

**TEMPLATE B: "THIS TEMPLATE IS TO BE FILLED OUT BY GOLD AND DIAMOND EXPORTERS AND DEALERS for payments made to MDAs"**

NOTE: (1) Complete One Template for period ending 2006 and One for period ending 2007 (2) Separate and detailed instruction is provided

**SIERRA LEONE EXTRACTIVE INDUSTRIES TRANSPARENCY INITIATIVES (SLEITI)**

**Name of Reporting Exporter/Dealer:** \_\_\_\_\_ **Address:** \_\_\_\_\_

**Name of Company:** \_\_\_\_\_ **Address:** \_\_\_\_\_

License No (s):	Acquisition Date:	Type of License (s):	Duration:	Expiry date (s) of License (s):	No. of Exporter's Agents:	No. of Dealer's Agents:	Total Annual Revenue:	Location Leased Area:	Type (s) of Mineral Mined:
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**Report on payments made to specific Government Ministries, Departments or Agencies (MDA) for the financial year ending 31<sup>st</sup> December, 200\_\_**

Line #	TYPE OF PAYMENT	Explanatory notes (Event/transaction that trigger payment - e.g. regulations, law, agreement, etc)	Basis of Tax/Fee Paid (i.e. rate applied, criteria, etc)	Payment To (specify which MDA - see list below OR if payment was made through third party)	Total Amount - Currency (US\$) (actual currency paid in US dollars or Leones -No currency conversion required)	Total Amount - Currency (Le) (actual currency paid in Leones or US dollars -No currency conversion required)	Method of Payments (i.e. Cheques/Wire Transfer, Cash, etc)	Payment Ref # (if amount represents multiple payments, attach list & breakdown of amounts)	Date(s) of Payment(s) - (format as: dd/mm/yyyy)	Where was transaction made? (specify name of bank, office, etc)	Comments/ Additional Information (if more space is needed go to end of worksheet)
	A	B	C	D	E	F	G	H	I	J	K
<b>1</b>	<b>GENERAL LICENSE</b>				0	0					
(a)	Artisanal mining license	Fees per acre for precious minerals									
(b)	Small-scale mining license	Fees per acre for precious minerals									
<b>2</b>	<b>DIAMONDS</b>				0	0					
(a)	Alluvial Diamond exporters license	Fees paid per calendar year									
(b)	Alluvial Diamond Exporter's agent	Exporter to give total fees for all agents									
(c)	Alluvial Diamond Dealer's license	Fees paid by Non-Citizens, Ecowas citizens & Citizens including Monitoring fee.									
(d)	Alluvial Diamond Dealer's agents certificate (citizens only)	Dealer to give total for all agents									
(e)	Artisanal land and river licenses	Fees paid per year per acre or part thereof.									
(f)	Small scale land and river licenses	Fees paid per year per acre and thereof									
(g)	Mine Manager's certificate	Fees paid per license per individual license holder; per year for cooperatives and bodies corporate; non-citizens co.mars.									

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License No (s):	Acquisition Date:	Type of License (s):	Duration:	Expiry date (s) of License (s):	No. of Exporter's Agents:	No. of Dealer's Agents:	Total Annual Revenue:	Location Leased Area:	Type (s) of Mineral Mined:		

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(h)	License to dredge	In accordance with Mines and Minerals Act: fees paid per year									
(i)	Monitoring fee	Fees paid per acre per year									
(j)	Rehabilitation fee	For Artisanal mining license holder fees paid per acre per year; small scale mining license holder company to rehabilitate									
(k)	Surface rent	Fees paid per acre per year or part thereof. Indicate distribution									
	<b>Administrative expenses/export charges</b>				0	0					
(l)	Royalty on export of diamonds										
(m)	Royalty for small scale license holders wishing to export their winnings										
	<b>Standard Assessment Income Tax</b>				0	0					
(n)	Diamond Mining License	Fees paid per acre per year.									
(o)	Diamond dealer's license	Fees paid for Non-citizens and Citizens per year									
(p)	Diamond exporters agent	Provide total for all agents per year									

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(q)	Diamond dealer's agent	Provide total for all agents per year									
3	<b>GOLD</b>				0	0					
(a)	Gold exporter's license	Fees paid per year									
(b)	Gold exporter's agent certificate	Fees paid per year									
(c)	Gold dealer's license	Fees paid by Non-Citizens & Citizens including Monitoring fee.									
(d)	Gold export charges	Royalty for export License holders, Valuation fee, and Monitoring fee									
(e)	Standard assessment minimum tax	Fees paid for Gold mining license per acre, gold dealer's license - Non-citizens, Citizens, and Gold exporters, all per year.									
4	<b>PAYMENTS FOR SERVICES (SPECIFY BELOW)</b>				0	0					
(a)											
5	<b>ADDITIONAL DISCLOSURES (SPECIFY BELOW)</b>				0	0					
(a)		Payment to MDA, local authorities, other parties not listed under Line# 1 thru 4									
(b)											

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Additional Comment/Information : \_\_\_\_\_ TOTAL 0 0

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**Management sign-off**

I acknowledge on behalf of..... the need to supply fair and accurate information in accordance with the guidelines provided and have endeavored to do so.

Name of Authorizing Officer:

Position/Title:

Signature:

Date:

Contact Phone:

Contact Email:

**Auditor's Report**

We have examined the foregoing SLEITI reporting template of ..... and have:

- (a) tested the extraction of the payments data included on the reporting template; and
  - (b) reviewed that the company has reconciled the cash-based payment details it has included in their template to their accrual-based financial statements.
- Based on this examination, we report that nothing has come to our attention that would lead us to believe that the information disclosed in the template does not represent a fair and accurate summary of payments made to the stated government agencies in accordance with the instructions on the template.

Name and Address of Audit Company:

Auditor's Name:

Auditor's Position/Title:

Signature:

Date:

Contact Phone:

Contact Email:

**LIST OF GOVERNMENT MINISTRIES, DEPARTMENTS & AGENCIES (MDAs)**

Government Agencies:

- (1) National Revenue Authority
- (2) Ministry of Finance and Economic Development
- (3) Bank of Sierra-Leone
- (4) Ministry of Mineral Resources and Political Affairs
- (5) Government Gold and Diamond Office
- (6) Sierra Leone Port Authority

Code (Column-D)

- (NRA)
- (MFE)
- (BSL)
- (MMR)
- (GDO)
- (SPA)

Chiefdoms Councils

- (14) Sitia Chiefdom Council
- (15) Bum Chiefdom Council
- (16) Kwamebai Chiefdom Council
- (17) Krim Chiefdom Council
- (18) Bendu Cha Chiefdom Council
- (19) Nongoba Bullom Chiefdom Council
- (20) Yakemo Kpukumu Krim Chiefdom Council
- (21) Nimiyama Chiefdom Council
- (22) Nimikoro Chiefdom Council
- (23) Sandor Chiefdom Council
- (24) Kamara Chiefdom Council
- (25) Kpanda Kemo Chiefdom Council
- (26) Marampa Chiefdom Council
- (27) Valunia Chiefdom Council

Code (Column-D)

- (STCC)
- (BNCC)
- (KWCC)
- (KRCC)
- (BCCC)
- (NBCC)
- (YKCC)
- (NYCC)
- (NKCC)
- (SDCC)
- (KMCC)
- (KKCC)
- (MRCC)
- (VLCC)

District Councils:

- (7) Kono District Council
- (8) Port Loko District Council
- (9) Bonthe District Council
- (10) Koinadugo District Council
- (11) Tonkolili District Council
- (12) Bo District Council
- (13) Pujehun District Council

- (KODC)
- (PLDC)
- (BTDC)
- (KNDC)
- (TODC)
- (BODC)
- (PJDC)