

**NOTICE OF THE SECOND ANNUAL GENERAL MEETING OF
SWISSCHAM SOUTHERN AFRICA – SOUTH AFRICA CHAPTER
("SCSA-SC") Reg.No. 2007/029035/08
(ASSOCIATION INCORPORATED UNDER SECTION 21)
FOR THE YEAR ENDED 28TH February 2010**

Notice is hereby given that the second **Annual General Meeting ("AGM")** of the members of the SwissCham Southern Africa – South Africa Chapter will be held on **Thursday, 27th May 2010** at the Grayston Sun, Corner Rivonia Road and Fredman Drive, Sandton at **17h30** to deal with the following items:

AGENDA

1. Welcome and Apologies
2. To receive and accept proxies submitted
3. Minutes of last AGM
4. President's Report
5. Treasurer's Report / Budget to the extent as not reflected in the audited financial statements
6. The acceptance of the second audited financial statements for the year ending 28th February 2010
7. To confirm the re-appointment of the Auditors for the ensuing year / Election of Auditors
8. Change of financial year-end from end of February to end of calendar year (31st December)
9. Election of President, Vice-President and directors for the ensuing year. All current directors are eligible and made themselves available for re-election. Current directors do not need to be nominated.
10. To deal with queries received by the President
11. General

RULES ON PROPOSAL OF A NEW DIRECTOR, FINANCIAL QUERIES AND PROXIES:

Should any member wish to propose a director, then such proposal must be submitted in writing and sent by either fax to 011 603 2499 or e-mail to info@swisscham.co.za or delivered by hand to the registered office set out below by no later than close of business on Friday, the 21st May 2010. Only paid-up members may submit such a proposal and the proposed director must be a paid-up member or representative of a paid-up corporate member. Such nomination of a director must be seconded by another paid-up member or representative of a paid-up corporate member and the proposed director must accept such nomination in writing.

To allow the Auditors sufficient time to study and answer all queries relating to the financials of the Chamber, queries have to be submitted in writing by not later than close of business on Friday, the 21st of May 2010 to info@swisscham.co.za .

The attached **proxy form** should be completed, signed and forwarded to reach the registered offices of the Chamber **NO LATER THAN 48 HOURS** prior to the time and date stipulated for the AGM. Signed forms can either be sent by fax to 011 603 2499 or e-mail to info@swisscham.co.za , as indicated on the proxy form, or delivered to the registered offices at:

SwissCham Southern Africa – South Africa Chapter
Ground Floor Building No 7, Harrowdene Office Park
Western Service Road
Woodmead 2191

A proxy must be a member or representative of a corporate member of SwissCham Southern Africa – South Africa Chapter.

BY ORDER OF THE BOARD OF DIRECTORS

Friday, 30th April 2010

SWISSCHAM SOUTHERN AFRICA – SOUTH AFRICA CHAPTER
Reg. No. 2007/029035/08

Form of proxy to be used by members unable to attend the Annual General Meeting of the Chamber to be held at the Grayston Sun, Corner Rivonia Road and Fredmann Drive, Sandton on the 27th May 2010.

FORM OF PROXY

I/WE (FULL NAMES)

OF(ADDRESS)

.....(POST CODE)

being a member of the above Chamber, hereby appoint:

MR/MS(FULL NAMES)

OF(ADDRESS)

.....(POST CODE)

or failing him/her the President of the Annual General Meeting as my/our proxy to vote for me/us on my/our behalf at the Annual General Meeting of the Chamber at above set date and place and at any adjournment thereof.

Unless otherwise stated, the proxy will vote as he/she thinks fit.

OTHER INSTRUCTION/S:

.....
.....

Signed thisday of2010

.....

Members signature

.....

Full names

Capacity :.....

Note: Signed proxy forms can either be e-mailed to: info@swisscham.co.za or faxed to +27 11 603 2499 or delivered by hand to SwissCham's registered office.

To be valid, this instrument appointing a proxy must reach the registered office of the Chamber **no later than 48 hours** prior to the date and time of the AGM.

Registered office details are the following:

Ground Floor Building No 7 Harrowdene Office Park, Western Service Road, Woodmead

Tel: +27 11 603 2498 Fax: +27 11 603 2499 e-mail: info@swisscham.co.za