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**INSURANCE & PENSIONS
COMMISSION**

3rd Floor, Finsure House
84-86 Kwame Nkrumah Avenue
Harare
Zimbabwe

January 23, 2007

D/45/23

Circular Number 1 of 2007

To:

ZIMBABWE ASSOCIATION OF PENSION FUNDS (ZAPF)

LIFE OFFICES ASSOCIATION OF ZIMBABWE (LOA)

ZIMBABWE INSURANCE BROKERS ASSOCIATION (ZIBA)

PENSION FUNDS ADMINISTRATORS

SELF ADMINISTERED PENSION FUND

REGISTRATION OF PENSION FUNDS AND PENSION FUND ADMINISTRATORS

As you might be aware the re registration of pension funds and fund administrators is now in progress. The Commission therefore expects all pension funds and pension fund administrators registered in terms of the Pension and Provident Funds Act [Chapter 24:09] to have submitted applications for re registration by 31st March 2007.

To be submitted therefore are the following:

i) **Pension Fund and Fund Administrator**
proof of payment of levy for the year 2006 and the requisite adjustments and 2007 first quarter levy.

ii) **Pension Fund**
completed Pension and Provident Funds Regulations (PPFR) form number 1 for Provisional registration of a pension fund and a registration fee amounting to two thousand five hundred dollars (\$2 500.00) where required.

completed Pension and Provident Funds Regulations (PPFR) form number 2 for full registration of an insurance administered pension fund and a registration fee amounting to ten thousand dollars (\$10 000.00).

completed Pension and Provident Funds Regulations (PPFR) form number 3 for full registration of self administered pension fund and a registration fee amounting to ten thousand dollars (\$Z10 000.00).

iii) **Fund Administrator**


proof of payment of two thousand dollars for each self administered fund administered by a fund administrator at the end of his/her financial year.

completed pension and Provident Funds Regulations form number 17 for provisional and full registration of a fund administrator and a registration fee amounting to ten thousand dollars (\$Z10 000.00).

All applications submitted should be in full compliance with;

- a) Statutory Instrument 176 of 2006
- b) Statutory Instrument 323 of 1991 as well as
- c) Statutory Instrument 243 of 2006

Pension fund rules which are up to date with all the statutory instruments need not be submitted.


M.S. Mporu

COMMISSIONER OF INSURANCE PENSION AND PROVIDENT FUNDS

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