

**BOARD OF DIRECTORS NOMINATION FORM
(MEMBER ELECTED DIRECTOR)**

	1. Proposer	2. Seconder
Full Name		
Address		
Signature		

We, the nominators specified above, being eligible members of the Royal Society for the Prevent of Cruelty to Animals (South Australia) (hereinafter called "RSPCA SA") hereby nominate the following to be a member elected director of RSPCA SA pursuant to clause 7.1 of the Constitution which nomination, if accepted, shall be voted on at the next AGM of RSPCA SA

Nominee	Surname	Given Names
	Postal Address*	
	Residential Address*	

* denotes information supplied for internal purposes which will not be published, unless requested by the candidate

ACCEPTANCE OF NOMINATION

I, _____, do hereby accept the nomination by the Directors who have signed this form, and declare that I am eligible for appointment to the Board of Directors of RSPCA SA.

Nominee's Signature

Dated

PERSONAL INFORMATION PRIVACY

RSPCA SA abides by the National Privacy Principles within the Privacy Act 1988 (as amended). The personal information collected on this form will be used exclusively for the purpose of validating the eligibility of the nominee for the election as a Director under RSPCA SA's Constitution, and to establish the nominee's experience and suitability to be a Director. Details will be retained by RSPCA SA for official record keeping and in relation to the conduct of the election. Selected personal details provided by the nominee may be used in the production of election material and be published and issued to all RSPCA SA members eligible to vote.

(The nominee's full name MUST appear on each page)

Nominee [full name in block letters]:

INFORMATION PROVIDED BY NOMINEE

** denotes information supplied for internal purposes which will not be published, unless requested by the nominee*

1. Telephone Numbers*

Business Hours:

After Hours:

Mobile:

2. Email Address*:

3. Date of Birth*:

4. Current Occupation:

5. Academic Qualifications:

[Quote the full name of all completed qualifications and the institution, e.g. Bachelor of Commerce, University of Adelaide]

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6. Memberships & Affiliations, Business or Other Interests Involving Animals:

[refer Attachment B Explanatory Notes]

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7. Memberships & Affiliations - Other:

[refer Attachment B Explanatory Notes]

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8. Recent Employment History:

[refer Attachment B Explanatory Notes]

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(The nominee's full name MUST appear on each page)

Nominee [full name in block letters]:

9. Present Directorships Held:

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10. Past Directorships Held in the Last Five Years:

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11. Are you suspended or disqualified from practising or carrying on an occupation, trade or business under a law of this State, the Commonwealth or another state or territory of Australia?

Yes/No Details:

12. Have you, within the last five years, been a Director of a body corporate or a member of a committee of management of an incorporated association that has been wound up for the benefit of creditors, either when the body was being wound up or within the period of six months preceding the commencement of the winding up?

Yes/No Details:

13. Are you a Director, shareholder or related party of any entity which has a contractual arrangement or appointment with RSPCA SA and for which payments or fees are received from RSPCA SA?

Yes/No Details:

STATEMENT PROVIDED BY NOMINEE

[refer Attachment B Explanatory Notes]

[] My statement is attached to this Nomination Form.

PHOTOGRAPH PROVIDED BY NOMINEE

[refer Attachment B Explanatory Notes]

[] My photograph is attached to this Nomination Form.

(The nominee's full name MUST appear on each page)

Nominee [full name in block letters]:

NOMINEE DECLARATION AND UNDERTAKINGS

I hereby declare that:

1. I have been a member of RSPCA SA continuously for a period of 1 year.
2. I have not been an employee of RSPCA SA within the past two years.
3. If elected, I am willing to serve and be bound by the Constitution and governance and other policies of RSPCA SA (including the Code of Conduct & Ethics for Board Directors and Committee Members), the policies, positions and philosophies of RSPCA Australia, the Associations Incorporation Act 1985 (SA), any applicable provisions of the Corporations Act (2001) (Cth) and any other applicable legislation and to pursue the objects of RSPCA SA.
4. I have no financial or other involvement in any activity relating to animals which contravenes RSPCA SA or RSPCA Australia policies or objects.
5. I have received, read and understood the following documents:
 - (a) The Constitution of RSPCA SA;
 - (b) RSPCA SA Governance Policy which includes the Code of Conduct & Ethics for Board Directors and Committee Members;
 - (c) The Associations Incorporation Act 1985 (SA) & Regulations;
 - (d) "Not-for-profit Governance Principles", (AICD 2019);
 - (e) "Financial Management of Not-for Profit Organisations", (CPA Australia 2012).
6. I have read and understood the Animal Welfare Policies and Positions of RSPCA Australia. (available at www.rspca.org.au/facts/policies);
7. I have read and understood Section 30 of the Associations Incorporation Act 1985 (SA) (refer attachment A and related Sections and references) and declare that I am not debarred from being a Director under the requirements of that Act.

I warrant and represent (and understand that RSPCA SA has relied on this warranty and representation in accepting this nomination) that:

8. All information contained in this form is true and correct in every particular and no relevant information has been withheld;
9. If any material omission or misstatement in the information provided by me is identified, I will withdraw my nomination immediately, or if elected, I will resign as a Director immediately;
10. If elected, I will not seek to obtain any personal benefit from the position, and will not behave in any way that might harm the reputation or good name of the RSPCA SA or the Board of Directors of RSPCA SA.
11. If elected, I will discharge properly and conscientiously, the responsibilities of the office as Director as set out in the Constitution of the RSPCA SA and the Associations Incorporation Act 1985 (SA) and all other applicable legislation and the relevant Policies and Codes of Conduct of RSPCA SA;
12. If elected, I will act honestly and with due diligence in the discharge of my fiduciary duties as a Director;

Signature of Nominee: Date:

Witness [print name]: Signature of Witness:

EXTRACT FROM THE ASSOCIATIONS INCORPORATION ACT 1985 (SA)

30—Certain persons not to be members of the committee

- (1) A person who is an insolvent under administration must not, without leave of the Commission, be a member of the committee of an incorporated association, or be in any way (whether directly or indirectly) concerned in or take part in the management of an incorporated association.

Maximum penalty: \$5 000.

- (2) A person who has been convicted within or outside the State—
- (a) on an indictment of an offence in connection with the promotion, formation or management of a body corporate; or
 - (b) of an offence involving fraud or dishonesty punishable on conviction by imprisonment for a period of not less than three months; or
 - (c) of an indictable offence; or
 - (d) of—
 - (i) an offence against section 39A; or
 - (ii) an offence against a provision applied by section 41B; or
 - (iii) an offence against section 60,

must not, within a period of five years after his or her conviction or, if he or she was sentenced to imprisonment, after his or her release from prison, without leave of the Commission, be a member of the committee of an incorporated association, or be in any way (whether directly or indirectly) concerned in or take part in the management of an incorporated association.

Maximum penalty: \$5 000.

- (3) When granting leave under this section, the Commission may impose such conditions or limitations as it thinks fit and any person contravening or failing to comply with any such condition or limitation that is applicable to him or her is guilty of an offence.

Maximum penalty: \$5 000.

- (4) The Commission may, at any time, revoke leave granted by it under this section.

EXPLANATORY NOTES

Please complete all sections of form. If you have no information to provide in a particular category, write "none".

MEMBERSHIPS & AFFILIATIONS, BUSINESS OR OTHER INTERESTS INVOLVING ANIMALS

State the full name/s of any entity which involves or relates to animals, their use or treatment or animal welfare (business, company or organization) of which you are a member or in which you have an interest or involvement, the activity of the entity, and the nature of your involvement.

NB "Interest" means any pecuniary or other interest involving animals or their use and includes shareholding, ownership, employment, being the past or future recipient of benefits in any form from another entity, as well as any known family, business or other relationship, past or present with owners principals or agents of such other entity.

Examples would be:

Animals Asia	Animal charity	Current Member & Volunteer
Smith Family Trust Pty Ltd	Sheep & cattle stud	Former Director
Smith & Jones Pty Ltd	Pig production	Husband/son/daughter is Proprietor
Dairy SA	Dairy Farmer Association	Member

PROFESSIONAL AND/OR OTHER MEMBERSHIPS & AFFILIATIONS

List all and any other organisations in which you are a financial or other member or office holder in a position of control or management. Include the type of membership or office and the full name of the organisation/institution. Types of organisations include:

- Professional associations (e.g. Australian Institute of Company Directors, Law Society of South Australia);
- Any local, State or Federal government entity;
- Groups or bodies whose activities involve the influence of public opinion or policy

RECENT EMPLOYMENT HISTORY

Provide details of employment for the last five years, showing period, role/position and organisation; e.g:

July 1996 - present Chief Financial Officer XYZ Pty Ltd

STATEMENT PROVIDED BY NOMINEE

Provide a statement of not more than 250 words outlining why you wish to be elected as a Director of RSPCA SA. The statement should cover any areas of special interest or expertise and outline what you consider you are able to contribute to the Society and to RSPCA SA.

PHOTOGRAPH PROVIDED BY NOMINEE

Provide a passport style portrait photograph of yourself, taken within the last 12 months. The photograph should have a light background, show head or head and shoulders only and include no other image (e.g. animal or object).

EXPLANATORY NOTES....continued

LODGEMENT OF COMPLETED NOMINATION FORM

By Post or in Person

Sign and return the completed form, including your photograph, to:

Chief Executive Officer
RSPCA (SA) Inc.
GPO Box 2122
Adelaide SA 5001

Note: Please mark your envelope "Private & Confidential"

Electronic

The completed Nomination Form must also be scanned and emailed as a pdf document to:

Lisa Weber lweber@rspcasa.org.au

Note: The completed form must be personally signed before conversion to pdf. The 250 word statement must be provided as a separate Word document. The photograph must be provided as a jpeg or eps file.

THIS NOMINATION FORM MUST BE DELIVERED BY A DATE NO LESS THAN 60 DAYS PRIOR TO THE DATE OF THE AGM AT WHICH IT WILL BE VOTED UPON (FRIDAY 21st August 2020).