

Received by (initials)	Date and time
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Nomination form

Director of your Desjardins caisse (Quebec caisses)

You are submitting your nomination for a position on the board of directors of _____ .
Name of caisse

The deadline for submitting your nomination is _____ at ____:____. Your nomination will not be accepted after this deadline.
(YYYY-MM-DD)


The election will take place during the annual general meeting on _____.
(YYYY-MM-DD)

Before submitting your nomination

- Make sure you meet all the eligibility criteria and that your file is complete, otherwise your nomination will be rejected.
- Find someone who is willing to nominate you. This person must be a member of the same caisse as you.
- See the desired criteria and target profiles in your caisse's call for nominations. You must state your reasons for applying and qualifications for the position.
- Check whether your current job or commitments prevent you from sitting on the board of directors, especially if you're an elected municipal official or a member of another board of directors (e.g., a provision in a law or code of professional conduct).

Have the following two documents handy. You'll find them on your caisse's website:

- **Your caisse's call for nominations**
It contains detailed information on vacancies and the desired criteria.
- **The information kit for candidates applying for a position on a Desjardins caisse board**
It will help you understand the board's role and responsibilities.

 **You must complete this form electronically. Handwritten forms cannot be processed.** If you have any questions, please contact the manager whose contact information appears in the call for nominations.

1 Eligibility criteria

1.1 Make sure you meet all the basic conditions

To be eligible, you must check every box in this section.

- I am a full member of the caisse (for more than 90 days prior to the general meeting).
- I am 18 years of age or older.
- I am a Canadian citizen or permanent resident.
- I do not work for Desjardins and I have never worked for the caisse I'm applying to, including any caisse that may have merged with it.
- I have not worked for a Desjardins component in the last 5 years. (You can check this box if you worked 720 hours or less per year.)
- Neither my spouse nor other members of my immediate family* work for or sit on the board of the caisse where I am applying.
- I'm not submitting a nomination to any other Desjardins caisse.
- I have never been banned from a Desjardins caisse.
- I have never been found guilty of a criminal offence related to theft, fraud, tax evasion or dishonesty. (You can check this box if you were pardoned or your criminal record was suspended.)

Check the box below only if you are currently completing a full 3-year term on the board of directors of your caisse.

- I have completed the required training stipulated in the learning path by December 31 prior to the general meeting.

* In relation to a director or employee, the Code of Professional Conduct defines immediate family as their father, mother, brother, sister, son-in-law, daughter-in-law, father-in-law, mother-in-law, brother-in-law, sister-in-law, adult child or spouse's adult child, as well as any other relative living with the director or employee. For the purpose of enforcing this rule, immediate family also includes grandchildren, and spouse includes one or the other of two people of a different or the same sex who publicly present themselves as a couple.

1.2 Help us assess your integrity

Honesty and integrity are essential qualities for members of a caisse's board of directors. This questionnaire will help us to assess those qualities.

If you answer YES to one or more questions, you won't automatically be disqualified. However, you must attach an explanatory letter to this form as well as any documents you deem relevant so that we can review your nomination.

Answer all statements.	Check ✓
1. I have previously been or currently am subject to legal proceedings related to dishonesty, theft, fraud, breach of trust or other similar conduct.	<input type="checkbox"/> Yes <input type="checkbox"/> No
2. I have previously been or currently am subject to legal proceedings for an offence related to tax laws, such as fraud, tax evasion or refusal to file an income tax return.	<input type="checkbox"/> Yes <input type="checkbox"/> No
3. I have previously been dismissed by a former employer for failing to abide by my code of professional conduct, a regulation or a law.	<input type="checkbox"/> Yes <input type="checkbox"/> No
4. I have previously been in a difficult financial situation that led to legal proceedings such as bankruptcy, insolvency, repossession of property by a creditor, hypothecary recourse or a similar situation.	<input type="checkbox"/> Yes <input type="checkbox"/> No
5. I have previously led my company or a company I worked for into a difficult financial situation that resulted in court proceedings such as bankruptcy, insolvency, repossession of property by a creditor, hypothecary recourse or a similar situation.	<input type="checkbox"/> Yes <input type="checkbox"/> No
6. I work for one of Desjardins's competitors, which may put me in a conflict of interest.	<input type="checkbox"/> Yes <input type="checkbox"/> No
7. I have been penalized by my professional body, professional association or a regulator for having breached my obligations.	<input type="checkbox"/> Yes <input type="checkbox"/> No
8. I have previously been penalized by an organization or a regulator while I was a member of the board of directors.	<input type="checkbox"/> Yes <input type="checkbox"/> No

2 Your nomination

2.1 Tell us about yourself

The answers to these questions will help us get to know you better and review your nomination based on the profiles we're looking for.

<input type="checkbox"/> Male <input type="checkbox"/> Other gender identity	First and last names	
<input type="checkbox"/> Female <input type="checkbox"/> I prefer not to answer		
Street address (no. street, apt.)	City	Postal Code
Email	Occupation (Provide the name of your employer, if applicable)	
Age group		
<input type="checkbox"/> 18-34 years <input type="checkbox"/> 35-49 years <input type="checkbox"/> 50-64 years <input type="checkbox"/> 65 years and + <input type="checkbox"/> I prefer not to answer		
Ethnic and Cultural community		
Please specify:	<input type="checkbox"/> I prefer not to answer	

2.2 Indicate who is supporting your nomination (nominator)

The nominator must have been a member of the same caisse as you for more than 90 days.

Name of the person nominating you	Email	Phone
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I'm providing an email from the nominator along with my nomination form, so I don't need to have them sign below.

X _____ Signed on _____, at _____.
Signature of nominator

3 Reasons for applying

In the space below, explain (in approximately 400 words) why you want to be a member of the board of directors of your caisse and what makes you the ideal person for this position.

See the call for nominations. for help highlighting your personal and professional experience based on the desired criteria.

This text will be used to nominate you and will be posted in full on your caisse's website. Your résumé will not be shared.

4 Signature

Check all boxes before signing.

- I declare that all the information provided on this form and in my résumé is complete and accurate.
- I consent to my caisse publishing my first and last names, my reasons for applying and my photo (to be provided at a later date) in its communication tools.
- I agree to sign any form required to run a background and credit check.

X _____ Signed on _____, at _____
Signature

If you're emailing your nomination form, please check the following box:

- I acknowledge that emailing this form serves as my signature.

5 Submit your nomination

Make sure your file is complete

Your file must contain:

- A completed and signed nomination form
- Your résumé
- If applicable: The email from the nominator confirming their support.

Send your nomination to your caisse

You can mail or email your nomination or drop it off in person before the deadline indicated on page 1.

See the call for nominations for your caisse's contact information.

Next steps

You'll receive an acknowledgement of receipt within a few days after we receive your nomination form. Please note that if we receive your form on a Friday, we'll send the acknowledgement of receipt at the beginning of the following week. If you don't receive acknowledgement of receipt, please contact your caisse manager.

The caisse will follow up with you as needed regarding your nomination.