

**Politically Exposed Person (PEP) Self-Declaration Form for applications to register as Benevolent Societies under the Friendly Societies Act.**

In keeping with International obligations to protect Non-Profit Organisations from Terrorist Financing risks, the Registrar of Co-operatives Societies & Friendly Societies is required to determine whether any person connected with the entity is a Politically Exposed Person (PEP), either domestically or internationally.

Further, the Friendly Societies Act, 1966 empowers the Registrar of Friendly Societies to make such enquiries and obtain such information as he thinks fit.

**Please read the below definition carefully, select the relevant alternative overleaf, sign and date this form and return the form to our offices.**

A PEP is defined as a person who holds, or has held any of the following positions or carries out (or has carried out) functions analogous to the functions of the holder of any such positions within the last year:

**1. A prominent public function, including:**

- (a) Head of State
- (b) Head of Government
- (c) A Member of any House of Parliament
- (d) A Minister of Government
- (e) Senior officials of other Government agencies and bodies and high-ranking civil servants
- (f) The Police Commissioner
- (g) Top ranking officials of political parties
- (h) A Permanent Secretary, Chief Technical Director or Chief Officer in charge of the operation of a Ministry, Department of Government, Executive Agency or statutory body, as the case may be
- (i) An official of any political party
- (j) A member of the judiciary (Including Justice of the peace serving in the courts)
- (k) A military official above the rank of Captain
- (l) A member of the police of/or above the rank of Assistant Commissioner
- (m) A director or Chief Executive of any company in which the Government owns a controlling interest
- (n) A member of the judiciary (Including Justice of the Peace not serving in the courts)
- (o) Judges of local parish courts
- (p) An individual who holds or has held a senior management position in an international organization
- (q) An individual who is an immediate family member of or close associate of PEP (a) to (p)
- (r) For the purposes of (a) to (q) above this includes positions held at the Community level.

**2. PEP Family Members & Close Associate**

(1) An immediate family member includes any of the following:

- (a) the spouse, or any partner recognised by national law as equivalent to the spouse;
- (b) the children and their spouses or partners; and
- (c) the parents.

(2) A close associate is defined to include any of the following persons:

- (a) an individual who has joint beneficial ownership of a body corporate or any other form of legal arrangement or any other close business relations with a PEP; or
- (b) an individual who has beneficial ownership of an entity or any other form of legal arrangement that is established for the benefit of a PEP.



**Please complete the relevant Alternative below.**

**ALTERNATIVE ONE (1):**

I am a Politically Exposed Person (“PEP”) or have been a PEP during the past year.

*If you have checked the box above, please provide the following information:*

Position: \_\_\_\_\_

Description of Function and Level/Seniority: \_\_\_\_\_  
\_\_\_\_\_

Date when you became a PEP: \_\_\_\_\_

If you were but are no longer a PEP, date when the appointment ended: \_\_\_\_\_

**ALTERNATIVE TWO (2):**

An immediate family member or a close associate is a PEP or has been a PEP during the past year.

If you have checked this box, please provide the relevant information below:

*If the PEP is an immediate family member, please specify the relationship:*

Spouse/legal cohabitant  
 Parent  
 Children/spouse or legal cohabitant of your Children

Position: \_\_\_\_\_

Description of Function and Level/Seniority: \_\_\_\_\_  
\_\_\_\_\_

Date when they became a PEP: \_\_\_\_\_

If they were but are no longer a PEP, date when the appointment ended: \_\_\_\_\_

If the PEP is a close associate, please describe the nature of the association: \_\_\_\_\_  
\_\_\_\_\_

**ALTERNATIVE THREE (3):**

I am not a PEP

I hereby confirm that all the information and any documentation supplied with this form is genuine, complete and correct.

I hereby confirm that I will inform the Department of Co-operatives & Friendly Societies of a change in my status as detailed in this Form if it changes in the future.

Name: \_\_\_\_\_

Name of Entity: \_\_\_\_\_

Date: \_\_\_\_\_ Signature: \_\_\_\_\_