WiT SYNC®
LETS SYNC

Vendors & Customers

Onboarding & Digital Verification Process

KYVC - PREVALIDATED VC PROFILES



KYVC
KNOW YOUR VENDORS & CUSTOMERS

www.witsync.co



KYVC

A tool from KYC to E-Invoicing

Ensure You have duly updated Profiles of Your Vendors & Customers with their KYC and timely updated VATIN /Peppol ID

A Valid VATIN/Peppol ID Ensure Your E-Invoicing Destination Point Accuracy

UAE Regulatory Landscape

1. Federal Decree By Law No. (10) Of 2025

Anti-Money Laundering, Combating The Financing Of Terrorism & Proliferation Financing
- It Was Issued On 30 September 2025 And Is Supplemented By Cabinet Resolution No. (134) Of 2025, Which Provides The Executive Regulations.

2. FTA Decision No. 13 of 2026

Supplier Verification and Deductibility of Input VAT



One Integrated Platform to Support Your Regulatory & Compliance Journey

ONBOARD → VERIFY → VALIDATE → DOCUMENT → SHARE

Coverage Under KYVC – Business Access To

Know Your Customer & Vendor

Verify And Understand Who You Are Dealing With.

CDD – Customer Due Diligence

Collect And Verify Relevant Identification, Ownership And Business Information.

Risk-Based Approach

Assess Customers/Vendors Based On Their Risk Profile And Apply Enhanced Measures Where Required.

EDD – Enhanced Due Diligence

Apply Additional Checks for Higher-Risk Relationships, Transactions Or Circumstances.

Ongoing Monitoring & Records

Maintain Appropriate Records and Monitor Relationships for Changes or Risk



KYVC Mechanism

Every Supplier Relationship and Taxable Supply Needs a Structured Verification Approach, With Supporting Records Maintained. Supplier Verification Is Required Initially and Again Where the Supplier Has Not Been Verified Within the Previous 12 Months.



One platform. Structured verification. Better compliance readiness.

KYVC helps transform the new FTA requirements from a manual compliance exercise into a structured, trackable process.

Important Checks – FTA Decision No. 13 of 2026

Person	Areas	KYVC Scope
Natural Person	- Emirates ID and Passport - Meet in Person or Virtual Call	Yes, VC Feature in Process
Legal Person	- License with Complete Details of Business - Owners / Directors/ Group Company with Valid Identity Documents - Employees - Existence of Office / Actual Place of Business - Bank Account Details	Yes
Both – Legal and Natural Perso	- Level of Risk Assessment – address changes frequently with justification in 12 months - Frequent changes in Key Management in 12 months	Yes, activating by September 10, 2026
Both - Extended Verification	- Supplier licensed business activities align with commercial transactions and PO Terms of Customers - Transaction via bank or cash, reasons for cash - Profit Margins and Pricing validation - Goods origin and validation - Supplier Intermediary as agent or principal - Risk Indicators - Client Recommendations	Additional Scope to Perform on Engagement
Both	- Complete Documentation (5 years / 07 years / 15 Years)	Yes

About **KYVC & How it Works**

KYVC Module is a secure digital platform designed to:

- Enable KYVC-based digital verification
- Streamline vendor & customer onboarding
- Generate verified e-KYC reports
- Facilitate trusted business collaboration
- Support compliance and audit readiness



HOW IT WORKS

01 STEP 01

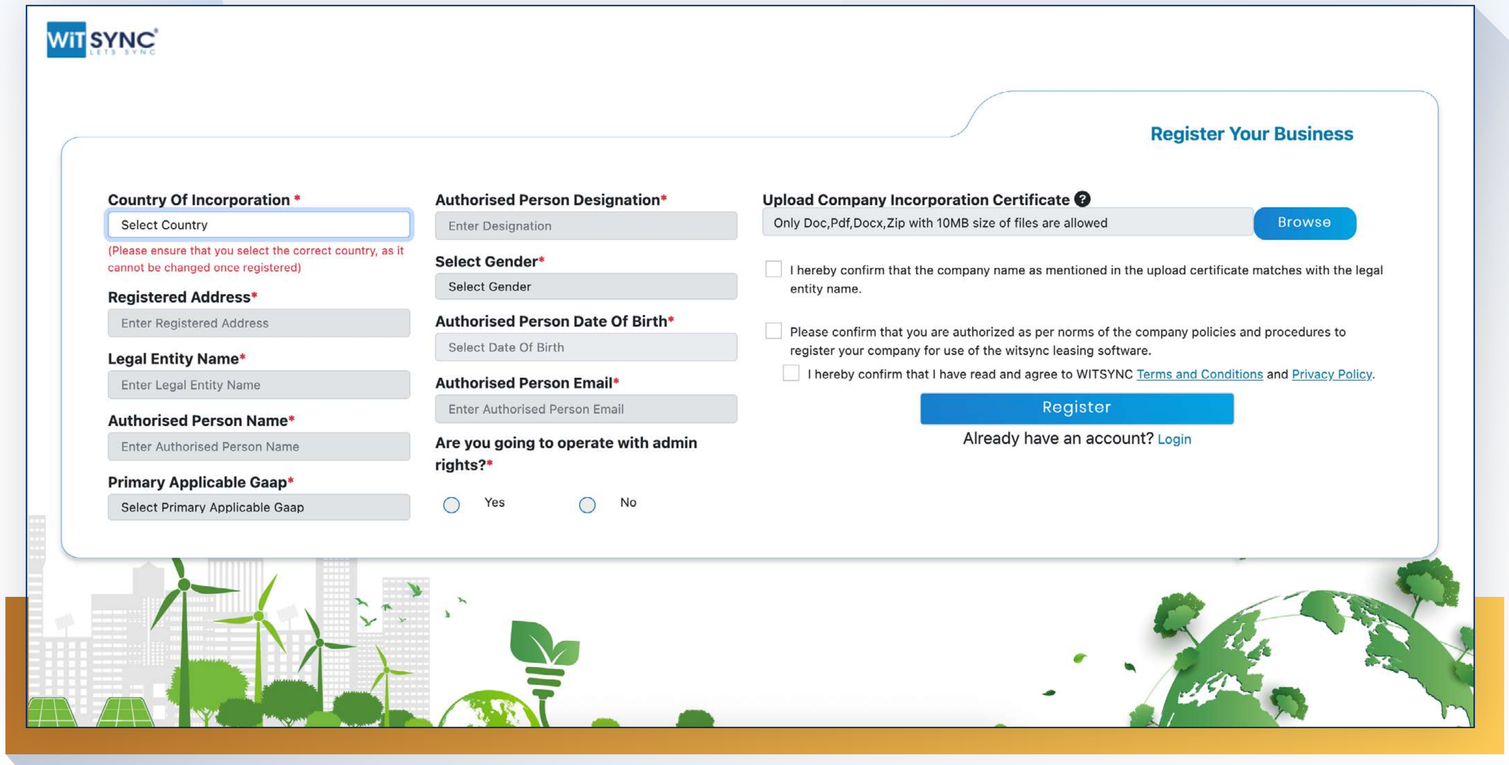
Account Registration

Access the Registration Page:
https://witsync.co/register

User Action:

- Enter company details
- Add authorized user information
- Create secure password
- Accept Terms & Conditions
- Submit form

Then Verify your email address to activate the account.



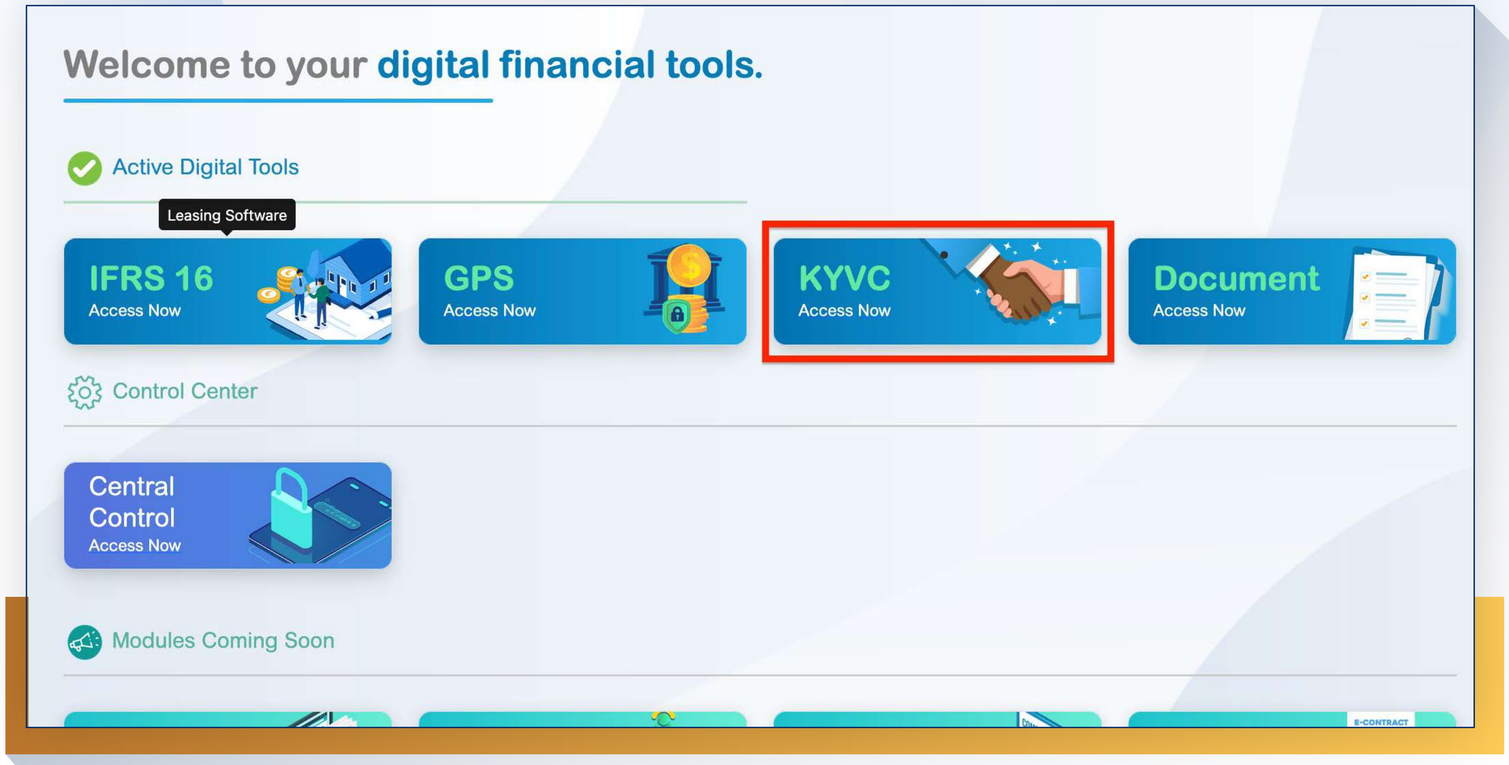
02 **STEP 02**

Company and Profile Creation

HOW IT WORKS

Navigate to Active Digital Tools

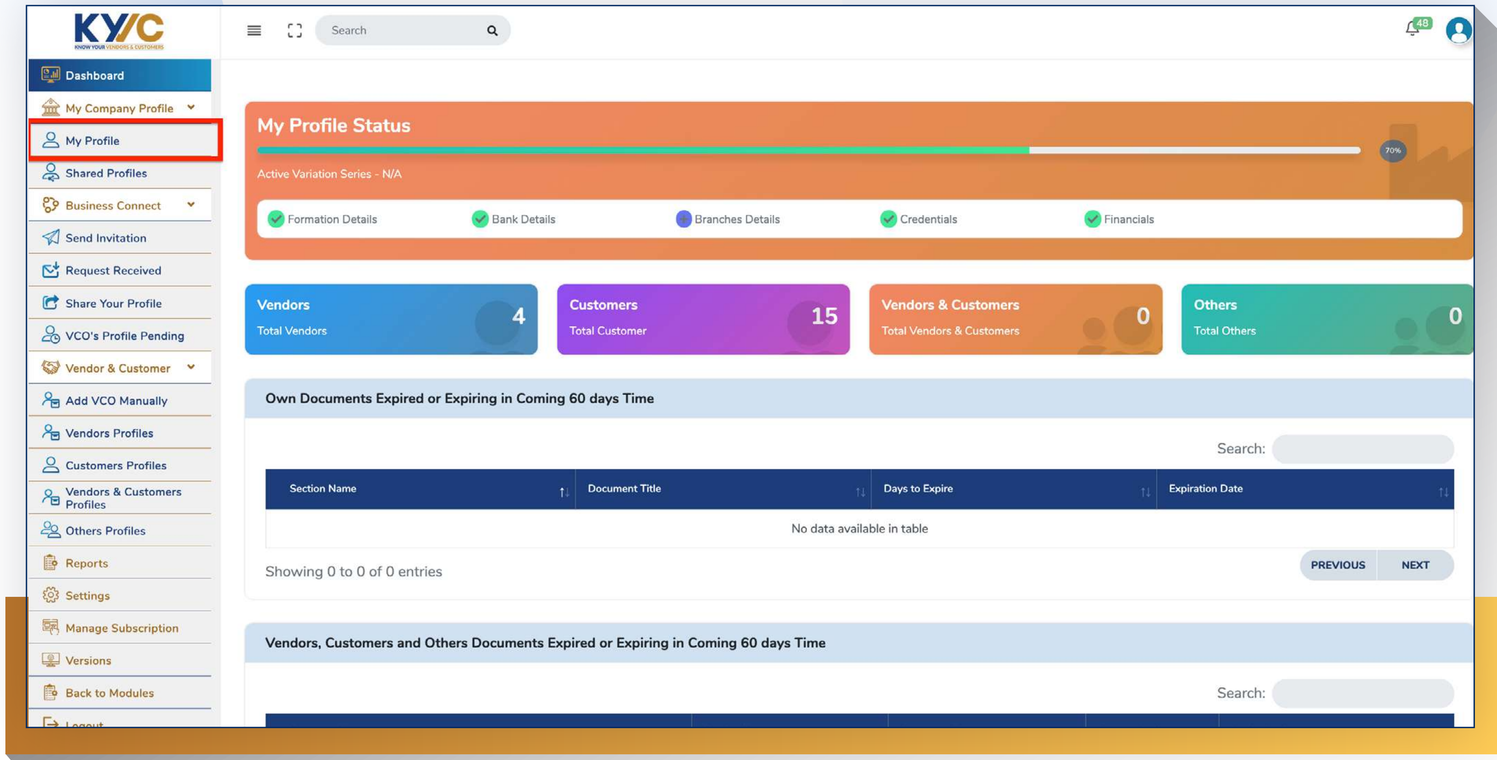
Choose KYVC to start your Company Registration



03 **STEP 03**

Company and Profile Creation

Go to the “My Profile” on the left side of dashboard and enter your company name and country to start KYVC.

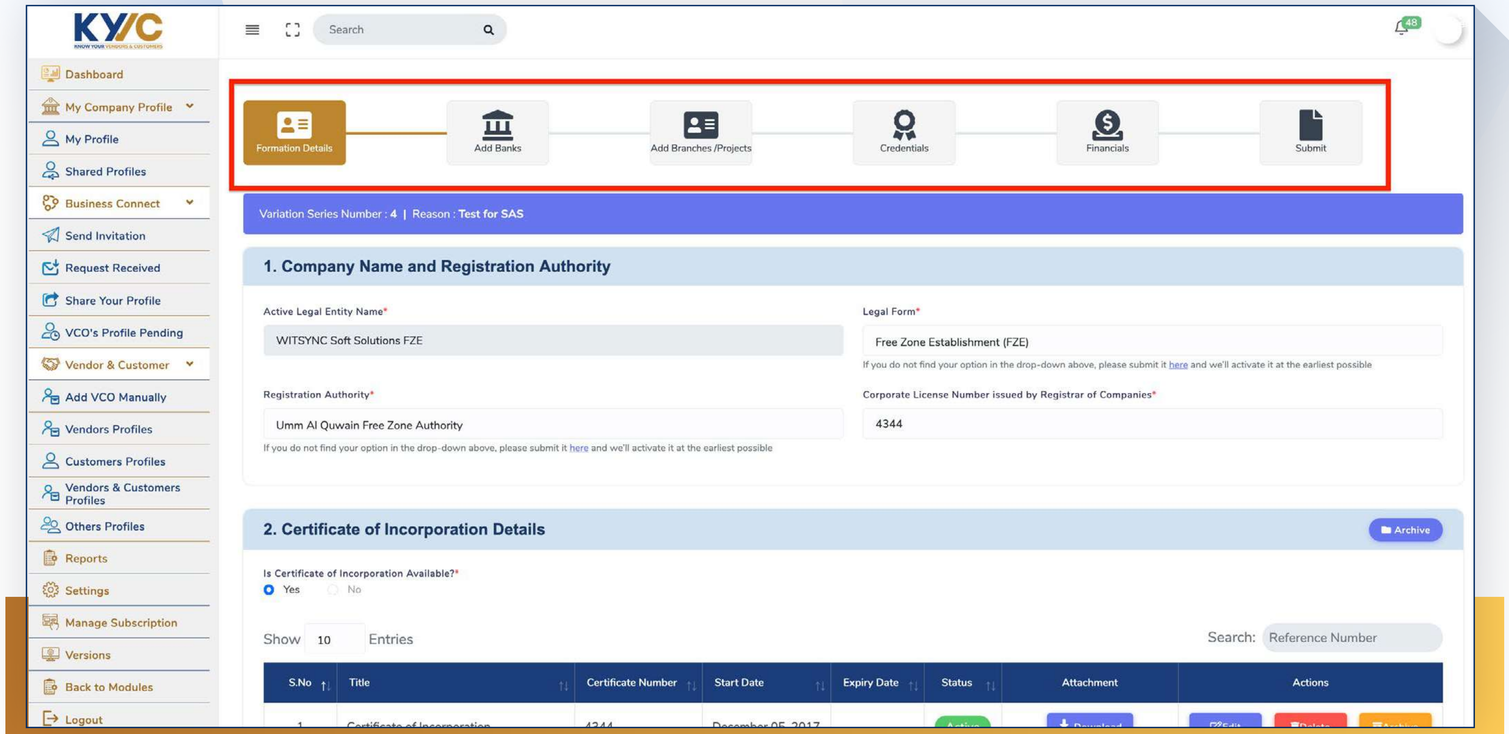


04 **STEP 04**

Company and Profile Creation

Under the Profile – details are categories under each stage as below:

1. Formation Details
2. Bank Details
3. Branches / projects
4. Credentials
5. Financials

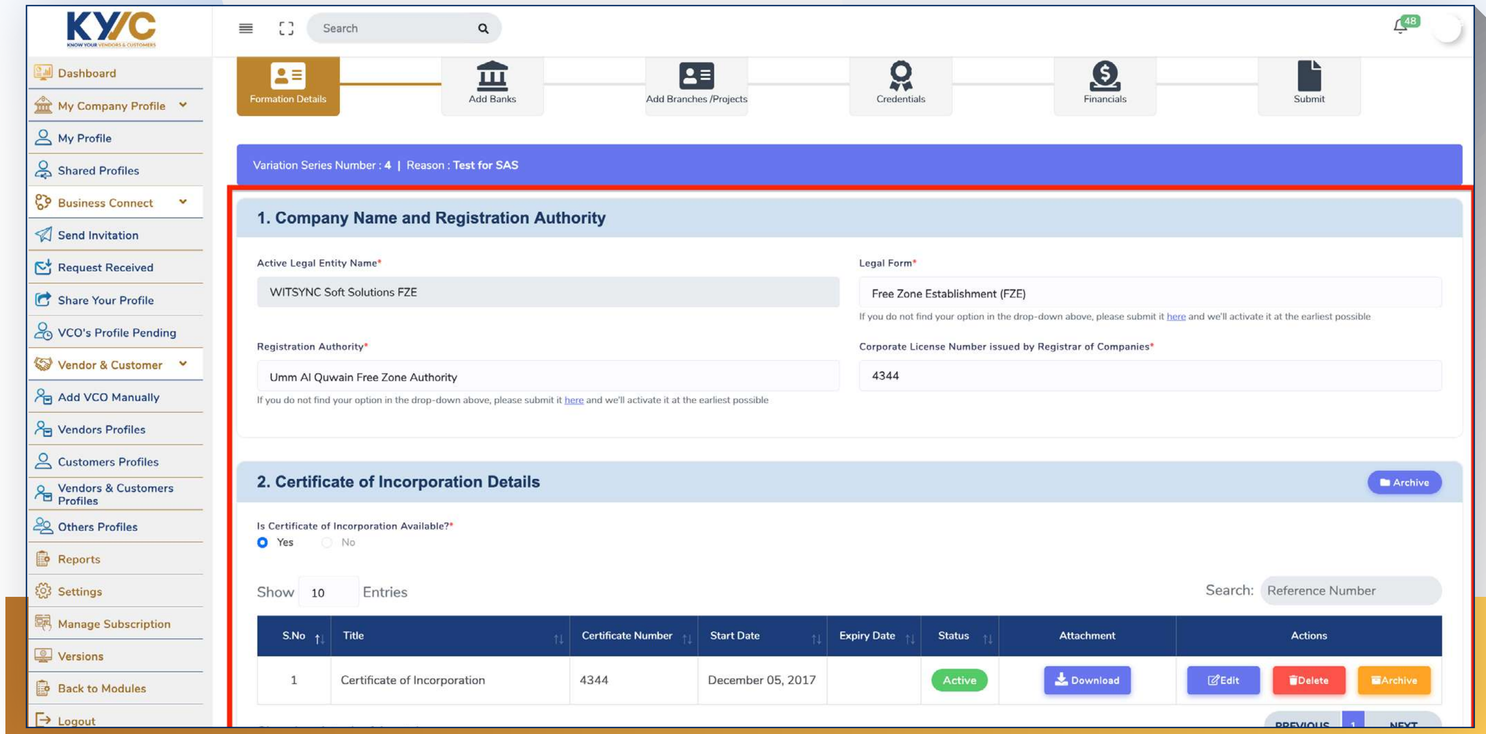


05 **STEP 05**

Company and Profile Creation

Complete Formation Stage with Key Details like as below:

1. Company Name & Reg. No. Authority | Country | Date
2. License Details.
3. Legal Structure.
4. Business Activities.
5. Registered Address.
6. Official Contact: Phone | Email | Website
7. **Tax Details: VAT | Corporate Tax | Peppol ID**
8. MOA & AOA.
9. Owners / Directors: Names & Ownership %
10. Transaction Currency & Trademark: USD/EUR | Logo Status



06 **STEP 06**

Bank Details

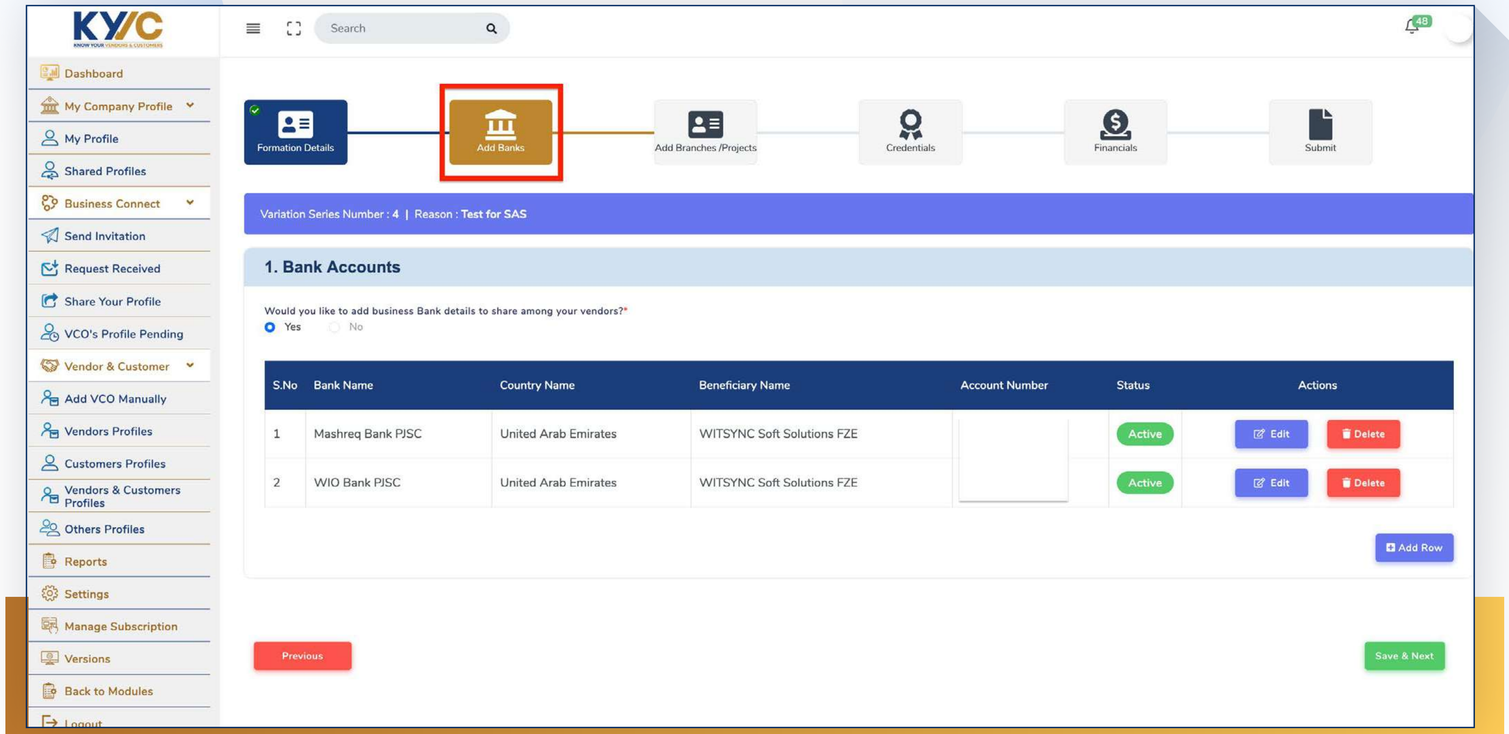
We will now move on to the Bank Details section in this module.

If you like to add business Bank details. Click on YES and Add Row for updating the details as below:

(a) Bank account details
(b) Bank documents
(c) Bank contact details
(d) Banker's contact person/ Relationship manager details.
(e) Operational Status.

Click "Save & next " to proceed next section.

HOW IT WORKS



07 **STEP 07**

Add Branches /Project

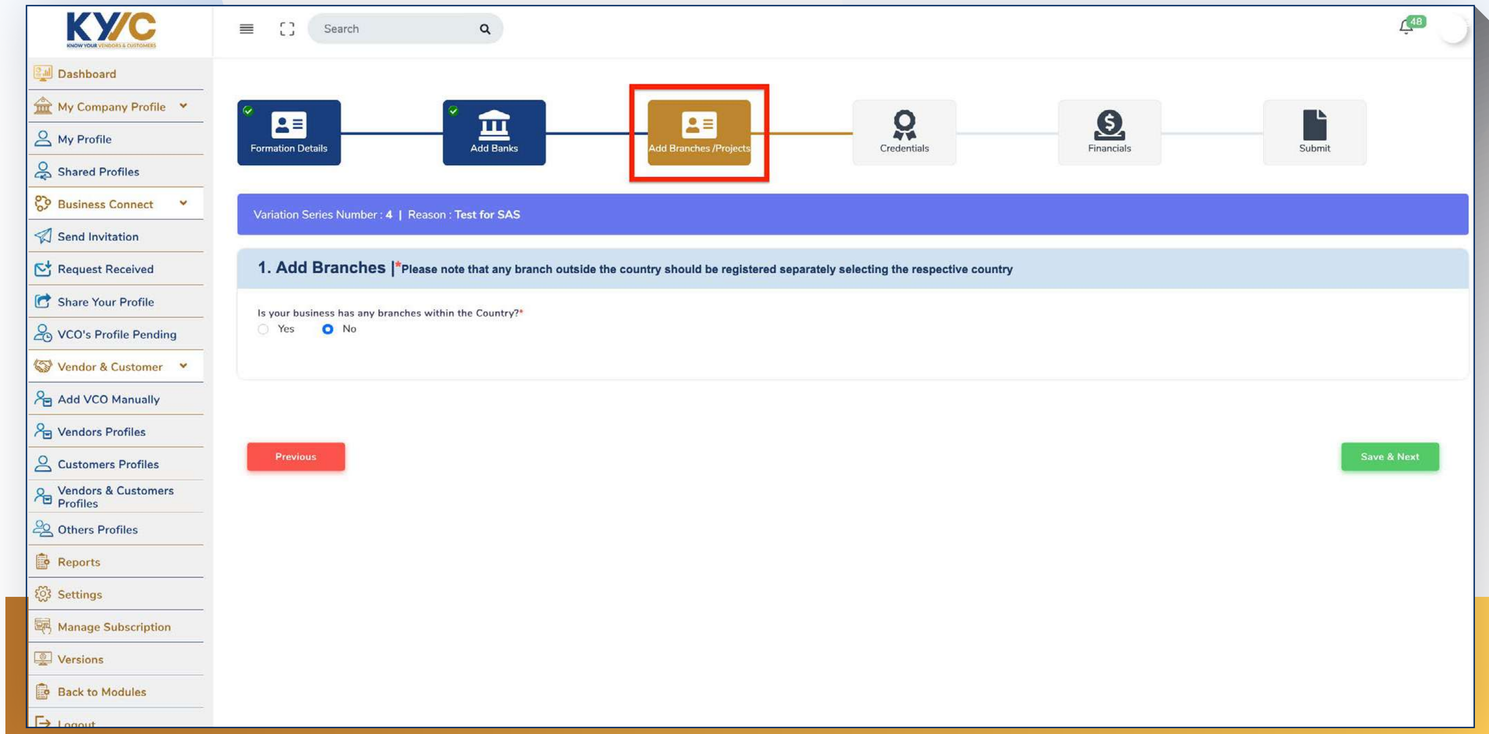
Now we move to Add Branches/Project section.

If Your Business has any branches within the country.

click to YES and update the details.

And click “Save & Next” to proceed next section.

HOW IT WORKS



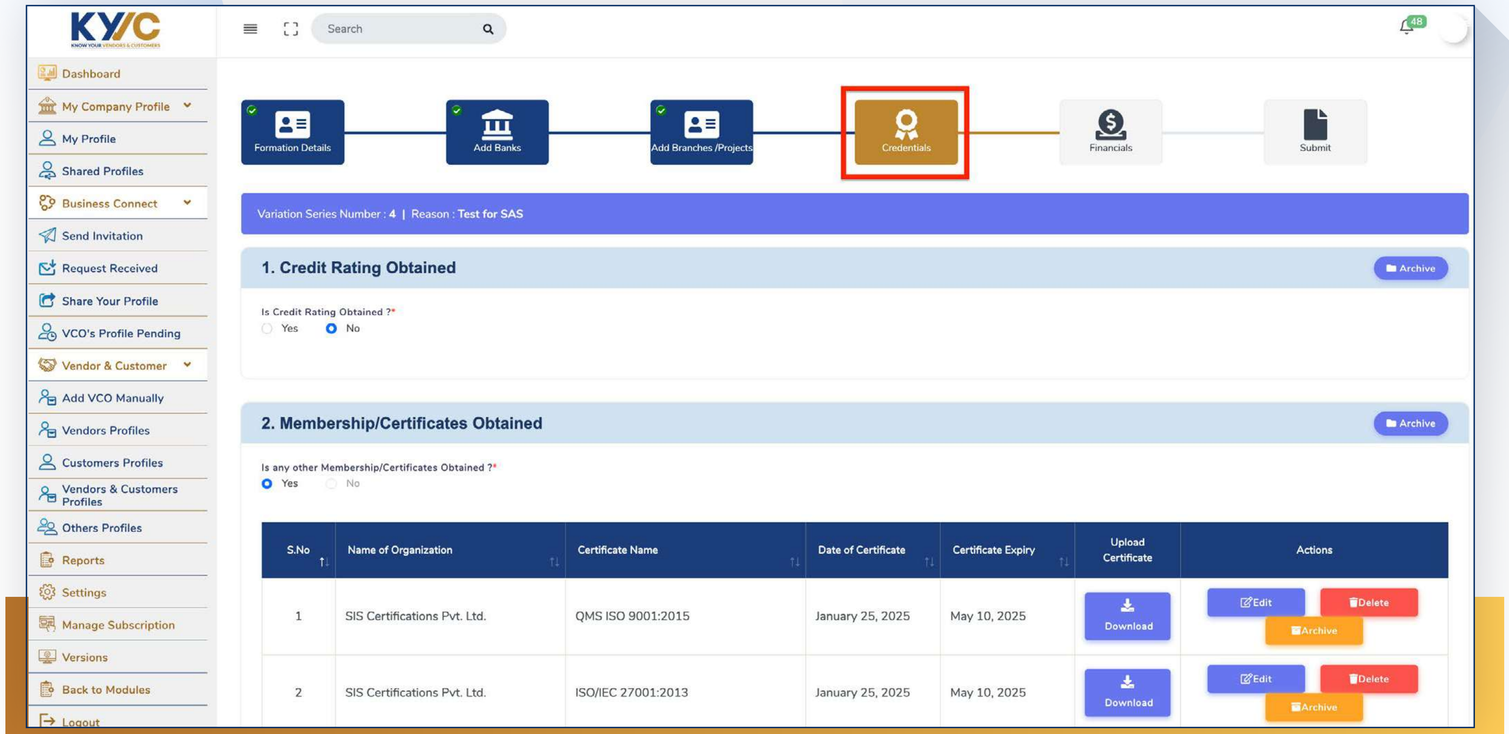
08 **STEP 08**

Credentials

In Next section, proceed to the Credentials and fill in all mandatory fields:

1. Credit Rating Obtained
2. Membership/Certificates Obtained.
3 In Country Value Certificate (ICV)

click on “Save & Next” for next section.



09 **STEP 09**

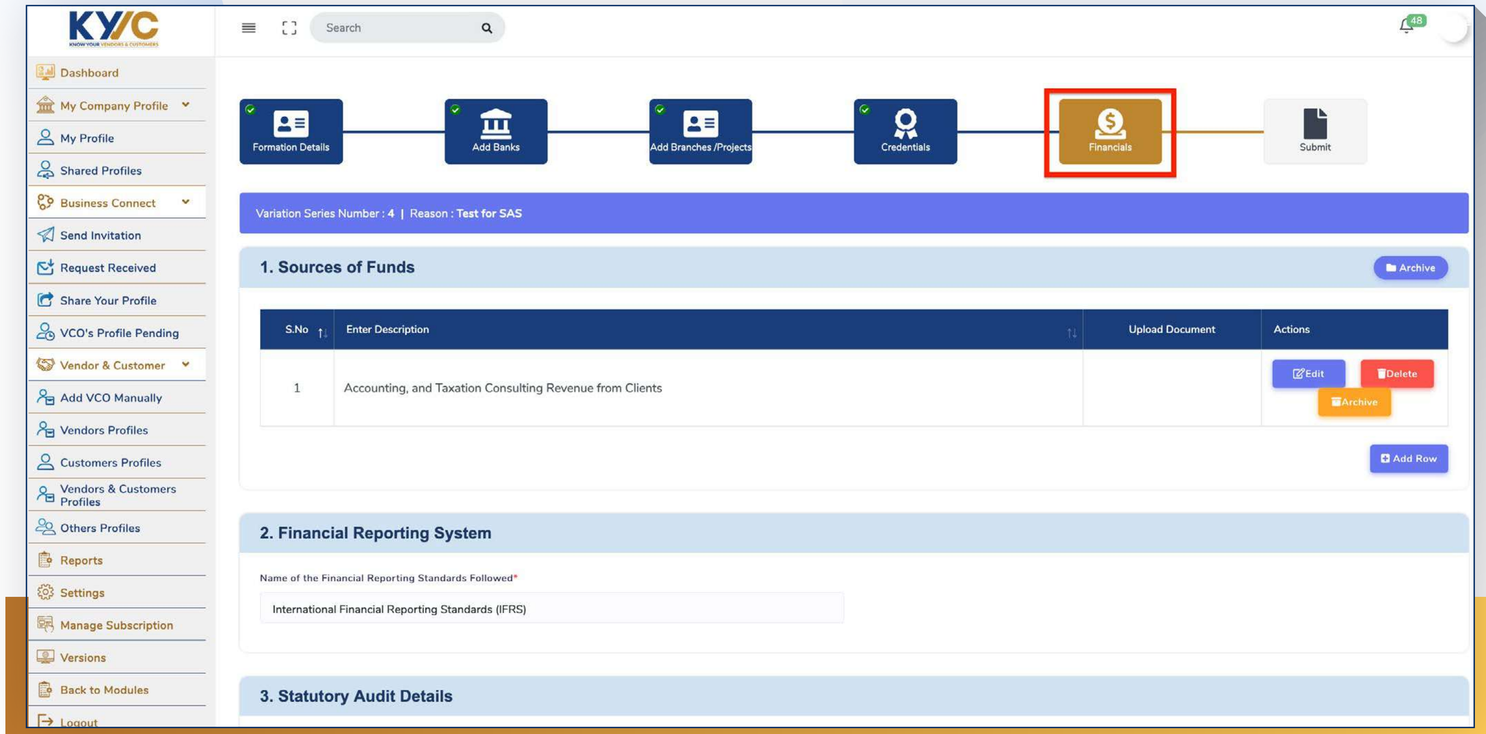
Financials

Now we move on to Financials, In this section please enter the below details:

1.Write the Source of Funds.
2.Select the Financial Reporting standards.
3. Statutory Audit Details.
4. Any Other Financial Documents.

click on “Save & Next” for next page.

Note : Source of Funds is mandatory to complete.

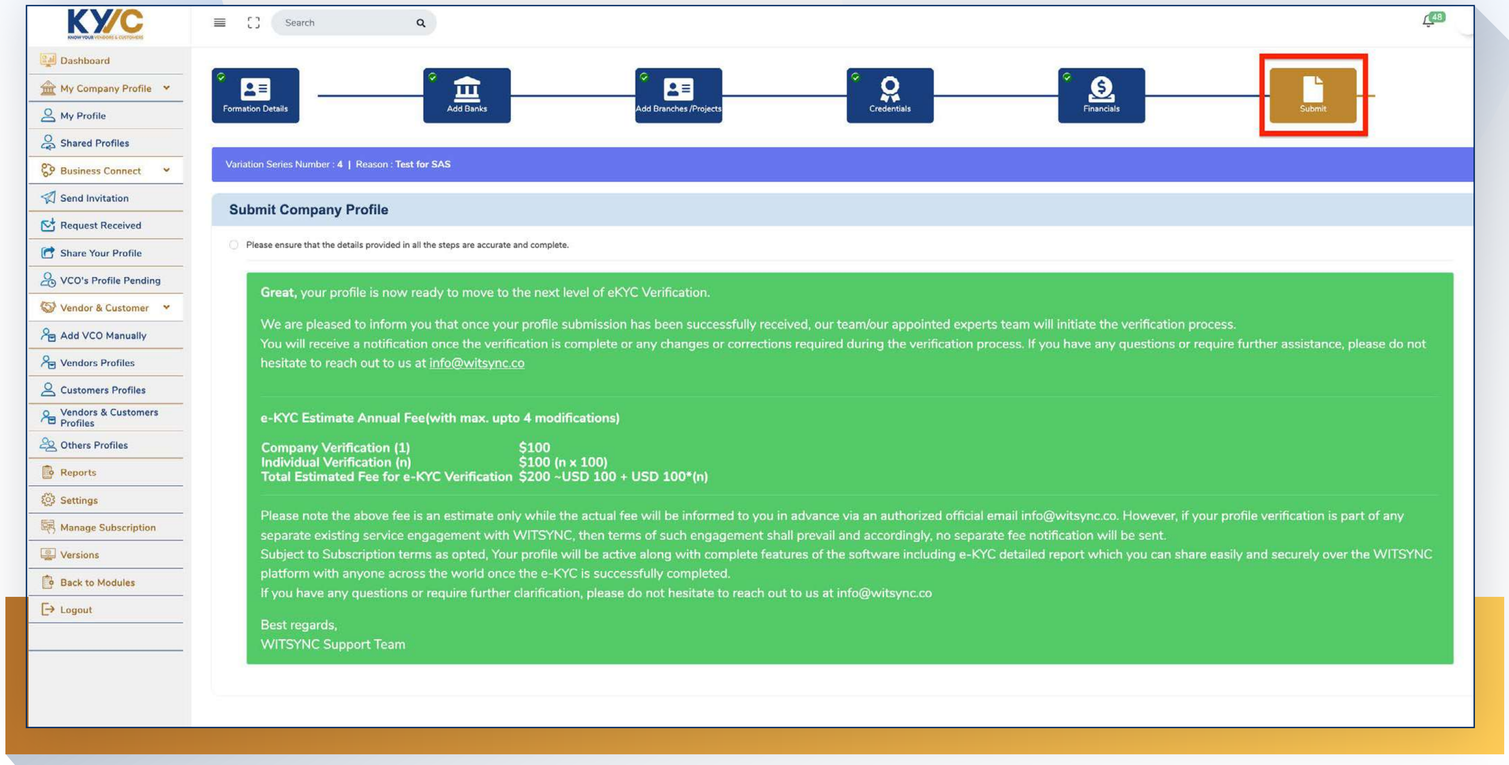


10 **STEP 10**

Submit

***Please ensure that the details provided in all the steps are accurate and complete.**

Click the ‘’Submit’’ Button for your Company profile Verification.



A SAMPLE E.KYC REPORT

Verification & Approval Performed in Deep by WITSYNC Team or External Appointed Experts for eKYC so as to ensure all details are duly correct and authentic

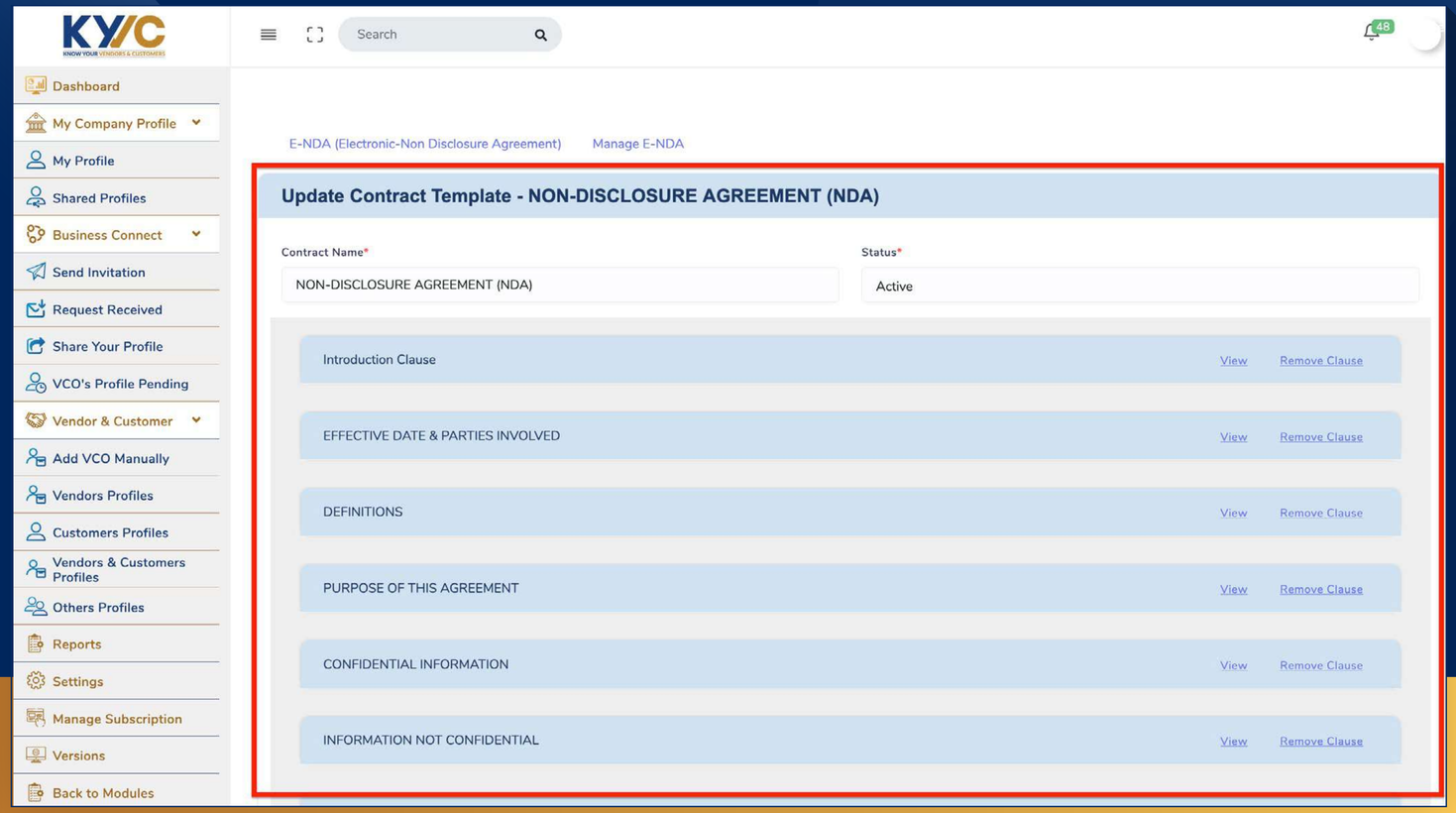
- Sanction Screening
- PEP Screening
- Adverse Media



Bind Your VCO with NDA Terms

Define Your E-NDA terms as you deem fit

- Go to the Settings in Left Menu Bar.
- Please select “Require Acceptance by VC’s of the E-NDA terms as listed in the “Manage E-NDA” settings
- You can now edit your E-NDA as per your requirement.



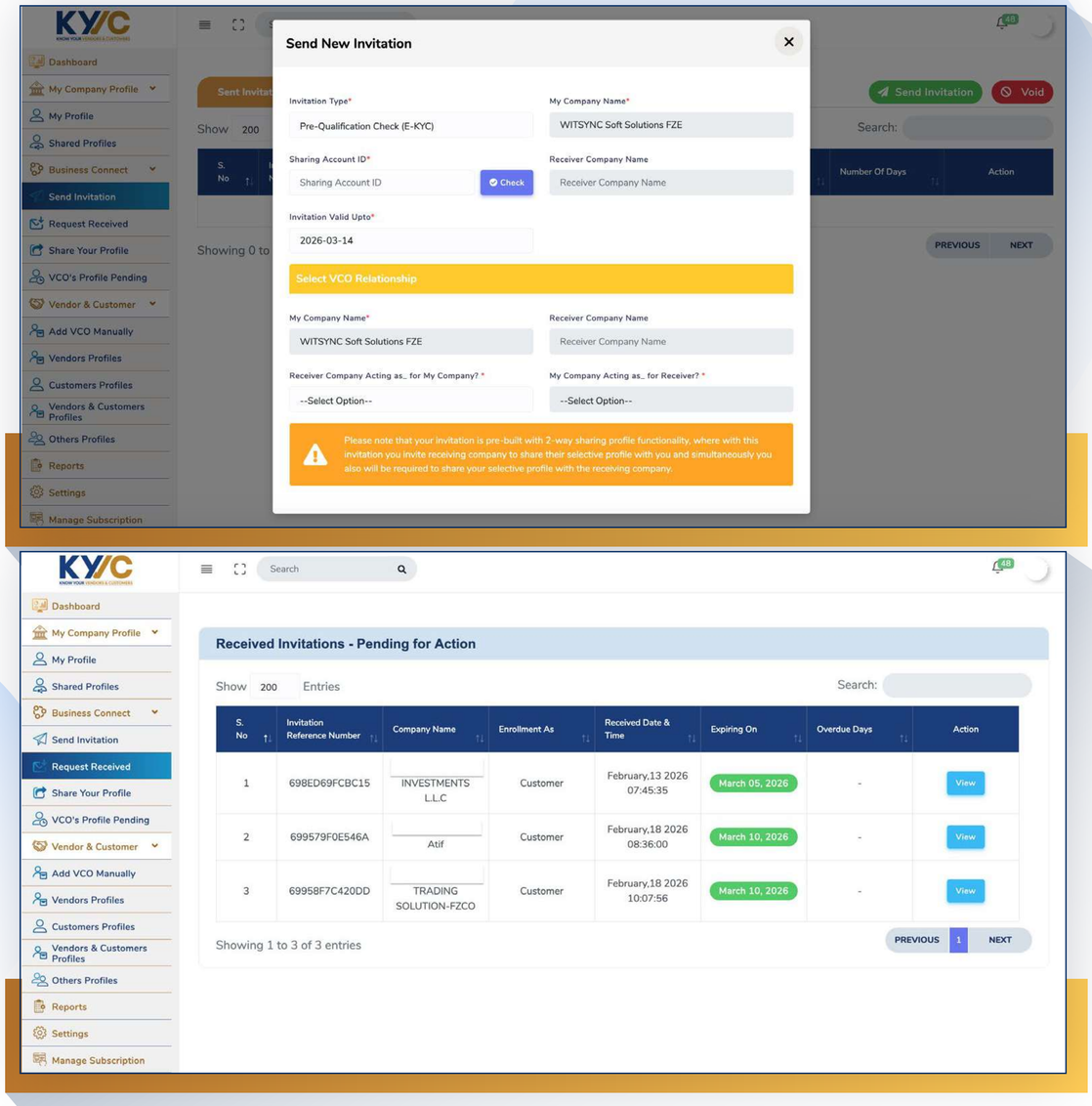
Send or Receive Invitation to any verified company on WITSYNC – by default 2-Way Sharing across any company in the world

To Send Invitation

- Go to the Send Invitation in Left Menu Bar.
- Click Send Invitation on right side of the page.
- Enter valid email id of verified company on WITSYNC.
- Select VCO relationship.
- Accept NDA Terms and Send Invitation.

To Accept Invitation

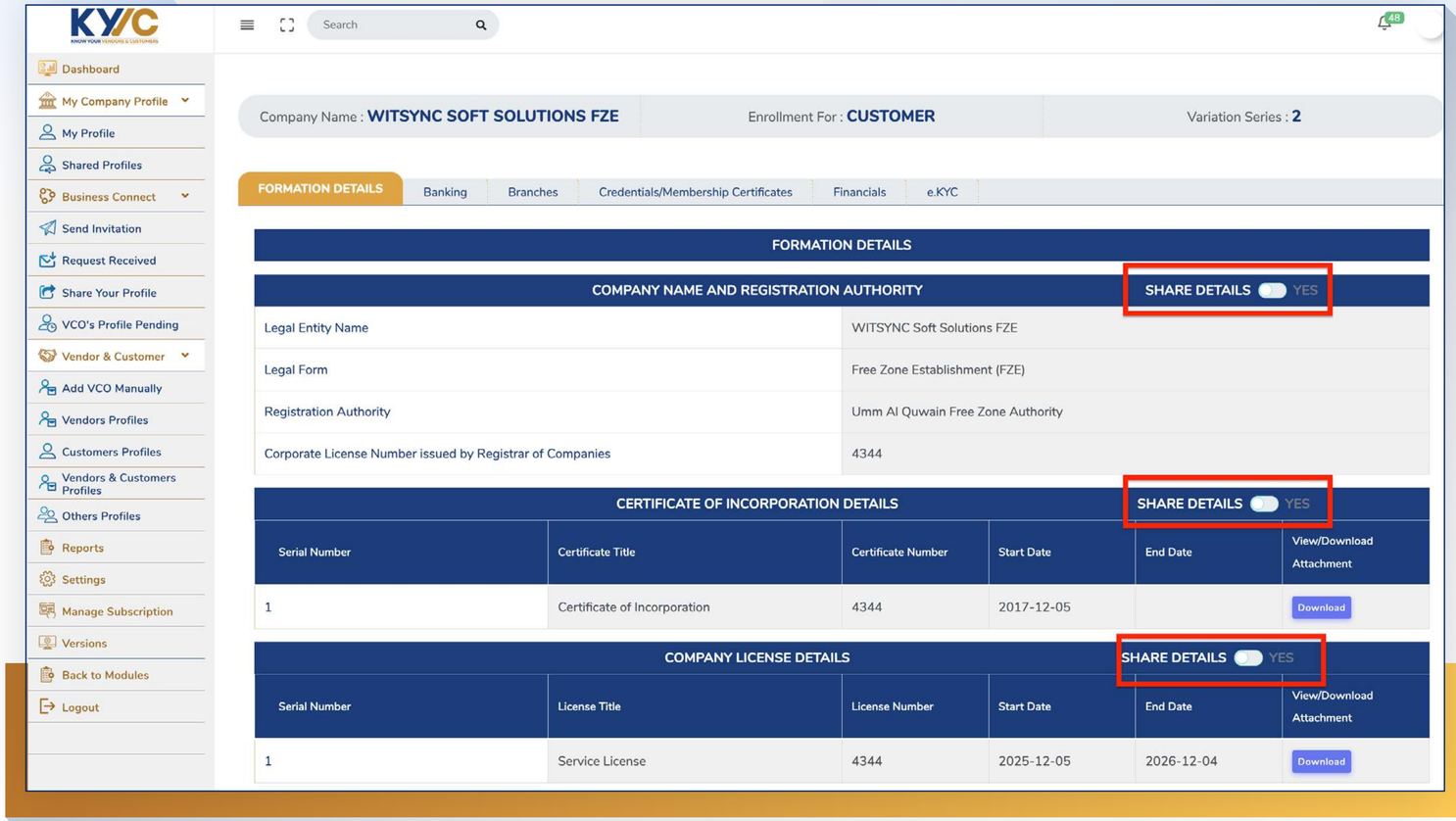
- Go to the Request Received in Dashboard.
- Accept E-NDA Terms, If you require any
- modification you can decline and provide
- your comment in the box.



Selective sharing of Data

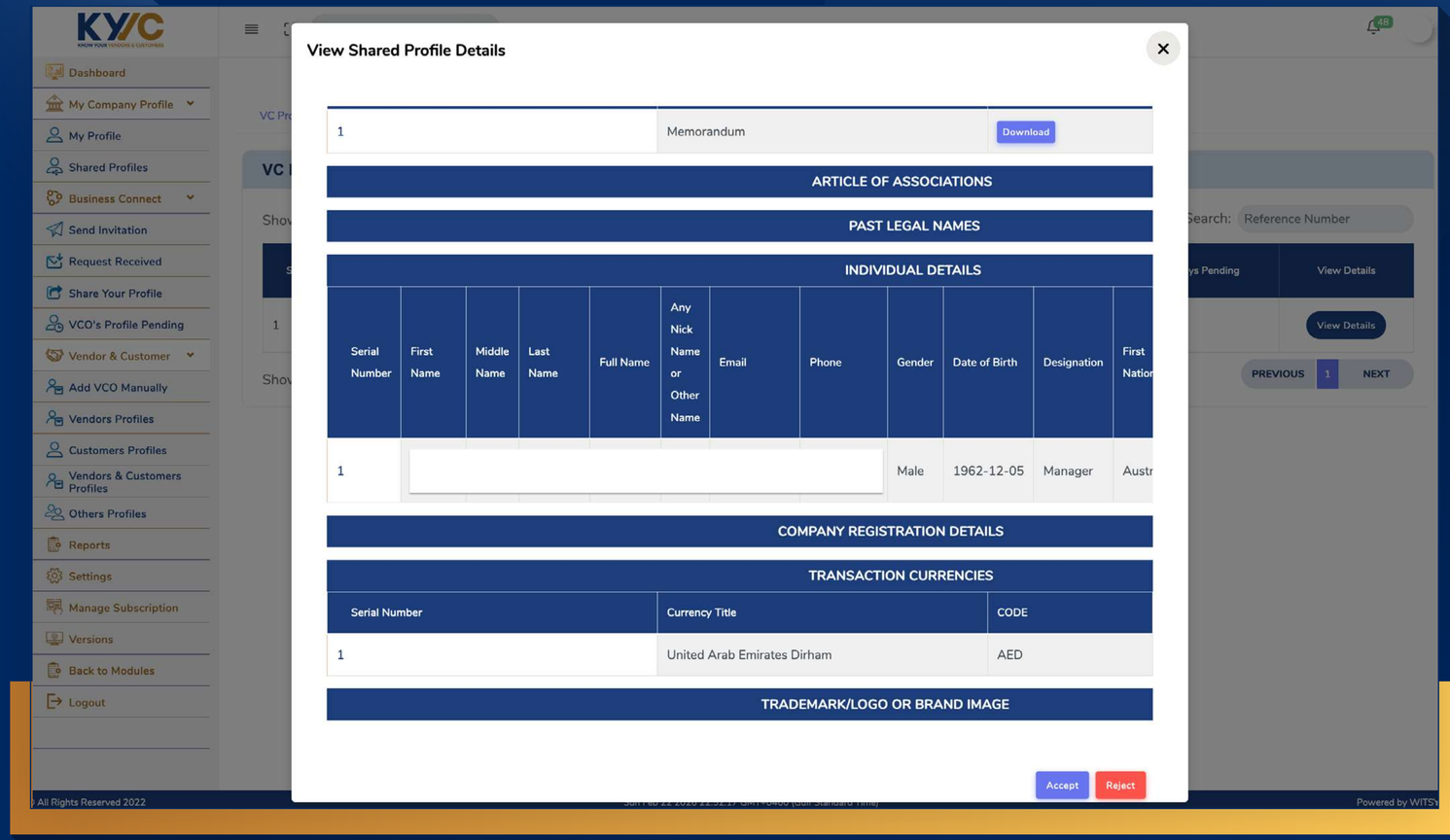
In this feature you can select options that you want to share with your VCO.

- Go to the Share Your Profile in Left Menu Bar.
- Choose tab ‘Pending for Sharing’.
- Select each section that you want to share with your VCO.



Review and Accept Shared Profiles and add **under Your Profiles Data History**

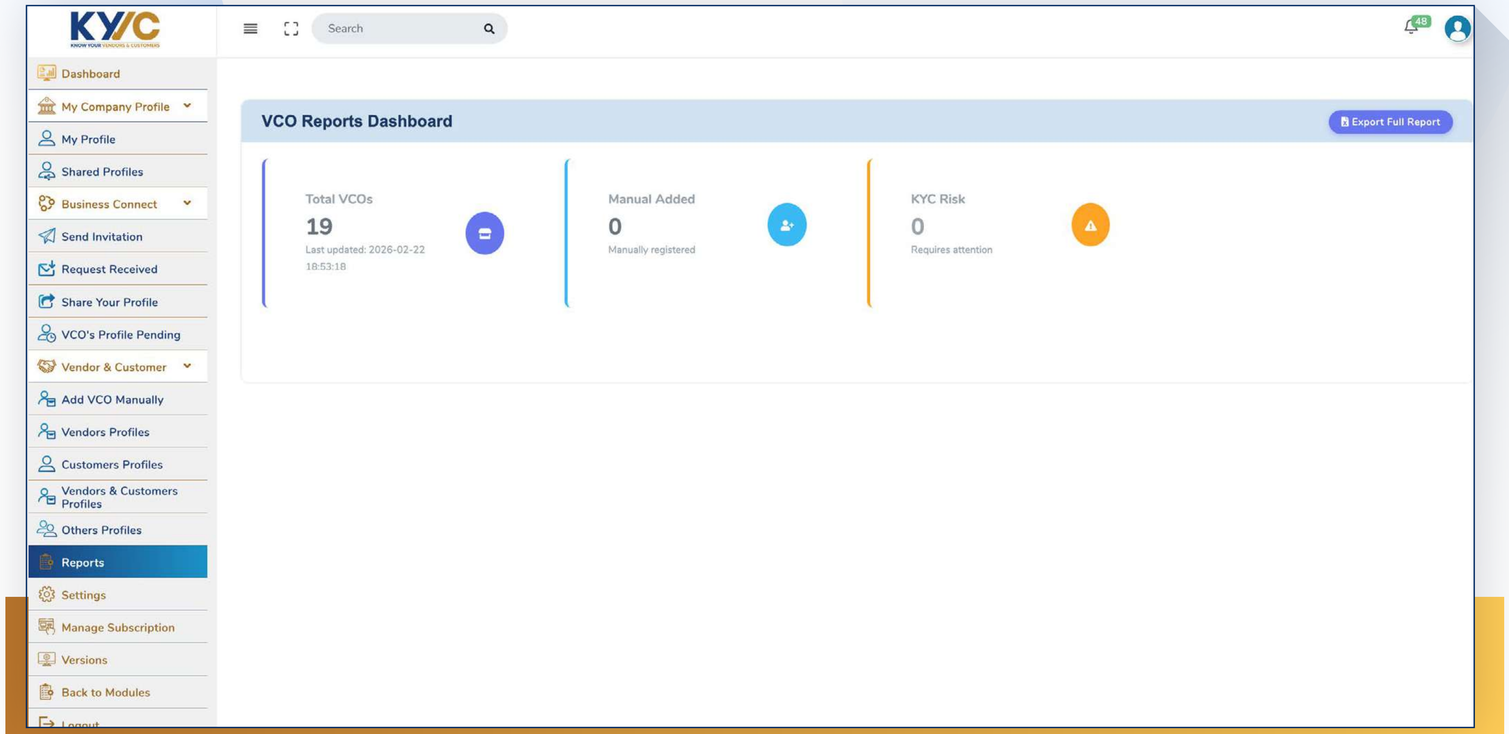
- Go to the VCO's Profile Pending in Dashboard.
- Choose tab VC Profile – Pending for Acceptance.
- Review and Accept shared profile.



Review Report
for all your VCO

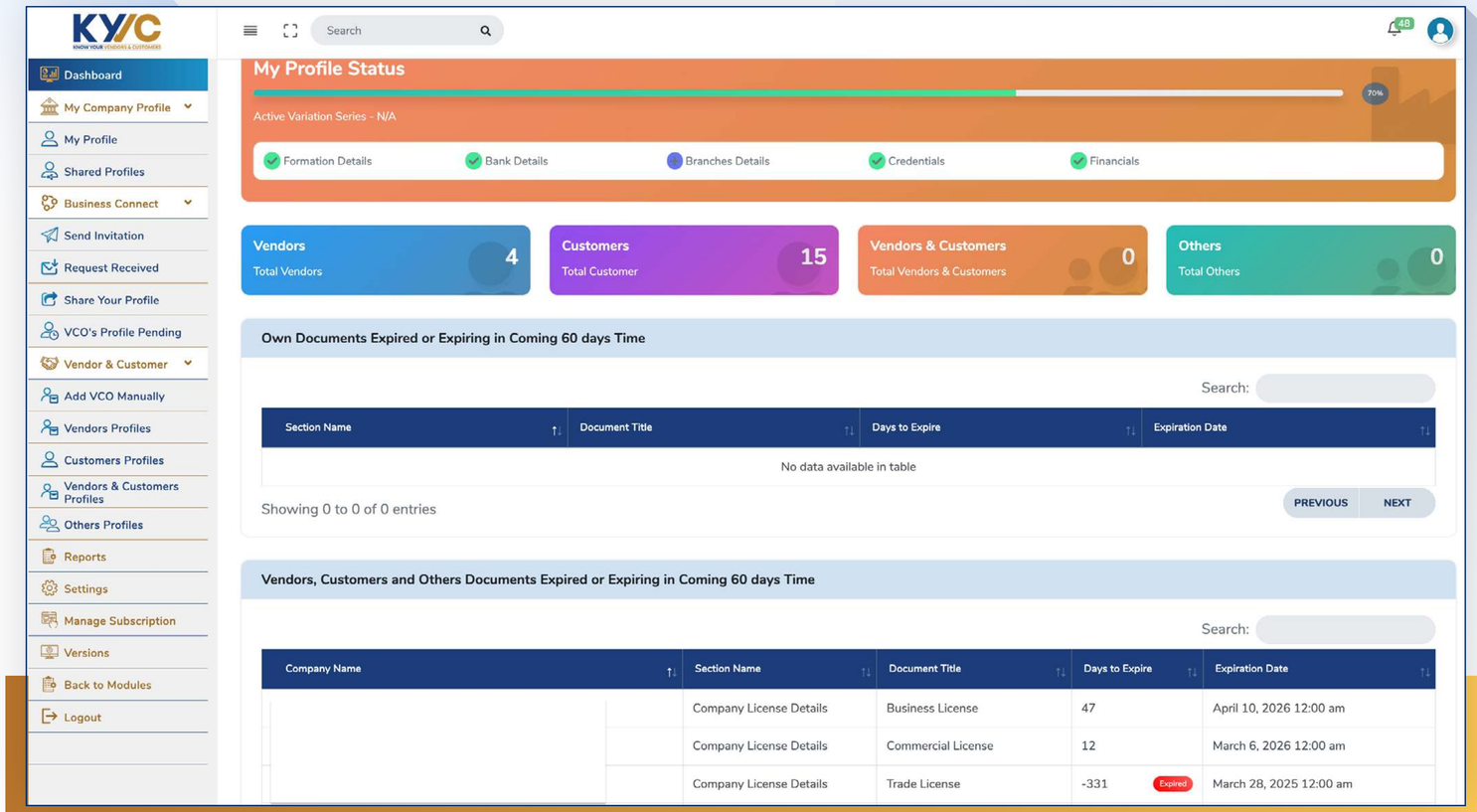
- For this feature, Go to the Reports in Left Menu Bar.
- Click on the option ‘Export Full Report’.

Now you can access all data of your valued VCO’s.

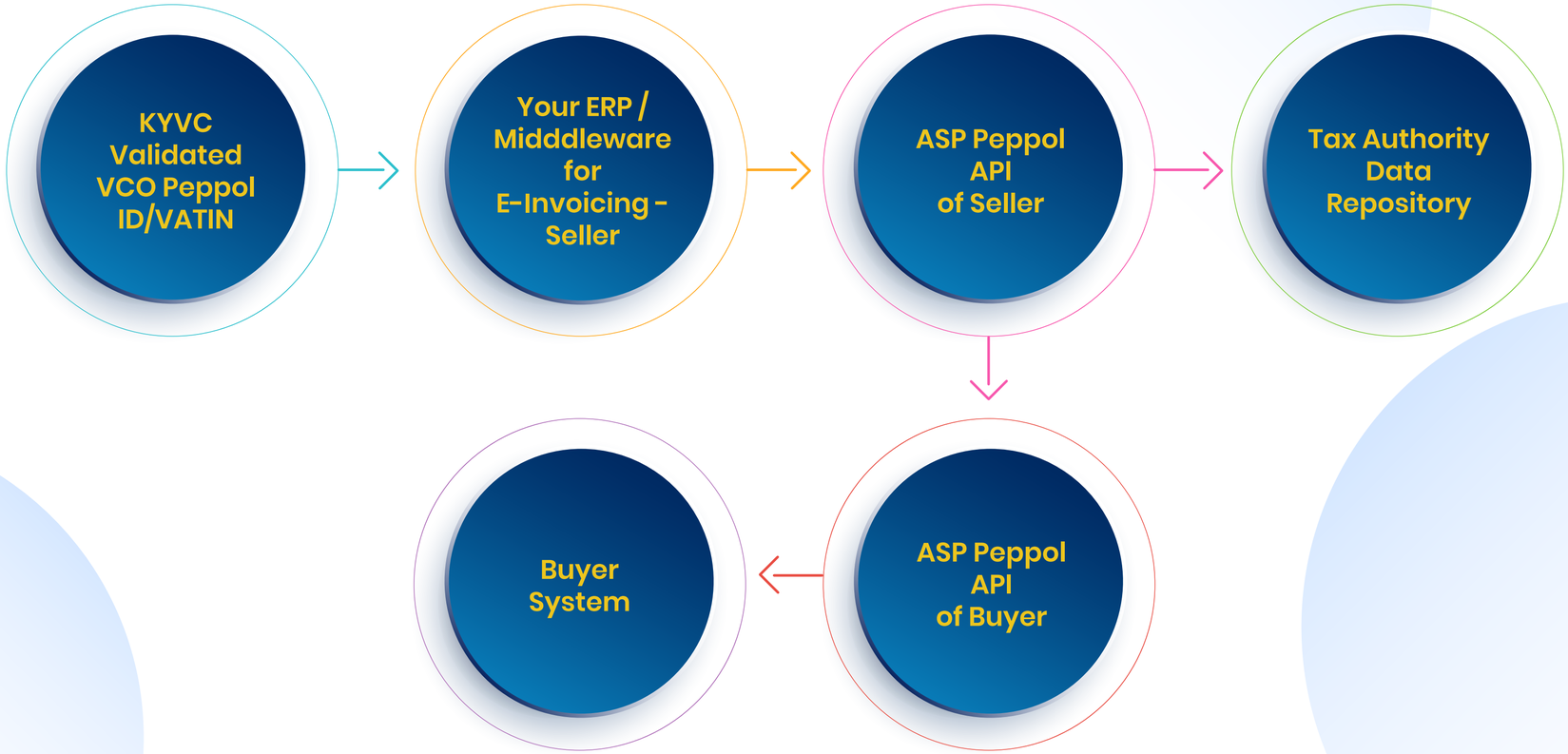


Manage Profiles Amendments / **Document Expiry from Dashboard**

- Go to the Dashboard.
- Scroll down the page.
- Here you can manage profiles documents like check expiry of available documents



Finally You Can use the Updated & Authentic Profile Data for E-Invoicing



Benefits of Vendor/Customer

Stronger Trust & Security:
Secure exchange and reduced fraud risk enhance confidence.

Real Time Updates:
Changes to KYC data automatically propagate, ensuring currency of Information.

Scalable Across Partners:
One verified profile works for multiple counterparties.

Improve Risk Assessment:
Enables risk-based classification (Low / Medium / High risk customers), allowing enhanced due diligence where required.



“KYVC acts as the first line of defense in AML/CFT compliance by ensuring identity verification, risk monitoring, and regulatory alignment.”

Challenges vs. KYVC Solutions

BUSINESS CHALLENGES	WITSYNC KYVC SOLUTIONS
1. Scattered Information – Business data spread across emails, spreadsheets and multiple departments.	**Centralized Information Hub** – All vendor and customer information organized within one digital platform.
2. Repetitive Data Requests – Vendors and customers repeatedly submitting identical information to different businesses.	**Collect Once, Share Multiple Times** – Reusable business profiles with controlled sharing across authorised organisations.
3. Lengthy Onboarding Processes – Manual forms, document exchanges and follow-ups delay business relationships.	**Simplified Digital Onboarding** – Structured online forms and secure invitations accelerate information collection.
4. Inconsistent Data Collection – Different departments collecting incomplete or non-standardised information.	**Standardised Data Framework** – Customisable questionnaires and document requirements ensure consistent information capture.
5. Lack of Submission Visibility – Difficulty identifying pending responses, missing documents and onboarding bottlenecks.	**Real-Time Progress Tracking** – Central dashboard displaying submission status, outstanding information and pending actions.
6. Outdated Business Records – Difficulty keeping contact details, ownership information and business documents current.	**Continuous Information Updates** – Self-service profile updates, document expiry tracking and automated reminders.
7. Administrative Inefficiencies – Significant employee time spent collecting, organising and maintaining business records.	**Workflow Automation** – Reduced manual intervention, structured document management and streamlined administrative processes.
8. Complex Confidentiality Documentation – Managing NDAs and information - sharing consent through separate manual processes.	**Integrated Digital NDA Workflow** – Streamlined confidentiality documentation within the information collection process.





Why WITSYNC **For KYVC?**

1. Dedicated Professional Verification Team
Qualified professionals conduct structured reviews of business profiles, supporting documents and relevant ownership information, bringing human judgement to the verification process.

2. Independent Due-Diligence Perspective
WITSYNC provides an independent review of the information supplied by the counterparty, helping businesses make decisions with an additional verification perspective.

3. Risk-Based Screening & Due Diligence
Risk-sensitive assessments incorporating sanctions, PEP and adverse-media screening, with enhanced due diligence where circumstances warrant.

4. Evidence-Backed Verification & Ongoing Monitoring
Documented findings, supporting evidence, risk-based periodic reviews and document validity monitoring help businesses maintain up-to-date due diligence records, ensuring greater transparency and confidence in vendor and customer relationships.

5. Cost-Efficient Verification
WITSYNC helps businesses reduce the time and internal resources required for KYVC, lowering the operational effort and overall cost of managing verification activities.

6. Connected Compliance & E-Invoicing
Connect KYVC workflows with your e-invoicing capabilities to support smoother business onboarding and more efficient transaction processes.

7. Scalable & Connected Business Ecosystem
A unified solution supporting multiple vendor and customer relationships, with reusable verification records subject to authorised access, appropriate review and business-specific requirements.

WITSYNC is an ISO Certified Company

ISO 2015 : 9001 Certified
Quality Management

ISO 2013 : 27001 Certified
Information Security



CERTIFICATE OF REGISTRATION

SIS CERT.

This Certificate has been awarded to

WITSYNC Soft Solutions Private Limited
40B, LP Block, Ground Floor, Maurya Enclave,
New Delhi 110034, India.

In recognition of the organization's Management System which complies with

ISO 9001:2015 (QMS)

The scope of activities covered by this certificate is defined below

Providing Professional Services Including Business Transaction Advisory, Accounting, Internal Auditing, Financial & Taxation Consultancy, Value Engineering and Financial Technology Research & Development, Testing & Maintenance of Online Software, Website, and E-learning Solutions.

SYNDICATE OF INTERNATIONAL SYSTEM CERTIFICATIONS

Certificate Number: SISINDQ05901944
Date of Issue of Original Certificate: 11.05.2019
Date of Issue of latest certificate: 11.05.2019
Expiry Date: 10.05.2020
Re-certification Due on: 11.04.2022

Managing Director

Note: This certificate is valid only if produced with the continuation letter after the surveillance is carried out successfully

The Organization's documentation and implementation has been reviewed and found to comply with the relevant standard rules. This certificate of Registration is based on the evaluation of the mentioned scope given above. Organization is responsible for maintaining the responsibilities of the relevant standard rules. Any significant changes in the scope of the certification or standard referred above render this certificate invalid. This is an accredited certificate issued by SIS Certifications Pvt. Ltd. conditional for issue by International Accreditation Services, 3060 Saturn Street Suite 100 Brea, California 92821-1732 USA

Corporate office(SIS): Plot No. 1539, 2nd Floor, Sector-4,Gurgaon-122001, Haryana, India.
Email us :-support@siscertifications.com, info@siscertifications.co.in, Cell:- +91-9034720406
Web:- http://www.siscertifications.co.in, www.siscertifications.com
The status of this certificate can be verified on "http://www.siscertifications.co.in"

Issue No.:01

IAS ACCREDITED Management Systems Certification Body

IAF



CERTIFICATE OF REGISTRATION

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This Certificate has been awarded to

WITSYNC Soft Solutions Private Limited
40B, LP Block, Ground Floor, Maurya Enclave,
New Delhi 110034, India

In recognition of the organization's Management System which complies with

ISO 27001:2013 (ISMS)

The scope of activities covered by this certificate is defined below

The Protection and Security of Client Data in Relation to the Provision of Professional Consultancy Services Including Financial Process Automation Software and E-learning Solutions.

Statement of Applicability Details: WIT/ISO/SOA/2019/01

SYNDICATE OF INTERNATIONAL SYSTEM CERTIFICATIONS

Certificate Number: SISINDI05201904
Date of Issue of Original Certificate: 11.05.2019
Date of Issue of latest certificate: 11.05.2019
Expiry Date: 10.05.2020
Re-certification Due on: 11.04.2022

Managing Director

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Corporate office(SIS): Plot No. 1539, 2nd Floor, Sector-4,Gurgaon-122001, Haryana, India.
Email us :-support@siscertifications.com, info@siscertifications.co.in, Cell:- +91-9034720406
Web:- http://www.siscertifications.co.in, www.siscertifications.com
The status of this certificate can be verified on "http://www.siscertifications.co.in"

Issue No.:01

IAS ACCREDITED Management Systems Certification Body

IAF

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aicpa.org/soc4so
SOC for Service Organizations | Service Organizations
™

Peppol
The future is open

Pricing for **KYVC**

The pricing for Per VCO (Vendor Customer & Other) is separated into 2 parts as below based on 2 features/Services:

Per VCO Received Profiles Management / Addition of Verified VCO Profiles	Per VCO Profile Verification with e.KYC
USD 4 Per VCO Profile Received Per Year	USD 100 Per VCO Profile Per Year

The Structure of Pricing “You Pay” is clarified as below in 2 scenarios:

Profiles	You PAY	
	Scenario 1: When VCO Pay for their Part of Profile Verification with e.KYC	Scenario 2: When VCO Doesn’t Pay for their Part of Profile Verification with e.KYC
Your Profile Verification with e.KYC	USD 100 Per Year	USD 100 Per Year
VCO Received Profiles Management / Addition of Verified VCO Profiles	USD 4 Per VCO Profile Per Year multiplied by “n” numbers	USD 0 (in this Scenario we’ll discount this charge as VCO’s e.KYC Verification you pay)
VCO Profile Verification with e.KYC	USD 0 (in this scenario, each VCO is paying their fees so no fee in on you)	USD 100 Per VCO Profile Verification with e.KYC Per Year multiplied by “n” numbers (You can charge back this fee to your suppliers)
Finally You Pay Per Year	**USD100 + USD (4 x “n”)**	**USD100 + USD (100 x “n”)**

For volume profile verification, a volume discount will be applied under scenario 2 on mutual agreement.

KYVC Journey



2012

Concept
Originate

2012–2020

Research & Development –
GloballyOriginate

2020–2024

Development &
Testing

2025

Global Launch
– Serving 70+ Clients

Our Compliance **Team**



Aaditya Arora
MLRO

Certified Anti-Money Laundering Manager with over10 years of experience in financial compliance, client onboarding , customer due diligence (CDD), sanctions screening, and regulatory reporting.



Priyanka Tandon
Executive Compliance

Supervises KYVC due diligence and manages KYVC verification, ensuring regulatory conformity, timely escalation of exceptions, and robust internal control adherence.



Dishant Kumar
Executive Compliance

Executes KYVC operational controls, conducts preliminary due diligence reviews, and supports compliance monitoring in accordance with regulatory standards.

Our Team **Behind**



Sajal Arora
Chartered Accountant

Founder & CEO



Ankit Jain
Chartered Accountant

Partner



Basim H Al Zadjali
Sultanate of Oman

Partner



Nagacharan Chennuru Srinivas
Sultanate of Oman

Taxation Manager



Himanshu Rajput
Finance & Technology

CTO



Cecilia D' Cunha
Company Secretary

Partner, UAE



Aaditya Arora
Finance & Taxation

Head of Operations



Sajid Namboorimadathil
Finance & Technology

Technical Reviewer, UAE



Priyanka Bansal
Chartered Accountant

Taxation Manager

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Logon today at **www.witsync.co**

Our team is available 24x7 for any clarification or support you require.

Explore our best services through cloud-based or enterprise premise hosting

Stay Compliant, Stay ahead





Get in Touch

Let’s discuss your specific needs and build your roadmap to e-invoicing readiness.

KEY CONTACTS

Sajal Arora
Manager/CEO

Nagacharan C S
Senior Manager, Indirect Tax

info@witsync.co

+971-564092973 (UAE)

Umm Al Quwain Free Trade Zone, Umm Al Quwain, PO Box - 7072, United Arab Emirates.

KYC
KNOW YOUR VENDORS & CUSTOMERS

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LETS SYNC

Thanks for Your Time

Stay Compliant Stay Ahead

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