

## COMMON ISSUES WITH NOMINATION SUBMISSIONS

Over the years, several nominees have contested the annual trustee election. The election process includes a vetting and verification process, which is a regulatory requirement and a critical step in the nominations process. It takes place in two stages:

### Stage 1: Rule and Compliance Assessment

The nominee's documents are assessed against the Scheme Rules, including verification of Tax Compliance Status (TCS). The Independent Electoral Body (IEB) relies entirely on the South African Revenue Service (SARS) for the nominee's TCS. It is the nominee's responsibility to ensure that their tax affairs are compliant, and no correspondence will be entered into regarding their TCS.

### Stage 2: Additional Verification

Nominees who pass the initial assessment will undergo further verification checks.

The IEB begins reviewing all nomination submissions only after the closing date and does not correspond regarding omitted or incorrect information. Each nomination is assessed based on the information that is submitted. Each year, several nominations are disqualified due to administrative non-compliance.

Common omissions or errors leading to disqualification include:

- **Incomplete or incorrectly completed nomination forms:** All pages and all required signatures must be completed
- **Insufficient seconders:** Each nomination must be signed by the Nominator, the Nominee and five (5) seconders, all of whom must be principal members in good standing
- **Missing Tax PIN and Tax Reference Number:** Nominees must submit both a valid Tax PIN and a Tax Reference Number as issued by SARS. Tax returns, screenshots from the SARS systems or proof of application are not acceptable. This information is available to taxpayers on the [SARS website](#)
- **Missing supporting documents:** Supporting documentation related to the nominee must be submitted along with the nomination forms, for example, any qualifications or designations stated (e.g. degrees) must be supported by the relevant degree certificate
- **Self-nomination:** In terms of Scheme Rule 18.5.7, candidates may not nominate themselves

Members are reminded to review these requirements carefully and ensure that nomination submissions are fully compliant before submission to the IEB. The closing date for final submissions is 28 February 2026. If members have already submitted a nomination, these may be adjusted and resubmitted before the closing date.

