

FORM 4: APPLICATION FORM FOR AUTHORISATION OF BENCHMARK ADMINISTRATORS

Application form to be completed in respect of the business of a benchmark administrator

| 1. DETAILS OF THE ENTITY AND OPERATIONAL ABILITY | |
|---|---|
| 1.1 | Entity name: |
| 1.2 | Legal Entity Identifier, if available |
| 1.3 | Registration number: |
| 1.4 | Copy of deed of incorporation, articles of association and or any other constitutional documents |
| 1.5 | Any other name under which the business is conducted and where it is used: |
| 1.6 | Registered business address: |
| 1.7 | Postal address: |
| 1.8 | Website address: |
| 1.9 | Email address:(include an alternative email address) |
| 1.10 | Telephone (w) number: |
| 2. AUTHORISATION STATUS | |
| 2.1 | Is the applicant an authorised entity? |
| 2.2 | If yes, provide details of current authorisation status. |
| 2.3 | Current license number |
| 2.4 | Copies of the licenses the applicant already possesses, e.g., banking license, FAIS license, etc |
| 3. DESCRIPTION OF BENCHMARKS PROVIDED | |
| 3.1 | How many benchmarks or families of benchmarks will the applicant provide at the point of authorisation? |
| 3.2 | Provide a description of each benchmark or family of benchmarks that the applicant provides or intends to provide, including: |
| | (a) An indication of the type of benchmark |
| | (b) An indication of the source used to determine the type of benchmark |

| 4. BENCHMARK ADMINISTRATOR'S BANK DETAILS | | | |
|--|---|------------|-----------|
| 4.1 | Name of the bank, bank account number and account type: | | |
| 4.2 | Physical address: | | |
| 4.3 | Postal address: | | |
| 4.4 | Telephone (w) phone: | | |
| 4.5 | Email address (w): | | |
| 5. BENCHMARK ADMINISTRATOR'S AUDITORS DETAILS | | | |
| 5.1 | Company name: | | |
| 5.2 | Details of the responsible audit partner: | | |
| 5.3 | Physical address: | | |
| 5.4 | Postal address: | | |
| 5.5 | Telephone (w) phone: | | |
| 5.6 | Email address (w): | | |
| 6. BENCHMARK ADMINISTRATOR'S ATTORNEY DETAILS | | | |
| 6.1 | Company name: | | |
| 6.2 | Name of the responsible attorney: | | |
| 6.3 | Physical address: | | |
| 6.4 | Postal address: | | |
| 6.5 | Telephone (w) phone: | | |
| 6.6 | Email address (w): | | |
| 7. SPECIFIC TEST TO DETERMINE THE FINANCIAL SOUNDNESS OF THE BENCHMARK ADMINISTRATOR (If any answer to any of these questions is 'yes' please provide details with proper referencing) | | YES | NO |
| 7.1 | Has the benchmark administrator been subject to any judgment debt or award that remains outstanding or has not been satisfied within a reasonable period? | | |
| 7.2 | Has the benchmark administrator ever been or currently is under liquidation or provisional liquidation, or subject to business rescue proceedings as contemplated in the Companies Act or has the benchmark administrator ever made or has made arrangements with creditors, or filed for winding-up? | | |
| 8. Supporting Documents to be attached | | Yes | No |

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| 8.1 | Confirmation that the benchmark administrator has adequate access to communication facilities including at least a full-time telephone or cell phone service, and administrative facilities, including electronic, typing and document duplication facilities. | | |
| 8.2 | Confirmation that the benchmark administrator has adequate storage and filing systems for the safe-keeping of records, business communications and correspondence. | | |
| 8.3 | Confirmation that the assets of the benchmark administrator (excluding goodwill and other intangible assets) must exceed the benchmark administrator's liabilities (excluding loans validly subordinated in favour of all other creditors). | | |
| 8.4 | Policies, procedures and controls management framework that address how current and potential conflict of interest are or will be identified, recorded, managed and mitigated, disclosed and remedied and implementation thereof. | | |
| 8.5 | Particular circumstances that apply to the applicant or to any particular benchmark provided by the applicant in relation to which conflicts of interest are most likely to arise including where expert judgment or discretion is exercised in the benchmark determination process, where the applicant is in the same group as a user of a benchmark and where the applicant is a participant in the market or economic reality that the benchmark intends to measure. | | |
| 8.6 | Confirm that the benchmark administrator maintains current assets which are at least sufficient to meet its current liabilities. | | |
| 8.7 | Confirm that the benchmark administrator has ensured that it has sufficient financial resources to cover operating costs of administering its benchmark for at least six months. | | |
| 8.8 | Business plan including SWOT analysis | | |

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| 8.9 | Details of the structure of the remuneration policy, specifying the criteria used to determine the remuneration of the persons involved directly or indirectly in the activity of provision of a benchmark | | |
| 8.10 | Organogram of the applicant, if the applicant is applying under a group structure, it must also provide a group organogram and indicate where it fits within the group, as well as the ownership structure. (The organogram must also reflect the reporting line structure with functions and include sub-committees) | | |