

# United Republic of Tanzania



## Ministry of Finance

### Assessment of Terrorist Financing Risk in Non-Profit Organizations, October, 2023

#### A QUESTIONNAIRE TO NON-PROFIT ORGANIZATIONS (NPOs)

1. Date: \_\_\_\_\_ 2. Name of NPO: \_\_\_\_\_
3. District: \_\_\_\_\_ 4. Region: \_\_\_\_\_
5. Address: \_\_\_\_\_
6. Type of NPO [NGO/Trust/Religious]: \_\_\_\_\_ Other (specify): \_\_\_\_\_
7. License: Licensing Authority<sup>1</sup>: \_\_\_\_\_  
License/Registration No: \_\_\_\_\_ Year of Registration: \_\_\_\_\_

8. Enlist all thematic areas of operation<sup>2</sup>:

No.	Thematic Areas of Operation	In this thematic area, NPO raises and disburses funds for purposes such as charitable, religious, cultural, educational, social or fraternal purposes or for the carrying out of other types of good works. Specify "YES" or "NO"
1		
2		
3		
4		
... use additional paper to capture all thematic areas of operation		

9. NPO affiliation:

No.	Name of Organization Affiliated with	Country
1		
2		
3		
4		
... use additional paper to capture all organizations affiliated with		

10. NPO branches in Tanzania:

No.	Name of Branch	Region
1		
2		
3		
4		
5		
6		
7		
8		
... use additional paper to capture all branches in Tanzania		

11 NPO branches outside Tanzania:

No.	Name of Branch	Country
1		
2		
3		
4		
5		
6		
... use additional paper to capture all branches abroad		

12. Total number of staff of in the NPO: \_\_\_\_\_

13. Agents and other business partners that help the NPO in the execution of its work:

No.	Name of Agent or Business Partner	Country
1		
2		
3		
4		
5		
6		
... use additional paper to capture all agents and business partners		

14. Estimated Annual Budget (indicate **✓** in the box along only one that applies):

[TZS]		
0	to	25,000,000 <input type="checkbox"/>
25,000,000	to	100,000,000 <input type="checkbox"/>
100,000,000	to	500,000,000 <input type="checkbox"/>
500,000,000	to	1,000,000,000 <input type="checkbox"/>
More than 1,000,000,000		<input type="checkbox"/>

15. Means of transaction to receive, use or disburse funds (indicate **✓** along all that apply):

No.	Means of Transaction	
1.	Cash	<input type="checkbox"/>
2.	Financial institutions including banks	<input type="checkbox"/>
3.	Mobile networks (Mpesa, Tigo Pesa, Zantel Money, etc.)	<input type="checkbox"/>
4.	Cryptocurrency	<input type="checkbox"/>
5.	Informal means of transaction	<input type="checkbox"/>
6.	Other (Specify): _____	

16. Sources of funds:

No.	Name of Source	Estimated Percentage in the NPO Annual Budget [%]
1		
2		
3		
4		
... use additional paper to capture all sources of funds		

17. Information on members of management of the NPO

No.	First Name	Middle Name	Last Name	Date of Birth [DD/MMM/YYYY]	Gender [M/F]	Position in the NPO	Nationality	Country of Residence
1								
2								
3								
4								
5								
6								
7								
8								
9								
10								
... use additional paper to capture all members of management								

18. Information on beneficial owners<sup>3</sup> of the NPO

No.	First Name	Middle Name	Last Name	Date of Birth [DD/MMM/YYYY]	Gender [M/F]	Percentage of Ownership or Number of Shares	Nationality	Country of Residence
1								
2								
3								
4								
5								
6								
7								
8								
9								
10								
... use additional paper to capture all beneficial owners								

19. Please attach any available NPO internal policy or operational manual

20. Name of person filling the form: \_\_\_\_\_ Title: \_\_\_\_\_ Tel. No: \_\_\_\_\_ Signature \_\_\_\_\_

## **Footnotes and Clarification**

1. Licensing Authority:
  - i) Registrar of NGOs, Ministry of Community Development, Gender, Women and Special Groups
  - ii) Registrar of Societies, President's Office, Regional Administration, Local Government and Special Departments, Zanzibar
  - iii) Registrar of Societies, Ministry of Home Affairs, or
  - iv) Registration, Insolvency and Trusteeship Agency (RITA)
  
2. Thematic Area of Operation:
  - i) Health
  - ii) Social protection
  - iii) Community empowerment
  - iv) Agriculture
  - v) Education
  - vi) Good governance
  - vii) Environment
  - viii) Water
  - ix) Gender
  - x) Human rights
  - xi) Infrastructure
  - xii) Industrialization
  - xiii) Energy
  - xiv) Tourism
  - xv) Wildlife
  - xvi) Other (Specify)
  
3. As per the Anti-Money Laundering Act, Cap. 423 and the Anti-Money Laundering and Proceeds of Crime Act, No. 10 of 2009 that is applicable in Zanzibar, "Beneficial Owner" means:

any natural person or individual who ultimately owns or controls the customer, the natural person on whose behalf a transaction or activity is being conducted, a person who exercises ultimate effective control over a legal person or legal arrangement or beneficiary of an insurance policy or other investment linked insurance policy and includes-

  - (a) in the case of a customer being a legal person-
    - (i) the natural person who ultimately owns or controls the legal person through direct or indirect ownership of a majority shares or voting rights or ownership interest in that legal person and such ownership, ownership interest or control also includes possession of bearer shares, the ability to appoint or remove the majority of board members, the chief executive officer or senior management;
    - (ii) a shareholding of five percent or more in the legal person or an ownership interest of five percent or more in the legal person held by a natural person shall be an indication of direct ownership or a sufficient percentage of the shares or voting rights or ownership interest in that legal person, or a shareholding of five percent or more or an ownership interest of five percent or more in the legal person held by a legal person, which is under the control of a natural person, or by multiple legal persons, which are under the control of the same natural person, shall be an indication of indirect ownership;
    - (iii) if, after having exhausted all possible means and provided there are no grounds for suspicion of money laundering, terrorist financing and proliferation financing, no natural person under subparagraph (i) is identified, or if there is any doubt that the natural person identified is the beneficial owner, the natural person who holds the position of senior managing official;
  - (b) in the case of a customer being a trust-
    - (i) the settlor, trustee or the protector;
    - (ii) the beneficiaries, or where the natural person benefiting from the trust has yet to be determined, the class of natural persons in whose main interest the trust is set up or operates; or
    - (iii) any other natural person exercising ultimate control over the trust by means of direct or indirect ownership or by other means;
  - (c) in the case of a customer being any other legal arrangement, the natural person holding equivalent or similar positions to those referred to in subparagraph (b);

Risk Assessors Comments:

**- END -**