Public Servants' Friendly Society (South Africa)

(Registered under Act 25 of 1956)

Registered Office:
123 Centenary Building, Bureau Lane, Pretoria

SIXTY-SECOND ANNUAL REPORT 1979

Notice is hereby given that the

SIXTY-SECOND ANNUAL GENERAL MEETING

of members of the Public Servants' Friendly Society will be held (in terms of Rule 17 of the Society) on Thursday 24 April 1980 at 16h45 in Room 1615, Transvaal House, Vermeulen Street, Pretoria.

AGENDA

1. Minutes of
   (a) Previous Annual General Meeting and
   (b) Special General Meeting.
2. Annual Report and Balance Sheet.
3. Election of Auditors for 1980.
4. Election of Committee Members — In accordance with rule 16, Messrs P.S. Barnard, A. Fourie, E.L. Fourie, W.R. Oosthuizen, H.J. van Eck, J. van Wyk and W.P.J. van Wyk retire by rotation, but may be re-elected.
5. General.

PRETORIA
11 March 1980

F.J.J. HUMAN
Secretary

ANNUAL REPORT 1979

The General Committee has pleasure in submitting the following report on the Society's activities during 1979:

1. During the year 730 new members were enrolled and 209 existing members increased their benefits to the maximum of R1 000.
2. The contribution income increased by R29 700 from R262 781 to R292 481 and the interest income by R32 205 from R325 922 to R358 127.
3. Although interest rates on investments continued to decline during the year, the Society was nevertheless able to invest all available funds at an average interest rate of 10,65%. The average rate of interest on total investments at present amounts to 8,48%.
4. The Society's management expenses amounted to R61 634 which represents 9,5% of the total contribution and interest income.
5. The enrolment of new members is of vital importance for the growth of the Society. In view of the fact that all departments, especially those outside Pretoria, cannot be visited regularly by the Society's staff, members and Personnel Officers are kindly requested to propagate the benefits of the Society. In order to stimulate the recruiting of new members an honorarium of R0,50 for every R200 insurance taken out by a member will be paid to the canvasser.
6. The amendment of the following rules was approved during the special general meeting held on 26 April 1979 and came into operation on 14 May 1979:
   1. Rule 3: Substitute the words "705 Northvaal Building, 227 Vermeulen Street", by the words "123 Centenary Building, Bureau Lane".
   2. Rule 11: Substitute in paragraph (i) the amount "R40", by the expression "R20 per unit of R200".
   3. Rule 16: Substitute in paragraph (ix) the words "in each month" by the words "in every three months".
   4. Rule 33: Substitute rule 33 by the following new rule:
      "33(i) Notwithstanding anything to the contrary in these rules the General Committee shall be entitled to amend the rules; provided that —
      (a) No alteration, rescission or addition which affects the objects of the Society, or which increases the rates of contribution by more than fifteen percent or decreases the extent of any benefit, shall be valid unless it has been approved by a majority of members present at a general meeting or a special general meeting;
      (b) any alteration, rescission or addition which affects the rates of contribution or extent of any benefit shall be supported by a recommendation of the Society's actuary; and
      (c) no alteration, rescission or addition shall be valid unless it has been approved and registered by the Registrar in terms of the Act.
      (ii) Members shall be furnished with a copy of the amendments as soon as possible after registration thereof."
   5. Rule 37: Substitute paragraph (i) by the following paragraph:
      "(ii) Recruiting fees, not exceeding three months' contributions, may be paid to a recruiting officer only after the Society has received three months' contributions from the member."
7. Personnel Officers and other officials of departments, especially those who assisted with the canvassing of new members, as well as members of the General Committee and the staff of the Society, are sincerely thanked for their assistance and co-operation.

H.J. VAN ECK
Chairman

F.J.J. HUMAN
Secretary

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GENERAL COMMITTEE — HOOFBESTUUR

Chairman/Voorsitter: Mr/Mnr. H.J. van Eck, Department of the Auditor-General/Departement van die Ouditeur-generaal

Deputy Chairman/Adjunk-voorsitter: Mr/Mnr. W.A. de Meyer, Posts and Telecommunications/Pos- en Telekommunikasiewese

Mr/Mnr. C.J. Badenhorst, Health/Gesondheid
Mr/Mnr. P.S. Barnard, Commerce and Consumer Affairs/Handel en Verbruikersake
Mr/Mnr. M.H.C. Burger, Agricultural Technical Services/Landboutegniese Dienste
Mr/Mnr. J.E. Conradie, Customs and Excise/Doeane en Aksyns
Mr/Mnr. G.J. Drinkrow, Department of the Auditor-General/Departement van die Ouditeur-generaal
Mr/Mnr. A. Fourie, Inland Revenue/Binnelandse Inkomste
Mr/Mnr. E.L. Fourie, National Education/Nasionale Opvoeding
Mr/Mnr. J.D. Kriel, Transvaal Provincial Administration/Transvaal Provinsiale Administrasie
Mr/Mnr. L.J. Lemmer, Pensioner/Pensionaris
Mr/Mnr. P.J. Muller, Finance/Finansies
Mr/Mnr. W.R. Oosthuizen, Agricultural Credit and Land Tenure/Landboukrediet en Grondbesit
Mr/Mnr. P.E.T. Potgieter, Co-operation and Development/Samewerking en Ontwikkeling
Mr/Mnr. T.M. Pringle, Transport/Vervoer
Mr/Mnr. W.A. Smit, Education and Training/Onderwys en Opleiding
Mr/Mnr. J.C.I. Uys, Workmen's Compensation Commissioner/Ongevallekommissaris
Mr/Mnr. P.B. van Rooyen, Justice/Justisie
Mr/Mnr. G.P. van Vuren, Land Bank/Landbank
Mr/Mnr. J. van Wyk, Public Service Commission/Staatsdienskommissie
Mr/Mnr. W.,P.J. van Wyk, Social Welfare and Pensions/Volkswelsyn en Pensioene

Secretary/Sekretaris: Mr/Mnr. F.J.J. Human

Treasurer/Tesourier: Mr/Mnr. J.J.H. de Villiers

AUDITORS/OUDITEURE

Messrs/Mnre. Geyser & Du Plessis

BANKERS/BANKIERS

Barclays National/Nasionale Bank, Pretoria Branch/Tak

HULPVERENIGING VAN STAATSAMPTENARE/PUBLIC SERVANTS' FRIENDLY SOCIETY

(Geregistreer kragtens Wet 25 van 1956)/(Registered under Act 25 of 1956)

BALANSSTAAT OP 31 DESEMBER 1979
BALANCE SHEET AS AT 31 DECEMBER 1979

	Aantekeninge Notes		1979	1978
Kapitaal aangewend/Capital employed				
Hulpfonds/Benefit Fund	1		4 234 213	3 949 570
Bestuurskostefonds/Management Fund	2		32 972	29 474
			4 267 185	3 979 044
Aanwending van Kapitaal/Employment of Capital				
Vaste Bates/Fixed Assets	3		1	1
Lenings aan lede/Loans to members			87 986	94 492
Beleggings/Investments	4		4 134 029	3 788 097
			4 222 018	3 882 590
Netto Bedryfsbates/Net Current Assets			45 167	96 454
BEDRYFSBATES/CURRENT ASSETS		79 067		117 628
Debiteure/Debtors		77 246		107 195
- Opgelope Rente/Accrued Interest		70 515		
- Bydraes Ontvangbaar/Contributions Receivable		6 731		
Kontant/Cash		1 821		10 433
- In besit/On hand		60		
- By Bankiers/At Bankers		386		
- Daggelde by Staatskuldkommissaris/On Call Public Debt Commissioner		1 375		
Min BEDRYFSLASTE EN VOORSIENINGS/Less CURRENT LIABILITIES AND PROVISIONS		33 900		21 174
Eise erken, maar nog nie vereffen nie/Claims due, but not yet paid		12 370		6 592
Bydraes vooruit ontvang/Contributions received in advance		7 380		7 132
Ouditeursvergoeding/Auditors' Remuneration		1 650		1 450
Voorsiening vir toekomstige uitgawes/Provision for future expenses - Aktuariële vergoeding en werknemersvoordele/Actuarial remuneration and employees benefits		12 500		6 000
			4 267 185	3 979 044

Aantekeninge/Notes

		1979	1978
1. Hulpfonds/Benefit Fund		4 234 213	3 949 570
Saldo op 1 Januarie 1979/Balance as at 1 January 1979	3 949 570		3 692 751
Plus Surplus Inkomstes/Income	284 643		256 819
2. Bestuurskostefonds/Management Fund		32 972	29 474
Saldo op 1 Januarie 1979/Balance as at 1 January 1979	29 474		25 501
Plus Surplus Inkomstes/Income	3 498		3 973
3. Vaste Bates/Fixed Assets		1	1
Kantoormeubels en toebehore teen kosprys/Office furniture and Equipment at cost	3 449		3 449
Min Opgehoopte Waardevermindering/*Less* Accrued Depreciation	3 448		3 448
4. Beleggings - teen kosprys/Investments - at cost (Markwaarde/Market value R4 015 761 - 1978 R3 508 752)		4 134 029	3 788 097
Munisipale Effekte/Municipal Stock	1 976 795		1 976 795
EVKOM Effekte/ESCOM Stock	921 245		921 245
Bouverenigings/Building Societies	365 041		406 021
Randse Waterraad Effekte/Rand Water Board Stock	21 991		21 991
Yskor Voorkeuraandele/ISCOR Preference Shares	69 953		69 953
NOK Effekte/IDC Stock	51 299		51 299
SA Reserwebank Effekte/SA Reserve Bank Stock	18 493		18 493
CNA Obligasies/CNA Obligations	8 000		9 600
Sasol Lening/Sasol Loan	100 000		100 000
Vaalkop Waterraad Effekte/Vaalkop Water Board Stock	212 700		212 700
Krygkor Effekte/Armscor Stock	127 360		—
Administrasieraad Effekte/Administration Board Stock	261 152		—

HULPFONDSREKENING VIR DIE JAAR GEËINDIG 31 DESEMBER 1979
BENEFIT FUND ACCOUNT FOR THE YEAR ENDED 31 DECEMBER 1979

		1979	1978
Inkomstes/Income		263 233	236 503
BYDRAES/CONTRIBUTIONS			
Ontvang en Ontvangbaar/Received and Receivable	292 481		262 781
Min Oorgeplaas na Bestuurskosterekening (10%)/*Less* Transferred to Management Account (10%)	29 248		26 278
RENTE/INTEREST		322 314	293 330
Ontvang en Opgeloop/Received and Accrued	358 127		325 922
Min Oorgeplaas na Bestuurskosterekening (10%)/*Less* Transferred to Management Account (10%)	35 813		32 592
WINS MET VERKOOP VAN EFFEKTE/PROFIT ON SALE OF STOCK		—	685
		585 547	530 518
Min EISE EN VOORDELE/*Less* CLAIMS AND BENEFITS		300 904	273 699
EISE WEENS DOOD/CLAIMS BY DEATH	109 561		87 153
- Voordele/Benefits	56 733		
- Bonustoevoegings/Bonus additions	52 828		
VOORDELE AFGEKOOP/BENEFITS SURRENDERED	22 365		28 556
UITKERINGSVOORDELE/ENDOWMENT BENEFITS	168 978		157 990
- Voordele/Benefits	100 513		
- Bonustoevoegings/Bonus additions	68 465		
SURPLUS INKOMSTES — oorgedra na Hulpfonds/SURPLUS INCOME — transferred to Benefit Fund		284 643	256 819

BESTUURSKOSTEREKENING VIR DIE JAAR GEËINDIG 31 DESEMBER 1979
MANAGEMENT ACCOUNT FOR THE YEAR ENDED 31 DECEMBER 1979

		1979	1978
INKOMSTES/INCOME			
Statutêre Inkomste/Statutory Income		65 061	58 870
10% van Bydraes/10% of Contributions	29 248		26 278
10% van Rente/10% of Interest	35 813		32 592
Ander Inkomstes/Other Income		71	122
		65 132	58 992
Uitgawes/Expenditure		61 634	55 019
Salarisse en Toelaes/Salaries and Allowances	39 934		37 577
Voorsiening vir Toekomstige Uitgawes/Provision for Future Expenses	6 500		5 000
- Aktuariële vergoeding/Actuarial remuneration	1 500		
- Verlofgratifikasie/Leave gratuity	5 000		
Bydraes tot Personeelfondse/Contributions to Staff Funds	5 809		4 443
Diverse Kantoor- en Administratiewe kostes/Sundry Office and Administration costs	4 560		3 852
Kantoorhuur en Elektrisiteit/Office Rent and Electricity	2 733		2 310
Ouditeursvergoeding/Auditors' Remuneration	1 650		1 450
Werwingsgeld/Recruiting Fees	448		223
Afskrywing van kantoormeubels en toebehore/Office furniture and equipment written off	—		164
SURPLUS INKOMSTES — oorgedra na Bestuurskostefonds/SURPLUS INCOME — transferred to Management Fund		3 498	3 973

Geteken namens die Hoofbestuur deur/Signed on behalf of The General Committee by:
H.J. VAN ECK (Voorsitter/Chairman)
J.J.H. DE VILLIERS (Tesourier/Treasurer)
PRETORIA

12 Februarie 1980/12 February 1980

Ons het die boeke, rekeninge en bewysstukke van die Hulpvereniging van Staatsamptenare ten opsigte van sodanige besonderhede as wat ons nodig geag het, nagegaan, en ons van die bestaan van die sekuriteite vergewis. Ons het al die inligting en verduidelikings wat na ons beste kennis en wete vir die doeleindes van ons ouditering nodig was, ingewin. Na ons mening (a) het die Vereniging behoorlike rekeningboeke gehou sover dit uit ons ondersoek van daardie boeke blyk en is die meegaande balansstaat in ooreenstemming met die rekeningboeke; (b) gee die meegaande rekeninge, na ons beste inligting en volgens die verduideliking aan ons verstrek, 'n ware en redelike weergawe van onderskeidelik die stand van sake van die Vereniging op 31 Desember 1979 en die inkomste en uitgawes vir die jaar wat op daardie datum geëindig het. Verder verklaar ons dat die nodige magtiging vir alle uitgawe-poste, wat in die inkomste- en uitgawerekening ingesluit is, bestaan en dat die statute van die Vereniging met betrekking tot getrouheidsdekking nagekom is.

We have examined the books, accounts and vouchers of the Public Servants' Friendly Society in such detail as we have considered necessary and have satisfied ourselves of the existence of the securities. We have obtained all the information and explanations which to the best of our knowledge and belief were necessary for the purpose of our audit. In our opinion (a) proper books of account have been kept by the Society in so far as it appears from our examination of those books, and the annexed balance sheet is in agreement with the books of account, (b) the annexed accounts reflect, to the best of our information and according to explanations given to us, a true and fair view respectively of the state of the Society's affairs as at 31st December 1979 and of the revenue and expenditure for the year ended on that date. We further certify that the necessary authority exists for all items of expenditure included in the revenue and expenditure account and that the rules of the Society in respect of fidelity cover have been complied with.

GEYSER & DU PLESSIS

PRETORIA

Geoktrooieerde Rekenmeesters (S.A.)/
Chartered Accountants (S.A.)

12 Februarie/12 February 1979

STATISTIEK — STATISTICS

		1978 R		1979 R
Getal lede en totale voordele verseker/ Number of members and total benefits assured	9 702	5 811 109	9 938	6 301 432
Nuwe lede ingeskryf en voordele verseker/ New members enrolled and benefits assured	690	772 800	730	787 000
Sterfgevalle en bedrag uitbetaal/ Deaths and amount paid	99	87 153	119	109 561
Uitkeringsvoordele uitbetaal/ Endowment benefits matured	189	157 990	192	168 978
Voordele afgekoop/ Benefits surrendered	89	28 556	89	22 365
Voordele gekanselleer/ Benefits cancelled	82	63 200	94	78 800
Gemiddelde rentekoers en rente verdien/ Average rate of interest and interest earned	8,39%	325 922	8,48%	358 127
Persentasie bestuurskoste en totale uitgawes/ Percentage management expenses and total expenditure	9,3%	55 019	9,5%	61 634
Surplus inkomste oor die jaar/ Surplus income for the year	—	256 819	—	284 643
Hulpfonds/Benefit Fund	—	3 949 570	—	4 234 213

Die volgende lede is gedurende die jaar oorlede - The following members died during the year:

P.J.S. Baartman, C.B. Baker, C.D. Barnes, S.P. Basson, A.J. Bernhardt, C.H.B. Boshoff, M.C. Bosman, C.J. Botha, J.A. Botha, M.V. Bothma, B.D.A. Bouwer, G.C. Britz, S.M.N. Bronn, A.A. Bruyns, H.N.E. Burgers, K.C.N. Cameron, J.D. Cellarius, J.T. Claassen, W.H. Cockwell, T.A. Deacon, L. de Jager, F.C.S. de Souza, C.R.B. de Villiers, J.A. de Villiers, J.H. de Wet, L.J. de Wit, A.S. du Bruto, W.M. du Toit, G. Eloff, A.S. Erasmus, G.P. Esterhuizen, W.C.H. Faber, J. Fourie, J.G.B. Freislich, N.A. Genis, A. Gouws, C.R. Green, J.J. Grobler, P.J. Hamman, L.Q. Hayward, W.J.T. Hewer, W.T. Hodgson, J.E. Holloway, S.P.W. Immelman, G. Ingram, J. Jordaan, H.B. Jordaan, A.L. Kemp, G.R. Kempff, H.J.G. Kenney, J.G. Kleingeld, H.C.K. Kohler, W.J. Kriegler, A.B. Kruger, H.J.P.L. Kruger, P.A. Laesecke, J.D. Laufs, J.M. Lawrence, P.J. le Roux, A.C. Lombard, E.A. Lombard, R.J. Louw, J.P. Maree, H.E. Maritz, F.J. Meiring, H.O. Monnig, G.A. Moultrie, J.H. Mynhardt, C.E.M. Naude, W.O. Neitz, L.F. Nel, M.J. Nel, W.A. Nel, J.L. Nordier, P.J. Odendaal, G.E. Olivier, J. Olsen, J.M.M. Oosthuizen, K.B. Pienaar, F.E. Plummer, M.J. Potgieter, M.J. Pretorius, A. Redelinghuys, H. Roberts, H.R. Roberts, S.C. Schoeman, J.F. Schoultz, J.J. Smit, J.M.E. Smit, P.A.J. Smit, S.v.N. Smith, W.H. Smith, G.L. Solms, W.Y. Sumner, C.J. Spargo, B.C. Spies, A.J.H. Steenkamp, J.A. Swanepoel, C.J. Swart, H.M. Terblance, G.F. Thirion, H.W. Tindale, J.F. Tonsing, K.J. van den Heever, H.J. van Eeden, H. van Huyssteen, R. van Niekerk, A.J.C. van Staden, D.S. van Warmelo, F.R. van Zyl, G.D. Venter, N.J. Venter, L.M. Vermeulen, G.E. Verster, J.J. Vorster, R.B. Whitmore, J.H. Williams, C. Wright, C.M. Zandee.

Hulpvereniging van Staatsamptenare (Suid-Afrika)

(Geregistreer kragtens Wet 25 van 1956)

Geregistreerde Kantoor:
Centenarygebou 123, Bureausteeg, Pretoria

TWEE-EN-SESTIGSTE JAARVERSLAG 1979

Kennis geskied hiermee dat die

TWEE-EN-SESTIGSTE JAARLIKSE ALGEMENE VERGADERING

van lede van die Hulpvereniging van Staatsamptenare gehou sal word (ooreenkomstig reël 17) op Donderdag 24 April 1980 om 16h45 in kamer 1615, Transvaalhuis, Vermeulenstraat, Pretoria.

AGENDA

1. Notule van
   (a) Vorige Jaarlikse Algemene Vergadering en
   (b) Buitengewone Algemene Vergadering.
2. Jaarverslag en Balansstaat.
3. Verkiesing van Ouditeure vir 1980
4. Verkiesing van Bestuurslede — Ooreenkomstig die bepalings van reël 16 is dit mnre. P.S. Barnard, A. Fourie, E.L. Fourie, W.R. Oosthuizen, H.J. van Eck, J. van Wyk en W.P.J. van Wyk se beurt om af te tree, maar is herkiesbaar.
5. Algemeen.

PRETORIA
11 Maart 1980

F.J.J. HUMAN
Sekretaris

V&P Pta.

JAARVERSLAG 1979

Die Hoofbestuur bied met genoeë die volgende verslag in verband met die Vereniging se werksaamhede vir 1979 aan:

1. Gedurende die jaar is 730 nuwe lede ingeskryf terwyl 209 bestaande lede hul voordele verhoog het tot die maksimum van R1 000.
2. Die bydrae-inkomste het met R29 700 gestyg van R262 791 tot R292 481 en die rente-inkomste met R32 205 van R325 922 tot R358 127.
3. Hoewel rentekoerse op beleggings steeds gedurende die jaar gedaal het, was die Vereniging nogtans in staat om alle beskikbare fondse teen 'n gemiddelde rentekoers van 10,65% te belê. Die gemiddelde rentekoers op die totale beleggings is tans 8,48%.
4. Die Vereniging se bestuurskoste het R61 634 beloop wat 9,5% van die totale bydrae- en rente-inkomste verteenwoordig.
5. Die inskrywing van nuwe lede is van lewensbelang vir die groei van die Vereniging. Aangesien alle departemente, veral dié buite Pretoria, nie gereeld deur die Vereniging se personeel besoek kan word nie, word lede en personeelbeamptes vriendelik versoek om die voordele van die Vereniging te propageer. Ten einde die werwing van lede te stimuleer word 'n honorarium van R0,50 vir elke R200 versekering wat deur 'n lid uitgeneem word, aan die werwer betaal.
6. Die wysiging van die volgende reëls is tydens die buitengewone algemene vergadering van lede, gehou op 26 April 1979, goedgekeur en het op 14 Mei 1979 in werking getree:
   1. Reël 3: Vervang die woorde "Noordvaalgebou 705, Vermeulenstraat 227", deur die woorde "Centenarygebou 123, Bureausteeg".
   2. Reël 11: Vervang in paragraaf (i) die bedrag "R40", deur die uitdrukking "R20 per eenheid van R200".
   3. Reël 16: Vervang in paragraaf (ix) die woorde "gedurende elke maand" deur die woorde "gedurende elke drie maande".
   4. Reël 33: Vervang reël 33 deur die volgende nuwe reël:
      "33(i) Ondanks andersluidende bepalinge in hierdie reëls sal die Hoofbestuur die reg hê om die reëls te wysig; met dien verstande dat —
      (a) Geen wysiging of herroeping of byvoeging wat die doelstellings van die Vereniging raak of wat die tariewe van bydrae met meer as vyftien persent verhoog of wat die bedrag van enige voordeel verminder, sal van krag wees nie tensy dit deur 'n meerderheid van lede teenwoordig op 'n algemene vergadering of buitengewone algemene vergadering goedgekeur is;
      (b) enige wysiging, herroeping of byvoeging wat die tariewe van bydrae of die bedrag van die voordele raak, moet deur 'n aanbeveling van die Vereniging se aktuaris gesteun word; en
      (c) geen wysiging, herroeping of byvoeging sal van krag wees nie tensy dit deur die Registrateur kragtens die Wet goedgekeur en geregistreer is.
      (ii) Lede moet van 'n afskrif van die wysigings voorsien word so gou moontlik nadat dit geregistreer is".
   5. Reël 37: Vervang Paragraaf (ii) deur die volgende paragraaf:
      "(ii) Werwingsgeld, wat nie drie maande se bydraes mag oorskry nie, kan aan 'n werwingsbeampte uitbetaal word slegs nadat die Vereniging drie maande se bydraes van die lid ontvang het."
7. Personeel- en ander beamptes van departemente, veral dié wat gehelp het met die werwing van nuwe lede, asook lede van die Hoofbestuur en die personeel van die Vereniging, word hartlik bedank vir hul hulp en samewerking.

H.J. VAN ECK
Voorsitter

F.J.J. HUMAN
Sekretaris