

Local Procurement – Annex 1

Required information for Due Diligence Check (Reputational Screening)

(Questionnaire to be filled out and signed by supplier)

Full official name of the company	
Copy of company registration added	<input type="checkbox"/> Yes <input type="checkbox"/> No
Are there other marketing names of the company?	<input type="checkbox"/> No <input type="checkbox"/> Yes, they are:
Does the owner hold other companies inside or outside of the country of company registration?	<input type="checkbox"/> No <input type="checkbox"/> Yes, they are:
Are there subsidiaries/ branches of the company?	<input type="checkbox"/> No <input type="checkbox"/> Yes, they are:
Are there shareholders or other third parties involved in the company?	<input type="checkbox"/> No <input type="checkbox"/> Yes, they are:

Full name of the company owner (in Latin alphabet)	
Place and date of birth of the company owner	
Copy of passport or other identity document added	<input type="checkbox"/> Yes <input type="checkbox"/> No
List of all members of the board of directors and key personnel (with name, place, and date of birth) added	<input type="checkbox"/> Yes <input type="checkbox"/> No
Is the owner, a board member or key person currently also the owner, board member or employee of an outside company (including government-owned company)?	<input type="checkbox"/> No <input type="checkbox"/> Yes, from the following company:
Are family members of the owner, board members or key personnel currently employed by the government in a sector that is related to the company?	
Is there any planned or ongoing merger or acquisition activity of the company?	<input type="checkbox"/> No <input type="checkbox"/> Yes, with the following company:

I herewith confirm that the information above is correct and filled out to the best of my ability. I will inform the German Red Cross immediately if any information changes during the contract period.

Place and date of signature

Company owner's signature

