

THE SOUTH AFRICAN INSTITUTE OF CHARTERED ACCOUNTANTS NOTICE OF SPECIAL GENERAL MEETING

Notice is hereby given that the Special General Meeting (SGM) of the members and associates of The South African Institute of Chartered Accountants (SAICA) will be convened, with participation available in-person or via webcast.

The meeting is scheduled for **Wednesday 10 September 2025 at 12:00 (SAST)** at the **SAICA Office, 17 Fricker Road, Illovo, Sandton, Johannesburg**. All participants must provide valid identification (South African identity document or passport).

IN-PERSON PARTICIPATION AT THE SGM

Members and associates attending in person should **RSVP [here](#)** by **Thursday, 4 September 2025**, for catering purposes. Note that there is limited spaced available.

WEBCAST PARTICIPATION AT THE SGM

Member and asspciate participation via the webcast will be facilitated through an online platform. Members and associates must utilise the webcast option to participate remotely in the SGM proceedings by logging on to the [Webcast Dashboard](#) ([Please familiarise yourself with SAICA's e-voting and webcast guidelines](#)). This will enable online submission of comments or questions, which will be presented to the Chairman for action, at the Chairman's discretion. The SGM will be adjourned to enable the e-voting process to be completed, and the meeting will be re-convened to allow the chairman to announce the results. Members and associates joining via webcast and casting an electronic vote are requested to stay connected during this process. Additional instructions on the proceedings at the SGM will be provided by the chairman at the meeting.

To allow for the confirmation of a quorum, members and associates are kindly requested to join the meeting no later than 11:45 (SAST) to avoid delaying the meeting.

The full Agenda of the meeting can be viewed [here](#).

REGISTRATION AND PROXY VOTING

Members and associates are required to utilise SAICA's electronic voting (e-voting) platform for both the proxy and "on-the-day" voting processes.

The **registration and proxy voting period** on the e-voting platform will **commence at 12:00 (SAST) on Tuesday, 19 August 2025**, and conclude at **12:00 (SAST) on Monday, 8 September 2025**.



Please note: In order to use the e-voting facility, members and associates must register, [log on](#) and cast their proxy e-votes by following the on-screen prompts which have been detailed in the [e-voting and webcast guidelines](#). There will be no paper-based proxy voting option. All voting will be conducted through the e-voting platform.

Please further note that the discretionary voting for proxies has been disabled and thus proxies will not be able to cast discretionary votes.

ON-THE-DAY VOTING

On the day of the meeting, members and associates who did not exercise proxy votes will be able to [log on](#) to the SGM e-voting platform, supply their SAICA membership number, South African ID number, or passport number, and follow the on-screen prompts to vote. [Read e-voting and webcast guidelines](#) for assistance in this regard. We however suggest that members register for voting during the above-mentioned registration period. Members and associates will be allowed to cast their e-votes when the voting is opened during the SGM proceedings. All voting will be electronic. There will be no paper-based voting.

TECHNICAL SUPPORT QUERIES

Contact SGM@saica.co.za or 08610 SAICA (72422) or 011 621 6600 to log any technical support queries relating to the e-voting platform.

COMMENTS AND QUESTIONS

Email SGM@saica.co.za to submit comments and/or questions relating to the agenda until **12:00 (SAST) on Monday, 8 September 2025**.

TERMS AND CONDITIONS

Please [read the SAICA SGM e-voting Terms and Conditions](#).

Kind regards

The SAICA Corporate Affairs Team on behalf of the Chief Governance, Risk and Compliance Officer and Acting Company Secretary