

INFORMATION BROCHURE ON THE MLA

1. Background

- 1.1 The Micro Lenders Association of Namibia (“MLA”) is a voluntary association that was founded by micro lenders in 1998 to promote the interests of and support micro lenders in Namibia.

2. Legislative Requirements

- 2.1 Section 24(10(b) of the Microlending Act, 2018 (Act No. 7 of 2018) states – under Obligations of microlender – that a microlender must – “(b) be a member of a microlenders’ representative body approved by NAMFISA.”

3. Governance Structure of the MLA

- 3.1 Article 11 of the Constitution of the MLA makes provision for the election of a Management Committee at a General Meeting of the MLA. The Management Committee consist of 5 (five) elected Ordinary Members who are elected at the Annual General Meeting (“AGM”).
- 3.2 The Management Committee Members are elected by the members of the MLA, at the AGM, and their term of office commence after the conclusion of the AGM at which they are elected and terminate at the end of the AGM following the AGM of their election.
- 3.3 The Management Committee is the highest decision-making authority between General Meetings.
- 3.4 The management and operations of the MLA vest in the Management Committee which, at its discretion, shall pay all expenses relevant to the conducting of the Association, and which, in addition to any powers explicitly conferred on it, may exercise all powers and conduct all business operations that may be conducted on it and undertaken by the MLA and which are not reserved for the MLA at the General Meeting.
- 3.5 Subject only to the provisions of its Constitution, the Management Committee may perform all functions and exercise all powers of the MLA.
- 3.6 Nominations for Management Committee Members are invited from members prior to the AGM.
- 3.7 Nominations so received are presented to all members prior to the AGM.

- 3.8 At the AGM, members are presented with a list of the Nominations received for Management Committee.
- 3.9 Voting of the Management Committee is done by ballot paper, whereafter the results are presented to the AGM.

4. Benefits of being a member of the MLA

- 4.1 The MLA drives change. The MLA improves the industry through the institution of the Constitutional Court action in order to change parts of the Microlending Act, 2018 (Act No. 7 of 2018) ("Microlending Act").
- 4.2 The MLA supports and participates in legislative reform and developments related to the micro lending industry. The MLA reviews and comments on all draft Standards and Regulations on behalf of its members. In this regard, the MLA recently provided a detailed submission to NAMFISA on the provisions of the Consumer Credit Bill.
- 4.3 The MLA raises the profile of the micro lending industry issues and advocates for inclusion of micro lenders in financial institutions matters;
- 4.4 The MLA promotes the long-term sustainability of the micro lending industry, as integral to the enhanced participation and financial services access;
- 4.5 The MLA drives changes through the initiation and constant input and monitoring of the development of ENDO and other electronic products for the industry;
- 4.6 The MLA educates its members on the rules and how to comply with the Microlending Act and the Financial Intelligence Act, 2012 (Act No. 13 of 2012) in practice;
- 4.7 The MLA educates its members on other legislation applicable to micro lenders;
- 4.8 MLA members have access to complete legislation, Regulator documents, MLA information and documents as well as industry studies on the MLA Website Portals. In this regard the Website is divided into 3 (three) Portals, i.e. for MLA Members, MLA Associated Members and MLA Management Committee members.
- 4.9 The MLA supports members in responding to correspondence received from NAMFISA, particularly issues relating to notices of cancellation of micro lending license and inspection findings, amongst other. In this regard, the MLA aided several members when their micro lending businesses were in threat of being closed down by NAMFISA; and
- 4.10 The MLA has a group of experienced lawyers who has in-depth knowledge of the Acts as administered by NAMFISA. In this regard, these experts are available to intervene immediately and make representations to NAMFISA to protect the interests of micro lenders.

5. Supporting documentation

- 5.1 Approval letter as issued by NAMFISA;
 - 5.2 The Constitution of the MLA;
 - 5.3 The Code of Conduct;
 - 5.4 Application for Membership;
 - 5.5 Registration Procedures;
 - 5.6 Requirements for membership; and
 - 5.7 Information Sheet on Benefits of being a member of the MLA.
6. **Website:** <https://www.mla-nam.com>
 7. **E-mail:** info@mla-nam.com
 8. Kindly do not hesitate our Office at: **(061) 247 928** in the event of you requiring further information in the matter.
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P.O. Box 40060
Ausspannplatz
Tel. No.: 061 247928
E-mail: info@mla-nam.com
Website: www.mla-nam.com

Registration procedures for Membership at the Micro Lenders Association of Namibia (MLA):

1. Study the *Constitution* and *Code of Conduct* of the Micro Lenders Association of Namibia.
2. Complete the **Application for Membership** form.
3. Complete the **Details of branches/outlets/mobile divisions** (Annexure 1 of the Application for Membership).
4. Complete the **Payment Instruction / Debit Mandate** (Annexure 2 of the Application for Membership) for payment of the monthly MLA Membership Fee.
 - The monthly MLA Membership Fee is currently **N\$ 1,050.00 per branch/outlet/mobile division per month.**
 - You are in terms of the Constitution required to declare all your branches/outlets/mobile divisions to the MLA.
 - The payment of the monthly MLA Membership Fee is per ENDO.
5. Pay the **once off non-refundable Application for Membership Fee of N\$ 300.00** by direct bank deposit or electronic payment to:

Account name: Micro Lenders Association of Namibia
Bank: First National Bank
Branch name: Windhoek
Branch code: 280172
Account number: 62004058328
Account type: Cheque / Current

- Attach proof of payment to the Application for Membership.
6. Submit the completed Application for Membership including all the required annexures via e-mail to the MLA address: info@mla-nam.com

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7. Your application will be processed and if your application is approved you will receive confirmation of registration from the MLA.
8. If not yet registered at NAMFISA (Namibia Financial Institutions Supervisory Authority) the MLA will upon approval of the application, present you with provisional membership which can be submitted to NAMFISA as proof of membership, but which is also subject to subsequent registration at NAMFISA.
 - A link to NAMFISA's website is available on the MLA website home page.
9. Provide proof of submission of Application for Registration at NAMFISA to the MLA by way of *copy of front page of NAMFISA Application Form with NAMFISA confirmation of receipt stamp on*.
 - Failure to submit this proof will cause automatic cancellation of provisional membership.
10. Once registration at NAMFISA is complete, submit a copy of the NAMFISA registration to the MLA to finalize Application of Membership.

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1. Requirements for Membership

- 1.1. Be a micro lender conducting micro lending transactions in Namibia as defined in the Microlending Act No. 7 of 2018, or must be in the process of registering as a micro lender at NAMFISA in terms of the same legislation.
- 1.2. Be willing to subject itself to the Constitution of the MLA.
- 1.3. Subscribe to the Code of Conduct of the MLA.
- 1.4. Complete and sign the Application for Membership form and submit with required Annexures to the MLA at info@mla-nam.com .

2. Obligations of Membership

- 2.1. Every Member shall pay the Membership Fee on a monthly basis which shall become due in advance on the beginning of the month.
- 2.2. A member shall register its branches/outlets/mobile divisions with the Association.
- 2.3. Members shall adhere to the Constitution, the Code of Conduct and decisions made in accordance with the Constitution.

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