This applies only to Organizations / Companies which apply for certification to ISO 37001 Standard

Please fill-in the following information:

|  |
| --- |
| **Number of Personnel per department involved in “sensitive” activities / processes to bribery** |
| Top Management | ... |
| Antibribery Management Team | ... |
| Number of personnel involved in preparing offers for customers / bids for tenders | ... |
| Number of personnel involved in procurement, purchasing | ... |
| Number of personnel involved in the communication with customer process | ... |
| Number of personnel involved in the communication with interested parties process | ... |
| Number of personnel involved in the communication with the subcontractors process | ... |
| Number of personnel involved in hiring / managing of personnel | ... |
| Number of personnel involved in financial management | ... |
| **Α. Number of personnel involved in “sensitive” to bribery activities / processes. Total:** ***(Note: if a person is involved in more than one activities you “count” him/her only once)*** | ... |
| **B. Number of external associates subcontracted to perform “sensitive” to bribery processes per above list:** | ... |
| **Relative factors to the organization’s activities** |
| 1. **Complexity**
 |
| 1. Are you a subsidiary of a multinational company?
 | ... |
| 1. Are you a subsidiary of a stock exchange company?
 |  |
| 1. Do you operate abroad?
 | ... |
| 1. If there are more than one sites are their activities the same with the main site?
 | ... |
| 1. If there are more than one sites are their activities different than the ones of the main site (each site covers part of the Organization’s scope)?
 | ... |
| If “Yes” for at least one of the d) and c) options, please choose: |  |
| All management & control is done from Headquarters | ... |
| Some activities are managed by the site | ... |
| Each site operates autonomously and updates the headquarters | ... |
| 1. **Activity**
 |
| 1. Provision of Services / Products to private companies
 | ... |
| 1. Provision of Services / Products to Public – State Organizations
 | ... |
| 1. Combination of a) & b)
 | ... |

|  |
| --- |
| 1. **Subcontracting**
 |
| 1. We subcontract part of the service provision – production, constantly
 | ... |
| 1. We use subcontractors when necessary, depending on the projects
 | ... |
| 1. We have / use subcontractors / partners abroad
 | ... |
| 1. We don’t use subcontractors
 | ... |
| 1. We participate in a partnership with other companies in bids as necessary
 | ... |
| 1. **Legal Issues**
 |
| 1. Was there an involvement or a conviction in matters of bribery & corruption? (if so choose from the following)
 | ... |
| * Of your Organization
 | ... |
| * Of member(s) of Top Management
 | ... |
| * Of some of your personnel
 | ... |
| * Of one or more of your subcontractors - associates
 | ... |
| **Comments:**  |

 Instructions:

* This form is always to be send along with Organization Profile (F-2503 form)