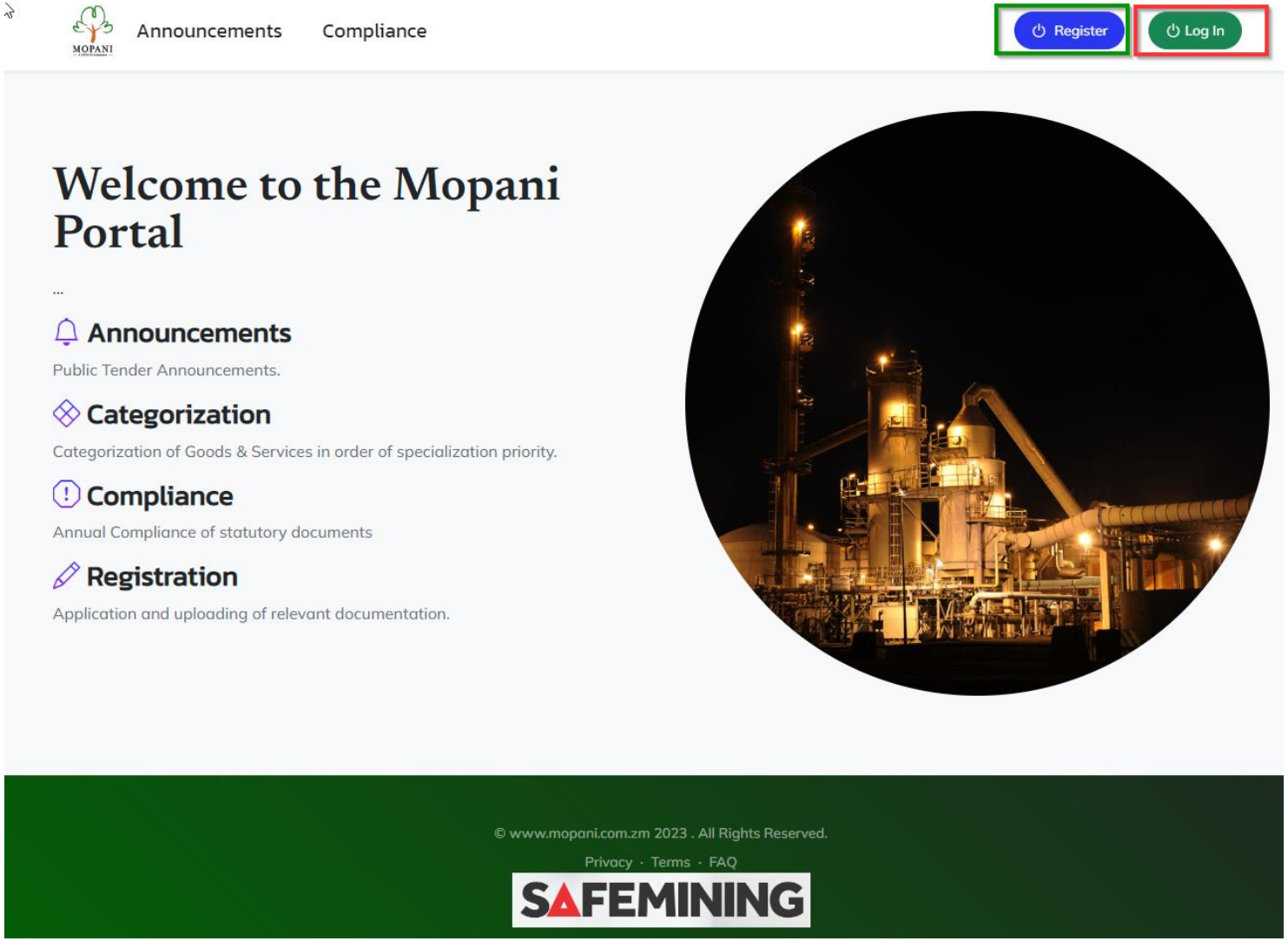
Mopani Copper Mines PLC

Instructions for compliance online submission process

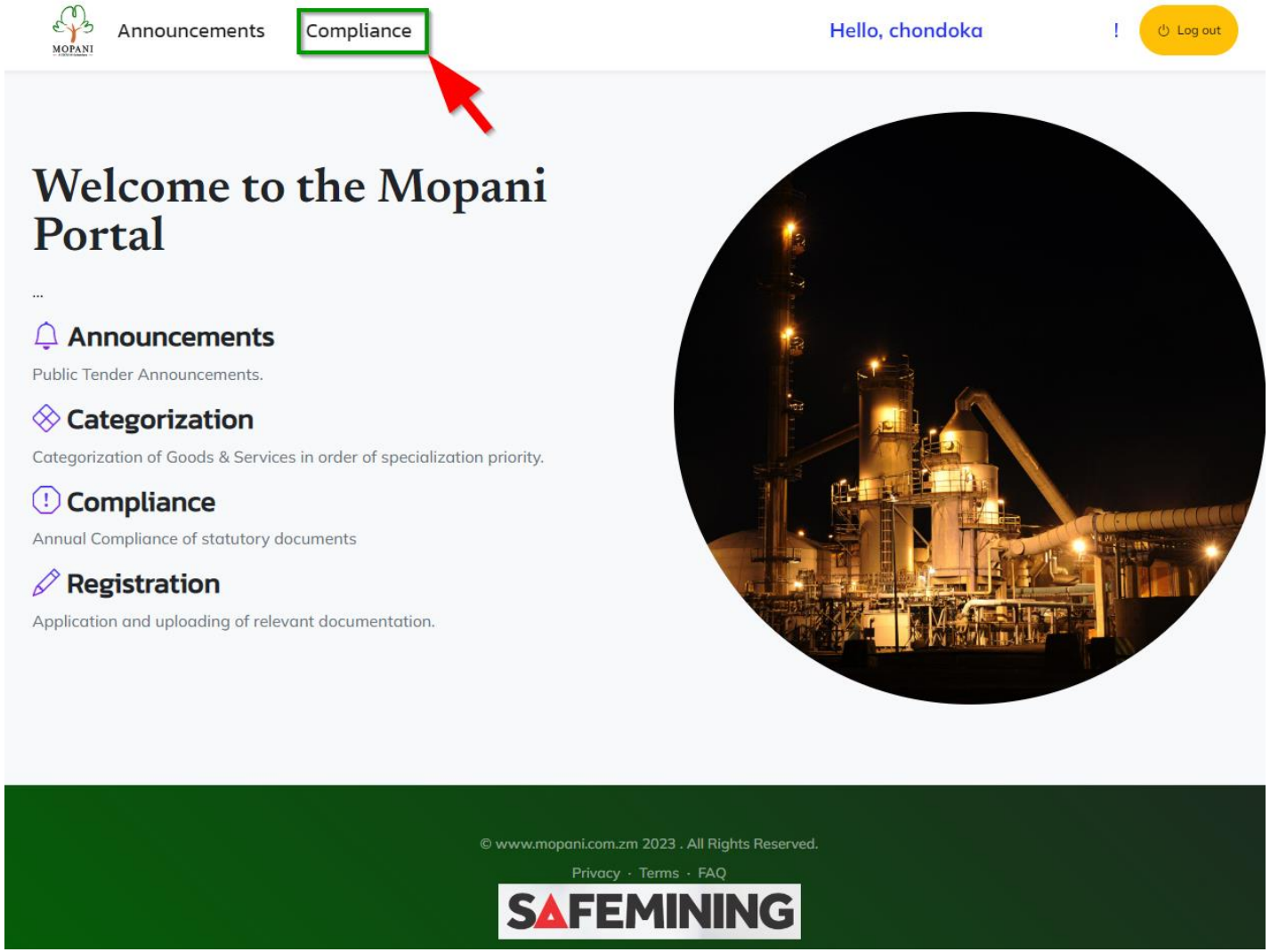
Login



Use button highlighted in red with your Details to Log in

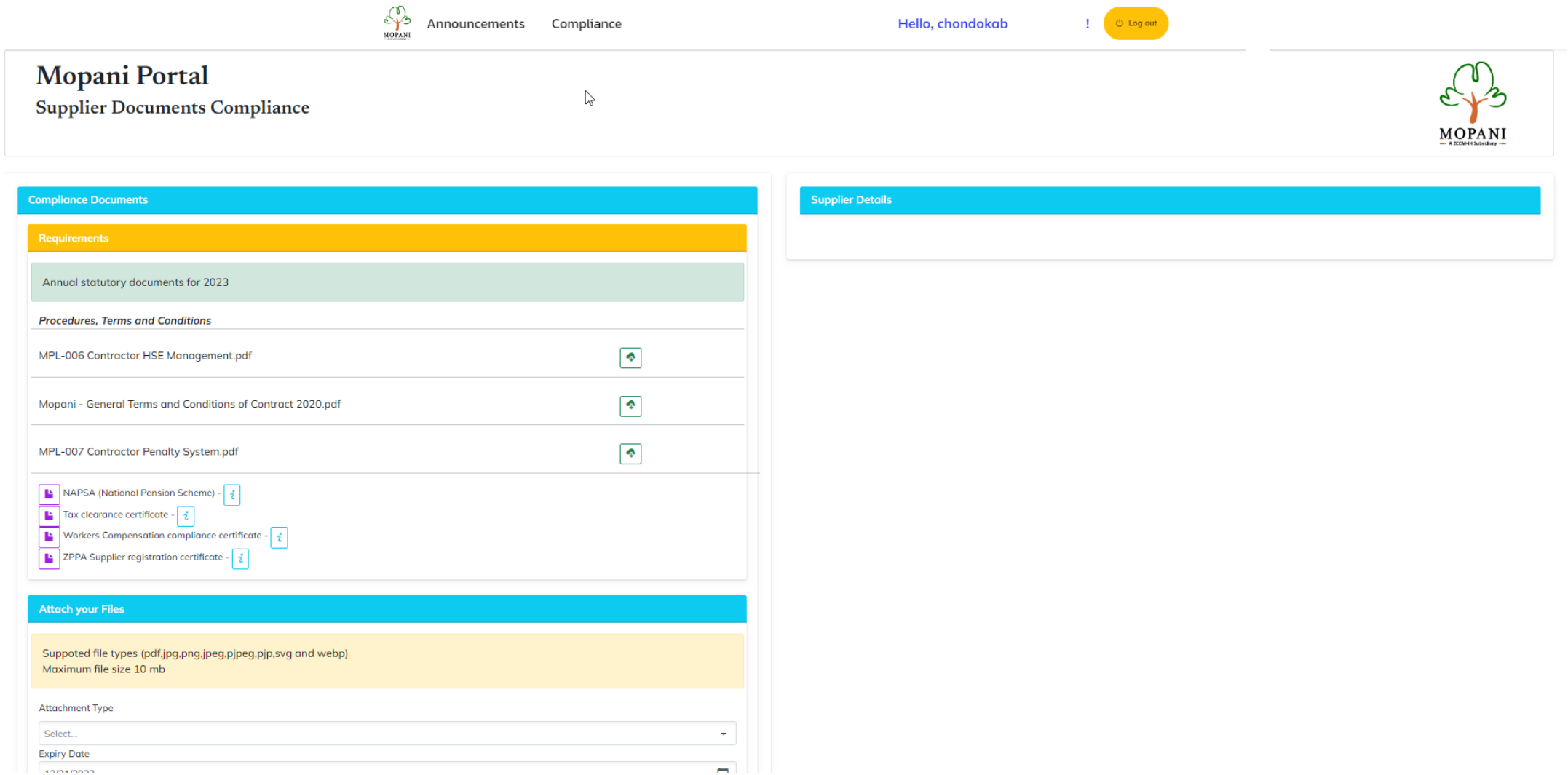
If you are not registered use the button highlighted green and the email address we correspond on for the registration process,
then login.

Compliance Screen - Navigation

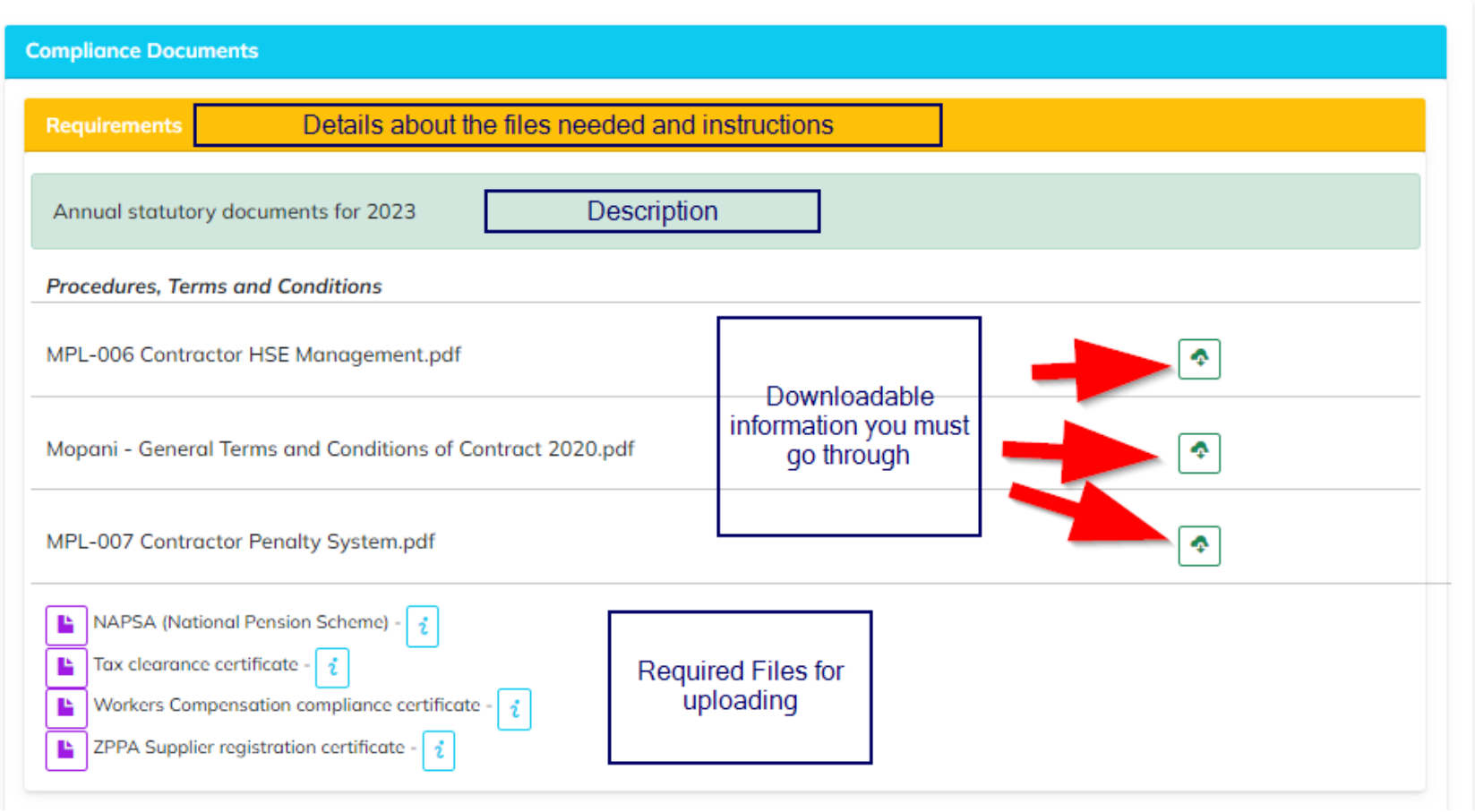


Click on the highlighted green button “compliance” to navigate to the compliance screen

Compliance Screen - Main Page



Compliance Screen - Details

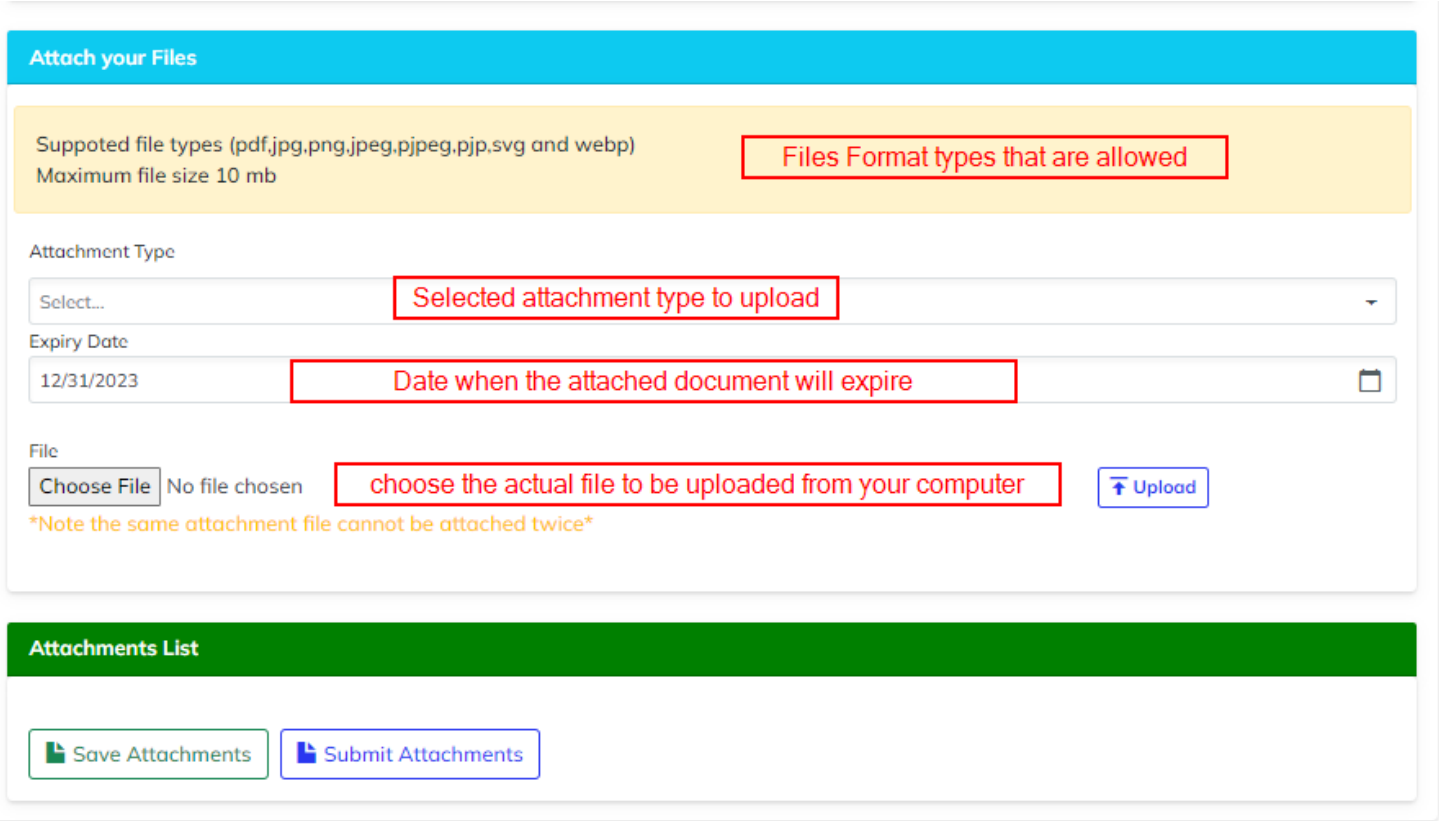


Requirements shows the details of what is expected of the compliance

Downloadable MCM information using the green buttons

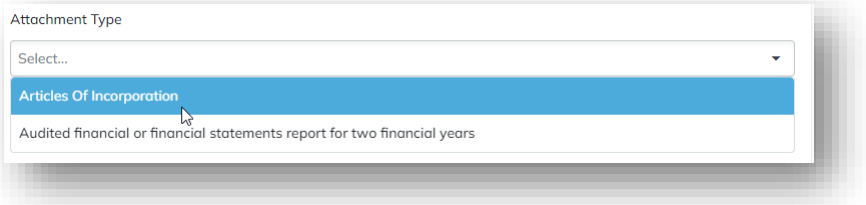
The required attachments are mandatory for this compliance submission campaign to be complete

Compliance Screen - Attachments

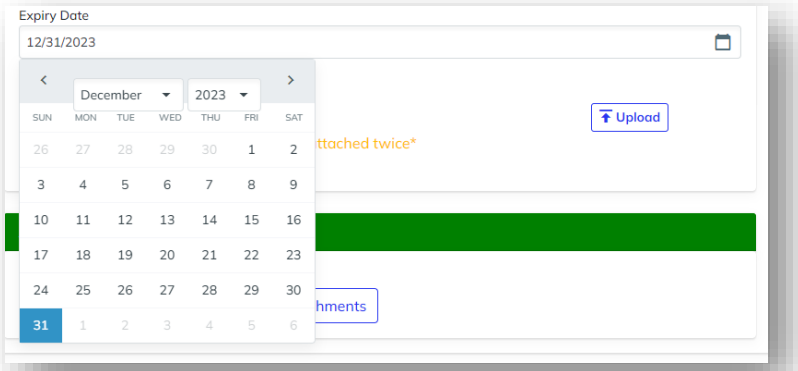


The file format types allowed are indicated

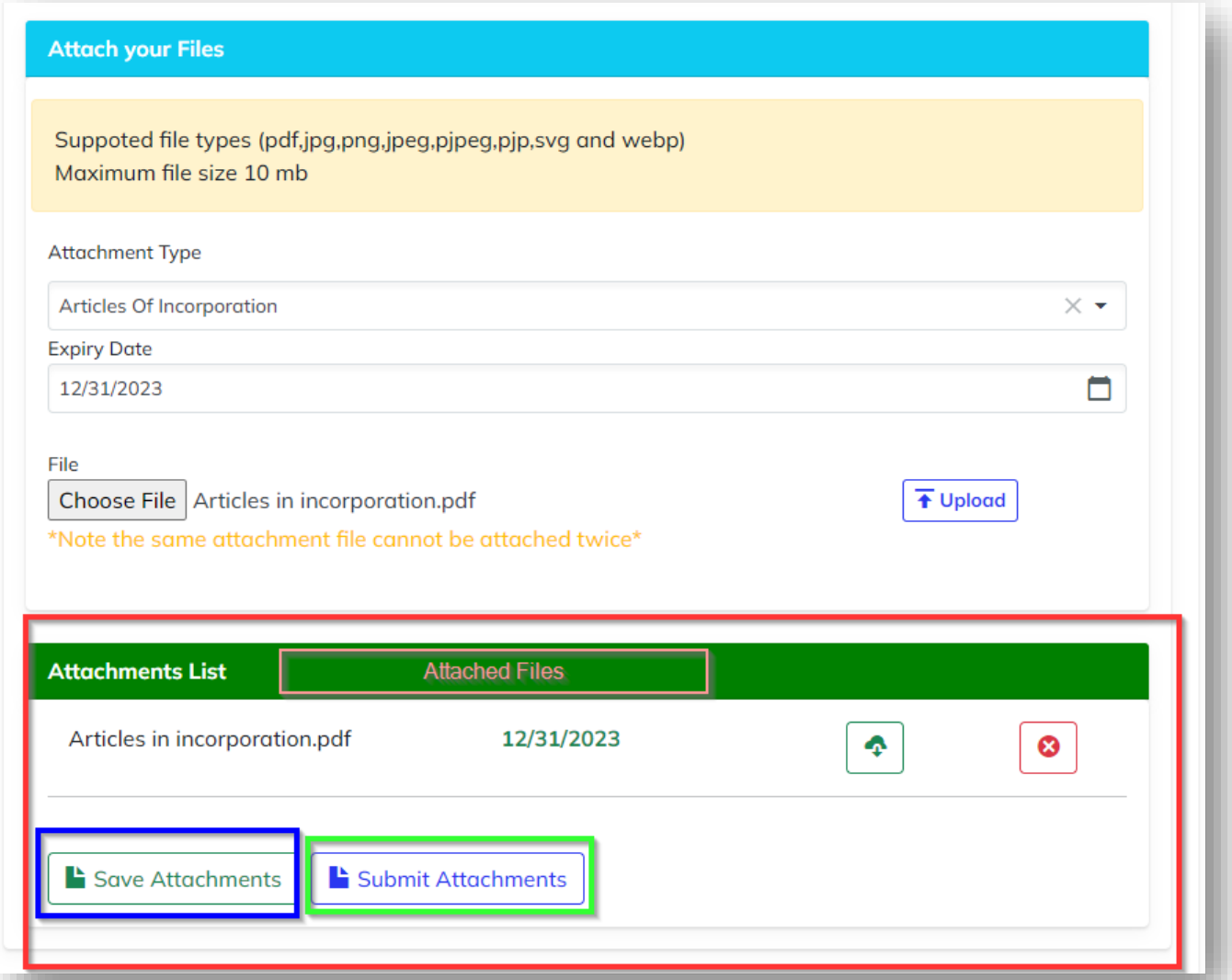
Click on the “select” to choose the attachment type



Choose the date when the attachment will expire



Compliance Screen – Attaching Process



The red highlighted area will show the uploaded files

When the files are uploaded, they can be downloaded or deleted

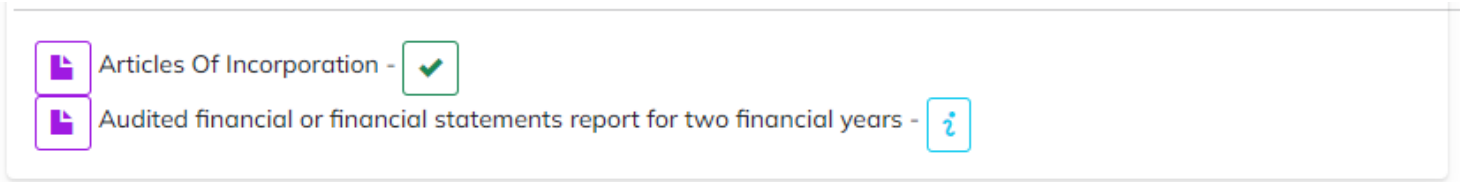
Click on the "save attachments" button to save files.

Once all the files have been uploaded, submit to complete the process on the "submit attachments" button.

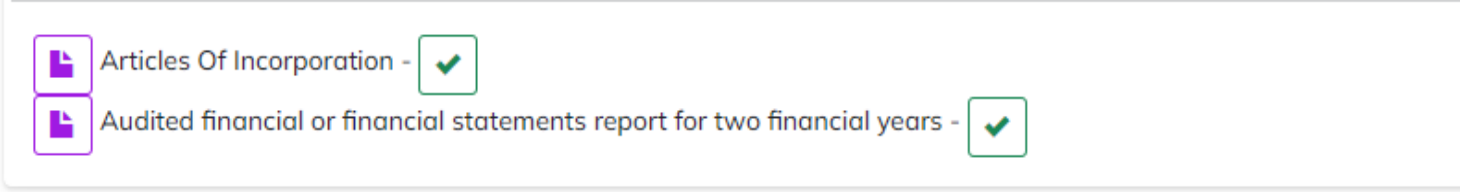
NB: submitted attachments cannot be modified

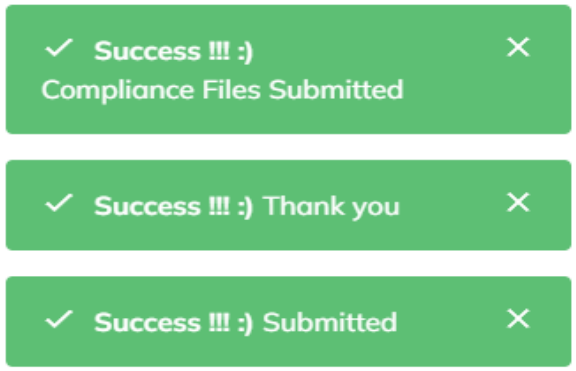
Feedback during attaching process

Compliance Screen – Feedback



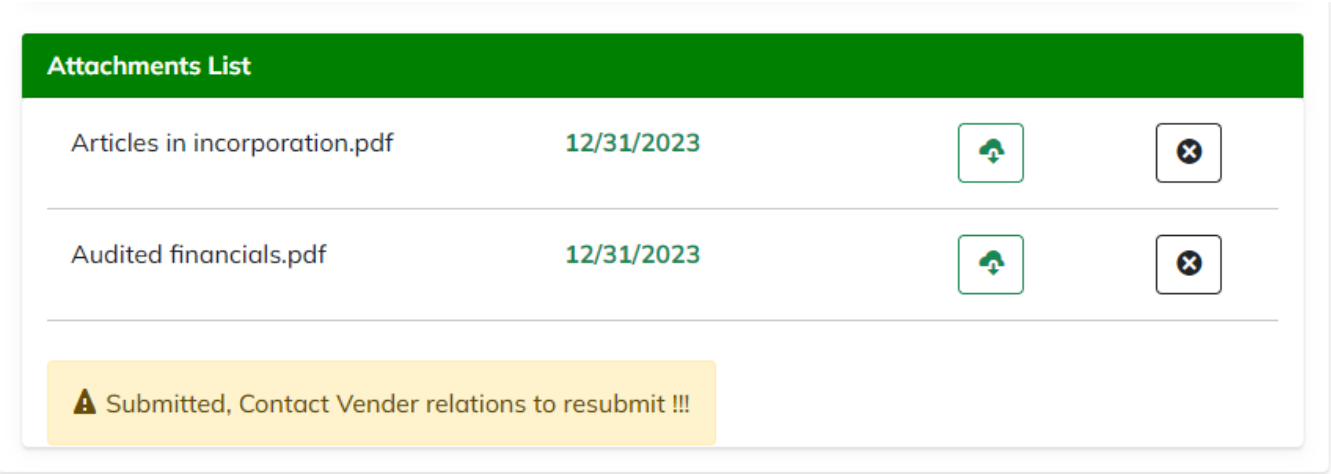
Attached files will be ticked





Compliance completion Feedback

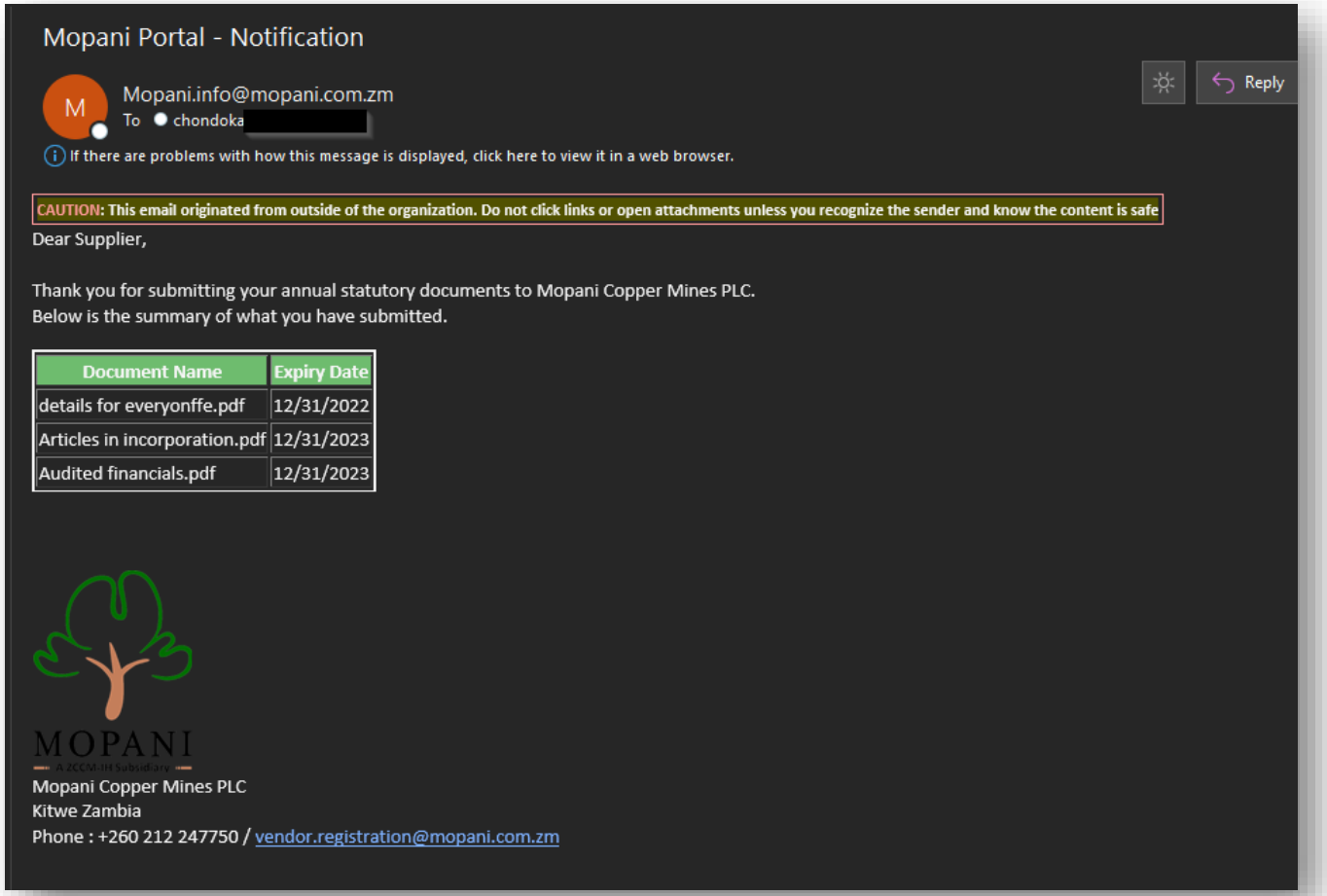
Compliance Screen – Completed



Once Completed you must contact vendor relations for any modifications

Files can be download but cannot be deleted

Compliance Screen – Email Confirmation



Mopani Portal - Notification

Mopani.info@mopani.com.zm
To chondoka [redacted]

Reply

If there are problems with how this message is displayed, click here to view it in a web browser.

CAUTION: This email originated from outside of the organization. Do not click links or open attachments unless you recognize the sender and know the content is safe

Dear Supplier,

Thank you for submitting your annual statutory documents to Mopani Copper Mines PLC.
Below is the summary of what you have submitted.

Document Name	Expiry Date
details for everyonffe.pdf	12/31/2022
Articles in incorporation.pdf	12/31/2023
Audited financials.pdf	12/31/2023

MOPANI
A ZCCM-IH Subsidiary

Mopani Copper Mines PLC
Kitwe Zambia
Phone : +260 212 247750 / vendor.registration@mopani.com.zm

Upon Completion an email for confirmation will be received

Done

- Thank you .
- For more help contact vendor relations