

24th Annual General Meeting

of the Nordic Chamber of Commerce in the Czech Republic

Prague, 27 March 2019

RULES OF PROCEDURE

- 1) Deliberations of the Annual General Meeting (further „AGM“) shall be chaired by a chairperson elected from among the members of the Chamber or their representatives attending the AGM.

It is at the discretion of the chairperson -

- to set maximum length of intervention of the intervening member,
- to give and take word,
- to open and close discussion on a specific issue,
- to declare intermissions.

- 2) Protocol of the AGM as well as its resolutions shall be tabled by one Minutes-taker, elected from among the members attending the AGM. The Protocol shall be produced within 7 days following the AGM. All motions given by members, as well as resolutions, shall be attached to the Protocol.
- 3) Votes shall be counted by two Vote-counters, elected from among those attending the AGM.
- 4) Each member shall be allowed to raise questions and bring motions at the specific point of the Agenda devoted to the discussion. Chairperson may allow discussion regarding the issues deliberated under other points of the Agenda.
There will be no more than two interventions to one point on the Agenda by anyone member. Motions should be given in writing to the Minutes-taker.
- 5) Voting shall be done by secret ballot.