



APPLICATION FORM

Corporate Directors and Secretaries Membership Register

FOR CMDA USE ONLY:

Membership Number: _____

Entered by: _____ Date: _____

Please complete ALL Sections and return to CMCGL. This form can be downloaded from www.cmda.gov.mv
Please attach CV along with a copy of National Identity Card when submitting the application.

Personal Details

Mr/Mrs/Ms/Miss/Dr/other: _____

Full Name: _____

Preferred Name (if applicable): _____

Date of Birth: _____ NIC No: _____

Gender: Female Male

Highest educational qualification (Please tick one only)

Doctoral Degree Higher School Certificates

Masters Degree School Certificates

Bachelor Degree

Diploma

Contact Details

Address: _____

Phone: _____

Mobile: _____

Email: _____

Business contact details

Position Title: _____

Organization Name: _____

Address: _____

Phone: _____ Fax: _____ Email: _____

Preferred contact option

Preferred phone contact: Business Home Mobile

Preferred mail contact: Business Home

Preferred Email contact: Business Home

ABOUT YOUR CAREER

Date of first Board Directorship/Secretaryship: _____ or Never been a director/Secretary

Duration of tenure: _____

Number of directorship/secretaryship currently held: _____

Additional Details of your role

Organization Name: _____

Company Reg. No _____

Which best describes your primary role: (please tick one only)

- | | |
|---|--|
| <input type="checkbox"/> Chairman | <input type="checkbox"/> COO,CIO,CFO |
| <input type="checkbox"/> Managing Director | <input type="checkbox"/> Company Secretary |
| <input type="checkbox"/> Executive Director | <input type="checkbox"/> Executive |
| <input type="checkbox"/> Non-Executive Director | <input type="checkbox"/> Professional advisor to a board |
| <input type="checkbox"/> CEO | <input type="checkbox"/> Other |

Which best describes this organizations' type: (please tick one only)

- | | |
|-----------------------------------|---------------------------------|
| <input type="checkbox"/> Listed | <input type="checkbox"/> SOE |
| <input type="checkbox"/> Unlisted | <input type="checkbox"/> Others |
| <input type="checkbox"/> Private | |

Membership Category

Director Secretary

Director:

Entry to the category of Director shall be by application by persons who:

- Are interested in or aspire to become directors of companies and who qualify as company directors under the Corporate Governance Code of CMDA.

Secretary:

Entry to the category of Secretary shall be by application by persons who are:

- A person who has formal qualifications of Company Secretaryship;
- A person who has previously filled company secretary position, or
- A person who aspires to be a Company Secretary

*Please note the CMCGI does not offer corporate memberships. All membership options are personal to the member and are not transferable.

CMCGI contact Details

Please send completed forms to CMCGI office at the following address below.

Capital Market Development Authority
4th Floor, MTCC Tower,
Boduthakurufaanu Magu

Tel: +(960) 3336619 e-mail: mail@cmda.gov.mv
+(960) 3336618 web: www.cmda.gov.mv
Fax: +(960) 3336624

Declaration

I hereby apply for registration in the Membership Register of the Capital Market and Corporate Governance Institute (CMCGI) as a **Company Director/Company Secretary** and agree to be bound by the conditions of the Code of Members of CMCGI. I declare that I am not a bankrupt and that I do not have a criminal record.

Signature _____

Date _____

CMCGI/CMDA will not be responsible for any loss or damages incurred by any person by the use of information in the Membership Register and are not responsible for information provided members.

Code of Members of CMCGI (Corporate Directors and Secretaries Membership Register)

All members have a responsibility to carry out their duties as per the CMDA Code of Corporate Governance and follow international best practices where appropriate.

All Directors and Secretaries registered must act within the bounds of the authority conferred upon them and must make informed decisions and formulate policies in the best interest of their respective companies.

All members are expected to adhere to high standards of loyalty, and good faith, and must comply with the following:

The Members must:

- Act in the best interest of their respective companies, and fulfill their fiduciary obligations;
- Act honestly, fairly, ethically and with integrity;
- Conduct themselves in a professional, courteous and respectful manner;
- Comply with all applicable laws, rules and regulations;
- Act responsibly in good faith, with due care and diligence, without allowing their independent judgment to be subordinated;
- Act in a manner to enhance and maintain the reputation of the respective companies they represent;
- Disclose conflicts of interest.
- Respect confidentiality of information relating to the affairs of the Companies they represent acquired in the course of their service as Directors or Secretaries, except when authorized or legally required to disclose such information;
- Not use confidential information acquired in the course of their service as Directors or Secretaries for their personal advantage; and
- Share information and knowledge with fellow members of CMCGI for mutual benefit.

A member who has concerns regarding compliance with this Code should raise those concerns with the CMCGI/CMDA.

By signing the Application Form (**Corporate Directors and Secretaries Membership Register**), the members are deemed to have confirmed that they have read and will comply with this Code.