

20th ANNUAL GENERAL MEETING

To all members of the
AGRICULTURAL & FOOD ENGINEERING TECHNICAL DIVISION, IEM

Notice is hereby given that the 20th Annual General Meeting of the Agricultural & Food Engineering Technical Division, IEM (AFETD) is scheduled on **8 December 2018 (Saturday)** from **11.00 a.m. to 1.00 p.m.**, at **Malakoff Auditorium, Ground Floor, Wisma IEM, Petaling Jaya, Selangor Darul Ehsan.**

AGENDA

1. Opening Address by the Chairman of the Session 2017/2018.
2. Confirmation of Minutes of the 19th Annual General Meeting held on 2nd December 2017.
3. Matters Arising.
4. To receive and adopt the Secretary's Report for the Session 2017/2018.
5. To receive and adopt the Financial Statement for the period ending 31st December 2017.
6. Election of the New Office Bearers for the Session 2018/2019.
7. Address by the Chairman for Session 2018/2019.
8. Any Other Business.

Your presence will contribute to the success of this meeting.

Thank you.

Ir. Vasan Mariappan
Chairman Session 2017/2018,
Agricultural & Food Engineering Technical Division, IEM

BEM APPROVED
CPD/PDP hours: 2
Ref No: IEM18/HQ/455/AGM

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

CPD HOURS CONFIRMATION

Name of Member	:
M'Ship No.	:
Date	:
Signature	: