



**Trustee Elections 2025**

# 2025 Board of Trustee Elections

## Election Notice

# The election process explained

The election process will consist of the following phases:

1. The Nomination Phase;
2. The Voting Phase; and
3. The Counting and Results Phase.

During the **Nomination Phase** members will have the opportunity to nominate Principal Members in good standing to run as candidates in the election. This is done by completing the enclosed nomination form. Completed nomination forms can be submitted to **The Elexions Agency** by post, hand delivery, fax and email. During the **Voting Phase** members will receive a ballot paper with the names of the qualifying nominated candidates.

**Members who wish to vote will be able to choose one of the following voting methods:**

- Postal ballot; or
- E-vote via web and USSD, or
- By visiting a GEMS Walk-In Centre to deposit completed ballot papers.

## Phase I

**The Nomination of Candidates: 09 May to 09 June 2025**

1. Only Principal Members registered and active with the Scheme as at 15 April 2025 may nominate or stand as candidates. **Suspended members are not eligible to participate.**
2. A Principal Member wishing to stand as a candidate (Nominee) **must** be nominated by a Principal Member (Proposer) and be supported by fifty (50) **other** Principal Members who are in good standing. Principal Members **may nominate themselves** as candidates in this election. Candidates must further meet all the nomination requirements as set out in the **Nomination Criteria** section of this Notice.

3. Nominations must be submitted using the Official Nomination Form accompanying this Notice. The form must be completed as follows:
  - Section 1 of the Nomination Form is for the **Proposer** (Principal Member making the nomination) to complete. The Proposer's full names, membership number, ID number, contact details (**including cellphone number**) and signature **must** be completed in full in Section 1 of the Nomination Form.
  - Section 2 of the Nomination Form is for the **Nominee** (Prospective Candidate) to complete. All the details required must be completed (name, membership and ID number). The Proposer must ensure that the Nominee (Prospective Candidate) **signs the declaration** confirming their acceptance of the nomination and that they abide by the declaration in Section 2 of the form. **Important:** A Principal Member nominating him or herself must complete Section 1 and Section 2 of the Nomination Form.
  - Lastly, the details of the fifty **other** Principal Members, **who are not the Proposer or Nominee**, who support the nomination must be completed in full in Section 3 of the Nomination Form.
4. Nomination and CV Forms may also be obtained on the GEMS website at **[www.gems.gov.za](http://www.gems.gov.za)**.
5. Completed Nomination Forms must reach The Elexions Agency Returning Officer by no later than midday on **09 June 2025**.
6. Completed Nomination Forms must be submitted to:
  - The Elexions Agency Returning Officer, GEMS 2025 Board of Trustees Elections through any of the following methods:

- By Post to: P O Box 3318, Houghton 2041 (**Please ensure that you pay for the postage stamp.**);
  - By Fax to: 086 678 4123;
  - **Hand Delivery** to: The Elexions Agency Offices, 138 Jan Smuts Avenue, Rosebank, 2196;
  - By **email** to: GEMS2025@elexionsagency.co.za or
  - Nomination Boxes placed at the provincial GEMS Walk-In Centres.
7. Note that the following Nomination Forms **will be invalid and will not be considered**:
- Forms that reach The Elexions Agency Returning Officer after midday on 09 June 2025; and/or
  - Forms sent to any other address than the address particulars provided above; and/or
  - Forms not completed correctly and in full as follows:
    - Missing information pertaining to the Nominee, Proposer or Supporters;
    - Less than 50 supporters; and/or
    - Incomplete membership and ID numbers inclusive of transposed digits.

**The Elexions Agency will NOT contact Proposers in respect of incomplete or incorrectly completed forms.**

- 8. Upon nomination closure, The Elexions Agency Returning Officer shall scrutinise all nominations received in order to determine eligibility against the Scheme Rules and inform all nominees, in writing, of the outcome of the nomination process.
- 9. The qualifying candidates, having satisfied the Nomination criteria and Audit, will be contacted by The Elexions Agency Returning Officer to complete a

CV Form and submit a photograph that can be used in the CV Booklet together with the biographies for members to familiarise themselves with the details of the candidates they will be voting for. The election is conducted in accordance with strict timeframes. The above information must be submitted within two days of being contacted unless communication is made on the closing date. In that case, you will be required to submit any information within a day of such request. Non-submission of the CV Form and photograph at the time of printing the ballot papers will result in a candidate's name appearing in the CV Booklet without the photograph and biography.

- 10. Prior to the voting process, the preliminary list of candidates will be published on the GEMS website for member perusal in order to object to any name they deem unfit for office. Upon investigation and adjudication, the final list will be published on the website again, in preparation for the voting.  
**Important:** Only written objections with proof of allegation will be considered.

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## *Phase II*

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### **The voting Phase: 07 July to 06 September 2025**

- 1. On conclusion of the Nomination Audit the final list of candidates being produced, a ballot paper will be prepared with the names of all candidates listed in alphabetical order, surname first.
- 2. Communication on the voting process will be done closer to the voting time. Members shall receive a **voting pack via email, SMS link and post for those members with no email addresses or mobile numbers**, consisting of the following:
  - a. A ballot paper;



- b. The summarised CV for each of Candidate in the form of a CV Booklet;
  - c. **Voting Instructions** and procedure; and
  - d. **A pre-paid self-addressed envelope for members without email addresses.**
3. The **Voting Instructions and Procedures Document** will inform you how to go about voting in respect of each of the options of postal, electronic and provincial GEMS Walk-in Centre voting stations. You will be reminded of the deadline for voting via SMS.
4. The announcement of the results remains the prerogative of the GEMS Board of Trustees.

## Nomination Criteria

### ***Who is eligible to stand as a candidate in the GEMS member trustee election?***

The GEMS Rules provide that only Principal Members of GEMS that are in good standing as at 15 April 2025 are eligible to stand for election. This means that a Principal Member who is suspended is not eligible.

### ***Who is not eligible to stand as a candidate in the GEMS member trustee election?***

In terms of the GEMS Rule 19.5, the following persons are not eligible to stand for election as Trustees:

- A person under the age of 18;
- A person who is not Fit and Proper in terms of Medical Schemes Act, 131 of 1998, the Regulations to the Financial Advisory and Intermediary Services Act, 37 of 2002, and Rule 20;
- A broker or an employee, director, officer, consultant, or contractor of any person (natural or juristic) contracted by the Scheme to provide administrative, marketing, broker, managed healthcare, health, auditing or any other services (including the administrator of the Scheme) or of the holding company, subsidiary, joint venture or associate of such a person;
- A person who has a material relationship with any person (natural or juristic) contracted by the Scheme, or in the process of tendering to the Scheme, to provide any administrative, marketing, broker, managed healthcare, health, auditing or any other services, whether alone or with or through a holding company, subsidiary, joint venture or associate;
- The Principal Officer of the Scheme;
- A person who is sought to be elected by the Members who is himself/herself not a Principal Member;
- A person who is mentally ill and/or incapable of managing his/her affairs;
- A person who has been declared insolvent or has surrendered his/her estate for the benefit of his/her creditors;
- A Member Trustee who has ceased to be a Member of the Scheme;
- A person who has been removed by the Board in terms of Rule 19.12;
- A person in respect of whom the Minister, or a person within the Minister's office who has express, delegated authority to make an Employer appointment, has withdrawn his/her designation as an Employer Trustee;
- A person who has been, or who is in the process of being disciplined, reprimanded, disqualified or removed in relation to matters relating to honesty, integrity, or business conduct by a professional body or regulatory authority;
- A person who has been disqualified or who is subject to any pending proceedings which may lead to such disqualification, under any law in any jurisdiction, whether in the Republic of South Africa or elsewhere, from carrying on his/her profession or serving in a fiduciary capacity;

- A person who has been convicted or who is the subject of any pending proceedings which may lead to such a conviction, under any law in any jurisdiction, whether in the Republic of South Africa or elsewhere, of theft, fraud, forgery, uttering of a forged document, perjury or any offence involving dishonesty or violence;
- A person who has been, or who is in the process of being removed by a court from any office of trust on account of misconduct, fraud or any offence of which dishonesty or violence is an element; and/or
- A person who is serving as a Trustee of any other registered medical scheme.

***When is a person fit and proper to be a trustee?***

The Board of Trustees has an important responsibility of looking after the Scheme's administrative and financial affairs and to do so in the best interest of the Scheme's beneficiaries. It is therefore important that members strive to elect trustees who are honest, appropriately skilled and experienced to discharge the duties of a Trustee as they represent all the members of the Scheme.

***A person who is fit and proper to be a trustee has the following attributes:***

- Discipline: To diligently attend to the business of the Scheme and be committed to adhering to behaviour that is universally recognised and accepted to be fit and proper.
- Transparent: To take decisions with honesty and integrity and avoid any personal gain or benefit in decisions about the management of the Scheme.
- Independent: To act in the best interest of the members, avoid conflict of interest and take decisions objectively without being swayed or influenced by outside parties.
- Accountable: To not relinquish responsibilities and ensure that reporting covers all affairs of the Scheme accurately and honestly.
- Responsible: To exercise greater care when dealing with the affairs of the Scheme than when dealing with their own affairs. To acquire the necessary skills and knowledge to fulfil duties as trustees. To protect the confidentiality of member information.
- Fair: To treat all scheme beneficiaries equally and impartially.
- Socially responsible: To be informed about and responsive to social issues. Their actions are governed by high ethical standards.

**It should be stressed that Trustees serving on the Board of GEMS are required to make full disclosure of their financial interests to the Board and are subjected to a vetting process on an annual basis.**

## Election enquiries

**Members must direct all their election related queries to:**

**The Returning Officer at The Elections Agency by using the following:**

- **Share Call Number:** 0860 866 335
- **Email:** [GEMS2025@electionsagency.co.za](mailto:GEMS2025@electionsagency.co.za)
- **Fax:** 086 678 4123
- **WhatsApp Opt-In:** 068 763 3983  
Save the number and send a "Hi" message to interact and receive relevant documents.

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**These elections are independently conducted  
by The Elexions Agency.**

