

Terms of Reference: Necsa Group Pensioner Committee

1 Necsa Group Pensioner Committee

- 1.1 A Body with the name **Necsa Group Pensioner Committee (PC)** has been formed by negotiated agreement between the Pensioners of the presently South African Nuclear Energy Corporation, SOC (Necsa) and its subsidiaries (i.e. NTP radioisotopes SOC Ltd and Pelchem SOC Ltd) or its predecessors in title (Atoomenergie-koperasie van SA Beperk (AEK), Uraanverrykings-korporasie van SA Beperk (UKOR), KERNKOR as well as the Raad op Atoomkrag (RAK)) and Necsa. The above mentioned Pensioners are hereunder referred to as Necsa Pensioners.
- 1.2 The PC can depending on circumstances be the only authorised representative body of the Pensioners to act as a combined consultation body where Necsa representatives have sitting (see 2.4 below).
- 1.3 The first issue (Rev 0) of this document "Grondwet: Kommunikasieforum vir Pensionarisse" dated 30 July 2004 was signed by PJ du Toit as "Sameroeper". This present Rev 1 incorporates the same basic principles but introduces name change and some more specific additional governance requirements.

2 Composition of the PC

- 2.1 The PC comprises of six elected Necsa Pensioner, who are elected for a term of 3 years. After expiry of the term of office a PC member is eligible to stand for re-election.
- 2.2 The PC may decide to co-opt a maximum of two Necsa Pensioners onto the committee to ensure for adequate continuity on the PC. The term of office/expiry of a co-opted PC member is decided by a majority vote of the PC members at a formally convened and constituted PC meeting.
- 2.3 PC members and co-opted PC members are elected at the annual Necsa Pensioner meeting in November of each year. Should a vacancy occur on the PC during the year the Chairperson in agreement with the PC may fill the vacancy by an existing co-opted or a new co-opted Necsa Pensioner whose PC membership shall be confirmed by election in November at the annual Necsa Pensioner meeting.
- 2.3 The elected PC members shall elect by a simple majority a chairperson of the PC whose term of office shall expire after the elected 3 year PC membership. The quorum for PC meetings shall be 4 PC members of whom a maximum of two co-opted PC members can stand in by means of a proxy from absent PC members.
- 2.4 The Necsa Medical Scheme Committee (MSC) is governed by the **Framework of the Responsibilities and Duties of the Necsa Group Medical Scheme Committee** dated 2015 which consists of two PC members, a maximum of six Necsa representatives and one representative of each recognised Trade Union. All decisions taken at the MSC shall be by consensus.

3 Objectives of the PC

- 3.1 The PC objective is to protect and promote the interests of Necsa Pensioners such as medical scheme benefits and group life insurance.

- 3.2 The PC promotes communication between Necsa Pensioners and Necsa on matters which directly affect Necsa Pensioners.
- 3.3 The PC shall be consulted by Necsa about PC member's benefits and interests as well as matters of common interest.
- 3.4 As and when circumstances require the PC or its authorised representative(s) of its members will negotiate with Necsa.
- 3.5 The PC serves as a link between the Necsa Pensioners and Necsa.
- 3.6 Authorised PC members negotiate and organise legal assistance as required to protect and promote the interests of the PC members.
- 3.7 Authorised PC members open and administer bank, savings or investment accounts at banks of their choice to handle financial contributions for specific general objectives of the PC.

4 Meetings

- 4.1 The following meetings and gatherings are held:
 - (i) Medical Scheme Committee (MSC) meetings
 - (ii) Necsa Pensioner day gathering and annual Necsa Pensioner meeting,
 - (iii) Pensioner Forum (PF) meetings,
 - (iv) Pensioner Committee (PC) meetings, and
 - (v) Ad hoc PC meetings as required.
- 4.2 The MSC meets three times a year and is attended by the PC chairperson and another PC member nominated by him/her. Additional meetings as jointly agreed by MSC members may be held.
- 4.3 The annual Necsa Pensioner day gathering is preceded by the annual Necsa Pensioner meeting which will be held each year in November, is organised by the MSC and the meeting is chaired by the MSC chairperson.
- 4.4 The Pensioner Forum meetings are held three times a year and are joint meetings between the all PC and co-opted members and the MSC, represented by the MSC chairperson, HR and Finance Corporate Services (ex officio) members, invited external MSC service providers and any other invited persons as agreed by the MSC and PC chairpersons. The meeting shall be chaired by the MSC chairperson,
- 4.5 PC meetings will be held prior to the PF meetings (see 4.1 above) and are attended by all PC and co-opted members and is chaired by the PC Chairperson.
- 4.6 Ad hoc PC meetings may be arranged by the PC chairperson as required.
- 4.7 Minutes are prepared and approved for the annual Necsa Pensioner meeting and PC meetings.
- 4.8 PC members attending meetings (MSC, PF and their ad hoc meetings) will be paid travel expenses by Necsa at internal approved rates.

5 Administration Services

- 5.1 Administrative services for the PC and its committee members shall be provided by Necsa.
- 5.2 Notwithstanding the services provided in 5.1 above the PC may acquire additional external services including legal, financial and banking for the cost of the PC.

The Terms of Reference of the PC was agreed at a PF meeting held on 30-06-2016.

D Tillwick

Dr DL Tillwick
PC Chairperson

Date: 2016-08-17



FJ Botha
MSC Chairperson

Date: 2016.08.17