ELECTION OF EIGHT (8) SIZWE MEMBER TRUSTEES

SIZWE MEDICAL FUND 2017 BOARD OF TRUSTEES’ ELECTION

Nominations closed on 02 May 2017 at 17h00. Rule 19.3.8 requires the Scheme to “send to all members a list of vetted eligible candidates for election together with summarised CV for each vetted eligible candidate, a ballot form and a letter indicating to the members by when their ballot must be received by the Scheme.”

To effect the above, Sizwe Medical Fund (Sizwe) appointed the Elexions Agency to implement the election process in line with Rule 19.3.9.

Voting shall take place in two forms. It will be paper based on a ballot paper which is attached and on-line.

VOTING RULES, PROCEDURES AND CURRICULA VITAE

1. VOTING OPTIONS:
   a. Pre-AGM (before the AGM) using the following methods –
      i. Postal Ballot
      ii. On-Line (website)
      iii. On-Site (at identified Pay Points over one day to be confirmed with each site), OR
   b. AGM Voting on Thursday 20 July 2017 and in the morning (between 08h00 and 09h30) on Friday 21 July 2017.

2. VOTING RULES AND INSTRUCTIONS
   a. Prior to voting, make sure that you have familiarised yourself with who the candidates are in the attached CV Booklet which bears their names, biographies and photographs.
   b. Only principal members of Sizwe that are active and in good standing as at 15 May 2017 are eligible to participate in the process of electing eight (8) new members of the Board of Trustees.
   c. Spouses, children and any other dependents are NOT allowed to vote.
   d. Each principal member is entitled to vote for no more than EIGHT (8) candidates on the attached ballot paper.
   e. Only original ballot papers issued by the Returning Officer (The Elexions Agency) may be used for voting. Photocopies are strictly prohibited.
   f. Should a principal member spoil his/her ballot paper, s/he may contact the Returning Officer by calling The Elexions Agency on 0860 866 335 during office hours or by emailing elections@sizwemedfund.co.za.
   g. The principal member will be re-issued with a replacement ballot paper.
   h. Members who registered their email addresses with Sizwe will, in addition to receiving their voting packs by post, be emailed a link to vote on-line and/or view the CV Booklet.
   i. Your completed ballot paper must be returned using any of the methods mentioned below.
   j. Do not make copies of the ballot paper as it is only meant for you.

3. VOTING PROCEDURE

The voting process has two methods. The ballot paper method and the On-Line voting system. Members will receive their voting packs in the post. Those with email addresses will receive an email. In addition, members will be able to vote at selected Pay Points where a voting station will be set up only for one day at a date to be confirmed between 03 and 07 July 2017.

a. Postal Vote:
   i. Use an ink pen when making your mark.
   ii. Fill in your Sizwe Membership number and your ID number in the tear-off counterfoil slip provided for personal details.
   iii. Do not tear off the slip as it is required to validate your vote.
   iv. You may vote for eight (8) or less candidates of your choice.
   v. Voting for less than eight candidates will not spoil your ballot paper.
When done, fold your ballot paper and insert into the attached postage-paid and self-addressed ballot envelope and post back to the Returning Officer.

b. On-Line Voting:
   i. If you have registered your email address with the Scheme, in addition to receiving a postal ballot, you will receive an email from the Returning Officer with a Unique Ballot Paper number and a link that will take you to the on-line voting platform.
   ii. Once you have tapped the link, follow the instructions and enter your Unique Ballot Paper number, Sizwe Membership Number and your ID number.
   iii. You will have a choice to tap on the CV Booklet to inspect the details of the candidates in order to make an informed choice, or go directly to the ballot paper where you will be able to vote for up to eight candidates of your choice.
   iv. Once you have finished voting, you will be required to tap on “SELECT CANDIDATES” and then “SUBMIT” your vote. A confirmation email will be sent to you confirming your successful vote.

c. Pay Point Voting Stations:
   i. Selected Pay Points with fifty or more Sizwe members will have a voting station set up in that last week before the closing date of the election, between 03 and 07 July 2017.
   ii. Voting will take place over one day only.
   iii. Members will be required to bring along their IDs and Sizwe Membership cards in order to vote.
   iv. Your details will be taken down and you will be presented with a ballot paper wherein you will be required to complete your personal details, eg. Your ID number, Sizwe Membership number on the ballot paper tear-off counterfoil slip.
   v. You will be directed to a voting booth where you will make your mark(s) and deposit your folded ballot paper into the ballot box.
   vi. Your left thumb nail will then be marked with ink as you deposit your ballot into the box.

d. What constitutes a spoilt ballot?
   i. One with more than eight marks on it.
   ii. One with no marks at all.
   iii. One that identifies the member other than on the tear-off counterfoil slip.
   iv. One not duly completed on the tear-off counterfoil slip.
   v. One returned without the tear-off counterfoil slip.
   vi. One sent to any address other than the ones mentioned in this communication.
   vii. Ballot papers received after the closing date.

e. Completed ballot papers may be returned to the Returning Officer using the following methods:
   i. Enclosed self-addressed postage paid envelope and post it at your nearest SA Post Office.
   ii. Alternatively, if you have lost or damaged your postage paid envelope, you may use your own and address it to: The Returning Officer, Sizwe 2017 Board of Trustees’ Elections, P O Box 3318, Houghton 2041.
   iii. Scan and Email to: elections@sizwemedfund.co.za
   iv. Fax to 086 428 5114.
   v. Hand Deliver to: 3rd Floor, 158 Jan Smuts Avenue, Rosebank, 2196.
   vi. Completed ballot papers must reach the Returning Officer (The Elections Agency) on or before 17h00 on 10 July 2017.
   vii. Ballot papers received after the closing date will be disregarded in the determination of the election outcome.

VOTING ENDS AT 17H00 ON 10 JULY 2017

f. Pre-AGM Vote Counting
   i. The counting of all pre-AGM votes will be conducted at the Elections Agency offices.
   ii. The counting will be monitored by the auditing firm, SizweNtsalubaGobodo.
4. VOTING AT THE AGM

a. Members that would have been unable to vote before the AGM will be able to vote on the day prior to the AGM and in the morning (between 08h00 and 09h30) on the day of the AGM.
b. You will be required to present your ID and Sizwe Membership Card.
c. Your name will be crossed off the Voters’ Roll where after you will be presented with a ballot paper to make your mark in secret.
d. Once you have made your mark, you will deposit your ballot paper into the assigned ballot box and exit the voting station.
e. After the voting has closed, counting will be conducted, results of which will be consolidated with the pre-AGM votes and aggregated accordingly.
f. The first eight candidates receiving the most votes in descending order will be declared the new member trustees, as soon after their results have been audited by SizweNtsalubaGobodo, in line with Rule 19.3.12.
g. The results will be announced at the appropriate time at the AGM and declared free and fair

BALLOT PAPERS MAY ALSO BE RETURNED USING THE FOLLOWING METHODS:

i. Fax to 086 428 5114.
ii. Scan and Email to: elections@sizwemedfund.co.za
iii. Post to: The Returning Officer, Sizwe 2017 Board of Trustees’ Elections, P O Box 3318, Houghton 2041.
iv. Hand deliver to: 3rd Floor, 158 Jan Smuts Avenue, Rosebank, 2196

FOR QUERIES PLEASE CALL 0860 866 335

WARNING!
Election fraud may lead to the termination of your membership from the Scheme.
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SIZWE Board of Trustees Elections
Candidate Ballot Form 2017

BALLOT PAPER

To: The Returning Officer – Elexions Agency

SIZWE Membership Number: □□□□□□□□

Member ID No.: □□□□□□□□□□□□□□

Fax: 086 428 5114, or Email: Scan and email to: elections@sizwemedfund.co.za
ELECTION ENQUIRIES

Members must direct all their election related queries to:

The Returning Officer at The EleXions Agency as follows:

**SHARED CALL NUMBER – 0860 866 335**

**EMAIL - elections@sizwemedfund.co.za**

**FAX – 086 428 5114**