

**EXPORT CONTROL
ORGANISATION**

End-User Undertakings and
export scenarios

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Export Scenarios – who completes or provides an undertaking?

Undertakings are required supporting documents which need to be attached when submitting a strategic export licence application for a Standard Individual Export Licence (SIEL) or Standard Individual Trade Control Licence (SITCL) via SPIRE (<https://www.spire.bis.gov.uk>) to the Export Control Organisation. The undertakings need to be completed for end-use control risk assessment and assurance purposes.

There are two potential types of undertaking templates for SIEL/SITCL applications (and you need to ensure that your end-user completes the correct and relevant template form as per the guidance). These are:

- End User Undertaking (EUU)
- Stockist Undertaking (SU)

The template forms and associated covering letters which need to be completed by the overseas company are attached on the export control pages of the Businesslink website.

(<http://www.businesslink.gov.uk/exportcontrol>)

The following scenarios have been compiled to help you understand who should provide which Undertaking and how they should be completed.

Please note that these scenarios are by no means exhaustive, therefore, please contact the ECO Helpline eco.help@bis.gsi.gov.uk (020 7215 4594), in the first instance, **before** applying if you are unsure who should provide and complete an End User Undertaking or Stockist Undertaking in a particular scenario outside of those mentioned below.

Definition of Terms

Consignee – the initial recipient of the items outside of the UK (i.e. the entity/person to whom the exporter is first delivering the items and who may or may not be the Customer or bill payer). The Consignee may also be the End User, but it is not the Freight Forwarder.

End User – the entity that uses the goods or processes the goods in some way, which could be the Consignee or another third party. If a Consignee incorporates the items into a product or a higher level system they are normally regarded as the End User as well since the goods lose their identity when incorporated. However, if the Consignee does not incorporate the items but re-exports the items as received onwards to another entity then they are regarded as the Consignee only.

Ultimate End User – the entity that uses the product or the higher level system into which the goods are installed or incorporated. The End User and Ultimate End User may be different entities.

A. END USER UNDERTAKING FORM (EUU FORM) SCENARIOS

Scenario Description	Entity providing and signing the End User Undertaking	Section 1 – Consignee and End User details	Section 3 – Purpose	Signature against Section 4 paragraph	Additional details relating to the licence application on SPIRE
Goods are exported to a Consignee in country A who sends them onto a known End User in country B	End User in country B	End User in country B enters the Consignee details in boxes (c) and (d) and their own details in the boxes (e) and (f). They should also complete boxes (g) and (h) as appropriate.	End User in country B confirms to what use they will put the goods.	Signed and dated by the End User in country B	
Goods are exported to the same Consignee and End User in country A for use by them	Consignee/ End User in Country A	Consignee/End User in country A enters the same details in both boxes (c) and (d) and boxes (e) and (f). They should also complete boxes (g) and (h) as appropriate.	Consignee/ End User confirms to what use they will put the goods.	Signed and dated by the Consignee/ End User in country A	
Goods are exported to a Consignee in country A who is also the End User incorporating	Consignee/ End User in country A	Consignee/End User in country A enters the same details in boxes (c) and (d) and boxes (e) and (f). They	Consignee/ End User in country A describes that the goods are to be received,	Signed and dated by the Consignee/ End User in country A.	

Scenario Description	Entity providing and signing the End User Undertaking	Section 1 – Consignee and End User details	Section 3 – Purpose	Signature against Section 4 paragraph	Additional details relating to the licence application on SPIRE
<p>them into another product or higher level system and using that product or higher level system</p>		<p>should also complete boxes (g) and (h) as appropriate.</p>	<p>incorporated and used by them.</p>		
<p>Goods are exported to the same Consignee and End User in country A, who incorporates them into another product or higher level system prior to onward supply to named Ultimate End User(s) – whether in the same or other country(ies)</p>	<p>Consignee/ End User in Country A</p>	<p>Consignee/End User in Country A enters the same details boxes (c) and (d) and boxes (e) and (f). They should also complete boxes (g) and (h) as appropriate.</p>	<p>Consignee/ End user describes the incorporation of the goods taking place into the product or higher level system by them prior to onward supply to named Ultimate End User(s), stating who the Ultimate End Users are, and the purpose to which the goods will be put including the product or higher level system</p>	<p>Signed and dated by the Consignee/ End User in Country A</p>	<p>On the Application Form, enter the name and addresses of any ‘Third Parties’ which are Ultimate End Users.</p>
<p>Goods are exported to a</p>	<p>End User in</p>	<p>End User in country B enters</p>	<p>End user in country B</p>	<p>Signed and dated by the</p>	<p>On the Application Form, enter the</p>

Scenario Description	Entity providing and signing the End User Undertaking	Section 1 – Consignee and End User details	Section 3 – Purpose	Signature against Section 4 paragraph	Additional details relating to the licence application on SPIRE
<p>Consignee in country A, who re-exports them to a known End User in country B where the items will be incorporated into another product or higher level system prior to onward supply to named Ultimate End User(s) – whether in the same or other country(ies)</p>	country B	the Consignee details in boxes (c) and (d) and their own details in boxes (e) and (f). They should also complete boxes (g) and (h) as appropriate.	describes the incorporation of the goods taking place into the product or higher level system by them prior to onward supply to named Ultimate End User(s), stating who the Ultimate End Users are, and the purpose to which the goods will be put including the product or higher level system	End User in Country B.	name and addresses of any ‘Third Parties’ which are Ultimate End Users.
<p>Goods are exported to a Consignee in country A, who holds some of the goods in stock and also forwards some of the goods to a known End User in country A for</p>	<p>Consignee in country A supplies a Stockist Undertaking.</p> <p>End User in country A supplies an End User</p>	<p>Consignee in country A enters the same details in boxes (c) and (d) and boxes (e) and (f) of the Stockist Undertaking. They should also complete boxes (g) and (h) as appropriate.</p>	<p>This section does not appear on the Stockist End User Undertaking</p> <p>End User in country A confirms to</p>	<p>Stockist Undertaking is signed and dated by the Consignee in country A</p> <p>End User Undertaking is signed and dated by the End user in</p>	

Scenario Description	Entity providing and signing the End User Undertaking	Section 1 – Consignee and End User details	Section 3 – Purpose	Signature against Section 4 paragraph	Additional details relating to the licence application on SPIRE
end use	Undertaking.	End User in country A enters the Consignee details in boxes (c) and (d) and their own details in boxes (e) and (f) of the End User Undertaking . They should also complete boxes (g) and (h) as appropriate.	what use they will put the goods.	country A.	
Goods are exported to a Consignee in country A who holds some of the goods in stock and also forwards some to a known End User in country B	N/A	N/A	N/A	N/A	NB: Two separate export licence applications will be required as the goods will be divided across two different countries. Please follow the relevant scenario guidance in these tables.

B. STOCKIST UNDERTAKING FORM (SU FORM) SCENARIOS

Scenario Description	Entity providing and signing the Stockist End User Undertaking	Section 1 – Consignee and End User details	Section against Section 3 paragraph	Additional details relating to the licence application on SPIRE
<p>Goods are exported to the same Consignee and End User in country A, who holds them in stock for potential onward supply to a number of likely End Users in other countries in the future</p>	<p>Consignee/Stockist End User in country A</p>	<p>Consignee/End User in country A enters the same details in boxes (c) and (d) and boxes (e) and (f). They should also complete boxes (g) and (h) as appropriate.</p>	<p>Signed and dated by the Consignee/End User in Country A. Either Section (i) or section(ii) should also be completed</p>	
<p>Goods are exported to a Consignee in country A, who sends them onto an End User in country B, who holds them in stock for potential onward supply to a number of likely End Users in other countries in the future</p>	<p>Stockist End User in country B</p>	<p>End User in country B enters the Consignee details in boxes (c) and (d) and their own details in boxes (e) and (f). They should also complete boxes (g) and (h) as appropriate.</p>	<p>Signed and dated by the End User in country B. Either Section (i) or section(ii) should also be completed</p>	
<p>Goods are exported to a Consignee in country A, who</p>	<p>Consignee in country A supplies a Stockist</p>	<p>Consignee in country A enters the same details in boxes (c) and (d) and boxes</p>	<p>Stockist Undertaking is signed and dated by the Consignee</p>	

Scenario Description	Entity providing and signing the Stockist End User Undertaking	Section 1 – Consignee and End User details	Section against Section 3 paragraph	Additional details relating to the licence application on SPIRE
<p>holds some of the goods in stock and also forwards some of the goods to a known End User in country A for end use</p>	<p>Undertaking. End User in country A supplies an End User Undertaking.</p>	<p>(e) and (f) of the Stockist Undertaking. They should also complete boxes (g) and (h) as appropriate. End User in country A enters the Consignee details in boxes (c) and (d) and their own details in boxes (e) and (f) of the End User Undertaking. They should also complete boxes (g) and (h) as appropriate.</p>	<p>in country A End User Undertaking is signed and dated by the End user in country A.</p>	
<p>Goods are exported to a Consignee in country A who holds some of the goods in stock and also forwards some of the goods to a known End User in country B</p>	<p>N/A</p>	<p>N/A</p>	<p>N/A</p>	<p>NB: Two separate export licence applications will be required as the goods will be divided across two different countries. Please follow the relevant scenario guidance in these tables.</p>

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