



forestry, fisheries & the environment

Department:
Forestry, Fisheries and the Environment
REPUBLIC OF SOUTH AFRICA

CHECKLIST FOR BENEFIT SHARING AGREEMENTS

NO	DETAILS OF THE AGREEMENT	RESPONSE	
1.	Have the full and accurate name(s) of the Access Provider including the address, identity number or registration number and contact details been provided?	Yes <input type="checkbox"/>	No <input type="checkbox"/>
2.	Are these details (name, address "both physical and postal", ID/Registration number and contact details) captured accurately throughout the agreement?	Yes <input type="checkbox"/>	No <input type="checkbox"/>
3.	Have the full and accurate name(s) of the Recipient/Applicant including the address "both physical and postal", identity number or registration number been provided?	Yes <input type="checkbox"/>	No <input type="checkbox"/>
4.	If the person signing the agreement for the Access Provider or Recipient/Applicant is acting in a representative capacity have they provided the power of attorney/letter of authority ¹ or any other form of authorisation?	Yes <input type="checkbox"/>	No <input type="checkbox"/>
5.	Have the full and accurate details of the indigenous genetic and biological resources been provided? (Scientific/common name, utilisation, physical state, quantity, and locality).	Yes <input type="checkbox"/>	No <input type="checkbox"/>
6.	Have the full and accurate details of benefit sharing been provided and the applicable columns been selected/ticked? (Monetary, non-monetary or in kind).	Yes <input type="checkbox"/>	No <input type="checkbox"/>
7.	In the case of monetary benefits, have the amount/s been specified in Rand terms (e.g. R440 per kg)?	Yes <input type="checkbox"/>	No <input type="checkbox"/>
10.	In the case of royalty payment, has the agreed percentage been specified in the agreement?	Yes <input type="checkbox"/>	No <input type="checkbox"/>
11.	In case of non-monetary benefits, have the selected benefits been specified and implementation plan provided using Specific, Measurable, Achievable, Relevant and Time-bound (SMART) principle format?	Yes <input type="checkbox"/>	No <input type="checkbox"/>
12.	If the details of benefit sharing are supplemented by an annexure, is the annexure initialed by all the parties?	Yes <input type="checkbox"/>	No <input type="checkbox"/>
13.	Is the timeframe for review of the agreement provided?	Yes <input type="checkbox"/>	No <input type="checkbox"/>
14.	Has each page of the agreement been initialed by all the parties?	Yes <input type="checkbox"/>	No <input type="checkbox"/>

¹ In case of trustee of a trust entering into an agreement, the following must accompany the application: The most recent Letters of Authority for the trust (to confirm the current trustees); A resolution of trustees (dated prior to the transaction date) authorising the transaction and specifying the trustee who will sign the contract on behalf of the trust; The trust deed (to confirm that the trust deed allows for the proposed transaction).

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15.	Have all the annexures, addendum and schedules been initialed by all the parties?	Yes <input type="checkbox"/>	No <input type="checkbox"/>
16.	Have all the parties originally signed and dated the agreement?	Yes <input type="checkbox"/>	No <input type="checkbox"/>
17.	Is the agreement clear, legible and readable?	Yes <input type="checkbox"/>	No <input type="checkbox"/>

If the answer is “No” in any of the questions above please provide an explanation below (Add page(s) if the space below is not sufficient):

Completed form to be submitted together with the permit application form

SIGNATURE OF APPLICANT

NAME AND SURNAME

DATE: