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|  | **Formulario**  | **Código: FO-GC-60** |
| **Versión: 00** |
| **Debida Diligencia Externa Simplificada** | **Fecha: 18/01/2024** **dddd/mm/aaaa** |

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| **Empresa u organización:** |
| **Nombre:** |
| **Código de proceso de Compras en el que participa:**  |
| **Fecha:** |
| **Firma:** |

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| **Información de la Empresa:** |
| **Representante legal:** |
| **RNC:** |
| **País:** |
| **Domicilio:** |
| **Años operando:** |
| **Teléfono:** |
| **Correo Electrónico:** |

**1.Tiene su organización empresas relacionadas brindando servicios al Estado? en caso de ser afirmativo indique las empresas vinculadas a la actividad que realiza ONAPI:**

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| **Empresa** | **País** | **NCF** | **Servicio** |
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**2. Identifique los puestos directivos de su organización.**

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| **Nombre y apellido** | **Cargo** |
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**3. Identifique a todos los empleados que trabajarán en el proyecto o transacción, incluyendo nivel académico y posición de la empresa. Incluya copia del CV de cada persona.**

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| **Nombre y apellido** | **Formación académica** | **Cargo** |
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**4. Identifique a los accionistas de la empresa, referenciando porcentajes.**

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| **Nombre y apellido** | **Porcentaje accionario** |
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**5. Declare si tiene algún familiar laborando en nuestra institución.**

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| **Nombre y apellido** | **Cargo** |
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**6. Declare la fuente principal de financiamiento de la empresa.**

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**7. Declare la fuente secundaria de financiamiento de la empresa.**

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**8. Indique el beneficiario final de las operaciones de su empresa, sea que este labore o no en ella.**

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**9. Indique si su empresa tiene alguna relación comercial con alguna persona políticamente expuesta (funcionario, ministro, político).**

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| **Manejo interno de formulario de debida diligencia ONAPI** |
| **Responsable** | **Observaciones** | **Firma** |
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**Relación de documentos analizados**

1. **\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**
2. **\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**
3. **\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**
4. **\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**
5. **\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**
6. **\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**
7. **\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**
8. **\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**
9. **\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**
10. **\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**

**Gestión de monitoreo y actualización de informaciones y documentación**

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| **Responsable** | **Descripción de la acción realizada** | **Firma y fecha** |
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