



7 March 2024

To all members of
The Institution of Engineers, Malaysia

**NOTICE OF 65th ANNUAL GENERAL MEETING (HYBRID)
SATURDAY, 20 APRIL 2024 at 9.00 am**

Ref No: IEM24/HQ/091/AGM (h), CPD: 4

In accordance with Section 7.5 of the Bylaws, notice is hereby given that the 65th Annual General Meeting of The Institution of Engineers, Malaysia shall be held on **Saturday, 20 April 2024 at 9.00 am** at **Wisma IEM / Zoom**.

The AGENDA for the HYBRID Annual General Meeting is as follows:-

1. Welcome Address by the President for Session 2023/2024.
2. Confirmation of Minutes of the 64th Annual General Meeting held on 15 April 2023.
3. Matters Arising.
4. Annual Report / Financial Statements for Session 2023/2024.
5. Proposed Amendments to the IEM Constitution.
6. Discussion on written issues from members of which written notice is submitted to reach IEM Secretariat by 13 April 2024. *(Please note that no matters under this item shall be discussed, unless prior written notice is received by 13 April 2024. This is in accordance to the IEM Constitution & Bylaws).*
7. Presentation of Results of Election for Council Session 2024/2025.
8. Presidential Address 2024/2025.

In order to cater for the HYBRID AGM, kindly be informed that the following SOPs are hereby instituted:

a) Annual Report

A soft copy of Annual Report will be sent to all members via email blast prior to the AGM. Members who wish to have a hard copy may collect on the AGM Day at **WISMA IEM** on a first-come-first-served basis as only a small number would be printed so as to be cost efficient and minimize wastage.

b) Pre-Registration

(i) Online

Members who wish to attend online are required to **pre-register** and a link to join the meeting online will be emailed to the registered member prior to the AGM date. Members can click on the link to join the meeting on the given date and time of the AGM. To register, please refer to IEM website:



(ii) Physical

Members who wish to attend physically, you are also required to **pre-register** as there is a need to confirm the number pax for catering purposes.

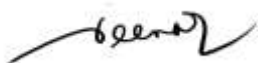


c) Submission of Questions/Queries

Members are requested to submit question(s)/queries **at least seven (7) days** before the AGM. Response, if deemed necessary, will be provided during the AGM.

Thank you for your kind attention.

Yours sincerely,



Ir. Prof. Dr Zuhaina binti Zakaria
Hon. Secretary

THE INSTITUTION OF ENGINEERS, MALAYSIA (Established in 1959)

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