

# Tax-free investment application form: individuals

# Everything you need to know

-	Tel: 0800 864 418	Postal address	Physical address	
Our contact details	Fax: 088 021 671 3112	PO Box 1016	5th Floor, MontClare Place	
details	Email: clientservice@camissa-am.com	Cape Town	Cnr Campground and Main Roads	
/	Website: www.camissa-am.com	8000	Claremont 7708	
Tax-free investments	Tax-free investments are open to all South African investors. You can make a total contribution of R36 000 per year or R500 000 over your lifetime – across all your tax-free investments with financial institutions. SARS will tax any contribution in excess of the above limits at a flat rate of 40%. <b>Please refer to the Tax-free</b> <b>Investment Guide for more clarity</b> .			
Before you start	It is important that you read the relevant Minimum Disclosure Document(s), Effective Annual Cost disclosure, our Investment Guide (which outlines the terms and conditions that apply to this investment) and the Supporting Guidelines for FICA documents. The latest versions are available on our website (www.camissa-am.com). <b>Refer to</b> <b>Annexure A for a summary of our fund range</b> . Please note that the onus is on the investor to inform us of any changes to personal details (including, but not limited to, bank account, address and contact details). We do not provide financial advice, so you may wish to speak to an Independent Financial Adviser. We will only allow authorised Financial Services Providers who are registered with us to submit investment applications on behalf of investors. We will verify each adviser's license with the Financial Sector Conduct Authority (FSCA). Please note that if your financial adviser is not authorised by the FSCA, or is not registered with us, we will not be held responsible for any losses suffered due to delays in processing, or the rejection of this application. Should you require any assistance in completing this form, please contact our client service team on 0800 864 418 or email us at clientservice@camissa-am.com.			
Completing this form	All new investors must complete all relevant sections of this form indicating your selections with a tick mark (where applicable). For existing investors, please refer to the "Tax-free additional investment application form" available on our website. Instructions will only be processed once all requirements (as specified in this form) have been met. Fax the completed form and all supporting documents to +27 88 021 671 3112, or email clientservice@camissa-am.com.			
/	Refer to the Supporting Guidelines for FICA	documents for detailed inf	ormation. In simple terms you will need:	
Check list	<ul> <li>Signed and dated tax-free investment application form: individuals</li> <li>Certified copy of South African identity document (ID)</li> <li>Proof of residential address*</li> <li>Proof of bank account*</li> <li>Proof of income tax number*</li> <li>* These documents must be less than three months old</li> </ul>			
	Our bank account details			
Making payment	Investors wishing to deposit directly into our back we are in receipt of the completed application for regulations. These details, together with a refer	form and supporting docume	ntation, and have complied with the FICA	
Cut-off times	Investment applications will be processed on documentation is received prior to 14:00 or processing will take place on the following busing bu	any week day. After 14:		
Important information	The Camissa unit trust fund range is offered by C 2010/009289/06. Camissa is a member of the A management company in terms of the Collective In Camissa Asset Management (Pty) Limited [a licensed Camissa has the right to refuse an application if it co Investments in the selected Collective Investment Schemes Co subject to each scheme's fee structure as amended portfolios are subject to availability. All of the funds them to be managed according to their respective value of units will fluctuate in line with market and ex future performance. Unit trusts are traded at ruling the value of the fund's assets less the value of its lia may engage in scrip lending and borrowing (up to 1 insufficient cash or if its assets cannot be released business day and at 17:00 on the last business day of	Association for Savings and I nvestment Schemes Control Ac d financial services provider], th nsiders an investor to be a high Schemes in Securities (unit trus ontrol Act No. 45 of 2002, in a from time to time. Based on Ex listed in our fund range (on pag mandates. Unit trusts are gene xchange rate movements. Past prices, which are calculated on abilities. The Camissa funds, wit 0% of the value of the fund). C	nvestment SA (ASISA) and is a registered t, No 45 of 2002. Camissa is a subsidiary of the investment manager of the unit trust funds. risk and/or especially sanctioned client. ts) are made and administered subject to the accordance with the deeds of such funds and the change Control Regulations, certain unit trust ge 10) may be capped at any time in order for erally medium to long-term investments. The performance should not be used as a guide for a Net Asset Value (NAV) basis. NAV refers to th the exception of the Camissa Islamic funds, Camissa will engage in borrowing if a fund has	

# Tax-free investment application form - individuals

Investor'	s details
New investo	r Yes No Investor number
Title	Surname
First name(s	
Date of birth	d d m m y y y y
ID/passport	number (if foreign national)
Occupation	
Passport exp	Diry date Country of issue
Nationality	Country of birth
Contact de	tails
Home numb	er Work number
Cell number	Fax number
Email addre	ss
Postal addre	ss
	Code
Residential a	address
	Code
Are you a d	omestic politically exposed person (DPEP), foreign politically exposed Yes N

 $\ast$  Please refer to Annexure B for a definition and examples of DPEP, FPEP and PIP.



Initial:

Tax-free investment application form Page 1 of 10



#### Verification of income

As an anti-money laundering requirement prescribed by the Financial Intelligence Centre Act, 38 of 2001 (FICA), please indicate below the source of income and funds. The relevant FICA supporting documents and completed third party payments application form must be sent. Camissa reserves the right to request additional documentation if required.

Source of income				
Salary   Commission   Maintenance   Pension   Rent				
Other (please specify)				
Source of funds for this investment				
Salary Bonus Inheritance Savings Sale of property				
Other (please specify)				

#### Communication received from us

Please note that you are entitled to any information that the law requires a unit trust fund or listed company to disclose. We will obtain and convey such information upon your request. For a full list of transactions and communications, **please see Annexure B**.

Would you like to receive SMS confirmations when transactions are made on your account?

Yes		No
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Our default method of communication will be via email. If you do not have an email address or would prefer communication via post, please tick this box.

#### B Tax status (compulsory)

We require this information in order to fulfil our obligations to the South African Revenue Services (SARS) for the Foreign Account Tax Compliance Act (FATCA) and Common Reporting Standards (CRS), reporting under agreements for the Automatic Exchange of Information relating to tax residency. If any assistance is required regarding completion of this tax information, please contact your tax adviser.

#### Tax residence

Is South Africa your primary tax residence?	Yes	No	
Income tax number (Please send us proof of income tax number, eg a docume	ent issued by SARS contr	aining this number)	
Are you a registered tax payer in any other country primary residence?	r, other than your	Yes	No

If yes, please provide information below for each country of tax residency

Country of tax residence	Tax identification number (TIN)

If you are unable to supply a TIN number, please provide a reason below

Initial:

Tax-free investment application form Page 2 of 10



#### Foreign account tax compliance (FATCA)

South Africa has entered into an intergovernmental agreement with the United States of America (USA). This requires South African financial institutions to comply with the Foreign Account Tax Compliance Act (FATCA). As a result, we are required by law to obtain the following additional information:

Are you a citizen of the USA?	Yes	No
Do you hold dual citizenship in the USA?	Yes	No
Are you a lawful permanent resident of the USA?	Yes	No
Were you born in the USA?	Yes	No
Do you have a USA TIN number?	Yes	No
TIN no		

If the answer to any of the above questions is yes, additional information will be required before your application can be processed.

#### C Person acting on behalf of investor (if applicable)

To be completed by the legal guardian or person with Power of Attorney to act on behalf of the investor. (Please send us proof of authority and FICA supporting documents according to Supporting Guidelines for FICA documents)

#### Capacity of person acting on behalf of investor

Power of attorney Curatorship Legal Guardian Parent
Other (please specify)
Title Surname
First name(s)
SA ID number
Passport number (if foreign national)
Expiry date Country of issue
Preferred contact number
Email address
Residential address
Code O
Are you a domestic politically exposed person (DPEP), foreign politically exposed person (FPEP), or a prominent influential person (PIP)? * Yes No
* Please refer to Annexure B for a definition and examples of DPEP, FPEP and PIP
If yes, please specify

Initial: \_\_\_\_\_ Tax-free investment application form Page 3 of 10



# C Person acting on behalf of investor continued Tax status (compulsory)

Tax residence Is South Africa your primary	/ tax residence?	Yes	No	
Income tax number				
(Please send us proof of income tax number, eg a document issued by SARS containing this number)				
Are you a registered tax payer in any other country, other than your primary Yes No residence?				
If yes, please provide information below for each country of tax residency				
Country of tax residence			ax identification number (TIN)	

If you are unable to supply a TIN number, please provide a reason below

If the investor is a minor, a bank account in the child's name will be required for all withdrawal payments from the Camissa taxfree investment. If the minor investor does not yet have a bank account in his/her name, please do not complete Section F. The bank account details will only be required when a withdrawal is requested.

## D Investment details (please complete the table below)

Camissa funds	Annual management	Lump sum investment (min R500 p		Annual debit order	Income distribution*	
	fee (excl VAT)	(min R5 000)	(	increase	Reinvest	Deposit
Equity						
Top 40 Tracker Fund	0.50%	R	R	%		
Global Equity Feeder Fund	1.35%	R	R	%		
Multi-asset class						
Balanced Fund	1.25%	R	R	%		
Protector Fund	1.25%	R	R	%		
SA Balanced Fund	1.25%	R	R	%		
Stable Fund	1.25%	R	R	%		
Shariah-compliant **						
Islamic Equity Fund	1.25%	R	R	%		
Islamic Balanced Fund	1.25%	R	R	%		
Islamic High Yield Fund	0.50%	R	R	%		
Islamic Global Equity Feeder Fund	1.35%	R	R	%		

\* Please indicate whether your income distribution should be reinvested into your fund(s) or paid into your bank account. If a fund's total expenses exceed its income, it will not make a distribution.

\*\* I acknowledge that I have chosen to invest in a Shariah-compliant fund that is managed in accordance with the guidelines of the Shariah Supervisory Board, and takes the Shariah Standards of the Accounting and Auditing Organisation for Islamic Financial Institutions into account. I agree that any income deemed to be non permissible by the Shariah Supervisory Board will be paid to a charitable trust elected at the sole discretion of the Shariah Board and Camissa Collective Investments (RF) Ltd, in line with the principles of Shariah and the Supplemental Deed of the fund. I acknowledge that this does not form part of my income and will not reflect on my tax certificate. I am aware that, in some instances, income may be reflected as interest income in line with current tax practices on my tax certificate, but accept that such income is fully Shariah compliant and has been approved as such by the Shariah Supervisory Board.

Investor's signature

Initial: \_\_\_\_\_\_ Tax-free investment application form Page 4 of 10



ΕN	/lethod	s of	paym	ent
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(Please select one option)

Cheque/cash deposit	All cheques must be endorsed as not transferable and must be deposited directly into our bank account. The account details will be provided once the completed application form and supporting documentation have been received and FICA regulations complied with.
Electronic/internet transfer	Electronic internet transfers may take up to two days to appear in our bank account. The account details will be provided once the completed application form and supporting documentation have been received and FICA regulations complied with.
Electronic collection by the Administrator	This is restricted to a maximum of R400 000 per debit. Where a higher amount is requested, multiple debits will be processed on the same day. The bank account details in section F must be completed. The collection will be from the bank account in the name of the client. Where, for reasons supplied, the bank account is not in
	the name of the client, the relevant FICA supporting documents and completed third party payments application form must be sent. Please see FICA documents required for submission guide.
Regular debit order	This is restricted to a minimum of R500 per debit order. Please complete the regular debit order authority in section G.

## F Bank account details

For lump sum investments, debit order collections, regular withdrawals, lump sum withdrawals and/or income distributions

Bank		Account number			
Branch		Branch code			
Type of account	Current	Transmission	Saving	js	
Name of account holder					
Account holder's signature					

We will use this bank account for all payments. The bank account needs to be in the investor's name. Payments cannot be made to credit cards and money market accounts.

## G Debit order details

I, the undersigned, authorise Camissa to debit my bank account, or any other bank to which I may in future transfer my account, with the amount specified below. I also authorise Camissa to increase my monthly debit order by the percentage indicated in section D of this form on the anniversary date each year for the duration of the debit order.

Debit order contribution (minimum of R500 pm)	Starting month	
On which day of the month should the a 1 <sup>st</sup> 7 <sup>th</sup>	account be debited*?	
$\ensuremath{^*}$ Debit order investments are subject to a 1-	4-day clearance period.	
Signature of bank account holder		
Initial:		Camiona
Tax-free investment application form Page 5 of 10	C	Camissa

# H Financial adviser's details and declaration (if applicable)

Full name(s) and	surname	
Practice name		
Adviser code		FSP license number
Work number		Cell number
Email address		

- I declare that I am a licensed Financial Services Provider and that I am acting within the scope of my FSCA license conditions. I have made the disclosures required in terms of the Collective Investment Schemes Control Act No. 45 of 2002, the Financial Advisory and Intermediary Services Act No. 37 of 2002, and subordinate legislation thereto, to the investor.
- I acknowledge and confirm that I have established and verified the investor's identity in accordance with the Financial Intelligence Act No. 38 of 2001 ('the Act'), and will keep records of such identification and verification according to the provisions of the Act.
- I declare that I have explained all fees and terms and conditions related to this investment to the investor. I understand and accept that the investor may withdraw his/her authority for payment of fees to me by submitting a written instruction to Camissa Collective Investments.

Signed at	on this	day of	year	
Financial adviser's signature				

#### I Financial adviser fees (if applicable)

Please note that we will facilitate the payment of fees as agreed to by you and your financial adviser.

I hereby confirm that the financial adviser, whose details are completed in the section above, is my appointed financial adviser and agree to the payment of fees as follows:

Initial advice fee	%	(This fee is negotiable to a maximum of 3% exclusive of VAT and is deducted from each contribution before the investment is made. An initial advice fee is not applicable to the Camissa Top 40 Tracker Fund and the Camissa Islamic High Yield Fund)
Ongoing advice fee	%	of the investment portfolio's market value per annum
		(This fee is charged by way of unit reduction and is paid to the financial adviser monthly in arrears. This authority may be withdrawn by written notice to the Administrator. This fee is negotiable to a maximum of 1%
		exclusive of VAT. Where the initial advice fee is higher than 1.5%, the maximum annual advice fee will be 0.5%. Please note that this annual

Islamic High Yield Fund)

advice fee is not part of the normal annual management fee charged by the relevant fund(s). The ongoing advice fee for the Camissa Top 40 Tracker Fund is negotiable to a maximum of 0.25% and 0.50% for the Camissa



# J Investor declaration

I understand, declare and/or confirm that:

- I have read, understood and agree to the latest terms and conditions that apply to this investment, as specified in the Minimum Disclosure Document(s), Effective Annual Cost disclosure and Investment Guide.
- Camissa does not give advice and I have therefore not received advice and/or recommendations from Camissa.
- I acknowledge the inherent risk associated with my investment and that I bear the total investment risk. I will not hold Camissa liable for the impact of market influences and the resultant change in unit prices.
- Camissa will not be responsible for any loss, consequential or otherwise, arising from changes in tax or other legislation that may affect the performance of my investment.
- All information provided in and with this application form, whether in my handwriting or not, is true and correct and I confirm that this transaction is within my powers as the authorised representative of the entity.
- Camissa may accept instructions from the financial adviser or any authorised third-party appointed and authorised by me in writing.
- Camissa cannot be held accountable for loss or damage suffered as a result of my financial adviser acting outside of his/her FSCA licensed conditions.
- I authorise Camissa to make all reports and statements regarding my investment available to my appointed financial adviser.
- For the purposes of the Protection of Personal Information Act No. 4 of 2013 (POPI), I consent and acknowledge that all personal data provided by me to Camissa or its independent third-parties (such as administrators) and its respective employees may be used to enable each of the aforesaid entities to carry out their respective duties and obligations in relation to this investment or as may be permitted under POPI. Information will be shared if required by SARS or other tax authority with which South Africa has signed an Intergovernmental Agreement.

Signed at	on this	day of	year
Investor's signature			
Assisted by (if applicable)			
Full name(s) and surname			
Capacity			
Signature		Date	

Initial: \_\_\_\_\_ Tax-free investment application form Page 7 of 10



# Annexure A - our fund range

The Camissa unit trust fund range is offered by Camissa Collective Investments (RF) Limited (Camissa), registration number 2010/009289/06. Camissa is a member of the Association for Savings and Investment SA (ASISA) and is a registered management company in terms of the Collective Investment Schemes Control Act, No 45 of 2002. Camissa is a subsidiary of Camissa Asset Management (Pty) Limited [a licensed financial services provider (FSP No. 784)], the investment manager of the unit trust funds.

	Camissa Equity Alpha Fund	Camissa SA Equity Fund	Camissa Top 40 Tracker Fund	Camissa Global Equity Feeder Fund	Camissa Balanced Fund	Camissa SA Balanced Fund	Camissa Protector Fund	Camissa Stable Fund	Camissa Islamic Equity Fund	Camissa Islamic Balanced Fund	Camissa Islamic High Yield Fund	Camissa Islamic Global Equity Feeder Fund
Category	South African - Equity - General	South African - Equity - General	South African - Equity - Large Cap	Global - Equity - General	South African - Multi Asset - High Equity	South African - Multi-Asset High Equity	South African - Multi Asset - Medium Equity	South African - Multi Asset - Low Equity	South African - Equity - General	South African - Multi Asset - High Equity	South African - Multi Asset - Income	Global - Equity General
Fund objective	To provide strong capital growth and a total portfolio return that is in the top quartile for general equity funds.	To deliver strong capital growth and a portfolio return that is significantly better than the average general equity fund.	To track the movements and replicate the performance of the FTSE/JSE Top 40 Index over time.	A feeder fund that will be fully invested in the dollar- denominated Camissa Global Equity Fund. In order to achieve its objective, the portfolio invests in an underlying portfolio which invests the majority of its net assets directly in listed shares on recognized markets.	To provide investors with high long-term capital growth, within the constraints of the statutory investment restrictions for retirement funds. The fund seeks to provide a moderated exposure to volatility in the short term.	The fund aims to deliver strong capital growth and income over the long term and thereby significantly outperform the average competitor balanced fund. The fund has a balanced mandate and investments are diversified across domestic equities, bonds and cash.	To provide steady capital growth and returns that are better than equity market returns on a risk adjusted basis over the medium to longer term.	To provide total returns that are in excess of inflation over the medium term. It seeks to provide a high level of capital stability and to minimise loss over any one year period, within the constraints of the statutory investment restrictions for retirement funds.	A Shariah-compliant fund that aims to provide steady capital growth and a total portfolio return tha is better than the average general equity fund.	A Shariah fund that aims to provide steady long- term returns and capital growth. The fund seeks to provide a moderated exposure to volatility in the short term.	order to achieve its	The portfolio will be a Feeder Fund. The investment objective of the portfolio is to achieve optimum risk adjusted total returns by providing investors with exposure to an international collective investment scheme portfolio comprising a diversified mix of global equity and equity-related securities.
Tax-free option	No	No	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes
Inception dates	26 April 2004	1 September 2022	1 August 1997	1 November 2019	3 May 2011	01 August 2023	11 December 2002	3 May 2011	13 July 2009	3 May 2011	12-Mar-19	7 January 2019
Portfolio manager	Gavin Wood	Gavin Wood	Aslam Dalvi	Gavin Wood	Gavin Wood	Gavin Wood	Dirk van Vlaanderen	Gavin Wood	Abdul Davids	Abdul Davids	Abdul Davids	Abdul Davids
Benchmark	South African - Equity - General funds mean	South African - Equity - General funds mean over a rolling 12- month period	FTSE/JSE Top 40 Index	FTSE World Index ZAR	South African - Multi Asset - High Equity funds mean	South African - Multi Asset - High Equity funds mean	CPI + 4%	Total return of CPI + 2% pa	South African - Equity - General funds mean	South African - Multi Asset - High Equity funds mean	Short-term Fixed Interest Index (STeFI)	Global Equity General funds mean
Minimum lump sum	R5 000	R5 000	R5 000	R5 000	R5 000	R5 000	R5 000	R5 000	R5 000	R5 000	R5 000	R5 000
Minimum debit order	R500	R500	R500	R500	R500	R500	R500	R500	R500	R500	R500	R500
Risk profile	High	High	High	High	Medium-high	Medium-high	Low - medium	Low	High	Medium-high	Low	High
Annual service fee (excl VAT)	1.25%*	1.25%*	0.50%	1.35%	1.25%	1.25%	1.25%	1.25%	1.25%	1.25%	0.50%	1.35%
Upfront fee (excl VAT)	Camissa - 0% Broker max - 3%	Camissa - 0% Broker max - 3%	Camissa - 0% Broker max - 0%	Camissa - 0% Broker max - 3%	Camissa - 0% Broker max - 3%	Camissa - 0% Broker max - 3%	Camissa - 0% Broker max - 3%	Camissa - 0% Broker max - 3%	Camissa - 0% Broker max - 3%	Camissa - 0% Broker max - 3%	Camissa - 0% Broker max - 0%	Camissa - 0% Broker max - 3%
Annual ongoing advice fee (excl VAT)	Max 1%, but if upfront fee > 1.5%, then max 0.5%	Max 1%, but if upfront fee > 1.5%, then max 0.5%	Max 0.25%	Max 1%, but if upfront fee > 1.5%, then max 0.5%	Max 1%, but if upfront fee > 1.5%, then max 0.5%		Max 1%, but if upfront fee > 1.5%, then max 0.5%		Max 1%, but if upfront fee > 1.5%, then max 0.5%	Max 1%, but if upfront fee > 1.5%, then max 0.5%	Max 0.5%	Max 1%, but if upfront fee > 1.5%, then max 0.5%

\* Performance fee: 10% of fund's outperformance of benchmark over rolling 12-month periods.

Total fee (annual management fee plus performance fee) to be capped at 2%.

Page 8 of 10

Annexure A fund range schedule

January 2024





# Annexure B

#### **Communication from Camissa**

SMS confirmations will be sent for the following transactions one day after they have been processed:

- Lump sum investments
- O Debit order investments
- O Withdrawals
- Regular withdrawal payments/cash flow plan
- Reinvestment of income distributions
- Switches between funds
- Static detail changes
- Banking detail changes

Other communication includes:

- Transaction statements
- O Our quarterly publication, UP

All Fact sheets/Minimum Disclosure Documents are updated monthly and can be accessed on our website. If you would like these to be sent to you, please contact us as per the details supplied on the cover sheet of this form.

#### **Definition on FPEP, DPEP and PIP**

A foreign politically exposed person **(FPEP)** is an individual who holds, or has held at any time in the preceding 12 months, in any foreign country, a prominent public function including that of a:

- head of state or head of a country or government;
- member of a foreign royal family;
- government minister or equivalent senior politician or leader of a political party;
- senior judicial official;
- senior executive of a state-owned corporation; or
- high-ranking member of the military.

A domestic politically exposed person **(DPEP)** is an individual who holds, including in an acting position for a period exceeding six months, or has held a prominent public function in the republic, including that of:

- the president or deputy president;
- a government minister or deputy minister;
- the premier of a province;
- a member of the executive council of a province;
- an executive mayor of a municipality elected in terms of the Local Government: Municipal Structures Act, 1998 (Act No. 117 of 1998);
- a leader of a political party registered in terms of the Electoral Commission Act, 1996 (Act No. 51 of 1996);
- a member of a royal family or senior traditional leader as defined in the Traditional Leadership and Governance Framework Act, 2003 (Act No. 41 of 2003);
- the head, accounting officer or chief financial officer of a national or provincial department or government component, as defined in section 1 of the Public Service Act, 1994 (Proclamation No. 103 of 1994);
- the municipal manager of a municipality appointed in terms of section 54A of the Local Government: Municipal Systems Act, 2000 (Act No. 32 of 2000), or a chief financial officer designated in terms of section 80(2) of the Municipal Finance Management Act, 2002 (Act No. 56 of 2003);
- the chairperson of the controlling body, the chief executive officer, or a natural person who is the accounting authority, the chief financial officer or the chief investment officer of a public entity listed in Schedule 2 or 3 of the Public Finance Management Act, 1999 (Act No. 1 of 1999);

- the chairperson of a controlling body, chief executive officer, chief financial officer or chief investment officer of a municipal entity as defined in section 1 of the Local Government: Municipal Systems Act, 2000 (Act No. 32 of 2000);
- a constitutional court judge or any other judge as defined in section 1 of the Judges' Remuneration and Conditions of Employment Act, 2001 (Act No. 47 of 2001);
- an ambassador or high commissioner or other senior representative of a foreign government based in the republic; or an officer of the South African National Defence Force above the rank of major-general;
- an officer of the South African National Defence Force above the rank of major general; or holds, including in an acting position for a period exceeding six months, or has held the position of head, or other executive directly accountable to that head, of an international organisation.

A prominent influential person **(PIP)** is an individual who holds, or has held at any time in the preceding 12 months, the following positions:

- chairperson of the board of directors;
- O chairperson of the audit committee;
- o executive officer; or
- chief financial officer of a company, as defined in the Companies Act, 2008 (Act No. 71 of 2008), if the company provides goods or services to an organ of state and the annual transactional value of the goods or services or both exceeds an amount determined by the minister by notice in the Gazette.