



PERSATUAN AIR MALAYSIA (The Malaysian Water Association)

No. 24, Second Floor, Jalan Sri Hartamas 8, Taman Sri Hartamas, 50480 Kuala Lumpur, Malaysia.

Tel : (603) 6201 9521 / 6201 2250

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Website : www.mwa.org.my

MWA/ AGM/ 002/ 17

20 February 2017

To all Members
The Malaysian Water Association

Dear Members

NOTICE OF 29TH MWA ANNUAL GENERAL MEETING

In accordance with Clause 7 (1)(a) of the MWA Constitution, notice is hereby given that the 28th Annual General Meeting (AGM) of the Malaysian Water Association will be held on date, time and venue as the following:

Date : 29 April 2017 (Saturday)
Time : 9:30 am – 1:00 pm
Venue: Kota Permai Golf & Country Club
No. 1 Jalan 31/100A, Kota Kemuning, Section 31
40460 Shah Alam, Selangor

The tentative **Agenda** for the meeting is as follows (the confirmed agenda will be circulated in the Annual Report):

1. Address by the President
2. Confirmation of the Minutes of 28th AGM held on 30 April 2016
3. Matters Arising
4. Annual Report of the Council for 2016/2017
 - Report by the Hon. Secretary General on Activities
 - Report by the Hon. Treasurer General on Accounts
5. Election of Honorary Internal Auditors
6. Any Other Business
(of which notice shall have been given to the Hon. Secretary General seven (7) days before the AGM is due, i.e. 22 April 2017)
7. Announcement of Result of Election of Office Bearers (for 2017/2019 Session)
8. Post-AGM Talk (tentative)

All members of the Association are entitled to attend and to participate in the proceedings at the AGM, but only Ordinary and Institutional Members are entitled to vote and be recognised for the purpose of determining whether a quorum is present. The vote of Institutional Members is to be exercised through its authorised representatives.

However, under Clause 4 (5)(d) of the Constitution of the Association, members are not entitled to attend, speak or vote at the AGM unless monies due from them have been paid and these include the 2017 subscription.

Clause 7 (1)(e) states that the quorum for the AGM shall be one half of the total number of voting members or twice the number of the Council Members, whichever is the lesser. As the present Council has 18 members, this means a minimum of 36 members must be present in order to have a quorum. I shall be grateful if you will attend the AGM of the Association.

The following is the **Tentative Programme** for the AGM on 29 April 2017:

- | | | |
|-------------------|---|----------------------------------|
| 9:00 am – 9:30 am | - | Registration (with refreshments) |
| 9:30 am – 1:00 pm | - | Annual General Meeting |
| | - | Post-AGM Talk (tentative) |
| 1:00 pm | - | Lunch & end |

Please indicate in the Attendance Slip attached whether you will attend the AGM and stay for lunch.

Institutional Members are requested to reply both Attendance Slip and the Proxy Form to the Secretariat.

Thank you.

Yours faithfully



MOHAMAD HAIRI BASRI
Hon. Secretary General
The Malaysian Water Association

Enclosures:

- Attendance Slip
- Proxy Form (for Institutional Members only)

ATTENDANCE SLIP

(Deadline of submission: before/by 22 April 2017)

To:
29th MWA AGM Secretariat
The Malaysian Water Association
No. 24 Second Floor, Jalan Sri Hartamas 8
Taman Sri Hartamas
50480 Kuala Lumpur

Fax: 03 6201 5801
Tel: 03 6201 2250 / 9521
Email: johari@mwa.org.my (Johari Khamis)

NOTICE OF 29TH MWA ANNUAL GENERAL MEETING

29 April 2017 (Saturday)

9:30 am – 1:00 pm

Kota Permai Golf & Country Club
No. 1 Jalan 31/100A, Kota Kemuning, Section 31
40460 Shah Alam, Selangor

(please tick where applicable)

- I confirm attending the AGM.
- I confirm attending the AGM & stay for lunch.
- I am not able to attend the AGM.

Name : _____

Organisation : _____

Address : _____

Mobile No. : _____

E-mail : _____

Membership No.: _____

Signature : _____ Date: _____

Notes:

- Institutional Members (IM) should submit this form together with **Proxy Form** enclosed.
- Please check your subscription status with the Secretariat.
- For route map & direction to the venue, please contact Kota Permai Golf & Country Club, tel: **03-5122 3700** www.kotapermai.com.my

To:
29th MWA AGM Secretariat
The Malaysian Water Association
No. 24 Second Floor, Jalan Sri Hartamas 8
Taman Sri Hartamas
50480 Kuala Lumpur

Fax: 03 6201 5801
Tel: 03 6201 2250 / 9521
Email: johari@mwa.org.my (Johari)

PROXY FORM

THE MALAYSIAN WATER ASSOCIATION

I,

of

Membership No.: being a member of the Malaysian Water

Association hereby appoint

of

as my proxy to vote for me and on my behalf at the Annual General Meeting of the

Association to be held on the **29 April 2017** and at any adjustment thereof. As witness

my hand this day of 20..... .

.....

Signature

Company's Stamp

Notes (for Institutional Members only):

- Please fax this **Proxy Form** and the **Attendance Slip** to the MWA Secretariat **before/by 22 April 2017**.
- Kindly bring along this **Proxy Form** to the AGM.
- Please ensure membership subscription is current to entitle you to attend the AGM.