

ORDINARY AGM NOTICE

NOTICE IS HEREBY GIVEN THAT AN ORDINARY ANNUAL GENERAL MEETING (AGM) WILL BE HELD ON FRIDAY, 17TH OF MARCH 2023 FROM 15H00 AT CROWN CONFERENCE HALL, NYARUTARAMA

Article 14: Without prejudice to the provisions of article 12 of this law, the meetings of the General Assembly shall be presided over by the President of the Governing Council of the Institute, who

is also the President and Legal Representation of the Institute. In case of his or her absence, he or she shall be replaced by the Vice President.

AGENDA ITEM	FACILITATOR	TIME	EXPLANATION
1. ARRIVAL AND REGISTRATION	ICPAR Secretariat	15h00 to 15h30	Receive members
2. QUORUM - To note if quorum is achieved. Quorum to be based on the members attendance in good standing.	President	15h30 to 15h40	Article 13: The General Assembly shall be valid if attended by at least one half (1/2) of its members. If a quorum is not attained, the meeting of the General Assembly shall be adjourned to another day. During the next meeting, convened in ordinary way, the members present shall validly take decisions, irrespective of the quorum required
3. WELCOME NOTE AND APOLOGIES	President	15h40 to 15h45	All members in attendance
4. MATTERS ARISING - from the previous AGMs	President	15h45 to 16h00	For information and follow up
5. GOVERNING COUNCIL REPORT to AGA	President	16h00 to 16h30	Article 20: The Governing Council shall prepare the Annual Activity Report for the year ended Dec 2022
6. AUDITED FINANCIAL STATEMENTS: a. To receive the Auditor's report b. to adopt the audited financial statements	Auditor/CEO SG	16h30 to 17h00	For adoption and approval
7. 2023 BUDGET	President	17h30 to 17h45	For information Purposes
8. ELECTION OF GOVERNING COUNCIL AND COMMISSION MEMBERS To conduct elections of: a. President and Chairperson of the Governing Council - 1 Position (Elected by the AGA - Art. 17 & 18) b. Vice President and Vice chairperson of the Governing Council - 1 Position (Elected by the AGA - Art. 17 & 18) c. Governing Council Members - 5 Positions (Elected by the AGA - Art. 40) d. Disciplinary Commission Members - 4 Positions (Elected by the AGA - Art 40)	Returning Officer	17h45 to 18h15	Vacancies have arisen on the GC and different commissions due to the following reason: Expiry of the GC and Disciplinary Commission's term of office.
9. A.O.B: To discuss any other business whose notice will have been received 2 weeks in advance of the meeting	President	18h15 to 18h30	For information purposes
10. Dinner and Entertainment	All	18h30 to 20h00	Networking

Dr. Patrick Uwizeye: President and Chairperson of the Governing Council

25 February 2023



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Institute of Certified Public Accountants of Rwanda