

ASCCS/CEO/CIRCULARS

Our Ref: .....

25<sup>th</sup> November 2025

Date: .....

Your Ref: .....

**Branch Chairman**

**Apstar Sacco**

..... Branch

Dear Sir/Madam,

**RE: MANDATORY COMPLIANCE REQUIREMENTS FOR ASPIRING DELEGATES 2025**

We wish to inform all members who intend to vie for any Delegate position in the upcoming January 2026 grassroot elections about the requisite mandatory requirements that one must meet. In line with our Society's By-laws, an aspiring Delegate;

- Must have minimum Deposits and Share Capital of Kshs 500,000/= and Kshs 50,000/= respectively.
- Shall have been a member for at least three (3) years.
- Shall be a FOSA account holder and must have been processing their salary/pension or any other monthly income through FOSA for at least one year before the date of elections.
- Shall be an active and upto date contributor of the Benevolent Fund.
- Shall be of good standing character (no criminal record and not adversely listed in CRB)
- Shall be faithful and loyal to the SACCO Society.
- Shall be up to date on the Society's loan repayments if any.

All aspiring candidates should familiarize themselves with these requirements before submitting their applications. The Society will strictly enforce the same to ensure that our leadership is comprised of individuals who are committed, trustworthy and capable of steering the SACCO to prosperity.

Interested member shall be required to complete and submit the Delegate's Election Clearance Form, which is downloadable from our website. Dully completed Form to be submitted via email to [vote@apstarsacco.coop](mailto:vote@apstarsacco.coop) or physically dropped at the Society's Headquarters (CEO's office). This will be vetted and a clearance certificate issued by the Nominating Committee to the qualifying candidate. Applications to be received not later than 31<sup>st</sup> December 2025.

Please bring the contents of this memo to all members in your branch.

Yours faithfully,



**DR. CPA. RICHARD O. NYAANGA, PhD**  
**CHIEF EXECUTIVE OFFICER**  
**AND SECRETARY - NOMINATING COMMITTEE**

Copy to: National Chairman