

# AGM

To all Members of the  
**Chemical Engineering Technical Division, IEM**  
**33<sup>rd</sup> Annual General Meeting**

Notice is hereby given that the 33<sup>rd</sup> Annual General Meeting of the Chemical Engineering Technical Division, IEM (CETD) is scheduled on **5 October 2019 (Saturday)** from **11.00 a.m. to 1.00 p.m.**, at **Auditorium Tan Sri Prof. Chin Fung Kee, Third Floor, Wisma IEM, Petaling Jaya, Selangor Darul Ehsan.**

## AGENDA

1. Opening Address by the Chairman of the Session 2018/2019.
2. Confirmation of Minutes of the 31<sup>st</sup> Annual General Meeting held on 6<sup>th</sup> October 2018.
3. Matters Arising.
4. To receive and adopt the Secretary's Report for the Session 2018/2019.
5. To receive and adopt the Financial Statement for the year ending 31<sup>st</sup> December 2018.
6. Election of the New Office Bearers for the Session 2019/2020.
7. Address by the Chairman for Session 2019/2020.
8. Any Other Business.

BEM Approved CPD Hours: 2  
Ref. No.: IEM19/HQ/437/AGM

Your presence will contribute to the success of this meeting.

Thank you.

Ir. Dr Lee Tin Sin  
Chairman, Chemical Engineering Technical Division, IEM  
Session 2018/2019

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

### **DONATIONS TO IEM BUILDING**

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

### **CPD HOURS CONFIRMATION**

Name of Members :

M'Ship No. :

Signature :