

**FORM OF PROXY**

I, ..... CTIM Membership No.: .....  
hereby appoint ..... CTIM Membership No.: .....  
or the Chairman\* of the Meeting, as my proxy to vote on my behalf at the Twenty - Eighth (28th) Annual General Meeting of the Institute to be held at Conference Hall 2, West Wing, Level 3, Kuala Lumpur Convention Centre, 50088 Kuala Lumpur on Saturday, 12 September 2020 at 9.30 a.m.

\* Strike out whichever is not desired

No.	Resolution	For	Against
1.	To elect not more than four (4) Council Members for the 2020/2024 term by secret ballot. (Ballot papers for secret ballot will be provided to each proxy holder on registration of the proxy holder on 12 September 2020 before the commencement of the Annual General Meeting at 9.30 a.m.)	N/A	
2.	To re-appoint the Auditors for the ensuing year. (See note below)		
3.	Proposed Adoption of a New Constitution of the Institute (Ballot papers for secret ballot will be provided to each proxy holder on registration of the proxy holder on 12 September 2020 before the commencement of the Annual General Meeting at 9.30 a.m.)	N/A	

**Note:** Please ensure that "X" is marked with legible ink for Resolution 2. The use of any other mark or correction fluid or tape will render the vote for Resolution 2 invalid

Signed this ..... day of ..... 2020

Signature: .....

in the presence of .....(Name of \*Witness),

CTIM Membership No.: .....

Signature of \*Witness: ..... Date: .....

\* Witness shall be another member of the Institute entitled to vote at a meeting of the Institute

**NOTES**

- Article 34(2) provides that a Member may appoint a proxy who shall either be an Associate Member or Fellow Member of the Institute.
- Article 52 provides that subject to the provisions of Article 56, every member present in person and entitled to vote shall have one vote and upon a poll every member present or by proxy and entitled to vote shall have one vote.
- A member whose subscription is overdue as at 1 May 2020 (relaxed to 1 August 2020 due to Covid-19) shall not be entitled to vote on any question either personally or by proxy at any General Meeting of the Institute or at a poll.
- Appointment of proxy.  
The following conditions shall apply to the appointment of a proxy:
  - the instrument appointing a proxy shall be in the form specified above and can be downloaded from the Institute's Website under 'Members Only';
  - the instrument of appointment shall be signed in the presence of another member of the Institute entitled to vote at a meeting of the Institute; and
  - the proxy may be appointed for a specified meeting and for any adjournment of such meeting.
- To be effective for the purpose of the Annual General Meeting to be held on Saturday, 12 September 2020, the instrument appointing a proxy must be deposited at Boardroom Share Registrars Sdn Bhd (Registration No: 199601006647 (378993-D)), 11th Floor, Menara Symphony, No. 5, Jalan Prof. Khoo Kay Kim, Seksyen 13, 46200 Petaling Jaya, Selangor Darul Ehsan not later than 9.30 a.m. on Thursday, 10 September 2020.