;NOVEMBER 21ST MEETING MINUTES

NBFIRA APPLICATION

**Mr.B**: Thank you team for the work that was put into getting the PPADB.

Eva, please put all pf the projections on one sheet/page.

Checklist for the NBFIRA License:

Kay, is it necessary for MM to get an Independent auditor

**Eva**: we’re exempt from being externally audited.

**Mr.B**: EVA – get other policies that we submitted for BQA

NAOMI – Its expensive to get professional indemnity cover insurance

We are registering with NBFIRA because we are interested in connection with business clients

MM cant register as a pensions consultant, because we need mma dany heeSO here where aj= just being giben money so that we can gie pensions advice.]\\

Eva – is it a necessity for MM to be ensure/

Get Checklist from MR. Brown

Application letter on company head, nayure business 🡪 mr. B

Original Activity

Incorporation

Group Structure – define

Qualifications

Expertise

Key personell

Financial protection

Human and Tech resources –

REView all this with mr borwn

Naomi- MM needs to decide who/what constitutes as a board

Particular codes, procedure etc – EVA

Naomi to put all that we have in one file

Third Party Service providers – anyone that is providing us with a service

SLA – a service level agreement

Complaints procedure manual – Naomi has sent it in the documents she has sent

Naomi suggests we ask if the |KYC things is relevant to us

Money laundering policy [sent threw to mr borwn by Naomi as part of the pledge document

Naomi – mm doesn’t have a money laundering policy

GET AN ANTI MONEY LAUNDRING POLICY FOR MONEY MATTERS

Ask Mr. AA to sent copies f his CV and his qualifications [academic certificates]

Mrs dambe and Mrawolaja need to complete the DIS froms when they come to Botswana

When does the police clearance expire? It doesn’t say that it expires

Kay to ask for 2 passport photos from MMa dambe and Mr AW

Ask NB|FIRA about the name of the license that we’re getting

Details on natures of scope – just describing the business. Done in a separate write up.

Assigned to Naomi and Mr |Brown

WHEN DO WE THINK WE CAN COMPLETE THIS APPLICATION: GET A BETTER IDEA FROM NBFIRA

Kay to collect the current application form and checklist