

25<sup>th</sup> July 2020



**MALAYSIAN INSTITUTE OF PLANNERS**  
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Malaysia

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Dear Members

## **48<sup>th</sup> ANNUAL GENERAL MEETING – 15<sup>th</sup> AUGUST 2020 (SATURDAY)**

Notice is hereby given that the 48<sup>th</sup> Annual General Meeting of the Malaysian Institute of Planners will be held as follows:

**DATE** : **15<sup>th</sup> August 2020 (Saturday)**

**TIME** : **9.00am**

**VENUE 1** : **Dewan Seri Melati  
Kompleks Perbadanan Putrajaya  
24, Persiaran Perdana  
Presint 3, 62000 Putrajaya**

**VENUE 2** : **Zoom Application** (*link to be provided upon registration of attendance*)

### **AGENDA**

#### **1.0 OPENING**

- 1.1 Call to Order
- 1.2 Address by the MIP President session 2019-2021

#### **2.0 MINUTES**

- 2.1 To confirm the Minutes of the 47<sup>th</sup> Annual General Meeting held on 30<sup>th</sup> March 2019 at Best Western i-City Shah Alam
- 2.2 To discuss matters arising from the Minutes of 47<sup>th</sup> Annual General Meeting held on 30<sup>th</sup> March 2019 at Best Western i-City Shah Alam

#### **3.0 REPORTS**

- 3.1 To consider and receive the Annual Report of the Council 2019-2020

#### **4.0 ACCOUNTS**

- 4.1 To receive and approve the Audited Accounts for the Financial Year ended 31<sup>st</sup> December 2019

#### **5.0 ELECTION OF AUDITOR**

- 5.1 To appoint external Auditor for the ensuing year

#### **6.0 ANY OTHER MATTERS**

- 6.1 To discuss any other matters for which due notice has been given

In accordance to clause 10.1.4 of the Constitution, any member desirous of moving any business at the Annual General Meeting shall give notice thereof in writing to Honorary Secretary not less than seven (7) days before the date of the Annual General Meeting i.e by **6<sup>th</sup> August 2020**.

Members may download the Annual Report containing the audited accounts and Minutes of the 47th Annual General Meeting from MIP website. The hardcopy of the Annual Report will be made available during the 48<sup>th</sup> Annual General Meeting.

Members who wish to attend the 48<sup>th</sup> Annual General Meeting, either physically or online, are required to confirm your attendance at our website [www.mip.org.my](http://www.mip.org.my) or by scanning the QR code below. Please note that only registered participants will be provided with the link to the online 48<sup>th</sup> Annual General Meeting or attend the 48<sup>th</sup> Annual General Meeting physically at Venue 1 in Putrajaya. Walk in participants will not be accepted.

In view of the Covid-19 pandemic and in keeping with Governments' advice for physical distancing as well as health and safety measure, physical attendance at the 48<sup>th</sup> Annual General Meeting is limited to first 100 members. Members attending the physical 48<sup>th</sup> Annual General Meeting must wear face mask and must not have body temperature above 37.5°C. Anyone with body temperature above 37.5°C shall be denied entry.

Looking forward to your attendance and participation.

By order of the Council,



**DATIN TP HJH NORAI DA BINTI SA' UDIN**  
Honorary Secretary  
Malaysian Institute of Planners

