



7TH 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:

Date:	Friday, 5 th May, 2017	
Time:	03.00pm – 5:00pm	
Location and meeting room:	Sirikwa Hotel, Eldoret	
No.	Time	Agenda Item
1.	03:00 – 03:30 PM	Arrival and Registration
2.	03:30 – 04:00 PM	Opening Prayer and Introductions, ICPAK Updates and Opening Speeches by Invited Guests
3.	04:00 – 04:10 PM	Calling the AMM to order
4.	4.10 – 5.50 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 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 2016/2017
5.	05:50 – 06:00 PM	Any Other Business (Received within 48 hours to the AMM)
6.	06:00 – 7.30 PM	Closing Prayer, Networking Cocktail & Departure

NB:

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

For confirmations, kindly book online under special events category