

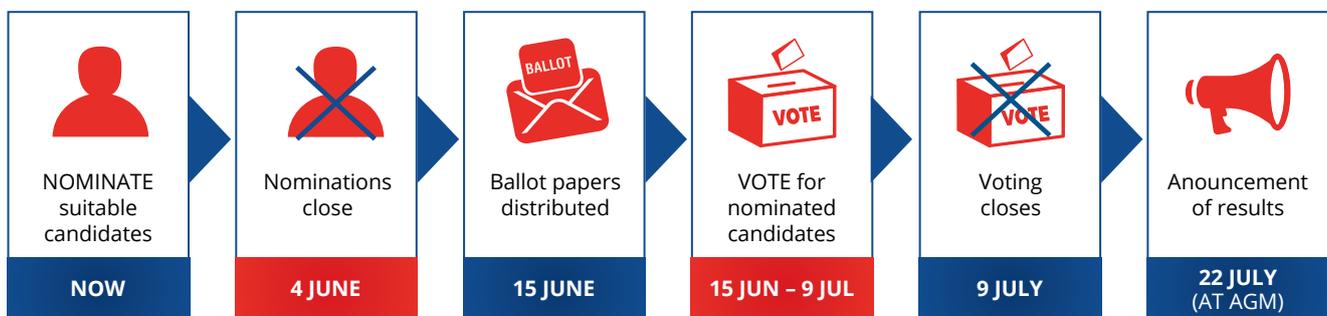
Dear MBMed Member

## You are invited to take part in the upcoming Trustee elections

The MBMed Board of Trustees is pleased to announce the re-introduction of formal elections for Board Members (Trustees). These elections offer you a good opportunity to ensure that your interests are represented at Board level. (You can read more about the make-up of the Board on the reverse of this page.)

This letter sets out the election process, and how you can play an important role by *nominating* and *voting* for suitable candidates to the Board.

## 2021 TRUSTEE ELECTION TIMELINE



### How to **NOMINATE** a candidate

If you are a member of MBMed, and would like to nominate any other member of MBMed\* as a Trustee, simply:

- Fill in his/her name on the Nomination Form that will be emailed to you by *EasyVote*, the independent agency appointed by the Board to manage the elections, on 21 May 2021.
- **Submit the Nomination Form by 4 June 2021.**

Nomination Forms will also be available at (and may be returned to) a Medscheme Walk-in Office, and/or the East London Plant MBMed On-site Office from 24 May 2021.

\* Both you and the nominee must be in good standing with MBMed.

**Current Trustees may be nominated for re-election.**

### How to **VOTE** for candidates of your choice

There are currently **three vacancies** for Member-elected Trustees on the Board.

A Ballot Form showing the eligible candidates, together with their picture and an abridged *curriculum vitae*, will be emailed to you by *EasyVote* after the nomination process. You can vote for up to three candidates.

During the voting phase Ballot Forms can also be collected from, and returned to, a Medscheme Walk-in Office, and/or to the East London Plant MBMed On-site Office.

Please remember to **submit your Ballot Form by 9 July 2021**, or your vote will not be counted. Any spoilt votes will also be discarded.

## How the Board of Trustees is made up

In terms of its Rules, MBMed Medical Aid Fund must be managed by a Board of Trustees consisting of a minimum of ten members, namely, four Employer-appointed Trustees, one Employer-appointed Alternate Trustee, four Member-elected Trustees and one Member-elected Alternate Trustee.

Member-elected Trustees serve a three-year term.

## What to consider when nominating a candidate

When you consider nominating someone, bear in mind that being a Trustee means being trusted to look after other members' interests.

### A Trustee must:

- Be a fit and proper person.
- Always acts in good faith and in the best interests of the Fund and its members.
- Be able to remain impartial and make decisions objectively.
- Having considered their personal workload and circumstances, be willing - and able - to spend the time required to undergo Trustee education, study Board documents, attend meetings, and generally be available for Trustee-related duties.

### In addition, a Trustee must:

- If they are an employee, have agreement from the Company to be released from normal work for Trustee duties.
- Be in possession of their own or Company-provided IT device to enable them to participate in online training and online (virtual) meetings.
- Be able to attend four meetings a year of approximately three hours duration each.
- Be able to invest about three hours into preparing for each meeting.
- Be able to invest around twelve to fifteen hours a year in Trustee education.
- Be able to render service to the Board without remuneration.

## Announcing successful candidates

The new Trustees will be announced at the Annual General Meeting, which will take place via a virtual platform on 22 July 2021.

We look forward to receiving your nominations, and to your participation in the elections.

Kind Regards

**Clifford Panter**  
PRINCIPAL OFFICER

### Ensuring free and fair elections

The elections will be managed by an independent agency appointed by the Board called EasyVote.

The entire election process will be independently audited.