



## Trustee nomination form

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Unit 2, Demushuwa Suites, Corner of Grove and Ombika Street,

Kleine Kuppe, Windhoek

PO Box 23064, Windhoek, Namibia

Reg No: MOHSS 003

1. NHP Board of Trustees are elected and serve on the Board for a 3 year cycle. There are two Board of Trustee vacancies to be filled via election by electronic vote before the Annual General Meeting to be held on Friday, 28 June 2019.
2. It was identified that the current Board has limited expertise in **Risk and Compliance, Marketing and Communication** and **IT skills**. When making a nomination it is imperative that you consider these areas of expertise. Only nominations that fit these roles shall be considered.
3. Potential nominees must preferably have relevant professional experience, senior leadership experience and applicable board and/or trustee experience. A Bachelors Degree in any of the above disciplines and/or relevant professional experience is required. Integrity, strategic thinking skills and excellent interpersonal skills are further requirements.
4. This form can either be delivered to any of our NHP branches or scanned and emailed to [agm@nhp.com.na](mailto:agm@nhp.com.na). The deadline for submission of this form is 12:00 on Friday, 5 April 2019.

### Prerequisites for completion and processing

**Please note** In order for the administrator to deliver an efficient service to you, it is important that you provide and complete the information as required. Late entries will not be considered.

1. Print clearly using capital letters. All sections must be completed. We cannot accept this form if it is incomplete or incorrect.
2. A comprehensive CV, including your full personal details, is essential for our records, thus please provide in full.
3. Please provide your active NHP membership number.
4. Only active NHP Principal members will be eligible for nominations and secondants.
5. Submission of this nomination form and any further requested documents does not guarantee approval.

### Particulars of nominee

NHP membership number (11 Digits)

Title  Initials  First name(s)

Surname

Email address

### Short resumé of nominee

Employed at

Current position held

Highest qualification(s)

Workplace experience

Trustee experience



## Nominee acknowledgment and declaration

**Please note** To be able to fulfil his/her duties as Trustee of the NHP Medical Aid Fund, the following corporate governance guidelines should be adhered to and confirmed underneath by signature.

1. I am not a person under the age of 21 years.
2. I am a principal member of the Fund.
3. I am not a director, member, employee or any other official of any organisation serving as the administrator of the Fund.
4. I am not a director, member, employee or any other official of any organisation rendering services to the administrator in connection with the business of the Fund.
5. I have not been declared insolvent.
6. I have no criminal record.
7. I have no direct conflict of interest with the business of the Fund due to business ties or other relationships whatsoever.
8. I understand that management of the Fund implies the fulfilment of my fiduciary duties as a Trustee of NHP.
9. I give consent to undergo a background check (ITC) to ensure that I am fit and proper to serve as a Trustee.

\_\_\_\_\_  
Signature of nominee

D	D	M	M	2	0	Y	Y
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Date

### Particulars of secondant (Supporting principal member)

**Please note** The secondant must be a principal member and not fall under the nominees membership with NHP.

NHP membership number (11 Digits) 

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Title 

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 Initials 

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 First name(s) 

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Surname 

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Namibian ID number 

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\_\_\_\_\_  
Signature of supporting principal member

D	D	M	M	2	0	Y	Y
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Date

