

# Enhanced Customer Due Diligence (ECDD) Questionnaire



大東外匯機構  
Great East Forex

## Know Your Customer, Anti-Money Laundering and Counter Financing of Terrorism

Kindly fill up the following ECDD questionnaire so as to comply our obligations as prescribed by MAS Notice 3001

### Section A- General Information

Registered Name:

E-Harbour Marine Services (S) Pte Ltd

Business Activities

Crew chg

Purpose Of Business Transactions With Great East Forex

CASH TO VESSEL

Mode Of Payment For Forex Transaction

☐ Cash ☒ Corporate Cheque ☐ Bank Transfer

Overseas Branches / Offices / Subsidiaries

☐ Yes ☒ No

If Yes, Please List The Name Of Overseas Companies:

Type Of Relationship With Customers

☐ Retail / Walk In ☐ Local Corporates ☒ Overseas Corporates

Net Worth Of Company

☐ S\$ 500,000 ☐ S\$1,000,000 And Below ☐ Above S\$1,000,000

Source Of Funds

☒ Bank Credit Line ☐ Directors' / Shareholders' / Sole Proprietor's Investments

☐ Others (Please Specify): \_\_\_\_\_

### Section B -Ownership and Management Information

Please list the names of Sole Proprietor, Partner(s), Director(s), Shareholder(s) and Beneficial Owner(s) (if any) of your company.

Full Name	IC/Passport No.	Job Title
Sujatha d/o Gopi Pillai	S7121830I	Director

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For Money Changers and Remittance Agents



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Are there any Politically Exposed Persons among your company's ownership or senior management? If yes, please provide details (name and role):			<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No
Full Name	IC/Passport No.	Job Title	

## Section C - Know Your Customer Policy

1. Does your company perform any non-face to face transaction with customers that have not established account relationship?	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No
2. Does your company deal with Shell Companies?	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No
3. Does your company screen your customer for PEP (Politically Exposed Person) status?	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No
4. Does your company transact with any PEP?	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No
5. Does your company identify and verify your customer and their beneficial owners?	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No
6. Does your company keep proper records of your customer and their beneficial owners?	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No
7. Does your company perform Enhanced Customer Due Diligence (ECDD) when dealing with PEP and high risk customers?	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No
8. Does your company check on your customer's source of fund /wealth and screen them against terrorist and sanction lists?	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No

## Section D - General AML Policies, Practices and Procedures

1. Does your company have a written document on AML/CFT Policies, Practices and Procedures?	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No
2. Does your company have a designated Compliance Officer responsible for coordinating and overseeing the AML/CFT on a day to day basis?	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No
3. Does your company have processes in place to prevent, detect and report suspicious transactions?	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No
4. Does your company have an internal audit function or other independent third party that assess the AML / CFT policies and practices on a regular basis?	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No
5. Does your company provide training to employees regarding KYC/AML/CFT?	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No
6. Does your company transact with customer in countries located in high risk jurisdictions as defined by FATF or in countries of primary concern such as Iran, North Korea, Syria and other high risk countries designated by OFAC and FATF and local authorities? Please state, if any:	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No
7. Does your company transact with customer (entities or individuals) who are a match with the UN and all internationally sanctioned entities or individuals? Please state, if any:	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No
8. Does your company deal with supply banknotes obtained from Great East Forex to any individuals, entities or countries sanctioned under UN and all international regulations (including but not limited to the Democratic People's Republic of Korea) Please state, if any:	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No

## Section E - Risk Assessment

1. Does your company have a Risk Based Approach assessment of your customer base and transactions of the customers?	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No
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2. Does the company have a system to rate the risk of the customer and the transactions with customers so as to determine the appropriate level of enhanced due diligence necessary for those categories of customers and transactions that the company has reason to believe pose a heightened risk of illicit activities at or through the company?

☐ Yes ☒ No

**Declaration**

In relation to the above we hereby confirm that:

1. All our transactions come from our business transactions which are of economic nature and have thoroughly investigated and satisfied ourselves that all our transactions are not in any way originating from Drug Trafficking, Money Laundering, Extortion, Arms, Terrorism of Terrorist Organisations, Tax Evasion or fraudulent means of any other illegal or immoral way and transacting party(ies) of these funds are very well known to us and they are not involved or engaged in such activities in any way.
2. We are fully aware of the consequences of handling such funds/transactions and assure that we are fully exercising all cautions and invariably following the guidelines provided by the authorities in this regard and maintaining proper record as required under MAS Notices 3001/other local or international Anti Money Laundering and Terrorist Financing Laws and Regulations.
3. We are not acting as any intermediary to any organization/country/person with links to terrorism, or person/company/organization declared bankrupt.
4. We are also fully aware of the consequences of handling Cash and Bear Negotiable Instrument and assure you that our customers are complied with the requirement of reporting regime about the movement of CBNI in Singapore.
5. We have furnished the information to the best of our knowledge and will duly inform if there should be any changes declared in this from.

**Signature of Director:**

**Company Stamp:**



Name of Director:

Sujatha % Gopi pillai

IC/Passport No.:

871218301

Date:

16/04/2018

**Details of Compliance Officer (If Any)**

Compliance Officer (If Any)		
Full Name:	IC/Passport No.:	Nationality:
Email:	Contact No.:	Job Title:
Specimen Signature:		

**FOR GEF USE ONLY:**

Remarks:

Verified By:

Date: