

**PUBLIC SECTOR ENGINEERS
SPECIAL INTEREST GROUP (PSESIG)
9th PSESIG VIRTUAL ANNUAL GENERAL MEETING (AGM)**

Organised by: Public Sector Engineers Special Interest Group, IEM (PSESIG)

DATE : 21ST AUGUST 2021 (SATURDAY) TIME : 9.00 A.M. – 10.30 A.M.

BEM Approved CPD/PDP: 2 Ref. no.: IEM21/HQ/262/AGM(w)

The Annual General Meeting is conducted via **VIRTUAL using ZOOM Platform.**
Pre – Registration is required in IEM Portal for this Event.

STANDARD OPERATION PROCEDURES (SOPs)

To comply with MKN's SOP of limited movement "IN" and "OUT" of an event, this Annual General Meeting shall be conducted via Virtual. Pre - Registration is REQUIRED via **ONLINE**.

ANNUAL GENERAL MEETING (AGM) PROCESS

**1. QUESTIONS BY PARTICIPANTS DURING AGMs
Via Two (2) Methods**

- a) **BY RAISE OF HANDS** and to wait for permission from the Chairman/Secretary to Talk or
- b) **BY TYPE INTO THE CHAT BOX.** The Chairman / Secretary will see/read the Chat Box.

Members who would like to ask questions, please 'Type Your Question' in the **Virtual Platform Chat Box** and your **Full Name & Membership No.** follow with your question.

2. ELECTIONS of the 7 POSTs (1 SECRETARY/TREASURER + 6 GENERAL MEMBERS) at the Annual General Meeting/s (AGM)

- **1 vacancy** - Secretary/Treasurer – Corporate Members
- **6 vacancies** - General Members – 3 Corporate Members (minimum)

3. NOMINATIONS

- a) Nominations shall be made by Members of the Annual General Meeting/s (AGM) ONLY.
- b) Only the registered Members shall be the Nominee of any position/s.
- c) To ease the process of any nomination, it is advised that the Proposer is to seek consent from the person they would like to nominate first, and the person must be a Registered Member attending the meeting.

- d) The Proposer and the Secunder are requested to announce his/her (i) Full name & (ii) Membership No.

NOMINATION shall take place
Via One (1) Method

- i) **BY RAISE OF HANDS** and to wait for permission from the Chairman/Secretary before Nominate.

*Extract - Under AGM Rules
Item 6 – Annual General Meeting*

6.3 Nomination and Election of Members to serve the various posts in the Division (except the posts of the Chairman and Deputy Chairman mentioned under items 3.2 and 3.3) shall be held at the Annual General Meeting of the Division, and in the form of "show of hands".

**4. VOTINGS
Via One (1) Method**

i) BY CHOOSE FROM THE POLLING BOX.

- a) The counting shall be checked by the Activities Secretariat with the monitoring by the Election Officer.
- b) **Members is REQUESTED TO TYPE the NAME OF CANDIDATE/s or the NUMBER OF CANDIDATE/s ANNOUNCED AT THE MEETING ONLY.**
- c) This is for easy control and proof of voting.

**To ALL Members of the
PUBLIC SECTOR ENGINEERS SPECIAL INTEREST GROUP (PSESIG)**

93 PARTICIPANTS ONLY (Pre – Registered)
Closing Date of Registration:
(14 August 2021 at 10.00 a.m. (Monday))

BEM Approved CPD/PDP: 2 Hours
Ref. no: IEM21/HQ/262/AGM(w)

Notice is hereby given that the **9th Annual General Meeting** of the **Public Sector Engineers Special Interest Group, IEM (PSESIG)**, IEM will be held on **21st August 2021 (Saturday)** at **9.00 a.m. via VIRTUAL (ZOOM Platform)**.

AGENDA

1. Opening Address by the Chairman of Session 2020/2021.
2. Confirmation of Minutes of the 8th Annual General Meeting held on 5th December 2021.
3. Matters Arising.
4. To receive and adopt the Secretary's Report for the Session 2020/2021.
5. To receive and adopt the Financial Statement for the Session ending 31 December 2020.
6. Election of the New Office Bearers for the Session 2021/2022.
7. Address by the Chairman of Session 2021/2022.
8. Any Other Business (AOB).

Your presence will contribute to the success of this meeting.

Thank you.

Ir. Francis Boey Wei Lun
Chairman

Public Sector Engineers Special Interest Group, IEM
Session 2020/2021