



THE INSTITUTION OF ENGINEERS, MALAYSIA

Bangunan Ingenieur, Lots 60 & 62, Jalan 52/4, P.O. Box 223, Jalan Sultan, 46720 Petaling Jaya
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Ref. No: IEM18/HQ/049/AGM– 4 CPD hours

1 March 2018

To all members of
The Institution of Engineers, Malaysia

NOTICE OF 59TH ANNUAL GENERAL MEETING Saturday, 21 April 2018, 9.00 am at Wisma IEM

In accordance with Section 7.5 of the Bylaws, notice is hereby given that the 59th Annual General Meeting of The Institution of Engineers, Malaysia shall be held at Malakoff Auditorium, 1st Floor, Wisma IEM, 21 Jalan Selangor, Petaling Jaya on **Saturday, 21 April 2018 at 9.00 am.**

The Agenda for the Annual General Meeting is as follows:-

1. Welcoming Address by the President for Session 2017/2018.
2. Confirmation of Minutes of the 58th Annual General Meeting held on 15 April 2017.
3. Matters Arising.
4. Annual Report / Financial Statements for Session 2017/2018.
5. Discussion on written issues from members of which written notice is submitted to reach IEM Secretariat by 1 April 2018. *Please note that no matters under this item shall be discussed, unless prior written notice is received by 1 April 2018. This is in accordance to the IEM Constitution & Bylaws.*
6. Announcement of Results of Election for Council Session 2018/2019.
7. Awards Presentation
8. Presentation of Certificates – Members Transferred to the grade of Fellow in 2017.
9. Change of Office Bearers
10. Election of Honorary Internal Auditors.
11. Appointment of External Auditors.
12. Any Other Business
13. Presidential Address 2018/2019.

Ir. Yap Soon Hoe
Hon. Secretary

NOTES:

- 1) *As this is a Saturday, parking around the IEM premises (Wisma IEM and Bangunan Ingenieur) is free.*
- 2) *Parking facilities have also been arranged for members at the Kompleks A Menara MBPJ Car Park (behind Bangunan Ingenieur). IEM will bear the parking fees for those who park inside the Kompleks A Car park Menara MBPJ. Parking is from 8.30 am to 1.30 pm. All members parking there are therefore to produce the parking ticket for verification by the IEM Secretariat at the AGM venue. The parking ticket would be collected by the Parking Attendant at Menara MBPJ Car park upon exit.*
- 3) *Light breakfast will be served from 8.00 am.*
- 4) *To assist in our planning and arrangement to ensure there are sufficient seats, members are requested to return the reply slip to the Secretariat not later than **1 April 2018.***

REPLY SLIP
(Please return to IEM Secretariat not later than 1 April 2018)

The Hon Secretary
The Institution of Engineers, Malaysia
P.O. Box 223, (Jalan Sultan)
46720 Petaling Jaya
Selangor Darul Ehsan

Dear Sir

59th ANNUAL GENERAL MEETING
Saturday, 21 April 2018, 9.00 am

Please tick () the appropriate boxes

- | | | |
|----|--------------------------|--|
| 1. | <input type="checkbox"/> | I shall be attending the 59 th Annual General Meeting |
| 2. | <input type="checkbox"/> | I shall not be attending the 59 th Annual General Meeting |
| 3. | <input type="checkbox"/> | I shall be taking the breakfast at 8.00 am |
| 4. | <input type="checkbox"/> | I shall not be taking the breakfast at 8.00 am |

Name:.....

Grade of Membership: Membership No:.....

Signature:.....