

Date: 8th October 2016, Saturday

Time: 12.00pm

Venue: NOVOTEL Singapore Clarke Quay

The agenda of the meeting is as follows:

- 1) Registration

- 2) Confirmation of Minutes of the 25th AGM

- 3) Address by the Chairman

- 4) Report by the Honorary Secretary

- 5) Report by the Honorary Treasurer

- 6) Election of Executive Committee Members for 2016-2017

- 7) Election of Honorary Auditors for 2016-2017

8) Address by the Incoming Chairman

9) Any Other Business

The meeting will highlight the activities of the Section in the past year and elect members to serve in the 26th Executive Committee, 2016-2017.

Lunch will be served prior to the meeting proper. For catering purposes, please confirm your attendance, before 30th September 2016 to the undersigned at Tel: 8333 0558, or Email: ericho@asme.org

We look forward to seeing you at the 26th AGM.

Yours sincerely,

Eric Ho

Honorary Secretary

ASME Singapore Section Executive Committee 2015-2016