

NCDMB / NEXIM
WOMEN IN OIL AND GAS INTERVENTION FUND
CHECKLIST / QUESTIONNAIRE

Important Notice:

This Checklist / Questionnaire is designed to serve as a pre-application and pre-qualification guide to women engaged in Oil and Gas related activities.

| SN | Enquiry | | Yes / No | Comments |
|-----------|---|--|-----------------|-----------------|
| 1 | Name of Applicant | | | |
| 2 | Purpose of Facility | | | |
| 3 | Amount | | | |
| 4 | Are you a Start-Up or an Existing Business? | | | |
| 5 | What is the % share of women ownership of your Company? | | | |
| 6 | What is the % ratio of women in the Management position of your Company? Please provide Notarised Statement on your Company's management profile | | | |
| 7 | Is the CEO of your company a woman? | | | |
| 8 | Do you have DPR Permit to Operate as an Oil Industry Service Provider? (if Yes, provide number/details) | | | |
| 10 | Do you have NOGICDJQS Permit /License/ Registration to operate in the Oil & Gas Industry? (if Yes, provide number/details) | | | |
| 11 | Do you have NIPLEX Permit /License/ Registration to operate in the Oil & Gas Industry? (if Yes, provide number/details) | | | |

| | | | | |
|----|---|--|--|--|
| 12 | Have you ever executed contract for/with an Oil Industry company in Nigeria? | | | |
| 13 | If the answer to item 13 is Yes, state applicable details, value(s) and date(s) | | | |
| 14 | Do you have a running/subsisting contract with an International Oil Company (IOC) or major Nigerian Oil Company (NOC)? | | | |
| 15 | What realistic risks do you foresee impacting the execution of your existing Contract? Please itemise them with suggestions on possible mitigants | | | |
| 16 | <p>a) Do you have Audited Accounts and latest Management Account, where the last audited account is more than 3 months old? please provide most recent management accounts?</p> <p>b) If you are a start-up, please provide a statement of affairs.</p> | | | |
| 17 | Do you have a Tax Identification Number? If Yes, provide details | | | |
| 18 | Do you have existing/running loan facility with Bank(s)? If yes, how much and state the collaterals pledged? | | | |
| 19 | Do you have Bank reference(s) in support of business operations and your application request? | | | |
| 20 | Do you have a domiciliation of proceeds arrangements | | | |

| | | | | |
|----|---|--|--|--|
| | on your current contracts with IOCs / NOCs? | | | |
| 21 | List of Bankers and BVN of Directors of Company | | | |

BASIC DOCUMENTATION CHECKLIST

- ❖ Incorporation documents
- ❖ TIN Certificate
- ❖ BVN of Directors of applicant company
- ❖ Contract(s) executed with IOC / NOC
- ❖ Certified Invoice(s) to be supported with payment domiciliation.
- ❖ Permit / Association and/or Professional Membership Certificate
- ❖ Latest Audited Account (3 years audited account for medium term facility) OR Statement of Affairs (in the case of a start-up)
- ❖ Others, as may be deemed necessary / applicable

DRAFT - NCDMB/PR/11/11