### **Annual General Meeting**

E-Voting and Webcast Guidelines (on-the-day activities)

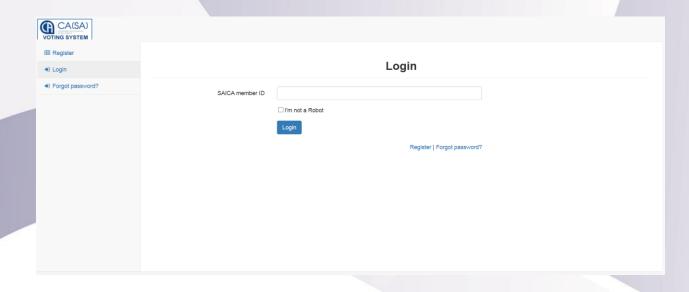
2018



## Logging On



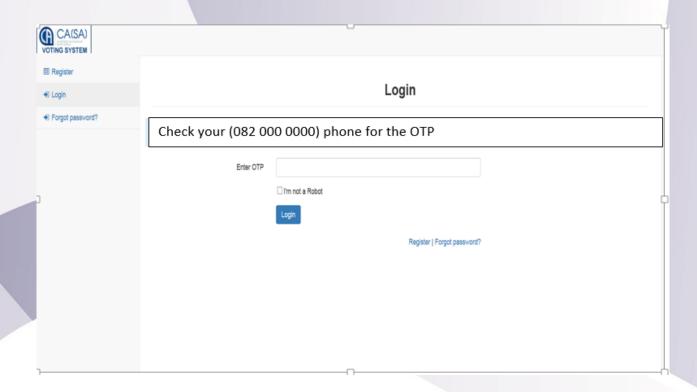
- ■Click on the following URL <a href="https://www.saicaagm.co.za">https://www.saicaagm.co.za</a>
- ■Type in your SAICA member ID.
- ■Tick the "I am not a robot" checkbox.
- Click on Login.
- A message informing you of an OTP will be displayed



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



- Enter your OTP received via SMS.
- Tick the "I am not a robot" checkbox.
- Click on Login

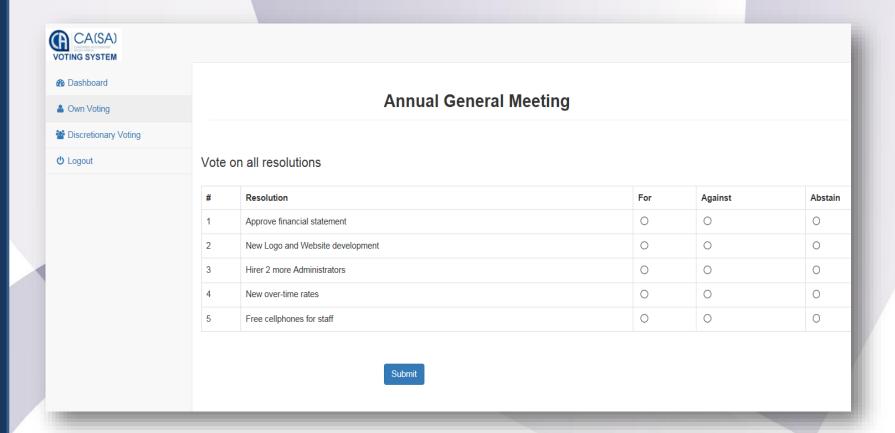




## On-the-Day-Voting



You will be redirected to the main voting page.





develop.influence.lead.

- Click on the Own Voting menu item.
- Complete your vote, per resolution.
- Click on Submit.
- Click on the Discretionary Voting menu option.
- If you have any votes allocated to you, allocate them per resolution.
- Click on Submit.

NOTE Once you have voted, you will not be able to change your vote or vote again.



### Webcast screen



- Click on the following URL <a href="https://www.saicaagm.co.za">https://www.saicaagm.co.za</a>
- Carry out the steps set out in <u>Logging On</u> section of this document to log on.
- Once you have logged on, you will be taken to the Dashboard page, including the webcast screen.

#### **Webcast Prerequisites**

The general requirements to view the webcast are as follows:

- Microsoft Windows PC, Apple Mac, Apple Mobile device or Android Mobile device
- An Internet browser: Google Chrome, Internet Explorer 9 or newer Safari or Firefox
- Adobe Flash Player
- Sound card and speakers or headphones
- An Internet connection. If you are viewing through a corporate / LAN connection
  please ensure that your organisation allows for streaming through their firewall





#### **Annual General Meeting**



Voting status

Voting is currently OPEN
Click here to vote



# Logging Off



• Click on the Logout menu option.

