



THE REPUBLIC OF UGANDA

Registered at the
General Post Office for
transmission within
East Africa as a
Newspaper

NOT AVAILABLE FOR LOAN

The



THE REPUBLIC OF UGANDA

Published
by
Authority

Uganda Gazette

Vol. CV No. 68

21st December, 2012

Price: Shs. 5,000

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General Notice No. 860 of 2012.

THE ADVOCATES ACT, CAP. 267.

NOTICE OF APPLICATION FOR A CERTIFICATE OF ELIGIBILITY.

IT IS HEREBY NOTIFIED that an application has been presented to the Law Council by Baluku Ronald Masamba who is stated to be a holder of a Bachelor of Laws Degree from Makerere University, Kampala, having been awarded on the 21st day of January, 2011 and a Diploma in Legal Practice awarded by the Law Development Centre on the 27th day of July, 2012, for the issue of a Certificate of Eligibility for entry of his name on the Roll of Advocates for Uganda.

Kampala, MARGARET APINY,
14th December, 2012. Ag. Secretary, Law Council.

General Notice No. 861 of 2012.

THE ADVOCATES ACT, CAP. 267.

NOTICE OF APPLICATION FOR A CERTIFICATE OF ELIGIBILITY.

IT IS HEREBY NOTIFIED that an application has been presented to the Law Council by Rukundo Isaac who is stated to be a holder of a Bachelor of Laws Degree from Makerere University, Kampala, having been awarded on the 21st day of January, 2011 and a Diploma in Legal Practice awarded by the Law Development Centre on the 27th day of July, 2012, for the issue of a Certificate of Eligibility for entry of his name on the Roll of Advocates for Uganda.

Kampala, MARGARET APINY,
28th November, 2012. Ag. Secretary, Law Council.

General Notice No. 862 of 2012.

THE ADVOCATES ACT, CAP. 267.

NOTICE OF APPLICATION FOR A CERTIFICATE OF ELIGIBILITY.

IT IS HEREBY NOTIFIED that an application has been presented to the Law Council by Stella Okwong Paculal who is stated to be a holder of a Bachelor of Laws Degree from Makerere University, Kampala, having been awarded on the 21st day of January, 2011 and a Diploma in Legal Practice awarded by the Law Development Centre on the 27th day of July, 2012, for the issue of a Certificate of Eligibility for entry of her name on the Roll of Advocates for Uganda.

Kampala, MARGARET APINY,
14th December, 2012. Ag. Secretary, Law Council.

General Notice No. 863 of 2012.

THE ADVOCATES ACT, CAP. 267.

NOTICE OF APPLICATION FOR A CERTIFICATE OF ELIGIBILITY.

IT IS HEREBY NOTIFIED that an application has been presented to the Law Council by Wakikona Rose who is stated to be a holder of a Bachelor of Laws Degree from Makerere University, Kampala, having been awarded on the 21st day of January, 2011 and a Diploma in Legal Practice awarded by the Law Development Centre on the 27th day of July, 2012, for the issue of a Certificate of Eligibility for entry of her name on the Roll of Advocates for Uganda.

Kampala, MARGARET APINY,
14th December, 2012. Ag. Secretary, Law Council.

General Notice No. 864 of 2012.

THE ADVOCATES ACT, CAP. 267.

NOTICE OF APPLICATION FOR A CERTIFICATE OF ELIGIBILITY.

IT IS HEREBY NOTIFIED that an application has been presented to the Law Council by Ssozi Stephen who is stated to be a holder of a Bachelor of Laws Degree from Makerere University, Kampala, having been awarded on the 21st day of January, 2011 and a Diploma in Legal Practice awarded by the Law Development Centre on the 27th day of July, 2012, for the issue of a Certificate of Eligibility for entry of his name on the Roll of Advocates for Uganda.

Kampala, MARGARET APINY,
3rd December, 2012. Ag. Secretary, Law Council.

General Notice No. 873 of 2012.

THE MINING ACT, 2003.
(The Mining Regulations, 2004).

NOTICE OF APPLICATION FOR A MINING LEASE.

IT IS HEREBY NOTIFIED that under Section 42(2) of the Mining Act, 2003, an application for a Mining Lease has been lodged with the Commissioner for Geological Survey and Mines Department by M/s. Building Majesties Limited, of P.O. Box 3595, Kampala.

The area which forms the subject of application for the Mining Lease is located on Street No. 69/Musozi in Mubende District approximately 51 hectares.

Dated 3rd December, 2012 at Entebbe.

EDWARDS KATTO,
*Ag. Commissioner for the Geological Survey
and Mines Department.*

General Notice No. 874 of 2012.

THE MINING ACT, 2003
(The Mining Regulations, 2004)

NOTICE OF GRANT OF AN EXPLORATION LICENCE.

IT IS HEREBY NOTIFIED that Exploration Licence, Number EL 1065, registered as number 001507 has been granted in accordance with the provisions of Section 27 and Section 29 to Kirabira Stephen of P.O. Box 29492, Kampala for a period of three (3) years, effective from 03rd December, 2012.

The Exploration area subject to the Exploration Licence is 21.8km² and is on Topography Map, Sheet Numbers 85/1 situated in Sheema District.

Dated at Entebbe this 03rd day of December, 2012.

EDWARDS KATTO,
*Ag. Commissioner for the Geological Survey
and Mines Department.*

General Notice No. 875 of 2012.

THE MINING ACT, 2003
(The Mining Regulations, 2004)

NOTICE OF GRANT OF AN EXPLORATION LICENCE.

IT IS HEREBY NOTIFIED that Exploration Licence, Number EL 1064, registered as number 001506 has been granted in accordance with the provisions of Section 27 and Section 29 to M/s Ascot Associates Limited of P.O. Box 2119, Kampala for a period of three (3) years, effective from 23rd November, 2012.

The Exploration area subject to the Exploration Licence is 117km² and is on Topography Map, Sheet Numbers 75/4, 84/1&2 situated in Kanungu District.

Dated at Entebbe this 23rd day of December, 2012.

EDWARDS KATTO,
*Ag. Commissioner for the Geological Survey
and Mines Department.*

General Notice No. 876 of 2012.

THE MINING ACT, 2003
(The Mining Regulations, 2004)

NOTICE OF GRANT OF AN EXPLORATION LICENCE.

IT IS HEREBY NOTIFIED that Exploration Licence, Number EL 1055, registered as number 001487 has been granted in accordance with the provisions of Section 27 and Section 29 to M/s Sun and Sand Mines and Minerals Limited of P.O. Box 23191, Kampala for a period of three (3) years, effective from 14th September, 2012.

The Exploration area subject to the Exploration Licence is 21.5km² and is on Topography Map, Sheet Numbers 93/3 and 93/4 situated in Kisoro District.

Dated at Entebbe this 14th day of September, 2012.

EDWARDS KATTO,
*Ag. Commissioner for the Geological Survey
and Mines Department.*

General Notice No. 877 of 2012.

THE MINING ACT, 2003
(The Mining Regulations, 2004)

NOTICE OF GRANT OF AN EXPLORATION LICENCE.

IT IS HEREBY NOTIFIED that Exploration Licence, Number EL 1054, registered as number 001486 has been granted in accordance with the provisions of Section 27 and Section 29 to M/s Sun and Sand Mines and Minerals Limited of P.O. Box 23191, Kampala for a period of three (3) years, effective from 14th September, 2012.

The Exploration area subject to the Exploration Licence is 8.7km² and is on Topography Map, Sheet Number 93/3 situated in Kisoro District.

Dated at Entebbe this 14th day of September, 2012.

EDWARDS KATTO,
*Ag. Commissioner for the Geological Survey
and Mines Department.*

General Notice No. 878 of 2012.

THE MINING ACT, 2003
(The Mining Regulations, 2004)

NOTICE OF GRANT OF AN EXPLORATION LICENCE.

IT IS HEREBY NOTIFIED that Exploration Licence, Number EL1056, registered as number 001488 has been granted in accordance with the provisions of Section 27 and Section 29 to M/s Sun and Sand Mines and Minerals Limited of P.O. Box 23191, Kampala for a period of three (3) years, effective from 14th September, 2012.

The Exploration area subject to the Exploration Licence is 23km² and is on Topography Map, Sheet Number 93/3 & 93/1 situated in Kisoro District.

Dated at Entebbe this 14th day of September, 2012.

EDWARDS KATTO,
*Ag. Commissioner for the Geological Survey
and Mines Department.*

(541) *Representation of Mark***HALLIBURTON**

(210) APPLICATION NO. 2012/45666 IN PART "A".

(220) *Date of filing application*— 27th June, 2012.

(310) (320) (330) Priority Claim

(510) *Nature of Goods/Services*— Oil, gas and geothermal well treatment, perforating fracturing, stimulating, plugging, and cementing.(511) *Class*: 40(526) *Disclaimer*(591) *Restriction to Colours*(646) *Association*(731) *Name of applicant and Address*— HALLIBURTON ENERGY SERVICES INC., 2601 Beltline Road, Carrollton, Texas 75006, United States of America, U.S.A.(740) *Address for Agent/Representative*— P.O. Box 4180, Kampala(750) *Address for Service*— Sipi Law Associates, P.O. Box 4180, Kampala(541) *Representation of Mark***HALLIBURTON**

(210) APPLICATION NO. 2012/45665 IN PART "A".

(220) *Date of filing application*— 27th June, 2012.

(310) (320) (330) Priority Claim

(510) *Nature of Goods/Services*— Machines and machine tools; namely pumps, injectors, coiled tubing units, engines, transmissions, workover equipment, mudding equipment, cement mixers, centrifugal pumps, recirculating mixers, drills, motors, packers, liner hangers, landing nipples, hydraulic valves and controls, pneumatic valves and controls, wireline equipment, rotary sidewall coring equipment, blenders, sand feeders and conveyors, cementing, fracturing and acidizing tools, valve actuators, couplings, high pressure jetting apparatus, circulating tanks, dump bailers, perforators, fluid samplers, nitrogen and carbon dioxide units, filtration units, for use in well drilling and well working.(511) *Class*: 7(526) *Disclaimer*(591) *Restriction to Colours*(646) *Association*(731) *Name of applicant and Address*— HALLIBURTON ENERGY SERVICES INC., 2601 Beltline Road, Carrollton, Texas 75006, United States of America, U.S.A.(740) *Address for Agent/Representative*— P.O. Box 4180, Kampala(750) *Address for Service*— Sipi Law Associates, P.O. Box 4180, Kampala(541) *Representation of Mark***HALLIBURTON**

(210) APPLICATION NO. 2012/45664 IN PART "A".

(220) *Date of filing application*— 27th June, 2012.

(310) (320) (330) Priority Claim

(510) *Nature of Goods/Services*— Chemicals for use in construction, treating, services, completion and working of oil, gas, geothermal and water wells and cleaning of industrial facilities.(511) *Class*: 1(526) *Disclaimer*(591) *Restriction to Colours*(646) *Association*(731) *Name of applicant and Address*— HALLIBURTON ENERGY SERVICES INC., 2601 Beltline Road, Carrollton, Texas 75006, United States of America, U.S.A.(740) *Address for Agent/Representative*— P.O. Box 4180, Kampala(750) *Address for Service*— Sipi Law Associates, P.O. Box 4180, Kampala(541) *Representation of Mark***CONVERSE**

(210) APPLICATION NO. 2012/46264 IN PART "A".

(220) *Date of filing application*— 11th October, 2012.

(310) (320) (330) Priority Claim

(510) *Nature of Goods/Services*— Clothing, footwear, shoes; sport shoes; athletic shoes; basketball shoes; skateboarding shoes; running shoes; court shoes; cleated shoes; training shoes; leisure shoes; sandals; boots; t-shirts; shirts; sweatshirts; sweatpants; pants; trousers; shorts; jackets; wind-resistant jackets; coats; anoraks; pullovers; jumpers; sweaters; jerseys; socks; polo shirts; gloves; scarves; underwear; bras; swimsuits; dresses; skirts; sweatbands; wristbands; vests; blazers; ties; warm-up suits; athletic uniforms; belts; camisoles.(511) *Class*: 25(526) *Disclaimer*(591) *Restriction to Colours*(646) *Association*(731) *Name of applicant and Address*— CONVERSE INC., One High Street North Andover, MA 01845-2601, U.S.A.(740) *Address for Agent/Representative*— P.O. Box 4180, Kampala(750) *Address for Service*— Sipi Law Associates, P.O. Box 4180, Kampala.(541) *Representation of Mark*

(210) APPLICATION NO. 2012/46618 IN PART "A".

(220) *Date of filing application*— 3rd December, 2012.

(310) (320) (330) Priority Claim

(510) *Nature of Goods/Services*— Engine oil meter oil, (lubricants).(511) *Class*: 4(526) *Disclaimer*(591) *Restriction to Colours*(646) *Association*(731) *Name of applicant and Address*— SALMAN INTERNATIONAL (U) LTD., Uganda.(740) *Address for Agent/Representative*(750) *Address for Service*— SALMAN INTERNATIONAL (U) LTD.

(510) *Nature of Goods/Services*— Beers; mineral and aerated waters and other non-alcoholic drinks; fruit drinks and fruit juices; syrups and other preparations for making beverages.

(511) *Class*: 32

(526) *Disclaimer*

(591) *Restriction to Colours*

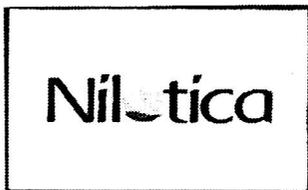
(646) *Association*— To be associated with TM. Nos. 7745 and 7746.

(731) *Name of applicant and Address* — HEINEKEN BROUWERIJEN B.V., Tweede Weteringplantsoen 21, 1017 ZD AMSTERDAM, Netherlands.

(740) *Address for Agent/Representative*

(750) *Address for Service*— HEINEKEN BROUWERIJEN B.V., Tweede Weteringplantsoen 21, 1017 ZD AMSTERDAM, Netherlands.

(541) *Representation of Mark*



(210) APPLICATION NO. 2011/43911 IN PART "A".

(220) *Date of filing application*— 19th September, 2011.

(310) (320) (330) Priority Claim

(510) *Nature of Goods/Services*— 31 Agricultural, horticultural and forestry products and grains not included in other classes; live animals; fresh fruits and vegetables; seeds, natural plants and flowers; foodstuffs for animals; malt

(511) *Class*: 31

(526) *Disclaimer*

(591) *Restriction to Colours*

(646) *Association*

(731) *Name of applicant and Address*— FARMNET LTD., Plot 15, 8th Street Close, Kisugu, P.O. Box 1837, Kampala, Uganda.

(740) *Address for Agent/Representative*— Plot 4, Pilking Road, Colline House, Old Tower, 3rd Floor, P.O. Box 25996, P.O. Box 356996, Kampala.

(750) *Address for Service*— Mpeirwe & Co. Advocates, Plot 4, Pilking Road, Colline House, Old Tower, 3rd Floor, P.O. Box 25996, P.O. Box 356996, Kampala.

(541) *Representation of Mark*



(210) APPLICATION NO. 2011/43444 IN PART "A".

(220) *Date of filing application*— 27th June, 2011.

(310) (320) (330) Priority Claim

(510) *Nature of Goods/Services*— Treatment of materials.

(511) *Class*: 40

(526) *Disclaimer*

(591) *Restriction to Colours*— To be restricted to colours "dark blue and Bright Blue".

(646) *Association*— To be associated with TM No. 43236.

(731) *Name of applicant and Address*— MERK KGaA, 64271 Darmstadt, Germany Fed. Rep.

(740) *Address for Agent/Representative*— P.O. Box 7026, Kampala.

(750) *Address for Service*— HUNTER & GREIG ADVOCATES, P.O. Box 7026, Kampala.

(541) *Representation of Mark*



(210) APPLICATION NO. 2011/43443 IN PART "A".

(220) *Date of filing application*— 27th June, 2011.

(310) (320) (330) Priority Claim

(510) *Nature of Goods/Services*— Scientific and technological services and research and design relating thereto; industrial analysis and research services; design and development of computer hardware and software.

(511) *Class*: 42

(526) *Disclaimer*

(591) *Restriction to Colours*

(646) *Association*— To be associated with TM No. 43235.

(731) *Name of applicant and Address*— MERK KGaA, 64271 Darmstadt, Germany Fed. Rep.

(740) *Address for Agent/Representative*— P.O. Box 7026, Kampala.

(750) *Address for Service*— HUNTER & GREIG ADVOCATES, P.O. Box 7026, Kampala.

(541) *Representation of Mark*



(210) APPLICATION NO. 2011/43442 IN PART "A".

(220) *Date of filing application*— 27th June, 2011.

(310) (320) (330) Priority Claim

(510) *Nature of Goods/Services*— Paper, cardboard and goods made from these materials, not included in other classes; printed matter; bookbinding material; photographs; stationery; adhesives for stationery or household purposes; artists' materials; paint brushes; typewriters and office requisites (except furniture); instructional and teaching material (except apparatus); plastic materials for packaging (not included in other classes); printers' type; printing blocks.

(511) *Class*: 16

(526) *Disclaimer*

(591) *Restriction to Colours*

(646) *Association*— To be associated with TM No. 43237.

(731) *Name of applicant and Address*— MERK KGaA, 64271 Darmstadt, Germany Fed. Rep.

(740) *Address for Agent/Representative*— P.O. Box 7026, Kampala.

(750) *Address for Service*— HUNTER & GREIG ADVOCATES, P.O. Box 7026, Kampala.

(541) *Representation of Mark*

- (210) APPLICATION No. 2012/44768 IN PART "A".
 (220) *Date of filing application*— 14th February, 2012.
 (310) (320) (330) Priority Claim
 (510) *Nature of Goods/Services*— Beers; mineral and aerated waters and other non-alcoholic drinks; fruit drinks and fruit juices; syrups and other preparations for making beverages.
 (511) *Class*: 32
 (526) *Disclaimer*
 (591) *Restriction to Colours*
 (646) *Association*— To be associated with TM Nos. 7745, 7746, 44767.
 (731) *Name of applicant and Address* — HEINEKEN BROUWERIJEN B.V., Tweede Weteringplantsoen 21, 1017 ZD AMSTERDAM, Netherlands.
 (740) *Address for Agent/Representative*— P.O. Box 7026, Kampala.
 (750) *Address for Service*— HUNTER & GREIG ADVOCATES, P.O. Box 7026, Kampala.

Kampala, MERCY KYOMUGASHO KAINOBWISO,
 27th November, 2012. *Registrar of Trademarks.*

ADVERTISEMENTS

THE REGISTRATION OF TITLES ACT.

(Cap. 230).

NOTICE.

ISSUE OF SPECIAL CERTIFICATE OF TITLE.

Busiro Block 145, Plot 9, Land at Sekomangwa.

NOTICE IS HEREBY GIVEN that after the expiration of one month from the publication hereof, I intend to issue Special Certificate of Title, of the above description, in the names of Kalija Namulondo, the original having been lost.

Kampala, KARUHANGA JOHN,
 22nd November, 2012. *for Commissioner for Land Registration.*

THE REGISTRATION OF TITLES ACT.

(Cap. 230).

NOTICE.

ISSUE OF SPECIAL CERTIFICATE OF TITLE.

Kibuga Block 29, Plot 493, Land at Mulago.

NOTICE IS HEREBY GIVEN that after the expiration of one month from the publication hereof, I intend to issue Special Certificate of Title, of the above description, in the names of Jemusi Kimbowa of Kitagobwa Mut 1, Kyadondo, the original having been lost.

Kampala, MUHEREZA EDWIN,
 20th September, 2012. *for Commissioner for Land Registration.*

THE REGISTRATION OF TITLES ACT.

(Cap. 230).

NOTICE.

ISSUE OF SPECIAL CERTIFICATE OF TITLE.

Kyadondo Block 189, Plot 742, Land at Seta.

NOTICE IS HEREBY GIVEN that after the expiration of one month from the publication hereof, I intend to issue Special Certificate of Title, of the above description, in the names of Betty Nagujja Jjoloba of P.O. Box 75, Kyambogo, the original having been lost.

Kampala, GOLOOBA HARUNA,
 26th November, 2012. *for Commissioner for Land Registration.*

THE REGISTRATION OF TITLES ACT.

(Cap. 230).

NOTICE.

ISSUE OF SPECIAL CERTIFICATE OF TITLE.

Kyadondo Block 210, Plot 395, Land at Kyebando.

NOTICE IS HEREBY GIVEN that after the expiration of one month from the publication hereof, I intend to issue in the names of Leonard Lubowa of P. O. Box 16077, Wandegaya, a special Certificate, the Title which was originally issued having been lost.

Kampala, KARUHANGA JOHN,
 13th December, 2012. *for Commissioner for Land Registration.*

THE REGISTRATION OF TITLES ACT.

(Cap. 230).

NOTICE.

ISSUE OF SPECIAL CERTIFICATE OF TITLE.

Kyadondo Block 104, Plot 81, Land at Kakusubula.

NOTICE IS HEREBY GIVEN that after the expiration of one month from the publication hereof, I intend to issue in the names of Florence Ebukali Okwi, a special Certificate, the Title which was originally issued having been lost.

Kampala, KARUHANGA JOHN,
 29th November, 2012. *for Commissioner for Land Registration.*

THE REGISTRATION OF TITLES ACT.

(Cap. 230).

NOTICE.

ISSUE OF SPECIAL CERTIFICATE OF TITLE.

Mawokota Block 95, Plot 28, Land at Lwanga.

NOTICE IS HEREBY GIVEN that after the expiration of one month from the publication hereof, I intend to issue in the names of Damulira William (administrator of the Estate of Late S. Mukasa Mutambuzuze-Adm. No. 337/08, a special Certificate, the Title which was originally issued having been lost.

Kampala, KARUHANGA JOHN,
 11th December, 2012. *for Commissioner for Land Registration.*

THE REGISTRATION OF TITLES ACT.

(Cap. 230).

NOTICE.

ISSUE OF SPECIAL CERTIFICATE OF TITLE.

Busiro Block 192, Plot 4, Land at Bukalango.

NOTICE IS HEREBY GIVEN that after the expiration of one month from the publication hereof, I intend to issue in the names of Yoswa Kasirye, a special Certificate, the Title which was originally issued having been lost.

Kampala, GOLOOBA HARUNA,
 10th December, 2012. *for Commissioner for Land Registration.*

THE REGISTRATION OF TITLES ACT.

(Cap. 230).

NOTICE.

ISSUE OF SPECIAL CERTIFICATE OF TITLE.

Busuju Block 30, Plots 59, 134, 149, 8.10 Hectares, at Bweza Estate.

Plot 134, 21.95 Hectares, at Bweza Estate.

Plot 149, 18.55 Hectares, at Bweza Estate.

NOTICE IS HEREBY GIVEN that after the expiration of one month from the publication hereof, I intend to issue in the name of Haruna Muwonge of P.O. Box 30035, Kampala, a special Certificate of Title, under the above Block and Plot of the Mailo Register, the duplicate Certificate of Title which was originally issued having been lost.

Mityana, JANET NABUUMA,
13th December, 2012. *for Commissioner Land Registration.*

THE REGISTRATION OF TITLES ACT.

(Cap. 230).

NOTICE.

ISSUE OF SPECIAL CERTIFICATE OF TITLE.

Buddu Block No. 277, Plot 412, at Serinya, Measuring 7.25 Hectares.

NOTICE IS HEREBY GIVEN that after the expiration of one month from the publication hereof, I intend to issue in the names of Haji Idi Bukenya, the registered Proprietor, a Special Certificate of Title, under the above mentioned Block and Plot, the Certificate of Title which was originally issued having been lost.

Masaka, GALIWANGO HERMAN NSUBUGA,
10th December, 2012. *Ag. for Commissioner for Land Registrar.*

THE REGISTRATION OF TITLES ACT.

(Cap. 230).

NOTICE.

ISSUE OF SPECIAL CERTIFICATE OF TITLE.

Plot No. 244, Block 218, Kyaggwe, Area: 1.164, Leasehold/Freehold Register, Volume... Folio...

NOTICE IS HEREBY GIVEN that after the expiry of one month from the publication hereof, I intend to issue in the names of James Musoke, a special Certificate of Title, under the above Volume and Folio, the Title which was originally issued having been lost.

OVERSON ARINAITWE,
27th November, 2012. *for Commissioner for Land Registration.*

THE REGISTRATION OF TITLES ACT.

(Cap. 230).

NOTICE.

ISSUE OF SPECIAL CERTIFICATE OF TITLE.

Plot No. 9, Block 83, Kyaggwe, Area: 1.60 Hectares, Leasehold/Freehold Register, Volume... Folio...

NOTICE IS HEREBY GIVEN that after the expiry of one month from the publication hereof, I intend to issue in the names of Bernardo Ndidde, a special Certificate of Title, under the above Volume and Folio, the Title which was originally issued having been lost.

OVERSON ARINAITWE,
27th November, 2012. *for Commissioner for Land Registration.*

THE REGISTRATION OF TITLES ACT.

(Cap. 230).

NOTICE.

ISSUE OF SPECIAL CERTIFICATE OF TITLE.

Plot No. 64, Block 455, Kyaggwe, Area: 4.00 Hectares, Leasehold/Freehold Register, Volume... Folio...

NOTICE IS HEREBY GIVEN that after the expiry of one month from the publication hereof, I intend to issue in the names of Livingstone Kavuma of Kireka, Kyadondo C/o. P.O. Box 4888, Kampala, a special Certificate of Title, under the above Volume and Folio, the Title which was originally issued having been lost.

ARINAITWE OVERSON,
28th November, 2012. *for Commissioner for Land Registration.*

Fredrick Serwano Kato Mazinga
Katente, Mutuba I, Nakisuga
Mukono

29, November, 2012

To: **KAM Advocates & Solicitors**
Kisozi Complex
Plot 6/8, Nakasero Lane,
Kampala

Dear Sir,

RE: CANCELLATION OF SERVICES

I have been transferred for further treatment abroad as you are also aware of my disturbing illness.

This came to my wish to inform you that I desirously suspend, seal or put to hold your services or any transaction on land in question as per **INSTRUCTIONS** given to you dated 16th November, 2012 concerning land comprised in **KIBUGA BLOCK D ALONG ALIDINA VISRAM, BURTON AND SOUTH STREET—KAMPALA—CADASTRAL PLAN MAP SHEET 71/1/1/17/SE/1 (KIBUGA BLOCK 29 PLOT 365 KAMPALA)**

I pray you positively co-operate.

Fredrick Serwano Kato Mazinga

FREDRICK SERWANO KATO MAZINGA

DEEDPOLL



BY THIS DEED, I NSIIMA MOSES of C/o. M/s. Muganwa, Nanteza & Co., P lot 1-3, Coral Crescent, Lower Kololo, P.O. Box 8545, Kampala formerly known as NINSIIMA MOSES, a citizen of Uganda by birth, DO HEREBY:

1. For and on my behalf wholly renounce, relinquish and abandon the use of my former names and in place thereof do assume from the date hereof the names NSIIMA MOSES and so that I may hereafter be called, known and distinguished not by my former names of NINSIIMA MOSES but by my assumed names of NSIIMA MOSES.
2. For the purpose of evidencing such my determination declare that I shall at all times hereafter in all records, deeds and writings and in all proceedings, dealings and transactions as well private as public and upon all occasions whatsoever use and sign the names NSIIMA MOSES in place of and in substitution for my former names of NINSIIMA MOSES.

STATUTORY INSTRUMENTS

2012 No. 68.

THE UGANDA RETIREMENT BENEFITS REGULATORY AUTHORITY
(LICENSING OF TRUSTEES) REGULATIONS, 2012.

ARRANGEMENT OF REGULATIONS

PART I—PRELIMINARY

Regulation

1. Title.
2. Interpretation.

PART II—LICENSING OF TRUSTEES

3. Application for licence.
4. Mode of application.
5. Grant of licence or refusal to grant licence of trustee.
6. Licence fees of trustee.
7. Validity, display and renewal of licence.
8. Revocation of licence.
9. Guidelines.
10. Penalty.
11. Fees.

SCHEDULES

Schedule 1—Currency point.

Schedule 2—Application for a licence of a Trustee of a Retirement Benefits Scheme.

- Schedule 3—Licence of a Trustee of a Retirement Benefits Scheme.
- Schedule 4—Notice of Refusal to Grant Licence of a Trustee.
- Schedule 5—Application for Renewal of Licence of a Trustee.
- Schedule 6—Notice of Intention to Revoke Licence of a Trustee.
- Schedule 7—Notice Requiring Trustee to Comply with Guidelines of Authority.
- Schedule 8—Fees.

STATUTORY INSTRUMENTS

2012 No. 68.

The Uganda Retirement Benefits Regulatory Authority (Licensing of Trustees) Regulations, 2012.

(Under sections 40, 41 and 91(1) and (2)(c) of the Uganda Retirement Benefits Regulatory Authority Act, 2011, Act No. 15 of 2011.)

IN EXERCISE of the powers conferred on the Minister by section 91(1) and (2) (c) of the Uganda Retirement Benefits Regulatory Authority Act, 2011, these Regulations are made this 14th day of December, 2012.

PART I—PRELIMINARY.

1. Title.

These Regulations may be cited as the Uganda Retirement Benefits Regulatory Authority (Licensing of Trustees) Regulations, 2012.

2. Interpretation.

In these Regulations unless the context otherwise requires—

“Act” means the Uganda Retirement Benefits Regulatory Authority Act, 2011;

“Authority” has the meaning given to it under the Act;

“board of trustees” means the board of trustees of a retirement benefits scheme;

“corporate trustee” means a legal entity which performs the function of a trustee of a retirement benefits scheme;

“currency point” has the value given to it in Schedule 1;

“licence” means a licence issued in accordance with the Act and these Regulations;

“sponsor” has the meaning given to it under the Act;

“trustee” has the meaning given to it under the Act.

PART II—LICENSING OF TRUSTEES.

3. Application for licence of trustee.

An application for a licence of a trustee of a retirement benefits scheme shall be in the form prescribed in Schedule 2 and shall state—

- (a) the name and physical address of the applicant;
- (b) the citizenship of the applicant;
- (c) where the applicant is a corporate trustee—
 - (i) the date of incorporation of the applicant; and
 - (ii) the names and qualifications of the directors of the corporate trustee;
- (d) the applicant’s ability to perform the functions of a trustee;
- (e) the physical address of a place in Uganda for the service on the applicant of any notice or document required or authorised to be served on the applicant under the Act or these Regulations and the physical address or addresses of the applicant over a period of the last five years;
- (f) whether at the date of the application, the applicant has been convicted in or is subject to any pending or present criminal proceedings;
- (g) whether the applicant is the subject of any insolvency or bankruptcy proceedings in any country; and
- (h) any other information that the Authority may require for the purpose of determining the application.

4. Mode of application.

(1) An application for a licence of a trustee of a retirement benefits scheme shall be accompanied by—

- (a) the prescribed fee;
- (b) a certified copy of the certificate of incorporation in case of a corporate trustee;
- (c) a certified copy of the memorandum and articles of association in case of a corporate trustee;
- (d) a statutory declaration sworn by the applicant verifying the facts set forth in the application; and
- (e) certified copies of certificates or any other documents which the applicant may submit as evidence of qualifications, professional skills and experience relevant for performing the functions of a trustee.

(2) An applicant shall be notified of the decision of the Authority within ninety days from the date of receipt of the application.

5. Grant of licence or refusal to grant licence of trustee.

(1) The Authority may grant a licence to an applicant who complies with the requirements of the Act and these Regulations.

(2) A licence to act as a trustee of a retirement benefits scheme shall be in the form prescribed in Schedule 3.

(3) The Authority may, in granting a licence, attach such conditions to the licence as it may deem necessary.

(4) Where the Authority refuses to grant a licence to an applicant the Authority shall notify the applicant of its decision and specify the reasons for the refusal.

(5) The notice referred to under sub-regulation (4) shall be in the form prescribed in Schedule 4.

6. Licence fee of trustee.

(1) The applicant shall pay to the Authority a prescribed licence fee.

(2) The licence fee shall become due and payable by a successful applicant within thirty days after notification of the decision to grant a licence.

7. Validity, display and renewal of licence of trustee.

(1) A licence issued to a trustee shall be valid for one year and may be renewed upon payment of the prescribed fee.

(2) A trustee shall at all times, display a valid licence in a conspicuous place at the registered office of the trustee, and copies of the licence shall be similarly displayed in a conspicuous place at each of the trustee's branch offices.

(3) An application for the renewal of a licence shall be in the form prescribed in Schedule 5 and shall be accompanied by the prescribed fee.

8. Revocation of licence of trustee.

(1) The Authority may revoke the licence of a trustee in accordance with section 45 of the Act.

(2) The notice referred to under section 45(2) of the Act shall be in the form prescribed in Schedule 6.

9. Guidelines.

(1) The Authority shall issue guidelines to ensure compliance with the provisions of the Act and these Regulations.

(2) Where the Authority has reasonable cause to believe that a trustee is not complying with the guidelines issued in accordance with the Act and these Regulations, the Authority shall issue a notice in the form prescribed in Schedule 7 requiring the trustee to comply with the guidelines of the Authority.

10. Penalty.

A trustee who contravenes any provision in these Regulations commits an offence and is liable to a penalty equivalent to seventy five currency points and in case of continuing contravention, fifty currency points for each day that the offence continues.

11. Fees.

The fees payable under these Regulations are prescribed in Schedule 8.

SCHEDULE 1

Regulation 2

THE UGANDA RETIREMENTS BENEFITS AUTHORITY ACT, 2011,
ACT No. 15 OF 2011.

THE UGANDA RETIREMENT BENEFITS REGULATORY AUTHORITY
(LICENSING OF TRUSTEES) REGULATIONS, 2012.

CURRENCY POINT

One currency point is equivalent to twenty thousand shilling

SCHEDULE 2

Regulation 3(2)

THE UGANDA RETIREMENTS BENEFITS REGULATORY
AUTHORITY ACT, 2011, ACT No.15 OF 2011.

THE UGANDA RETIREMENT BENEFITS REGULATORY AUTHORITY
(LICENSING OF TRUSTEES) REGULATIONS, 2012.

**APPLICATION FOR LICENCE OF A TRUSTEE OF A RETIREMENT
BENEFITS SCHEME**

*(Under regulation 3 of the Uganda Retirement Benefits Regulatory Authority
(Licensing of Trustees) Regulations, 2012)*

Provide the following—

A. PARTICULARS OF APPLICANT.

- (i) Name of applicant:.....
- (ii) Date and place of incorporation:
- (iii) Tax Identification Number:.....
- (iv) Physical address of principal place at which the business of the applicant
is to be carried on:.....
Telephone:
- Fax:
- Email:.....
- (v) Citizenship:.....

B. MANAGEMENT.

- (i) Particulars of Directors of corporate trustee. (Appendix A)
- (ii) Particulars of the Key officer of corporate trustee (Appendix B)
- (iii) Bankers and Auditors (Appendix C)
- (iv) List the retirement benefits schemes the trustee has provided trustee
services to within the period of three years ending as at the date of
application. *(Incase of insufficient space provide separate attachment).*
.....
.....
.....

C. ATTACHMENTS.

Please attach the following where applicable—

- (i) certified copies of latest audited report and accounts;
- (ii) certified copies of certificate of incorporation (if applicant is a body corporate);
- (iii) certified copies of memos and articles of incorporation (if applicant is a body corporate);
- (iv) evidence of the ability of the applicant to perform the functions of a trustee; and
- (v) a statutory declaration supporting the application.

I am aware of the provisions of section 45 (1) (a) of the Act relating to false statements made in relation to the application.

I hereby declare that the information contained herein and the documents submitted herewith are true and accurate to the best of my knowledge and belief.

Signed on this day of.....

Signature:.....

Full name:

Designation:

Signature:.....

Full name:

Designation:

Signature:.....

Full name:

Designation:

APPENDIX A

PARTICULARS OF DIRECTORS OF TRUSTEE

Name of Scheme:.....

<i>Trustees</i>	<i>Citizenship</i>	<i>Physical Address</i>	<i>Occupation</i>	<i>Date of Appointment</i>	<i>Who do the Trustees represent on the Board</i>

State against each Trustee whether they have been convicted of a criminal offence giving the date and particulars of the offence.

1.
.....
2.
.....

APPENDIX B

PARTICULARS OF KEY OFFICERS OF THE CORPORATE TRUSTEE

Name of Corporate Trustee:.....

<i>Name</i>	<i>Designation</i>	<i>Nationality</i>	<i>Permanent Address</i>	<i>Date of Appointment</i>	<i>Academic and professional qualifications</i>

APPENDIX C

PARTICULARS OF AUDITORS AND BANKERS

Name of Trustee:.....

	<i>Name of firm/institution</i>	<i>Tax Identification Number</i>	<i>Postal, Telephone and fax address</i>	<i>Affiliated Professional body</i>
Auditors				
Bankers				

SCHEDULE 3

Regulation 5(2)

THE UGANDA RETIREMENTS BENEFITS REGULATORY
AUTHORITY ACT, 2011, ACT No.15 OF 2011.

THE UGANDA RETIREMENT BENEFITS REGULATORY
AUTHORITY (LICENSING OF TRUSTEES) REGULATIONS, 2012.

**LICENCE OF A TRUSTEE OF A RETIREMENT BENEFITS
SCHEME**

*(Under regulation 5(2) of the Uganda Retirement Benefits Regulatory
Authority (Licensing of Trustees) Regulations, 2012)*

LICENCE No.

This is to certify that.....(trustee)
is licensed and authorised to perform the functions of a trustee of a retirement
benefits schemes subject to the provisions of the Uganda Retirement Benefits
Regulatory Authority Act. 2011, the regulations made under the Act and the
conditions endorsed hereon.

CONDITIONS.

Given under my hand and seal of the Uganda Retirement Benefits Regulatory
Authority thisday of.....

.....
Chairperson.

.....
Chief Executive Officer.

.....
Secretary to the Board.

SCHEDULE 4

Regulation 5(5)

THE UGANDA RETIREMENTS BENEFITS REGULATORY
AUTHORITY ACT, 2011, ACT No.15 OF 2011.

THE UGANDA RETIREMENT BENEFITS REGULATORY
AUTHORITY (LICENSING OF TRUSTEES) REGULATIONS, 2012.

NOTICE OF REFUSAL TO GRANT LICENCE OF A TRUSTEE
*(Under regulation 5(5) of the Uganda Retirement Benefits Regulatory
Authority (Licensing of Trustees) Regulations, 2012.*

To

.....

RE:

TAKE NOTICE that upon consideration of your application for a licence as a Trustee of a Retirement Benefits Scheme in accordance with the provisions of the Uganda Retirement Benefits Regulatory Authority Act, 2011, and the regulations made under the Act, the Authority has found your application unsuccessful and consequently refused to license you due to the following reasons:-

.....

.....

.....

Yours faithfully,

.....
Chief Executive Officer,
Uganda Retirement Benefits Regulatory Authority.

THE UGANDA RETIREMENTS BENEFITS REGULATORY
AUTHORITY ACT, 2011, ACT No.15 OF 2011.

THE UGANDA RETIREMENT BENEFITS REGULATORY AUTHORITY
(LICENSING OF TRUSTEES) REGULATIONS, 2012.

APPLICATION FOR RENEWAL OF LICENCE OF A TRUSTEE.
*(Under regulation 7(2) of the Uganda Retirement Benefits Regulatory
Authority (Licensing of Trustee) Regulations, 2012)*

1. Application is made for the renewal of a licence for a trustee and the following statements are made in respect of the applicant—
 - (a) applicant's name:
 - (b) licence No:
 - (c) expiry date of licence:

2. Please complete the following-(Answer "Yes" or "No" in space provided. If "Yes" attach annexure giving all relevant particulars.)
 - (a) Since the last application—
 - (i) Has there been a change in the applicant's key officers?
.....
 - (ii) Has the applicant or the applicant's key officers been suspended from membership of any professional body?
.....
 - (iii) Has the applicant been a trustee of any retirement benefits scheme other than that/those referred to in the last application?
.....
.....
 - (iv) Has the applicant taken any disciplinary action against any of its representatives?
.....

- (v) Has the applicant received any complaint against any of its representatives?.....
- (vi) Has the applicant undertaken to conduct any material new trustee function?

If so, state the nature of the function.....

- (b) Please furnish details of any other event which has occurred which is likely to have a significant effect on the applicant's functions during the currency of the licence if granted (including any legal claim against the applicant.)

3. Since the last application, has any of the applicant's key officers—
(Answer "Yes" or "No" in space provided. If "Yes" attach annexure giving all relevant particulars.)

- (a) been suspended from membership of any professional body?
- (b) been convicted of any offence other than a traffic offence in Uganda or elsewhere or are there any proceedings now pending which may lead to such a conviction?
.....
- (c) had judgment including findings in relation to fraud, misrepresentation or dishonesty given against the key officer in any civil proceedings, in Uganda or elsewhere? (If "Yes": using an annexure, give full details, including whether judgment is unsatisfied.)
.....
- (d) been declared bankrupt or compounded with or made an arrangement for the benefit of his or her creditors in Uganda or elsewhere?
- (e) been engaged as a trustee of any retirement benefits scheme other than one referred to in the last application?
.....
- (f) undertaken to conduct any new trustee function? If so, state the nature of the fuction.....

(g) been disciplined by any professional body or other membership body?
.....

4. I am/We are* aware of the provisions of section 45(1) (a) of the Uganda Retirement Benefits Regulatory Authority Act, 2011, relating to false statements in applications.

5. I/We* declare that all information given in this application and in the attached annexure (if any) is true and correct.

Made this.....day of.....

Signature:

Full name of applicant:

Designation:

SCHEDULE 6

Regulation 8(2)

THE UGANDA RETIREMENTS BENEFITS REGULATORY
AUTHORITY ACT, 2011, ACT No. 15 OF 2011.

THE UGANDA RETIREMENT BENEFITS REGULATORY
AUTHORITY (LICENSING OF TRUSTEES) REGULATIONS, 2012

NOTICE OF INTENTION TO REVOKE LICENCE OF A TRUSTEE
*(Under regulation 8(2) of the Uganda Retirement Benefits Regulatory
Authority (Licensing of Trustees) Regulations, 2012)*

To:

RE:

TAKE NOTICE that the Authority intends to revoke your licence for the
following reasons:-

.....
.....
.....

TAKE FURTHER NOTICE that you may make your representations in writing
to the Authority in regard to the said intention within the next thirty (30) days
from the date of this notice which representations the Authority shall consider
in accordance with the provisions of the Uganda Retirement Benefits
Regulatory Authority Act, 2011 and the regulations made under the Act before
finally making its decision on the said intended revocation.

Yours faithfully,

.....
Chief Executive Officer,
Uganda Retirement Benefits Regulatory Authority.

cc. Scheme Sponsor

SCHEDULE 7

Regulation 9(2)

**THE UGANDA RETIREMENTS BENEFITS REGULATORY
AUTHORITY ACT, 2011, ACT No.15 OF 2011**

**THE UGANDA RETIREMENT BENEFITS REGULATORY
AUTHORITY (LICENSING OF TRUSTEES) REGULATIONS, 2012.**

**NOTICE REQUIRING TRUSTEE TO COMPLY WITH
GUIDELINES OF AUTHORITY**

*(Under regulation 9(2) of the Uganda Retirement Benefits Regulatory
Authority (Licensing of Trustees) Regulations, 2012)*

To:

RE:

TAKE NOTICE that pursuant to an inspection made and report thereof written and furnished on the Authority, particular matters arise out of the said report which require urgent correction.

Consequently the Authority hereby requires your compliance of the following guidelines:

.....
.....

TAKE FURTHER NOTICE that you are required to comply with the said guidelines within the next..... days from the date hereof or by the day of

Yours faithfully.

.....
*Chief Executive Officer,
Uganda Retirement Benefits Regulatory Authority,*

SCHEDULE EIGHT

Regulation 11

THE UGANDA RETIREMENTS BENEFITS REGULATORY
AUTHORITY ACT, ACT No.15 OF 2011.

THE UGANDA RETIREMENT BENEFITS REGULATORY
AUTHORITY (LICENSING OF RETIREMENT BENEFITS SCHEMES)
REGULATIONS, 2012.

FEES

*(Under regulation 11 of the Uganda Retirement Benefits Regulatory
Authority (Licensing of Trustees) Regulations, 2012)*

<i>No.</i>	<i>Item</i>	<i>Amount</i>
1.	Application fee for a licence of trustee (a) Individual trustee (b) Corporate trustee	2.5 currency points 12.5 currency points
2.	Annual Licence fees (a) Individual trustee (b) Corporate trustee	10 currency points 50 currency points

MARIA KIWANUKA.

Minister of Finance, Planning and Economic Development.

STATUTORY INSTRUMENTS

2012 No. 69.

THE UGANDA RETIREMENT BENEFITS REGULATORY AUTHORITY
(LICENSING OF ADMINISTRATORS) REGULATIONS 2012

ARRANGEMENT OF REGULATIONS

Regulation

PART I—PRELIMINARY

1. Title
2. Interpretation

PART II—LICENSING OF ADMINISTRATOR

3. Application for licence
4. Mode of application
5. Grant of licence or refusal to grant licence of administrator
6. Licence fees of administrator
7. Validity, display and renewal of licence of administrator
8. Revocation of licence
9. Natural person not to apply for licence
10. Guidelines
11. Penalty
12. Fees

SCHEDULES

Schedule One—Currency point

Schedule Two—Application for a licence of an administrator of a retirement
Benefits Scheme

Schedule Three—Licence of Administrator of a Retirement Benefits Scheme
Schedule Four—Notice of Refusal to Grant Licence of Administrator
Schedule Five—Application for Renewal of Licence of Administrator
Schedule Six—Notice of Intention to Revoke licence of Administrator
Schedule Seven—Notice Requiring Compliance with Guidelines of Authority
Schedule Eight—Fees

STATUTORY INSTRUMENTS

2012 No. 69.

The Uganda Retirement Benefits Regulatory Authority (Licensing of Administrators) Regulations, 2012.

(Under sections 47,48 and 91(1) and (2)(c) of the Uganda Retirement Benefits Regulatory Authority Act 2011, Act No. 15 of 2011.)

IN EXERCISE of the powers conferred on the Minister by section 91(1) and (2) (c) of the Uganda Retirement Benefits Regulatory Authority Act, 2011, these Regulations are made this 14th day of December, 2012.

PART I—PRELIMINARY

1. Title.

These Regulations may be cited as the Uganda Retirement Benefits Regulatory Authority (Licensing of Administrators) Regulations, 2012.

2. Interpretation.

In these Regulations unless the context otherwise requires—

“Act” means the Uganda Retirement Benefits Regulatory Authority Act, 2011;

“administrator” has the meaning given to it under the Act;

“Authority” has the meaning given to it under the Act;

“licence” means a licence issued in accordance with the Act and these Regulations.

PART II—LICENSING OF ADMINISTRATORS

3. Application for licence of administrator.

An application for a licence of an administrator of a retirement benefits scheme shall be in the form prescribed in Schedule 2 and shall state—

- (a) the name and address of the applicant;
- (b) the citizenship of the applicant;
- (c) the date of incorporation of the applicant;
- (d) the names and qualifications of the directors of the applicant;
- (e) the applicant's ability to perform the functions of a administrator;
- (f) the physical address of a place in Uganda for the service on the applicant of any notice or document required or authorised to be served on the applicant under the Act or these Regulations and the physical address or addresses of the applicant over a period of the last five years;
- (g) whether at the date of the application, the applicant has been convicted in or is subject to any pending or present criminal proceedings ;
- (h) whether the applicant is the subject of any insolvency or bankruptcy proceedings in any country; and
- (i) any other information that the Authority may require for the purpose of determining the application.

4. Mode of application.

(1) An application for a licence of an administrator of a retirement benefits scheme shall be accompanied by—

- (a) the prescribed fee;
- (b) a certified copy of the certificate of incorporation of the applicant;
- (c) a certified copy of the memorandum and articles of association of the applicant;
- (d) proof that the applicant holds capital in the sum determined by the Authority;

- (e) a certified copy of an insurance policy to cover the operational risks which the administrator may be exposed to;
- (f) a statutory declaration sworn by the applicant verifying the facts set forth in the application; and
- (g) certified copies of certificates or any other documents which the applicant may submit as evidence of qualifications, professional skills and experience relevant for performing the functions of an administrator.

(2) An applicant shall be notified of the decision of the Authority within ninety days from the date of receipt of the application.

5. Grant of licence or refusal to grant licence of an administrator.

(1) The Authority may grant a licence to an applicant who complies with the requirements of the Act and these Regulations.

(2) A licence of an administrator of a retirement benefits scheme shall be in the form prescribed in Schedule 3.

(3) The Authority may, in granting a licence, attach such conditions to the licence as it may deem necessary.

(4) Where the Authority refuses to grant a licence to an applicant the Authority shall notify the applicant of its decision and specify the reasons for the refusal.

(5) The notice referred to under sub-regulation (4) shall be in the form prescribed in Schedule 4.

6. Licence fee of administrator.

(1) An applicant for a licence to act as an administrator of a retirement benefits scheme shall pay to the Authority a prescribed licence fee.

(2) The licence fee shall become due and payable by a successful applicant within thirty days after notification of the decision to grant a licence.

7. Validity, display and renewal of licence of administrator.

(1) A licence issued to an administrator shall be valid for one year and may be renewed annually upon payment of the prescribed fee.

(2) An administrator shall at all times, display a valid licence in a conspicuous place at the registered office of the administrator, and copies of the licence shall be similarly displayed in a conspicuous place at each of the administrator's branch offices.

(3) An application for the renewal of a licence shall be in the form prescribed in Schedule 5 and shall be accompanied by the prescribed fee.

8. Revocation of licence of administrator.

(1) The Authority may revoke the licence of an administrator in accordance with section 52 of the Act.

(2) The notice referred to under section 52(2) of the Act shall be in the form prescribed in Schedule 6.

9. Natural person not to apply for licence.

The licensing requirement under these regulations shall not apply to a natural person who is employed by a licensed retirement benefits scheme to perform the function of administrator of the retirement benefits scheme.

10. Guidelines.

(1) The Authority shall issue guidelines to ensure compliance with the provisions of the Act and these Regulations.

(2) Where the Authority has reasonable cause to believe that an administrator is not complying with the guidelines issued in accordance with the Act and these Regulations, the Authority shall issue a notice in the form prescribed in Schedule 7 requiring the administrator to comply with the guidelines of the Authority.

11. Penalty.

An administrator who contravenes any provision in these Regulations commits an offence and is liable to a penalty equivalent to seventy five currency points and in case of continuing contravention, fifty currency points for each day that the offence continues.

12. Fees.

The fees payable under these Regulations are prescribed in Schedule 8.

SCHEDULE 1

Regulation 2

CURRENCY POINT

One currency point is equivalent to twenty thousand shillings.

SCHEDULE TWO

Regulation 3

THE UGANDA RETIREMENTS BENEFITS REGULATORY
AUTHORITY ACT, 2011, ACT No.15 OF 2011

THE UGANDA RETIREMENT BENEFITS REGULATORY AUTHORITY
(LICENSING OF ADMINISTRATORS) REGULATIONS, 2012.

**APPLICATION FOR LICENCE OF ADMINISTRATOR OF A
RETIREMENT BENEFITS SCHEME**

*(Under regulation 3 of the Uganda Retirement Benefits Regulatory Authority
(Licensing of Administrators) Regulations, 2012)*

Provide the following -

A. PARTICULARS OF APPLICANT

- (i) Name of applicant.....
- (ii) Date and place of incorporation
- (iii) Tax Identification Number.....
- (iv) Physical address of principal place at which the business of the
applicant is to be carried on.....
Telephone
- Fax
- Email.....
- (v) Citizenship.....

B. MANAGEMENT

- (i) Particulars of Directors in case of administrator (Appendix A)
- (ii) Particulars of the Key officer of administrator (Appendix B)
- (iii) Bankers and Auditors (Appendix C)
- (iv) List the retirement benefits schemes the applicant has provided
administrator services to within the period of three years ending as

at the date of application. (*Incase of insufficient space provide separate attachment*).

.....
.....
.....

C. ATTACHMENTS.

Please attach the following where applicable— .

- (i) certified copies of latest audited report and accounts;
- (ii) certified copies of certificate of incorporation (if applicant is a body corporate);
- (iii) certified copies of memos and articles of incorporation (if applicant is a body corporate);
- (iv) proof that the applicant holds capital in the sum determined by the Authority;
- (v) a certified copy of an insurance policy to cover the operational risks which the administrator may be exposed to;
- (vi) evidence of the ability of the applicant to perform the functions of an administrator; and
- (vii) a statutory declaration supporting the application.

I am aware of the provisions of section 52 (1) (a) of the Act relating to false statements made in relation to the application.

I hereby declare that the information contained herein and the documents submitted herewith are true and accurate to the best of my knowledge and belief.

Signed on this day of.....

Signature of Applicant.....

Full Name:

Designation:

Signature of Applicant.....

Full Name:

Designation:

Signature of Applicant.....

Full Name:

Designation:

APPENDIX A

PARTICULARS OF THE BOARD OF DIRECTORS

Name of the Administrator.....

<i>Director (full Name)</i>	<i>Nationality</i>	<i>Physical Address</i>	<i>Occupation</i>	<i>Date of Appointment</i>

APPENDIX B

PARTICULARS OF KEY OFFICERS OF THE ADMINISTRATOR

Name of Administrator

<i>Full name</i>	<i>Designation</i>	<i>Nationality</i>	<i>Physical Address</i>	<i>Date of Appointment</i>	<i>Academic and Professional qualifications</i>

APPENDIX C

PARTICULARS OF AUDITORS AND BANKERS

Name of Administrator.....

	<i>Name of firm/ institution</i>	<i>Tax Identification Number</i>	<i>Physical Address Telephone and fax Address</i>	<i>Affiliated Professional body</i>
Auditors				
Bankers				

SCHEDULE THREE

Regulation 5(2)

THE UGANDA RETIREMENTS BENEFITS REGULATORY
AUTHORITY ACT, 2011, ACT No.15 OF 2011

THE UGANDA RETIREMENT BENEFITS REGULATORY AUTHORITY
(LICENSING OF ADMINISTRATORS) REGULATIONS, 2012.

LICENCE OF ADMINISTRATOR

*(Under regulation 5(2) of the Uganda Retirement Benefits Regulatory
Authority (Licensing of Administrators) Regulations, 2012*

LICENCE No.

This is to certify that.....(administrator) is licensed
and authorised to act as an administrator of a retirement benefits schemes
subject to the provisions of the Uganda Retirement Benefits Regulatory
Authority Act,2011, the regulations made under the Act and the conditions
endorsed hereon.

CONDITIONS

Given under my hand and seal of the Uganda Retirement Benefits Regulatory
Authority thisday of.....

.....
Chairperson

.....
Chief Executive Officer.

.....
Secretary to the Board.

SCHEDULE FOUR

Regulation 5(5)

THE UGANDA RETIREMENTS BENEFITS REGULATORY
AUTHORITY ACT, 2011. ACT No.15 OF 2011

THE UGANDA RETIREMENT BENEFITS REGULATORY AUTHORITY
(LICENSING OF ADMINISTRATORS) REGULATIONS, 2012.

NOTICE OF REFUSAL TO GRANT LICENCE OF ADMINISTRATOR
*(Under regulation 5(5) of the Uganda Retirement Benefits Regulatory
Authority (Licensing of Administrators) Regulations, 2012)*

To

.....

.....

RE:

.....

TAKE NOTICE that upon consideration of your application for a licence to act as an Administrator of a retirement benefits scheme in accordance with the provisions of the Uganda Retirement Benefits Regulatory Authority Act, 2011 and the regulations made under the Act, the Authority has found your application unsuccessful and consequently refused to license you due to the following reasons:-

.....

.....

.....

.....

Yours faithfully,

.....

Chief Executive Officer
Uganda Retirement Benefits Regulatory Authority.

SCHEDULE FIVE

Regulation 7 (3)

THE UGANDA RETIREMENTS BENEFITS AUTHORITY ACT 2011,
ACT No.15 OF 2011

THE UGANDA RETIREMENT BENEFITS REGULATORY AUTHORITY
(LICENSING OF ADMINISTRATOR) REGULATIONS, 2012.

**APPLICATION FOR RENEWAL OF LICENCE OF AN
ADMINISTRATOR.**

*(Under regulation 7(2) of the Uganda Retirement Benefits Regulatory
Authority (Licensing of Administrators) Regulations, 2012)*

1. Application is made for the renewal of a licence for an administrator and the following statements are made in respect of the applicant—
 - (a) applicant's name:
 - (b) licence No:
 - (c) expiry date of licence:

2. Please complete the following-(Answer "Yes" or "No" in space provided. If "Yes" attach annexure giving all relevant particulars.)
 - (a) Since the last application-
 - (i) Has there been a change in the applicant's key officers?
.....
 - (ii) Has the applicant or the applicant's key officers been suspended from membership of any professional body?
.....
 - (iv) Has the applicant been an administrator of any retirement benefits scheme other than that/those referred to in the last application?
.....
 - (v) Has the applicant taken any disciplinary action against any of its representatives?
.....

(vi) Has the applicant received any complaint against any of its representatives?
.....

(vii) Has the applicant undertaken to conduct any material new administrator function?
.....

If so, state the nature of the function.....

(b) Please furnish details of any other event which has occurred which is likely to have a significant effect on the applicant's functions during the currency of the licence if granted (including any legal claim against the applicant.)

3. Since the last application, has any of the applicant's key officers- (Answer "Yes" or "No" in space provided. If "Yes" attach annexure giving all relevant particulars.)

(a) been suspended from membership of any professional body?

(b) been convicted of any offence other than a traffic offence in Uganda or elsewhere or are there any proceedings now pending which may lead to such a conviction?
.....

(c) had judgment including findings in relation to fraud, misrepresentation or dishonesty given against the key officer in any civil proceedings, in Uganda or elsewhere? (If "Yes": using an annexure, give full details, including whether judgment is unsatisfied.)
.....

(d) been declared bankrupt or compounded with or made an arrangement for the benefit of his or her creditors in Uganda or elsewhere?

(e) been engaged as a trustee of any retirement benefits scheme other than one referred to in the last application?.....
.....

(f) undertaken to conduct any new trustee function? If so, state the nature of the fuction.....

(g) been disciplined by any professional body or other membership body?
.....

4. I am/We are* aware of the provisions of section 52 (1) (a) of the Uganda Retirement Benefits Regulatory Authority Act 2011 relating to false statements in applications.

5. I/We* declare that all information given in this application and in the attached annexure (if any) is true and correct.

Made this.....**day of**.....

Signature.....

Full name of applicant.....

Designation.....

SCHEDULE SIX

Regulation 8 (2)

THE UGANDA RETIREMENTS BENEFITS REGULATORY
AUTHORITY ACT, 2011, ACT No.15 OF 2011

THE UGANDA RETIREMENT BENEFITS REGULATORY AUTHORITY
(LICENSING OF ADMINISTRATORS) REGULATIONS, 2012.

**NOTICE OF INTENTION TO REVOKE LICENCE OF
ADMINISTRATOR**

*(Under regulation 8(2). of the Uganda Retirement Benefits Regulatory
Authority (Licensing of Administrators) Regulations, 2012)*

To

RE:

TAKE NOTICE that the Authority intends to revoke your licence for the following reasons:-

.....
.....
.....

TAKE FURTHER NOTICE that you may make your representations in writing to the Authority in regard to the said intention within the next thirty days from the date of this notice which representations the Authority shall consider in accordance with the provisions of the Uganda Retirement Benefits Regulatory Authority Act, 2011 and the regulations made under the Act before finally making its decision on the said intended revocation.

Yours faithfully.

.....
Chief Executive Officer.

c.c. Trustee of the scheme

SCHEDULE SEVEN

Regulation 10(2)

**THE UGANDA RETIREMENTS BENEFITS REGULATORY
AUTHORITY ACT 2011, ACT No.15 OF 2011**

**THE UGANDA RETIREMENT BENEFITS REGULATORY AUTHORITY
(LICENSING OF ADMINISTRATORS) REGULATIONS, 2012.**

**NOTICE REQUIRING COMPLIANCE WITH GUIDELINES
OF AUTHORITY**

*(Under regulation 10(2) of the Uganda Retirement Benefits Regulatory
Authority (Licensing of Administrators) Regulations, 2012*

To

RE:

TAKE NOTICE that pursuant to an inspection made and report thereof written and furnished on the Authority, particular matters arise out of the said report which require urgent correction.

Consequently the Authority hereby requires your compliance of the following guidelines:

.....
.....

TAKE FURTHER NOTICE that you are required to comply with the said guidelines within the next..... days from the date hereof or by the day of

Yours faithfully

.....
*Chief Executive Officer
Uganda Retirement Benefits Regulatory Authority*

SCHEDULE EIGHT

Regulation 12

THE UGANDA RETIREMENTS BENEFITS REGULATORY
AUTHORITY ACT, ACT No.15 OF 2011

THE UGANDA RETIREMENT BENEFITS REGULATORY AUTHORITY
(LICENSING OF ADMINISTRATORS) REGULATIONS, 2012.

FEES

*(Under regulation 12 of the Uganda Retirement Benefits Regulatory
Authority (Licensing of Administrator) Regulations, 2012)*

<i>No.</i>	<i>Item</i>	<i>Amount</i>
1.	Application fee for a licence of administrator of a retirement benefits scheme	10 currency points
2.	Annual Licence fees	100 currency points

MARIA KIWANUKA.

Minister of Finance Planning and Economic Development.

STATUTORY INSTRUMENTS SUPPLEMENT

to The Uganda Gazette No. 68 Volume CV dated 21st December, 2012

Printed by UPPC, Entebbe, by Order of the Government.

STATUTORY INSTRUMENTS

2012 No. 70.

THE UGANDA RETIREMENT BENEFITS REGULATORY AUTHORITY
(LICENSING OF CUSTODIANS) REGULATIONS 2012

ARRANGEMENT OF REGULATIONS

Regulation

PART I—PRELIMINARY

1. Title
2. Interpretation

PART II—LICENSING OF CUSTODIANS

3. Application for licence of custodian
4. Mode of application
5. Grant of licence or refusal to grant licence of custodian
6. Licence fees of custodian
7. Validity, renewal and display of licence
8. Revocation of licence
9. Guidelines
10. Penalty
11. Fees

SCHEDULES

Schedule One—Currency point

Schedule Two—Application for a licence of a Custodian of a Retirement Benefits Scheme

Schedule Three—Licence of a Custodian of a Retirement Benefits Scheme

Schedule Four—Notice of Refusal to Grant Licence of custodian
Schedule Five—Notice of Intention to Revoke licence of custodian
Schedule Six—Notice Requiring Compliance with Guidelines of Authority
Schedule Seven—Fees

STATUTORY INSTRUMENTS

2012 No. 70.

The Uganda Retirement Benefits Regulatory Authority (Licensing of Custodians) Regulations, 2012.

(Under sections 34, 35 and 91(1) and (2)(c) of the Uganda Retirement Benefits Regulatory Authority Act 2011, Act No. 15 of 2011.)

IN EXERCISE of the powers conferred on the Minister by section 91(1) and (2) (c) of the Uganda Retirement Benefits Regulatory Authority Act 2011, these Regulations are made this 14th day of December, 2012.

PART I—PRELIMINARY

1. Title.

These Regulations may be cited as the Uganda Retirement Benefits Regulatory Authority (Licensing of Custodians) Regulations, 2012.

2. Interpretation.

In these Regulations unless the context otherwise requires—

“Act” means the Uganda Retirement Benefits Regulatory Authority Act, 2011;

“custodian” has the meaning given to it under the Act;

“licence” means a licence issued in accordance with the Act and these Regulations.

PART II—LICENSING OF CUSTODIANS

3. Application for licence of custodian.

An application for a licence of a custodian of a retirement benefits scheme shall be in the form prescribed in Schedule 2 and shall state—

- (a) the name of the financial institution;

- (b) a physical address of a place in Uganda for the service on the applicant of any notice or document required or authorised to be served on the applicant under the Act or these Regulations and the physical address or addresses of the applicant over a period of the last five years;
- (c) whether at the date of the application, the applicant has been convicted in or is subject to any pending or present criminal proceedings ;
- (d) whether the applicant is the subject of any insolvency proceedings in any country;
- (e) information to prove that the applicant has adequate professional, technical and operational systems to perform the functions of a custodian of a retirement benefits scheme; and
- (f) any other information that the Authority may require for the purpose of determining the application.

4. Mode of application.

(1) An application for a licence to act as a custodian of a retirement benefits scheme shall be accompanied by—

- (a) the prescribed fee;
- (b) a certified copy of a licence of the financial institution issued under the Financial Institutions Act, 2004;
- (c) a certified copy of the Certificate of Incorporation of the financial institution;
- (d) a certified copy of the Memorandum and Articles of Association of the financial institution; •
- (e) a certified copy of a No objection letter issued by the Bank of Uganda to offer custodial services;
- (f) a statutory declaration sworn by the applicant verifying the facts set forth in the application.

(2) An applicant shall be notified of the decision of the Authority within ninety days from the date of receipt of the application.

5. Grant of licence or refusal to grant licence of custodian.

(1) The Authority may grant a licence to an applicant who complies with the requirements of the Act and these Regulations.

(2) A licence of a custodian of a retirement benefits scheme shall be in the form prescribed in Schedule 3.

(3) The Authority may, in granting a licence, attach such conditions to the licence as it may deem necessary.

(4) Where the Authority refuses to grant a licence to an applicant the Authority shall notify the applicant of its decision and specify the reasons for the refusal.

(5) The notice referred to under sub-regulation (4) shall be in the form prescribed in Schedule 4.

6. Licence fee of custodian.

(1) The applicant shall pay to the Authority a prescribed licence fee.

(2) The licence fee shall become due and payable by successful applicants within thirty days after notification of the decision to grant a licence.

7. Validity, renewal and display of licence of custodian.

(1) A licence issued to a custodian shall be valid for one year and may be renewed annually upon payment of the prescribed fee.

(2) An application for the renewal of a licence shall be in the form prescribed in Schedule 5.

(3) A custodian shall at all times, display a valid licence in a conspicuous place at the head office of the custodian, and copies of the licence shall be similarly displayed in a conspicuous place at each of the custodian's branch offices.

8. Revocation of licence of custodian.

(1) The Authority may revoke the licence of a custodian in accordance with section 38 of the Act.

(2) The notice referred to under section 38(2) of the Act shall be in the form prescribed in Schedule 6.

9. Guidelines.

(1) The Authority shall issue guidelines to ensure compliance with the provisions of the Act and these Regulations.

(2) Where the Authority has reasonable cause to believe that a custodian is not complying with the guidelines issued in accordance with the Act and these Regulations, the Authority shall issue a notice in the form prescribed in Schedule 7 requiring the custodian to comply with the guidelines of the Authority.

10. Penalty.

A custodian which contravenes any provision in these Regulations commits an offence and is liable to a penalty equivalent to seventy five currency points and in case of continuing contravention, fifty currency points for each day that the offence continues.

11. Fees.

The fees payable under these Regulations are prescribed in Schedule 8.

SCHEDULE 1

Regulation 2

CURRENCY POINT

One currency point is equivalent to twenty thousand shilling

SCHEDULE TWO

Regulation 3

THE UGANDA RETIREMENTS BENEFITS REGULATORY
AUTHORITY ACT 2011, ACT No. 15 OF 2011

THE UGANDA RETIREMENT BENEFITS REGULATORY AUTHORITY
(LICENSING OF CUSTODIANS) REGULATIONS, 2012.

APPLICATION FOR A LICENCE OF A CUSTODIAN

*(Under regulation 3 of the Uganda Retirement Benefits Regulatory Authority
(Licensing of Custodians) Regulations, 2012)*

Provide the following—

A. PARTICULARS OF APPLICANT

- (i) Name of applicant.....
- (ii) Date and place of incorporation
- (iii) Tax Identification Number.....
- (iv) Physical address of principal place at which the business of the
applicant is to be carried on.....
Telephone
- Fax
- Email.....
- (v) Citizenship.....

B. MANAGEMENT

- (i) Particulars of Directors of applicant. (Appendix A)
- (ii) Particulars of the Key officer of applicant (Appendix B)
- (iii) Particulars of Auditors (Appendix C)

- (iv) List the retirement benefits schemes the applicant has provided custodial services to within the period of three years ending as at the date of application. (*Incase of insufficient space provide separate attachment*).

.....
.....
.....

C. ATTACHMENTS.

Please attach the following—

- (i) certified copies of latest audited report and accounts;
- (ii) certified copy of the applicant's licence as a financial institution issued under the Financial Institutions Act, 2004;
- (iii) certified copies of memorandum and articles of applicant;
- (iv) evidence of the ability of the applicant to perform the functions of a custodian;
- (v) a certified copy of a No objection letter issued by the Bank of Uganda to offer custodial services; and
- (vi) a statutory declaration supporting the application.

I am aware of the provisions of section 38 (1) (a) of the Act relating to false statements made in relation to the application.

I hereby declare that the information contained herein and the documents submitted herewith are true and accurate to the best of my knowledge and belief.

Signed on this day of

Signature.....
Full name
Designation

Signature.....
Full name
Designation

Signature.....
Full name
Designation

APPENDIX A

PARTICULARS OF THE BOARD OF DIRECTORS OF CUSTODIAN

Name of the custodian

<i>Director (full Name)</i>	<i>Nationality</i>	<i>Physical Address</i>	<i>Occupation</i>	<i>Date of Appointment</i>	<i>No. of Shares held</i>

APPENDIX B

PARTICULARS OF KEY OFFICERS OF THE CUSTODIAN

Name of custodian.....

<i>Executive (full name)</i>	<i>Designation</i>	<i>Nationality</i>	<i>Physical Address</i>	<i>Date of Appointment</i>	<i>Academic and Professional qualifications</i>	<i>Years of experience</i>

SCHEDULE THREE

Regulation 5(2)

THE UGANDA RETIREMENTS BENEFITS REGULATORY
AUTHORITY ACT 2011, ACT No.15 OF 2011

THE UGANDA RETIREMENT BENEFITS REGULATORY AUTHORITY
(LICENSING OF CUSTODIANS) REGULATIONS, 2012.

**LICENCE OF A CUSTODIAN OF A RETIREMENT
BENEFITS SCHEME**

*(Under regulation 5(2) of the Uganda Retirement Benefits Regulatory
Authority (Licensing of Custodians) Regulations, 2012)*

LICENCE No.....

This is to certify that.....(custodian)
is licensed to act as a Custodian of retirement benefits scheme subject to the
provisions of the Uganda Retirement Benefits Regulatory Authority Act, 2011,
the regulations made under the Act and the conditions endorsed hereon.

CONDITIONS

Given under my hand and seal of the Uganda Retirement Benefits Regulatory
Authority this.....day of.....

.....
Chairperson

.....
Chief Executive Officer

.....
Secretary to the Board

SCHEDULE FOUR

Regulation 5(5)

**THE UGANDA RETIREMENTS BENEFITS REGULATORY
AUTHORITY ACT 2011, ACT No.15 OF 2011**

**THE UGANDA RETIREMENT BENEFITS REGULATORY AUTHORITY
(LICENSING OF CUSTODIANS) REGULATIONS, 2012.**

NOTICE OF REFUSAL TO GRANT LICENCE OF CUSTODIAN

*(Under regulation 5(5) of the Uganda Retirement Benefits Regulatory
Authority (Licensing of Custodians) Regulations, 2012)*

To

RE:

TAKE NOTICE that upon consideration of your application for a licence to act as a custodian of a Retirement Benefits Scheme in accordance with the provisions of the Uganda Retirement Benefits Regulatory Authority Act, 2011 and the regulations made under the Act, the Authority has found your application unsuccessful and consequently refused to license you due to the following reasons:-

.....
.....
.....

Yours faithfully,

.....
Chief Executive Officer
Uganda Retirement Benefits Regulatory Authority.

SCHEDULE FIVE

Regulation 5(5)

THE UGANDA RETIREMENTS BENEFITS REGULATORY
AUTHORITY ACT 2011, ACT No.15 OF 2011

THE UGANDA RETIREMENT BENEFITS REGULATORY AUTHORITY
(LICENSING OF CUSTODIANS) REGULATIONS, 2012.

APPLICATION FOR RENEWAL OF LICENCE OF A CUSTODIAN.
*(Under regulation 7(2) of the Uganda Retirement Benefits Regulatory
Authority (Licensing of Custodians) Regulations, 2012)*

1. Application is made for the renewal of a licence for a custodian and the following statements are made in respect of the applicant—
 - (a) applicant's name:
 - (b) licence No:
 - (c) expiry date of licence:

2. Please complete the following-(Answer "Yes" or "No" in space provided. If "Yes" attach annexure giving all relevant particulars.)
 - (a) Since the last application—
 - (i) Has there been a change in the applicant's key officers?
.....
 - (ii) Has the applicant or the applicant's key officers been suspended from membership of any professional body?
.....
 - (iv) Has the applicant been a custodian of any retirement benefits scheme other than that/those referred to in the last application?
.....
 - (v) Has the applicant taken any disciplinary action against any of its representatives?
.....

(vi) Has the applicant received any complaint against any of its representatives?
.....

(vii) Has the applicant undertaken to conduct any material new custodial function?
.....

If so, state the nature of the function.....

(b) Please furnish details of any other event which has occurred which is likely to have a significant effect on the applicant's functions during the currency of the licence if granted (including any legal claim against the applicant.)

3. Since the last application, has any of the applicant's key officers—
(Answer "Yes" or "No" in space provided. If "Yes" attach annexure giving all relevant particulars.)

(a) been suspended from membership of any professional body?

(b) been convicted of any offence other than a traffic offence in Uganda or elsewhere or are there any proceedings now pending which may lead to such a conviction?
.....

(c) had judgment including findings in relation to fraud, misrepresentation or dishonesty given against the key officer in any civil proceedings, in Uganda or elsewhere? (If "Yes": using an annexure, give full details, including whether judgment is unsatisfied.)
.....

(d) been declared insolvent or compounded with or made an arrangement for the benefit of its creditors in Uganda or elsewhere?

(e) been engaged as a custodian of any retirement benefits scheme other than one referred to in the last application?
.....

(f) undertaken to conduct any new custodial function? If so, state the nature of the function
.....

(g) been disciplined by any professional body or other membership body?
.....

4. I am/We are aware of the provisions of section 38(1) (a) of the Uganda Retirement Benefits Regulatory Authority Act 2011 relating to false statements in applications.
5. I/We declare that all information given in this application and in the attached annexure (if any) is true and correct.

Made this.....day of.....

Signature.....

Full name of applicant.....

Designation.....

Signature.....

Full name of applicant.....

Designation.....

SCHEDULE SIX

Regulation 8(2)

**THE UGANDA RETIREMENTS BENEFITS REGULATORY
AUTHORITY ACT, 2011 ACT No.15 OF 2011**

**THE UGANDA RETIREMENT BENEFITS REGULATORY AUTHORITY
(LICENSING OF CUSTODIANS) REGULATIONS, 2012.**

NOTICE OF INTENTION TO REVOKE LICENCE OF CUSTODIAN
*(Under regulation 8(2) of the Uganda Retirement Benefits (Licensing of
Custodians) Regulations, 2012)*

To

RE:

TAKE NOTICE that the Authority intends to revoke your licence for the following reasons:-

.....
.....
.....

TAKE FURTHER NOTICE that you may make your representations in writing to the Authority in regard to the said intention within the next thirty (30) days from the date of this notice which representations the Authority shall consider in accordance with the provisions of the Uganda Retirement Benefits Regulatory Act, 2011 and the regulations made under the Act before finally making its decision on the said intended revocation.

Yours faithfully.

.....
Chief Executive Officer
Uganda Retirement Benefits Regulatory Authority

c.c. Trustees of the scheme
cc. Scheme Sponsor

SCHEDULE SEVEN

Regulation 9(2)

THE UGANDA RETIREMENTS BENEFITS REGULATORY
AUTHORITY ACT, 2011 ACT No. 15 OF 2011

THE UGANDA RETIREMENT BENEFITS REGULATORY AUTHORITY
(LICENSING OF CUSTODIANS) REGULATIONS, 2012.

NOTICE REQUIRING COMPLIANCE OF GUIDELINES OF
AUTHORITY

*(Under regulation 9(2) of the Uganda Retirement Benefits (Licensing of
Custodians) Regulations, 2012)*

To

RE:

TAKE NOTICE that pursuant to an inspection made and report thereof written
and furnished on the Authority, particular matters arise out of the said report
which require urgent correction.

Consequently the Authority hereby requires your compliance of the following
guidelines:

.....
.....
.....

TAKE FURTHER NOTICE that you are required to comply with the said
guidelines within the next..... days from the date of this notice or by the
..... day of

Yours faithfully

.....
Chief Executive Officer
Uganda Retirement Benefits Regulatory Authority

SCHEDULE EIGHT

Regulation 11

**THE UGANDA RETIREMENTS BENEFITS REGULATORY
AUTHORITY ACT, ACT No.15 OF 2011**

**THE UGANDA RETIREMENT BENEFITS REGULATORY AUTHORITY
(LICENSING OF CUSTODIANS) REGULATIONS, 2012.**

FEES

*(Under regulation 11 of the Uganda Retirement Benefits Regulatory Authority
(Licensing of Custodians) Regulations, 2012)*

<i>No.</i>	<i>Item</i>	<i>Amount</i>
1.	Application fee for a licence of a custodian of a retirement benefits scheme	25 currency points
2.	Annual Licence fees	100 currency points

MARIA KIWANUKA.
Minister of Finance Planning and Economic Development.

STATUTORY INSTRUMENTS

2012 No. 71.

THE UGANDA RETIREMENT BENEFITS REGULATORY AUTHORITY
(LICENSING OF FUND MANAGERS) REGULATIONS 2012.

ARRANGEMENT OF REGULATIONS

<i>Regulation</i>	PART I—PRELIMINARY	SCHEDULE	BY ITEM
1. Title.		SEE SCHEDULE	
2. Interpretation.			

PART II—LICENSING OF FUNDMANAGERS

3. Application for licence.
4. Mode of application.
5. Grant of licence or refusal to grant licence of fund manager.
6. Licence fees of fund manager.
7. Validity, display and renewal of licence.
8. Revocation of licence.
9. Guidelines.
10. Penalty.
11. Fees.

SCHEDULES

- Schedule One—Currency point
Schedule Two—Application for a licence of a fund manager
Schedule Three—Licence of Fund Manager
Schedule Four—Notice of Refusal to Grant Licence

Schedule Five—Application for Renewal of Licence of Fund Manager
Schedule Six—Notice of Revocation of licence
Schedule Seven—Notice requiring Compliance with Guidelines
Schedule Eight—Fees

STATUTORY INSTRUMENTS

2012 No. 71.

SCHEDULE

ED BY ITEM 2

SEE S. 14

The Uganda Retirement Benefits Regulatory Authority (Licensing of Fund Managers) Regulations, 2012.

(Under section 54, 55, 91(1) and (2) (c) of the Uganda Retirement Benefits Regulatory Authority Act 2011, Act No. 15 of 2012.)

EXERCISE of the powers conferred on the Minister by section 91(1) and 2 (c) of the Uganda Retirement Benefits Regulatory Authority Act, 2011, these Regulations are made this 14th day of December, 2012.

PART I—PRELIMINARY.

1. Title.

These Regulations may be cited as the Uganda Retirement Benefits Regulatory Authority (Licensing of Fund Managers) Regulations, 2012.

2. Interpretation.

In these Regulations unless the context otherwise requires—

“Act” means the Uganda Retirement Benefits Regulatory Authority Act, 2011;

“Authority” has the meaning given to it under the Act;

“currency point” has the meaning given to it under Schedule 1;

“fund manager” has the meaning given to it under the Act;

“licence” means a licence issued in accordance with the Act and these Regulations.

PART II—LICENSING OF FUND MANAGERS.

3. Application for a licence of fund manager.

An application for a licence of a fund manager of a retirement benefits scheme shall be in the form prescribed in Schedule 2 and shall state—

- (a) the name and physical address of the applicant;
- (b) the citizenship of the applicant;
- (c) the date of incorporation of the applicant and particulars of the names and qualifications of the directors of the applicant;
- (d) the applicant's ability to perform the functions of a fund manager;
- (e) the physical address of a place in Uganda for the service on the applicant of any notice or document required or authorised to be served on the applicant under the Act or these Regulations and the physical address or addresses of the applicant over a period of the last five years;
- (f) whether at the date of the application, the applicant has been convicted in or is subject to any pending or present criminal proceedings;
- (g) whether the applicant is the subject of any insolvency or bankruptcy proceedings in any country; and
- (h) any other information that the Authority may require for the purpose of determining the application.

4. Mode of application.

(1) An application for a licence of a fund manager of a retirement benefits scheme shall be accompanied by—

- (a) the prescribed application fee;
- (b) a certified copy of the certificate of incorporation;
- (c) a certified copy of the memorandum and articles of association of the fund manager;
- (d) a certified copy of a licence issued by Capital Market Authority to offer fund manager services;
- (e) a statutory declaration sworn by the applicant verifying the facts set forth in the application; and

(f) certified copies of certificates or any other documents which the applicant may submit as evidence of qualifications, professional skills and experience relevant for performing the functions of a fund manager.

(2) An applicant shall be notified of the decision of the Authority within ninety days from the date of receipt of the application.

5. Grant of licence or refusal to grant licence of a fund manager.

(1) The Authority may grant a licence to an applicant who complies with the requirements of the Act and these Regulations.

(2) A licence to act as a fund manager of a retirement benefits scheme shall be in the form prescribed in Schedule 3.

(3) The Authority may, in granting a licence, attach such conditions to the licence as it may deem necessary.

(4) Where the Authority refuses to grant a licence to an applicant the Authority shall notify the applicant of its decision and specify the reasons for the refusal.

(5) The notice referred to under sub-regulation (4) shall be in the form prescribed in Schedule 4.

6. Licence fee of fund manager.

(1) An applicant for a licence to act as a fund manager shall pay to the Authority a prescribed licence fee.

(2) A successful applicant shall furnish the Authority with proof of having obtained a fidelity bond prior to licensing.

(3) The licence fee shall become due and payable by a successful applicant within thirty days after notification of the decision to grant a licence.

7. Validity, display and renewal of licence.

(1) A licence issued to a fund manager shall be valid for one year and may be renewed annually upon payment of the prescribed licence fee.

(2) A fund manager shall at all times, display a valid licence in a conspicuous place at the registered office of the fund manager, and copies of the licence shall be similarly displayed in a conspicuous place at each of the fund manager's branch offices.

(3) An application for the renewal of a licence shall be in the form prescribed in Schedule 5 and shall be accompanied by the prescribed fee.

8. Revocation of licence of fund manager.

(1) The Authority may revoke the licence of a fund manager in accordance with section 59 of the Act.

(2) The notice referred to under section 59(2) of the Act shall be in the form prescribed in Schedule 6.

9. Guidelines.

(1) The Authority shall issue guidelines to ensure compliance with the provisions of the Act and these Regulations.

(2) Where the Authority has reasonable cause to believe that a fund manager is not complying with the guidelines issued in accordance with the Act and these Regulations, the Authority shall issue a notice in the form prescribed in Schedule 7 requiring the fund manager to comply with the guidelines of the Authority.

10. Penalty.

A fund manager who contravenes any provision in these Regulations commits an offence and is liable to a penalty equivalent to seventy five currency points and in case of continuing contravention, fifty currency points for each day that the offence continues.

11. Fees.

The fees payable under these Regulations are prescribed in Schedule 8.

SCHEDULE 1

CURRENCY POINT

Regulation 2

One currency point is equivalent to twenty thousand shillings.

SCHEDULE 2

Regulation

THE UGANDA RETIREMENTS BENEFITS REGULATORY
AUTHORITY ACT, 2011 ACT No.15 OF 2011

THE UGANDA RETIREMENT BENEFITS REGULATORY
AUTHORITY (LICENSING OF FUND MANAGERS)
REGULATIONS, 2012.

**APPLICATION FOR LICENCE OF A FUND MANAGER OF A
RETIREMENT BENEFITS SCHEME**

*(Under regulation 3 of the Uganda Retirement Benefits Regulatory Authority
(Licensing of Fund managers) Regulations, 2012)*

Provide the following—

A. PARTICULARS OF APPLICANT

- (i) Name of applicant.....
- (ii) Date and place of incorporation
- (iii) Tax Identification Number.....
- (iv) Physical address of principal place at which the business of the applicant
is to be carried on.....
Telephone
- Fax
- Email.....

B. CAPITAL STRUCTURE

Details of capital structure—

- (i) Authorised capital, Ug. Shs.....
- (ii) Paid up capital, Ug. Shs.....
- (iii) Types of shares issued.....

C. MANAGEMENT

- (i) Particulars of Directors. (Appendix A)
- (ii) Particulars of the Key officers of fund manager (Appendix B)

- (iii) Bankers and Auditors. (Appendix C)
- (iv) List the retirement benefit schemes the applicant has provided fund management services to within the period of three years ending as at the date of application. *(Incase of insufficient space provide separate attachment).*
.....

D. ATTACHMENTS.

Please attach the following where applicable—

- (i) certified copies of latest audited report and accounts;
- (ii) certified copies of certificate of incorporation;
- (iii) certified copies of memos and articles of incorporation;
- (iv) a certified copy of a licence issued by Capital Market Authority to offer fund manager services;
- (v) evidence of the ability of the applicant to perform the functions of a fund manager of a retirement benefits scheme; and
- (vi) a statutory declaration supporting the application.

I am aware of the provisions of section 59 (1) (a) of the Act relating to false statements made in relation to the application.

I hereby declare that the information contained herein and the documents submitted herewith are true and accurate to the best of my knowledge and belief.

Signed on this day of.....

Signature.....

Full name

Designation

Signature.....

Full name

Designation

Signature.....

Full name

Designation

APPENDIX A

PARTICULARS OF THE BOARD OF DIRECTORS

Name of the Fund Manager.....

<i>Director (full Name)</i>	<i>Citizenship</i>	<i>Physical Address</i>	<i>Occupation</i>	<i>Date of Appointment</i>	<i>No. of Shares held</i>

APPENDIX B

PARTICULARS OF KEY OFFICERS OF THE FUND MANAGER

Name of Fund Manager.....

<i>Executive (full name)</i>	<i>Designation</i>	<i>Nationality</i>	<i>Physical Address</i>	<i>Date of Appointment</i>	<i>Academic and Professional qualifications</i>	<i>Years of experience</i>

If any of the officers has been convicted of a criminal offence, please give the name of the officer, the date and particulars of the offence.

.....
.....

APPENDIX C

PARTICULARS OF AUDITORS AND BANKERS

Name of Fund Manager

	<i>Name of firm/institution</i>	<i>Tax Identification Number</i>	<i>Physical Address Telephone and fax Email</i>	<i>Affiliated Professional body</i>	<i>Date of Appointment</i>
Auditors					
Bankers					

SCHEDULE 3

Regulation 5(2)

THE UGANDA RETIREMENT BENEFITS REGULATORY AUTHORITY
ACT, 2011 ACT No.15 OF 2011

THE UGANDA RETIREMENT BENEFITS REGULATORY AUTHORITY
(LICENSING OF FUND MANAGERS) REGULATIONS, 2012

**LICENCE OF FUND MANAGER OF A RETIREMENT BENEFITS
SCHEME**

*(Under regulation 5(2) of the Uganda Retirement Benefits Regulatory
Authority (Licensing of Fund managers) Regulations, 2012)*

LICENCE NO.....

This is to certify that.....(fund manager) is licensed
and authorised to act as a fund manager of a retirement benefits scheme subject
to the provisions of the Uganda Retirement Benefits Regulatory Authority Act,
2011, the regulations made under the Act and the conditions endorsed hereon.

CONDITIONS

Given under my hand and seal of the Uganda Retirement Benefits Regulatory
Authority thisday of.....

.....
Chief Executive Officer
Uganda Retirement Benefits Regulatory Authority.

SCHEDULE 4

Regulation 5(5)

THE UGANDA RETIREMENTS BENEFITS REGULATORY
AUTHORITY ACT, 2011, ACT No.15 of 2011

THE UGANDA RETIREMENT BENEFITS REGULATORY AUTHORITY
(LICENSING OF FUND MANAGERS) REGULATIONS, 2012.

NOTICE OF REFUSAL TO GRANT LICENCE OF FUND MANAGER
*(Under regulation 5(5) of the Uganda Retirement Benefits Regulatory
Authority (Licensing of Fund managers) Regulations, 2012)*

To

.....

.....

RE:

TAKE NOTICE that upon consideration of your application for a licence to act as a fund manager of a Retirement Benefits Scheme; in accordance with the provisions of the Uganda Retirement Benefits Regulatory Authority Act, 2011 and the regulations made under the Act, the Authority has found your application unsuccessful and consequently refused to license you due to the following reasons:-

.....

.....

.....

Yours faithfully,

.....
Chief Executive Officer
Uganda Retirement Benefits Regulatory Authority.

SCHEDULE 5

Regulation 7 (3)

THE UGANDA RETIREMENTS BENEFITS AUTHORITY ACT, 2011,
ACT No.15 OF 2011

THE UGANDA RETIREMENT BENEFITS REGULATORY
AUTHORITY (LICENSING OF FUND MANAGERS)
REGULATIONS, 2012.

APPLICATION FOR RENEWAL OF LICENCE OF A FUND MANAGER.

*(Under regulation 7(2) of the Uganda Retirement Benefits Regulatory
Authority (Licensing of Fund Managers) Regulations, 2012)*

1. Application is made for the renewal of a licence for a fund manager and the following statements are made in respect of the applicant—
 - (a) applicant's name:
 - (b) licence No:
 - (c) expiry date of licence:

2. **Please complete the following—(Answer "Yes" or "No" in space provided. If "Yes" attach annexure giving all relevant particulars.)**
 - (a) **Since the last application—**
 - (i) Has there been a change in the applicant's key officers?
.....
 - (ii) Has the applicant or the applicant's key officers been suspended from membership of any professional body?
.....
 - (iv) Has the applicant been a fund manager of any retirement benefits scheme other than that/those referred to in the last application?
.....
 - (v) Has the applicant taken any disciplinary action against any of its representatives?
.....

(vi) Has the applicant received any complaint against any of its representatives?
.....

(vii) Has the applicant undertaken to conduct any material new fund management function?
.....

If so, state the nature of the function.....

(b) Please furnish details of any other event which has occurred which is likely to have a significant effect on the applicant's functions during the currency of the licence if granted (including any legal claim against the applicant.)

3. Since the last application, has any of the applicant's key officers— (Answer "Yes" or "No" in space provided. If "Yes" attach annexure giving all relevant particulars.)

(a) been suspended from membership of any professional body?

(b) been convicted of any offence other than a traffic offence in Uganda or elsewhere or are there any proceedings now pending which may lead to such a conviction?
.....

(c) had judgment including findings in relation to fraud, misrepresentation or dishonesty given against the key officer in any civil proceedings, in Uganda or elsewhere? (If "Yes": using an annexure, give full details, including whether judgment is unsatisfied.)
.....

(d) been declared bankrupt or compounded with or made an arrangement for the benefit of his or her creditors in Uganda or elsewhere?

(e) been engaged as a fund manager of any retirement benefits scheme other than one referred to in the last application?
.....

(f) undertaken to conduct any new fund management function? If so, state the nature of the function.....

(g) been disciplined by any professional body or other membership body?
.....

4. I am/We are* aware of the provisions of section 59 (1) (a) of the Uganda Retirement Benefits Regulatory Authority Act 2011 relating to false statements in applications.

5. I/We* declare that all information given in this application and in the attached annexure (if any) is true and correct.

Made this.....day of.....

Signature.....

Full name of applicant.....

Designation.....

**Delete whichever is inapplicable*

SCHEDULE 6

Regulation 8(2)

THE UGANDA RETIREMENTS BENEFITS REGULATORY
AUTHORITY ACT 2011, ACT No.15 OF 2011

THE UGANDA RETIREMENT BENEFITS REGULATORY
AUTHORITY (LICENSING OF FUND MANAGERS)
REGULATIONS, 2012.

**NOTICE OF INTENTION TO REVOKE LICENCE OF
FUND MANAGER**

*(Under regulation 8(2) of the Uganda Retirement Benefits (Licensing
of Fund managers) Regulations, 2012)*

To

RE:

TAKE NOTICE that the Authority intends to revoke your licence for the following reasons:-

.....
.....
.....

TAKE FURTHER NOTICE that you may make your representations in writing to the Authority in regard to the said intention within the next thirty (30) days from the date of this notice which representations the Authority shall consider in accordance with the provisions of the Uganda Retirement Benefits Regulatory Authority Act and the regulations made under the Act before finally making its decision on the said intended revocation.

Yours faithfully,

.....
*Chief Executive Officer
Uganda Retirement Benefits Regulatory Authority*

c.c. Trustee of the Scheme
cc. Scheme Sponsor

SCHEDULE 7

Regulation 9(2)

THE UGANDA RETIREMENTS BENEFITS REGULATORY
AUTHORITY ACT,2011, ACT No.15 OF 2011

THE UGANDA RETIREMENT BENEFITS REGULATORY
AUTHORITY (LICENSING OF FUND MANAGERS)
REGULATIONS, 2012.

**NOTICE REQUIRING FUND MANAGER TO COMPLY WITH
GUIDELINES OF AUTHORITY**

*(Under regulation 9(2) of the Uganda Retirement Benefits (Licensing of
Fund managers) Regulations, 2012)*

To

RE:

TAKE NOTICE that pursuant to an inspection made and report thereof written and furnished on the Authority, particular matters arise out of the said report which require urgent correction.

Consequently the Authority hereby requires your compliance of the following guideline:

.....
.....
.....

TAKE FURTHER NOTICE that you are required to comply with the said guidelines within the next..... days from the date hereof or by the day of

Yours faithfully

.....
Chief Executive Officer
Uganda Retirement Benefits Regulatory Authority

SCHEDULE 8

Regulation 11

THE UGANDA RETIREMENTS BENEFITS REGULATORY
AUTHORITY ACT, ACT No.15 OF 2011

THE UGANDA RETIREMENT BENEFITS REGULATORY
AUTHORITY (LICENSING OF FUND MANAGERS)
REGULATIONS, 2012.

FEES

*(Under regulation 11 of the Uganda Retirement Benefits Regulatory Authority
(Licensing of Fund managers) Regulations, 2012)*

<i>No.</i>	<i>Item</i>	<i>Amount</i>
1.	Application fee for a licence of a fund manager of a retirement benefits scheme	25 currency points
2.	Annual Licence fees	10 currency points

MARIA KIWANUKA.

Minister of Finance Planning and Economic Development.

STATUTORY INSTRUMENTS
SUPPLEMENT No. 33

FOR SEVERAL AMENDMENTS
SEE S.I. NO. 42, 2014

REG. 4 SUBSTITUTED

SEE S.I. 43/2014

21st December, 2012

STATUTORY INSTRUMENTS SUPPLEMENT

to The Uganda Gazette No. 68 Volume CV dated 21st December, 2012

Printed by UPPC, Entebbe, by Order of the Government.

STATUTORY INSTRUMENTS

2012 No. 72.

AMENDED BY
S.I. NO. 50/2017

THE UGANDA RETIREMENT BENEFITS REGULATORY AUTHORITY
(LICENSING OF RETIREMENT BENEFITS SCHEMES) REGULATIONS
2012

REG. 23 AMENDED

SEE S.I.

NO. 50/2017

SCHEDULE 2 SUBSTITUTED

SEE S.I. 43/2014

ARRANGEMENT OF REGULATIONS

Regulation

PART I—PRELIMINARY.

1. Title.
2. Interpretation.

REG. 4 SUBSTITUTED

SEE S.I. 43/2014

SCHEDULE 11
AMENDED BY
S.I. NO. 50/2017

PART II—LICENSING OF RETIREMENT BENEFITS SCHEMES.

3. Minimum deposit to be maintained by schemes receiving mandatory contributions.
4. Funding policy and business plan of retirement benefits schemes.
5. Key officers of the scheme to comply with fit and proper test.
6. Minimum number of trustees.

REG 7(2) SUBSTITUTED

Licensing procedure

SEE S.I. 43/2014

7. Application for a licence to operate or establish a retirement benefits scheme.
8. Physical location and inspection of premise.
9. Grant of licence or refusal to grant licence.
10. Licence fees of retirement benefits scheme.
11. Validity and display of licence.
12. Revocation of licence.

REG. 14A, 15A, 15B, 15C, 15D, 15E
INSERTED SEE
NO. 50/2017

S T A T U T O R Y I N S T R U M E N T S

2012 No. 72.

**The Uganda Retirement Benefits Regulatory Authority (Licensing
of Retirement Benefits Schemes) Regulations, 2012.**

*(Under sections 28, 29, 30 and 91(1),(2)(a) and (b) of the Uganda
Retirement Benefits Regulatory Authority Act 2011, Act No. 15 of 2011.)*

IN EXERCISE of the powers conferred on the Minister by section 91(1),(2)(a) and (b) of the Uganda Retirement Benefits Regulatory Authority Act, 2011, these Regulations are made this 14th day of December, 2012.

PART I—PRELIMINARY

1. Title.

These Regulations may be cited as the Uganda Retirement Benefits Regulatory Authority (Licensing of Retirement Benefits Schemes) Regulations, 2012.

2. Interpretation.

In these Regulations unless the context otherwise requires—

“Act” means the Uganda Retirement Benefits Regulatory Authority Act, 2011;

“currency point” has the value given to it in Schedule 1;

“defined benefits retirement benefits scheme” has the meaning given to defined retirement benefits scheme under the Act;

“defined contribution scheme” means a scheme in which members’ and employers’ contributions are fixed either as a percentage of wages or as a shilling amount, and a member’s retirement benefits has a value equal to those contributions, net of expenses including premiums paid for insurance of death or disability risks, accumulated in an individual account with investment return and any surpluses or deficits as determined by the trustees of the scheme;

REG. 2 AMENDED
★ SEE S.I. 42/2014 ★

“existing retirement benefits scheme” means a scheme which existed prior to the coming into force of the Act;

“mandatory contribution” means a contribution which an individual is obliged by law to contribute;

“licence” means a licence issued in accordance with the Act and these Regulations;

“occupational retirement benefits scheme” means a retirement benefits scheme which is linked to an employment professional relationship between the member and the sponsor, and which may be established by employers or groups of employers, labour or professional associations, jointly or separately;

“retirement benefits scheme” has the meaning given to it under the Act;

“voluntary contribution” means a contribution which an individual is not obliged by law to contribute;

“wages” means remuneration or earnings, however designated or calculated, capable of being expressed in terms of money and are fixed by mutual agreement or by national laws or regulations which are payable under an oral or written contract of service for work done or to be done, or for services rendered; if no deductions were made, whether in pursuance of any law requiring or permitting any deduction or otherwise.

PART II—LICENSING OF RETIREMENT BENEFITS SCHEMES

3. Minimum deposit to be maintained by a retirement benefits scheme receiving mandatory contributions.

The Authority shall require a retirement benefits scheme which receives or intends to receive mandatory contributions to maintain a minimum deposit of not less than one million, two hundred and fifty thousand currency points with the Central Bank or a financial institution approved by the Authority.

4. Funding policy and business plan of retirement benefits scheme.

(1) A retirement benefits scheme shall have a funding policy and a business plan.

(2) The Authority shall issue guidelines indicating the contents of the funding policy which shall include—

- (a) sources of funding;
- (b) in case of a defined benefits scheme, the actuarial methods to be used;
- (c) contribution levels of sponsor and members; and
- (d) any other information determined by the Authority.

5. Key officers of the scheme to satisfy fit and proper test.

The trustees of a retirement benefits scheme shall ensure, that the key officers of the retirement benefits scheme satisfy the fit and proper criteria set out in Schedule 3 of the Act.

6. Minimum number of trustees.

The minimum number of trustees of a retirement benefits scheme shall be three.

7. Application for a licence to establish a retirement benefits scheme.

(1) An application for a licence to establish a retirement benefits scheme shall be in the form prescribed in Schedule 2.

(2) An existing retirement benefits scheme shall apply for a licence in the form prescribed in Schedule 3.

(3) An application for a licence to establish a retirement benefits scheme shall, in addition to the information required under section 29(2) and upon the fulfillment of the conditions under section 30 (1) (a) of the Act, contain—

- (a) the name of the retirement benefits scheme including reference to any prior change of name;

- (b) the physical address and location of the registered office of the scheme in Uganda.
- (c) a trust deed and scheme rules;
- (d) a funding policy of the scheme;
- (e) a business plan including—
 - (i) a description of the funds that the scheme is expected to manage, the types of obligations that the scheme is expected to incur, the setting up costs and means to raise finance and the projected development of the business;
 - (ii) detailed financial projections which demonstrate medium-term viability and sufficient information on the financial resources of the founders to support the institution;
 - (iii) a description of how the retirement benefits scheme is to be managed and controlled internally and a comprehensive risk management framework; and
 - (iv) disclose the applicant's current and contemplated future policy with regard to the payment of retirement benefits.
- (f) in case of an existing retirement benefits scheme—
 - (i) the status of the retirement benefits scheme in respect of the names of members admitted into the retirement benefits scheme and their contribution;
 - (ii) description of the investment portfolio of the scheme including their value and location;
 - (iii) benefits that accrue to members under the retirement benefits scheme;
 - (iv) whether any members of the scheme are active members or not;

- (v) certified copies of audited financial statements for the previous year prepared in accordance with international financial reporting standards;
 - (vi) if the most recent audited accounts are more than six months out of date, they should be accompanied by management accounts which need not be audited showing the current financial position and the current results of the institution;
 - (g) any other information relating to the viability of the proposed retirement benefits scheme or other matters which the applicant may consider relevant; and
 - (h) any other information which the Authority considers necessary for the purposes of determining the application.
- (4) An application for a licence under this regulation shall be accompanied by the prescribed application fee.
- (5) An applicant shall be notified of the decision of the Authority within ninety days from the date of receipt of the application.

8. Physical location and inspection of premises.

- (1) Every retirement benefits scheme shall have an address with a physical location in Uganda.
- (2) The Authority shall carry out an on-site inspection of the premises of the applicant to assess the suitability of the business premises of the retirement benefits scheme and may require the scheme to comply with the requirements in Schedule 4.

9. Grant of licence or refusal to grant licence.

- (1) Where the Authority is satisfied that applicant has complied with the requirements of the Act and these Regulations, the Authority shall within ninety days after the date of the pre-licensing inspection, consider the application and may grant the licence to the applicant or refuse to grant the licence in accordance with the Act and these Regulations.

(2) A licence to operate or establish a retirement benefits scheme shall be in the form prescribed in Schedule 5.

(3) The Authority may, in granting a licence, attach such conditions to the licence as it may deem necessary.

(4) Conditions under sub-regulation (3) may relate to permissible or non-permissible operations or activities of a retirement benefits scheme and may be of a temporary or permanent nature.

(5) Where the Authority refuses to grant a licence to an applicant the Authority shall notify the applicant of its decision and specify the reasons for the refusal.

(6) The notice referred to under sub-regulation (5) shall be in the form prescribed in Schedule 6.

10. Licence fee of retirement benefits scheme.

(1) The applicant shall pay to the Authority the prescribed licence fee.

(2) The licence fee shall become due and payable by successful applicants within thirty days after notification of the decision to grant a licence.

11. Validity and display of licence.

(1) A licence issued to a retirement benefits scheme shall be valid from the date of issue and shall remain in force until the scheme is wound up in accordance with the scheme rules or the law under which the scheme is established or until the licence is revoked in accordance with section 32 of the Act.

(2) A licence to establish or operate a retirement benefits scheme shall, at all times, be displayed in a conspicuous place at the head office of the retirement benefits scheme, and copies of it shall be similarly displayed in a conspicuous place at each of its branch offices.

12. Revocation of licence.

(1) The Authority may revoke the licence of a retirement benefits scheme in accordance with section 32 of the Act.

(2) The notice referred to under section 32(2) of the Act shall be in the form prescribed in Schedule 7.

PART III—TRUST DEED AND SCHEME RULES

13. Trust deed establishing a retirement benefits scheme as an irrevocable trust.

(1) Every retirement benefits scheme shall have a trust deed which establishes it as an irrevocable trust in accordance with section 30(1) (a) of the Act.

(2) The trust deed shall be registered in accordance with the Registration of Documents Act Cap. 81.

*REG. 14A, 15A, 15B, 15C, 15D 15E
INSERTED SEE
NO.50/2017*

14. Contents of a trust deed.

(1) A trust deed of a retirement benefits scheme shall state—

- (a) the name of the sponsor and trustee;
- (b) the purpose of the trust to establish a retirement benefits scheme as an irrevocable trust;
- (c) the name of the retirement benefits scheme;
- (d) date of commencement of the scheme;
- (e) the names of the members and beneficiaries under the retirement benefits scheme;
- (f) the manner of appointment or election of trustees and their term of office unless where it is otherwise stipulated, the tenure of office of trustees shall not exceed three years, but shall be subject to renewal;

- (g) the terms on which the trustees are appointed including their functions, powers and duties which shall be in accordance with the Act and these Regulations;
- (h) the number of trustees of the scheme and in particular—
 - (i) a defined benefits scheme shall have at least one third trustees nominated by members of the scheme unless where the scheme appoints a corporate trustee; and
 - (ii) a defined contribution scheme shall have at least two thirds of trustees nominated by members of the scheme unless where the scheme appoints a corporate trustee;
- (i) the manner of election of a chairman of the board of trustees except that the administrator of the scheme or chief executive officer of the sponsor shall not be the chairman of the Board of trustees;
- (j) the procedure for convening meetings of the board of trustees including provisions that—
 - (i) the trustees shall meet four times in every calendar year and not more than four months shall elapse between the date of one meeting and the next;
 - (ii) a trustee who without reasonable excuse, fails to attend three consecutive meetings shall be disqualified from serving as a trustee.
- (k) the fees payable for services offered by the trustee, custodian, administrator and fund manager;
- (l) the duties and obligations of each party to the trust deed;
- (m) the process for resolving disputes between the parties to the trust deed;

- (n) the rights of each party to indemnity from the other;
- (o) the mode of termination of appointment of the trustee and the obligations of each party on termination of the appointment including the right of the sponsor to terminate the appointment if the licence of the trustee is revoked;
- (p) the contents of the monthly reports which the trustee shall submit to the sponsor and the Authority;
- (q) the appointment, term, removal from office, powers and remuneration of custodians, administrators, fund managers and other officers of the of the scheme;
- (r) the contents of the monthly reports which the fund manager, administrator and custodian shall submit to the trustee; and
- (s) any information relevant to the retirement benefits scheme or the ability of the key officers of the retirement benefits scheme to perform their obligations under the trust deed.

Scheme rules

15. Content of the scheme rules.

(1) A retirement benefits scheme shall have scheme rules which shall be made in accordance with the Act, these Regulations.

(2) The scheme rules and shall contain—

- (a) a list of definitions, in alphabetical order, defining the terms which are frequently used in the rules;
- (b) requirements for admission to membership and the circumstances under which membership is to cease;
- (c) conditions under which and when a member may become entitled to any benefit including age benefits, death benefits, the nature and extent of any benefit and the mode of calculating the benefits;

- (d) rate of contributions by sponsors and or members as the c
may be;
- (e) basis of determining interest declared to members;
- (f) interest chargeable on the contributions which have not bee
remitted as determined by the Authority;
- (g) interest chargeable on late payment of benefits from th
scheme; provided that the interest shall not be less than th
investment interest declared by the scheme in the year
which the payment was due.
- (h) mode of recovery of unremitted contributions which sha
include treating of unremitted contributions as a civil deb
recoverable summarily by a scheme;
- (i) methods of vesting benefits in its members;
- (j) manner of determining surplus and deficit and disposing
surplus or providing for deficit;
- (k) terms and period within which a member may withdraw his
her benefits from the scheme;
- (l) the manner in which contracts and other documents bind
the scheme shall be executed;
- (m) the procedure of amending scheme rules;
- (n) appointment and tenure of the auditor of the scheme and
other person rendering professional services to the scheme.
- (o) custody of the scheme fund, title deeds and other securit
belonging to the scheme;
- (p) the manner in which disputes between the parties in the
retirement benefits scheme shall be resolved; and
- (q) any information relevant to the retirement benefits scheme
the ability of the key officers of the retirement benefits sche
to perform their obligations under the scheme rules.

16. Trustee to appoint actuary.

(1) The trustee of a defined benefits retirement benefits scheme shall, at least once in every three years, appoint an actuary to value the resources and liabilities of the scheme and evaluate the financial consequences of any risk undertaken by the trustee on behalf of the retirement benefits scheme.

(2) Notwithstanding sub-regulation (1), the Authority may, in exceptional circumstances, require a trustee of a defined retirement benefits scheme to cause the resources and liabilities of the scheme to be evaluated by an actuary appointed by the trustees with the approval of the Authority.

(3) In this regulation “actuary” means has the meaning given to it under the Act.

17. Contents of actuarial review report and actuarial valuation report.

(1) An actuary appointed under regulation 16 shall—

- (a) value the resources and liabilities of the scheme;
- (b) evaluate the financial consequences of any risk undertaken by the trustee on behalf of the retirement benefits scheme; and
- (c) prepare and submit to the trustee an actuarial review report in the form prescribed in Schedule 8.

(2) A trustee of a defined benefits retirement benefits scheme shall, within three months after receipt of an actuarial review report submitted by the actuary under sub- regulation (1), submit to the Authority an actuarial valuation report in the form prescribed in Schedule 9.

PART IV—MISCELLENEOUS

18. Prohibition on transfer or assignment of licence.

A retirement benefits scheme shall not transfer or assign its licence.

19. Approval of amendments to trust deed and scheme rules.

Amendments to the trust deed and the scheme rules shall not be made without the approval of the Authority.

20. Notification of alterations to information presented to Authority.

The trustee of a retirement benefits scheme shall promptly, in writing, communicate any alterations to information presented to the Authority within thirty days from the date of the alteration.

21. Guidelines.

(1) The Authority shall issue guidelines to ensure compliance with the provisions of the Act and these Regulations.

(2) Where the Authority has reasonable cause to believe that a retirement benefits scheme is not complying with the guidelines issued in accordance with the Act and these Regulations, the Authority shall issue a notice in the form prescribed in Schedule 10, requiring the retirement benefits scheme to comply with the directions of the Authority.

22. Penalty.

A trustee of a retirement benefits scheme which contravenes any provision of these Regulations is liable to a penalty equivalent to seven hundred and fifty currency points and in case of a continuing contravention, five hundred currency points for each day that the contravention continues.

*REG. 23AMENDEL
SEE S.1 NO. 50/20*

23. Fees and compulsory annual levies.

(1) The fees payable under these Regulations are prescribed in Schedule 11.

(2) Every licensed retirement benefits scheme shall pay the prescribed compulsory annual levy on or before the 30th day of April in each calendar year.

(3) A retirement benefits scheme which fails to pay the fees or compulsory annual levy determined by the Authority shall be liable to a penalty.

24. Requirement to have administrative, operational and internal control systems.

(1) Every retirement benefits scheme shall have administrative, operational and internal control systems.

(2) The internal control systems of the retirement benefits scheme shall ensure the reasonable accomplishment of the following objectives—

- (a) operational efficiency and effectiveness, which ensures the appropriate management of assets and other resources thus protecting the retirement benefits scheme from possible losses while ensuring that the personnel work towards the attainment of the stated aims and safeguard the assets of the retirement benefits scheme from loss, fraud or inefficient use;
- (b) the reliability and relevance of the reports and the data generated by the information systems which entails accuracy, integrity and relevance in terms of decision making at the different levels in the retirement benefits scheme; and
- (c) compliance with the Act, these Regulations, the trust deed and the scheme rules.

25. Requirement to have information and communication technology systems.

(1) The Authority may require a retirement benefits scheme to have information, communication and technology systems.

(2) The retirement benefits scheme's information, communication and technology systems should be able to facilitate decision making at the different management levels in the scheme, with reference to the specific description of the benefits offered, adequate identification of members and beneficiaries, and reporting requirements of the Authority, which shall include—

- (i) functionality, expandability and institutional growth;

- (ii) functional completeness, appropriateness and integrity;
- (iii) member information system; and
- (b) reporting, including—
 - (i) reports; and
 - (ii) report generation;
- (c) administration and support, including—
 - (i) security;
 - (ii) backup and recovery;
 - (iii) fault tolerance and robustness;
 - (iv) end-of-period processing;
 - (v) support infrastructure and maintenance; and
 - (vi) version control and upgrade.

SCHEDULE 1

Regulation 2

CURRENCY POINT

A currency point is equivalent to twenty thousand shillings.

SCHEDULE 2
SEE S.143

SCHEDULE TWO

Regulations

**THE UGANDA RETIREMENTS BENEFITS REGULATORY
AUTHORITY ACT, 2011, ACT No. 15 OF 2011**

**THE UGANDA RETIREMENT BENEFITS REGULATORY
AUTHORITY (LICENSING OF RETIREMENT BENEFITS SCHEMES)
REGULATIONS, 2012.**

**APPLICATION FOR LICENCE TO ESTABLISH AND OPERATE
A RETIREMENT BENEFITS SCHEME**

*(Under regulation 7(1) of the Uganda Retirement Benefits Regulatory
Authority (Licensing of Retirement Benefits Schemes) Regulations, 2012)*

PART 1—DETAILS OF THE SCHEME

- A. (i) Name of proposed scheme.....
- (ii) Tax Identification Number.....
- (iii) Physical address of proposed office of the scheme
.....
.....
Telephone
Fax
E-mail.....
Physical Address for service of notice or documents
.....
.....
- B. Provide the following particulars regarding the proposed scheme:
- (i) Is it an open scheme that provides individual based pension
provident plans?
YES/NO.....
.....
- (ii) Is it an occupational retirement benefits scheme?
YES/NO.....
.....

- (iii) Is the scheme contributory or non-contributory?
.....
- (iv) Is it a scheme that receives mandatory contributions? YES/ NO
.....
- (v) Is it a scheme that receives voluntary contributions? YES/ NO.
.....
- (vi) State whether the scheme is a defined contribution a defined benefit, or both.(Describe)
.....

C. Provide the following information regarding the proposed scheme:

- (i) Names of proposed members and their contributions;(Attach a list)
- (ii) Benefits that accrue to members;
.....
.....
.....
.....
- (iii) Status of members;
Number of active members.....
Number of inactive members.....

D. Provide the following details in the appendices:

- (i) Particulars of the proposed Trustees or directors of corporate trustee (Appendix A)
- (ii) Particulars of proposed Custodian, Administrators, Fund managers, Auditors and Actuary(Appendix B)
- (iii) Particulars of key officers of the retirement benefits scheme (Appendix C).

PART II—PARTICULARS OF TRUSTEES

A. Name of Trustee:

.....
.....

- B. In case of corporate trustee particulars of directors
.....
.....
.....
- C. Physical Address.....
.....
Telephone.....
Fax.....
Email.....
- D (i) Tax Identification Number.....
- E. Has the trustee previously been convicted of a criminal offence sentence of a period of six months or more?
.....
.....
- F. What are the qualifications and experience of the trustees?
.....
.....
- G. In the case of a corporate trustee attach profile of the corporate trustee

PART III—PARTICULARS OF SPONSOR
(In case of more than one sponsor provide the following particulars for on a separate attachment).

- A (i) Name of Sponsor:
.....
.....
.....
- (ii) If a legal entity attach a copy of the certificate of incorporation or registration :
.....
- B. Physical Address.....
.....

Telephone:.....
E-mail.....
Fax

Physical address in Uganda for service of notices or documents....
.....
.....

Tax Identification Number:.....

PART IV ATTACHMENTS

Please attach copies of the following:

- A copy of the name reservation form.
- Trust deed and Scheme Rules.
- A certified copy of the certificate of incorporation or registration in case the sponsor is a legal entity.
- An organogram of the proposed retirement benefits scheme.
- Resume' of the trustees and key officers of the scheme.

I am/We are aware of the provisions of section 32(1) (a) of the Uganda Retirement Benefits Regulatory Authority Act 2011 relating to false statements in applications.

I/ We hereby declare that the statements contained herein and the documents submitted herewith are true and accurate to the best of my knowledge and belief.

Signed on this day of.....

Signature of Applicant.....

Full Name:

Designation:

Signature of Applicant.....

Full Name:

Designation:

Signature of Applicant.....

Full Name:

Designation:

APPENDIX A

PARTICULARS OF TRUSTEES OF RETIREMENT BENEFITS SCHEME

Name of Retirement Benefits Scheme.....

<i>Name of Trustee/ Directors of Corporate Trustee</i>	<i>Physical Address/Tel/ Fax/ Email.</i>	<i>Citizenship</i>	<i>Occupation</i>	<i>Date of Appointment</i>

APPENDIX B

**PARTICULARS OF AUDITORS, ACTUARIES, ADMINISTRATORS,
FUND MANAGER AND CUSTODIANS**

Name of Scheme.....

	<i>Name</i>	<i>Tax Identifi- cation Number</i>	<i>Physical Address, Telephone Fax or E-mail.</i>	<i>Professional body to which Partners are members</i>	<i>Date of appoint- ment</i>
Actuaries					
Administrators					
Auditors					
Custodians					
Fund Manager					

APPENDIX C

PARTICULARS OF KEY OFFICERS OF THE SCHEME

Name of Scheme.....

<i>Name</i>	<i>Physical Address, Telephone, Fax or E-mail.</i>	<i>Professional body to which Partners are members</i>	<i>Designation</i>	<i>Date of appoint</i>

SCHEDULE THREE

Regulation 7(2)

**THE UGANDA RETIREMENTS BENEFITS REGULATORY
AUTHORITY ACT, 2011; ACT No. 15 OF 2011**

**THE UGANDA RETIREMENT BENEFITS REGULATORY
AUTHORITY (LICENSING OF RETIREMENT BENEFITS SCHEMES)
REGULATIONS, 2012.**

**APPLICATION FOR LICENCE BY EXISTING RETIREMENT
BENEFITS SCHEME**

*(Under regulation 7(2) of the Uganda Retirement Benefits (Licensing of
Retirement Benefits Schemes) Regulations, 2012)*

(Read attached notes before completing the form)

PART I—DETAILS OF THE SCHEME

- A. (i) Name of scheme.....
- (ii) Tax Identification Number.....
- B. Any other names under which the scheme has been known previously:
.....
.....
- C. Any other names under which the scheme has been known together with
the names of schemes which have in whole or part been merged with, or
replaced by the scheme in the past five years:
.....
.....
.....
- D. Provide the following particulars regarding the scheme:
- (i) Is it a provident or pension fund?
.....
.....

(ii) Is it an open scheme that provides individual based pension or provident plans? YES/NO.

(iii) Is it an occupational retirement benefits scheme? YES/NO.

(iv) Is the scheme contributory or non-contributory?
.....

(v) Is it a scheme that receives mandatory contributions? YES/ NO

(vi) Is it a scheme that receives voluntary contributions? YES/ NO.

(vii) State whether the scheme is a defined contribution, defined benefit, or both?
.....

(vii) What is the current status of the scheme?

Is the scheme open to admission of new members? YES/NO

Is the membership of the scheme restricted to any category of members? YES/NO

(3) Is it a funded scheme? YES/NO.

(4) If other, specify.
.....
.....
.....

E (i) Give the current information on the following—

(1) The number of members of the scheme.
.....

(2) The number of active members of the scheme.
.....

(3) The scheme's vesting formula.
.....
.....

(4) The number of members in whom the scheme benefits have been fully vested.
.....

- (5) The number of members who are drawing pension, if any.

- (6) The number of members whose retirement benefits are deferred.

- (7) The number of the total permanent workforce of the sponsoring employer(s).

- (8) Is membership of the scheme compulsory or voluntary?

- (9) Do those permanent employees of the sponsoring employer(s) who are not members of the scheme belong to any other scheme? YES/NO. If yes, give details of the scheme.

- (10) The rate of contribution for—
 (i) Employee

 (ii) Employer

 (iii) Individual contribution rate in the case of an individual based scheme

- (11) State the the benefits offered by the scheme:

- (12) State the total gross and net asset value of the scheme fund.
 Ushs

(13) State basis of the above valuation.

.....
.....

F (i) Provide the following particulars of the scheme:

Date of commencement of the scheme.....

Type of formation/establishment

(i) Act of Parliament (specify).....

(ii) Trust deed

(iii) Other (specify).....

Country.....

Registered office of the scheme:.....

Physical Address

Telephone.....

Fax.....

Email.....

Website.....

G. Provide details for the following:

(i) Members of the Board of Trustees or governing body of the scheme (Appendix A)

(ii) Fund manager, custodian and administrator, if any (Appendix B)

(iii) Auditors and Actuary, if any (Appendix C)

(iv) Particulars of key officers (Appendix D)

(Please complete the tables in the above mentioned appendices)

PART II PARTICULARS OF SPONSOR(S)

(Incase of more than one sponsor provide the following particulars for each on a separate attachment)

PART 11A
INSERTED
SEE S.I NO.50/2017

A. Name of Sponsor(s):

.....
.....

B. Physical Address.....

.....
.....

Telephone.....

Fax.....

Email.....

PART III - ATTACHMENTS

Please attach copies of the following:

- (i) Trust deed and Scheme Rules (if any)
- (ii) Latest actuarial report in case of a defined benefits scheme (if any)
- (iii) Certified copies of audited financial statements for the previous year. (if any)
- (iv) For insured schemes, a copy of the insurance policy document and a copy of the latest fund value statement and revenue account.
- (v) For schemes with funds invested by a fund manager, a copy of the latest scheme fund investment report and revenue account. (if any)
- (vi) Fund management agreement(s) (where applicable).
- (vii) Organogram of the scheme.
- (viii) Resume' of key officers of the scheme.

I am/We are aware of the provisions of section 32(1) (a) of the Uganda Retirement Benefits Regulatory Authority Act 2011 relating to false statements in applications.

I/We hereby declare that the information contained herein and the documents submitted herewith are true and accurate to the best of my knowledge and belief.

Signed on this day of.....

Signature of applicant.....
Full name.....
Designation.....

APPENDIX A

PARTICULARS OF TRUSTEES OF RETIREMENT BENEFITS
SCHEME

Name of Retirement Benefits Scheme.....

<i>Name of Trustee/ Particulars of Directors of corporate trustee</i>	<i>Tax Identification Number</i>	<i>Physical Address/Tel/ Fax or Email.</i>	<i>Citizenship</i>	<i>Occupation</i>	<i>Date of Appointment</i>

APPENDIX B

**PARTICULARS OF AUDITORS, ACTUARIES, ADMINISTRATORS,
FUND MANAGERS AND CUSTODIANS**

Name of Scheme.....

	<i>Name</i>	<i>Tax Identification Number</i>	<i>Address, Telephone Fax / E- mail.</i>	<i>Professional body to which Partners are members</i>	<i>Date of appointment</i>
Actuaries					
Administrators					
Auditors					
Custodians					
Fund Managers					

APPENDIX C

PARTICULARS OF KEY OFFICERS OF THE SCHEME

Name of Scheme.....

<i>Name</i>	<i>Physical Address, Telephone Fax or E-mail.</i>	<i>Professional body to which key officer is a member</i>	<i>Designation</i>	<i>Date of appointment</i>

SCHEDULE FOUR

Regulation 8 (2)

GUIDELINES ON MINIMUM STANDARDS FOR BUSINESS PREMISES OF RETIREMENT BENEFITS SCHEMES.

1. Objectives

These guidelines aim at establishing the minimum standards that retirement benefits schemes shall conform to when operating to ensure a safe and secure environment.

2. Meaning of Premises

Premises refer to the retirement benefits scheme premises/buildings whether owned, rented or leased.

3. Location and size

Appropriateness of the premises for operations

- * Premises should be accessible to retirement benefits scheme's clientele.
- * Premises should have ample space to receive clients and to enable the retirement benefits scheme to cope with the volume of business.

4. Other General Requirements

- * The premises should conform to the scheme's established policies, procedures and internal controls established by the retirement benefits scheme with regard to acquisition, revaluation, maintenance works, depreciation and disposal.
- * Acquisition and disposal of premises should be reported and duly approved by the Board of trustees.
- * The retirement benefits scheme in rented or leased premises should ensure that rents, ground rents, rates and property taxes are paid up to date.
- * Each retirement benefits scheme should keep a record of all its branches, together with all the covenants relating to the premises.
- * The fixed assets register should be regularly reviewed and reconciled to ensure that all necessary entries with regard to acquisition, revaluation, depreciation and disposal are properly recorded.

SCHEDULE FIVE

Regulation 9 (2)

THE UGANDA RETIREMENTS BENEFITS REGULATORY
AUTHORITY ACT, 2011, ACT No.15 OF 2011

THE UGANDA RETIREMENT BENEFITS REGULATORY
AUTHORITY (LICENSING OF RETIREMENT BENEFITS
SCHEMES) REGULATIONS, 2012.

LICENCE OF A RETIREMENT BENEFITS SCHEME
*(Under regulation 9(2) of the Uganda Retirement Benefits (Licensing of
Retirement Benefits Schemes) Regulations, 2012)*

LICENCE No.....

This is to certify
that.....(scheme) is licensed as a
retirement benefits scheme in accordance with the Uganda Retirement
Benefits Regulatory Authority Act, 2011 and the conditions endorsed hereon.

CONDITIONS

Given under my hand and seal of the Uganda Retirement Benefits Regulatory
Authority thisday of.....

.....
Chairman

.....
Chief Executive Officer

.....
Secretary to the Board

SCHEDULE SIX

Regulation 9 (6)

**THE UGANDA RETIREMENTS BENEFITS REGULATORY
AUTHORITY ACT, 2011 ACT No.15 OF 2011**

**THE UGANDA RETIREMENT BENEFITS REGULATORY
AUTHORITY (LICENSING OF RETIREMENT BENEFITS
SCHEMES) REGULATIONS, 2012.**

**NOTICE OF REFUSAL TO GRANT LICENCE OF RETIREMENT
BENEFITS SCHEME**

*(Under regulation 9(6) of the Uganda Retirement Benefits (Licensing of
Retirement Benefits Schemes) Regulations, 2012)*

To

RE:

TAKE NOTICE that upon consideration of your application for a licence as a Retirement Benefits Scheme in accordance with the provisions of the Retirement Benefits Regulatory Authority Act 2011 and the regulations made thereunder, the Authority has found your application unsuccessful and consequently refused to license you due to the following reasons:-

.....
.....

Yours faithfully,

.....
*Chief Executive Officer
Uganda Retirement Benefits Regulatory Authority*

SCHEDULE SEVEN

Regulation 12 (2)

**THE UGANDA RETIREMENTS BENEFITS REGULATORY
AUTHORITY ACT, ACT No. 15 OF 2011**

**THE UGANDA RETIREMENT BENEFITS REGULATORY
AUTHORITY (LICENSING OF RETIREMENT BENEFITS
SCHEMES) REGULATIONS, 2012.**

NOTICE OF INTENTION TO REVOKE LICENCE
*(Under regulation 12(2) of the Uganda Retirement Benefits Regulatory
Authority (Licensing of Retirement Benefits Schemes) Regulations, 2012)*

To

RE:

TAKE NOTICE that the Authority intends to revoke your licence for the following reasons:-

.....
.....
.....

TAKE FURTHER NOTICE that you may make your representations in writing to the Authority in regard to the said intention within the next twenty-eight (28) days from the date hereof which representations the Authority shall consider in accordance with the provisions of the Retirement Benefits Act and the regulations made thereunder before finally making its decision on the said intended deregistration.

Yours faithfully,

.....
Chief Executive Officer
Uganda Retirement Benefits Regulatory Authority

cc. Scheme Sponsor
cc. Trustee

SCHEDULE EIGHT

Regulation 17(1) (c)

CONTENTS OF AN ACTUARIAL VALUATION REPORT

An actuarial valuation report shall include, where applicable, the following particulars:

- (1) The dates on which the valuation and the previous valuation were conducted.
- (2) The objectives of the actuarial valuation.
- (3) A summary of the benefits and contribution rates used in the actuarial valuation with any comments on the benefit structure and design, if appropriate.
- (4) The number of persons in respect of whom liabilities have been calculated, subdivided into active members, deferred pensioners and vested pensioners with their corresponding annual pensionable emoluments, annual deferred pensions and annual vested pensions.
- (5) A consolidated income statement showing cash flows since previous actuarial valuation.
- (6)
 - (i) A description of the classes of assets held by the scheme unless such a breakdown of assets is not possible (e.g. with investments in assurance policies) in which case a description of the nature of the policy should be given;
 - (ii) The value of the net assets of the scheme after deducting current liabilities and any liability arising from the pledge or any other encumbrance of the assets, of the fund, together with full particulars of such deductions;
 - (iii) The actuarial value of these net assets, for the purposes of a comparison with the scheme's accrued liabilities;
- (7) A description of the basis employed by the actuary in calculating the actuarial value of each of the various classes of assets together with adequate particulars for each basis.

- (8) The accrued liabilities of the scheme, which for the purpose of this clause shall include:
 - (i) The actuarial liability in respect of past service benefits of active members, with due allowance for future salary increase and increase in benefits;
 - (ii) Actuarial liabilities in respect of benefits payable to current and deferred pensioners with due allowance for any increases;
 - (iii) Any other accrued actuarial liability;
- (9) A description of the basis employed in calculating the actuarial value of the accrued liabilities together with adequate particulars of the basis.
- (10) A comparison of the actuarial value of assets with the accrued liabilities showing the resultant surplus or deficiency and the percentage of assets to liabilities.
- (11) In the case of an actuarial deficiency or surplus:
 - (i) the causes or probable causes thereof,
 - (ii) the measures taken or recommended to eliminate any deficiency;
 - (iii) the measures taken or recommended to normalise any surplus.
- (12) A description of all relevant developments and an analysis of the financial progress of the scheme since the previous statutory actuarial valuation.
- (13) A comparison of recommended future contribution rates with those obtaining immediately before the valuation and adequacy of the sponsor's contribution rate and the effects thereof
- (14) Any comments on the suitability of the scheme fund investments in relation to the liabilities.
- (15) Such other particulars as the Actuary may deem relevant for the purposes of these regulations.
- (16) The Actuary's qualifications and the capacity in which he has signed the report.

SCHEDULE NINE

Regulation 17(2)

CONTENTS OF AN ACTUARIAL REVIEW REPORT

An actuarial review report shall include, where applicable, the following particulars:

- (1) The dates on which the review and the previous review were conducted.
- (2) The objectives of the actuarial review.
- (3) A summary of the benefits and contribution rates used in the actuarial review, including a statement whether the expenses and premiums paid for the insurance of death and disability premiums are included within the defined contribution, paid in addition, borne out of investment returns prior to distribution to members and/or borne out of reserve accounts.
- (4) A summary of the membership of the scheme, subdivided into active members, deferred members and vested members with their corresponding annual pensionable emoluments, annual deferred benefits and annual vested benefits.
- (5) A consolidated income statement showing cash flows since the previous actuarial review.
- (6)
 - (i) A description of the classes of assets held by the scheme unless such a breakdown of assets is not possible (e.g. with investments in assurance policies) in which case a description of the nature of the policy should be given;
 - (ii) The value of the net assets of the scheme after deducting current liabilities and any liability arising from the pledge or any other encumbrance of the assets of the fund, together with full particulars of such deductions;
 - (iii) The actuarial value of the net assets for the purposes of a comparison with the scheme's accrued liabilities and where the actuarial value differs from the market value of the assets, the market value of the assets should also be stated.

- (7) A description of the basis employed by the actuary in calculating the actuarial value of each of the various classes of assets together with adequate particulars for each basis.
- (8) The accrued liabilities of the scheme. which for the purpose of this clause shall include:
 - (i) The value of members' individual accounts;
 - (ii) Any reserve accounts set up to meet liabilities;
 - (iii) Actuarial liabilities in respect of benefits payable to current and deferred pensions with due allowance for any increases;
Any other accrued actuarial liability.
- (9) A description of the basis employed in calculating the actuarial value of the accrued liabilities together with adequate particulars of the basis. In particular:
 - (a) A statement of how members' individual liabilities have been determined;
 - (b) A statement of the types and extent of reserve accounts held, their intended use and adequacy;
 - (c) An analysis of the rates of investment return and expenses, including premiums paid for death and disability benefits, accrued to individual members' accounts across the period from the previous review;
 - (d) The appropriateness of the methods used to distribute investment returns to individual members' accounts and the various reserves of the scheme. Comments on the equity of the distribution method where this differs between category of members.
 - (e) Treatment of strains and surpluses and whether distributed to members' accounts or borne by one or more reserve accounts.
- (10) A comparison of the actuarial value of assets with the accrued liabilities showing the resultant surplus or deficiency and the percentage of assets to liabilities—

- (i) Where an investment reserve is used to hold all, or a portion of the difference between the market value of the assets and the value of the members' individual accounts plus any reserve accounts set up to meet liabilities, the actuary should comment on the intended future use of such an investment reserve and its adequacy for this purpose;
 - (ii) Where the actuary has placed an actuarial value on the assets, which is greater than the market value, and there are not sufficient free assets available in other reserve accounts to cover the difference, the actuary must comment on the steps that should be taken by the trustees if market values do not increase, within a reasonable period after the valuation date, to match or exceed the actuarial value of the assets.
- (11) A description of all relevant developments and an analysis of the financial progress of the scheme since the previous statutory actuarial review.
 - (12) Comment on the current and expected future portion of the contribution which is being saved towards retirement and other funded benefits.
 - (13) Comments on the appropriateness of the investment policy being followed, and the quality of the investments, in relation to the scheme's liabilities, taking particular account of the method used to accrue investment returns to individual member accounts and the communication of the investment risk to the member.
 - (14) Where future benefits have been projected in statements given to members. Comments on the adequacy and sustainability of the assumptions underlying the projection, covering, in particular, the contribution rates, expenses (including premiums paid for the Insurance of death and disability risks), investment return and salary increases, where appropriate
 - (15) Such other particulars as the actuary may deem relevant for the purposes of these regulations.
 - (16) The actuary's qualifications and the capacity in which he or she has signed the report.

SCHEDULE ELEVEN

Regulation 7(4), 10(1) and 23(1)

THE UGANDA RETIREMENTS BENEFITS REGULATORY AUTHORITY ACT, ACT No.15 OF 2011

THE UGANDA RETIREMENT BENEFITS REGULATORY AUTHORITY (LICENSING OF RETIREMENT BENEFITS SCHEMES) REGULATIONS, 2012.

FEES AND COMPULSORY ANNUAL LEVIES

*(Under regulation 23(1) of the Uganda Retirement Benefits Regulatory
Authority (Licensing of Retirement Benefits Schemes) Regulations, 2012)*

No.	Item	Amount of fees
1.	Application fee for a licence to establish and operate a retirement benefits scheme which receives- (a) voluntary contributions (b) mandatory contributions	10 currency points 50 currency points
2.	Licence fees paid by a retirement benefits scheme which receives- (a) voluntary contributions (b) mandatory contributions	50 currency points 250 currency points
3.	Compulsory Annual levy paid by a retirement benefits scheme which receives- (a) voluntary contributions (b) mandatory contributions	0.025% of the Total Asset Value in the statement of financial position of the scheme for the previous financial year 0.05% of the Total Asset Value in the statement of financial position of the scheme for the previous financial year

Note:

1. *Every scheme shall prepare audited accounts in accordance with Regulations made under the Act*
2. *The value of the scheme fund to be adopted in determining the compulsory annual levy shall be the Total Asset Value indicated in the latest audited accounts of the scheme.*

MARIA KIWANUKA,
Minister of Finance Planning and Economic Development.