



PERSATUAN AIR MALAYSIA (The Malaysian Water Association)

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

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MWA/ AGM/ 007/ 21

19 March 2021

To All Members
The Malaysian Water Association

Dear Members,

**THE MALAYSIAN WATER ASSOCIATION
- NOTICE OF 33rd ANNUAL GENERAL MEETING**

In accordance with Clause 7 (1)(a) of the Malaysian Water Association (MWA) Constitution, notice is hereby given that the 33rd Annual General Meeting (AGM) of the Malaysian Water Association will be held on date, time and venue as the following:

Date : **24 April 2021 (Saturday)**
Time : **10:00 am – 12:00 noon**
Medium : **Zoom application**

The 33rd AGM will be conducted via hybrid i.e. the meeting will be performed at the MWA premise in Taman Sri Hartamas, Kuala Lumpur attended onsite by the Council Members while other MWA Members will participate in the meeting via Zoom application (online). The link for the meeting will be provided to members upon their registration.

The AGM is held in accordance with the directive given by the Majlis Keselamatan Negara (MKN) that permits the programme to be conducted and shall comply with the procedures by the MKN and SOPs by the Government.

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 32nd AGM held on 5 September 2020.
3. Matters Arising
4. Annual Report of the Council for 2020 / 2021
 - 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. 15 April 2021)

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 representative.

According to Clause 4 (5)(a) & (b), votes may be given either personally or by proxy. A proxy shall be appointed in writing under the hand of the appointer. A member may appoint another member as his proxy to represent him at any Annual General Meeting or adjourned Annual General Meeting and the proxy shall have all the rights and privileges of the member for whom he is representing and to vote thereat for himself and for the member for whom he is representing.

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 2021 subscription fee.

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 21 members, this means a minimum of 42 members must be present in order to have a quorum. Your attendance at the AGM is very much appreciated.

Please indicate your presence by completing the online Attendance Slip and / or Proxy Form as per link provided below by 15 April 2021:

<https://forms.gle/SZH47vPRURXyKZUS6>

For enquiries on registration and to check your membership subscription status, please contact MWA Secretariat, Mr. Johari Khamis (Registration) at e-mail: johari@mwa.org.my and Ms. Amirah Saedon (Accounts) at e-mail: accounts@mwa.org.my, Tel: 03 6201 2250 / 6201 9521, Fax: 03 6201 5801.

Thank you.

Yours faithfully



IR. ZULKIFLEE BIN AB HAMID
Honorary Secretary General
The Malaysian Water Association

Enclosures: Attendance Slip
Proxy Form