

# 23<sup>RD</sup> ANNUAL GENERAL MEETING (AGM)

## AN EASY GUIDE TO BOARD NOMINATION



- **Key Dates**
  
- **Board Nomination**
  - Eligibility Criteria
  - Procedure
  - Valid and Invalid Nomination
  - ePlatform Access
  - ePlatform Interface
  
- **Contact Details**

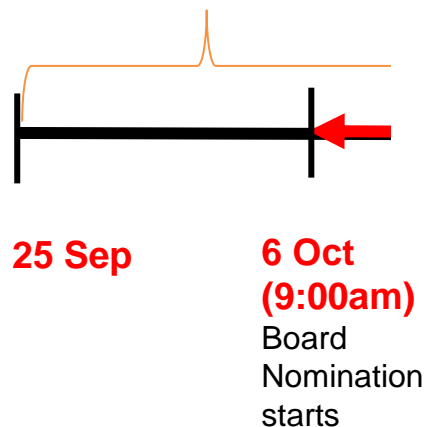
# Key Dates



## Interested to run as Board Director Candidate

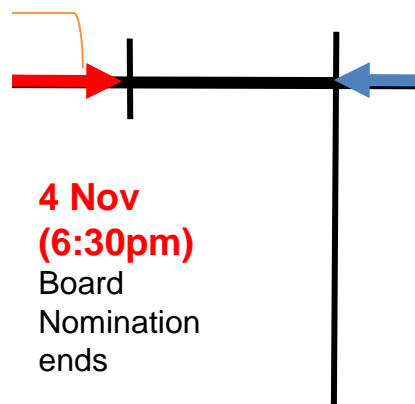
Submit the required information to the Company Secretary from now till 3 November 2020 if you would like to receive your nomination through the ePlatform. Please allow at least 1 working day to post your details on the ePlatform.

## Board Nomination Period



25 Sep

**6 Oct  
(9:00am)**  
Board  
Nomination  
starts



**4 Nov  
(6:30pm)**  
Board  
Nomination  
ends

## AGM Resolutions Voting Period

**8 Dec  
(6:30pm)**  
Deadline to  
submit votes via  
**ePlatform** and  
paper **proxy  
form**

**10 Dec  
(3:30 - 5:30pm)**  
**eVoting Kiosk**

**10 Dec  
(5:30pm)**  
**AGM**  
with live  
broadcasting

### 6 Oct

Voting Members will receive:

- Letter on Board Director Nomination and Election (dated 6 Oct)
- Email with membership number and password to access ePlatform for Board Nomination

### 13 Nov

Voting Members will receive:

- Letter on AGM Notice and paper proxy form (dated 13 Nov)

## To run as Board Director Candidate

- **Who are eligible?**
  - Senior Fellows (SFHKSI);
  - Fellows (FHKSI); and
  - Ordinary Members (MHKSI)
- **How to qualify as a Candidate for election?**
  - must be nominated by at least **25 Voting Members**

## To nominate Member as Board Director Candidate

- **Who are qualified as the Voting Members?**
  - SFHKSI;
  - FHKSI;
  - MHKSI; and
  - Authorised Representatives of Corporate Members

## To run as Board Director Candidate

You must submit the Nomination Form, consisting of the below to HKSI Institute **by 6:30pm 4 November 2020:**

- Personal Information
- Personal Statement
- Declarations
- Nomination Record Sheets
  - Through ePlatform; and/or
  - Through paper mode

Please refer and download the Nomination Guidelines [here](#).

## To nominate Member as Board Director Candidate

You can nominate via ePlatform and/or paper mode **on or before 6:30pm 4 November 2020:**

- ePlatform
  - Log in using the membership number and password which will be emailed to the Voting Members on 6 October 2020
  - Nominate your preferred Member(s) (only Member(s) who opted to receive nominations through the ePlatform will be listed)
- Paper mode
  - Sign the Candidates' Nominations Record Sheets

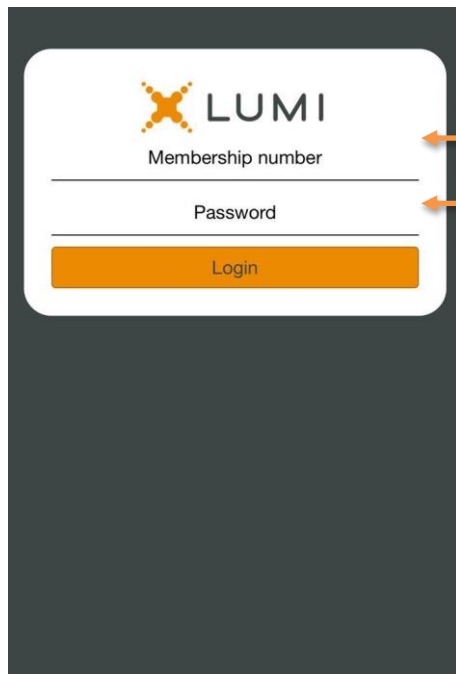
Any Voting Member can propose only **ONE candidate from each business sector**

If the Voting Member proposes	Results
Same candidate via both ePlatform and paper mode	Only 1 nomination will be counted
More than one candidate from one single business sector	Invalid nominations

Note:

For the purpose of counting the number of nominations, proposals submitted via ePlatform and paper mode will **both** be counted.

- On 6 October 2020, Voting Members will receive the ePlatform link, membership number and password via email, for them to nominate their preferred Member(s) as Board Director Candidate(s)
- The ePlatform will open from **6 October 9:00am – 4 November 2020, 6:30pm** during the Board Nomination period.



The image shows a login form for the LUMI ePlatform. At the top left is the LUMI logo, which consists of an orange 'X' shape followed by the text 'LUMI'. Below the logo are two input fields: the first is labeled 'Membership number' and the second is labeled 'Password'. At the bottom of the form is an orange button labeled 'Login'. Two orange arrows point from the text on the right to the 'Membership number' and 'Password' input fields.

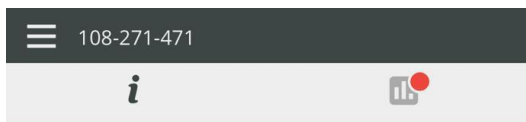
**Membership number:**

e.g. M01234, FM05535, SF08765

**Password:** as per provided to you via our 6 October 2020 email to your registered email account

## Information page

- General information on Board nomination and candidates' information



## Board Director Nomination

Admin account

Please be informed that there will be five Board Director vacancies to be filled by election at the 23rd Annual General Meeting ("2020 AGM") on Thursday, 10 December 2020.

**The nomination period:** 6 October 2020 – 4 November 2020.

**Note:** Above screen captures of ePlatform interface are for illustration only.

## Nomination page



*Proposal/  
Nomination  
submitted  
successfully*



- For enquiries on AGM matters (including Board Nomination), contact  
Hotline: 3120 6100  
Email: [agm@hksi.org](mailto:agm@hksi.org)
  
- For enquiries on membership renewal matters, contact  
Telephone: 3120 6171  
Email: [member@hksi.org](mailto:member@hksi.org)