

To ALL Members of the
Building Services Technical Division (BSTD), IEM



33RD ANNUAL GENERAL MEETING (AGM)

Notice is hereby given that the 33RD Annual General Meeting of Building Services Technical Division (BSTD), IEM will be held on 17th August 2019 (Saturday) at the Malakoff Auditorium, Ground Floor, Wisma IEM, Petaling Jaya at 11.00 a.m.

AGENDA

1. Opening Address by the Chairman of the Division for session 2018/2019
2. Confirmation of the Minutes of the 32nd Annual General Meeting held on 11th August 2018
3. Matters Arising (if any)
4. Secretary's Report for the Session 2018/2019
5. To receive and adopt the Financial Statement for the year ending 31st December 2018
6. Election of Office Bearers for Session 2019/2020
7. Address by the Chairman for Session 2019/2020
8. Any Other Business (if any)

Your presence will contribute to the success of this meeting.

Thank you.

Ir. WONG WIN HENG
Chairman
Building Services Technical Division, IEM

BEM Approved CPD/PDP Hours: 2
REF: IEM19/HQ/312/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 BUILDING FUND OR IEM STEM EDUCATION FUND

Members are urged to consider donating generously towards the IEM Building Fund or IEM STEM Education Fund. All Contributions Are Deeply Appreciated.

CPD HOURS CONFIRMATION

Member Name :

Signature :

Membership no: _____

Date : 17th AUGUST 2019