



CENTRAL-RIFT BRANCH ANNUAL MEMBERS MEETING NOTICE AND AGENDA

NOTICE IS HEREBY GIVEN THAT THE CENTRAL-RIFT BRANCH ANNUAL MEMBERS MEETING AND BRANCH ELECTION WILL BE HELD AS FOLLOWS:

Date:	Friday, 19 th August, 2016	
Time:	03.30pm – 5:30pm	
Location and meeting room:	Merica Hotel, Nakuru	
No.	Time	Agenda Item
1.	03:00 – 03:30 PM	Arrival and Registration
2.	03:30 – 04:00 PM	Calling meeting to Order, Opening Prayer, Introductions and Opening Speeches by Invited Guests
3.	04:00 – 04:10 PM	Calling the AMM to order
4.	04:10 – 05:20 PM	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 <ul style="list-style-type: none"> a. Report by Branch Secretary & CPD Convener b. Report by Branch Chairperson
		Election for Vacancies to Central Rift Branch Executive Council
		Signing Acceptance Letters by Elected Leaders
		Award of Certificates of Service - Executive Council of 2015/2016
5.	05:20 – 05:30 PM	Any Other Business
6.	05:30 PM	Closing Prayer, Health Break & Departure

No charges will be levied on participants. Members in attendance shall be awarded 2 CPD hours.

For confirmations kindly contact Dorcas Gichira via dorcas.gichira@icpak.com