

Type:	<i>Policy Summary</i>
Name:	Trade Association Engagement Policy
Key search terms:	Representation in trade associations/ governance of trade association membership

1 Policy Statement

This Policy governs the participation of Standard Bank representatives at trade associations. The Policy assigns roles and responsibilities to Standard Bank executives and senior management; the owner of this Policy; the Group Corporate Citizenship (GCC); and Standard Bank representatives participating in trade association committees.

The Policy sets out:

- the minimum requirements for Standard Bank representative's participation in trade associations;
- the process for nominating Standard Bank representatives in new and existing committees;
- the criteria for an annual review of the Standard Bank representative list;
- the three categories of representatives and prescribes the process for appointing representatives;
- the number of representatives that may represent Standard Bank at trade associations;
- the principles for participation at trade associations.

'Trade associations' refers to a group of businesses who develop positions on matters of common interest which impact the industry. Typically, this would include banking or insurance associations, but may also include broader business associations, and industry workgroups set up by regulators or government.

Trade associations are the primary vehicle through which Standard Bank works to influence the regulatory environment within which the company operates. There are strategic benefits to working through an industry body as opposed to Standard Bank tabling issues in its own capacity: sector-wide submissions and positions are generally better received by government compared to individual company positions, and in many instances, government departments and regulators insist on a sector-wide submission or engagement.

2 Policy Scope

This policy summary applies to all employees of Standard Bank regardless of location or business unit and should be applied by all employees involved with assessing funding requests from civil society and other relevant stakeholders.

3 Purpose of this policy

This Policy will facilitate the achievement of the following objectives:

- The correct level of Standard Bank representation and participation at the appropriate forums.
- A cohesive Standard Bank position is developed in response to material regulatory developments emanating from discussions at trade associations.
- Adequate internal consultation is undertaken to formulate Standard Bank positions, to ensure that Standard Bank representatives at meetings are clearly mandated to communicate its positions.
- Internal stakeholders are informed of developments and positions on material issues tabled at trade associations through adequate reporting back requirements created for representatives attending meetings.

Trade association representatives receive adequate guidance and direction.

4 Roles and Responsibilities

Executive and senior management must:

- Ensure that all employees within the relevant business areas are aware of the existence of this Policy.
- Ensure that Standard Bank representatives at trade associations adhere to this Policy.
- Appoint representatives to trade association committees in terms of the process set out in the Policy.
- Take appropriate action to replace the mandated representative should he/she not be in a position to fulfill his/her duties.
- Inform the policy owner or champion of the new person responsible for the role as representative if the mandated representative has been replaced.
- Ensure that key issues which should be dealt with at trade associations are tabled at the appropriate meetings.
- Ensure that material regulatory issues are escalated to the trade association Board in accordance with the process set out in this Policy.
- Ensure that the issues that are captured in the documentation presented to the trade association Board are a fair and accurate reflection of the issues.