



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 2024

Venue: ELEPHANT HILLS RESORT

Time: 1500 - 1600 hours

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 13th July 2023
4. Matters Arising from Minutes
5. President's Report
6. Financial Report
7. Adoption of Audited Financial Statements
8. Re-appointment of Auditors

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 by the member who gave it at any time.”

NB- *All members attending the AGM must confirm three (3) days (08-07-24) before the meeting to allow confirmation of membership in good standing*

L. Mupandawana
IPMZ EXECUTIVE DIRECTOR

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

11th JULY 2023

ANNUAL GENERAL MEETING

PROXY FORM

I _____ Membership No _____

Being a member in good standing;

Appoint _____ Membership No _____

a member in good standing or failing him/her, Mr/Mrs/Ms of the meeting as my proxy to vote on my behalf at the Annual General Meeting to be held on Thursday, 11th July 2024 and at any adjournment thereof.

Signed _____ Day of _____ 2024

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 the 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.

**Notice of Attendance/Non Attendance
IPMZ 2022 ANNUAL GENERAL MEETING**

Please return to:

Membership Department, P O Box 10336, Harare

Email: membership@ipmz.co.zw

By 8th July 2024

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 2024 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 8th July 2024 (section 8.9.6) AND were 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 FOR THEM IN THE EVENT OF VOTING. MEMBERS IN GOOD STANDING ONLY CAN ATTEND THE AGM.***

THE VALUE OF MEMBERSHIP IS PRICELESS