24th August 2018

ASME Singapore Section
1010 DOVER ROAD, #01-50V
SINGAPORE POLYTECHNIC
GRADUATES' GUILD,
SINGAPORE 139658

Dear ASME Colleagues:

NOMINATION FOR THE ASME EXECUTIVE COMMITTEE 2018-2019

The term of the Executive Committee 2017-2018 will be ending in September 2018. The 28thAnnual General Meeting (AGM) of Singapore Section is scheduled for Saturday, 29th September 2018, 12.00noon, at NOVOTEL Clarke Quay Hotel, during which election will be held for the Executive Committee 2018-2019. An official notice of AGM will be sent to you in due course. In accordance with our constitution:

1. **Members will elect a Chair-Elect and seven Executive Committee Members at the AGM.**
2. **The outgoing Chair-Elect will assume the position of Chair after the AGM.**
3. **The outgoing Chair will assume the position of Immediate Past Chair after the AGM.**
4. **Members will also elect two Honorary Auditors at the AGM.**

I would like to take this opportunity to call upon all eligible members of ASME Singapore Section to come forward and help contribute towards this important renewal process of the leadership of the Section. Particularly for those dedicated members who are able to spare the time and effort to contribute to the Section, forging new directions in the coming year, the Nomination Committee will be pleased to receive your nomination on the enclosed nomination form. Members who have served in one of our existing committees are especially urged to stand again for election if their commitments permit. Members' active participation in this on-going process and their contribution to ASME Singapore Section is the main asset of our section.

Please take note that elected members, other than the Chair-Elect, Honorary Secretary and Honorary Treasurer, are normally required to lead one area of activity, and Chair of the corresponding committee. The current committees are: Membership, Young Engineers, Education (promoting short courses), Programme (promoting technical talks, industrial visits and social functions), Technical (co-ordinating technical activities), Webmaster and Yearbook. The Executive Committee meets normally every 4-6 weeks. The committees plan and implement their activities and report to the Executive Committee.

Please join us at the coming 28th AGM on Saturday, 29th September 2018, 12.00 noon. You may register for the event online at our website (www.asme.sg/portal) and I look forward to seeing you then.

Sincerely,

Eric Ho
Chair, Nomination Committee 2018

NOMINATION FORM

To: The Nomination Committee
ASME Singapore Section

We wish to nominate...……………………………………………………………..for election as
Chair – Elect / Executive Committee Member *

of the American Society of Mechanical Engineers, Singapore Section at the 28th Annual General Meeting to be held on 29th September 2018 for the ensuing one-year term.

Proposer……………………………………………. Member No………………………………
        (Name in Block Letters)

Signature…………………………………………… Member Grade……………………....

Seconder…………………………………………… Member No….……………………...
        (Name in Block Letters)

Signature…………………………………………… Member Grade……………………....

Date……………………………………………….

Consent of Nominee:

If elected, I agree to serve as Chair - Elect / Executive Committee Member * of the ASME, Singapore Section for the one-year term following the 28nd Annual General Meeting.

Nominee……………………………………………Member No………………………………
        (Name in Block Letters)

Signature…………………………………………...Member Grade……………………………

Brief CV (Position, Organization, Membership of Societies, etc.)

……………………………………………………………………………………………………

……………………………………………………………………………………………………

……………………………………………………………………………………………………
(* Delete as appropriate)

Please note that:

1. Under the Constitution, "Only Corporate Members (Fellows, Members, Associate Members, and Honorary Members when elevated from a corporate grade) are entitled to vote and hold office". In addition, "Candidates for the post of Chairman–Elect and Chairman shall be members of Member Grade or higher, and who have served for a minimum of one-year in the Executive Committee".
2. ***Nominations must reach the Nomination Committee by latest 21st September 2018*** The Nomination Committee shall announce the candidates for election to all members with voting rights at least ten days prior to the AGM. Names of other eligible members proposed and seconded at the AGM, and who consented to be candidates, may also be included in the selection list.
3. ***Completed forms are to be returned to:***
   Mr. Eric Ho
   Email: ericho@asme.org