

NOTICE

ANNUAL GENERAL MEETING

23RD AUGUST 2021

Notice is hereby given that the 10th Annual General Meeting of the Institute of Internal Auditors Tanzania will be held at Gran Melia Hotel in Arusha on Thursday 23rd September 2021 from 4.30PM to 6.30PM. The Agenda will be as follows:

- 10.1 Notice and Quorum
- 10.2 Adoption of the Agenda
- 10.3 Confirmation of the Minutes of the 9th AGM held on 27th September 2019
- 10.4 Matters Arising from the Previous Meeting Minutes
- 10.5 To receive the Report of the Management and the Audited Accounts for the preceding 2 years
- 10.6 To Approve appointment of Auditors
- 10.7 Ratification of Institute Constitution and Bylaws
- 10.8 Election of New Institute Leaders for 2021 - 2023
- 10.9 Any Other Business

By Order of the Board

IMPORTANT NOTES:

1. Members wishing to attend the meeting must confirm their attendance on or before 15th September 2021.
2. Only members who have no subscriptions in arrears will have the right to vote.
3. The confirmation must be in writing and sent to iiatanzania@gmail.com;
4. Members who are eligible to vote but unable to attend the General Meeting may appoint a proxy to represent them.
5. Proxies shall be lodged with Chief Operating Officer by 20th September 2021.