



**To all Members of the Building Services
Technical Division, IEM**



29th ANNUAL GENERAL MEETING (AGM)

Notice is hereby given that the 29th Annual General Meeting of Building Services Technical Division, IEM will be held on 15th August 2015 (Saturday) at the Auditorium CFK, 3rd Floor, Wisma IEM, Petaling Jaya at 11.00 a.m.

AGENDA

1. Opening Address by the Chairman of the Division for session 2014/2015
2. Confirmation of the Minutes of the 28th Annual General Meeting held on 16th August 2014
3. Matters Arising
4. Secretary's Report for the Session 2014/2015
5. To receive and adopt the Financial Statement for the year ending 31 December 2014
6. Election of Office Bearers for Session 2015/2016
7. Address by the Chairman for Session 2015/2016
8. Any Other Business

**BEM Approved CPD/PDP
Hours: 2
Ref No: IEM15/HQ/195/AGM**

Your presence will contribute to the success of this meeting.

Thank you.

Ir. Wong Chu Loong
Chairman
Building Services Technical Division, IEM

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

DONATIONS TO IEM NEW BUILDING

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

CPD HOURS CONFIRMATION

Name of Member: M'ship No:

Signature: Date: