STEP Amended Branch Regulations 2020
(as updated April 2021)

The following amended Regulations sit alongside the current STEP Branch Regulations. They are effective immediately and apply until 30 June 2021:

1) **Regulation 9.8** – Branch members shall be permitted to attend and vote at the 2021 Annual General Meeting (and other members’ meetings up until 30 June 2021) by such virtual, electronic and other means which each Branch shall reasonably determine and communicate to its members alongside the notice for the Annual General Meeting (AGM) or other members’ meetings. Notice of meetings and arrangements for proxies may be given electronically.

2) **Regulation 9.9** – Branch members attending AGMs and other members’ meetings by virtual, electronic and any other means authorised by the Branch and communicated to its members shall be included in the quorum.

3) **Regulation 9.2** – Branches that have already issued notice for an in-person AGM (and other members’ meetings, including branches with authority to hold a combined 2020/21 AGM) and who wish to take advantage of the changed criteria for virtual attendance, quorum and voting set out above, should communicate the changed arrangements to Branch members with at least 21 days’ notice (and may rearrange, postpone or adjourn any such meeting if it is expedient in order to achieve this).

4) All Branches will remain responsible for compliance with any local laws (including where applicable local company law) which are not affected by these varied Branch Regulations.

5) These varied Branch Regulations are only applicable up until 30 June 2021, or the date when permanent amendments to the Branch Regulations are issued, if earlier.

By Order of the STEP Board
19 April 2021