Polmed Board of Trustees Election: 2017
NOMINATION INFORMATION SHEET

Background
The Polmed Board of Trustees ("Board") is made up of fourteen members. Out of these fourteen, seven ("Employer Representatives") are designated by the National Commissioner of the South African Police Service ("SAPS"), while the other seven ("Elected Members of the Board") are elected by Polmed members. In terms of the Polmed Rules, five of the Elected Members of the Board must be serving members, while the other two must be continuation members. Polmed Rules stipulate further that the Board must be constituted in a manner that reflects the Polmed's gender and racial composition.

Call for Nominations
Board members are elected for a fixed term of office at the end of which they retire or are re-elected. The terms of office of two (2) Continuation Members' Trustees (1 white male, and 1 black female), and four (4) Serving Members' Trustees (1 white male, 2 black females, and 1 black male) are due to be replaced at the 2017 Annual General Meeting ("AGM"). This notice is a call for nominations for suitable persons to stand as candidates for election as Trustees in place of those who are retiring.

Independent Election Management
The Rules prescribe that the Elected Members of the Board be appointed through a democratic, transparent, and credible election process. Accordingly, the Board has appointed KDBS Solutions (Pty) Ltd ("KDBS") to independently oversee the election process in accordance with the Rules.

Election Process
The Polmed trustee election process is conducted in three phases; namely Nomination, Pre-AGM Voting and AGM Voting Phases. The nomination phase is an opportunity for members to put forward names of suitable persons to become candidates for election as trustees. The Voting Phases follow the Nomination Phase, and is an opportunity for members to vote for their preferred candidates from the full list appearing on the ballot paper.

RULES PERTAINING TO THE CANDIDATE NOMINATION PROCESS

Eligibility to Participate in the Election Process
Polmed Rules prescribe that only members 'in good standing' with the Scheme are eligible to nominate, and/or vote in this election. Dependents are therefore not eligible to participate in this election. For purposes of this election, 'in good standing' means all members whose membership benefits have not been withdrawn/suspended. Their names must accordingly appear on the membership list that has been provided to KDBS by Polmed at the start of the election process.

Eligibility to be Nominated as a Candidate
Only Continuation members can stand as candidates for election as Continuation Members' Trustees, and only Serving members can stand as candidates for election as Serving Members' Trustees.

Candidate Nomination Qualification Criteria
To qualify as a candidate, a nominated person ("nominee") must receive a total of no less than fifty (50) valid nominations from other eligible Polmed members. Self-nomination is therefore not regarded as a valid nomination.

In terms of the Polmed Rules, the following persons are not eligible to serve as members of the board of trustees:
a. Unrehabilitated insolvents;
b. Anyone declared to be of unsound mind by a court in South Africa;
c. Anyone who is convicted of an offence and sentenced to more than 12 months' imprisonment without the option of a fine;
d. A member under the age of 21;
e. A director, employee, partner, representative or agent of the administrator of the Scheme;
f. A person, including a legal person, associated with the administrator of the Scheme or of any controlling or subsidiary company of the administrator;
g. The Principal Officer of the Scheme;
h. The auditor of the Scheme; and
I. Dependents of the members.

ENQUIRIES

All enquiries pertaining to the election should be directed to the attention of the Returning Officer by telephone on 061 452 4499, or fax on 086 501 6108 or via e-mail at polmed@kdbs.co.za

Completion of Candidate Nomination Forms

Nominations must be submitted using the official nomination form which is included as part of this Nomination Information Sheet. Nomination forms are also available both on the Polmed website, www.polmed.co.za, and on request from the offices of Returning Officer by fax on 086 501 6108, or e-mail to polmed@kdbs.co.za. The nominating member "Proposer" must fully complete all sections of the nomination form as follows:

· The name, South African ID number, and contact number of the Continuation Members' nominees must be fully completed in Section 1 of the nomination form;
· The name, South African ID number, and contact number of the Serving Members' nominees must be fully completed in Section 2 of the nomination form; and
· The name, South African ID number, and contact number of the proposer must be fully completed in Section 3 of the nomination form.

Incomplete nomination forms may result in the candidates' disqualification from the election process.

Submission of nomination forms

Completed nomination forms must reach the Returning Officer on, or before 17h00, 8 June 2017. Nomination forms may be submitted through any of the following methods:

Fax to   :   Attention: The Returning Officer
                                                   086 501 6108

By post to   :   The Returning Officer
                                                   Polmed Board of Trustees Election
                                                   Suite 305
                                                   Private Bag X3
                                                   Northriding
                                                   2162

Email (scanned copies only)   to   :   The Returning Officer
                                                   polmed@kdbs.co.za

Procedures Pertaining to Acceptance of Nomination and Submission of Nominee CVs

Upon closure of nominations, and in order to enable screening and verification, nominees will be required to:

· Complete a Nomination Acceptance Form on which they must declare their eligibility to serve as board members;
· Declare their race and gender, and also grant Polmed consent to vet their eligibility to hold an office of trust as stipulated in the Polmed Rules; and
· Submit concise personal profiles for inclusion into the Voting Information Package.

RULES AND PROCEDURES FOR THE VOTING PROCESS

The voting process will be conducted in two successive phases, namely the Pre-AGM and the AGM Voting phases. During the Pre-AGM Voting phase, Polmed members will be allowed to cast their votes at any Cluster Police Station, Police National and Provincial Headquarters, Police Colleges, and Police Academies that have been designated as voting stations.

Electronic Voting

Pursuant to its quest to ensure that voting is accessible to as many members, the Polmed Board has decided to introduce the option of electronic voting at selected voting stations ("Internet Voting Stations") throughout the country. At these stations, members will have an option of voting manually, or through supervised internet voting. The list and locations of voting stations, including the stations selected for the purpose of the Internet Voting, as well as the detailed voting rules and procedures, will be contained in the Voting Information Sheet to be made available to all members prior to the start of the Pre-AGM Voting Phase.

The AGM Voting Phase will be conducted at the Polmed Annual General Meeting (AGM). Further details regarding the AGM will follow. Voting at the AGM will be opened only to Polmed members who would not have voted during the Pre-AGM Voting Phase.

The Roles and Responsibilities of Trustees

The Polmed Board of Trustees is charged with the important responsibility of ensuring that the Scheme is managed properly, and in the best interest of all its members. The full Board of Trustees Charter which details the Board duties, is available on the Polmed website, as well as from the Office of the Returning Officer. By participating in this election therefore, members are asserting their right of ensuring that the elected trustees are honest people who can be trusted, and are capable of carrying out the duties of the Board.

Election Timetable

Election Activity	Start	Finish
Candidate Nomination	10-May-2017	8-June-2017
Pre-AGM Voting	5-July-2017	5-July-2017
AGM Voting	To be Communicated	To be Communicated