



## THE INSTITUTION OF ENGINEERS, MALAYSIA

Bangunan Ingenieur, Lots 60 & 62, Jalan 52/4, P.O. Box 223, Jalan Sultan,  
46720 Petaling Jaya

Tel: 03-79684001/4002 Fax: 03-79577678

E-mail: [sec@iem.org.my](mailto:sec@iem.org.my) Homepage: <http://www.myiem.org.my>

To all Members of the  
Chemical Engineering Technical Division, IEM

BEM Approved  
CPD/PDP HOURS: 2  
Ref No: IEM11/HQ/264/AGM

## 25<sup>th</sup> AGM

Notice is hereby given that the 25<sup>th</sup> Annual General Meeting of the Chemical Engineering Technical Division, IEM will be held on **1 October 2011 (Saturday)** at **11.00 a.m. to 1.00 p.m.**, at **TUS Lecture Room, 2<sup>nd</sup> Floor, Wisma IEM, Petaling Jaya.**

### AGENDA

1. Opening Address by the Chairman of Session 2010/2011.
2. Confirmation of Minutes of the 24<sup>th</sup> Annual General Meeting held on 9 October 2010.
3. Matters Arising.
4. Secretary's Report for the Session 2010/2011.
5. To receive and adopt the Financial Statement for the year ending 31 December 2010.
6. To note the summary of the receipts and payments account up to 31 July 2011.
7. Election of the Office Bearers for the Session 2011/2012.
8. Address by the Chairman for Session 2011/2012.
9. Any Other Business.

Your presence will certainly contribute to the success of this meeting.

Thank you.

**Ir. Assoc Prof Dr Abdul Aziz Abdul Raman**

Chairman

Chemical Engineering Technical Division

### DONATIONS TO IEM NEW BUILDING

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

### CPD HOURS CONFIRMATION

Name of Member

M/Ship Num

Date

1 October 2011

Signature