

# CANDIDATE APPLICATION FORM FOR THE BOARD OF DIRECTORS OF QATAR FIRST BANK LLC (PUBLIC) (“QFB”) (Individual Body Candidate – Independent and Non-Independent)

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OPENING DATE: 06 February 2022

CLOSING DATE: 10 February 2022

Dated : \_\_\_\_\_

Qatar First Bank  
Chairman of the Nomination, Remuneration,  
and Corporate Governance Committee  
Doha - Qatar

Number of QFB shares owned as at the date of this application:

\_\_\_\_\_

## 1. CANDIDATE DECLARATION

I, \_\_\_\_\_, hereby express my interest to be considered for nomination as a candidate for election to the Board of Directors of QFB for the upcoming three years commencing on the day of election.

I hereby declare that I meet all nomination terms and requirements as follows:

1. I own \_\_\_\_\_ shares in QFB.
2. I am not less than 21 years of age and have full legal capacity.
3. I have adequate expertise and sufficient knowledge, including of administrative matters, to properly and effectively perform my functions effectively, and will devote sufficient time to perform my duties with integrity and transparency to achieve QFB's interest, goals and objectives.
4. I have not been previously convicted of a felony, a crime against honour or a breach of trust or any of the crimes specified in articles (334) and (335) of the Commercial Companies Law, or any of the crimes stipulated in article 40 of Law No. 8 of 2012 concerning the Qatar Financial Markets Authority or been prevented from practising any work in accordance with the rules and regulations of the Qatar Financial Centre, Qatar Financial Centre Authority, Qatar Financial Centre Regulatory Authority, the Qatar Financial Markets Authority and any of the entities falling under article 35 paragraph 12 of Law No. 8 of 2012 mentioned hereabove or declared bankrupt unless rehabilitated.
5. I have not been disqualified from being a director in the Qatar Financial Centre or in any other place.
6. I have provided at the time of submitting this nomination application a valid Good Conduct Certificate issued by the relevant authorities or an official certificate proving that my record is free from any misdemeanor or felony, either of which is dated no later than one month prior to the date of this application, and which will be renewed on an annual basis no later than the end of January of each year.
7. I am a member of the board of directors or senior management of, or otherwise have an interest in, a company engaged in business activities similar to those of QFB or its affiliates whether directly or indirectly (or, where such membership or interest exists, approval for my nomination to the Board of Directors has been obtained from the Qatar Financial Centre Authority).
8. If appointed or selected to the Board of Directors, I will not:
  - a. be a member of the boards of directors of more than three companies headquartered in the State of Qatar.
  - b. either in person or in capacity, be a board chairman or vice chairman for more than two companies headquartered in the State of Qatar; and
  - c. be a managing director in more than one bank headquartered in the State of Qatar, nor combine two memberships of two companies exercising a homogenous activity.
9. I confirm that, at the time of filing this nomination application for membership of the Board of Directors, I hold QFB shares in an amount which is not less than 3% of the total nominal value of QFB's shares and that I will continue to hold at a minimum such number of shares throughout the duration of my board membership.
10. I confirm and acknowledge that the minimum number of QFB shares required for membership of the Board of Directors of 3% of QFB's share capital shall be deposited with the Qatar Central Securities Depository within seven days (7) of being appointed or elected to the Board of Directors and that the same:
  - a. shall be removed from trading and ineligible to be presented as collateral or mortgaged throughout the duration of the nominated representative's board membership.
  - b. shall be included and certified in the year-end financial statements of QFB.

- c. shall be used, upon my appointment or election to the Board of Directors, to cover my liability towards QFB, its shareholders, creditors, and concerned third parties for actions for which the Board of Directors is liable for.
  - d. shall constitute grounds for my immediate dismissal from the Board of Directors if not provided.
11. I confirm that I satisfy all other requirements of the Qatar Financial Centre, Qatar Financial Centre Authority, Qatar Financial Centre Regulatory Authority and the Qatar Financial Markets Authority with respect to Board composition and eligibility of Board membership, if any, as well as any other requirements set out by QFB's Board of Directors and the Nomination, Remuneration and Corporate Governance Committee from time to time. I will take full responsibility for any failure to observe the above nomination requirements or for infringing the provisions of the Qatar Financial Centre Companies Regulations 2005, the Qatar Financial Centre Financial Services Regulations, the Governance Code for Companies and Legal Entities Listed on the Main Market issued by the Qatar Financial Markets Authority and those provisions on the nomination to the membership of the Board of Directors contained in QFB's articles of association.

Kind regards,

Name of Candidate: \_\_\_\_\_

Candidate Signature: \_\_\_\_\_

Date: \_\_\_\_\_

## 2. INFORMATION FORM FOR THE CANDIDATE:

Please carefully read the instructions for the candidate membership set out below before completing this form:

### CONTACT AND MEMBERSHIP DETAILS

Are you applying for an Independent or Non-Independent position? \_\_\_\_\_  
(Refer to the definition of non-independent below)

Full Name \_\_\_\_\_

Nationality \_\_\_\_\_

Date and place of birth \_\_\_\_\_

Permanent Residence \_\_\_\_\_  
(include full physical address rather than just PO)

Current Address \_\_\_\_\_  
(include full physical address rather than just PO)

Email Address \_\_\_\_\_

Phone number \_\_\_\_\_

Mobile number (if different) \_\_\_\_\_

A candidate applying for the non-independent membership of the Board of Directors must comply with the following conditions:

1. at the time of submitting this application, the candidate must hold QFB shares in an amount which is not less than %3 of the total nominal value of QFB's shares and, thereafter, continue to hold at a minimum such number of shares throughout the duration of their board membership; and
2. a statement of shares issued by the Qatar Central Securities Depository confirming the minimum requirement of %3 shareholding in QFB must accompany the application otherwise the application will be permanently rejected.

### 3. ADDITIONAL CANDIDATE INFORMATION:

- i. Name the companies in which you have been directly or indirectly involved at management level in the past five years, mentioning the nature and period of the work relationship:

\_\_\_\_\_  
\_\_\_\_\_

- ii. List the companies in which you are currently a board member along with the location of their headquarters:

\_\_\_\_\_  
\_\_\_\_\_

- iii. List the companies in which you are currently a board chairman or vice chairman along with the location of their headquarters:

\_\_\_\_\_  
\_\_\_\_\_

iv. Does any of the companies listed in Questions 3(ii) and 3(iii) above maintain business relationships with QFB? If yes, please provide details:

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I, the undersigned, hereby declare that all the information provided above is complete and accurate and I undertake to notify QFB as soon as there is any change to this information.

Candidate Name: \_\_\_\_\_

Candidate Signature: \_\_\_\_\_

Date: \_\_\_\_\_

**4. PLEASE READ AND CAREFULLY COMPLETE THE BELOW QUESTIONNAIRE:**

Questionnaire		Yes	No
1.	Have you ever served on the board or management of a company which has been declined doing business, declared bankrupt or gone into liquidation or dissolution?  (if yes, please provide details)		
2.	Have you ever been declared bankrupt or failed to honor your debts or entered into any arrangements with your creditors?  (if yes, please provide details)		
3.	Is your nomination for the Board of Directors or your performance of your obligations as board member (when elected) under the direction or instruction of any other person?  (if yes, please provide details)		
4.	Do you have any other personal or professional obligations that may limit or impede or otherwise conflict with your ability to properly meet your obligations to QFB and its shareholders?  (if yes, please provide details)		
5.	Does your nomination result in any direct or indirect conflict of interest with QFB and any of its affiliates?  (if yes, please provide details)		

**5. PLEASE ENSURE THAT THE BELOW DOCUMENTS ARE ATTACHED TO THIS FORM UPON SUBMISSION:**

Please read and carefully complete this form:

Document		Circle the Correct Answer
1.	A copy of the candidate's most recent CV.	Yes / No/ Not Applicable
2.	A copy of the candidate's certified Qatari ID (for Qatari candidates) or a copy of their certified passport (for non-Qatari candidates).	Yes / No/ Not Applicable
3.	A copy of the updated statement of share ownership issued by the Qatar Central Securities Depository not exceeding one week from the date of issuance.  (Required for candidates applying for a non-independent membership only)	Yes / No/ Not Applicable
4.	A copy of the candidate's Good Conduct Certificate issued by the relevant authorities or a copy of an official certificate proving that their record is free from any misdemeanor or felony,  (Must be dated no later than one month prior to the date of the application).	Yes / No/ Not Applicable