

BEM Approved  
**CPD/PDP HOURS: 4**  
Ref No: IEM20/SB/066/AGM



15<sup>th</sup> February 2020

**TO ALL MEMBERS, IEM (SOUTHERN BRANCH)**

**NOTICE OF 47<sup>th</sup> ANNUAL GENERAL MEETING OF THE INSTITUTION OF ENGINEERS, MALAYSIA (SOUTHERN BRANCH) – 28<sup>th</sup> MARCH 2020**

Please be informed that in accordance to Section 40 of the IEM (Southern Branch)'s By-Laws And Regulations, **NOTICE IS HEREBY GIVEN THAT** The 47<sup>th</sup> Annual General Meeting of The Institution of Engineers, Malaysia (Southern Branch) will be held as follows:

Date : Saturday, 28<sup>th</sup> March 2020  
Time : 11.00 a.m.  
Venue : TROVE Johor Bahru

**The Agenda for the Annual General Meeting is as follows:**

- 1) Opening Address by the Chairman Session 2019/2020
- 2) Confirmation of Minutes of the 46<sup>th</sup> Annual General Meeting
- 3) Matters Arising
- 4) Annual Report for Session 2019/2020
- 5) Statement of Financial Accounts Ending 31<sup>st</sup> December 2019
- 6) Election of Internal Auditors
- 7) Election Results for Executive Committee for Session 2020/2021
- 8) Change of Office Bearers
- 9) Any Other Business
- 10) Address by the Chairman, Session 2020/2021

Members are requested to return the Attendance Reply Slip to the Secretariat by **20<sup>th</sup> March 2020** to assist in the planning and arrangements.

Thank you.

Yours faithfully,

**Ir. David Puen Ming Shen**  
Hon. Secretary  
IEM (Southern Branch)

**Reply Slip (Fax To: 07-3319710)**

To: Hon. Secretary, IEM (Southern Branch)

[ ] I will attend the above AGM  
[ ] I am **NOT** able to attend the above AGM      Please tick [ / ] where applicable

Name of Member: ..... Membership No: .....

Contact No.: ..... Fax:..... E-mail:.....

Signature: ..... Date: .....