

Document Name	<b>SUPPLIER VETTING FORM</b>				
Document Type	Reference No	Revision No.	Date Issued	Review Date	Availability
FORM	DTCB-SSD-INV-FRM-04	01	11 - 2022	12 - 2026	DTCB SSD FOLDER



**DTC Botswana**

**DIAMOND TRADING COMPANY BOTSWANA**

**Section 1**

**SUPPLIER VETTING FORM**

*(This is conducted to fulfill the requirement of and to Comply with Regulation 6-9 of the Financial Intelligence Regulations, 2022)*

1.	Names of Supplier / Vendor / Contractor.	
2.	Business registration number or identity number of sole proprietor / partnerships.	
3.	VAT Number.	
4.	Trading/Business Name.	
5.	Nature of Business i.e. Core Industry of the business.	
6.	Type of Business e.g. Sole Proprietor/ PTY Ltd / Partnership / Limited Parastatal / Other ( <i>Specify</i> ).	
7.	Full Name(s) of Authorized Signatory.	
8.	Designation of Authorized Signatory.	
9.	Domicilium address (i.e. <i>This is your address at which you will accept services of legal notices / Documents</i> ).	
10.	Physical and Postal Address.	
11.	Contact Details: <i>Telephone, Fax number, E-mail address</i>	
12.	Email addresses of Director(s) and Signatories.	
13.	Holding Company Name and Registration Number.	
14.	Affiliations (Company name(s) and Registrations	

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**Section 2 - (Self - Declaration)**

**PROMINENT INFLUENTIAL PEOPLE (PIP) LINKS**

*-Person who is entrusted with public functions within Botswana or by a foreign country, his or her close associates or immediate member of the family.*

***Please tick the appropriate box to indicate the position you hold or ever held.***

- |   |   |
|---|---|
| <input type="checkbox"/> President  | <input type="checkbox"/> Vice President   |
| <input type="checkbox"/> Cabinet Minister   | <input type="checkbox"/> Speaker of the National Assembly   |
| <input type="checkbox"/> Deputy Speaker of National Assembly                                      | <input type="checkbox"/> Member of the National Assembly  |
| <input type="checkbox"/> *A Senior Government Official  | <input type="checkbox"/> *A Senior Executive of a Private Entity with a turnover of P1,000,000 and above. |
| <input type="checkbox"/> *A Senior Executive of a Political Party                                 | <input type="checkbox"/> A Councillor   |
| <input type="checkbox"/> *Senior Executive of an International Organisation operating in Botswana |   |
| <input type="checkbox"/> *Senior Executive of a Public Body in Botswana                           |   |
| <input type="checkbox"/> A Kgosi  | <input type="checkbox"/> A Judicial Officer   |

**\*PLEASE Indicate the Position Below**

Position

Entity Name

**PIP in Immediate Family or Close Associate**

Name (s)

Surname

Relationship

PIP Type

**Section 3 - CRIMINAL INVOLVEMENT DECLARATION (Includes Financial offences)**

1. Has your company been investigated for involvement in criminal investigations both local and externally?

NO  YES

IF YES, share the details below,

.....

2. Does any of the Company Directors have any links with any PIP in Botswana?

NO  YES

PIP NAMES, (Surname underlined)	POSITION	NAMES OF DIRECTOR LINKED TO PIP.	CONTACTS OF PIP

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3. Does any of the Company Employees have any links with any PIP in Botswana?

NO  YES

PIP NAMES, (Surname underlined)	POSITION	NAMES OF EMLOYEE LINKED TO PIP.	CONTACTS OF PIP

**Section 4 - (Consent and Authorisation)**

**To be completed by the individual completing this form:**

I authorize Diamond Trading Company Botswana (DTCB) to obtain information relating to activities about my company and employees when conducting Security vetting. The information may include but not limited to residential, criminal record, employment history, financial and credit information.

Full Names

Date  Signature