

# EXPLANATORY NOTES FOR THE STANDARD FORM FOR LISTING INDIVIDUALS

*Fields that are not completed will be omitted from the information concerning the entry on the List.*

**Note:** In the advanced version of the form, drop-down menus are available for many fields.

## **I.A - IDENTIFYING INFORMATION THAT WILL APPEAR ON THE CONSOLIDATED LIST**

Member States are requested to provide the Committee with as much relevant information as possible, in particular sufficient identifying information to allow for the accurate and positive identification of the individual concerned.

- **Full name:** Legal name of the individual in full and in Latin script as determined by the State's naming convention; apostrophes and hyphens should be included.
- **Describe name components:** First, please break down the full name into its parts and use a separate line under "Name components" for each part, starting with first name. Second, please describe each part of the name using one of the following categories: first name, second name, middle name, family or last name, father's name, grandfather's name, great-grandfather's name, mother's name, tribal reference, geographic reference, honorific or religious title. If the name component does not fit any of these descriptions, please choose "other" and describe in writing the category of the name component. **NOTE:** The aim of this section is to ensure that each part of the full name is accurately identified regardless of national naming conventions, so that, for example, last names are not mistaken for first names and vice versa, which affects the accuracy of matching the names located by Member States to the names on the Consolidated List.

- **Other script(s):** If applicable, the name may be presented in multiple scripts where pertinent. Please indicate which script(s) is used (if other, provide in parenthesis after the name).
- **Male/Female:** Indicate which gender.
- **Date of birth:** Provide the date in DD/MM/YYYY format (the internationally accepted civil calendar), followed by the date in national calendar if different. If date of birth is approximate, assigned administratively or there are other additional details that must be taken into consideration, please report this information in the space provided.

**State of residence(s):**

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X

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Please indicate current state of residence(s) if different from nationality and date(s) of residence. Add previous state(s) of residence, if any, and provide the date(s) when granted, revoked, annulled, withdrawn or when this status has otherwise been altered.

### **Passport(s), other travel documents and national identification documents**

- **Document type:** Describe the document type, for example: passport, driver license, national identity card, birth certificate, or social security card. If document is of other type, please describe in writing.
- **Document number:** Please provide document number.
- **Name issued in original script:** Where applicable, provide name under which the document has been issued if it is in non-Latin script (or different from the name being proposed for listing under "Full name"), and indicate type of script.

- **Issued by:** Describe issuing authority, for example regional or national authority.
- **Issue date:** Provide the date of issue in DD/MM/YYYY format (the internationally accepted civil calendar), followed by the date in national calendar if different.
- **Expiry date:** Provide the date of expiry in DD/MM/YYYY format (the internationally accepted civil calendar), followed by the date in national calendar if different.
- **Additional information:** Pertinent details not falling in any of the categories above, for example, if the

- **Detained:** Indicate whether individual is in detention, custody, or prison. If possible, please provide the date, location and circumstances of deten

- **Type:** Describe the type of the identity number, for example: social security number, alien registration number, employee number, national identity number, tax identification number or customer identification number. If the number is of other type, please describe in writing.
- **Number:** Please provide the identity number.
- **Issued by:** Indicate the issuing authority, for example national, regional or local authorities.
- **Other details:** Please provide any other relevant details.

### **Other numbers**

- Include all other relevant official numbers that may help to identify or implement sanctions against the individual, indicating type, issuing authority and other pertinent details as above.

### **I.C – PHYSICAL DESCRIPTION**

These details may be used for the issuance of an INTERPOL-United Nations Security Council Special Notice.

- **Height/Weight/Build:** Height in centimeters (indicate whether approximate), weight in kilograms, and description of body structure and build.
- **Hair & Eye Color / Complexion:** Describe these physical attributes, where known.
- **Tribal / Ethnic Background:** Describes relevant tribal, clan and/or ethnic background.
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the Committee (using field III.B), and may be used to develop the narrative summary of reasons for listing described in paragraph 14 of resolution 1904 (2009).

#### **IV – IDENTITY OF DESIGNATING STATE**

- In accordance with paragraph 12 of resolution 1904 (2009) Member States proposing a new designation are encouraged to specify whether

# EXPLANATORY NOTES FOR THE STANDARD FORM FOR LISTING ENTITIES

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**Note:** In the advanced version of the form, dr

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## **II – BASIS FOR LISTING**

- Member States are requested to indicate in one or more of the fields below the nature of the association between the entity inscribed in section I.A of this form and Al-Qaida, Usama bin Laden and/or the Taliban as set out in paragraphs 2 and 3 of resolution 1617 (2005) and subsequent resolutions. Full explanations and details of the nature of this association should be given in Part III of this form (Statement of Case). Please include the permanent reference number(s) of those names which the entity is associated with that already appear on the Consolidated List.
- In the event of the designation of this entity by the Committee, the information provided will be used for the development of the narrative summary of reasons for listing to be published on the Committee's website in accordance with paragraph 14 of Security Council resolution 1904 (2009).

## **III – STATEMENT OF CASE**

- The Statement of Case should provide as much detail as possible on the basis(es) for listing, including: (i) specific information supporting a determination that the entity meets the criteria above; (ii) the nature of the information, for example, intelligence, law enforcement, judicial, or media; and (iii) additional information or documents provided with the submission. States should include details of any connection between the entity proposed for listing and any currently listed individual or entity.<sup>2</sup>
- In accordance with paragraph 11 of resolution 1904 (2009), the whole statement of case (in field III.A) shall be releasable, upon request, except for the parts a Member State identifies as being confidential to the Committee (using field III.B), and may be used to develop the narrative summary of reasons for listing described in paragraph 14 of resolution 1904 (2009).

## **IV – IDENTITY OF DESIGNATING STATE**

- In accordance with paragraph 12 of resolution 1904 (2009) Member States proposing a new designation are encouraged to specify whether



**VI – POINT OF CONTACT**

- Please provide contact details of the individual(s) who will serve as a point-of-contact for your Government for further questions on this submission.

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