



RESERVE BANK OF FIJI

FIT AND PROPER ASSESSMENT CHECKLIST APPOINTMENT OF DIRECTORS & KEY MANAGEMENT

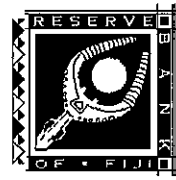
Name of Intermediary/Issuer:

Name of Director:

Date Assessed:

RBF Assessment Criteria	Documents Required For Verification Purposes	Criterion met [Y/N]
(i) Reputation, Character, Reliability and Financial Integrity	<ol style="list-style-type: none">1. References (2 character and 3 professional reference);2. Shareholding details for assessment of conflict of interest situations;3. Police clearance or Financial Intelligence Unit (FIU) background and credibility check; and/or4. Confirmation from relevant industry bodies such as FIA, FIB, FLS etc that no disciplinary action has been taken against the applicant.	
(ii) Education, Other Qualifications and Experience	<p>5. Curriculum vitae. The Content of curriculum vitae must at minimum include details of the following:</p> <ul style="list-style-type: none">▪ Professional qualification;▪ Previous positions held and duties/ responsibilities; and▪ Current position and duties/ responsibilities. <p>Documentary evidence is <u>not</u> essential for educational requirements.</p>	
(iii) Financial Status or Soundness	<ol style="list-style-type: none">6. Statutory declaration on financial soundness (Refer to Appendix 1 attached); and7. Credit history check with Data Bureau (if possible).	

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Fit & Proper Assessment/Comments:

I. Reputation, Character, Reliability and Financial Integrity

II. Education, Other Qualifications and Experience

III. Financial Status or Soundness

Conclusion/Recommendation:

Prepared by:

Date:

Comments

Checked by: _____

Date: _____

Comments

Approved by: _____

Date: _____