



## NORTH-RIFT BRANCH ANNUAL MEMBERS MEETING NOTICE AND AGENDA

**NOTICE IS HEREBY GIVEN THAT THE NORTH-RIFT BRANCH ANNUAL MEMBERS MEETING AND BRANCH ELECTIONS WILL BE HELD AS FOLLOWS:**

<b>Date:</b>	Friday, 22 <sup>nd</sup> April, 2016	
<b>Time:</b>	03.00pm – 5:30pm	
<b>Location and meeting room:</b>	To be Communicated – Eldoret County	
<b>No.</b>	<b>Time</b>	<b>Agenda Item</b>
1.	02:30 – 03:00 PM	Arrival and Registration
2.	03:00 – 04:00 PM	Opening Prayer and Introductions, ICPAK Updates and Opening Speeches by Invited Guests
3.	04:00 – 05:00 PM	Calling the AMM to order
		To receive apologies if any
		Adoption of Agenda
		Approval of Previous Annual Members Meeting (AMM) minutes
		Matters arising from Previous AMM
		Receive Annual Branch Reports
		a. Report by Branch Secretary & CPD Convener
		b. Report by Branch Chairperson
		Election for Vacancies to North-Rift Branch Executive Council
		Signing Acceptance Letters by Elected Leaders
		Award of Certificates of Service - Executive Council of 2015/2016
4.	05:00 – 05:10 PM	Any Other Business
5.	05:30 PM	Closing Prayer, Health Break & Departure

**NB:**

No charges will be levied on participants and members in attendance shall be awarded **2** CPD units.

The offices declared vacant in the branch are attached separately herein; members are encouraged to volunteer and serve in the different capacities within the branch.

Please send your confirmations to the AMM via [hillary.onami@icpak.com](mailto:hillary.onami@icpak.com)