



# THE INSTITUTION OF ENGINEERS, MALAYSIA

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## To all Members of the Chemical Engineering Technical Division, IEM **30<sup>th</sup> AGM**



Notice is hereby given that the **30<sup>th</sup> Annual General Meeting** of Chemical Engineering Technical Division, IEM will be held on **1<sup>st</sup> October 2016 (Saturday)** at **Auditorium Tan Sri Chin Fung Kee, 3<sup>rd</sup> Floor, Wisma IEM, Petaling Jaya at 11.00 a.m.**

### AGENDA

**BEM Approved CPD/PDP: 2 hours  
REF: IEM16/HQ/364/AGM**

1. Opening Address by the Chairman for Session 2015/2016.
2. Confirmation of the Minutes of the 29<sup>th</sup> Annual General Meeting held on 10 October 2015.
3. Matters Arising.
4. To receive and adopt the Secretary's Report for the Session 2015/2016.
5. To receive and adopt the Financial Statement for the year ending 31 December 2015.
6. Election of the New Office Bearers for Session 2016/2017.
7. Address by the Chairman for Session 2016/2017.
8. Any Other Business.

Your presence will contribute to the success of this meeting.

Thank you.

**Ir. Thayananthan Balakrishnan**  
**Chairman**  
**Chemical Engineering Technical Division, IEM**

#### DONATIONS TO IEM BUILDING FUND (WISMA IEM)

**Members are urged to consider donating generously towards the IEM Building Fund.  
All contributions are deeply appreciated.**

#### CPD HOURS CONFIRMATION

Name of Member:.....

Membership No: .....

Signature: .....

Date : **1<sup>st</sup> OCTOBER 2016**