

SECURITY COUNCIL COMMITTEE ESTABLISHED
PURSUANT TO RESOLUTION 1267 (1999)
CONCERNING AL-QAIDA AND THE TALIBAN
AND ASSOCIATED INDIVIDUALS AND ENTITIES

GUIDELINES OF THE COMMITTEE FOR THE CONDUCT OF ITS WORK

(Adopted on 7 November 2002, as amended on 10 April 2003, 21 December 2005,
29 November 2006, 12 February 2007, and 9 December 2008¹)

1. The Al-Qaida and Taliban Sanctions Committee

- (a) The Committee of the Security Council established by paragraph 6 of Security Council resolution 1267 (1999) of 15 October 1999 is known as the Al-Qaida and Taliban Sanctions Committee. Its functions were modified by resolutions 1390 (2002) of 16 January 2002, 1526 (2004) of 30 January 2004, 1617 (2005) of 29 July 2005, 1730 (2006) of 19 December 2006, 1735 (2006) of 22 December 2006 and 1822 (2008) of 30 June 2008. For the purposes of these guidelines, the Al-Qaida and Taliban Sanctions Committee shall hereinafter be referred to as “the Committee.”
- (b) The Committee is a subsidiary organ of the Security Council and will consist of all Members of the Council.
- (c) The Chairman of the Committee will be appointed by the Security Council to serve in his/her personal capacity. The Chairman will be assisted by two delegations who will act as Vice-Chairmen, and who will also be appointed by the Security Council.
- (d) The Chairman will chair meetings of the Committee. When he/she is unable to chair a meeting, he/she will nominate one of the Vice-Chairmen to act on his/her behalf.
- (e) The Secretariat of the Committee will be provided by the Secretariat of the United Nations.

2. Meetings of the Committee

- (a) Meetings of the Committee, both formal and informal, will be convened at any time the Chairman deems necessary, or at the request of a Member of the Committee. Two working days notice will be given for any meeting of the Committee, although shorter notice may be given in urgent situations.
- (b) The Committee will meet in closed sessions, unless it decides otherwise. The Committee may invite any Member of the United Nations to participate in the discussion of any question brought before the Committee in which interests of that Member are specifically affected. The Committee will consider requests from Member States to send representatives to meet with the Committee as described in Section 12, paragraph (e). The Committee may invite members of the Secretariat or other persons to provide the Committee with appropriate expertise or information or to give it other assistance in examining matters within its competence.

¹ Following the adoption of resolution 1822 (2008), several sections were restructured and redrafted, and Sections 9 and 11 were added.

- (c) The Committee may invite the members of the Analytical Support and Sanctions Monitoring Team (hereinafter referred to as “the Monitoring Team”) to attend meetings as appropriate.

3. Decision-making

- (a) The Committee shall make decisions by consensus of its Members. If consensus cannot be reached on a particular issue, the Chairman should undertake such further consultations as may facilitate agreement. If after these consultations, consensus still cannot be reached, the matter may be submitted to the Security Council. The Chairman may encourage and facilitate bilateral exchanges between interested Member States in order to clarify the issue prior to a decision.
- (b) Where the Committee agrees, decisions may be taken by a written procedure. In such cases the Chairman will circulate to all Members of the Committee the proposed decision of the Committee, and will request Members of the Committee to indicate any objection they may have to the proposed decision within 5 working days (or in urgent situations, such shorter period as the Chairman shall determine). If no objection is received within such period, the decision will be deemed adopted. Communications submitted to the Committee pursuant to resolution 1452 (2002) shall be considered in accordance with the procedure determined by that resolution, as revised by resolution 1735 (2006).
- (c) A hold placed on a matter by a Member of the Committee will cease to have effect at the time its membership of the Committee ends. New members shall be informed of all pending matters one month before their membership begins and are encouraged to inform the Committee of their position on relevant matters, including possible approval, objection or hold, at the time they become members.
- (d) The Committee will review at least once a month the status of pending issues as updated by the Secretariat.

4. Mandate of the Committee

The mandate of the Committee shall be, on the basis of the measures imposed by paragraph 4 (b) of resolution 1267 (1999), paragraph 8 (c) of resolution 1333 (2000), and paragraphs 1 and 2 of resolution 1390 (2002) as reiterated in paragraph 1 of resolutions 1526 (2004), 1617 (2005), 1735 (2006) and 1822 (2008), to undertake the following tasks and to report on its work to the Council with its observations and recommendations:

CONSOLIDATED LIST

- (a) To consider listing submissions, de-listing requests and proposed updates to the existing information, as described in Sections 6, 7 and 8 below respectively;
- (b) To update regularly the list referred to in paragraph 1 of resolution 1822 (2008) (hereinafter referred to as the “Consolidated List”), as described in Section 5 below;
- (c) To make accessible on the Committee’s website narrative summaries of reasons for listing for all entries on the Consolidated List, as described in Section 5, paragraph (d) and Section 6, paragraph (h) below;

- (d) To review the names on the Consolidated List, as described in Section 9 below;

MEASURES IMPLEMENTATION

- (e) To seek from all States further information regarding the actions taken by them with a view to effectively implement the measures imposed by the resolutions as referred to above;
- (f) To consider information brought to its attention by States concerning non-compliance with the measures imposed by the resolutions as referred to above, to identify possible cases of non-compliance with these measures and to determine the appropriate course of action on each case;
- (g) To make periodic reports to the Council on information submitted to the Committee regarding the implementation of resolution 1822 (2008), including regarding non-compliance with the measures imposed by the resolutions referred to above;
- (h) To keep these guidelines under active review in support of the objectives to continue to ensure that fair and clear procedures exist for placing individuals and entities on the Consolidated List and for removing them as well as for granting humanitarian exemptions;
- (i) To amend expeditiously these guidelines and criteria as may be necessary to facilitate the implementation of the measures imposed by the resolutions as referred to above;
- (j) To consider requests by Member States for additional information which would facilitate the implementation of the measures referred to above in accordance with Section 8, paragraph (f) below;
- (k) To transmit requests by Member States for technical assistance to the Counter-Terrorism Committee.

EXEMPTIONS TO THE MEASURES

- (l) To consider notifications and requests concerning exemptions from the assets freeze imposed by paragraph 1(a) of resolution 1822 (2008), in accordance with resolution 1452 (2002) and 1735 (2006) and as described in Section 10 below;
- (m) To consider requests for exemptions from the travel ban imposed by paragraph 1(b) of resolution 1822 (2008), in accordance with that paragraph and as described in Section 11 below;

REPORTS

- (n) To examine the reports submitted by Member States pursuant to paragraph 6 of resolution 1455 (2003), reports presented by the Monitoring Team pursuant to Annex I to resolution 1822 (2008), checklists submitted by Member States pursuant to paragraph 10 of resolution 1617 (2005) and information submitted by Member States using the tools provided on the Committee's website (such as the Annual Statements of Information on

Updates to the Consolidated List² and the Voluntary National Assessment of Implementation Survey³);

OUTREACH

- (o) To cooperate with other relevant Security Council Sanctions Committees and with the Committee established pursuant to paragraph 6 of resolution 1373 (2001) of 28 September 2001 and with the Committee established pursuant to paragraph 4 of resolution 1540 (2004) of 28 April 2004;
- (p) To make publicly available through the appropriate media information it considers relevant, including the Consolidated List.

5. **The Consolidated List**

- (a) The Committee will update regularly the Consolidated List when it has agreed to include or delete relevant information in accordance with the procedures set out in these guidelines.
- (b) The updated Consolidated List will be made promptly available on the website of the Committee. At the same time, any modification to the Consolidated List will be communicated to Member States immediately through Notes Verbales, including an electronic advance copy, and United Nations Press Releases.
- (c) Once the updated Consolidated List is communicated to Member States, States are encouraged to circulate it widely, such as to banks and other financial institutions, border points, airports, seaports, consulates, customs agents, intelligence agencies, alternative remittance systems and charities.
- (d) For all entries on the Consolidated List, the Committee, with the assistance of the Monitoring Team and in coordination with the relevant designating State(s), shall make accessible on its website narrative summaries of reasons for listing.

6. **Listing**

- (a) The Committee shall consider including new names based on submissions received from Member States.
- (b) Member States are encouraged to establish a national mechanism or procedure to identify and assess appropriate candidates to propose to the Committee for listing.
- (c) Before a Member State proposes a name for addition to the Consolidated List, it is encouraged, if it deems it appropriate, to approach the State(s) of residence and/or nationality of the individual or entity concerned to seek additional information. States are advised to submit names as soon as they gather the supporting evidence of association with Al-Qaida and/or the Taliban. A criminal charge or conviction is not necessary for inclusion on the Consolidated List as the sanctions are intended to be preventive in nature. The Committee will consider proposed listings on the basis of the “associated

² <http://www.un.org/sc/committees/1267/annualstat.shtml>

³ <http://www.un.org/sc/committees/1267/pdf/New%20tool%20-%20survey%20-%20English.pdf>

with” standard described in paragraphs 2 and 3 of resolution 1617 (2005), as reaffirmed in paragraph 2 of resolution 1822 (2008). When submitting names of groups, undertakings and/or entities, States are encouraged, if they deem it appropriate, to propose for listing at the same time the names of the individuals responsible for the decisions of the group, undertaking and/or entity concerned.

- (d) Member States shall provide a detailed statement of case in support of the proposed listing that forms the basis or justification for the listing in accordance with the relevant resolutions. The statement of case should provide as much detail as possible on the basis(es) for listing indicated above, including: (1) specific findings demonstrating the association or activities alleged; (2) the nature of the supporting evidence (e.g., intelligence, law enforcement, judicial, media, admissions by subject, etc.) and (3) supporting evidence or documents that can be supplied. States should include details of any connection with a currently listed individual or entity. States shall identify those parts of the statement of case that may be publicly released, including for the use by the Committee for development of the summary described in paragraph (h) below or for the purpose of notifying or informing the listed individual or entity of the listing, and those parts that may be released upon request to interested States.
- (e) Proposed additions to the Consolidated List should be submitted using the cover sheet available on the Committee’s website⁴ and shall include as much relevant and specific information as possible on a proposed name, in particular sufficient identifying information to allow for the positive identification of the individual, group, undertaking or entity concerned by competent authorities, including:
- For individuals: family name/surname, given names, other relevant names, date of birth, place of birth, nationality/citizenship, gender, aliases, employment/occupation, residence, passport or travel document and national identification number, current and previous addresses, website addresses, and current location;
 - For groups, undertakings or entities: name, acronyms, address, headquarters, subsidiaries, affiliates, fronts, nature of business or activity, leadership, tax or other identification number and other names by which it is known or was formerly known, and website addresses.
- (f) The Committee will consider expeditiously requests to update the Consolidated List. If a proposal for listing is not approved within the decision-making period as set out in Section 3, paragraph (b) above, the Committee will provide feedback to the submitting State on the status of the request.
- (g) In its communication to inform Member States of new entries to the Consolidated List, the Secretariat shall include, upon the prior decision of the Committee, the publicly releasable portion of the statement of case.
- (h) Following a new listing, the Committee, with the assistance of the Monitoring Team and in coordination with the relevant designating State(s), shall make accessible on the Committee’s website a narrative summary of reasons for listing for the corresponding entry or entries on the Consolidated List.

⁴ <http://www.un.org/sc/committees/1267/listing.shtml>.

- (i) Unless the Committee decides otherwise, any new entry to the Consolidated List will be transmitted to Interpol to request, where feasible, the issuance of an Interpol-United Nations Security Council Special Notice.
- (j) The Secretariat shall, after publication but within one week after a name is added to the Consolidated List, notify the Permanent Mission of the country or countries where the individual or entity is believed to be located and, in the case of individuals, the country of which the person is a national (to the extent this information is known). The Secretariat shall include with this notification a copy of the publicly releasable portion of the statement of case, a description of the effects of designation, as set forth in the relevant resolutions, the Committee's procedures for considering delisting requests, and the provisions for available exemptions. The letter shall remind States receiving such notification that they are required to take, in accordance with their domestic laws and practices, all possible measures to notify or inform in a timely manner the newly listed individuals and entities on the Consolidated List of the measures imposed on them, any information on reasons for listing available on the Committee's website as well as all the information provided by the Secretariat in the above-mentioned notification.

7. De-listing

- (a) Without prejudice to available procedures, a petitioner (individual(s), groups, undertakings, and/or entities on the Consolidated List) may submit a petition to request review of the case.
- (b) A petitioner seeking to submit a request for de-listing can do so either directly to the Focal Point as outlined in paragraph (g) below, or through his/her State of residence or nationality as outlined in paragraph (h) below.
- (c) A State can decide, that as a rule, its nationals or residents should address their de-listing requests directly to the Focal Point. The State will do so by a declaration addressed to the Chairman that will be published on the Committee's website.
- (d) The petitioner should provide justification for the de-listing request by describing the basis for this request, including by explaining why he/she no longer meets the criteria described in paragraph 2 of resolution 1617 (2005) as reaffirmed in paragraph 2 of resolution 1822 (2008). Any documentation supporting the request can be referred to and/or attached together with the explanation of its relevance, where appropriate.
- (e) A standard form for de-listing, available on the Committee's website⁵, may be used by a petitioner to submit his/her request to the Focal Point as well as by a State of residence or nationality to submit a request on behalf of a petitioner.
- (f) For a deceased individual, the petition shall be submitted either directly to the Committee by a State, or through the Focal Point by his/her legal beneficiary, together with an official documentation certifying that status. The statement of case supporting the de-listing request shall include a death certificate or similar official documentation confirming the death. The submitting State or the petitioner should also ascertain and inform the Committee whether or not any legal beneficiary of the deceased's estate, or any joint owner of his/her assets is on the Consolidated List.

⁵ <http://www.un.org/sc/committees/1267/delisting.shtml>

- (g) If a petitioner chooses to submit a petition to the Focal Point, the latter would perform the following tasks:
- i. Receive de-listing requests from a petitioner (individual(s), groups, undertakings and/or entities on the Consolidated List);
 - ii. Verify if the request is new or is a repeated request;
 - iii. If it is a repeated request and if it does not contain any additional information, return it to the petitioner;
 - iv. Acknowledge receipt of the request to the petitioner and inform the petitioner on the general procedure for processing that request;
 - v. Forward the request, for their information and possible comments to the designating State(s) and to the State(s) of nationality and residence. These States are urged to review de-listing petitions in a timely manner and indicate whether they support or oppose the request in order to facilitate the Committee's review. The State(s) of nationality and residence are encouraged to consult with the designating State(s) before recommending de-listing. To this end, they may approach the Focal Point, which, if the designating State(s) so agree(s), will put them in contact with the designating State(s);
 - vi.
 - a. If, after these consultations, any of these States recommend de-listing, that State will forward its recommendation, either through the Focal Point or directly to the Chairman, accompanied by that State's explanation. The Chairman will then place the de-listing request on the Committee's agenda;
 - b. If any of the States, which were consulted on the de-listing request under subparagraph v. above oppose the request, the Focal Point will so inform the Committee and provide copies of the de-listing request. Any member of the Committee, which possesses information in support of the de-listing request, is encouraged to share such information with the States that reviewed the de-listing request under subparagraph v. above;
 - c. If, after a reasonable time (3 months), none of the States which reviewed the de-listing request under subparagraph v. above comment, or indicate that they are working on the de-listing request to the Committee and require an additional definite period of time, the Focal Point will so notify all members of the Committee and provide copies of the de-listing request. Any member of the Committee may, after consultation with the designating State(s), recommend de-listing by forwarding the request to the Chairman, accompanied by an explanation. (Only one member of the Committee needs to recommend de-listing in order to place the issue on the Committee's agenda.) If after one month, no Committee member recommends de-listing, then it shall be deemed rejected and the Chairman shall inform the Focal Point accordingly;

- vii. The Focal Point shall convey all communications, which it receives from Member States, to the Committee for its information;
- viii. Inform the petitioner:
 - a. of the decision of the Committee to grant the de-listing petition; or
 - b. that the process of consideration of the de-listing request within the Committee has been completed and that the petitioner remains on the list of the Committee.
- (h) If the petitioner submits the petition to the State of residence or nationality, the procedure outlined in the subparagraphs below shall apply:
 - i. The State to which a petition is submitted (the petitioned State) should review all relevant information and then approach bilaterally the designating State(s) to seek additional information and to hold consultations on the de-listing request;
 - ii. The designating State(s) may also request additional information from the petitioner's State of nationality or residence. The petitioned and the designating State(s) may, as appropriate, consult with the Chairman during the course of any such bilateral consultations;
 - iii. If, after reviewing any additional information, the petitioned State wishes to pursue a de-listing request, it should seek to persuade the designating State(s) to submit jointly or separately a request for de-listing to the Committee. The petitioned State may, without an accompanying request from the designating State(s), submit a request for de-listing to the Committee, pursuant to the no-objection procedure;
- (i) The Secretariat shall, within one week after a name is removed from the Consolidated List, notify the Permanent Mission of the country or countries where the individual or entity is believed to be located and, in the case of individuals, the country of which the person is a national (to the extent this information is known). The letter shall remind States receiving such notification that they are required to take measures, in accordance with their domestic laws and practices, to notify or inform the concerned individual or entity of the de-listing in a timely manner. The Secretariat will also concurrently, if a UNSC-INTERPOL Special Notice exists for the relevant name, request INTERPOL to cancel that notice as well as provide confirmation when the cancellation is in effect.

8. Updating the Existing Information on the Consolidated List

The Committee shall consider expeditiously, in accordance with the following procedures, any information supplied by Member States, regional or international organizations, or the Monitoring Team, in particular additional identifying information and other information, along with supporting documentation, including updates on the operating status of listed individuals, groups and undertakings, the movement, incarceration or death of listed individuals and other significant events, as such information becomes available, and shall decide which information would improve the existing information on the Consolidated List.

- (a) The Committee will consider any additional information on listed individuals or entities submitted to it by Member States, regional or international organizations or the Monitoring Team. The Committee may approach the original designating State and consult with it on the relevance of the submitted additional information. The Committee may also encourage Member States or regional or international organizations providing such additional information to consult with the original designating State. The Secretariat will, subject to the designating State's consent, assist in establishing the appropriate contacts.
- (b) The Monitoring Team will, as appropriate, review any and all information received by the Committee in order to clarify or confirm such information. In this connection, the Monitoring Team will use all sources available to it, including other sources than those provided by the original designating State.
- (c) The Monitoring Team will subsequently advise the Committee, within 4 weeks, if such information could be included in the Consolidated List, or if further clarification is recommended in order to ascertain that the information received can be incorporated in the Consolidated List. The Committee shall decide whether and how such clarification should be obtained and may again call upon the expertise of the Monitoring Team.
- (d) The Monitoring Team may also submit to the Committee any information on listed individuals and entities it has obtained from publicly available official sources, or with the help of United Nations agencies, such as the United Nations Assistance Mission in Afghanistan, with their agreement. In such cases, the Monitoring Team shall identify the source of each piece of new information when presenting it for the Committee's consideration.
- (e) Upon the decision of the Committee to incorporate additional information into the Consolidated List the Chairman of the Committee will inform the Member State or regional or international organization that submitted the additional information accordingly.
- (f) Any additional relevant information submitted to the Committee that is not incorporated into the Consolidated List will be stored by the Monitoring Team in a database for the use of the Committee and the Monitoring Team in carrying out their respective mandates. The Committee may share such additional information with Member States whose nationals, residents or entities have been included on the Consolidated List. On a case-by-case basis the Committee may decide to release the information to other parties, with the prior consent of the submitting State.

9. Review of the Consolidated List

- (a) The Committee shall conduct by 30 June 2010 a one-time review of all names that were inscribed on the Consolidated List as at 30 June 2008, in order to ensure the Consolidated List is as updated and accurate as possible and to confirm that listing remains appropriate. For the purposes of this review:
 - i. Each trimester, the Committee shall circulate a subset of these names to the designating State(s), together with the original statement of case and cover sheet, as applicable. At the same time, the Monitoring Team shall provide these States with

the corresponding draft narrative summary of reasons for listing. The Committee shall also circulate those names to the State(s) of residence and/or nationality, where known, together with the publicly releasable portion(s) of the statement of case. Each subset should comprise, to the extent possible, a balanced selection of names from the different sections of the Consolidated List.

- ii. The Committee shall ask the designating State(s) and the State(s) of residence and/or nationality to submit to the Committee within 3 months any updated information on the reasons for listing, as well as any additional identifying and other information, along with supporting documentation, on these listed individuals and entities, including updates on the operating status of the listed entities, the movement, incarceration or death of the listed individuals and other significant events. The Committee shall also urge these States to indicate whether they deem the listing remains appropriate.

In cases where any of the States reviewing the names in accordance with subparagraph ii. above determines that a listing is no longer appropriate, that State may submit a de-listing request following the same relevant procedures set out in Section 7 of these guidelines.

- iii. At the latest at the end of the 3 months period referred to in subparagraph ii. above or when the designating State(s) and the State(s) of residence and/or nationality have provided the sought information when they had reported within the 3 months on their progress in reviewing the names, the Chairman shall circulate each name with all the available information to the members of the Committee and to the Monitoring Team. Within one month of this circulation, any Member of the Committee and/or the Monitoring Team may submit any additional information on the names under review.
- iv. At the end of the one month period referred to in subparagraph iii. above, the Chairman shall place each name under review on the Committee's agenda and circulate to the Committee all available information. On the basis of this information, the Committee shall consider updating the Consolidated List and shall make accessible on its website the narrative summary of reasons for listing, as appropriate.

In cases where a member of the Committee in the course of the review referred to in subparagraph iv. above determines that a listing is no longer appropriate, it may, in close consultations with the designating State(s), State(s) of residence and/or nationality and taking into account their views on the matter as referred to in subparagraph ii. above, submit a de-listing request following the same relevant procedures set out in Section 7 of these guidelines.

If no decision has been taken by the Committee to remove a name under review from the Consolidated List, the listing of that name shall be confirmed to remain appropriate and those names shall remain on the Consolidated List.

- v. If the listing of a name was confirmed to remain appropriate, the Secretariat shall notify the State(s) of residence and nationality thereof. The State(s) of residence and nationality shall be encouraged to take, in accordance with their domestic laws and practices, all possible measures to notify or inform the listed individual or

entity accordingly and provide any information on reasons for listing available on the Committee's website as well as the procedures for considering de-listing requests and the provisions for available exemptions.

- (b) Upon completion of the review described in paragraph (a) above the Committee shall conduct an annual review of all names on the Consolidated List that have not been reviewed in three or more years, in which the relevant names are circulated to the designating States and States of residence and/or nationality, where known, in order to ensure the Consolidated List is as updated and as accurate as possible and to confirm that the listing remains appropriate.
- (c) Every year, the Secretariat shall circulate to the Committee the list of the names of the individuals mentioned in the Consolidated List as reportedly deceased, reportedly killed or killed, along with the original statement of case and cover sheet, as well as all relevant information pertaining to all updates to those entries and any information on reasons for listing available on the Committee's website. At the same time, the Monitoring Team shall provide the Committee with information on listed individuals whose death has been officially reported or publicly declared by their State of residence or nationality, or reported through other open official sources. To ensure the Consolidated List is as updated and as accurate as possible and to confirm that the listing remains appropriate, any member of the Committee may request a review of these names.
- (d) Reviews under paragraphs (b) and (c) shall be conducted in accordance with the procedures described in paragraph (a) above.
- (e) The reviews described in this section shall not preclude the submission of de-listing requests at any time, in accordance with the relevant procedures set out in Section 7 of these guidelines.

10. Exemptions to the Assets Freeze

- (a) Pursuant to resolution 1452 (2002), as amended by paragraph 15 of resolution 1735 (2006), the Committee shall receive notifications from Member States of their intention to authorize, where appropriate, access to frozen funds or other financial assets or economic resources to cover basic expenses, as provided for in paragraph 1(a) of resolution 1452 (2002). The Committee, through the Secretariat, will immediately acknowledge receipt of the notification. Should no negative decision be taken by the Committee within the requisite 3 working day period, the Committee, through its Chairman, will inform the notifying Member State thereof. The Committee will also inform the notifying Member State if a negative decision has been taken regarding the notification.
- (b) The Committee shall consider and approve, if appropriate, requests by Member States for extraordinary expenses, as provided for in paragraph 1(b) of resolution 1452 (2002). Member States are encouraged, when submitting requests to the Committee pursuant to paragraph 1 (b) of resolution 1452 (2002), to report in a timely way on the use of such funds, with a view to preventing such funds from being used to finance terrorism.
- (c) Notifications under paragraph 1(a) of resolution 1452 (2002) and requests under paragraph 1(b) of resolution 1452 (2002) should, as appropriate, include the following information:

- i. recipient (name and address)
 - ii. recipient's permanent reference number on the Consolidated List
 - iii. recipient's bank information (name and address of bank, account number)
 - iv. purpose of payment and justification of the determination of the expenses falling under paragraph 1(a) or under paragraph 1(b):
 - under paragraph 1(a):
 - basic expenses, including payment for foodstuffs, rent or mortgage, medicines and medical treatment, taxes, insurance premiums, and public utility charges;
 - payment of reasonable professional fees and reimbursement of incurred expenses associated with the provisions of legal services;
 - fees or service charges for routine holding or maintenance of frozen funds or other financial assets or economic resources.
 - under paragraph 1(b):
 - extraordinary expenses (other categories than the ones mentioned under paragraph 1 (a)).
 - v. amount of installment
 - vi. number of installments
 - vii. payment starting date
 - viii. bank transfer or direct debit
 - ix. interests
 - x. specific funds being unfrozen
 - xi. other information.
- (d) Pursuant to paragraph 2 of resolution 1452 (2002) and paragraph 6 of resolution 1822 (2008), States may allow for the addition to accounts subject to the assets freeze of:
- i. interest or other earnings due on those accounts, or
 - ii. payments due under contracts, agreements or obligations that arose prior to the date on which those accounts became subject to the assets freeze, or
 - iii. any payment in favour of listed individuals, groups, undertakings or entities, provided that any such interest, other earnings and payments continue to be subject to the assets freeze.

11. Exemptions from the Travel Ban

In paragraph 2 (b) of resolution 1390 (2002), as reaffirmed by subsequent relevant resolutions, including paragraph 1 (b) of resolution 1822 (2008), the Security Council decided that the travel ban imposed under the Al-Qaida/Taliban sanctions regime shall not

apply where the Committee determines, on a case by case basis only, that entry or transit is justified.⁶

- (a) Each request for exemption must be submitted in writing, on behalf of the listed individual, to the Chairman. The States that may submit a request through their Permanent Mission to the United Nations are the State(s) of destination, the State(s) of transit, the State of nationality, and the State of residence. If no effective central government exists in the country in which the listed individual is located, a United Nations office or agency in that country may submit the request for exemption on the listed individual's behalf.
- (b) Each request for exemption shall be received by the Chairman as early as possible but not less than five working days before the date of the proposed travel.
- (c) Each request for exemption should include the following information:
 - i. the permanent reference number, full name, nationality, passport number or travel document number of the listed individual;
 - ii. the purpose of and justification for the proposed travel, with copies of supporting documents, including specific details of meetings or appointments;
 - iii. the proposed dates and times of departure and return;
 - iv. the complete itinerary and timetable, including for all transit stops;
 - v. details of the mode of transport to be used, including where applicable, record locator, flight numbers and names of vessels;
 - vi. all proposed uses of funds or other financial assets or economic resources in connection with the travel. Such funds may only be provided in accordance with paragraph 1 of resolution 1452 (2002), as modified by paragraph 15 of resolution 1735 (2006). The procedures for making a request under resolution 1452 (2002) can be found in Section 10 of these guidelines.
- (d) Once the Committee has approved a request for exemption from the travel ban, the Secretariat shall notify in writing the Permanent Missions to the United Nations of: the State in which the listed individual is resident, the State of nationality, the State(s) to which the listed individual will be traveling, and any transit State, as well as any UN office/agency involved as provided for in paragraph (a) above, to inform them of the approved travel, itinerary and timetable.
- (e) Written confirmation of the completion of the travel by the listed individual shall be provided to the Chairman within five working days following the expiry of the exemption by the State (or United Nations office/agency as in paragraph (a) above) in which the listed individual has stated he will be resident after completion of the exempted travel.

⁶ The Security Council also decided that the travel ban shall not oblige any State to deny entry into or require the departure from its territories of its own nationals and shall not apply where entry or transit is necessary for the fulfillment of a judicial process.

- (f) Notwithstanding any exemption from the travel ban, listed individuals remain subject to the other measures outlined in paragraph 1 of resolution 1822 (2008).
- (g) Any changes to the information provided under paragraph (c) above, including with regard to points of transit, shall require further consideration by the Committee and shall be received by the Chairman no less than three working days prior to the commencement of the travel.
- (h) Any request for an extension of the exemption shall be subject to the procedures set out above and shall be received by the Chairman in writing, with a revised itinerary, no less than five working days before the expiry of the approved exemption.
- (i) The submitting State (or United Nations office/agency as in paragraph (a) above) shall inform the Chairman immediately and in writing of any change to the departure date for any travel for which the Committee has already issued an exemption. Written notification will be sufficient in cases where the time of departure is advanced or postponed no more than 48 hours and the itinerary remains otherwise unchanged. If travel is to be advanced or postponed by more than 48 hours, or the itinerary is changed, then a new exemption request shall be submitted in conformity with paragraphs (a), (b) and (c) above.
- (j) In cases of emergency evacuation to the nearest appropriate State, including for medical or humanitarian needs or through force majeure, the Committee will determine whether the travel is justified within the provisions of paragraph 1 (b) of resolution 1822 (2008), within 24 hours once notified of the name of the listed individual traveler, the reason for travel, the date and time of evacuation, along with transportation details, including transit points and destination. The notifying authority shall also provide, as soon as possible, a doctor's or other relevant national official's note containing as many details as possible of the nature of the emergency and the facility where treatment or other necessary assistance was received by the listed individual without prejudice to respect of medical confidentiality, as well as information regarding the date, time, and mode of travel by which the listed individual returned to his/her country of residence or nationality, and complete details on all expenses in connection with the emergency evacuation.
- (k) Unless the Committee otherwise decides, all requests for exemptions and extensions thereto which have been approved by the Committee in accordance with the above procedures, shall be posted in the "Exemptions" section of the Committee's website until expiry of the exemption.

12. Reports Submitted by Member States and Other Information Supplied to the Committee

- (a) The Committee will examine reports and checklists submitted by Member States pursuant to relevant resolutions and other relevant information, including through the use of the tools provided on the Committee's website. The Committee may request further information that it considers necessary.
- (b) The Committee will consider other information relevant to its work, including possible non-compliance with the measures imposed by the relevant resolutions, received from different sources through Member States, international or regional organizations or the Monitoring Team.

- (c) The information received by the Committee will be kept confidential if the provider so requests or if the Committee so decides.
- (d) With a view to assisting States in their endeavour to implement the measures set out in paragraph 1 of resolution 1822 (2008), the Committee may decide to supply information forwarded to it relating to possible non-compliance to the States concerned, and ask any such State to report to the Committee subsequently on any follow-up action undertaken.
- (e) The Committee will provide Member States with an opportunity to send representatives to meet the Committee for more in-depth discussion of relevant issues or to give voluntary briefings on their efforts to implement the measures, including particular challenges that hinder full implementation of the measures.

13. Reports to the Security Council

The Committee, through its Chairman, will report orally to the Security Council at least every 180 days pursuant to paragraph 38 of resolution 1822 (2008) on the overall work of the Committee and the Monitoring Team, and, as appropriate, in conjunction with the reports by the Chairmen of the Counter-Terrorism Committee and the Committee established pursuant to resolution 1540 (2004), including briefings for all interested Member States. In its periodic reports to the Council, the Chairman will also provide progress reports on the Committee's work on the identification of possible cases of non-compliance with the measures pursuant to paragraph 1 of resolution 1822 (2008). The Committee will also submit written reports to the Council in accordance with relevant resolutions. The Committee, through its Chairman, may report to the Council when it deems appropriate.

14. Outreach

- (a) In order to enhance the dialogue with Member States and to publicize the work of the Committee, the Chairman will on a regular basis hold briefings for all interested Member States, as well as brief interested Member States and the press following formal meetings of the Committee, unless the Committee decides otherwise. In addition, the Chairman may, after prior consultations and with the approval of the Committee, hold press conferences and/or issue press releases on any aspect of the Committee's work.
- (b) The Secretariat shall maintain a website for the Committee which should include all public documents relevant to the Committee's work, including the Consolidated List, relevant resolutions, public reports of the Committee, relevant press releases, reports submitted by Member States pursuant to resolution 1455 (2003), and reports of the Monitoring Group and the Monitoring Team. Information on the website should be updated in an expeditious manner.
- (c) The Committee may consider, as appropriate, visits by the Chairman and/or Committee Members to selected countries to enhance the full and effective implementation of the measures referred to above, with a view to encouraging States to comply fully with the relevant resolutions:
 - i. The Committee shall consider and approve the proposal to visit selected countries, and coordinate such visits with the Counter-Terrorism Committee and other subsidiary organs of the Security Council as appropriate.

- ii. The Chairman will contact the selected countries through their Permanent Missions in New York, and will also send letters seeking their prior consent and explaining the objectives of the trip.
- iii. The Secretariat and the Monitoring Team will provide the Chairman and the Committee with the necessary assistance in this regard.
- iv. Upon his return the Chairman will prepare a comprehensive report on the findings of the trip and will brief the Committee orally and in writing.

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