**ANNEXURE**

* **NOMINATION:**

**All member organizations (including those who are already represented on the Board) are entitled to propose the existing Director/ any one of their employees to represent them on the Board.**

Employees of Member organizations, who are interested in offering their candidature for Directorship are requested to note the following:

1. All nominations must be made only by any of the authorized representatives of the Member organization;
2. Form DIR – 2 (to be filled by the representative proposed to be a Director)
3. Form DIR – 8 (to be filled by the representative proposed to be a Director)
4. To return the Nomination Form, DIR – 2 & DIR - 8 duly completed in all details, **by hand delivery/post/courier so as to reach us on or before 3.00 p.m. on Tuesday, August 27, 2019.**
5. Withdrawals of Nomination/Consent should be advised by email/ letter before 4.00 p.m. on Wednesday, August 28, 2019. In case of email advice, please courier the original letter.
6. All candidates are also requested to obtain their DIN from the Ministry of Company Affairs, as without this they cannot be appointed as a Director

* **PROXY:**

A Member entitled to attend and vote is entitled to appoint a proxy to attend and vote instead of himself subject to the following conditions:

1. The person appointed as a Proxy must be an officer of any other Member of AIBI
2. A person appointed as Proxy must carry proof of identity; and
3. Proxy Form should be duly completed and deposited at the registered office of the company, before **4 p.m.** on **Tuesday, August 27, 2019**.