



15th Floor, Kyobo Building, 1 Jongno 1-ga, Jongno-gu, Seoul 110-714 | (B) +82 2 2010 8831~2

October 22 2015

Dear Member,

Thank you for your interest in nominating for a Board of Director position.

AustCham's success depends on a high level of commitment from each member of the Board of Directors. The BOD oversees the general affairs of the Chamber, as well as contributing new ideas and actively assisting in the successful execution of all AustCham initiatives. Below you will find an outline of the candidature and election process.

Candidature & Election Guidelines

1. Eligible Candidates

- A. Eligible Candidates are defined as being paid-up 2015 Company Member Representatives, Nominee Representatives or Individual Members, who have been invoiced for their 2015 AustCham Memberships.
- B. An Eligible Candidate can only be validly proposed by a Voting Member and be seconded by another Voting Member
- C. Reciprocal nomination proposals are not permitted.
- D. Proposers should email a completed copy of the Nomination Form (attached) to AustCham's Executive Director during the Nomination Period (refer paragraph 3).

2. Voting Members

- A. A voting member is a Company Member, Special Company Member or Individual Member. In the case of Company and Special Company Members, each company shall have only one voting member, all other members are non-voting members.

3. Nomination Period

- A. The Nomination Period will open on Thursday 22nd October 2015 and close two weeks later at 3:00pm KST, Thursday 5th November 2015.
- B. Nominations received after the Nomination Period will be deemed invalid.

4. Election Process

- A. The Election Period will open on Thursday 12th November 2015 and close 10 working days later at 3:00pm KST Thursday 26th November 2015.
- B. Votes received outside of these times will be deemed invalid
- C. Election results will be announced at the 2016 AGM, which will be held on Wednesday 27th January 2016.

5. Voting Process

- A. To be a valid vote, you must select seven (7) nominees from the list.

6. Directors Duties

- A. Directors are expected to serve for a period of two years. (Please note that one elected member will be asked to sit for one year instead of the usual two for these positions to bring the Chamber back into alignment with the Constitution. If there is no volunteer, one new member will be chosen by lot to stand for the one year period.)



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- B. Directors are required to attend monthly Board meetings – normally on the first Wednesday of each month at 7:00pm KST, at the Grand Hyatt Hotel Boardroom. Please note that any director that fails to attend four consecutive board meetings may be removed from the board.
- C. Directors are expected to contribute to and participate in activities conducted jointly between AustCham and the Australian Embassy or other business associations such as AKBC.
- D. Directors are expected to regularly attend AustCham functions, including forums and social events.
- E. Directors should be willing to Chair or sit on a sub-committee for various initiatives throughout the year.

Please complete the Nomination form below

	Name	Organisation	Contact Number/ E-mail address
Nominee			
Proposer			
Seconder			
<p>Please use the space provided to write a brief description of yourself and share your vision for AustCham:</p> <p>Brief Bio:</p> <p>Your Vision of AustCham</p>			