



Malaysian Institute of Food Technology

45B, Jalan SS 15/4B, 47500 Subang Jaya, Selangor

www.mift.org.my

Email: mift1974@gmail.com

Tel: 603-5631 8928

Fax: 603-5631 1459

Date: 27 June 2018

NOTICE OF 44th ANNUAL GENERAL MEETING

Dear Member,

Notice is hereby given that the 44th Annual General meeting of your Institute will be held on

Date : Saturday, 28 July 2018
Time : 10.50 am (10:50 hours)
Venue : LT2, Taylor's University
1, Jalan Taylors,
47500 Subang Jaya, Selangor

Our Constitution requires us to elect a new Council at every other AGM to run office for two consecutive years. As the current Council has been in office for the last two years, there will be an election of new office Bearers this year. Nomination Form is enclosed.

The other requirement of our Constitution is to call for motions for discussion and/or amendments to the Constitution.

Please return your nomination in the duly completed form together with any motions for discussions and/or amendments to the Constitution, to reach the Honorary Secretary not later than Friday, 6 July 2018.

Thank you.

Secretariat
Malaysian Institute of Food Technology

P/S :

The AGM will be held after the ---

Further details on seminar are outlined in brochure attached.

For enquiries, please contact :

Malaysian Institute of Food Technology (MIFT)

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Selangor, Malaysia

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AGENDA

44th ANNUAL GENERAL MEETING

1. Introductory remarks by the President.
2. To consider and confirm the minutes of the last Annual General Meeting.
3. To consider matters arising from the minutes.
4. To consider and approve the annual report of the Council.
5. To consider and approve the Hon. Treasurer's financial report.
6. To consider any proposal for amendment to the Constitution and/or motions for discussion.
7. To elect Council Members for term 2018/2020
8. To elect two Honorary Auditors
9. Any other matters.



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**NOMINATION FORM FOR
THE ELECTION OF THE 2018/2020 COUNCIL
AT THE 44th AGM ON SATURDAY, 28 JULY 2018**

(All nominations are to be returned to the Hon. Secretary at the above address, email to:
mift1974@gmail.com or by fax to 603-56311459 by **Friday, 6 July 2018**)

**** Please bring along the duly completed original nomination forms to the AGM if nominations were sent by email or fax**

We, the undersigned, hereby propose and second the following nominations :

	Name	Signature
1. President	_____	_____
2. Vice President	_____	_____
3. Hon. Secretary	_____	_____
4. Asst. Hon Secretary	_____	_____
5. Hon. Treasurer	_____	_____
6. Council Member 1	_____	_____
7. Council Member 2	_____	_____
8. Council Member 3	_____	_____
9. Council Member 4	_____	_____
10. Council Member 5	_____	_____

Proposer's Name : _____ Signature : _____

Seconder's Name : _____ Signature : _____

Date : _____

** It is essential that the proposed candidate signs on the original nomination form.*

Please note the following in the Constitution regarding the nomination and election

- (a) Nomination is opened to all members
- (b) Only Professional Members who are Malaysian citizen can stand for election.
- (c) Only Professional Members can vote during the election at the AGM.
- (d) If no nominations are received for any position at the closing date of nomination, nomination from the floor shall be permitted at the time of the AGM.



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Proposal for Amendment to the Constitution and/or Motion for discussion for
the forthcoming 44th Annual General Meeting

PROPOSED RESOLUTION

Name of Proposer

Name of Secunder

Signature of Proposer

Signature of Secunder

Date: _____

Please return your proposed motion for discussion and/or amendment to the Constitution, to reach the Honorary Secretary not later than **Monday, 6 July 2018**.