



PRACTICAL PROCEDURE

A. INITIATION PHASE

1. With first engagement with PALS, an Initiation Agreement will be provided for signature and delivery to admin@sapals.co.za.
2. Scheduling of meeting (in person or virtual) for purposes of advising further on the PALS framework and introduction to PALS by client/possible shareholders/partners who intend on establishing the proposed enterprise. The nature of the proposed new enterprise to be established, namely either primary production/farming, value chain enterprise, community project or other type of initiative.
3. Identification of the property and with our assistance arrangement of aerial view maps and to determine the extent and/or location of the property.
4. Determine the requirements/enablers for the proposed project, namely availability of water, extra storage dams or pipelines, electricity or other required infrastructure and the initial confirmation/investigations relating thereto. Engagement with banks/finance institutions, government institutions and stakeholders to enquire regarding enablers/fulfilment of suspensive conditions of the project.
5. Identification/selection of black/new era farmer(s) and/or commercial farmer(s) based on objective criteria whom will be partner(s) and co-manager(s) in the new operating company and also to benefit as beneficiaries of an employee trust.
6. Preliminary business plan for the project will be drafted in concept by the client and his advisors with inputs from experienced commercial partner.
7. Draft framework/organogram to be provided to the client setting out the proposed entities/parties, enablers/suspensive conditions and agreements required.

SA PALS (PARTNERS IN AGRI LAND SOLUTIONS) NPC

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B. PLANNING PHASE

8. Arrange a meeting with our Gerrit van Vuuren, Reinet van Staden or Altus Joubert. Cost estimation and quotation will be provided for the project.
9. A cost estimation for the different phases of the project based on the expected time to be spent on the project and the various contracts drafted can be provided. Practical implementation usually takes effect in three phases (planning, motivation and implementation). Payment of fees and expenses can be agreed on a monthly basis or with the implementation of each phase.
10. The draft framework will be refined and adapted to the specific needs.
11. Two or more proposed names for the companies to be registered (new operating company and black company) must be provided for reservation and subsequent registration with CIPC.
12. For the registration of the companies and/or employee trust, full names and contact details of the shareholders and directors (or beneficiaries and trustees) with copies of their identity documents and signed power of attorneys will be required.
13. The draft business plan will be refined and concept agreements will be drafted based on the instructions and unique requirements of the client, which agreements may be the following: Shareholder Agreements, Memorandum of Incorporations, Sale Agreement (Property and/or Shares), Option Agreement, Management Agreement, Mentorship Agreement, Marketing Agreement, Packing Agreement, Finance Agreement, Trust Deed ("document pack").
14. These concept agreements will be considered and refined until approved, understood and ready for signature by participants.

C. MOTIVATIONAL PHASE

15. Engagement with finance institutions/banks, government institutions and/or other stakeholders and providing the business plan and document pack to facilitate the necessary enablers/fulfilment of suspensive conditions of the project and refinement/development of the requirements/enablers and document pack.
16. Registration of the entities involved will take effect and engagement with auditors/accountants will take place regarding tax registrations, opening of bank accounts and other regulatory registrations (UIF, VAT etcetera).
17. Drafting/facilitating the motivational reports and further amendments to the business plan to be submitted with the document pack for purposes of applying for finance, subdivision, permits, water, electricity, a lease or the fulfillment of any other conditions related to the project.

18. Submissions to and discussions with beneficiaries and other role players to ensure a clear understanding of the practical implications of the project and everybody's role to ensure the success thereof.
19. Detailed discussions regarding the expectations of the participants, the risks and addressing fears.
20. Training sessions will be held with the shareholders of the Black Company and trustees of the Employees Trust.

D. IMPLEMENTATION PHASE

21. Continuous consultations and engagement with role players to coordinate and arrange the fulfilment of the enablers and refinement of the project up to final implementation thereof.
22. Arrangements for the transfer of property/shares and registration of property or long term lease and bonds in the deeds office and the implementation of the business plan.
23. Such additional work that is required to complete a successful project, and to carry out the instruction of the specific client.

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