PARIA FUEL TRADING COMPANY KYC QUESTIONNAIRE

COMPANY INFORMATION

Corporate Details		
Company Registered Name		
Trade Name (if applicable)		
Corporate Status (Private, Public Listed, etc)		
Date and Place of Incorporation		
Company Registration Number		
Nature of Business		
Parent/Holding Company, if any (and its core business)		
Subsidiary, if any (and its core business)		
Is your company a branch?		
Contact Information		
Registered Office Address		
Business Address (if different from above)		
Branch Address (if any)		
Company Phone and Email Address		
Website		
Contact Person and Position		
Phone and Email Address		

COMPANY OWNERSHIP

Shareholders (companies/individuals) – For a company, please provide us with the certificate of incorporation	Full Name (as per ID or Certificate of Incorporation of shareholder)	Shares %

Ultimate Beneficial Owners	Full Name (as per ID)	Shares %

Directors and Officers	Full Name (as per ID)	Position within the Company	Nationality

Management of Company Please provide details on key management personnel (CEO, CFO, HOD)	Full Name	Position	Nationality/District

POLITICALLY EXPOSED PERSONS

Are there any Politically Exposed Persons (PEPs – persons with any political functions) among your company's ownership structure and/or in its key management (directors and officers)? Yes ☐ No ☐ *If yes, please fill in the table*	Full Name(s)	Position within the Company	Description of the Political Role

TRADE REFERENCES

Kindly List three (3) recent references trade references.	Company Name	Contact Number and/or Email address	Contact Name

DECLARATION

	Yes	No
Does your organization have an Anti-Money Laundering or Combatting the Financing of Terrorism Policy?		
If Yes, state name of policy:		
Are there any litigation, arbitration and/or governmental proceedings to which the Company or any of its directors, officers or employees is or has been a party, or which is threatened against any of them or settled within the last ten years?		
If Yes, please fill out the Declaration of Litigation Form Provided.		
If unable to fill out the Declaration of litigation Form, please provide a reason:		

CYBERSECURITY

	Yes	No
Does your organisation exercise any cybersecurity awareness programme(s)?		
Is there an IT Security policy that addresses cybersecurity and incident prevention?		
Is there a Disaster Recovery policy to enable business continuity after a cybersecurity incident?		

CERTIFICATION

(NB: We ask that documents provided be attested/confirmed within the last twelve (12) months by one of the following:

- ***(i)*** ***Qualified attorney-at-law or lawyer registered with the relevant national professional body;***
- ***(ii)*** ***Qualified accountant registered with the relevant national professional body;***
- ***(iii)*** ***Notary Public; or***
- ***(iv)*** ***Local consulate office).***

I hereby certify that the documents provided are true and accurate copies of the original. seen by me and I further certify that the information given in this form is true and accurate.

Name in Block Letters:	
Title/Position:	
Signature:	
Date:	
Company Stamp/Seal:	

DECLARATION OF LITIGATION, ARBITRATION & GOVERNMENTAL PROCEEDINGS

List all litigation, arbitration and governmental proceedings relating to the Company to which the Company or any of its directors, officers or employees is or has been a party, or which is threatened against any of them, indicating the name of the court, agency or other body before whom pending, date instituted, amount involved, insurance coverage and current status. Also describe any similar matters which were material to the Company, and which were adjudicated or settled in the last [ten] years.

Parties Involved (e.g Directors, officer, employees)	**Date Instituted**	**Name of Court/ Agency/Legal Institution**	**Insurance Coverage**	**Current Status**	**Description of Matter**
			☐ **Yes** ☐ **No**		
			☐ **Yes** ☐ **No**		
			☐ **Yes** ☐ **No**		
			☐ **Yes** ☐ **No**		

Signature________________________

Name: ___________________________

DOCUMENTATION REQUIRED FOR COMMERCIAL SERVICES

Please provide copies of official documents (ideally one recorded in the commercial registry). If unable to provide an official document, document provided must be attested/certified within the last twelve (12) months by a qualified attorney/lawyer/accountant registered with the relevant national professional body, local consulate office or notary public.:

- ☐ Paria Fuel Trading Company Limited KYC Questionnaire
- ☐ Annual Financial Reports (where applicable)
- ☐ Annual Return (Latest Version)
- ☐ Source of Funds (applicable for individuals owning 75% or more for the company with documentary evidence)
- ☐ Bank Reference Letter
- ☐ Three (3) Trade References
- ☐ Independent Credit Report (Lloyd's List, Infospectrum or Dun & Bradstreet or the likes thereof)
- ☐ End User Declaration (where applicable)
- ☐ Origin Source (where applicable)
- ☐ Bill of Lading consigned or endorsed to the lessee (where applicable)
- ☐ Certificate of Incorporation
- ☐ Corporate Ownership Structure showing key management personnel, Directors, Shareholders and Ultimate Beneficial Owner
- ☐ Articles of Amendment (Name Change) (where applicable)
- ☐ Notice of Directors
- ☐ Notice of Company Address
- ☐ Import Licence (where applicable)
- ☐ Bunkering Licence (where applicable)

All items must be submitted, where it will be reviewed before registration can be verified.

<u>Note for all Clients: The Client Verification Process at Paria Fuel Trading Limited involves a four-part verification process. In particular, all clients must submit documentation which will be assessed through Financial, Legal, Business and Noise Due Diligence. A committee meeting shall be held to determine whether the customer may be registered on Paria's customer/vendor database.</u>

<u>Note for Bunker Customer: The Client Verification Process at Paria Fuel Trading Limited operates on a two-tier system for bunker customers. Initially, customers undergo registration, where they must complete a key questionnaire and provide documents as specified. Subsequently, Paria undertakes comprehensive monitoring of each company to ascertain two crucial aspects: the appropriate credit limit that can be allocated to the company, and the allowable payment offset period. This process involves a thorough review by Paria's credit committee, who diligently assesses all information. Only upon evaluation can the determination of the suitable credit line (if applicable) and associated risks be made. Furthermore, insuring transactions above a predetermined cash threshold will also apply. Each customer is assigned a distinct credit risk, subject to biannual monitoring and updates based on performance evaluations.</u>

END
