



INSTITUTE OF PEOPLE MANAGEMENT OF ZIMBABWE

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NOTICE CONVENING

THE IPMZ NATIONAL ANNUAL GENERAL MEETING

Notice is hereby given that the National Annual General Meeting of the Institute of People Management of Zimbabwe will be held:

Date: THURSDAY 11th JULY 2019

Venue: ELEPHANT HILLS HOTEL, VICTORIA FALLS

Time: 5.00 PM for 5.30 PM

Only members in good standing are encouraged to attend and participate at the AGM.

AGENDA

1. Confirmation of Quorum
2. Apologies
3. Confirmation of Minutes of AGM held on 12 July 2018
4. Matters Arising from Minutes
5. President's Report
6. Financial Report
7. Adoption of Audited Financial Statements
8. Appointment of Auditor for the ensuing year
9. Election of Committee Members
10. Any Other Business

To assist in the organisation of the AGM, all nominations and attendance forms must be received by the Secretariat **on or before 1st July 2019**

Please NOTE that according to the IPMZ Constitution:-

Section 8.5 “Any member entitled to attend and vote at the AGM may appoint in the format and time frame provided by the Council Regulations, a fit and proper person as their proxy, to attend and vote in their stead. A proxy can only represent one member in good standing. Any proxy may be revoked at any time by the member who gave it.”

Section 12.1 “Council's Term of Office shall be two years

Section 12.2 “No councillor may hold office continuously for more than eight (8) years. A councillor who has held office continuously for eight years shall retire at the end of the eighth year and shall not be eligible for re-election to Council unless he/she has been out of Council for a period of not less than two years.”

F. Sekeso
IPMZ EXECUTIVE DIRECTOR

**INSTITUTE OF PEOPLE MANAGEMENT OF ZIMBABWE
NATIONAL ANNUAL GENERAL MEETING**

**11 JULY 2019
ELEPHANT HILLS RESORT – VICTORIA FALLS**

PROXY FORM

I _____ Membership No _____

Being a member in good standing;

Appoint _____ Membership No _____

a member in good standing or failing him, the Chairman of the meeting as my proxy to vote on my behalf at the Annual General Meeting to be held on Thursday 11 July 2019 and at any adjournment thereof.

Signed _____ Day of _____ 2019.

Signature of Proposed Member _____

A member entitled to attend and vote at the General Meeting may appoint another member in good standing to speak/vote in his stead. Proxies must be lodged with Institute at least three working days before the AGM.

Send to

OR email membership@ipmz.co.zw OR Deliver at N0 15 Argyle Road, Avondale, Harare.

NOMINATION FORM

The Executive Director
IPMZ
15 Argyle Road
Avondale
Harare

I hereby nominate(fully paid member) for election to Council of the Institute of People Management of Zimbabwe at the National Annual General Meeting to be held on 11th July 2019.

.....	Grade of	Membership
PROPOSER'S	Member:.....	Number:.....
SIGNATURE		

.....	Grade of	Membership
SECONDER	Member:.....	Number:.....

I ACCEPT NOMINATION FOR
ELECTION

Grade of Member: Membership Number.....

Signature: **Date :**

A member shall not be eligible for nomination or to nominate or second a candidate if his/her membership subscription is not up-to-date (paid up)

N.B

- 1. Nominees are requested to submit the nomination form together with their brief (electronic) profiles (not more than one page). Profiles shall be circulated to all members before the AGM. Profiles must be emailed to the following email address: director@ipmz.co.zw , on or before 1st July 2017.**
- 2. Nomination forms to be Send to : IPMZ; P O Box 10336, Harare; or emailed to director@ipmz.co.zw; or deliver at No. 15 Argyle Road, Avondale, Harare.**

**Notice of Attendance/Non Attendance
IPMZ 2019 ANNUAL GENERAL MEETING**

Please return to:

Membership Department, P O Box 10336, Harare

Email: membership@ipmz.co.zw

By 1st July 2019

NAME _____

Membership Number _____

Grade of Membership - Tick appropriate grade:

CHR Status [] Fellow [] Full Member [] Associate [] Student []

ORGANISATION _____

Will/will not (please delete the inapplicable) be attending the 2019 AGM.

DATE _____

ANY OTHER BUSINESS YOU WOULD LIKE DISCUSSED.

*Please note that it is generally good practice for a member who wishes to raise any matter at the AGM under any other business to complete this section and return to the Executive Director on or before 1st July 2019 AND where possible to be present at the AGM to explain further, if required. General enquiries or points may be raised with the Membership Department of the Institute at any time during the year. **PLEASE NOTE THAT MEMBERS CAN APPOINT PROXIES TO STAND IN FOR THEM IN THE EVENT OF VOTING. MEMBERS IN GOOD STANDING ONLY CAN ATTEND THE AGM.***

P/S THE AGM WILL BE HELD IN CONJUNCTION WITH THE INSTITUTE'S ANNUAL PREMIER EVENT; THE ANNUAL CONVENTION AT ZIMBABWE'S PREMIER RESORT THE VICTORIA FALLS. IT'S TIME FOR OUR VALUED MEMBERS TO MIX BUSINESS WITH PLEASURE AND TO UNWIND FOR A FEW DAYS AWAY FROM THE HUSTLE AND BUSTLE OF EVERYDAY GRIND.

MEET YOU IN VICTORIA FALLS!!!

THE VALUE OF MEMBERSHIP IS PRICELESS