



BANK Of ZAMBIA
OFFICE OF THE DEPUTY GOVERNOR – OPERATIONS

January 08, 2003

CB Circular No. 02/2003

To : All Commercial Banks

ENHANCED SECURITY MEASURES FOR COMMERCIAL BANK BULK CASH TRANSACTIONS

We wish to advise that in an effort to enhance security at the Bank of Zambia, the following measures pertaining to procedures for cash in transit by commercial banks to and from the Bank will be effected. These measures were discussed and agreed upon with the security managers at commercial banks last year.

1.0 Access to the Bank of Zambia Premises for Bulk Cash Transaction by Commercial Bank Employees.

- 1.1 All Commercial Banks are required to register their custodians and messengers who require access to the Bank of Zambia premises.

Details may be submitted to Security Division of Bank of Zambia by filling in the attached Form BOZ/SD/Access 01.

- 1.2 The access forms should be signed by two authorised officers of the Commercial Banks and the applicant will be photographed at the Bank of Zambia for image comparison on the Electronic Security Management System.
- 1.3 Any changes in the employee's status with respect to the duties or assignments at the Bank of Zambia should be advised in writing immediately.

The deadline for full registration is 31st January 2003.

2.0 Authorised Entry Points to the Bank

- 2.1 Custodians visiting the Bank of Zambia on business will be required to use the main reception on Cairo Road. This is effective immediately.

3.0 Access to the Bank of Zambia Premises by Cash-In-Transit Vehicles and Crew.


- 3.1 Only Cash-in-transit vehicles and respective crew members will be permitted to use the service gates at the rear entrance of the Bank of Zambia.
- 3.2 In addition, Banks are required to submit company details of the cash-in-transit service company contracted and details of vehicles the company employs, to the Bank of Zambia Security Division. This will be done by completing the attached form, BOZ/SD/Access/02.

The deadline for this registration is 31st January 2003.

4.0 Minimum Armouring Requirements

- 4.1 All registered cash-in-transit vehicles will be required to adhere to the following minimum armouring requirements.
- 4mm Armour Resistant Steel Plate for vehicle body
 - 33-34mm Resistolite Glass
 - Tyre Locks
- 4.2 All CIT vehicles should conform to this requirement by 1st October 2003.

Please note that these measures are subject to review from time to time.


Denny H Kalyalya (Dr)
DEPUTY GOVERNOR - OPERATIONS



BANK OF ZAMBIA

THE ASSISTANT DIRECTOR – SECURITY
BANK OF ZAMBIA
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LUSAKA.

REGISTRATION OF CUSTODIANS AND MESSENGERS

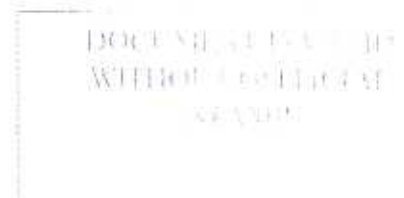
The following are custodians/messengers who require access to the bank for routine duty:

- a) Name:.....
NRC:.....
Date of birth:.....
Title:.....
- b) Name:.....
NRC:.....
Date of birth:.....
Title:.....
- c) Name:.....
NRC:.....
Date of birth:.....

Signature:.....

Name:.....

Title:.....





BANK OF ZAMBIA

CIT VEHICLE AND CREW REGISTRATION FORM

VEHICLES

Make :

Colour

Model :

Registration No. :

Chassis No. :

Make :

Colour

Model :

Registration No. :

Chassis No. :

Make :

Colour

Model :

Registration No. :

Chassis No. :

CREW DEPLOYED

*

NAME	NRC	DOB	ADDRESS	CLEAR. No
	/ /	/ /		
	/ /	/ /		
	/ /	/ /		
	/ /	/ /		
	/ /	/ /		
	/ /	/ /		
	/ /	/ /		
	/ /	/ /		

NOTE: Minimum armouring requirements and notes on reverse of this form

Sign

Name

Title

DOCUMENT
INVALID WITHOUT
OFFICIAL STAMP