

To all Members of the Civil and Structural Engineering Technical Division, IEM **31ST ANNUAL GENERAL MEETING**

Notice is hereby given that the **31st Annual General Meeting of the Civil and Structural Engineering Technical Division (CSETD), IEM** will be held on **15th July 2017 (Saturday)** at **11.00 a.m., Auditorium Tan Sri Prof. Chin Fung Kee, 3rd Floor, Wisma IEM, Petaling Jaya, Selangor Darul Ehsan.**

AGENDA

1. Opening Address by the Chairman of the Division of Session 2016/2017.
2. Confirmation of the Minutes of the 30th Annual General Meeting held on 23rd July 2016.
3. Matters Arising.
4. To receive and adopt the Secretary's Report for the Session 2016/2017.
5. To receive and adopt the Financial Statement for the year ended 31 December 2016.
6. Election of the New Office Bearers for Session 2017/2018.
7. Address by the Chairman of Session 2017/2018.
8. Any Other Business.

Your presence will contribute to the success of this meeting.

Thank you.

Ir. Dr. NG SOON CHING
Chairman
Civil and Structural Engineering Technical Division, IEM

BEM Approved CPD/PDP Hours: 2
REF: IEM17/HQ/161/AGM

(Note: The AGM would be held in conjunction with a Pre AGM Talk starting at 9.00 a.m. at Wisma IEM, PJ)

DONATIONS TO IEM NEW BUILDING

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

CPD HOURS CONFIRMATION

Member Name :

Signature :

Membership no: _____

Date : 15TH JULY 2017