Members of the governing bodies of political parties;** 4. **Members of supreme courts, of constitutional courts or of other high‐level judicial bodies, the decisions of which are not subject to further appeal, except in exceptional circumstances;** 5. **Members of courts of auditors or of the boards of central banks;** 6. **Ambassadors, chargés d’affaires and high‐ranking officers in the armed forces;** 7. **Members of the administrative, management or supervisory bodies of State‐owned enterprises;** 8. **Directors, deputy directors and members of the board or equivalent function of an international organization.**   **No public function referred to in points (a) to (h) shall be understood as covering middle‐ranking or more junior officials**. | | | | |
| **\**Connected to a Politically Exposed Person (PEP) means family members and close associates*: ‘Family members’ includes the following:**   1. **The spouse, or a person considered to be equivalent to a spouse, of a politically exposed person;** 2. **The children and their spouses, or persons considered to be equivalent to a spouse, of a politically exposed person;**   **The parents of a politically exposed person.** | | | | |
| **\**Virtual/Digital Currency*: a digital representation of value that is neither issued by a central bank or a public authority, nor necessarily attached to a fiat currency, but is accepted by natural or legal persons as a means of payment and can be transferred, stored or traded electronically.** | | | | |
| **\**Shell Corporations*: A shell corporation is a corporation without active business operations or significant assets.** | | | | |