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Enquiries:

AGRICULTURAL RESEARCH COUNCIL

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10 January 2022

To Whom It May Concern

Recommendation for **Huruma Bantfu (Pty) Ltd**

Registration Number: 2016/183640/07

This recommendation letter confirms that Mr. Sandile Tshabalala, through Huruma Bantfu (Pty) Ltd, provided company secretarial services to the Agricultural Research Council for eight months, from March 2021 to November 2021. During this time, Huruma Bantfu (Pty) Ltd convened and administered over 33 meetings of the Council and its Committees. Some of the key deliverables achieved by Huruma Bantfu (Pty) Ltd were:

- a. Facilitating a governance workshop for the Council;
- b. Introducing a Governance software – Convene to the Council;
- c. Drafting the Shareholder Compact;
- d. Drafting the Council Charter;
- e. Drafting all the Committee Terms of Reference;
- f. Drafting the Internal Audit Charter;
- g. Drafting the Council Remuneration Policy;
- h. Observing the transition of the CEO (revised the handover report);
- i. Drafting all meeting minutes and resolutions of the Council and its Committees;
- j. Drafting all Chairpersons Reports of the Committees;
- k. Establishing the Social and Ethics Committee;
- l. Facilitating the inaugural meeting of the Social and Ethics Committee;
- m. Interacted with Organised Labour of the organisation;

OFFICE OF THE PRESIDENT AND CHIEF EXECUTIVE OFFICER

Ms. Joyene Isaacs (Chairperson); Dr. Nthabiseng Motete (Act. CEO); Prof. Raymond Auerbach; Dr. Konanani Liphadzi;
Prof Nicolaas Olivier; Prof Phatu Mashela; Dr. Saskia Van Oosterhout; Mr. Goodman Gcaba; Dr. Naude Malan; Dr Mono Mashaba;
Dr. Poncho Mokaila; Dr. Steven Cornelius; Ms. Nalini Maharaj

- n. Interacting with Group Executives on all respective resolutions; and
- o. Worked closely with the Committee and Council Secretariat.

We were satisfied with the services provided by Huruma Bantfu (Pty) Ltd and recommend them for future opportunities.

Sincerely,

Dr. Nthabiseng Motete
Act. PRESIDENT AND CEO