



**THE INSTITUTION OF FIRE ENGINEERS
SINGAPORE BRANCH**

NOTICE OF 42nd ANNUAL GENERAL MEETING

Dear Members

Notice is hereby given that the 42nd Annual General Meeting of the Institution of Fire Engineers (UK) Singapore Branch will be held on Wednesday, 30th March 2016 at the Phoenix Ballroom, Level 6, Novotel Singapore Clarke Quay, 177A River Valley Road, Singapore 179031 at 7.00 pm sharp to transact the following: -

AGENDA

1. President's Address
2. To confirm the minutes of the 41st Annual General Meeting held on 28th March, 2015.
3. To approve the Council's Annual Report for the year ending 28th Feb., 2016.
4. To approve the Council's audited Statement of Accounts for the year ending 31st December, 2015.
5. To appoint three (3) members as scrutineers to scrutinize the election ballot papers.
6. To conduct the election of Council Members for the term 2016/2018.
7. To appoint two (2) members as Internal Auditors for the term 2016/2018.
8. To transact any other business of which seven (7) clear days' notice in writing has been given to the Honorary Secretary.

The meeting will be followed by dinner at the same venue.

Yours sincerely

K Ramanathan, FIFireE
Hon. Secretary 2014/2016
INSTITUTION OF FIRE ENGINEERS
SINGAPORE BRANCH