



# 2025 BOARD OF TRUSTEES ELECTION VOTING GUIDE

**Virtual Online Voting:** From 8am on 09 Oct 2025 to 17 Oct 2025 at 4pm

**Supervised Online Voting:** 17 Oct 2025 from 8am to 4pm



You have 2 convenient voting methods available to you to ensure that you participate in the 2025 Board of Trustees Election.

[www.njmpfvote.co.za](http://www.njmpfvote.co.za)







# Elections

Number of votes allowed per category.

PROVIDENT FUND MEMBERS	SUPERANNUATION FUND MEMBERS	SUPERANNUATION FUND PENSIONERS
6 Seats	4 Seats	2 Seats
6 Votes	4 Votes	2 Votes
20 Candidates Contesting	5 Candidates Contesting	5 Candidates Contesting





Virtual Online Voting allows you to cast your vote from anywhere with internet access using your personal device.



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# VOTING METHOD 1: VIRTUAL ONLINE VOTING

**Voting Period:** 9-17 October 2025

## How to Vote Virtually

- Receive the secure online voting portal access using the internet link provided by the IEO via SMS and/or email. Visit the official NJMPF election website: <https://www.njmpfvote.co.za>.
- Enter your unique Voting Access Key (sent via email and SMS). If you have not received or are missing your Voting Access Key, you can request one from the NJMPF election website.
- Enter your ID number and Voting Access Key.
- Select your candidates from the appropriate ballot for your Fund category.
- Review the candidate information and cast your votes.
- Submit your ballot electronically.
- Receive immediate confirmation of your vote.

## Virtual Online Voting Requirements

- a. Valid Voting Access Key (distributed via email and SMS before the voting period).
- b. Internet-enabled device (computer, tablet, or smartphone) with a stable internet connection.
- c. Your South African ID number.





Supervised Online Voting provides in-person assistance at designated election sites where Voting Officials are available to support you. The voting sites are available on the website.



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## VOTING METHOD 2: SUPERVISED ONLINE VOTING

**Voting Period:** 17 October 2025 Only

### How to Vote at Supervised Sites

1. Visit one of the designated voting sites on 17 October 2025 (08:00 AM – 16:00 PM).
2. Present your South African ID document to the Voting Official.
3. Receive your unique Voting Access Key on-site.
4. Use the online voting device provided at the site.
5. Cast your vote with assistance available from Voting Officials, if needed.
6. Receive confirmation of your vote before leaving.

### Supervised Online Voting Features

- a. Voting Officials are present at all -voting sites.
- b. Voting Access Keys will be issued on-site.
- c. Online voting devices and technical assistance will be provided.



## VOTING RESTRICTIONS

- You may vote for fewer candidates than the maximum allowed, but not more.
- Each eligible voter may vote only once before exiting the voting platform.

## HOW TO PREPARE FOR VOTING

- Verify your contact information is up to date.
- Check that you received your Voting Access Key via email and SMS.
- If you have not received your Voting Access Key by 9 October 2025, request one from the NJMPF election website or contact the Independent Electoral Officer immediately.





## What is a Voting Access Key?

A Voting Access Key is a 6-character alphanumeric unique security code that allows you to access the online voting system and cast your ballot.



### FOR VIRTUAL ONLINE VOTING

- Voting Access Keys will be distributed via email and SMS on 9 October 2025.
- Voting Access Keys are unique to each eligible voter.
- Keep your Voting Access Key secure and confidential.



### FOR SUPERVISED ONLINE VOTING

- Voting Access Keys will be issued on-site at voting locations.
- Present your valid ID document to the Voting Official.
- You will receive your key immediately upon identity verification.

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#### If you cannot find your Voting Access Key

- a. Contact the Independent Electoral Officer immediately.
- b. Provide verification of your identity.
- C. Alternatively, visit a Supervised Online Voting site on 17 October 2025.

[www.njmpfvote.co.za](http://www.njmpfvote.co.za)





## **VIRTUAL ONLINE VOTING PROCESS**


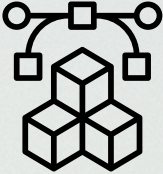


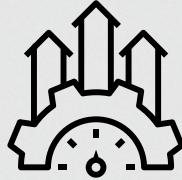

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A step-by-step guide to the online voting process is provided on the next page.





# STEP-BY-STEP VIRTUAL ONLINE VOTING PROCESS

Step 1	Step 2	Step 3	Step 4	Step 5	Step 6
 <b>Access the Voting Portal</b> <ul style="list-style-type: none"><li>• Go to the official NJMPF election website.</li><li>• Click on the "Vote Now" button.</li><li>• Ensure that you see the secure connection indicator (padlock icon).</li></ul>	 <b>Enter Your Credentials</b> <ul style="list-style-type: none"><li>• Enter your Voting Access Key.</li><li>• Enter your South African ID number.</li></ul>	 <b>Identity Verification</b> <ul style="list-style-type: none"><li>• The system will verify your eligibility.</li><li>• You will be directed to the appropriate ballot for your Fund category.</li></ul>	 <b>Review Candidates</b> <ul style="list-style-type: none"><li>• View list of candidates for your Fund category</li><li>• Click on candidate names to review their profiles.</li><li>• Make choices.</li></ul>	 <b>Select Candidates</b> <ul style="list-style-type: none"><li>• Read instructions.</li><li>• Click on the candidates you wish to vote for</li><li>• The system will prevent you from selecting too many candidates.</li></ul>	 <b>Review and Submit</b> <ul style="list-style-type: none"><li>• Review selections.</li><li>• Change selections if necessary.</li><li>• Click submit.</li><li>• Confirm submission.</li><li>• Once submitted, your vote cannot be changed.</li></ul>

## How do I know that my vote has been received?

You will receive an on-screen confirmation and a confirmation email will be sent to your registered contact details.  
Save or print your confirmation for your records.




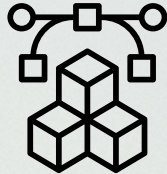


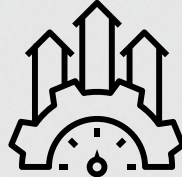

# SUPERVISED ONLINE VOTING PROCESS

A step-by-step guide to the supervised online voting process is provided on the next page.





# STEP-BY-STEP SUPERVISED ONLINE VOTING PROCESS

Step 1	Step 2	Step 3	Step 4	Step 5	Step 6
 <b>Arrive at the Voting Site</b> <ul style="list-style-type: none"><li>• Visit one of the designated voting sites on 17 October 2025 from 8am to 4pm.</li></ul>	 <b>Registration</b> <ul style="list-style-type: none"><li>• Present your ID document to the Voting Official.</li><li>• Your eligibility will be verified on the voters' roll.</li><li>• Receive your unique Voting Access Key.</li></ul>	 <b>Use Voting Device</b> <ul style="list-style-type: none"><li>• Proceed to a voting booth with an online voting device.</li><li>• Assistance to access the voting system will be available.</li><li>• Enter your Voting Access Key to begin.</li></ul>	 <b>Cast Your Vote</b> <ul style="list-style-type: none"><li>• Follow the on-screen instructions.</li><li>• Request assistance from Voting Officials, if needed.</li><li>• Vote privately and without interference.</li></ul>	 <b>Submit and Confirm</b> <ul style="list-style-type: none"><li>• Submit your ballot electronically.</li><li>• Receive confirmation on screen.</li></ul>	 <b>Exit</b> <ul style="list-style-type: none"><li>• Return any materials to the Voting Official.</li><li>• Keep your confirmation receipt.</li><li>• Exit the voting area.</li></ul>



# COMMON TECHNICAL ISSUES

## Cannot Access Voting Portal

- Clear your browser cache and cookies.
- Try a different browser (Chrome, Firefox, Safari, Edge).
- Check your internet connection.
- Contact technical support.

## Voting Access Key Not Working

- Ensure you are entering the key exactly as provided (case-sensitive).
- Check for extra spaces before or after the key.
- Visit a Supervised Online Voting site.





# ELECTION INTEGRITY AND SECURITY

## Secure Voting System

The NJMPF online voting system incorporates:

- **Encryption:** All data transmitted is encrypted using industry-standard security protocols.
- **Authentication:** Multi-factor authentication prevents unauthorised access.
- **Audit Trail:** Complete audit trail maintained while preserving ballot secrecy.
- **System Monitoring:** Real-time monitoring by the Independent Electoral Officer.



# ELECTION INTEGRITY AND SECURITY

## Your Rights as a Voter

- **Right to Vote:** All eligible members and pensioners have the right to participate.
- **Right to Privacy:** Your vote is secret and anonymous.
- **Right to Assistance:** You may request help without compromising ballot secrecy.
- **Right to Information:** You have access to all the -candidates information.
- **Right to Fair Elections:** The Independent Electoral Officer ensures free and fair elections.



# IMPORTANT REMINDERS

## Before Voting

- Verify you received your Voting Access Key.
- Review the candidates information on the election website.
- Have your NJMPF membership number and ID number ready.
- Choose a secure location and internet connection for voting.

## During Voting

- Do not share your Voting Access Key with anyone.
- Vote privately without coercion or influence.
- Review your selections carefully before submitting.
- Save your confirmation receipt.

## After Voting

- Confirm you received a confirmation email/SMS.
- Keep your confirmation receipt for your records.
- Do not attempt to vote again (duplicate voting is prohibited).
- Monitor the election website for results.

