

CEREAL GRAIN GROWING AND SUPPLY KYBP (APPLICATION)	 kbl Est. 1922 AGRIBUSINESS PRODUCTION RECORD	REF: BDR 2 REVISION NO: 012 DATE: 31/01/2023 Page 1 of 10 Approved (HoA) 
--	--	--

DATE

PART 1: APPLICATION TO GROW AND SUPPLY CEREALS GRAIN

From(Applicant Name in capital letters)

I wish to apply to grow and supply Kenya Breweries Limited (KBL) with the following Grain grown locally in Kenya.

CROP(Tick): BARLEY ☐ SEED BARLEY ☐ RED SORGHUM ☐ WHITE SORGHUM ☐

My details are as follows: -

- ID. No.....Certificate Registration No..... (if a company)
- CountyWardVillage.....
- P O Box.....CodeTownEmail.....
- Mobile Number Contact person's nameMobile No
- Alternate Contact Person Name..... Relationship
- ID No (of alternate)Address..... Tel No.
- Acreage applied Ha in case of barley and barley seed crop)
- Acreage applied Acres (in case of sorghum)
- Preferred VarietyProposed Source of seed
- Contract type: Barley (TICK) Financed ☐ Self- Financed ☐ Key account ☐ Seed barley ☐
☐ Sorghum (Tick): Aggregator ☐ Group ☐ Commercial ☐ Key account ☐
- Estimated total volume(in tons)
 a Delivery schedule: (July – Dec)Tons (b) (January to June) Tons
- If applicant a registered limited company, have the directors changed since the last application to KBL? Tick
 Yes ☐ No ☐ New ☐

If Yes OR New, I have hereby provided to the best of my knowledge Shareholder/Ownership (Directors/Partners/Sole Owners) and have attach a Copy of Articles of Association or CR12 and have listed them in the table below: -

Name	Nationality	Mobile	Passport/ID no.

13. Is your spouse or immediate family member a contracted grower by KBL? Yes ☐ No ☐

CEREAL GRAIN GROWING AND SUPPLY KYBP (APPLICATION)	 kbl Est. 1922 AGRIBUSINESS PRODUCTION RECORD	REF: BDR 2 REVISION NO: 012 DATE: 31/01/2023 Page 1 of 10 Approved (HoA) 
---	---	--

if Yes, indicate the nameand IDMobile

GOVERNMENT AND POLITICALLY EXPOSED PERSONS

Definition of a government official is:

- i. Officials and employees of all branches of government, including military personnel and police
- ii. Officials and employees of government-owned or controlled businesses or enterprises (including charitable enterprises)
- iii. Political party officials and employees
- iv. Any candidate for political office
- v. Officials, employees, and individuals working in an official capacity for or on behalf of public international organizations whose officials are afforded diplomatic immunity under United States law (e.g. the United Nations)
- vi. Any family members of any of the above also should be considered "government officials" for these purposes

Definition of Politically Exposed Person

- i. A current or former Senior official in the executive, legislative administrative military or judicial branch of government, elected or not
- ii. A senior official of a major political party
- iii. A senior executive of government owned commercial enterprise, and or being a corporation, business or other entity formed by or for the benefit of any such individual
- iv. An immediate family member of such individual (Spouse, parents, siblings children and spouses parents or siblings
- v. An individual publicly known (or actually known by relevant financial institution) to be a close personal or professional associate.

14. Are you a Government official or a politically exposed Person as defined below ? Yes / No (tick as appropriate)

If yes, kindly provide details of your relation to Government official/Politically exposed persons as defined above

.....

15 Give details of the exact locations where the crops will be planted. (Fields names and their **locations**)

Field description	Area	Location	Land ownership	Cropping History last two years	
Field name & LR Number (Where Applicable)	Ha	Nearest school or government office	Is the land Owned/Leased	Immediate previous crop	Previous crop prior year

- Add additional paper if necessary.

16 PAY POINT TRANSACTION DETAILS:

Bank account details:

Account NameA/c no.....

BankBranch

CEREAL GRAIN GROWING AND SUPPLY KYBP (APPLICATION)	 AGRIBUSINESS PRODUCTION RECORD	REF: BDR 2 REVISION NO: 012 DATE: 31/01/2023 Page 1 of 10 Approved (HoA) 
--	--	--

16.1 I agree that KBL will have my crop delivered, received, graded, processed and paid for in accordance to the specification, process and price as agreed in the contract

17. APPLICANT COMMITMENT: -

If my application is accepted by KENYA BREWERIES LIMITED (KBL), I agree and bind myself by the following terms that apply to both barley and sorghum cereal: **THAT I will,**

- a) Sign the Cereal growing and supply agreement - Contract
- b) Be solely responsible for the growing, harvesting and timely delivery all the harvested grain from my farm to KBL receiving point.
- c) Use acceptable procedures for growing the crop and I do understand that the role of KBL Agribusiness service is advisory to protect KBL interests and therefore does not at all confer any rights to me or obligations on the part of EAML and its officials.
- d) Not hold KBL to be responsible for any loss in profits or expenses incurred in the event that I obtain low yields or there is a crop failure for whatever reason.
- e) Abide by the terms hereof and the agreement signed with KBL and abide by KBL's Code of Business Conduct (The Diageo Code of Business Conduct) and "Partnering with Suppliers" Standards which both available on www.eabl.com and www.diageo.com . I have received and commit to comply with these codes as amended from time to time.
- f) Supply only locally grown crop in Kenya and shall NOT purchase grains from the market, or grain meant for food, Government aid, and other suppliers and or grain meant for relief..

17.1 ADDITIONAL COMMITMENT – APPLICABLE FOR SORGHUM GROWERS

As a potential sorghum/millet grower and supplier for Kenya Breweries Ltd, I declare that I am aware of the below sorghum supply guidelines: -

- a) I will only supply sorghum /or millet that is locally grown in Kenya (for individuals) and if given the status of an aggregator, shall ONLY purchase sorghum grown and traceable to have been grown in Kenya,
- b) Not to buy and supply any sorghum meant for food needs or food relief.
- c) I do understand it is prohibited to buy, mix or deliver any imported sorghum or millet as local raw material to KBL
- d) It is my obligation to pay cess to the county where the crop was grown and submit evidence of the same with each delivery, I make to KBL.
- e) That all my deliveries shall be made using the standard KBL documents and it is my responsibility to fill the required details accurately.
- f) All deliveries I make will be made either in bulk or 50 kg bags
- g) I am not engaged in the import of sorghum grain to Kenya
- h) Any breach to the local raw materials supply guidelines will lead to cancellation of my contract.

17.2 INCLUSION AND DIVERSITY

Is the applicant a member of people with disability group (PWD)

YES.....NO.....

17.3 COMMITMENT TO SUSTAINABILITY GOALS AND CARE FOR ENVIROMENT

I commit to support the Company's Grain to Glass sustainability GOALS by

- a) **Planting trees on my farm during the coming season**
- b) **Disposing chemical containable after use in an environmentally friendly manner or as advised by the company**
- c) **Implement traceability agenda as shall be outlined in the contract**

NameSignature.....Date

CEREAL GRAIN GROWING AND SUPPLY KYBP (APPLICATION)	 AGRIBUSINESS PRODUCTION RECORD	REF: BDR 2 REVISION NO: 012 DATE: 31/01/2023 Page 1 of 10 Approved (HoA) 
--	---	--

PART 2: REGIONAL AGRIBUSINESS MANAGER REVIEW

1. Type of Grower's (tick one): New ☐ Old ☐

Grower(s) past performance (please comment)

.....
.....
.....

2. Have you visited the farm? Yes ☐ No ☐

3. Are the following suitable (tick) if Not leave blank:

(i) Soil..... ☐ .. (ii) Rainfall ☐(iii) within approved growing areas?
☐

4. I Recommend ☐ Do Not Recommend ☐ this Applicant.

If Recommend the applicant to growHa. Key reason (s) for recommending this applicant

.....
.....

Signature.....

DateStamp.....

PART 3. HEAD OF AGRIBUBUSINESS

I have reviewed the above application details as submitted by the applicant and reviewed /submitted by the area agribusiness manager

I Approve ☐ / Do Not approve the Application ☐

Comment.....
.....

I approve the applicant for CARS (contract approval request) to progress leading to the contracting for the said applicant (Only if approved above)

Name.....Signed.....

CEREAL GRAIN GROWING AND SUPPLY KYBP (APPLICATION)	 kbl Est. 1922 AGRIBUSINESS PRODUCTION RECORD	REF: BDR 2 REVISION NO: 012 DATE: 31/01/2023 Page 1 of 10 Approved (HoA) 
--	--	--

Date

PART 4 DETAILED KYBP- KNOW YOUR BUSINESS PARTNER

4.1 PRODUCT _____ Application Received? Y_____ N_____ (tick)

APPLICANT'S DETAILS- ALL

- a) Full names in BLOCK Letters: _____
- b) ID no. _____ Registration Certificate _____ PIN _____
- c) PO BOX _____ Email _____
- d) Telephone _____ Mobile _____ Contact
Person _____
- e) County _____ Ward _____ Village _____
- f) VAT Reg No: _____ (if applicable)
- g) Physical Address (of Applicant) _____
- h) Other businesses /employment (describe) _____
Principal Business.....
- i) Alternate Contact Person Name _____ Relationship _____
- j) ID No (alternate) _____ Address _____ Tel no. _____
- k) L.R No. Of Field / Farm _____
- l) Name of the registered owner of the farm _____

Note: FOR COMPANIES, PARTNSHIPS & OTHER NON-INDIVIDUAL APLLICANTS, For all Kindly Provide details of shareholder /Ownership and attach a Copy of Memorandum and Articles of Association.

No	Name	Nationality	Passport/I D No.	Is he or she a government official	% share holding	Address
1						
2						
3						
4						

Indicate place of Incorporation

Has the Entity provided its latest financial statement? YES ☐ NO ☐

If NO, give reason.....

4.2 KEY POICICIES – Which ones of the following do you have in place

- a) Written code of business conduct
- b) Written anti bribery and corruption policies / training

CEREAL GRAIN GROWING AND SUPPLY KYBP (APPLICATION)	 kbl Est. 1922 AGRIBUSINESS PRODUCTION RECORD	REF: BDR 2 REVISION NO: 012 DATE: 31/01/2023 Page 1 of 10 Approved (HoA) 
--	--	--

c) Human Rights /Child labour

d) Mechanisms for reporting policy violations

If not available, do you agree to be trained on the same with 3 months of request approval Yes ☐ No ☐

4.3 GOVERNMENT LINKS

a) Are you currently a government official? Yes ☐ No ☐

If yes provide

details.....
.....

b) Have you been a Government Official within the past 2 years? Yes ☐ No ☐

If yes, provide details

.....

c) Are you / any member of your immediate family or group member current or former Government officials or politically exposed persons (Tick). Yes ☐ No ☐

d) Does any government have any direct or indirect ownership or other financial interest in the business partner? ☐ Yes
No ☐

e) Are any of the owners (including ultimate owners) directors or principal contacts' immediate family members' current or former government officials or politically exposed persons? If so, provide names and positions

If yes, Indicate Name and position held

.....
.....

f) Confirm the nature of operations or activities in which the business partner has contact with government official (e.g. customs clearance). List government agencies in which the government agencies the business partner interacts with on behalf of Diageo, and describe the nature of these interactions

.....

Do you have any business links with EABL? (Tick) Yes ☐ No ☐

If yes give details

.....

Definitions of Politically exposed, Government official as per application form

4.4 INTERNAL CONTROLS

a) For Non-Individuals, do you have policies on Code of business conduct and or anti-corruptions policies?

Yes ☐ No ☐ If yes, attach copies

b) Will you use contractors in performing the growing of the crop? Yes ☐ No ☐

If yes state the service that the contractor will

undertake.....

4.5 ASSURANCE

a) Have you been charged with or convicted of a crime? Yes ☐ No ☐

If yes, provide details _____

CEREAL GRAIN GROWING AND SUPPLY KYBP (APPLICATION)	 kbl Est. 1922 AGRIBUSINESS PRODUCTION RECORD	REF: BDR 2 REVISION NO: 012 DATE: 31/01/2023 Page 1 of 10 Approved (HoA) 
--	--	--

- b) Have there been investigations and/or convictions relating to bribery or corruption which have involved you or members of your immediate family? Yes ☐ No ☐

If yes, provide details

4.6 TRANSACTION DETAILS

Shall there be any structure unusual payments to this applicant? Yes ☐ No ☐

If Yes ...Explain the

reasons.....

Bank account details Name

.....

A/c no.

.....

Bank

.....

Branch

.....

Note – standard payments is through RTGs (Real Time Gross Settlement)

4.7 SIGNING

By signing this KYBP, I confirm that I have answered all questions as fully and accurately as possible. If my application is accepted by KENYA BREWERIES LIMITED (KBL) I further agree to the following terms:

- I will sign the Cereal growing and supply agreement and will I solely be responsible for the growing and harvesting and delivery of the Cereal crop.
- To use acceptable procedures for growing the crop. I do understand that the role of KBL personnel is advisory to protect KBL interests and does not at all confer any rights to me or obligations on the part of KBL and its officials.
- I will deliver and sell all the Cereal harvested from my farm to KBL.
- That KBL shall not be responsible for any loss in profits or expenses incurred in the event that I obtain low yields or there is a crop failure for whatever reason.
- I agree to abide by the terms hereof and the agreement signed with KBL and abide by KBL's Code of Business Conduct (The Diageo Code of Business Conduct) and "Partnering with Suppliers" Standards which are both available on www.eabl.com and www.diageo.com. I have received and commit to comply with these codes as amended from time to time.
- I commit NOT to purchase grains from the market that is meant for food, Government aid, and other suppliers and or grain meant for relief service

I confirm that the information given is accurate, complete and current to the best of my knowledge

Name _____ Signature _____ Date _____

Note: Attach Identification Documents : Photocopy of applicants ID, KRA Pin or certificate of registration for companies, Partnership and or Associations agreement, Photocopy of lease agreement for all leased land, and Business License, Memorandum and articles of association as applicable / CR12 form, Tax compliance certificate, Ids and KRAs for shareholders.

CEREAL GRAIN GROWING AND SUPPLY KYBP (APPLICATION)	 kbl Est. 1922 AGRIBUSINESS PRODUCTION RECORD	REF: BDR 2 REVISION NO: 012 DATE: 31/01/2023 Page 1 of 10 Approved (HoA) 
--	--	--

5.0 KYBP REVIEW

5.1 REGIONAL AGRIBUSINESS MANAGER RECOMMENDATION

a) **RECOMMENDATION (tick)** I Recommend ☐ Not Recommend ☐

Give reasons ____

.....

b) Has the grower signed the consent form pertaining to personal data ☐ ☐

I classify this applicant as :

Low ☐ Remarks.....

Medium ☐ Remarks.....

High ☐ Remarks(action -Conduct a sanction
check and KYBP)

Note The applicant is categorized as low or high based on the following considerations – contract type, government officials, contracted lobbyist]

Signature: Date

.....

5.2 HEAD OF AGRIBUSINESS

I have reviewed the said applications and taken into account the Regional Agribusiness Managers comments and categorization of the above applicant and I Approve / Do Not Approve the Application. (*Cancel as appropriate*)

Issue a Contract? Contracting Yes ☐ ☐

Remarks

.....

SignedDate

.....

ANNEXES

ANNEX 1 – Definition of Government official

A government official is:

- Officials and employees of all branches of government, including military personnel and police

CEREAL GRAIN GROWING AND SUPPLY KYBP (APPLICATION)	 AGRIBUSINESS PRODUCTION RECORD	REF: BDR 2 REVISION NO: 012 DATE: 31/01/2023 Page 1 of 10 Approved (HoA) 
--	---	--

- ii. Officials and employees of government-owned or controlled businesses or enterprises (including charitable enterprises)
- iii. Political party officials and employees
- iv. Any candidate for political office
- v. Officials, employees, and individuals working in an official capacity for or on behalf of public international organizations whose officials are afforded diplomatic immunity under United States law (e.g. the United Nations)
- vi. Any family members of any of the above also should be considered “government officials” for these purposes

ANNEX 2 – Definition of Politically Exposed Person

- i. A current or former Senior official in the executive, legislative administrative military or judicial branch of government, elected or not
- ii. A senior official of a major political party
- iii. A senior executive of government owned commercial enterprise, and or being a corporation, business or other entity formed by or for the benefit of any such individual
- iv. An immediate family member of such individual(Spouse, parents, siblings children and spouses parents or siblings
- v. An individual publicly known (or actually known by relevant financial institution) to be a close personal or professional associate.

CEREAL GRAIN GROWING AND SUPPLY KYBP (APPLICATION)	 AGRIBUSINESS PRODUCTION RECORD	REF: BDR 2 REVISION NO: 012 DATE: 31/01/2023 Page 1 of 10 Approved (HoA) 
--	---	--

CONSENT

I _____ hereby authorize
and give consent to Kenya Breweries Limited to:

1. Process any sensitive personal data where there is a legal basis to do so and for any legitimate business interests.
2. Share my information to necessary third parties for any legitimate business purpose. This include but is not limited to other Diageo affiliates, governmental or regulatory agencies etc.

Lastly, I acknowledge and warrant that I have acquired the consent from all parties relevant to this consent and hold free and harmless and indemnify Kenya Breweries Limited from any complaint, suit, or damages which any party may file or claim in relation to this consent.

Signed this _____ day of _____ 2025

Signed by the authorized representatives of

[NAME OF SUPPLIER]

Full Name of Signatory: _____

Signature: _____

Title: _____

Date: _____

(Company Stamp)