

# **EPASA**

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2055

# CODE OF PRACTICE

### **PREAMBLE**

Members make, or have previously made, application to join the Association. Once an application is accepted, the Member nominates a Member's Representative. It is the task and duty of the Member's Representatives to ensure that the Association has structured mechanisms to meet the needs of Members by serving them equitably, effectively and sustainably, within the means of the Association. This Code of Practice has been established to ensure that Member's Representatives fulfil their obligations to Members and support the Association's objectives.

This Code of Practice needs to be read in conjunction with the Act and the Constitution of the Association. Should clarification be required regarding the Code of Practice, the Act and the Constitution shall prevail, whichever is appropriate.

#### **DEFINITIONS**

Act means the Companies Act (Act 61 / 1973), as amended.

AGM means an Annual General Meeting

Associate Member means a member as defined in the Constitution

Association means the Ethanol Producers Association of Southern

Africa.

Chairman means the Members Representative elected at each

AGM to preside over General Meetings of the Association

and execute any other duties of a Chairman. means the constitution of the Association

Constitution means the constitution of the Association means a member as defined in the Constitution Member means a Full Member or an Associate Member

Member's Representative means an employee of the Member, appointed by the

Member, to represent the Member at all meetings and

undertake any action agreed at a General Meeting

Service Provider means a neutral, independent entity appointed by the

Association to provide secretarial, accounting, auditing or

other services.

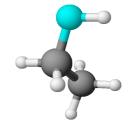
Members : Glendale Distilling Company

Illovo Sugar (South Africa) Ltd

Royal Swaziland Sugar Corporation Ltd

Secretary: Stevens Commercial Services cc

Greenpoint Alcohols (Pty) Ltd NCP Alcohols (Pty) Ltd



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### CODE OF CONDUCT

By applying for and accepting membership of the Association, a Member acknowledges that;

- conformance to the provisions of the Competition Act, No 89 of 1998, is required during any meeting held under the auspices of the Association, or any activity arranged by the Association, and the Member undertakes to adhere to this requirement, and
- that the Trade Associations Checklist issued by Sasol has been accepted as part of this Code of Practice

By accepting nomination as the Member's Representative, the employee acknowledges the obligation of the Member in the above paragraph and the Member's Representative undertakes to conduct himself/herself in such a manner as to uphold the Member's undertaking.

During meetings of the Association and while undertaking any activity on behalf of the Association, Member's Representatives will;

- conduct themselves in an ethical and impartial manner,
- strive to achieve the best outcome for the ethanol producing industry as a whole
- ensure that the credibility and integrity of the Association is not compromised in any way and
- ensure that any Service Provider appointed by the Association behaves similarly.

### SCOPE OF ACTIVITIES

The objectives of the Association, as defined in the Constitution, will be considered when any activity is undertaken by Members, Member's Representatives or any Service Provider appointed by the Association.

As per the Constitution, the business of the Association shall be managed by the Executive Committee whose membership will be reviewed at each AGM. To this end, the Member's Representatives will meet at least twice a year with appropriate Service Provider(s) present. The purpose of such meetings will be to;

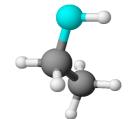
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- review activities previously agreed and agree further action, should a specific activity not have been completed, and
- to discuss new issues that have been identified and previously advised to all concerned in advance of any meeting, (i.e., placed on the agenda) and agree appropriate action.

In the majority of cases, the Service Providers to the Association will be commissioned to undertake the action decided upon by the Member's Representatives at general meetings, or as requested by the Chairman between meetings, following his/her canvassing of Members.

Because of the infrequency of meetings and the geographical location of Members, urgent issues may be decided by correspondence (E mailed round robin) and ratified at the following general meeting.

## DISCLOSURE OF INFORMATION

Members and Member's representatives will ensure that only information consistent with their undertaking in the Code of Conduct is disclosed.

BREACH OF CODE

In the event of a breach of this code by a Member or a Member's Representative, the remedies of clause 7 of the Constitution may be applied.

### ACCEPTANCE OF CODE OF PRACTICE

By signature below (or overleaf), the Member's Representative accepts on behalf of his/her Member this Code of Practice and confirms that he/she is authorised to do so, and undertakes to adhere to this Code himself/herself.

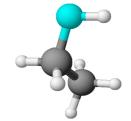
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	<u>Signature</u>	<u>Date</u>
Glendale Distilling Company		
Greenpoint Alcohols (Pty) Ltd		
Illovo Sugar SA Ltd– Merebank division		
NCP Alcohols (Pty) Ltd		
Royal Swaziland Sugar Corporation Ltd		
Sasol Solvents, division of SCI Ltd		
New members		

Members: Glendale Distilling Company

Illovo Sugar (South Africa) Ltd

Royal Swaziland Sugar Corporation Ltd

Stevens Commercial Services cc Secretary:

Greenpoint Alcohols (Pty) Ltd NCP Alcohols (Pty) Ltd