



## INFORMATION NOTICE WAKO Ordinary General Assembly 2015 24<sup>th</sup> November 2015 Time 9:00a.m.

WAKO (IF) Administration at the request of the Acting President Mr. Roy Baker and in consultation with WAKO (IF) Vice Presidents and the WAKO Legal Committee, would like to inform you – in relation to the applicable provisions of WAKO (IF) Statutes - in connection with the next Ordinary General Assembly, which is planned to be held on 24<sup>th</sup> November 2015 at 9:00a.m. in Dublin, at City West Conference Center.

In all cases we urge our members to read and understand the WAKO Statutes which can be downloaded and viewed at <http://www.wakoweb.com/en/page/wako-statutes/ef9c1b31-70b7-4e43-a05e-ac6b17cefae0>

### **Eligibility - Registration**

The eligibility criteria for the votations of the Members will be determined by WAKO (IF) Board of Director, in compliance with WAKO (IF) Statutes, during the meeting that will be held on November 23<sup>rd</sup> 2015, the day before the Ordinary General Assembly. Information about the determination of the WAKO (IF) Board on eligibility criteria will be promptly communicated to the Members immediately after the said Board meeting. In any event, the Members shall be eligible for the votations at the next Ordinary General Assembly upon satisfaction of all obligations provided for by WAKO (IF) Statutes including the payment of the affiliation fees relating to the respective membership status.

In case a Member faces any difficulties to effect outstanding payments due to WAKO (IF) by means of wire transfers, it shall immediately report such difficulties to WAKO IF Administration by explaining the relevant reasons in order to find a proper solution.

The registration of the Members for the next Ordinary General Assembly has been determined to take place on 23<sup>rd</sup> November 2015 at 18.30p.m. at the City West Conference Center. The reason for this is to enable WAKO (IF) to have a structured and organized registration and to avoid manipulation and confusion during the day of the General Assembly.

### **Definition of vote count**

The definition of vote count will be in conformity with Article 6 - Categories of Members of WAKO (IF) Statutes as follows:



Provisional Members : No vote  
Official Members: 1 vote  
Full Members: 2 Votes

#### How the Members should express their vote:

In conformity with the provisions of WAKO (IF) Statutes (Article 22, paragraph 1):  
*"Voting for elections shall always be carried out by means of show of hands of the Members having the right to vote pursuant to these Statutes. Voting for elections may be carried out by means of secret ballot whenever there is more than 1 (one) candidate for the office up for election and it is so requested by at least 1/3rd (one third) of the Members having voting rights".*

#### Delegates and representation and Proxy:

According to Article 19 of WAKO (IF) Statutes: *"Each Member according to its membership status is entitled to intervene in the General Assembly and may appoint a delegate, under written power of attorney ("Delegate"). Each Member's delegation is limited to a maximum of 2 (two) persons per Member. A delegate may speak on behalf of another Member only if specially requested and properly authorized by the relevant Member underwritten power of attorney".*

All Delegates shall send to WAKO (IF) Administration a power of attorney/mandate (Proxy) signed by the duly authorized legal representative of the Member within **15 (fifteen) days** before the date scheduled for the meeting of the Ordinary General Assembly, which he/she must carry on the day of the General Assembly. Therefore, proxies shall be received by WAKO (IF) Administration **by and no later than November 9<sup>th</sup> 2015**. The Members shall send to WAKO (IF) Administration a copy of the proxies by email or facsimile whilst the originals shall be delivered to WAKO (IF) Administration during the registration for the General Assembly.

According to Article 21, paragraph 3, of WAKO (IF) Statutes, each Delegate of a Member can only carry only a single additional vote for another Member, which shall have given a specific proxy to the delegated Member. If the representative of a Member is not the President of the Member, the person representing the Member must have an appropriate proxy signed by the President of the Member and submitted to WAKO IF Administration in advance within the deadline indicated above.

#### Ethical election

Finally, to ensure Ethical election, we would like to inform all Members, that - in absence of specific provisions in WAKO (IF) Statutes about bribery and corruption - WAKO (IF) will make recourse to the applicable provisions of Swiss law against bribery and corruption in case of any behaviour of a Member which goes against such ethical principles in any way whatsoever.

WAKO (IF) Administration