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ISACA SA CHAPTER – 2024-2026 BOARD NOMINATION AND ELECTION PROCESS

Preamble

The ISACA SA Board is unlike traditional boards as this is considered a working board with directors being required to invest time and effort to ensure the achievement of the chapter's objectives.

The Nominations Committee is appointed by the Board to provide independent oversight of the nomination and election process (refer to Nominations Committee Charter and Terms of Reference).

A service provider is appointed to independently manage the process. Due care is exercised in the appointment process of the service provider to mitigate any perceived conflict of interest given the nature of the profession, it is extremely likely that the appointed service provider may have one or more employees that are members of ISACA SA and it is therefore expected that such individuals are not included to work on the project and the necessary disclosures are made to the Nominations Committee which is duly authorized as per the Nominations Committee Charter to provide the necessary oversight of the nomination and election process.

The process to appoint a suitable service provider is based on recommendations from the Board regarding ability to provide the service and to gauge interest and willingness to do so. The service provider needs to have processes/platform to perform the tasks with the necessary logging/tracking which is to be monitored by the Nominations Committee.

1. The Nominations Process

The service provider will create Microsoft Forms based on the attached Draft Nomination Form (See Annexure 1).

The link will be shared with ISACA SA events and marketing team for distribution through email and social media for individuals to complete during the Nomination window (period to accept nominations and supporting documents)

The completed forms and supporting documents will be received by the service provider and nominations committee. However, it will be the task of the service provider to evaluate the nominations against the ISACA SA's Board of Directors – Selection Criteria (See Annexure 2) using the latest Member Roster as provided by the Finance and Office Manager.

The service provider will complete the Nomination Summary Validation Spreadsheet (See Annexure 3) for review by the Nominations Committee.

The Nominations Committee as per the ISACA SA Chapter Board Nomination Committee Charter – 18012024 (See Annexure 4) will assess the suitability of the candidate for the nominated role in line with the minimum criteria and any other information acquired by or made available to the Nominations Committee to be satisfied that the nominee would be a suitable member of the Board – any decisions to be decided by majority and duly recorded. The list of candidates will be submitted to the Board for approval before being provided to the service provider to create the voting page. Portfolios are as per the approved Board structure (See Annexure 5)

The slate of candidates per portfolio together with the bio and picture submitted will be shared with ISACA SA events and marketing team to add to a Candidate page on the ISACA SA engage website.

2. The Election Process

The service provider will provide a suitable electronic platform whereby using a link members can access the voting page.

The link to the voting page will be shared with ISACA SA events and marketing team for distribution through email and social media for members to access and cast their vote during the Voting window (period during which members can cast their vote per portfolio). The ISACA SA events and marketing team will also share the link to the Candidate page for members to review bio and pictures of the candidates.

Upon accessing the link to the voting page, members must enter their valid ISACA Id number. This will be validated against the latest Member Roster as provided either in real time or when votes are being assessed. The service provider will have audit logging enabled and voting will be date stamped.

The service provider will collate the results per candidate per Portfolio and table the results to the Nominations Committee for review which will detail total number of votes, disqualified votes, etc. These will include but not be limited to: (1) A candidate receiving the highest number of votes for more than one portfolio will be given the choice of their preferred portfolio with the other portfolio being awarded to the candidate with the second highest number of votes. (2) If two candidates have the same number of votes, which are also the highest number of votes for a particular portfolio, the Nominations Committee will vote and end the tie break.

The Chair of the Nominations Committee will table the results for Board approval before contacting candidates to advise whether the candidate was successful or not.

Board elect members will be contacted by the Office to confirm travel arrangements if any to attend the AGM in person.

It is noted on the Nominations Form that the decision of the Nominations Committee and the Board are final and that no correspondence will be entertained. This process document will also be accessible to members upon request thus assuring transparency.

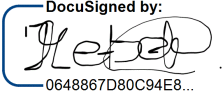

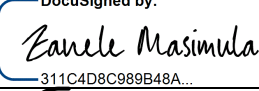

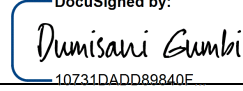
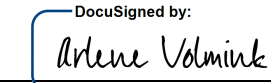
3. Timelines

The Nominations process will open on Friday 5 April 2024 at 12:00 and close on Friday 12 April 2024 at 12:00.

The Voting process will open on Friday 26 April 2024 at 12:00 and close on Friday 3 May 2024 at 12:00.

BOARD APPROVAL – 25 March 2024

Name	Designation	Approved / Abstained / Rejected	Signature
Kenneth Palliam	President	Approved	
Kgabo Ralebepa	Vice President		
Cameron Modisane	Treasurer	Approved	DocuSigned by:  D4DB9CC13DCD4A4...
Katlego Masemola	Secretary	Approved	DocuSigned by:  469C1A0F7E0649D...
Muvhango Livhusha	Membership Director	Approved	DocuSigned by:  B7CCE214F345428...
Ilhaam Frieslaar	Marketing and Communications Director	Approved	DocuSigned by:  54E11872B0054A8...
Robin Williams	Program Director	Approved	DocuSigned by:  36B801BAA36741C...

Name	Designation	Approved / Abstained / Rejected	Signature
Grace Letseka	Academic Relations, Education and Certifications Director	Approved	 <p>DocuSigned by: Grace Letseka 0648867D80C94E8...</p>
Zunaid Khatieb	Digital and Security Director	Approved	 <p>DocuSigned by: Zunaid 4214B6DA439243A...</p>
Zanele Masimula	Johannesburg Regional Director	Appr	 <p>DocuSigned by: Zanele Masimula 311C4D8C989B48A...</p>
Makabongwe Siziba	Pretoria Regional Director	Approved	
Dumisani Gumbi	Cape Regional Director	Approved	 <p>DocuSigned by: Dumisani Gumbi 10731DADD89840F...</p>
Arlene Volmink	Immediate Past President	Approved	 <p>DocuSigned by: Arlene Volmink FC69D355B6294C0...</p>