



**INSTITUT PENGURUS HARTA DAN FASILITI MALAYSIA
MALAYSIAN INSTITUTE OF PROPERTY AND FACILITY MANAGERS (MIPFM)
(PPM-033-10-30032011)**

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To all MIPFM Members,

Notice of the 13th Annual General Meeting (AGM) of the Malaysian Institute of Property and Facility Managers (MIPFM), notice is hereby given; -

MIPFM 13TH ANNUAL GENERAL MEETING (AGM) 2024

Date: 30 September 2024 (Monday)

Time: 10.00 am – 1.00 pm

Venue: Berjaya Hall, Bukit Kiara Equestrian & Country Resort

Agenda: -

- 1) Welcoming remark from MIPFM President**
- 2) Confirmation of Minutes of the Previous AGM**
 - To confirm and adopt the minutes of the previous AGM.
- 3) Annual Report**
 - To confirm and adopt the Report of the Council for the year 2023/24.
- 4) Audited Accounts Report**
 - To receive the Audited Accounts for the year ended 2023.
- 5) Appointment of Auditor**
 - To appoint Honorary Auditors and External Auditor for the ensuing term.
- 6) Any Other Business**
 - To transact any other business of which not less than seven (7) clear days' notice has been deposited in writing with the Secretary.

***Kindly note that:**

- 1) The voting members shall be only the Ordinary members and Fellows of The Institute.
- 2) Only members who are not in arrears up to 2024 are entitled to vote.
- 3) At least twice the total number of committee members must be present at the annual general meeting (AGM) for its proceedings to be valid and to constitute a quorum.
- 4) If half an hour after the time appointed for the meeting a quorum is not present, the meeting shall be postponed to a date (not exceeding 30 days) to be decided by the Committee; and if a quorum is not present half an hour after the time appointed for the postponed meeting, the members present shall have the power to proceed with the business of the day but shall not have the power to alter the rules of the Institute or make any decision affecting the whole membership including those involving immovable property.

To support the go green environment, the statement of Audited Accounts for the year ended 2023, Minutes of Previous AGM and Report of the Council for the year 2023/2024 can be viewed and downloaded from MIPFM's website at www.mipfm.org.my

BY ORDER OF THE COUNCIL
Sr Nageswaran Muniandy
Secretary-General
Dated: 14.9.2024

RESPONSE FORM

MALAYSIAN INSTITUTE OF PROPERTY AND FACILITY MANAGERS (MIPFM) 13TH ANNUAL GENERAL MEETING

Please tick (v) in the appropriate boxes.

I WILL BE ATTENDING THE AGM

I WILL NOT BE ATTENDING THE AGM, PLEASE ACCEPT MY APOLOGIES

Name: _____ MIPFM Membership No.: _____

Organisation/ Firm: _____

Contact No.: _____ Email: _____

Kindly return this slip via email to secretariat@mipfm.org.my or scan the QR Code below to register online.

