



Annual general meeting

Proxy e-voting

2023



SAICA

DIFFERENCE
MAKERS™

INTRODUCTION

This document aims to assist all users of the e-voting platform in understanding how it works and what they will be able to action on it.

There following are the key elements available on the e-voting platform:

- Registration
- Logging On
- Proxy Voting
- Logging Off

REGISTRATION

The registration process is only open to active CA(SA)s on the day that the AGM notice is issued.

Registration will be possible for the entire duration of the proxy voting process.

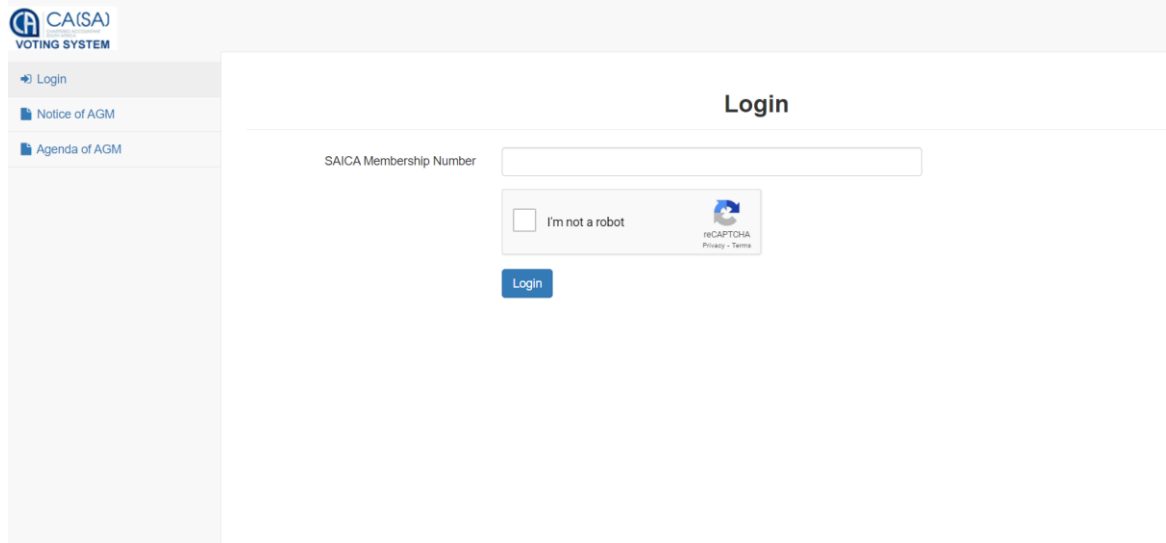
A single registration will be required to be able to access both the proxy voting and on-the-day voting facilities, within the allocated timeframes, in each case.

LOGGING ON

Go to www.saicaagm.co.za

Logging on

- Type in your SAICA member ID.
- Tick the “I am not a robot” checkbox.
- Click on Login.
- A message informing you of an OTP will be displayed



The screenshot shows the SAICA Voting System interface. On the left is a navigation menu with the SAICA logo and 'VOTING SYSTEM' header, containing links for 'Login', 'Notice of AGM', and 'Agenda of AGM'. The main content area is titled 'Login' and features a text input field for 'SAICA Membership Number'. Below the input field is a reCAPTCHA widget with an 'I'm not a robot' checkbox and a 'Login' button.

NOTE: This process is applicable for logging in, both for proxy and on-the-day voting.

Logging on

- Enter your OTP received via SMS or email.
- Tick the “I am not a robot” checkbox.
- Login

CA(SA)
VOTING SYSTEM

- ➔ Login
- 📄 Notice of AGM
- 📄 Agenda of AGM

Login

An OTP has been sent to your email and mobile number as currently recorded by SAICA. If you have a problem logging in, then contact the call centre at agm@saica.co.za

Enter OTP

Login

Proxy Voting

Once you are logged on, you will need to select the proxy voting options:

Prescribe my own vote

- This option allows you to vote for, to vote against or to abstain for each resolution, submitting a prescribed vote in each case.
- The vote can be allocated to the chairman or to another member who is eligible to vote.

NOTE Where a vote is allocated to a SAICA member, the correct SAICA ID of that member needs to be provided.

- Accept the Terms and Conditions
- Click on Submit.
- A pop-up message will appear, requesting the following confirmation: “Please confirm that you would like to submit your vote at this time.”
- Click on OK, if you are ready to submit or Cancel if you want to return to the proxy voting page.

PROXY VOTING



Proxy Voting

Notice of AGM

Agenda of AGM

Logout

Submit Proxy Vote

How would you like to vote?

- Prescribe my own vote
- Allow proxy holder to use his/her discretion to vote on my behalf

Prescribe own vote:

#	Resolution 1	For	Against	Abstain
1	ORDINARY RESOLUTION 1: To CONSIDER and, if supported, APPROVE the appointment of Mazars as the external auditors for the ensuing year.	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>

Prescribe own vote:

Resolution 2 - 4

NOTE: As more persons have been nominated for the board vacancy of a non-executive Board Member who are Chartered Accountants, and although each candidate will be voted upon by a separate resolution, the result of the voting for resolutions 2 to 4 shall be determined in accordance with the number of

Proxy voting

2	ORDINARY RESOLUTION 2 APPOINTMENT OF A CA BOARD MEMBER: Resolved that in terms of par 13.1.5 of the Constitution, Ms Tiffany-Ann Boesch be and is hereby elected to the SAICA board with immediate effect.	<input type="checkbox"/>
3	ORDINARY RESOLUTION 3 APPOINTMENT OF A CA BOARD MEMBER: Resolved that in terms of par 13.1.5 of the Constitution, Ms Harriet Heymans be and is hereby elected to the SAICA board with immediate effect.	<input type="checkbox"/>
4	ORDINARY RESOLUTION 4 APPOINTMENT OF A CA BOARD MEMBER: Resolved that in terms of par 13.1.5 of the Constitution, Ms Alice Le Roux be and is hereby elected to the SAICA board with immediate effect.	<input type="checkbox"/>

—Prescribe own vote:—

Resolutions 5 - 7		
#	NOTE: As more persons have been nominated for the two board vacancies of non-executive Board Members who are not Chartered Accountants, and although each nominee will be voted upon by a separate resolution, the result of the voting for resolutions 5 to 7 shall be determined in accordance with the number of votes cast in favour of each resolution so that the vacancies will be filled by the 2 (two) candidates receiving the highest number of favourable votes. Members are requested to vote for 2 (two) candidates only.	For
5	ORDINARY RESOLUTION 5 APPOINTMENT OF A NON-CA BOARD MEMBER: Resolved that in terms of par. 13.1.5 of the Constitution, Mr John Burke be and is hereby elected to the SAICA board with immediate effect.	<input type="checkbox"/>
6	ORDINARY RESOLUTION 6 APPOINTMENT OF A NON-CA BOARD MEMBER: Resolved that in terms of par. 13.1.5 of the Constitution, Ms Yasmin Forbes be and is hereby elected to the SAICA board with immediate effect.	<input type="checkbox"/>
7	ORDINARY RESOLUTION 7 APPOINTMENT OF A NON-CA BOARD MEMBER: Resolved that in terms of par. 13.1.5 of the Constitution, Ms Thandi Thankge be and is hereby elected to the SAICA board with immediate effect.	<input type="checkbox"/>

—Prescribe own vote:—

Resolution 8 - 9				
#	NOTE: Please refer to the Full Notice of Annual General Meeting for the table of directors fees (Page 3).	For	Against	Abstain
8	ORDINARY RESOLUTION 8 APPROVAL OF ANNUAL BOARD FEES: Resolved that the Institute be, and is hereby, authorised to pay the following fees per meeting to non-executive board members for their services as non-executive board members for the period from the date of the passing of this special resolution.	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
9	VOTE ON RESOLUTION 9 : To CONSIDER the approval of the Remuneration Policy and related implementation report by a special non-binding vote for the ensuing year	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>

PROXY VOTING

Allow proxy holder to use his/her discretion to vote on your behalf

- This option allows you to submit discretionary votes for all resolutions either to the chairman or to another SAICA member.

NOTE Where a vote is allocated to a SAICA member, the correct SAICA ID of that member needs to be provided.

- Accept the Terms and Conditions
- Click on Submit.
- A pop-up message will appear, requesting the following confirmation: “Please confirm that you would like to submit your vote at this time.”
- Click on OK, if you are ready to submit or Cancel if you want to return to the proxy voting page.

PROXY VOTING

Prescribe own vote:

Resolution 8 - 9		For	Against	Abstain
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Select your proxy:

Saica member
 Chairman

Saica member details

Saica member ID:

Accept terms and conditions - [Read T&C](#)

NOTE:
There is an automatic log-out feature built into the system, if a user remains inactive for 15 minutes. This is applicable only for the proxy voting process and will not apply to on-the-day voting.

- A confirmation email of the submission will be sent to the email used for registration.

LOGGING OFF