

Requirements for Primary Dealer Designation by Bank of Jamaica

1. Principal(s) of a company must meet the Bank of Jamaica fit and proper requirements (See *Notification to Primary Dealers – Fit and Proper Criteria for Primary Dealers*)
2. The company must be registered to operate in Jamaica (copy of Certificate of Incorporation required).
3. The company must be licensed by the Financial Services Commission (FSC). Copy of certificate issued by the Financial Services Commission (FSC) authorizing the operation of dealing in securities.
4. There must be no regulatory sanction existing or pending against the applicant and the applicant must not have been subject to any regulatory sanction in the last seven (7) years.
5. If the company to which the Certificate of Designation has been granted is about to undergo a change of ownership, the original approval granted to the former owner/s will be rescinded as Certificates of Designation are non-transferable. The prospective owners may apply to the Bank of Jamaica for a Certificate of Designation. The usual process governing an application for a new Certificate of Designation to operate as a BOJ Primary Dealer will apply to the prospective owners. Therefore the transferors of the company are obliged to: inform the Bank of Jamaica of the fact of change of ownership and details of the transfer three (3) months prior to the date of the transfer and surrender the Certificate of Designation when the sale is completed.
6. Declaration of holdings in Government of Jamaica Securities denominated in Jamaica Dollars and foreign currency. Monthly holdings for the 6-month period immediately preceding the application date are required.
7. Declaration of holdings in Bank of Jamaica Certificates of Deposit. Monthly holdings for the 6-month period immediately preceding the application date are required.
8. Satisfy the requirements to operate account with Bank of Jamaica. The documents required for opening an account with Bank of Jamaica include:
 - i. Articles of Incorporation /Memorandum and Articles of Association
 - ii. Board Resolution and Approval
 - iii. Valid Tax Compliance Certificate
 - iv. Audited Financial Statements for the preceding two years^a
 - v. Statements from bankers on business account(s) held, and supporting bank statements for six (6) months immediately preceding application date.

^a In the event that the company has been in operation for less than two (2) years, the financial statement(s) for the principal shareholders must be presented.

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9. Possess the capacity to transmit data electronically to Bank of Jamaica (personal computer, internet access, dedicated telephone line, fax machine). The minimum computer hardware requirements for connectivity to Bank of Jamaica's electronic system are as follows:

- i. Pentium 4 Processor (1 gigabyte)
- ii. 256 megabytes (mb) RAM
- iii. 20 gigabytes (gb) Hard Drive
- iv. 56 kilobytes (kb) modem
- v. Windows 2000 Operating System.

Bank of Jamaica reserves the right to deny an application based on its internal assessment and judgement of the company's ability to effectively operate as a Primary Dealer.