



NIGERIA SANCTIONS COMMITTEE
GUIDELINES ON APPLICATION FOR DELISTING
FROM THE NIGERIA SANCTIONS LIST

Part I: Submission of Delisting Requests

A petitioner (an individual, group, undertaking, and/or entity on the Nigeria List or their legal representative or estate) may submit a request for delisting directly to the Chairman of the Nigeria Sanctions Committee through the Secretariat.

Format and Transmission of Request

There is no prescribed format for the request. However, all the necessary information as described in the **Content** section below should be included. While it is preferable for the request to be submitted in English Language in any of the three major languages (Hausa, Igbo or Yoruba).

A Petitioner may transmit a request by any means which affords a formal record in writing – post, or e-mail with clear return e-mail address or a phone number through which the Petitioner may be contacted. Petitions may be sent to the following addresses:

**The Chairman,
Nigeria Sanctions Committee**
Secretariat of the Nigeria Sanctions Committee
c/o Nigeria Financial Intelligence Unit
Block 3, No. 1, Monrovia Street, Off Aminu Kano Crescent
Wuse II, Abuja
Tel: +2349097303256
E-mail: info@nfiu.gov.ng

Content

A request for delisting should make reference to the relevant entry in the Nigeria List in the website of the Nigeria Sanctions Committee and should include the following information:

1) Identification Information for the Petitioner.

If you are a listed individual, please provide:

- a. your full name including any middle names or initials, parents' and grandparents' names as may be applicable, as well as any other names or pseudonyms that you use;
- b. your date and place of birth;
- c. your nationality - if more than one please, provide all;
- d. if resident in Nigeria, your state of current residence; if resident outside Nigeria, your Country of current residence;
- e. any other information that will help in the full identification of the petitioner.

If you act on behalf of an entity, please provide:

- a. full name of the entity including any alternate names the entity has ever used;
- b. if applicable, place and date of incorporation/registration;

- c. Head office and places(s) of current operation(s);
- d. any other information which may help in identification of the subject; and
- e. an explanation of what capacity you are acting on behalf of the entity.

2) A statement of the Reasons/ Justification for Delisting.

This section should be as detailed as possible. Petitioner to justify why his/her/its name should be removed from the list. In particular, petitioner may

- a. contest the validity of some or all facts described in the Narrative Summary;
- b. accept the existence of the facts in the Narrative Summary but ~~argue~~ prove that ~~they~~ those facts do not establish an association with or link to JAS or ISWAP or Ansaru or IPOB or Yan Ta'adda or Yan Bindiga.
- c. concede an association with JAS or ISWAP or Ansaru or IPOB or Yan Ta'adda or Yan Bindiga but prove a dissociation from JAS or ISWAP or Ansaru or IPOB or Yan Ta'adda or Yan Bindiga or attenuating circumstances indicating the steps taken to disassociate.

3) Petitioner should address any specific designating criteria set out in the Narrative Summary- 3) **Where available, copies of any documents or other supporting or explanatory material.**

4) Where available, copies of any documents or other supporting or explanatory material.

5) If applicable, a description of any court proceedings or litigation of relevance to your delisting request.

6) If applicable, a reference to any previous request for delisting made.

7) Where the request is being made by a person acting on Petitioner's behalf, a document, authorizing the person to act in that behalf.

ACKNOWLEDGEMENT OF PETITION

- 1) Once a petition has been received, the Secretariat shall acknowledge receipt of it.
- 2) If more information is required from you the Petitioner at this stage, the Secretariat may contact the Petitioner.
- 3) If no further information is required, the Secretariat shall proceed on the basis of the written petition and inform the Petitioner of the steps being taken and the status of the petition.
- 4) Further information on the general procedure is available in the relevant section on this website.

Repeat Requests

- 1) Where a delisting request made to the Chairman is denied for any reason, the Petitioner may bring a repeat request.
- 2) The Petitioner shall present relevant additional information in support of the new request, with an appropriate explanation.

Part II: Nigeria Sanctions Committee Secretariat – Procedure for Receiving and Processing Requests for Delisting

In accordance with **part 3.1.i** of the Nigeria Sanctions Committee processes and procedures manual, the Secretariat shall carry out the following tasks upon receipt of a delisting request submitted by, or on behalf of, an individual, group, undertaking or entity on the Nigeria List or by the legal representative or estate of such individual, group, undertaking or entity ("the petitioner"):

Information gathering

1. The information gathering period shall be concluded within a period of three months upon receipt of a delisting request. Within this period, the Secretariat shall:

- a. Acknowledge to the petitioner the receipt of the delisting request and notify the Chairman of the existence of delisting request;
- b. Inform the petitioner of the general procedure for processing delisting requests as published in the website;
- c. Answer specific questions from the petitioner about Committee procedures;
- d. Inform the petitioner in case the petition fails to properly address the original listing criteria, as set forth in **part 4.1** of the Nigerian Sanctions Committee processes and procedures manual, and return it to the petitioner for his or her consideration; and
- e. Verify if the request is a new request or a repeated request. Where it is a repeated request to the Secretariat and does not contain relevant additional information, the Secretariat shall return it to the petitioner, with an appropriate explanation, for his or her consideration.

2. For delisting petitions not returned to the petitioner, the Secretariat shall, after notifying the Chairman, forward the delisting request to the members of the Committee.

The Secretariat shall ask the members of the Committee to provide, within two months, any appropriate additional information relevant to the delisting request. The Secretariat may further consult with the members of the Committee to determine:

- a. The members' opinions on whether the delisting request should be granted; and
- b. Information, questions or requests for clarifications that the Committee members would like to be communicated to the petitioner regarding the delisting request, including any information or steps that might be taken by a petitioner to clarify the delisting request.

3. Where all Committee members consulted by the Secretariat do not object to the petitioner's delisting, the Secretariat may shorten the information gathering period, as appropriate.

4. The Secretariat shall also forward the delisting request to the Analytical Support Working Group (ASWG), which shall provide to the Secretariat, within two months:

- a. All information available to the ASWG that is relevant to the delisting request, including court decisions and proceedings, news reports, and information that the ASWG may have;
- b. Fact-based assessments of the information provided by the petitioner that is relevant to the delisting request; and
- c. Questions or requests for clarifications that the ASWG may have for the petitioner regarding the delisting request.

5. At the end of the two-month period of information gathering, the Secretariat shall present a written update to the Committee on progress to date, including details of information received with regard to the request, and any significant challenges encountered thereon. The Secretariat may, with the permission of the Chairman, extend this period once for up to additional two months if it assesses that more time is required for information gathering.

Period of Engagement with the Petitioner

6. Upon completion of the information gathering period, the Secretariat shall facilitate a two-month period of engagement, which may include dialogue with the petitioner. Giving due consideration to requests for additional time, the Secretariat may extend this period once for up to an additional two months if it assesses that more time is required for engagement and the drafting of the Comprehensive Report described in paragraph 8 below.

7. During this period of engagement, the Secretariat:

- a. May seek clarification, in writing, ~~to~~ from the petitioner; or request additional information that may help the Committee's consideration of the request, including any questions or information requests received from Committee members and the ASWG;
- b. Shall request from the petitioner a signed statement in which the petitioner declares that they have no ongoing association with JAS or ISWAP or Ansaru or IPOB or Yan Ta'adda or Yan Bindiga or future association with the named terrorist organisations associate with Al-Qaida or ISIL in the future;
- c. Should meet with the petitioner, to the extent possible;
- d. Shall forward replies from the petitioner back to the Committee and the ASWG and follow up with the petitioner in connection with incomplete responses by the petitioner;
- e. Shall coordinate with the Committee and the ASWG regarding any further inquiries of, or response to, the petitioner;
- f. In the course of the information gathering and dialogue phases and in the preparation of the report, the Secretariat shall not disclose any information shared by a member of the Committee on a confidential basis, without the express written consent of that Committee member; and
- g. During the dialogue phase, the Secretariat shall give serious consideration to the opinions of Committee members, as well as other Member States that come forward with relevant information.

8. Upon completion of the period of engagement described above, the Secretariat shall draft and circulate to the Committee a Comprehensive Report that will:

- a. Summarize and, as appropriate, specify the sources of, all information available to the Secretariat that is relevant to the delisting request. The report shall respect confidential elements of Member States' communications with the Secretariat;
- b. Describe the Secretariat's activities with respect to this delisting request, including dialogue with the petitioner; and
- c. Based on an analysis of all the information available to it and its recommendation, lay out for the Committee the principal arguments concerning the delisting request. The recommendation should state the Secretariat's views with respect to the listing as of the time of the evaluation of the delisting request.

Committee discussion

9. The Committee members shall review the Comprehensive Report within three weeks of receipt from the Secretariat.
10. The Chairman of the Committee shall direct the Secretariat to place the delisting request on the Committee's agenda for consideration in the Committee's next meeting.
10. During the Committee's consideration of the delisting request, the Chairman shall invite the Secretariat, aided by the ASWG, as appropriate, to present the Comprehensive Report.
11. The Committee's consideration of the Comprehensive Report shall be completed no later than 4 weeks from the date the Comprehensive Report is submitted to the Committee for its review.
12. In cases where the Secretariat recommends in its Comprehensive Report retaining the listing, the Committee will complete its consideration of the Comprehensive Report and notify the Secretariat that the listing will be retained.
13. The Committee shall convey its decision to reject the delisting request to the petitioner through the Secretariat as soon as possible, but not later than 3 working days after the committee has received the committee's decision.
14. In cases where the Secretariat recommends delisting in its Comprehensive Report, the Chairman shall direct the Secretariat to circulate the delisting request with a no-objection period of 10 working days.
15. Immediately following the expiration of the ten day no-objection period, the Secretariat shall inform the Committee Members whether any objections have been received. If no objections are received by the end of the no-objection period, the decision will be deemed adopted.
16. The Secretariat shall as soon as possible, but not later than 3 working days:
 - a. Update the Nigeria List;
 - b. communicate the decision of the Committee to the concerned individual or entity;
 - c. communicate notice of delisting to Financial Institutions and Designated Non-Financial Institutions to take necessary measures following the procedures outlined in their sector guidelines.
17. If one or more Members of the Committee register an objection to the proposed delisting by the end of the no-objection period of 10 working days, the Chairman shall call for a meeting where a decision shall be reached following the procedure outlined in paragraph b, Part 2.3 of the Committee's Processes and Procedures Manual.
18. After the Committee has taken a decision, the Secretariat shall take the appropriate steps outlined in **Section II, paragraph 12-15** of this Guideline.

GUIDELINES ON APPLICATION FOR DELISTING

FROM THE UNITED NATIONS CONSOLIDATED LIST (TERRORISM, TERRORISM FINANCING AND PROLIFERATION FINANCING)

Part I: Submission of Delisting Requests

A petitioner (an individual, group, undertaking, and/or entity on the United Nations Consolidated List or their legal representative or estate) may submit a request for delisting to the Chairman of the Nigeria Sanctions Committee through the Secretariat for onward transmission to the United Nations Security Council.

Format and Transmission of Request

There is no prescribed format for the request. However, all the necessary information as described in the **Content** section below should be included. While it is preferable for the request to be submitted in English Language in any of the three major languages (Hausa, Igbo or Yoruba).

A Petitioner may transmit a request by any means which affords a formal record in writing – post, or e-mail with clear return e-mail address or a phone number through which the Petitioner may be contacted. Petitions may be sent to the following addresses:

**The Chairman,
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Secretariat of the Nigeria Sanctions Committee
c/o Nigeria Financial Intelligence Unit
Block 3, No. 1, Monrovia Street, Off Aminu Kano Crescent
Wuse II, Abuja
Tel: +2349097303256
E-mail: info@nfiu.gov.ng

Content

A request for delisting should make reference to the relevant entry in the United Nations Consolidated List on the website of the Nigeria Sanctions Committee or on the website of the United Nations Security Council and should include the following information:

1) Identification Information for the Petitioner.

If you are a listed individual, please provide:

- f. your full name including any middle names or initials, parents' and grandparents' names as may be applicable, as well as any other names or pseudonyms that you use;
- g. your date and place of birth;
- h. your nationality - if more than one please, provide all;
- i. if resident in Nigeria, your state of current residence; if resident outside Nigeria, your Country of current resident;
- j. any other information which may help to clarify any issues of identity.

If you act on behalf of an entity, please provide:

- f. full name of the entity including any alternative names used;
- g. if applicable, place and date of incorporation/registration;
- h. Places(s) of current operation(s);
- i. any other information which may help to clarify any issues of identity; and
- j. an explanation of what capacity you are acting on behalf of the entity.

2) A statement of the Reasons/ Justification for Delisting.

This section should be as detailed as possible. Please explain why you believe your name should be removed from the list.

Please address any specific designating criteria set out in the Narrative Summary. If, in addition, you have any information or suspicions as to the basis for your inclusion on the list, please include those along with any explanations, arguments or submissions relating to the same.

3) Where available, copies of any documents or other supporting or explanatory material.

4) If applicable, a reference to any previous request for delisting you have made.

5) Where the request is being made by a person acting on your behalf, a document signed by you, authorizing the person to act on your behalf.

ACKNOWLEDGEMENT OF PETITION

- 1) Once a petition has been received, the Secretariat shall acknowledge receipt of it.
- 2) If more information is required from you the Petitioner at this stage, the Secretariat may contact the Petitioner.
- 3) If no further information is required, the Secretariat shall proceed on the basis of the written petition and inform the Petitioner of the steps being taken and the status of the petition.
- 4) Further information on the general procedure is available in the relevant section on this website.

Repeat Requests

If you have already presented a delisting request to the United Nations Security Council, you may bring a repeat request. You will need to present relevant additional information in support of the new request, with an appropriate explanation.

Transmission of Request to the United Nations Security Council

The Chairman shall through the Minister of Foreign Affairs transmit the application to the United Nations Security Council Sanctions Committee or the United Nations Ombudsman.

The Secretariate shall coordinate with the United Nations Security Council and the petitioner regarding any further inquiries of, or response to, the petitioner.

The Secretariat shall as soon as possible, but not later than 3 working days:

- inform the concerned individual or entity of the decision of the United Nations Sanctions Committee;
- communicate notice of delisting to Relevant authorities in Nigeria, Financial Institutions, Designated Non-Financial Institutions and other entities to take necessary measures following the procedures outlined in their sector guidelines and the Nigeria Sanctions Committee Guidelines for the Implementation of Targeted Financial Sanctions on Terrorism Financing and Proliferation Financing..