STATUTORY INSTRUMENT

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STATUTORY INSTRUMENT No. 3 of 2019

Published 24th January, 2019

THE ANTI-CORRUPTION ACT, 2008 (ACT No. 12 of 2008)

THE ANTI-CORRUPTION COMMISSION (ASSET DECLARATION) REGULATIONS, 2019

Short tittle.

In exercise of the powers conferred on it by Section 140 of the Anti-Corruption Act, 2008 the Commission hereby makes the following regulations—

1. In these Regulations unless the context otherwise requires— Interpretation.

"Act" means the Anti-Corruption Act, 2008; and

"declarant" means a public officer required by the Act or these Regulations to deposit a sworn declaration of his income, assets and liabilities to the Commission under subsection (1) of section 119.

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Public officers specified by

2. The categories of persons listed under the **First Schedule** Commissioner are public officers specified by the Commissioner under subsection (16) of section 119 for the purpose of declaration of assets, income and liabilities.

Asset declaration form.

3. The declaration of income, assets and liabilities required under subsection (16) of section 119 shall be in the form specified in the Second Schedule.

Certificate published by Commission.

4. The certificate to be published by the Commission under subsection (2) of section 120 shall be in the form specified in the Third Schedule.

Investigation of declaration.

- 5. The Commission shall investigate each declaration form to ascertain whether the declaration –
 - (a) sufficiently accounted for all income, assets and liabilities;
 - adequately stated the value of assets; and
 - (c) indicate illicit enrichment.

Commission to archive declaration forms.

6. A declaration form deposited with the Commission under subsection (1) of section 119 shall be archived by the Commission for a period of not less than twenty years.

SCHEDULES

FIRST SCHEDULE

CATEGORIES OF PUBLIC OFFICERS SPECIFIED BY THE COMMISSIONER UNDER SUBSECTION (16) OF SECTION 119 FOR THE PURPOSE OF DECLARATION OF ASSETS, INCOME AND LIABILITIES

- Persons in elective offices;
- Persons appointed by the President;
- Public officers in grade 7 and above; (c)
- Public officers below grade 7 who
 - handle or control cash or goods;
 - make official decisions or recommendations relating to the granting or denial of licences in regulatory sectors;
 - conduct research or prepare analytic reports for higher level officials who make critical decisions on financial, economic or regulatory policies;
 - are in regulatory agencies responsible for regulatory compliance, monitoring and inspection;
- Any organisation, whether local or foreign, established to render any voluntary social service to the public or any section thereof or for other charitable purposes, which receives funds or other donation for the benefit of the people of Sierra Leone or a section thereof; and
- Persons notified in writing that they are under formal investigation by the Commission and such person or persons shall submit the asset declaration forms within 14 days from the receipt of the notice.

SECONDSCHEDULE

ORRUPTION COM	NAME:
- INA SERVICE	MDA:
APRATULTY . MOSTON	DESIGNATION:

PHOTO FOR NEW DECLARANT ONLY

ADF2018

NO:

INCOME/ASSETS/LIABILITIES DECLARATION FORM

NOTE

PLEASE READ THE INSTRUCTIONS BELOW CAREFULLY BEFORE COMPLETING THIS FORM.

GUIDELINES FOR COMPLETION OF THE ASSET DECLARATION FORM

(All available information should be included)

Responsibility for completeness and accuracy of this Asset Disclosure form rests solely with the declarant who must sign and notarize the form regardless of whether the form is completed or submitted by representative or agent.

In accordance with Section 119 of the Anti-Corruption Act, 2008, a person holding public office shall declare his/ her income, assets and liabilities and that of his/her spouse(s) and children/dependant. Such person must declare ONLY those assets he/she ACTUALLY owns or liabilities already incurred at the time of submission of this form. These shall include any assets/liabilities he/she holds as sole owner, as well as jointly or severally (i.e. partial ownership), as well as those held on behalf of or in trust for third parties and any assets/liabilities held by or incurred by third parties on his/her behalf. Such person MUST NOT declare any asset he/she is ANTICIPATING.

All Income/Assets/Liabilities whether acquired inside or outside Sierra Leone <u>MUST</u> be stated clearly with the true current value of the said asset or liability in the currency of the country where they are situated.

The declaration shall be submitted within 3 months of the person becoming a public officer, and thereafter not later than 31st March in each succeeding year, and when the officer is leaving office.

In accordance with Section 119 (13) of the Act, the declaration shall be secret and confidential.

In accordance with Section 120 and 121 of the Act, the Commission may verify the accuracy of the declaration of income/assets/labilities submitted by public officer including his spouse(s) and children/dependants. <u>VERIFICATION</u> may be made by officers of the Commission authorized on its behalf.

Do not leave any column blank, rather where you have no information to fill in the relevant column, please mark an X indicating, "NOT APPLICABLE" or "You do not own such property (ies)"

Please use a separate sheet of paper if the space provided is not adequate.

If the information submitted in your previous declaration remains the same, please tick the NO CHANGE box.

After completion of the form, the declarant or his/her designated agent/representative must hand over the form to the Commission and an acknowledgment receipt will be issued.

In accordance with section 122 of the Act, any declarant who willfully or without reasonable cause makes a false statement in relation to this income/assets/liabilities declaration form shall be guilty of an offence and shall be liable on conviction to a fine not less than twenty million Leones or to imprisonment for a term not less than one year or both such fine and imprisonment.

*It is recommended to keep a copy of the Completed and Notarised form for your own records

THIS FORM IS PROVIDED FREE OF CHARGE



CONFIDENTIAL

ASSETS DECLARATION AND PERSONAL INFORMATION FORM Please write carefully

PART A - GENERAL INFORMATION

PHASE I - USER DETAILS

- Personal Details
- · Employee Details and
- Family Details

TITLE	
Surname	
First Name	
Middle Name	
Previous Name/Aliases	
Date of Birth	
Present Citizenship	
Details of any other Citizenship	
Marital status	
Gender (Male, Female)	
Mobile No.	
Email:	
Passport number (s)	
National ID Card number (if any)	
Permanent Address: (Mailing Address)	
Present Address if different from above	

1B. EMPLOYMENT DETAILS 1A. PERSONAL DETAILS

Ministry, Department or Agency (MDA)				
Employee Category				
Designation (e.g Permanent Secretary, Procurement Officer,				
Current Posting				
Grade or Rank				
Currency	LEONES	USD	GBP	EURO
Annual Salary (net)				
Other Allowances (specify:-)				
Social Security Number (SS No).				
Employee ID No:				
Employee Pin Code (If any)				
Establishment Registration Number (if any)				
Start Date	DAY	MONTH	YE	AR
End Date	DAY	MONTH	YE	AR
Specify source (s) of Income (e.g. Employment, Rent, Farm land, Business Interest etc, and Others, please specify:			1	

1



If the information submitted in your previous declaration remains the same, please tick the NO CHANGE box.

NO CHANGE

1C. FAMILY DETAILS
DETAILS OF SPOUSE(S). AND DEPENDANTS UNDER 18 YEARS

Full Name (Surname First Name & Middle Name)		Relations	hip	Present Address	Date of Birth	Gender	Relationship	Nationality
Name)	Spouse	Spouse Child Dependant						
	·							

PART B - DECLARATION

PHASE II

- . Declaration of Assets and Income
- Declaration of Liabilities

Question: Do you, your spouse (s) and dependant (s) own Income and Assets in or outside Sierra Leone? Yes/No

If yes, please specify:-

If Yes, please specify:-

2A. CASH OR BANK/INTEREST BEARING DEPOSITS (IN AND OUTSIDE OF SIERRA LEONE)

NO CHANGE

Owner's Name					Account No	Types of Deposit	Name of Institution/ Bank	Location /Branch	Amount/ Account balance	Source of Deposit
	Self	Spouse	Child	Depen- dant						

Question: Do you own properties such as land and building/house in and outside Sierra Leone? Click Yes/No
Oo yo u own Joint Income (s)/Properties? If yes, please specify details
Types of Deposit are: (fixed, saving, current etc. deposits)
Cash at hand at the time of declaration (please specify.

STALLON CORE

If the information submitted in your previous declaration remains the same, please tick the NO CHANGE box.

Name of Registered Owner	Relationshi	Relationship (please click X below were appro- priate)				Location	Plot/ Thram No.	Size/ Acre	Estimated Current Market Value	Acquisition		
	Self	Spouse	Child	Dependent	1				varue	Cost	Year	Mode
otal												

- Types of asset (Building/houses, Farms, Vacant Land(s), Apartments, Commercial/production Locations)
- Plot/ Thram No, and Size/acre are compulsory fields if asset type is land or farm)
- Mode of acquisition of immovable assets can be :(Purchase, Gift, Trust/Loan, Construction/Savings, Inheritance etc.

Question: Do you own movable assets?

If Yes, please specify.

2C. MOV ABLE ASSETS

If the information submitted in your	_
previous dedaration remains the same,	NO CHANGE
nlesse tick the NO CHANGE hox	

cripti	Registra tion No.	on No. on Use of vehicle/		Estimat ed Current						
			Machiner	Market Value	Cost	Year	Mode			

TOTAL					•		

N	0	T	Έ

Type of Moveable assets (Vehicle, Tractors, Boat, Yacht, All other means of transportation that are subject to registration under law)

Purpose of Vehicles/Machineries (commercial, private etc)



If the information submitted in your

2D. DO YOU OR	R YOUR SPO													ation re he NO C		the same, Ebox.							
	SIDE SIERRA		UL	···,·	••••					•		N	10 CH	IANGE									
Name of Owner and Relationship	Name of Security	Type Secu	of irity	Certificate Number	Number of Shares and company, stocks (for Business share- or bank			Shares and company, Interest of of Market stocks (for Business shares shares Value share- or bank			ny, Interest of ss shares		ny, Interest o		res and company, Interest of ks (for Business shares		y, Interest of of s shares shar		Market		A	Acquisiti	on
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Name of Owner	Relations	ship (please	approp	low were riate)	Asset Types	Loc	cation	Estimate Curren Market	nt		A	cquisitio	on		F	Remarks (if any)							
	Self	Spouse	Child	Depen- dant	1			Value		Cost	Ye ar	Mod	ie										
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2F. INCOME ST	TATEMENT (INTEREST	DIVIDE	:ND							submitte												
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Earners Name	Relationsh	nip (please cl ap	lick Xbelo ppropriate	ow were	Types Income						Income Fro	om											
	Self	Spouse	Child	Depen- dant		Name Comp Busin or Ba	pany, ness	Location	Ren	ntals	Deposity Security (Interest	/ Н	Share Holding ividence	Ch	Hire arges/ ease	An y other sourc e(s)							
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3A. DECLARATION OF LIABILITIES

If the information submitted in your previous declaration remains the same,
please tick the NO CHANGE box.

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LOANS, MORTGAGES, OVERDRAFTS AND OTHER DEBTS IN AND OUTSIDE OF SIERRA LEONE

Name of Debtor	Relations	ship (Please approp Spouse	Depen- dant	Creditor (Financial Institutio ns, Individual s)	Locatio n of Credito r	Loan Amount (Actual amount Availabl e)	Year Contra cted	Purpos e of Loan	Loan Re- payment (Annual)	Paym ent Perio d	Loan Outstan d- ing	Time of Matur ity	Rem arks (If any)

ARA	

I swear or affirm that all the information that I have written on this form is true an	d I make this solemn declaration conscien-
tiously the same to be true and correct by virtue of the Statutory Declaration Act,	, 1835, and pursuant to the Anti-Corruption
Act 2008.	

Act 2008.
Solemnly declared at
Signature
BEFORE ME A Commissioner of Oaths/Notary Public/ Justice of the Peace
Stamp & Signature
(Please use additional sheets if necessary)
(Please use additional sheets if necessary)

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THIRD SCHEDULE

CERTIFICATE PUBLISHED BY THE COMMISSION

CERTI	TOTALLA COLLOTTE DA TITLE CONTINUES	1011
ORUPTION COM	ANTI-CORRUPTION COMMISSION	
THE SECOND SECOND	OFFICIAL ACKNOWLEDGE RECEIPT	DUPLICATE
AMARTALAY . MONTH		NO:
With thanks we a	icknowledge receipt of Mr./Mrs./Ms	
asset declaration	for the year	
Received on date	e Please retain this r	eceipt for
your record and	future reference.	
	(Sign)	
	Asset Declaration A	dministrator
CORRUPTION COM	ANTI-CORRUPTION COMMISSION	ORIGINAL
SERRA LEONE	OFFICIAL ACKNOWLEDGE RECEIPT	NO:
With thanks we a	cknowledge receipt of Mr./Mrs./Ms	
asset declaration	for the year	
Received on date	e Please retain this r	eceipt for
your record and	future reference.	

 MADE this 24th day of January, 2019.

FRANCIS BEN KAIFALA, Commissioner, Anti-Corruption Commission.