



FOR PROFESSIONALS

SINCE 1941

Professional Provident Society Holdings Trust
(PPS)

Virtual Annual General Meeting (AGM)

6 May 2024 at 18:00

e-Voting User Guide

NB: Voting opens at 15:00 on 06 May 2024

If you have any queries concerning the voting process or have not received your One Time Pin (OTP), please mail AGM2024@pps.co.za

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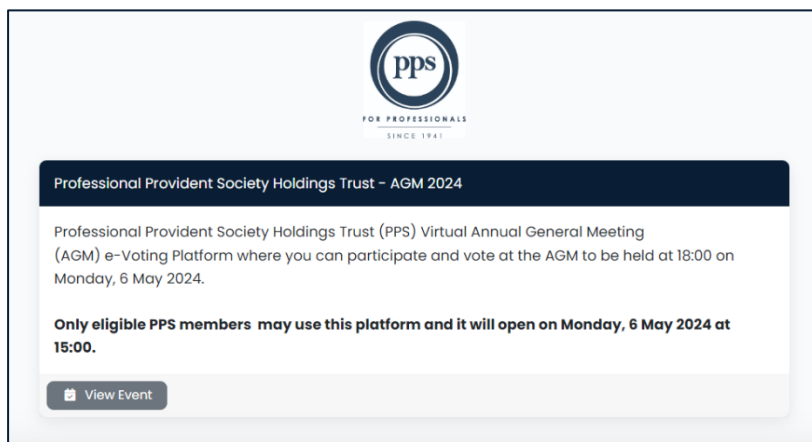
1. Voting and attending the PPS AGM.

The e-Voting platform is made available to all eligible members to:

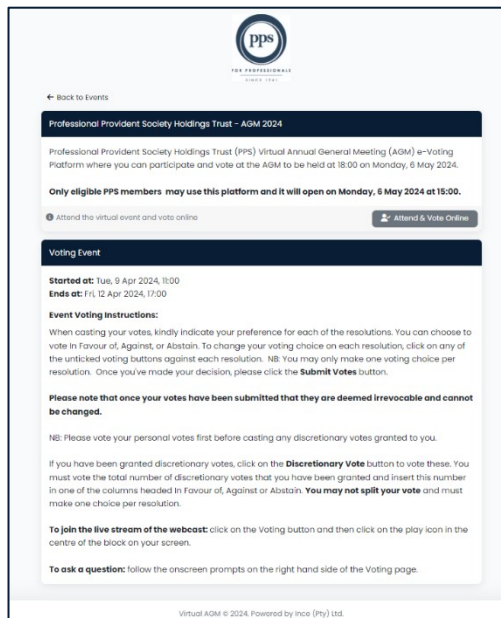
- To cast a proxy vote(s) granted to them¹ by other PPS Members; and
- To attend, vote and participate at the AGM if they have not yet already lodged a proxy vote.

(i) Accessing the e-Voting platform.

Follow this link to cast your vote: <https://pps.vagm.africa/>



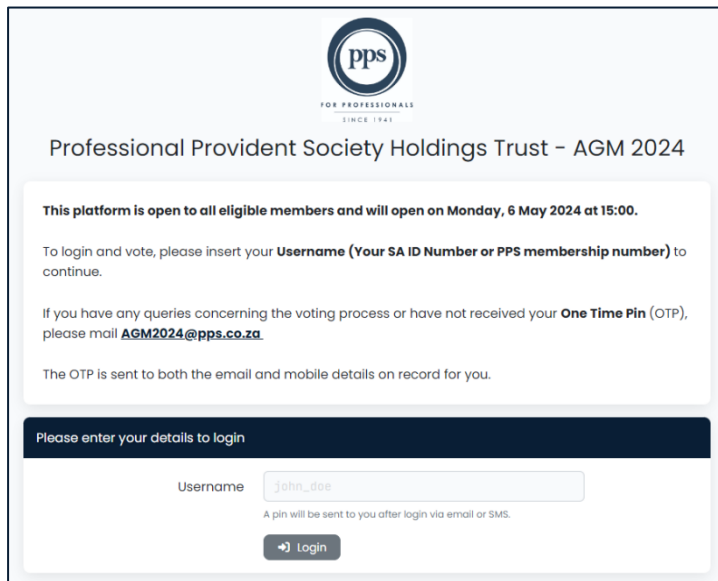
Click on the **View Event** button.



The platform will open to a new screen, with helpful instructions.
Click on the **Attend and Vote Online** button.

¹ All proxy votes are validated by PPS and then allocated to each respective member to vote at the AGM. For details on the Proxy Voting Process, please refer to the Notice of AGM and Proxy Form.

Insert your login credentials which are the **Username** (PPS Membership Number or your SA ID Number) and **One Time Pin (OTP)** which will be sent to your email and mobile device on record.



Professional Provident Society Holdings Trust - AGM 2024

This platform is open to all eligible members and will open on Monday, 6 May 2024 at 15:00.

To login and vote, please insert your **Username** (Your SA ID Number or PPS membership number) to continue.

If you have any queries concerning the voting process or have not received your **One Time Pin** (OTP), please mail AGM2024@pps.co.za

The OTP is sent to both the email and mobile details on record for you.

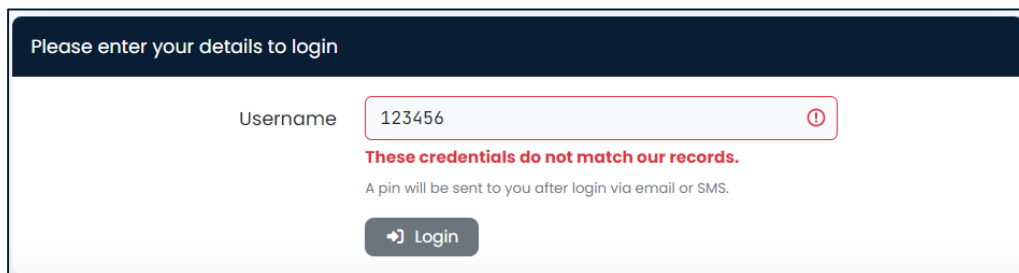
Please enter your details to login

Username

A pin will be sent to you after login via email or SMS.

Login

Click on the **Login** button. If an input error is made, the platform will show, in red text, the message **These credentials do not match our records** (see below):



Please enter your details to login

Username

These credentials do not match our records.

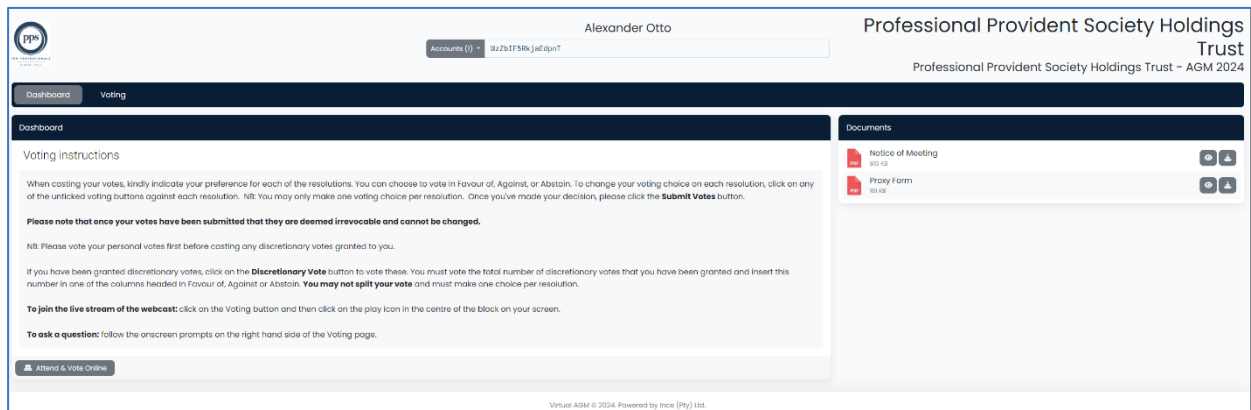
A pin will be sent to you after login via email or SMS.

Login

Please note that whilst the delivery of OTPs is normally quick to your mobile device, circumstances outside our control can delay the delivery of OTPs. It is for this reason that your OTP is sent to both your email address and mobile number in instances where these have been provided. If you keep logging in and requesting a new OTP it is important to note that the newest OTP overwrites and cancels its predecessor.

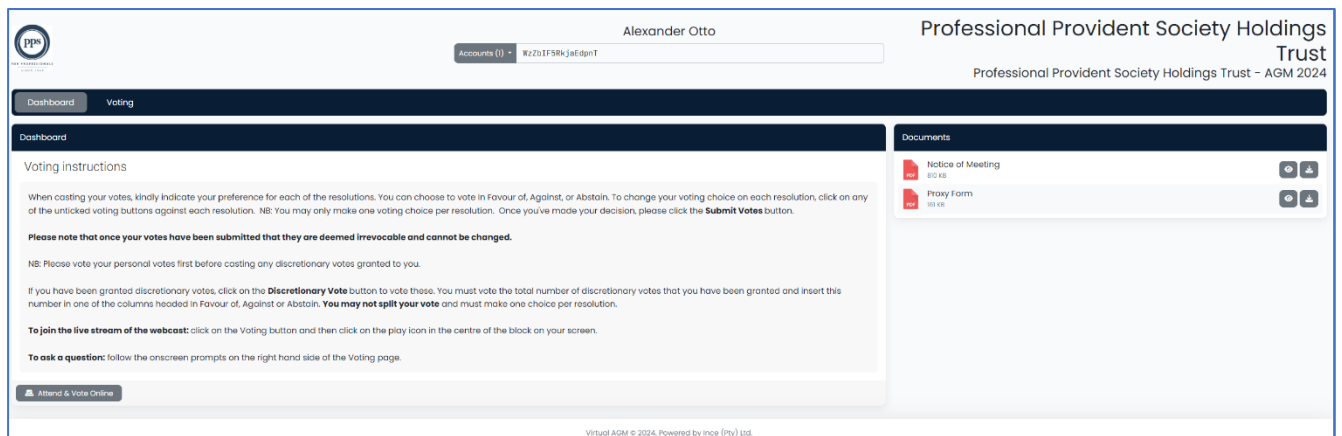
Once your login has been confirmed, you will be shown the main dashboard screen (see overleaf).

Main dashboard screen once you have logged in on the day of the meeting.



2. Voting on the day of the meeting and viewing the webcast.

(i) Landing page once logged in.



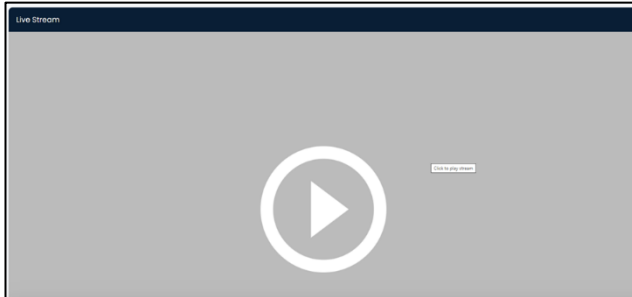
Click on the **Attend and Vote Online** Button. This action will open the voting page. This screen is divided into three sections, showing the following features:

- **Live Stream** (this is where you will watch the webcast)
- **Ask Questions** (this is where you send through questions)
- **My Votes** (this is where you cast your votes if you have not already done so by proxy). This option appears below the **Live Stream**.

Examples of the above features appear overleaf.

(ii) Viewing the webcast (Live Stream).

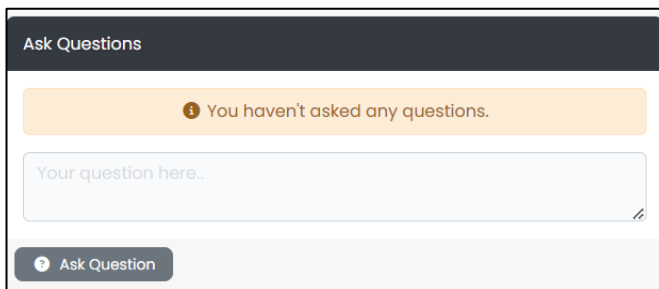
The top left-hand part of the screen shows the **Live Stream** screen (see below):



Click on the icon in the middle of the Live Stream window to start the webcast of the proceedings playing.

(iii) Asking questions.

On the right-hand side of your screen is the **Ask Questions** box where you can ask a question (see overleaf):



Insert your question in the **Ask Questions** text box and once you have finished, click on the **Ask Question** button.

All text questions go to the company secretary at the AGM to read into the meeting.

Questions of a repetitive nature, those that have already been answered and any that are not applicable to the business of the AGM, may not be responded to.

(iv) Casting your personal votes at the AGM (My Votes).

If you have not already cast a proxy vote prior to the AGM, the bottom part of the screen shows the resolutions being voted upon. The resolutions are displayed in the same order as the Notice of AGM.

An example of the voting screen appears overleaf.

PPS AGM 2024
E-Voting Guide

My votes				In Favour of	Against	Abstain
#	Resolution					
1	Ordinary resolution for the adoption of the annual financial statements of the Trust for the year ended 31 December 2023			<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
2	Ordinary resolution for the appointment of the auditors of the Trust			<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
3	Special resolution approving the amendment of the Deed of Trust constituting the Trust			<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
4	Ordinary resolutions for the election and appointment of trustees: Mr A H de Vries			<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
5	Ordinary resolutions for the election and appointment of trustees: Dr N K P Khosa			<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
6	Ordinary resolutions for the election and appointment of trustees: Dr C M Kruger			<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
7	Ordinary resolutions for the election and appointment of trustees: Mr K Elliott			<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
8	Ordinary resolutions for the election and appointment of trustees: Mr D R Govender			<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
9	Ordinary resolutions for the election and appointment of trustees: Dr A Huggett			<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
10	Ordinary resolutions for the election and appointment of trustees: Dr A Moyakiso			<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
11	Ordinary resolutions for the election and appointment of trustees: Prof N Mofalo			<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
12	Ordinary resolutions for the election and appointment of trustees: Mr A L Peter			<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
13	Ordinary resolutions for the election and appointment of trustees: Dr K H Rapetava			<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
14	Ordinary resolutions for the election and appointment of trustees: Ms M J Vermeulen			<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
15	Ordinary resolutions for the appointment of the members of the Trust Audit Committee: Ms D L T Dondur			<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
16	Ordinary resolutions for the appointment of the members of the Trust Audit Committee: Mr S Trikarjee			<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
17	Ordinary resolutions for the appointment of the members of the Trust Audit Committee: Prof H E Wainer			<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
18	Special resolution for the approval of trustees' remuneration for the period commencing 1 July 2024 as set out in the notice of the annual general meeting			<input type="radio"/>	<input type="radio"/>	<input type="radio"/>

The options are to vote **In Favour of**, **Against**, or to **Abstain**. To correct your voting choice(s), click on the button that is unticked against the relevant resolution(s). **NB: You must make a single choice against each resolution.**

Click on the **Submit Votes** button once you are happy with your voting choices. **Please be aware that once your votes have been submitted and acknowledged, they are considered irrevocable and cannot be altered.**

(v) Voting any discretionary votes granted to you.

If discretionary proxy votes have been granted to you, click on the **Discretionary Votes** button on your screen. This action, if you have been granted discretionary votes, opens the discretionary voting screen which shows the discretionary votes allocated to you to vote (see below):

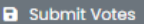
Top section of the discretionary voting screen

Discretionary votes						
#	Resolution	Votes	Voted	In Favour of	Against	Abstain
1	Ordinary resolution for the adoption of the annual financial statements of the Trust for the year ended 31 December 2023	2366	0	<input type="text" value="0"/>	<input type="text" value="0"/>	<input type="text" value="0"/>
2	Ordinary resolution for the appointment of the auditors of the Trust	2366	0	<input type="text" value="0"/>	<input type="text" value="0"/>	<input type="text" value="0"/>
3	Special resolution approving the amendment of the Deed of Trust constituting the Trust	2366	0	<input type="text" value="0"/>	<input type="text" value="0"/>	<input type="text" value="0"/>
4	Ordinary resolutions for the election and appointment of trustees: Mr A H de Vries	2366	0	<input type="text" value="0"/>	<input type="text" value="0"/>	<input type="text" value="0"/>
5	Ordinary resolutions for the election and appointment of trustees: Dr N K P Khosa	2366	0	<input type="text" value="0"/>	<input type="text" value="0"/>	<input type="text" value="0"/>
6	Ordinary resolutions for the election and appointment of trustees: Dr C M Kruger	2366	0	<input type="text" value="0"/>	<input type="text" value="0"/>	<input type="text" value="0"/>
7	Ordinary resolutions for the election and appointment of trustees: Mr K Elliott	2366	0	<input type="text" value="0"/>	<input type="text" value="0"/>	<input type="text" value="0"/>
8	Ordinary resolutions for the election and appointment of trustees: Mr D R Govender	2366	0	<input type="text" value="0"/>	<input type="text" value="0"/>	<input type="text" value="0"/>
9	Ordinary resolutions for the election and appointment of trustees: Dr A Huggett	2366	0	<input type="text" value="0"/>	<input type="text" value="0"/>	<input type="text" value="0"/>
10	Ordinary resolutions for the election and appointment of trustees: Dr A Moyakiso	2366	0	<input type="text" value="0"/>	<input type="text" value="0"/>	<input type="text" value="0"/>
11	Ordinary resolutions for the election and appointment of trustees: Prof N Mofalo	2366	0	<input type="text" value="0"/>	<input type="text" value="0"/>	<input type="text" value="0"/>
12	Ordinary resolutions for the election and appointment of trustees: Mr A L Peter	2366	0	<input type="text" value="0"/>	<input type="text" value="0"/>	<input type="text" value="0"/>
13	Ordinary resolutions for the election and appointment of trustees: Dr K H Rapetava	2366	0	<input type="text" value="0"/>	<input type="text" value="0"/>	<input type="text" value="0"/>
14	Ordinary resolutions for the election and appointment of trustees: Ms M J Vermeulen	2366	0	<input type="text" value="0"/>	<input type="text" value="0"/>	<input type="text" value="0"/>
15	Ordinary resolutions for the appointment of the members of the Trust Audit Committee: Ms D L T Dondur	2366	0	<input type="text" value="0"/>	<input type="text" value="0"/>	<input type="text" value="0"/>
16	Ordinary resolutions for the appointment of the members of the Trust Audit Committee: Mr S Trikarjee	2366	0	<input type="text" value="0"/>	<input type="text" value="0"/>	<input type="text" value="0"/>
17	Ordinary resolutions for the appointment of the members of the Trust Audit Committee: Prof H E Wainer	2366	0	<input type="text" value="0"/>	<input type="text" value="0"/>	<input type="text" value="0"/>
18	Special resolution for the approval of trustees' remuneration for the period commencing 1 July 2024 as set out in the notice of the annual general meeting	2366	0	<input type="text" value="0"/>	<input type="text" value="0"/>	<input type="text" value="0"/>

The bottom section of the discretionary voting screen appears on the next page.

Bottom section of the discretionary voting screen

11	Ordinary resolutions for the election and appointment of trustees: Prof N Mofolo	414	0	<input type="text" value="0"/>	<input type="text" value="0"/>	<input type="text" value="0"/>
12	Ordinary resolutions for the election and appointment of trustees: Mr A L Peter	414	0	<input type="text" value="0"/>	<input type="text" value="0"/>	<input type="text" value="0"/>
13	Ordinary resolutions for the election and appointment of trustees: Dr K H Rapetswa	414	0	<input type="text" value="0"/>	<input type="text" value="0"/>	<input type="text" value="0"/>
14	Ordinary resolutions for the election and appointment of trustees: Ms M J Vermeulen	414	0	<input type="text" value="0"/>	<input type="text" value="0"/>	<input type="text" value="0"/>
15	Ordinary resolutions for the appointment of the members of the Trust Audit Committee: Ms D L T Dondur	414	0	<input type="text" value="0"/>	<input type="text" value="0"/>	<input type="text" value="0"/>
16	Ordinary resolutions for the appointment of the members of the Trust Audit Committee: Mr S Trikamjee	414	0	<input type="text" value="0"/>	<input type="text" value="0"/>	<input type="text" value="0"/>
17	Ordinary resolutions for the appointment of the members of the Trust Audit Committee: Prof H E Wainer	414	0	<input type="text" value="0"/>	<input type="text" value="0"/>	<input type="text" value="0"/>
18	Special resolution for the approval of trustees' remuneration for the period commencing 1 July 2024 as set out in the notice of the annual general meeting	414	0	<input type="text" value="0"/>	<input type="text" value="0"/>	<input type="text" value="0"/>

 Submit Votes

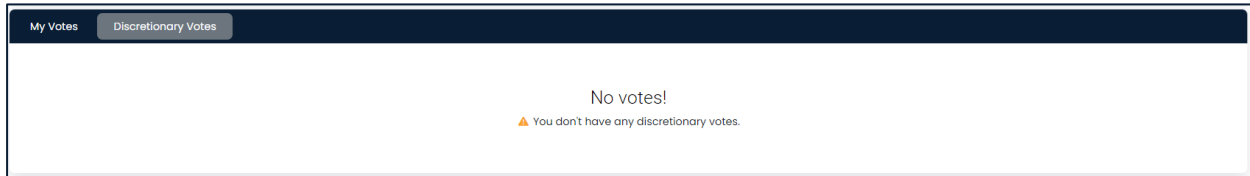
The number of discretionary votes that you have been granted appears in the **Votes** column alongside each resolution. You must vote the total number of discretionary votes that you have been granted and insert this number in one of the columns headed **In Favour of**, **Against** or **Abstain**. You may not split your vote and must make one choice per resolution.

NB: There are 18 resolutions being voted upon and the **Submit Votes** button appears in the bottom left corner of the Discretionary Voting Screen.

Click on the Submit Votes button once you are happy with your voting choices. Please be aware that once your discretionary votes have been submitted and acknowledged, they are considered irrevocable and cannot be altered.

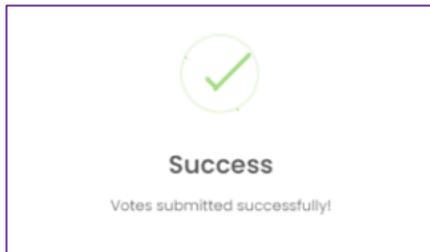
Any discretionary votes allocated to you that are not voted, will be voted by the Chairman of the meeting as he/she sees fit.

If no discretionary votes have been granted to you, a message will appear when you click on the **Discretionary Votes** button (see below):

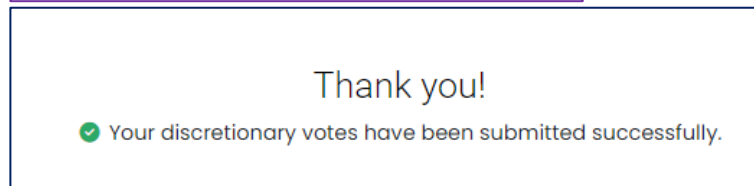
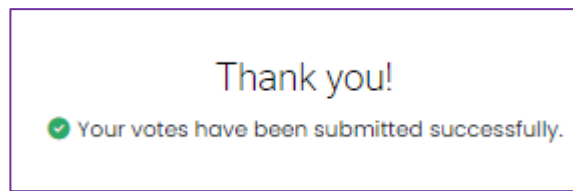


(vi) Confirmation of your votes recorded after voting at the AGM.

First acknowledgement message

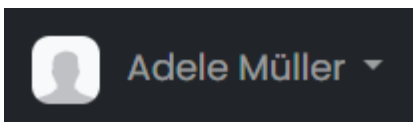
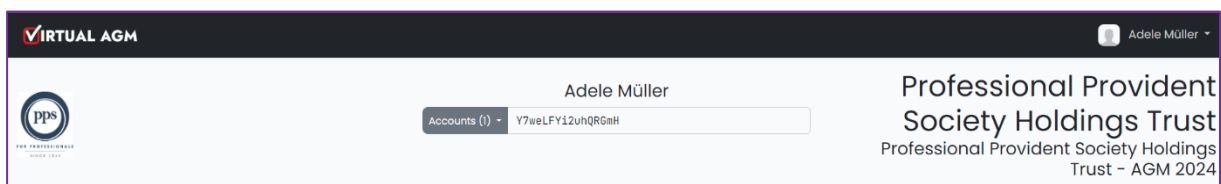


Second acknowledgement message

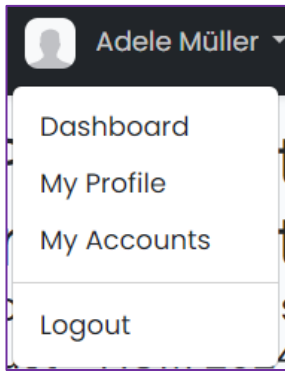


3. Log out of the platform.

To log out of the platform, click on the **down arrow** next to your name in the top right-hand corner of your screen (see below):



The arrow drop-down will then open and you can select the **logout** button (see overleaf):



- **Dashboard** button takes you back to the dashboard screen.
- **My Profile** button shows your details and account number.
- **My Accounts** button shows the status of your account.
- **Logout** button exits you from the platform.

This is the end of this document.