

CIRCULAR NO: PI/MA2-30/3/2011

CIRCULAR FROM THE REGISTRAR OF MEDICAL AID FUNDS

To the Principal Officers and Members of the Board of Trustees of Medical Aid Funds

**DISCLOSURE OF INTERESTS OF PRINCIPAL OFFICERS AND MEMBERS OF THE
BOARD OF TRUSTEES**

Background

NAMFISA Circular letter 4/2002, stressed the importance of good governance, board independence and accountability, expected from Principal Officers and members of Board of Trustees in the execution of their fiduciary duties.

As per the above mentioned circular, the following persons are not eligible to serve as members of the Board of Trustees;

- a) *A person under the age of 21 years;*
- b) *An employee, director, officer, consultant or contractor of the administrator of the medical aid fund concerned, or of the holding company, subsidiary, joint venture or associate of that administrator; or*
- c) *The Principal Officer of the Scheme; and*
- d) *The auditor of the Scheme*

Purpose of the Circular

The purpose of this circular is to request the Principal Officers and Board of Trustees of all medical aid funds to disclose information pertaining to;

- employment status (if still employed);
- directorship (shareholding, interest or affiliation in companies or institutions);
- and trustee membership on other boards.

This information should be provided as per the attached form and submitted to the Registrar's office not later than 29 April 2011.

Enquiries

1. Should you have any enquiries with regard to this circular, please contact Mr. W.U. Kamburona at wkamburona@namfisa.com.na or Tel No.: +264 61 290 5125.



PHILLIP N. SHIIMI
THE REGISTRAR OF MEDICAL AID FUNDS



STRICTLY PRIVATE AND CONFIDENTIAL

DISCLOSURE OF INTEREST OF MEMBERS OF BOARD OF TRUSTEES AND PRINCIPAL OFFICER(S)
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I (full name)..... duly appointed as the (designation) to
 the board of trustees on the (name of fund) effective from
 (date)..... Declare the following:

Employment type and effective date:	Company Name:	Registration Number:

Directorships:	Company/Entity name	Registration Number:

Shareholding:	Company/Entity Name:	Registration Number:

This declaration was signed on this day of 2011.

.....

Signature:
(Board member/Principal officer)

.....

Full Name:
(Print)

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Witness 1

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Witness 2