ANNEX F

Due Diligence Questionnaire 1a

ATscale Secretariat

# Introduction and context

As part of its obligations to donors and in line with the UNOPS risk management framework, ATscale conducts due diligence assessments (DDAs) on its partners. The purpose of this assessment is to evaluate the necessity to conduct DDA and identify any red flags that would prevent ATscale from signing a grant agreement with the applicant.

If the proposal is submitted by multiple partners, each one of them is required to fill the questionnaire.

For each of the questions below, please tick one of the answers that you feel best applies to your entity by putting an “X” in the box. If required, please add additional comments/clarifications in the provided space in the tables or under each of the below questions.

**Organizational Profile:**

| CFP Title | Program Management, Coordination, and Support in implementation of Assistive Technology (AT) activities to the Ministry of Health, Government of Kenya (2022-2025) |
| --- | --- |
| Type of applicant | Select one: National Authority, Local Authority, INGO, NNGO, UN, Civil Society Organisation, Private Sector, Other |
| Applicant Name |  |
| Proposal Title |  |

# 

# Section 1. Past Due DIligence Assessment:

## 1.1 If your organization has gone through a Due Diligence Assessment over the last three years conducted either by a UN entity, national authority or donor, please provide details. If not, go directly to section 2.

Date of assessment: MM/YYYY

Name of the Entity that conducted the assessment:

Is the DDA assessment report available: Yes/No/I don’t know

If available, please include a copy along with your submission.

# Section 2: Implementing Partner and Governance

## 2.1 What is your entity’s **legal status**? *(please pick 1 option from below)*? *Please attach proof of registration*

|  | The entity is a national or local authority of the Host Country |
| --- | --- |
|  | The entity is legally registered in the Host Country and has the authorization to implement in the specific implementation areas. |
|  | The entity is not registered in the Host Country, but it is registered in another country and has the authorization to implement in the specific implementation areas. |
|  | The entity is not legally registered but has authorization to implement in the specific implementation areas. |
|  | The entity is not legally registered and has no authorization to implement in the specific implementation areas. |

If option 3 or 4 is chosen, please briefly explain:

## 2.2 Do you have any **pending legal action** against your organization?

|  | 1. No, the entity has never received claims, or had any legal actions raised against it. |
| --- | --- |
|  | 1. The entity has no pending legal action against it at the moment. In the case where claims or legal actions may have been raised, the situation was dealt with and resolved in a timely manner. |
|  | 1. The entity has pending legal actions against it but is confident that the situation will be properly dealt with. |
|  | 1. Yes, the entity has pending legal actions against it at the moment. The state of which is unclear/unknown at this stage. |

If option 3 or 4 is chosen, please briefly explain

Name:

Title:

Organization Name:

Date of submission:

Signature of Authorized Official & Seal: