

30th January 2024

Dear Member,

SUB: 16th ANNUAL GENERAL MEETING OF THE INSTITUTE OF ENVIRONMENTAL PROFESSIONALS SRI LANKA (IEPSL)

NOTICE IS HEREBY GIVEN that the Sixteenth Annual General Meeting (AGM) of the Institute will be held physically, on **Wednesday 20th of March 2024 at the Bandaranaike Center for International Studies (BCIS), BMICH, Colombo 07 at 3.00 p.m.** for the following purposes:

1. Reading of the Notice convening the meeting by the Hony. Secretary
2. Presentation of the Minutes of the 15th AGM held on 29h March 2023 by the Hony. Secretary
3. Taking up matters arising from the Minutes and adoption of Minutes
4. Presentation of Annual Report: Hony. Secretary
5. Presentation of Financial Reports and matters arising by the Hony. Treasurer
6. Remarks by the outgoing President
7. Nomination of pro-tem Chairperson
8. Election of Office Bearers, Council Members and Standing Committee Members
9. Remarks of the newly elected President, followed by an open discussion
10. Vote of thanks by the newly elected Hony Secretary

Notice of resolutions to be moved at the AGM, duly signed by a proposer and a seconder, both being corporate members of good standing of the Institute, should reach the Hony Secretary at least **twenty-one** days before the date of the AGM. Any resolutions pertaining to the revision the of Rules of the Institute, duly signed by a proposer and a seconder, both being corporate members of good standing of the Institute, shall reach the Hony Secretary at least **twenty-eight** days before the date of the AGM.

We wish to remind you to pay your annual membership subscription for 2024 **and any other arrears** if any, as soon as possible. The new membership fees applicable to 2024 as approved by the Council of the Institute are as follows:

Chartered Environmental Professionals (CEnvP's)	-	LKR 4500/-
Corporate Members (non CEnvP's)	-	LKR 2500/-
Associate Members	-	LKR 1500/-
Student Members	-	LKR 750/-

Payment can be made by cash, cheque or direct online transfer to the IEPSL Bank account. All cheques should be written to the "Institute of Environmental Professionals Sri Lanka" and mailed to: The Institute of Environmental Professionals, Parisara Piyasa. 104, Denzil Kobbekaduwa Mawatha, Battaramulla. Cash /Cheque payments can also be made at the above address or directly to the Institute's bank account at **Bank of Ceylon, Battaramulla Branch, Account No. 5500731**. Please do not forget to mention Your Name and Membership Number together with the year for which the payment is being made, on the payment slip and email, post or hand deliver the bank payment slip to the Institute's address.

It is noted that only members who have no arrears on record will be able to participate and have voting rights at the AGM.

We look forward to your active participation at the AGM. Details of the Annual Technical Sessions which will precede the AGM on the same date will be sent to you shortly.

Yours faithfully,



Jayavilal Fernando,

Hony. Secretary,

INSTITUTE OF ENVIRONMENTAL PROFESSIONALS SRI LANKA (IEPSL).