

ASA Process and Timetable for Election of General Directors

The process and timetable for election of General Directors is described below.

| Date | Process |
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| 1 September 2025 | <p>Nomination Period Opens</p> <p>Invitation sent to all Accredited Medical Sonographer members to nominate for appointment as a General Director.</p> <p>Nomination forms and information about becoming a General Director made available on ASA's website. The information includes:</p> <ol style="list-style-type: none"> 1. An overview of ASA's governance 2. A position description for General Directors 3. A description and timetable for the election process, including the date when Nomination Forms must be received by the Company Secretary (this document) 4. The Board Charter 5. The Board Code of Conduct 6. A General Director Nomination Form 7. A Consent to Act as a Director Form 8. A Director Probity Declaration 9. Instructions for completing a Candidate Profile Form and Photo/Video Profile. |
| 6 October 2025 5.00pm AEST | <p>Nomination Period Closes</p> <p>All General Director Nomination Forms and associated paperwork must be received by the Company Secretary by 5.00pm AEST governance@sonographers.org</p> |
| 6 October to 8 October 2025 | <p>Nominations Checked</p> <p>All General Director Nomination Forms and other documents checked for:</p> <ul style="list-style-type: none"> • eligibility to stand for election • completeness <p>If the number of Accredited Medical Sonographer members wanting to be appointed as General Directors is equal to or less than the number of vacancies, then all members nominating are deemed to be elected.</p> <p>The Company Secretary will contact each elected Accredited Medical Sonographer to confirm their appointment.</p> |

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| <p>9 October 2025</p> | <p>Election Opens (If Required)</p> <p>If the number of members wanting to become General Directors is greater than the number of vacancies, then a ballot of members will be held to elect the necessary number of General Directors.</p> <p>The Candidate Profile Form and Photo/Video Profile for each Accredited Medical Sonographer members standing to become General Directors will be posted to the ASA website, together with voting instructions.</p> <p>All members will receive notice that the election is open until 5.00pm AEST on 3 November 2025.</p> |
| <p>3 November 2025 5.00pm AEST</p> | <p>Election Closes and Votes are Tallied</p> <p>The company secretary:</p> <ul style="list-style-type: none"> • receives and tallies all votes, and declares who is elected • notifies all candidates whether or not they have been elected. |
| <p>6 November 2025</p> | <p>Announcement of New General Directors</p> <p>At the Annual General Meeting, the names of the newly elected General Directors are announced.</p> |