



PENSION AND INSURANCE AUTHORITY PENSIONS DEPARTMENT

Minimum Requirements for registration of pension schemes

1. Duly completed and signed application form (Form PRT 1)
2. Application fee: 3 fee units per scheme member at a minimum of 5,556 fee units (5,556 *K 180=K 1,000,080.00), this translates to a minimum of 1852 members. For any extra member 3 fee units will be added.
3. Set of signed scheme rules.
4. Signed affiliation agreement/deed of Adherence between the sponsor and the multi-employer trust fund.
5. Trust deed of the scheme.
6. Certificate of Incorporation of the trust.
7. Any other requirements as the Registrar may prescribe

Minimum requirements for registration of a fund manager

1. Duly completed and signed application form PRT2
2. Application for equal to 8333 fee units (which translates to K180*8333 = K1,499,940)
3. Minimum share capital as prescribed by the Registrar from time to time
4. Company profile and a five year business plan
5. Profiles of senior management team and staff who will be directly dealing with the pension fund management function
6. Company auditors (only applicable to existing firms)
7. Latest audited financial statements (only applicable to existing firms)
8. Annual returns from the Registrar of Companies
9. Certificate of compliance from the Registrar of Companies as a limited company