



Notice of the Annual General Meeting (AGM)

10 June 2020

Dear Member

Consistent with the prescripts of Section 29(1)(m) of the Medical Schemes Act, 1998 (Act 131 of 1998) read with Rule 26.1 of the Polmed Scheme Rules, notice is hereby given that the Annual General Meeting (AGM) of the members of the South African Police Service Medical Scheme ("Polmed") will take place on **Thursday, 16 July 2020 at 10h00**.

Given the National Disaster regulations promulgated and gazetted in respect of the Covid-19 pandemic under the Disaster Management Act, 2002 (Act 57 of 2002), the Scheme considered its Rules and realised that the Scheme Rules do not make provision for postponement beyond August, nor do they make provision for the AGM to be conducted through virtual means.

Realising the real possibility of the Scheme acting inconsistent with its own rules and the grave ramifications thereof the Scheme took the initiative to apply for the Amendment of the Scheme Rules to make provision for postponement beyond August 2020 as well as for the ability to hold the AGM through virtual platforms on 30 May 2020.

Should the Rule amendment application making provision for further postponement be granted by the CMS, the AGM will be postponed beyond 16 July 2020, until the national disaster regulations may permit for it to be convened in the traditional manner that it has always been held.

Should the Rule Amendment application making provision for a virtual AGM be granted by the CMS, the AGM will be held on a virtual meeting platform on 16 July 2020. Further details of such virtual AGM will be communicated to members who RSVP to join the meeting.

In respect of planning for the virtual AGM, in the event that the Rule Amendment is granted, the following process is of absolute necessity and will be strictly followed:

1. Confirmation of attendance

Please only RSVP if you will be joining the meeting. **RSVPs must be e-mailed to virtualagm@polmed.co.za OR call 012 818 7537.** RSVPs should reach Polmed by **Friday, 26 June 2020**. No RSVP beyond this date will be accepted. Members who confirm attendance will be provided with the necessary details to be able to join the meeting. This is to maintain the security and integrity of the virtual meeting and its governance process.

The details of how to join the virtual meeting will be communicated a week before the AGM, together with information and guidance on how to join the meeting, and how the meeting will be conducted.

2. Submitting Motions

The Rules of Polmed require that notices of motions should be placed before the AGM to reach the Principal Officer no later than seven days before the date of the meeting. Below is a guideline that will help you construct your motion in line with Rule 26.1.6 of the Scheme Rules:

- Only a Principal Member in good standing may submit a motion.
- All motions should be duly proposed and seconded (co-signed) in support that the matter is placed on the agenda of the meeting (AGM).
- Furthermore, such motions should be concise and free from ambiguity, so that all present may clearly understand their importance. It should be worded such that a definite decision thereon can be arrived at within the scope of the notice convening the meeting and within the powers of the meeting to decide.
- A motion that is vague and ambiguous in its terms may be rejected.
- A motion may not deal with matters affecting the operations of the Scheme or matters that fall beyond the scope of the AGM and must be for the benefit of and/or in the interest of the Scheme and its members.
- All motions received by the Principal Officer will be evaluated by the Board, based on the above guidelines and only valid motions will be put to the meeting (AGM).
- Should any motion be considered invalid, the member who raised such motion will be notified no later than three days before the AGM commences.

Motions can be submitted as follows:

- e-mailed to polmedmotions@polmed.co.za or
- posted to The Principal Officer, P O Box 14812, Hatfield, Pretoria, 0028 or
- hand-delivered to Block A, Crestway Office Park, 20 Hotel Street, Persequor Park, Lynnwood, 0081, in an envelope clearly marked for the attention of The Principal Officer: Polmed.

Motions must reach the Principal Officer by no later than 17h00 on 9 July 2020. Any motions received after this date and time will be invalid.

3. Talk to us

Any concerns, queries or complaints regarding the virtual AGM can be e-mailed to virtualagm@polmed.co.za. Questions that need to be addressed at the meeting can also be e-mailed to us on this e-mail address. This channel will remain open for seven days after the AGM to allow for open engagement with the Scheme.

4. Documents and information for the AGM

The full Annual Integrated Report for 2019, is available on Polmed website.

Kind regards

Ms Neo Khauee
PRINCIPAL OFFICER AND CHIEF EXECUTIVE

