

Statutory DISCLOSURES - Introductory Letter and Section 13 certification

DISCLOSURES REQUIRED IN TERMS OF THE FINANCIAL ADVISORY AND INTERMEDIARY SERVICES ACT 37 OF 2002

1. Background and Status of Financial Services Provider in terms of the FAIS Act

Libra Corporate Benefits (Pty) Ltd is an authorised Financial Service Provider Company . Registration number 2011 / 008743/07 , FSP License number – 45259. Council of Medical Schemes code – _____ (TBC).

Dion A. Steyn is the Key Individual of the FSP, and as such participates in the decision making and management of the organisation with overall control and ownership of the organisation . The organisation is a registered private company . The FSP also employs certain Representatives as per specific mandates and agreements and they are supervised accordingly by the FSP . Each Representative has a section 13 certificate which defines their scope of job activities and the categories of work they are authorised to perform . This certificate is available at any time for inspection by the relevant parties eg. client and compliance officer .

Libra Corporate Benefits (Pty) Ltd was established in 2011 and received it's Financial Services Provider (FSP) licence from the Financial Services Board of South Africa in July 2014 . It is a totally independant Financial Services company with more than 23 years experience in the Financial Services Industry by the Key Individual and Managing Director , Mr . Dion A. Steyn , It will offer a proven track record to it's corporate client base across all industries , sectors and demographic levels. We focus on the development of innovative products and services that are the most appropriate for these markets at all times and continue to review and develop these clients and markets on a regular basis . Our commitment to providing these professional , valuable and objective financial services and products to all clients is achieved by means of our independant representation of the top quartile Long and Short Term Insurance companies , Retail Banks , Investment Managers , Healthcare Groups , Retirement Administrators.

Furthermore , the FSP will also contract with strategic partners in key areas which add great value in terms of client base and additional services and products to clients eg. Short Term Insurance Brokers and Property Bond Originators .

Our company is an Exempted Micro Enterprise (EME) in terms of current BEE legislation and our status is thus a Level 4 contributor and has received 100 % procurement recognition.

The FSP will also contract via certain Joint Ventures with certain organisations in the Financial Services and related industries where unique and very valuable products and services are offered to the corporate market via Niche Retail Banking and transactional cards , Short Term Insurance , Healthcare , Lifestyle and Reward partners with excellent track records and capabilities . These Joint Ventures are already in place with other entities within the Libra Group of Companies and the company will contract with these Joint Ventures entities specifically in order to ensure business continuity and appropriate legal structure at all times. (Please see the Statutory Disclosure of Libra Financial Services for more information on these Joint Ventures)

2. Contact Particulars:

Mobile No : + 27 (0) 74 - 225 - 8655
Telephone No : + 27 (0) 11 672 - 3325
Facsimile No : + 27 (0) 86 – 651 -5253
E-mail : info@libracorp.co.za

3. Remuneration

The company receives legislated commission and fees for all the advice and services that it provides to all clients of the FSP as per client applications for products and services. The FSP also receives agreed fees for certain other services that it offers to Corporate clients as per agreed mandates / contracts. Staff of the FSP also receive a basic remuneration plus incentive based remuneration based on individual and company performance
The FSP doesn't receive more than 30 % of it's total commission from any single one product provider .

The FSP doesn't have a 10 % or more shareholding in any of the product providers that it represents or is contracted to .

4. FSP Office Contact Particulars

Physical Address:

Main office
16 Cheviot Road East ,
Florida Hills
Roodepoort
Gauteng
1716

Telephone No : + 27 (0) 11 – 672- 3325
Facsimile No : + 27 (0) 86 – 651 - 5253
E-mail : info@libracorp.co.za
Website : www.librafinancial.co.za

Postal Address:

P. O. Box 759 ,
Ifafi ,
0260 .
RSA

5. Responsible Key Individual Contact Particulars

Physical work address:

16 Cheviot Road East
Florida Hills
Roodepoort
Gauteng
1716

Telephone No : + 27 (0) 11 – 672 - 3325
Facsimile No : + 27 (0) 86 – 651 - 5253
Mobile No : + 27 (0) 74 - 225 - 8655
E-mail address : dasteyn@libracorp.co.za

6. Qualifications and Memberships

Libra Corporate Benefits is awaiting accreditation as a Health Care broker organisation with the Council of Medical Schemes. . Accreditation No. _____ and is a licensed Financial Services provider in terms of the FAIS Act , FSP Licence No. 45259 .

The following people are key members of the FSP management team and as such are responsible for the day to day management and strategy of the FSP .

A.) Dion A. Steyn – Managing Director , Key Individual and Financial Advisor :

- Business qualifications ie . N. Dip. Htl. Mang. (WITS) , N. Dip. Buss . Mang. (DMS) ,
- Financial Services Industry qualifications : FPI - AFP. , RE 1 and RE 5 First level (Distinction)
 - Is a member of the Employee Benefits ISG Committee of the South African Financial Planning Institute (FPI).
 - Has attended and passed various industry related courses and functions to meet the applicable CPD requirements.

B.) Leisha Steyn - Marketing Director :

- Qualifications - Matric
- 12 years experience in the Financial Services Industry with major marketing experience in both Private and Corporate markets.

C.) Lea Britz – Operations Manager :

- Qualifications – Matric
- 6 years experience in the Financial Services Industry, including all levels of Financial Advisory practice .
- Will complete RE5 Level in 2016/2017 and is registered as a Natural Representative under supervision of an authorised FSP , as per the FAIS Act .
- Has attended and passed various industry related courses and functions

Collective Financial Services Industry Experience

41 years

7. Independent Status of (FSP) and Professional Indemnity Insurance

As a totally independant Financial Service Provider the FSP has agreements with most of the major TOP QUARTILE product providers and we are authorised to place business with all of them. Currently we represent over 20 product providers with top of the range product and services for both corporate and private clients financial needs . In the past 12 months this business did not earn more than 30% of its income from any single product provider and also has no shareholding of 10 % or more in any product provider .. The FSP has no financial interest in any product supplier. We do carry Professional Indemnity insurance which is currently underwritten by Leppard and Associates and marketed by Marsh South Africa .

8. FSP Authorised Representatives

The FSP currently has the following Natural and Juristic Representatives registered under it's licence and accepts responsibility for the actions of their Representatives acting within their specific and agreed mandates . See list below of all the licence sub - categories for which the FSP is currently authorised to give advice and render intermediary services ..The FSP has Natural and Juristic Representatives on it's register . The following representatives are currently appointed at Libra Corporate Benefits :

- Mark Hyman – Natural Representative.
- Lea Britz – Natural Representative.
- Dion Steyn – Natural Representative.

Each representative of the FSP is specifically registered and authorised to perform either advice and / or intermediary services only for the specific licence sub - categories as they appear on the FSP representative register and Section 13 certificate of each representative , as amended from time to time .

Certain representatives are currently under supervision of the FSP in terms of a duly concluded mandate and this has been duly registered and displayed in terms of the statutory requirements of the FAIS Act , No. 37 of 2002.

Mark Hyman is awaiting exemption in terms of the FAIS Act

9. FSP Licence registrations and authorisations

A. FAIS Act registration:

The FSP is registered as a Category 1 FSP with the following licence sub-categories. All of these are without supervision and are recorded as such at the relevant authority ie. Financial Services Board of South Africa (FSB). The FSP licence number in terms of the FAIS Act is 45259.

Long Term Insurance - Category A	Securities and Instruments : Money markets
Long Term Insurance – Category B1	Participatory Interests in Collective Investment
Long Term Insurance - Category B2	Schemes.
Long Term Insurance – Category C	Deposits Defined in the Banks Act – 12 months or less
Retail Pension Benefits	Deposits Defined in the Banks Act – exceeding 12 months
Pension Fund Benefits (Excl. Retail)	
Health Service Benefits	

B. FICA Act registration :

The FSP is registered as an Accountable Institution (A.I.) in terms of the Financial Intelligence Act Centre Act (FICA) and as such is the primary accountable institution with commensurate responsibilities and accountability.

The FSP reference number in terms of FIC Act is AI / 140820 / 00014.

10. Complaints Procedures

If you have a complaint, please contact the FSP head office. Our current Complaints Officer ,Mr. Dion Steyn , will assist you to address the concerns you have. Please note that in terms of the FAIS act, all complaints must be addressed to us in writing. Should we not be able to address the concerns to your satisfaction, you may wish to lodge a complaint with any of the Ombudsmen whose detail appear below, but in particular with the FAIS Ombud. If you wish to learn more about our complaints policy and procedure, please contact our complaints officer Mr. Dion Steyn at our contact details or visit our website –www.librafinancial.co.za - Corporate Governance section .

11. FSP Compliance Officer's Details**Full name :**

Leona Prinsloo
Compliance officer Reg.no. -CO 4920

Telephone No : + 27 (0) 83 310 2563
Facsimile No : N/A
E- mail : lprinsloo@mweb.co.za

Physical address:

149 Kristal Road
Lyttleton Manor Ext. 3
Centurion

12. FAIS Ombud Details for all FAIS advice related complaints**Physical address :**

The FAIS Ombud
Sussex Office Park
Ground Floor , Block B
473 Lynnwood road , cnr. Lynnwood Rd.
and Sussex ave.
Lynnwood
Pretoria
0081

Telephone No: + 27 12 762 5000
Facsimile No. : + 27 86 764 1422
E-mail : info@faisombud.co.za
Website : www.faisombud.co.za

Postal Address :

PO Box 74571
Lynnwood Ridge
0040

13. Long term Ombudsman details for all Long Term Insurance complaints**Physical Address :**

3rd Floor , Sanclare Building
21 Dreyer Street
Claremont
Cape Town
7700

Telephone No: + 27 (021) 657 - 5000
Facsimile No : + 27 (021) 674 - 0951
E-mail: info@ombud.co.za

Postal Address :

Private Bag X 45,
Claremont,
7735

14. Short Term Ombudsman details for all Short Term Insurance complaints**Physical Address :**

5th Floor , Building D ,
Sunnyside Office Park
32 Princess of Wales Terrace
Parktown
Johannesburg

Telephone No. : + 27 (011) 726 – 8900
Facsimile No. : +27 (011) 726 - 5501
E- mail : inf@osti.co.za

Postal Address :

P. O. Box 32334
Braamfontein
2017