



## Tool 16: Due diligence

# Due diligence – core principles

Identify



know who you are dealing with

Verify



where reasonable, and the risks are high, verify identities

Know what the organisation's or individual's business is



and can be assured this is appropriate for the charity to be involved with

Know what their specific business is with your charity



and have confidence they will deliver what you want them to

Watch out



for unusual or suspicious activities, conduct or requests