

# Nomination Form for New Trustee Member

(One form per nominated person, signed by 10 NMC Members)

To be completed by 10 NMC members – 1 to nominate and 9 members to support the nomination.

Please note: One form must be completed for each person nominated to serve on the Board of NMC Trustees.

I, \_\_\_\_\_ / \_\_\_\_\_ / \_\_\_\_\_ / \_\_\_\_\_  
Full name and surname                      NMC Membership number                      Contact Tel No.                      Signature

hereby nominate

\_\_\_\_\_ / \_\_\_\_\_ / \_\_\_\_\_ / \_\_\_\_\_  
Full names and surname of nominee                      NMC Membership Number                      Contact Tel No.                      E-mail Address

to serve on the NMC Board of Trustees in accordance with the NMC Rules.

I, \_\_\_\_\_ / \_\_\_\_\_ / \_\_\_\_\_  
Please print full name                      Signature                      Date

hereby accept the nomination and agree to serve on the NMC Board of Trustees if elected.

List of 9 NMC Members supporting the nomination: (please complete form below)

Name and Surname	NMC Membership number	Signature

**Submission Details:**

Please e-mail the completed form with the curriculum vitae of the nominated person to [admin@nmcfund.com](mailto:admin@nmcfund.com) or deliver it to The Principal Officer at any NMC/Methealth office countrywide to reach us not later than **12h00 on Friday, 26 April 2024.**



**Please note that in terms of the Rules of the Fund no person shall be allowed to be a Trustee if:**

- he/she is not an NMC member; or
- he/she is a minor or a person under the age of 18 years; or
- he/she is contractually incapacitated; or involved in the medical industry where conflict of interest may occur; or
- he/she is of unsound mind and has been so declared by a competent court; or
- he/she is an unrehabilitated insolvent; or
- he/she has been found guilty by a competent court, in the Republic of Namibia or elsewhere, of theft, fraud, forgery or any similar offence; or
- he/she has been dismissed from an office of trust on account of misconduct; or
- he/she has been found guilty by a competent court on any charge and sentenced to imprisonment without the option of a fine; or
- he/she is a director, member, employee or other official of any organisation serving as the ADMINISTRATOR of the FUND or a director, member, employee or other official of any organisation rendering services to the ADMINISTRATOR in connection with the business of the FUND; or
- he/she is the PRINCIPAL OFFICER of the Fund; or
- he/she is the AUDITOR of the Fund; or
- he/she is not a paid-up active MEMBER of the FUND; or
- he/she is a service provider to the FUND; however, in a case where a MEMBER is elected, such MEMBER must declare any possible conflict of interest prior to each BOARD meeting.

**Important information:**

- A Trustee shall be obliged to attend each Trustee meeting;
- A Trustee shall be appointed for a period of three years from the Annual General Meeting where the Trustee is elected to the third Annual General Meeting following the appointment;
- Nominated candidates will be elected by means of electronic voting by members and via proxy. Proxies will be accepted and submitted electronically 72-hours before the AGM. No hard copies of proxies will be accepted at the AGM. Majority votes will determine the election of a maximum of ten Trustees.

The BOARD of Trustees have the following powers and responsibilities:

- To receive, administer and apply money on behalf of the FUND;
- To raise money on such terms as may be agreed upon;
- To purchase, sell, let, lend or otherwise acquire or dispose of movable or immovable property on behalf of the FUND;
- To invest with, or delegate their powers to make investments to a financial institution as defined in the Financial Institutions (Investment of Funds Act), 1984 (Act No. 39 of 1984), place on deposit, advance or otherwise deal with any money not immediately required for running expenses of the FUND, against such securities and in such manner as the BOARD may determine, and to realise, change, reinvest or otherwise deal with such securities as the BOARD may determine;
- Subject to the provisions of any law, to cause the FUND, whether on its own or in association with any person or entity, to establish or operate any pharmacy, hospital, clinic, nursing home or other health care facility, home for the aged or any similar institution in the interests of the MEMBERS of the FUND;
- To prescribe, rescind and amend regulations as to how a claim for BENEFITS should be submitted to and dealt with by the FUND;
- To insure with an insurance company or insurance broker registered with NAMFISA, any such BENEFITS as the BOARD may deem necessary;
- To institute legal action or process on behalf of the FUND and to conduct, abandon or settle any such action
- To appoint as advisors such experts as it may from time to time;
- To appoint the DISPUTES COMMITTEE as referred to in Rule 8.3;
- To appoint an Advisory Committee (AC) to oversee the PRINCIPAL OFFICER in day to day operations;
- To appoint any other Committee to assist the BOARD as required by the BOARD;
- To exercise its discretion in any matter not specifically provided for in the Rules, provided that such exercise of its discretion is not inconsistent with the provisions of the Act or of the Rules.
- To take such other steps as are necessary for achieving the FUND's objectives.
- To avoid conflicts of interest, members of the BOARD must declare any interest they may have in any particular matter before the BOARD;
- To ensure that all remuneration to TRUSTEES, committees, the PRINCIPAL OFFICER, other employees, the AUDITOR and relevant service providers to the FUND will be set according to a market-related benchmark;
- To monitor the state of the funds established under the FUND;
- To evaluate the provisions and the operation of the Rules;
- To revise the CONTRIBUTIONS and BENEFITS;
- To consider, alternatively, the duly mandated committee of the BOARD to consider, the granting of ex gratia payments to a MEMBER or in respect of a DEPENDANT, to assist such MEMBER in meeting his/her/their proportion of any claim admitted in respect of him/her or any of their DEPENDANTS;
- To impose such sanctions as the BOARD deems fit against any supplier of a SERVICE who is guilty of an offence in relation to the FUND;
- To impose such sanctions as the BOARD deems fit against any MEMBER, DEPENDANT or EMPLOYER who contravenes the Rules.

**Agenda for the meeting:**

1. Opening and Welcome
2. Constitution of the Meeting
3. Election Of Trustees 2024 – 2027
4. Approval of the 2023 AGM Minutes
5. Chairperson and Administrator's Reports
6. Executive Review by the Actuary
7. Investment Overview by the Investment Consultant
8. Approval of the Annual Financial Statements, 31 December 2023
9. Approval of the Trustee Remuneration
10. Ratification of Auditors
11. Ratification of Investment Consultant
12. Announcement of 2024 Trustees Election Results
13. Other matters (Forwarded to PO's Office 14 Days Prior To the AGM)
14. Closing