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**Financial sanctions suspected breach reporting form**

**1**. **What is your name?**

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**2. What is your job title?**

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**3. Which company or organisation do you work for? (optional)**

If you are not reporting as part of an organisation, skip this question.

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**4. Which of the following sectors applies to you or your organisation?**

[ ] Agriculture

[ ] Aviation

[ ] Casinos

[ ] Construction

[ ] Cross-sector

[ ] Cryptocurrency or DeFi

[ ] Defence

[ ] Education

[ ] Energy

[ ] Financial services – banking

[ ] Financial services - foreign currency and other cash

[ ] Financial services – insurance

[ ] Financial services – non-bank payment services providers

[ ] Financial services - tax, accountancy and insolvency

[ ] Financial services – other

[ ] Government/public sector

[ ] High value goods and dealers (e.g., art market participants)

[ ] Import/export

[ ] Information Technology (IT)

[ ] Legal services - solicitors or barristers

[ ] Legal services - trust and corporate services providers and other (e.g., notarial service providers)

[ ] Manufacturing

[ ] Maritime - luxury yachting

[ ] Maritime - shipping, including oil and gas

[ ] Media

[ ] Members of the public

[ ] Mining

[ ] Not for profit

[ ] Other (e.g., sector not otherwise listed on this page)

[ ] Pharmaceutical and healthcare

[ ] Other professional (not financial or legal) services (e.g., management consultancy)

[ ] Property and relates services

[ ] Regulators

[ ] Wholesale and retail trade

[ ] Telecoms

[ ] Tourism and hospitality

[ ] Transport

[ ] Household utilities (e.g., water, gas or electric)

**5. What is your email address?**

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**6. Which country are you or your organisation based in?**

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**7. Provide address details below**

Please include your full address within the 'street address' text box, in the following format:

* Building number and street address
* City/town
* County/state/province
* Post Code/zip code

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**8. What is your phone number? (optional)**

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**9. Is this report a final report or a pre-notification with further information to follow?**

For example, you may be pre-notifying OFSI if you are awaiting the completion of an internal investigation.

[ ] Final report

[ ] Pre-notification

**10. Are you self-reporting a suspected breach?**

You are self-reporting if you are informing OFSI that you or your organisation suspects it has breached sanctions. If you are submitting this report on behalf of a third party (e.g. legal representatives), or suspect that someone else has breached sanctions, select ‘No’.

[ ] Yes (Skip to Q34)

[ ] No

**11. Are you submitting this report on behalf of a third party?**

[ ] Yes

[ ] No (Skip to Q24)

**12. Which of the following sectors applies to the third party?**

[ ] Agriculture

[ ] Aviation

[ ] Casinos

[ ] Construction

[ ] Cross-sector

[ ] Cryptocurrency or DeFi

[ ] Defence

[ ] Education

[ ] Energy

[ ] Financial services – banking

[ ] Financial services - foreign currency and other cash

[ ] Financial services – insurance

[ ] Financial services – non-bank payment services providers

[ ] Financial services - tax, accountancy and insolvency

[ ] Financial services – other

[ ] Government/public sector

[ ] High value goods and dealers (e.g., art market participants)

[ ] Import/export

[ ] Information Technology (IT)

[ ] Legal services - solicitors or barristers

[ ] Legal services - trust and corporate services providers and other (e.g., notarial service providers)

[ ] Manufacturing

[ ] Maritime - luxury yachting

[ ] Maritime - shipping, including oil and gas

[ ] Media

[ ] Members of the public

[ ] Mining

[ ] Not for profit

[ ] Other (e.g., sector not otherwise listed on this page)

[ ] Pharmaceutical and healthcare

[ ] Other professional (not financial or legal) services (e.g., management consultancy)

[ ] Property and relates services

[ ] Regulators

[ ] Wholesale and retail trade

[ ] Telecoms

[ ] Tourism and hospitality

[ ] Transport

[ ] Household utilities (e.g., water, gas or electric)

**13. Is the third party a designated person?**

[ ] Yes

[ ] No (Skip to Q16)

**14. What is the Group ID of the designated person, as given on the Consolidated List?**

The designated person's five digit Group ID number can be found on the UK [Consolidated List.](https://www.gov.uk/government/publications/financial-sanctions-consolidated-list-of-targets)

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**15. What is the designated person's name, as given on the Consolidated List? Next go to Q24**

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**16. Is the third party an organisation?**

[ ] Yes

[ ] No (Skip to Q21)

**17. What is the name of the organisation?**

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**18. What is the organisation's email address?**

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**19. In which country is the organisation located?**

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**20. Please provide the organisation's address details below**

You should include the full address within the 'street address' text box, in the following format:

* Building number and street address
* City or town
* County, state or province
* Postcode or zip code

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**21. Is the third party an individual?**

[ ] Yes

[ ] No (Skip to Q24)

**22. What is the individual's name?**

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**23. What is the individual's email address?**

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**24. What is the sector of the suspected breacher?**

The form allows up to three suspected breachers to be reported. This includes yourself if you have already marked this form as a self-report. For each suspected breacher, fill in their details only within their designated section and do not combine or mix information between different sections. Each section should contain information for one suspected breacher only. At the end of each section, you will be asked if you want to provide details of an additional suspected breacher.

[ ] Agriculture

[ ] Aviation

[ ] Casinos

[ ] Construction

[ ] Cross-sector

[ ] Cryptocurrency or DeFi

[ ] Defence

[ ] Education

[ ] Energy

[ ] Financial services – banking

[ ] Financial services - foreign currency and other cash

[ ] Financial services – insurance

[ ] Financial services – non-bank payment services providers

[ ] Financial services - tax, accountancy and insolvency

[ ] Financial services – other

[ ] Government/public sector

[ ] High value goods and dealers (e.g., art market participants)

[ ] Import/export

[ ] Information Technology (IT)

[ ] Legal services - solicitors or barristers

[ ] Legal services - trust and corporate services providers and other (e.g., notarial service providers)

[ ] Manufacturing

[ ] Maritime - luxury yachting

[ ] Maritime - shipping, including oil and gas

[ ] Media

[ ] Members of the public

[ ] Mining

[ ] Not for profit

[ ] Other (e.g., sector not otherwise listed on this page)

[ ] Pharmaceutical and healthcare

[ ] Other professional (not financial or legal) services (e.g., management consultancy)

[ ] Property and relates services

[ ] Regulators

[ ] Wholesale and retail trade

[ ] Telecoms

[ ] Tourism and hospitality

[ ] Transport

[ ] Household utilities (e.g., water, gas or electric)

**25. Is the suspected breacher a designated person?**

[ ] Yes

[ ] No (Skip to Q28)

**26. What is the Group ID of the designated person, as stated on the Consolidated List?**

The designated person's five digit Group ID number can be found on the UK [Consolidated List.](https://www.gov.uk/government/publications/financial-sanctions-consolidated-list-of-targets)

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**27. What is the designated person's name, as stated on the Consolidated List? Continue to Q34**

The designated person's name can be found on the UK [Consolidated List.](https://www.gov.uk/government/publications/financial-sanctions-consolidated-list-of-targets)

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**28. Is the suspected breacher an organisation?**

[ ] Yes

[ ] No (Skip to 31)

**29. What is the organisation's name?**

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**30. What is the email address of the organisation? Continue to Q34**

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**31. Is the suspected breacher an individual?**

[ ] Yes

[ ] No (Skip to Q34)

**32. What is the name of the individual?**

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**33. What is the email address of the individual?**

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**34. Do you want to give details of another entity or individual who you suspect has committed, or has attempted to commit, the suspected breach?**

The form allows up to three suspected breachers to be reported. This includes yourself if you have already marked this form as a self-report. For each suspected breacher, fill in their details only within their designated section and do not combine or mix information between different sections. Each section should contain information for one suspected breacher only. At the end of each section, you will be asked if you want to provide details of an additional suspected breacher.

[ ] Yes

[ ] No (Skip to 58)

**35. Select the sector of the suspected breacher**

[ ] Agriculture

[ ] Aviation

[ ] Casinos

[ ] Construction

[ ] Cross-sector

[ ] Cryptocurrency or DeFi

[ ] Defence

[ ] Education

[ ] Energy

[ ] Financial services – banking

[ ] Financial services - foreign currency and other cash

[ ] Financial services – insurance

[ ] Financial services – non-bank payment services providers

[ ] Financial services - tax, accountancy and insolvency

[ ] Financial services – other

[ ] Government/public sector

[ ] High value goods and dealers (e.g., art market participants)

[ ] Import/export

[ ] Information Technology (IT)

[ ] Legal services - solicitors or barristers

[ ] Legal services - trust and corporate services providers and other (e.g., notarial service providers)

[ ] Manufacturing

[ ] Maritime - luxury yachting

[ ] Maritime - shipping, including oil and gas

[ ] Media

[ ] Members of the public

[ ] Mining

[ ] Not for profit

[ ] Other (e.g., sector not otherwise listed on this page)

[ ] Pharmaceutical and healthcare

[ ] Other professional (not financial or legal) services (e.g., management consultancy)

[ ] Property and relates services

[ ] Regulators

[ ] Wholesale and retail trade

[ ] Telecoms

[ ] Tourism and hospitality

[ ] Transport

[ ] Household utilities (e.g., water, gas or electric)

**36. Second breacher: Is the suspected breacher a designated person?**

[ ] Yes

[ ] No (Skip to Q42)

**37. What is the Group ID of the designated person, as shown on the Consolidated List?**

The designated person's five digit Group ID number can be found on the UK [Consolidated List.](https://www.gov.uk/government/publications/financial-sanctions-consolidated-list-of-targets)

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**38. What is the designated person's name, as shown on the Consolidated List? Continue to Q45**

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**39. Second breacher: Is the suspected breacher an organisation?**

[ ] Yes

[ ] No (Skip to Q42)

**40. Provide the organisation's name**

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**41. Provide the organisation's email address, continue to Q45**

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**42. Second breacher: Is the suspected breacher an individual?**

[ ] Yes

[ ] No (Skip to 45)

**43. Provide the individual's name**

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**44. Provide the individual's email address**

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**45. Do you want to give details of another entity or individual who you suspect has committed, or has attempted to commit, the suspected breach?**

[ ] Yes

[ ] No (Skip to Q58)

**46. Select the sector of the suspected breacher below**

[ ] Agriculture

[ ] Aviation

[ ] Casinos

[ ] Construction

[ ] Cross-sector

[ ] Cryptocurrency or DeFi

[ ] Defence

[ ] Education

[ ] Energy

[ ] Financial services – banking

[ ] Financial services - foreign currency and other cash

[ ] Financial services – insurance

[ ] Financial services – non-bank payment services providers

[ ] Financial services - tax, accountancy and insolvency

[ ] Financial services – other

[ ] Government/public sector

[ ] High value goods and dealers (e.g., art market participants)

[ ] Import/export

[ ] Information Technology (IT)

[ ] Legal services - solicitors or barristers

[ ] Legal services - trust and corporate services providers and other (e.g., notarial service providers)

[ ] Manufacturing

[ ] Maritime - luxury yachting

[ ] Maritime - shipping, including oil and gas

[ ] Media

[ ] Members of the public

[ ] Mining

[ ] Not for profit

[ ] Other (e.g., sector not otherwise listed on this page)

[ ] Pharmaceutical and healthcare

[ ] Other professional (not financial or legal) services (e.g., management consultancy)

[ ] Property and relates services

[ ] Regulators

[ ] Wholesale and retail trade

[ ] Telecoms

[ ] Tourism and hospitality

[ ] Transport

[ ] Household utilities (e.g., water, gas or electric)

**47. Third breacher: Is the suspected breacher a designated person?**

[ ] Yes

[ ] No (Skip to Q52)

**50. What is the Group ID of the designated person, as displayed on the Consolidated List?**

The designated person's five digit Group ID number can be found on the UK [Consolidated List.](https://www.gov.uk/government/publications/financial-sanctions-consolidated-list-of-targets)

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**51. What is the designated person's name, as displayed on the Consolidated List? Continue to Q58**

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**52. Third breacher: Is the suspected breacher an organisation?**

[ ] Yes

[ ] No (Skip to Q55)

**53. Provide the organisation's name below**

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**54. Provide the organisation's email address below, continue to Q58**

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**55. Third breacher: Is the suspected breacher an individual?**

[ ] Yes

[ ] No (Skip to Q58)

**56. Provide the individual's name below**

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**57. Provide the individual's email address below**

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**58. Does this information relate to a suspected completed, or suspected attempted, breach?**

[ ] Suspected completed

[ ] Suspected attempted

**59. On what date was the suspected breach attempted or completed?**

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**60. What is the total value of the suspected breach?**

Enter the total value of the suspected breach as a number in the original currency. Please do not include any symbols or letters in your answer.

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**61. What is the currency of the original transaction?**

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**62. Under which sanctions regime has the suspected breach occurred?**

[ ] Afghanistan

[ ] Belarus

[ ] Bosnia and Herzegovina

[ ] Central African Republic

[ ] Chemical weapons

[ ] Cyber

[ ] Democratic People’s Republic of Korea

[ ] Democratic Republic of the Congo

[ ] Global Anti-Corruption

[ ] Global Human Rights

[ ] Guinea

[ ] Republic of Guinea-Bissau

[ ] Haiti

[ ] Iran

[ ] Iran relating to nuclear weapons

[ ] Iraq

[ ] Lebanon (Assassination of Rafiq Hariri and others)

[ ] Libya

[ ] Mali

[ ] Myanmar

[ ] Nicaragua

[ ] Russia

[ ] Somalia

[ ] South Sudan

[ ] Sudan

[ ] Syria

[ ] Unauthorised Drilling Activities

[ ] Venezuela

[ ] Yemen

[ ] Zimbabwe

**63. What are the relevant sections, articles, regulations suspected of having been breached?**

State if this information is not known

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**64. Does this breach involve a designated person, including persons owned or controlled by them?**

A designated person is an individual, entity or body, listed under EU or UK legislation as being subject to financial sanctions.

Note that the financial sanctions also apply to persons and entities that are owned or controlled, directly or indirectly, by a designated person. Those persons or entities may not be designated in their own right, so their name may not appear on the Consolidated List. However, those persons or entities are similarly the subject of the financial sanctions. For more information on ownership and control [see OFSI’s UK Financial Sanctions General Guidance](https://www.gov.uk/government/publications/financial-sanctions-general-guidance/uk-financial-sanctions-general-guidance)

[ ] Yes

[ ] No (Skip to Q69)

**65. What is the Group ID of the designated person, as found on the Consolidated List?**

The designated person's five digit Group ID number can be found on the UK [Consolidated List.](https://www.gov.uk/government/publications/financial-sanctions-consolidated-list-of-targets)

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**66. What is the designated person's name, as found on the Consolidated List?**

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**67. What is the name of the person or entity, if owned or controlled by a designated person? (optional)**

A designated person is an individual, entity or body, listed under UK legislation as being subject to financial sanctions.

Note that the financial sanctions also apply to persons and entities that are owned or controlled, directly or indirectly, by a designated person. Those persons or entities may not be designated in their own right, so their name may not appear on the Consolidated List. However, those persons or entities are also the subject of the financial sanctions. For more information on ownership and control [see OFSI’s UK Financial Sanctions General Guidance](https://www.gov.uk/government/publications/financial-sanctions-general-guidance/uk-financial-sanctions-general-guidance)

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**68. Provide details of ownership and control (optional)**

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**69. Does the suspected breach involve a person connected with Russia (PCWR )?**

A person is to be regarded as “connected with” Russia if the person is:

* an individual who is, or an association or combination of individuals who are, ordinarily resident in Russia,
* an individual who is, or an association or combination of individuals who are, located in Russia,
* a person, other than an individual, which is incorporated or constituted under the law of Russia, or
* a person, other than an individual, which is domiciled in Russia.

[ ] Yes

[ ] No (Skip to Q71)

**70. Provide details of the PCWR including why you believe they are a PCWR**

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**71. Does the suspected breach involve trust services?**

‘Trust services’ are defined as:

* the creation of a trust, or similar arrangement;
* the provision of a registered office, business address, correspondence address, administrative address for a trust or similar arrangement;
* the operation or management of a trust or similar arrangement;
* acting or arranging for another person to act as a trustee of a trust or similar arrangement; or
* acting as a nominee shareholder.

Trust services are provided ‘for the benefit of’ a person (“B”) where:

(a) B is a beneficiary of a trust or similar arrangement (b) B is referred to as a potential beneficiary in a document from the settlor relating to a trust or similar arrangement (such as a letter of wishes), or (c) Having regard to all the circumstances, B might reasonably be expected to obtain, or to be able to obtain, a significant financial benefit from the trust or similar arrangement.

[ ] Yes

[ ] No (Skip to Q82)

**72. Provide information on the trust location**

Include registered office, business, correspondence or administrative address, and which type of location applies.

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**73. In which country is the trust service provider based in?**

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**74. Provide address details of the trust service provider**

You should include the full address within the 'street address' text box, in the following format:

* Building number and street address
* City or town
* County, state or province
* Postcode or zip code

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**76. What is the type of trust?**

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**77. What is the purpose of the trust?**

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**78. What is the value and type of asset held in the trust?**

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**79. When was the trust set up? (optional)**

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**80. What is the pre-determined end date of the trust? (optional)**

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**81. Detail participants to the trust relevant to the suspected breach being reported on**

Add details of participants to the trust including:

* names
* addresses
* bank account details
* the date when the
* participant became a party to the trust
* if the participant is a beneficiary, trustee, settlor or protector or has any other connection to the trust

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**82. Does the suspected breach involve a breach of licence conditions or reporting obligations?**

For more information, see OFSI's guidance on [licences that allow activity prohibited by financial sanctions.](https://www.gov.uk/guidance/licences-that-allow-activity-prohibited-by-financial-sanctions)

[ ] Yes

[ ] No (Skip to Q85)

**83. What is the relevant licence number?**

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**84. Provide details of how you suspect the licence conditions or reporting obligations have been breached**

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**85. When was the suspected breach discovered?**

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**86. How was the suspected breach discovered?**

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**87. Describe what you consider to be the UK nexus to this suspected breach**

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**88. What types of funds are involved in the suspected breach? (optional)**

Funds means financial assets and benefits of every kind, including but not limited to:

* cash, cheques, claims on money, drafts, money orders and other payment instruments
* deposits with financial institutions or other entities, balances on accounts, debts and debt obligations
* loans and mortgages
* publicly and privately traded securities and debt instruments, including stocks and shares, certificates representing securities, bonds, notes, warrants, debentures and derivatives contracts
* interest, dividends or other income on or value accruing from or generated by assets
* credit, right of set-off, guarantees, performance bonds or other financial commitments
* letters of credit, bills of lading, bills of sale
* documents evidencing an interest in funds or financial resources
* any other instrument of export-financing

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**89. What type of economic resources are involved in the suspected breach?**

Economic resources mean assets of every kind, whether tangible or intangible, movable or immovable, (such as goods, property, or rights) which are not funds themselves but which can be used to obtain funds, goods or services.

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**90. Describe the financial services provided, including details of how and when they were provided**

Financial services mean any service of a financial nature, including, but not limited to:

* insurance-related services consisting of:
	+ direct life assurance;
	+ direct insurance other than life assurance;
	+ reinsurance and retrocession;
	+ insurance intermediation, such as brokerage and agency;
	+ services auxiliary to insurance, such as consultancy, actuarial, risk assessment and claim settlement services.
* banking and other financial services consisting of:
	+ accepting deposits and other repayable funds;
	+ lending (including consumer credit, mortgage credit, factoring and financing of commercial transactions);
	+ financial leasing;
	+ payment and money transmission services (including credit, charge and debit cards, travellers' cheques and bankers' drafts);
	+ providing guarantees or commitments;
	+ financial trading (as defined below);
	+ participating in issues of any kind of securities (including underwriting and placement as an agent, whether publicly or privately) and providing services related to such issues;
	+ money brokering;
	+ asset management, such as cash or portfolio management, all forms of collective investment management, pension fund management, custodial, depository and trust services;
	+ settlement and clearing services for financial assets (including securities, derivative products and other negotiable instruments);
	+ providing or transferring financial information, and financial data processing or related software (but only by suppliers of other financial services);
	+ providing advisory and other auxiliary financial services in respect of any activity listed in sub-paragraphs (i) to (xi) (including credit reference and analysis, investment and portfolio research and advice, advice on acquisitions and on corporate restructuring and strategy).
* “Financial trading” means trading for own account or for account of customers, whether on an investment exchange, in an over-the- counter market or otherwise, in:
	+ money market instruments (including cheques, bills and certificates of deposit);
	+ foreign exchange;
	+ derivative products (including futures and options);
	+ exchange rate and interest rate instruments (including products such as swaps and forward rate agreements);
	+ transferable securities;
	+ other negotiable instruments and financial assets (including bullion).

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**91. What methods of payment and/or transfer did the suspected breach involve?**

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**92. Provide details of the remitter in transactions relating to the suspected breach**

Where known, include account names, account numbers, sort codes, bank details, nationalities of payers and dates of birth.

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**93. Provide details of the intermediary in transactions relating to the suspected breach**

Where known, include account names, account numbers, sort codes, bank details, nationalities of payers and dates of birth.

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**94. Provide details of the ultimate beneficiary in transactions relating to the suspected breach**

Where known, include account names, account numbers, sort codes, bank details, nationalities of payers and dates of birth.

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**Breach report**

OFSI expect disclosures to include all evidence relating to all the facts of the breach. We expect facts to be truthfully stated in good faith.

OFSI takes very seriously any evidence that a disclosure did not include relevant information, unless this was a mistake or new facts emerge.

If you are reporting as part of a self-disclosure or on behalf of a party self-disclosing, you should [carefully review OFSI’s Enforcement and monetary penalty guidance](https://assets.publishing.service.gov.uk/government/uploads/system/uploads/attachment_data/file/1083297/15.06.22_OFSI_enforcement_guidance.pdf#:~:text=This%20guidance%20sets%20out%20what%20the%20powers%20are%2C,and%20as%20we%20learn%20from%20using%20these%20powers.)  prior to making a report. Chapter 3, Case assessment, gives details of how OFSI will assesses a case and the factors we will take into account. OFSI values the voluntary disclosure of any relevant documents or reports.

**What to include**

Your report should include all known details in relation to the suspected breach activity. Where information is not known or not applicable, please state.

If reporting a suspected breach of financial sanctions, your report should include details of the following:

1. Background and details of all parties relevant to the suspected breach, including company registration numbers if applicable
2. Circumstances of the suspected breach, including any processes, procedures or training relevant to the circumstances leading up to the suspected breach
3. Any steps taken since the occurrence or identification of the suspected breach, including any remedial action planned or undertaken

You are only able to upload one file with a maximum file size of 7MB on the online form. The opportunity to upload additional supporting material will be provided at the end of the online form.

**95. Upload documentation detailing the events or series of actions that led to the suspected breach taking place**

**96. Upload additional supporting evidence?**

A maximum of 3 files of supporting evidence can be uploaded to the online form, each with a maximum file size of 7MB.  Once you have uploaded a file, click 'continue' to upload additional evidence. If you reach the limit of 3 files but wish to provide more, please email these to OFSI@hmtreasury.gov.uk.

**97. Have any external parties been made aware of this information being reported to OFSI, including any designated persons?**

[ ] Yes

[ ] No (Skip to Q99)

**98. Provide details of all external parties made aware of this information being reported to OFSI, including any designated person**

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**99. Has the matter been reported to any other authority?**

[ ] Yes

[ ] No

**100. Provide details of any other authority to which this matter has also been reported**

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**You will not be able to submit any further supporting evidence on the online form. If you have additional evidence you wish OFSI to consider, please contact****OFSI@hmtreasury.gov.uk****.**