

27th May 2022

BY EMAIL /POST

To: **President /Hon. Secretary/ Hon. General/Secretary General
Member-institutions of Balai Ikhtisas Malaysia**

Dear Sir/Madam,

THE 49th ANNUAL GENERAL MEETING, AGM: (49) 2021/2022- FIRST ANNOUNCEMENT

Please be informed that this is first announcement of the 49th Annual General Meeting of the Balai Ikhtisas Malaysia is scheduled as follows:

Day/Date : Wednesday, 27 July 2022
Time : 2.30 p.m.
Venue : New World Hotel, Paradigm Mall, Petaling Jaya

Notes for Attention:

- a. As stipulated in the Constitution, any member desirous of moving any resolution at the Annual General Meeting shall give notice thereof in writing to the Honorary Secretary within four (4) weeks from the date of the 1st Announcement of such meeting.
- b. Please confirm the attendance as Member-institution of Balai Ikhtisas Malaysia by 30th June 2022 to be counted as part of the quorum.
- c. Please advise the BIM Secretariat of the names of your Delegates and Alternative Delegates, **who is eligible to be nominated to serve on the Executive Committee (EXCO)** by 30th June 2022.
- d. Kindly take note on Clause 6.5 of the Constitutions that states “*Any Member Institution or Organization whose membership has lapsed due to a default in payment of subscriptions for more than two (2) years may have its membership reviewed on the recommendation of the Board of Management. Any readmission of a member shall be decided at the Annual General Meeting.*” Please resolve any outstanding dues therein the soonest possible. Member – institution in default will not be allowed to attend or vote at the AGM.

Thank you.

Yours sincerely,



BY ORDER OF THE BOARD

Assoc. Prof. LAr. Dr Nor Atiah Ismail

Honorary Secretary