

1 November 2023

Dear Member

NOTICE: NOMINATION OF A CANDIDATE FOR THE BESTMED MEDICAL SCHEME BOARD OF TRUSTEES ELECTION - EMPLOYEE MEMBER REPRESENTATIVE

The term of office of certain existing member-elected trustees will come to an end at the 2024 Annual General Meeting (AGM). As a result, new trustees need to be elected to the Board of Trustees. As a member who joined Bestmed through a participating employer group, you are invited to nominate one candidate as an Employee member representative to serve on the Board of Trustees.

Composition of the Board

In terms of the stipulations of Rule 18.1 of the registered Bestmed Rules, the affairs of the Scheme shall be governed by a Board of Trustees consisting of not more than 10 persons who are fit and proper to manage the business contemplated by the Scheme. Half of these Board members must be elected by members (i.e. principal members) of Bestmed.

To maintain the 50% representation, members are invited to nominate a person(s) to stand for election in order to fill an Employee representative Board member vacancy which will be available at the end of the 2024 AGM. The existing incumbent, whose term of office will expire, is no longer eligible for nomination and re-election due to having served the maximum of two terms.

The registered Bestmed Rules further provide for a four-year term of office for Board of Trustees members.

Nomination process

When nominating a candidate as an Employee member representative, please bear the following in mind:

- (a) In terms of the stipulations of Rule 18.2.4, not more than one representative employed by a given participating employer of the Scheme may be elected within this category. Nominations of members who are employees of the University of South Africa (“UNISA”) and Harmony Gold Mining Company will be declared invalid in this round of elections, as there are existing trustees employed by UNISA and Harmony Gold Mining Company on the Board of Trustees.
- (b) The candidate nominated as an Employee member representative must be a Bestmed principal member, who is in the employ of a participating employer, and who is and remains in good standing with the Scheme. The Scheme considers ‘members in good standing’ to be those whose contributions are up to date.
- (c) As stipulated in Rules 18.3.1 and 18.3.2, a principal member registered as an Employee member must nominate a candidate in this category, and such nomination must be seconded by another Bestmed principal member who is registered as an Employee member. Alternatively, a candidate may be nominated by two principal members who are registered as Employee members, in which case the two nominators will be treated as a nominator and seconder. Both the nominator and seconder must

be in good standing with Bestmed. Consequently, self-nominations or nominations made or seconded by dependants will be declared invalid.

- (d) The nominee must accept the nomination in writing by completing the enclosed nomination form. Otherwise, the nomination will be regarded as invalid.
- (e) Acceptance of the nomination by the person nominated will signify that he/she agrees to be bound by the registered Bestmed Rules as well as the Trustee Guidelines. Both these documents can be made available on request.
- (f) The Board requires expertise in the fields of actuarial science, business management, healthcare, human resources, information technology, investment management, law, marketing and risk management. It would be to the benefit of the Scheme and its members to nominate a candidate who has skills in one or more of these areas.
- (g) Nominations of members who are not employees of a registered participating employer group will be declared invalid.
- (h) In line with Rule 18.1.3 of the registered Bestmed Rules, the eligibility of the nominated candidate to stand for elections will be subject to a vetting process administered by an Independent Electoral Body (IEB) appointed by Bestmed. In this regard all nominees will be evaluated against the provisions of the Medical Schemes Act, 1998 (Act No. 131 of 1998), as amended, and the registered Bestmed Rules eligibility criteria.

An election will be held among all the members of the Scheme if two or more nominations are received for the vacancy.

The duly completed enclosed nomination form, together with the required documents as discussed in the paragraphs that follow, must reach the Scheme on or before **23:59 on Wednesday 31 January 2024** via one of the following channels:

- By email: BoTnominations2023@bestmed.co.za
- By fax: 012 472 6866
- Postal services in an envelope clearly marked **Bestmed Medical Scheme 2023/24 Board of Trustees Election, Attention: Mr Ntando Ndonga - Executive Manager: Legal, Risk and Governance**, to:
Bestmed Medical Scheme
PO Box 2297
PRETORIA
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Nomination forms can be obtained by contacting Mr Ndonga by email: BoTnominations2023@bestmed.co.za. A copy of the nomination form can also be downloaded from the Scheme's website at www.bestmed.co.za > Click on the menu icon (top right) > ABOUT US > Governance > select BOT ELECTION and click on the Employee member letter and form to download.

All nominations must be submitted using the prescribed nomination forms and all requirements contained in the form must be fulfilled to avoid the nomination being disqualified. The nomination form must be completed fully and properly to ensure that the nomination can be considered. Failure to complete the nomination form as prescribed, or to return it within the set date and time, or failure to provide any required document/s, may result in the nomination being disqualified.

For the vetting, the nominee is required to submit the following documents together with the completed and signed nomination form:

- A detailed curriculum vitae

- A certified copy of the nominee's identity document
- A certified copy of the nominee's highest academic qualification
- Proof of the nominee's SARS personal tax clearance or a PIN to access the nominee's tax clearance certificate on the SARS eFiling system
- A recent high-resolution photo of the nominee
- An abridged curriculum vitae of no more than 100 words

The abridged curriculum vitae and a photo will be published in a candidate booklet, which will be made available to all principal members of Bestmed.

No nomination forms may be delivered to the Bestmed Medical Scheme offices. Any nomination forms submitted either in person or to the details not indicated above will automatically be considered invalid and therefore disqualified.

Should you need more information or support, you are welcome to contact Mr Ntando Ndonga, Executive Manager: Legal, Risk and Governance on the details indicated above.

We look forward to your continued support and participation in the affairs of the Scheme.

Kind regards,



Mr Leo Dlamini
Principal Officer and Chief Executive Officer