

SCJ HOLDINGS LIMITED

APPLYING TO SCJ HOLDINGS LIMITED TO LEASE LANDS

A. THE BUSINESS PLAN

1. It is expected that all applications to SCJ Holdings Limited (SCJH) to lease/purchase lands will be under-pinned by a business plan.
2. Consistent with Government of Jamaica (GoJ) Land Divestment policies and procedures, the business plan will be a critical element in the process to assess and approve an application. Additionally, once an application has been approved, the business plan will allow for monitoring of implementation of the project and for high level monitoring and evaluation during operations.
3. The SCJH assumes that any entity (corporate/individual) desirous of leasing lands to establish a business would have a business plan to inform their investors. SCJH has no template for such a business plan but notes that certain requirements must be obtainable from the business plan. These would include the following:
 1. Company Identification
 - (a) Name
 - (b) Incorporation – Nature, Date, Jurisdiction
 - (c) Principals of the Company - Brief biography of individuals including business history/experience
 2. Business to be pursued
 - (a) Amount of lands required
 - (b) Purpose(s) for which required

- (c) Product(s) (and/or services)
 - (d) Commodities vs processed (value-added) outputs
 - (e) Exports vs domestic consumption
3. Establishment of the business
- (a) Any facilities required to supplement the lands for the business e.g. processing, warehousing, etc.
 - (b) Identification/possession/acquisition process of requisite technical skills to establish and operate the business.
 - (c) The rate of utilization of leased lands for business (per annum).
 - (d) Demonstration of financial viability of the business and operational sustainability
 - (e) The availability and source of financing to establish, operate and develop the business.
 - (f) Likely risks to the business/ project and measures to mitigate
4. Benefits of the Business to Jamaica –
What will be the benefits of the business to Jamaica?
- (a) Investment – Total to establish the business to meet corporate milestones and the period in which this will be done.
 - (b) Annual investment in this project.
 - (c) Employment/job creation.
 - (d) Linkages to the rest of the economy.
 - (e) Community involvement.

B. THE APPLICATION PROCESS

1. Applications for the lease/purchase of lands by investors are typically made to SCJ Holdings Limited.

2. Thereafter, applications are submitted to the Land Divestment and Monitoring Committee of the Board by the SCJH Management, with the appropriate recommendation.
3. The Land Divestment and Monitoring Committee will then forward the application to the full Board with its recommendation.
4. The Board of Directors will consider the application and recommendation and make a decision.
5. In matters of the **sale** of lands, in some cases a submission will have to be made to Cabinet for final decision and approval.

C. **RESPONSIBILITIES OF THE SCJH MANAGEMENT AND TECHNICAL TEAM**

1. The Management and Technical Team of SCJH is responsible for submitting “bankable” proposals to the Land Divestment and Monitoring Committee of the Board for consideration.
2. The Land Divestment and Monitoring Committee of the Board will:
 - (a) Forward the application to the Full Board with its recommendation if it is in the affirmative.
 - (b) Refer the application back to their Management and Technical Team of SCJH if the application is rejected or if more information is required for decision-making.
3. To the extent that proposals require business plans the SCJH typically will facilitate investors preparing their business plans through, *inter alia*:
 - (a) Identifying and offering lands to the investors that meet their requirements;

- (b) Undertaking site visits to lands with the potential investors, with other GoJ stakeholders where appropriate, to view and assess lands, water availability, taking samples for soil tests, etc.
- (c) Directing the investors to probable sources of information that would be germane to their business proposals.

SCJ Holdings Limited
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NOTE:

It is expected that SCJH will be soliciting bids for the leasing of lands through public advertising. Such applications must be underpinned by the requirements for a business plan. This will provide also, the basis for the evaluation of any bids.

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