



SIARDICO

Partners & Directors Registration Form – Guidance Notes

Purpose

These Guidance Notes explain the purpose of each section of the SIARDICO Partners / Directors Registration Form and why the information is required by regulatory authorities in the United Kingdom and Sierra Leone.

Regulatory Basis

The form supports compliance with the Companies Act 2006, UK Companies House PSC Regulations, UK Anti Money Laundering Regulations, UK GDPR and Data Protection Act 2018, and applicable international governance and tax transparency standards.

Section A – Personal Identification

Required to verify identity, prevent fraud, and meet AML/KYC obligations imposed by regulators, banks, and auditors.

Section B – Contact Information

Ensures statutory notices, governance communications, and regulatory correspondence can be lawfully served.

Section C – International Tax & Residency

Required to meet international tax transparency standards and prevent tax evasion or misreporting.

Section D – Company Role & Governance

Defines fiduciary duties, authority, and accountability within SIARDICO.

Section E – Persons with Significant Control (PSC)

Required under UK law to confirm that no individual exercises significant control and that SIARDICO operates as a cooperative structure.

Section F – Shareholding & Capital Contributions

Provides transparency of financial commitments and supports audit and financial reporting obligations.

Section G – Sierra Leone Operations

Ensures compliance with local investment, land ownership, and corporate regulations.

Section H – AML & KYC

Mandatory checks to identify Politically Exposed Persons and verify legitimate sources of funds and wealth.

Section I – Conflict of Interest

Protects SIARDICO against undisclosed conflicts and competing interests.

Section L – Data Protection

Explains how personal data is processed, stored, and shared in accordance with UK GDPR and applicable laws.

Declaration

All information must be accurate and complete. False declarations may result in regulatory action or termination of appointment.