"I herewith certify that I have scrutinised the original document of which this is a copy and that -
(1) the original document shows no signs of erasure or alteration; and
(2) the copy is a complete and true copy of the original document.
Signed: ....
Title/Rank: EB ENTERPRISE BANKER Date: 12.7.2017
Name: LIVASHNI MOODLEY
Memo I/D: ABLMA6T Employee No: 9111011
ABSA SME NORTH DURBAN / 5661

Pages 1 - 6.

Constitution

South African Skin Cancer Foundation

1. **Name**
   1.1 The organisation hereby constituted is called the South African Skin Cancer Foundation.
   1.2 Its shortened name is SASCF (hereinafter referred to as 'the organisation').
   1.3 Body corporate:
   The organisation-
   (a) exists in its own right, separately from its members;
   (b) continues to exist even if its membership changes and there are changes in office bearers;
   (c) is able to own property and other assets; and
   (d) is able to sue and be sued in its own name.

2. **Objectives**

The organisation's objectives are to-

2.1 raise awareness among members of the public and members of the medical profession about skin cancer, its causes and dangers and measures to prevent and treat it;

2.2 coordinate research and data collection regarding skin cancer on a national basis and to work toward establishment of a national skin cancer registry; and

2.3 coordinate and develop training and teaching in the medical profession regarding skin cancer.

3. **Income and property**
   3.1 The organisation will keep a record of everything it owns.
   3.2 Subject to 3.3 below, the organisation may not give any of its money or property to any of its members or office bearers, except as payment in a reasonable amount for work done by members or office bearers for or on behalf of the organisation.
   3.3 The organisation may recompense members or office bearers for expenses incurred by them for or on behalf of the organisation, or in the exercise of their duties with respect to the organisation.
   3.4 Members or office bearers of the organisation have no rights to any of the money or property of the organisation.

DJ STRAUSS (VDM)
Commissioner of Oath
V146
Cell: 0836275085
Certified Correct
23/06/2026

4. Structures

4.1 The organisation shall consist of a Board, constituted and with membership as described in 5. below.

4.2 The organisation shall have no open membership and no members other than the members of the Board.

5. Governance

5.1 The Board

(a) There shall be constituted a Board for the organisation.

(b) The Board shall consist of ten (10) members of which six (6) voting and four (4) non-voting.

(c) Six (6) of these members shall be members of the medical profession specialising in dermatology.

(d) Two (2) of these members shall represent the public and civil society, being persons respectively with legal and financial expertise.

(e) Two (2) of these members shall be *ex officio* representatives of civil society organisations with which the organisation wishes to be associated.

(f) The members of the Board referred to in subparagraph (c) above

- shall be appointed by majority vote conducted at the first extraordinary general meeting of the organisation;
- shall be voting members of the Board; and
- shall be appointed for an indefinite term, until either resigning from the Board or being removed from the Board according to the procedure prescribed in 5.1(p) below.

(g) The members of the Board referred to in subparagraphs (d) and (e) above

- shall be non-voting members of the Board; and
- shall be appointed by majority vote of the voting members of the Board for a period of one year, renewable for an unlimited number of times; and
- need not be appointed for the board to operate.

(h) The Board shall conduct the overall governance of the organisation and shall in particular:

- determine the policy of the organisation;
- oversee the running of the organisation by considering and accepting or rejecting annual general reports;
- oversee the finances of the organisation by considering and approving or rejecting annual financial reports; and
- adopt rules for the organisation.

(i) The Board shall meet at least twice a year and one of the meetings shall be an annual general meeting of the organisation. The meeting other

DJ STRAUSS (VDM)
Commissioner of Oath
V146
Cell: 0836275085
Certified Correct
23/06/2026

MR

than the annual general meeting may be conducted either physically, via electronic media or telephonically.

(j) 50% + 1 of the vote-carrying members of the Board shall constitute a quorum at Board meetings.

(k) Decisions at Board meetings shall be taken by consensus, failing which by simple majority vote. However, if opposing votes are equal on an issue, then the chairperson in that meeting has either a second or a deciding vote.

(l) Subject to (r) below, Board meetings may only proceed if announced to all Board members at least one month in advance of the date appointed for the meeting and if an agenda has been circulated to all Board members at least seven (7) days before the date of the meeting.

(m) Minutes shall be taken at all Board meetings and must be shall be circulated to all Board members of the organisations subsequent to meetings, once approved by all Board members present at the meeting in question.

(n) The Board shall from its members elect a chairperson, a secretary and a treasurer, each for a term of two years, renewable.

(o) The chairperson, secretary and treasurer of the Board shall also be the office-bearers in those capacities of the organisation.

(p) Voting members of the Board may be removed from the Board on good cause and only by consensus of all the other voting members of the Board.

(q) Non-voting members of the Board may be removed by simple majority vote of the Board.

(r) Extraordinary Board meetings may be held if required by any member of the management committee-
   - Extraordinary meetings must be announced at least seven days in advance of their date and the agenda for such meeting must likewise be circulated seven days in advance of the date of the meeting.
   - Extraordinary meetings may take place physically, via electronic media or by telephone.

5.2 The management committee

(a) There shall be a management committee established by the Board, consisting of the chairperson, secretary and treasurer of the organisation and one additional member of the Board elected from its ranks for a term of two years, renewable.

(b) The management committee may from the ranks of the Board co-opt additional members as operational requirements dictate.

DJ STRAUSS (VDM)
Commissioner of Oath
V146
Cell: 0836275085
Certified Correct
23/06/2026

(c) The management committee shall be responsible for the day to day running of the organisation and shall in particular have the following powers and duties:
- within the limits of the policy determined by the Board, to take operational decision to give effect to the organisation's aims;
- to manage the finances of the organisation, including preparing monthly and annual financial reports for submission to the Board;
- to raise funds on behalf of the organisation, within the policy set in this respect by the Board;
- to acquire and dispose of assets of the organisation as operationally required to give effect to the policy of the organisation; and
- to appoint employees for the organisation.

(d) The management committee shall meet at least once per month, whether physically, telephonically or by e-mail.

(e) The date for each meeting shall be determined at the meeting preceding it.

(f) A quorum at these meetings shall be 50% +1 of the members of the management committee.

(g) The agenda for each meeting shall be determined at the commencement of the meeting.

(h) Minutes shall be kept of meetings and circulated to all board members once approved by the members of the management committee who were present at the meeting in question.

(i) The management committee shall take decisions by consensus, failing which the matter in question shall be tabled at an extraordinary meeting of the Board, where it shall be decided according to the procedures of the Board.

(j) The management committee shall prepare an annual financial report and an annual general narrative report, to be tabled at the Board meeting preceding the annual general meeting for consideration and adoption, provided that both these reports must be circulated to Board members at least seven days before that meeting.

5.3 Annual general meeting

(a) A general meeting shall be held once every financial year, as close as practicable to the end of the financial year.

(b) The general meeting shall be announced and its agenda circulated to all Board members of the organisation at least one month before its appointed date.

(c) At the general meeting the annual general and financial reports will be open for discussion by Board members and Board members may make

DJ STRAUSS (VDM)
Commissioner of Oath
V146
Cell: 0836275085
Certified Correct
23/06/2026

proposals with respect to policy and projects, to be considered and decided upon by the Board.

6. Finances

6.1 A bank account shall be established in the name of the organisation, from which the organisation's finances will be managed.

6.2 The organisation's finances shall be managed by the appointed treasurer, in cooperation with rest of the management committee.

6.3 The treasurer shall keep regular and adequate record of the organisation's finances.

6.3 The organisation shall operate according to a financial year running from 15 February to 15 February.

6.4 The finances of the organisation shall be professionally audited once per financial year, which audit must be completed and ready for tabling and consideration together with the annual financial report referred to in 5.2(j) above at the Board meeting immediately preceding the general meeting of the financial year concerned.

6.5 The financial records of the organisation shall be submitted to the Director of Non-profit Organisations in the National Department of Social Development within six months of the end of each financial year.

7. Amendment

7.1 This constitution may be amended only by the Board unanimously accepting a resolution for its amendment.

7.2 Notice of any intention to amend this constitution must be given to all Board members at least 14 days before the meeting at which the amendment will be attempted. Thus notice must be accompanied by a draft resolution setting out the proposed amendment.

7.3 An amendment that would have the effect of disestablishing the organisation shall not be valid.

8. Dissolution

8.1 The organisation may dissolve or close down if at least two thirds (⅔) of the members of the Board present and voting at a meeting convened for the purpose of considering such matter, are in favour of closing down.

DJ STRAUSS (VDM)
Commissioner of Oath
V146
Cell: 0836275085
Certified Correct
23/06/2026

8.2 When the organisation closes down it has to pay off all its debts. After doing this, if there is property or money left over it should not be paid or given to members of the organisation. It should be given in some way to another non-profit organisation that has similar objectives. The organisation's general meeting can decide what organisation this should be.

This constitution was approved and adopted as the organisation's constitution at a special meeting of the Board of the organisation held on 3/07/2017 **at** Durban.

Chairperson

Secretary

DJ STRAUSS (VDM)
Commissioner of Oath
V146
Cell: 0836275085
Certified Correct
23/06/2026