

**ASSOCIATION OF MUNICIPAL  
ELECTRICITY UTILITIES  
(SOUTHERN AFRICA)**

**MEMBERS' HANDBOOK**

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## **Introduction**

The AMEU is an association of municipal electricity distributors as well as national, parastatal, commercial, academic and other organisations that have a direct interest in the electricity supply industry in Southern Africa.

### **Historical Background**

In 1915 a group of 22 electrical engineers from 17 towns and cities came together in Johannesburg to adopt a constitution for what they called the Association of Municipal Electrical Engineers (Union of South Africa). The first president was Dr J H Dobson, City Electrical Engineer of Johannesburg. Within a few years membership had been changed to include “utilities”, and the name was changed to the Association of Municipal Electricity Utilities (Southern Africa), this included utilities from Zimbabwe, Zambia and Namibia. The AMEU is unique in that municipal electrical engineers in charge of their respective utilities, as well as their elected councillors have played active roles in its affairs ever since. Commercial organisations and private consulting engineering practices were soon involved and in 1958 membership was formally extended to include “affiliates” to regularize this relationship.

The current membership includes 98 utilities and 222 affiliates, with engineer, ordinary and other grades of membership bringing the total to 667.

## **Activities of the AMEU**

Members of the Association are grouped in six Branches throughout the RSA and one in Namibia and meet on a regular basis to discuss matters of interest to members. The subjects cover all aspects of the technical, operational, managerial, legal and statutory topics that affect electricity supply at both local and national levels. In addition, members meet on an annual basis to consider and debate a variety of papers - selected to cover current relevant subjects - presented to delegates at conventions and technical meetings, and to receive reports on the work of technical and specialist committees in which members have served from time to time.

Representatives of the Association also participate in meetings of international organisations that have similar objectives to those of the AMEU, and in general foster the exchange of information in the field of electricity supply.

The Association charges a nominal membership fee to cover the costs of its many activities.

## **Objectives of the AMEU**

The objectives of the ASSOCIATION are:-

1. to promote the interest of electricity utilities and to collaborate with other stakeholders in the pursuance thereof;
2. to bring together municipal council or board representatives, electrical engineers and managers and all persons interested in the advancement and development of electricity utilities and to promote wider contact and the exchange of views;
3. to arrange and hold Conventions and Technical Conventions for the reading of papers and the discussion of subjects pertaining to electricity utilities and to make recommendations on matters requiring joint action;
4. to establish branches consisting of electricity utilities with joint interests;
5. to take such lawful action as may be expedient for the protection and promotion of the rights and interests of member electricity utilities;
6. to affiliate with, or seek membership of such organisations as may be decided upon by the Executive Council;
7. to foster the establishment of organisations outside the boundaries of Southern Africa having objectives similar to those of the ASSOCIATION, and to assist them technically and financially in such fields as may be deemed desirable by the Executive Council;
8. to organise or participate in international meetings of organisations having objectives similar to those of the ASSOCIATION, and in general to foster the exchange of information in the field of electricity supply;
9. to actively promote training in the utilities;
10. to promote quality of service and management excellence amongst members so that their customers receive value for money;
11. to provide an advisory service for its members, for the customers of its members and for the South African Local Government Association;

## **Form and Function of the Executive Council**

The Executive Council consists of the following persons:

- President
- President Elect
- Vice President Elect
- Immediate Past President
- Past Presidents
- Affiliate Representative
- Councillors
- Members
- General Secretary
- Publicity Secretary
- Strategic Advisor

The Council directs the operations of the Institute and its branches. The term of office of the President is two years.

## **Form and Functions of the Secretariat**

The institute uses a professional Association Management Company to provide the Institute with a national Secretariat.

- Arrange the agendas, meeting venues & minutes, of all meetings of the council and council committees.
- Maintain the membership records of the organisation.
- Maintain the books of account and report on the accounts of the organisation.
- Do central arrangements of the annual convention or technical meetings.
- Invest and report on investments of the association.
- Publish and distribute the AMEU News
- Archive the record of the association.
- Serve as central office and official address of the association.
- Process all mail, e-mail and fax communications of the association.
- Perform constitutional and statutory secretarial work.
- Complete all statutory tax returns of the association.
- Maintain and host the website of the association.
- Serve as central call-centre of the association.
- Register delegates for annual meetings.
- Serve as treasury for the association.
- Process and publish papers presented at annual events.
- Publish the AMEU Proceedings.
- Provide technical support to members.
- Perform any duties that the Council may from time to time order.

## **Funding & Accounting**

The AMEU is a not for profit organisation, funded from member fees, conference revenue, interest on investments and sponsorships.

The affiliate members of the organisation sponsor many of the activities of the organisation, including branch events, part of the Annual Convention and golf days during the year.

**The organisation itself needs to be managed on a financially responsible basis. This includes:**

- Budgeting processes
- Regular financial reporting
- Keeping of financial records
- Paying VAT on a regular basis
- Making a surplus in every financial year
- Building up capital to help generate operating revenue
- Building capital to ensure organisational survival in lean years
- Responsibly investing surpluses

**The organisation is funded from three sources:**

- Membership fees from Members
- Profits on congresses and seminars
- Investment revenue and sponsorships

## **National Branches**

National Branches of the AMEU include Bosveld, Eastern Cape, Free State, Good Hope, Highveld, KwaZulu-Natal and the Namibia branch.

The Executive Council may authorise the formation of branches of the ASSOCIATION. Any application or motivation to establish a branch should include the circumstances which make the formation of the proposed branch desirable and shall indicate which member utilities would fall within the branch. Such utilities as approved by the Executive Council shall constitute the branch;

- Each Branch may draft its own rules of procedure, but a copy of the Branch rules shall be lodged with the General Secretary within three months of the date on which authority to form such branch was granted. A Branch's rules of procedure, and any amendments thereto, shall be subject to the approval of the Executive Council;
- The minutes of meetings of Branches shall regularly be sent to the General Secretary, who may use any extracts from such minutes for publication in any document or publication issued by the ASSOCIATION;
- No Branch may bind the ASSOCIATION in any contract without having first obtained the written approval of the Executive Council;
- Notwithstanding anything to the contrary contained in this clause, the quorum for Branch Meetings shall be ten members;

## Membership Structure

### **AMEU Affiliate Membership:**

Benefits of being an affiliate member of the AMEU:

- Participation in all branch meetings
- Participation in the Annual Convention or Technical Meeting at a very reasonable registration fee. Exhibition of your company's products or services at the Annual Convention/Technical Meeting.
- Monthly e-bulletin sent via email
- Quarterly AMEU Convention Proceedings book
- Links with other National Organisations through nominated representatives
- Exhibition of products and services at the Annual Convention, Technical Meeting or branch Meetings

### **AMEU Member Utilities & Ordinary Members**

Benefits of being a member of the AMEU:

- Participation in all branch meetings
- Participation in the Annual Convention or Technical Meeting at a very reasonable registration fee
- Monthly e-bulletin sent via email
- Quarterly AMEU Convention Proceedings book
- Links with other National Organisations through nominated representatives

## Annual Membership Subscription Fees

**Affiliate Membership** cost for 2019 inclusive of VAT is R 8,060.00

<b>Utility Member</b>	<b>Annual Subscription 2019</b>
Non-Distributors	R 1,150.00
Engineering Provincial Department	R 12,970.00
< 50 GWH	R 2,750.00
50 + GWH	R 7,650.00
250 + GWH	R 9,550.00
500 + GWH	R 15,100.00
2500 + GWH	R 34,650.00
10 000 + GWH	R 68,700.00

**Association of Municipal Electricity Utilities**  
**Membership Application Form – 2019**  
**AMEU Affiliate Membership**

**Confirmation of membership details:**

Organisation Name:

\_\_\_\_\_

**AMEU Branch:** Please indicate the branch area in which your Organisation participates:

Highveld		KZN		Free State/ Northern Cape		Good Hope		Eastern Cape	
Bushveld		Namibia							

**Affiliate Membership cost for 2019 inclusive of VAT is R 8,060.00.**

**Representative of your company nominated to serve on the AMEU:**

Title: \_\_\_\_\_ First Name: \_\_\_\_\_

Surname: \_\_\_\_\_

Postal Address: \_\_\_\_\_

Tel: (    ) \_\_\_\_\_ Fax: (    ) \_\_\_\_\_

Cell: \_\_\_\_\_ Email: \_\_\_\_\_

**If you wish to nominate additional representatives, please attach a separate list with details as listed above.**

**For more information, please contact the AMEU Secretariat on 011 061 5000  
or email [ameuservices@vdw.co.za](mailto:ameuservices@vdw.co.za)**

**Please complete this form and fax it to 086 688 7005**

**Upon receipt of your Tax Invoice, you are kindly requested to pay the subscription fees stated.**

**Association of Municipal Electricity Utilities**  
**Membership Application Form – 2019**  
**AMEU Member Utilities & Ordinary Members**

**Confirmation of membership category:**

Please indicate your appropriate membership subscription category by placing an 'X' in the relevant box:

<b>Utility Member</b>	<b>Annual Subscription 2019</b>
Non-Distributors	R 1,150.00
Engineering Provincial Department	R 12,970.00
< 50 GWH	R 2,750.00
50 + GWH	R 7,650.00
250 + GWH	R 9,550.00
500 + GWH	R 15,100.00
2500 + GWH	R 34,650.00
10 000 + GWH	R 68,700.00

**Confirmation of membership details:**

**Member Utilities are represented by an engineering/executive member and by a council or Board representative**

Organisation Name: \_\_\_\_\_

**AMEU Branch:** Please indicate the branch area in which your Organisation participates:

Highveld		KZN		Free State/ Northern Cape		Good Hope		Eastern Cape	
Bushveld		Namibia							

**1. Engineering / Executive Member:**

Title: \_\_\_\_\_ First Name: \_\_\_\_\_

Surname: \_\_\_\_\_

Postal Address: \_\_\_\_\_

Tel: (    ) \_\_\_\_\_ Fax: (    ) \_\_\_\_\_

Cell: \_\_\_\_\_ Email: \_\_\_\_\_

## 2. Council / Board Representative:

Title: \_\_\_\_\_ First Name: \_\_\_\_\_  
Surname: \_\_\_\_\_  
Postal Address: \_\_\_\_\_  
Tel: (    ) \_\_\_\_\_ Fax: (    ) \_\_\_\_\_  
Cell: \_\_\_\_\_ Email: \_\_\_\_\_

### Confirmation of ordinary membership details:

Each member utility is also permitted to nominate, at no extra cost, a number of Ordinary Members that are senior staff members, councillors or board members of the organisation. Inclusion of their details on our database will ensure that they receive the information disseminated by the AMEU.

#### ➤ Ordinary Member 1:

Title: \_\_\_\_\_ First Name: \_\_\_\_\_  
Surname: \_\_\_\_\_  
Postal Address: \_\_\_\_\_  
Tel: (    ) \_\_\_\_\_ Fax: (    ) \_\_\_\_\_  
Cell: \_\_\_\_\_ Email: \_\_\_\_\_

#### ➤ Ordinary Member 2:

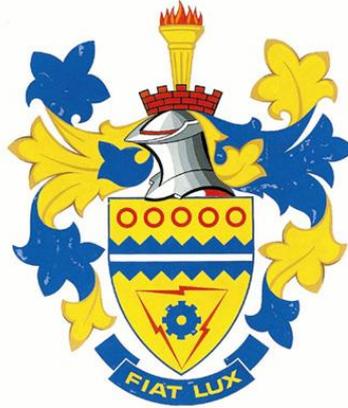
Title: \_\_\_\_\_ First Name: \_\_\_\_\_  
Surname: \_\_\_\_\_  
Postal Address: \_\_\_\_\_  
Tel: (    ) \_\_\_\_\_ Fax: (    ) \_\_\_\_\_  
Cell: \_\_\_\_\_ Email: \_\_\_\_\_

If you wish to nominate additional Ordinary Members, please attach a separate list with their details.

For more information, please contact the AMEU Secretariat on 011 061 5000 or email [ameuservices@vdw.co.za](mailto:ameuservices@vdw.co.za).

Please complete this form and fax it to 086 688 7005.

**You are kindly requested to pay the subscription fees once you receive the invoice. If your membership category is incorrect, please advise us so that we can amend your subscription.**



## **AMEU Achievements**

From its inception over 90 years ago the AMEU has been active in all aspects of the technical and statutory environment in which the electrical distribution industry operates. Its involvement in legislative affairs go back to the first Electricity Act of 1922 when its proposals ensured appropriate rights for municipal electricity utilities. This was followed in 1926 when its efforts to obtain a national standard for voltage and frequency came to fruition. These seemingly innocuous events laid the foundation on which the whole of the national industry in South Africa has since been built.

By 1939, thanks to the efforts of the AMEU, the first laws to regulate wiring and contracting to enhance the safe usage of electricity were in place. There followed a succession of activities that resulted in various statutes and codes of practice to further ensure good order and safety in the industry.

The Association's ongoing inputs into the debate on restructuring of the national electricity distribution industry, on the formulation of policies concerning the provision of free basic electricity and its contribution to the many organizations and committees setting standards and codes of practice required to ensure an efficient and technically sound industry, are continuing. These endeavours will assist in securing a sound base for meeting the needs of all customers in electricity utilities across the length and breadth of Southern Africa.

FOR MORE INFORMATION CONTACT THE SECRETARY ON TELEPHONE  
(011) 061-5000 OR CONSULT THE WEBSITE [www.ameu.co.za](http://www.ameu.co.za)

## **National Secretariat**

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**Republic of South Africa**

**Suppliers to the Distribution Industry**