



**Bank of Zambia**

**OFFICE OF THE DEPUTY GOVERNOR - OPERATIONS**

BOZ/EXEC/DGO/nbfis/bp

July 15, 2022

CB Circular No. : 10/2022

To : All Heads of Financial and Payment Service Providers

**REQUEST FOR FINANCIAL AND OTHER SUPPORT FOR THE FIFTH  
ESAAMLG PUBLIC-PRIVATE SECTOR DIALOGUE, SEPTEMBER 2 – 3, 2022**

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The Bank of Zambia, in collaboration with other financial sector supervisory authorities and the Secretariat of the Eastern and Southern Africa Anti-Money Laundering Group (ESAAMLG), is organising the Fifth ESAAMLG Public-Private Sector Dialogue (PPSD) that will take place at **Avani Victoria Falls Resort in Livingstone, Zambia** from September 2 – 3, 2022. Honourable Dr. Situmbeko Musokotwane, Minister of Finance and National Planning is scheduled to launch the PPSD.

The theme of the PPSD is *“Virtual Assets and the Implementation of AML/CFT Programmes in the ESAAMLG Region”*. The programme for the Dialogue will cover a range of topics critical to developing robust Anti-Money Laundering (AML)/Combating the Financing of Terrorism and Proliferation (CFTP) systems in the ESAAMLG region. The topics for discussion include, but are not limited to:

- 1) Understanding Virtual Assets (VAs) and Virtual Assets Service Providers (VASPs);
- 2) Understanding how VASPs operate;
- 3) The regulatory and supervisory requirements for VAs and VASPs; and
- 4) The challenges VAs and VASPs pose in the implementation of AML/CFT measures.

The PPSD will be attended by representatives from the World Bank, the International Monetary Fund, the United Kingdom, the United States, and the President of the Financial Action Task Force (FATF). Other participants at this event will be ministers and other high-level government officials from ESAAMLG member countries, representatives from central banks, Financial Intelligence Units, relevant regulatory and supervisory bodies, law enforcement agencies and private sector representatives from financial institutions, national and regional banking associations, mobile money transfer companies, academia, and business/trade associations, among others.

In this regard, the PPSD will provide a unique opportunity for financial and payment service providers to dialogue with regulatory bodies as well as key policy makers on the challenges of implementing effective AML/CFTP measures that comply with the FATF Standards.

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Based on the foregoing, we would like to request as follows:

- 1) That you save the dates for the PPSD for you to participate in the Dialogue; and
- 2) That you consider supporting the PPSD financially or otherwise (attached hereto is the proposed budget for the PPSD).

Details of pledged contributions can be communicated to the Secretariat through Director – Non-Bank Financial Institutions Supervision, Ms. Freda Tamba, on email, [ftamba@boz.zm](mailto:ftamba@boz.zm) and/or telephone number, +260 211 399300.

Kindly note that the Administrative Note and the detailed programme for the PPSD will be circulated to all participants in the course of this month.

We look forward to your favourable consideration of our request and to welcoming you in Livingstone.



**Francis Chipimo (PhD)**  
**DEPUTY GOVERNOR – OPERATIONS**

cc Governor  
Director – Bank Supervision  
Director – Non-Bank Financial Institutions Supervision  
Director – Payment Systems

**BUDGET ESTIMATE FOR HOSTING ESAAMLG PPSD MEETING AND DINNER: 2<sup>ND</sup> - 3<sup>RD</sup> SEPTEMBER 2022**

ITEM	Unit Cost (K)	Quantity	Frequency	AMOUNT (K)
PPSD Gala Dinner	Dinner (600 @ K595 + 10% service charge per person)	600	1	392,700
	Alcoholic Beverages	350	1	210,000
PPSD Meeting Conference package – 2 September 2022	655	600	0 5	196,500
PPSD Meeting Conference package – 3 September 2022	655	600	1	393,000
Hire of Marquee	350,000	1	2	700,000
Hire of car park where to instal the marquee	50,000	1	2	100,000
Hire of Public Address System	50,000	1	2	100,000
PPSD Meeting Registration Pack	PPSD Welcome Dinner Gala invitation cards (@K25 per card for 600 delegates)	25	600	15,000
	PPSD Meeting ID's (@K200 per ID for 600 delegates)	200	600	120,000
	PPSD Delegates Commemorative Gift Bags (600 @ K1,000 per bag)	1,000	600	600,000
	International Speakers Flight	100,000	1	100,000
Cost related to International Speakers	International Speakers Accomodation	7,650	3	91,800
	International Speakers Honorarium	20,000	3	60,000
	Airport transfer for Speakers (to and from airport) Car-Hire	3,000	1	6,000
	Transport for Speakers (to and from hotels to venue)	3,000	1	6,000
	Holding Room	5,000	1	10,000
Hire of Working Rooms	Secretariat - International	5,000	1	10,000
	Secretariat - Local	5,000	1	10,000
Publicity	Design and Printing of Banners and advertising materials (Pop-ups, banners & roll-ups)	5,000	20	100,000
	Media Transport Refunds for Journalists	200	30	12,000
	Pre-conference media activities (Launch of PPSD, TV & Radio promotion programs)	10,000	5	50,000
	Hire of Interpretation Equipment	15,000	6	90,000
Translation services	Interpreters - French to English and vice versa	7,500	6	90,000
	Interpreters - Portuguese to English and vice versa	7,500	6	90,000
	Technical Support	650	6	7,800
	Set-up and Delivery	2,500	1	2,500
	Daily allowances for ten ushers for 2 days @K500 per day	500	10	10,000
Ushering related costs	Ushers Uniforms	1,000	10	10,000
	Ushers Name Tags	200	10	2,000
Planning Committee Costs	Allowances for five preparatory meetings @ K500pp for 10 committee members	500	10	25,000
	Accommodation for committee members for a four-day site visit	1,050	10	42,000
	Per diem for committee members for a four-day site visit	315	10	15,750
	Accommodation for committee members for conference	1,050	10	42,000
	Per diem for committee members for conference	315	10	15,750
Printing and stationary costs	Accommodation for driver for site visit and conference	975	2	7,800
	Per diem for driver members for conference	975	2	9,750
	Fuel costs @K4,500 per trip for site visit and conference	4,500	2	9,000
Contingency allowance		12,500	2	50,000
		50,000	1	100,000
<b>TOTAL</b>				<b>3,902,350</b>