

Association of Process Industry 9 Jurong Town Hall Road #04-11 Trade Association Hub Jurong Town Hall Singapore 609431

## Election Procedures for ASPRI Annual General Meeting (AGM) 2024

- 1. Each Corporate Member is entitled to **only one** vote under the Constitution (Associate Members are not eligible to vote or hold office). To qualify as a nominee or to nominate, each Corporate Member must ensure that there are no arrears in ASPRI membership fees.
- 2. Reference to the list of "Uncontested Positions for ASPRI's 15<sup>th</sup> Executive Council" under Annex E, all nominees listed herein have agreed to put their names for the election (through the consent form) prior to this meeting.
- 3. If there is only one eligible nominee for a particular position, it will be a walk-over and no voting is required for that position during the AGM. It will be written as "Uncontested". All nominations and Letter of Acceptance/Rejection have to be in writing and reach ASPRI Secretariat by the specified cut-off date, i.e. latest by 31 May 2024 (Friday) (valid reason for the delay must be given and is subjected to the acceptance of the Executive Council). Members must abide by all the regulations (pertaining to the AGM) specified in ASPRI's constitution and the circulars sent to members. Any last-minute nomination during the AGM will not be accepted.
- 4. Only the Authorised Personnel of the Corporate Member is eligible for voting. In the event that he/she cannot vote personally, **only one** proxy is allowed. Under ASPRI Constitution 8.6 and 8.9, Proxies are entitled to vote on behalf of a Corporate Member but shall not be constituted as part of the quorum.
- 5. During the AGM, after verification work is performed by the Secretariat Staff, a name badge (indicating the voter's name and the company's name) would be given to each qualified voter. One qualified voter/proxy is entitled to only one set of voting slips.
- 6. All the positions for ASPRI's 15<sup>th</sup> Executive Council are uncontested and will therefore be a walk-over and no voting is required for these positions.
- 7. Any Candidate(s) nominated for more than 1 post will not be eligible for subsequent post(s) if he/she is successfully elected for the first position.