



Date: 2 May 2021

To: IES Members

55th ELECTRONIC ANNUAL GENERAL MEETING

Notice is hereby given that the 55th Electronic Annual General Meeting (e-AGM) of The Institution of Engineers, Singapore will be held at **1.00 pm on Saturday, 29 May 2021, via Zoom platform.**

Corporate Members may participate at the scheduled e-AGM by:

- (i) observing and/or listening to the proceedings via a live audio-visual webcast;
- (ii) submitting questions pertaining to the resolutions and agenda items in this Notice of Annual General Meeting, in advance of the scheduled e-AGM; and/or
- (iii) appointing the Chairman of the meeting as proxy to attend, speak and vote on their behalf at the scheduled e-AGM.

Registration will start at 11.00 am.

The Minutes of the 54th Annual General Meeting held on Saturday 25 July 2020, President's Annual Report for Session 2020/21, Treasurer's Report, Statement of Accounts for Calendar Year 2020, annexes and proxy form will be posted at the Members' Corner on the IES website.

Corporate Members who have questions pertaining to the resolutions and agenda items (please refer to Annex A) or wish to have any motion to be tabled for discussion at the e-AGM can submit them together with notes of explanation to the Honorary Secretary at agm2021@iesnet.org.sg by noon on Wednesday, 19 May 2021.

Please click on the registration link below by Saturday, 22 May 2021 to RSVP for the e-AGM. You will receive a confirmation email with the e-AGM access link and unique login details within 24hrs after you have submitted your registration.

Link for AGM registration: <https://us02web.zoom.us/join/register/tZEkd--spjKvEfWK3LtvAVoC3vjHlu2RqUpS>

Voting for the resolutions would be strictly via submission of the completed e-Proxy Form via the link below latest by Thursday, 27 May 2021. Please refer to Annex B-1 & B-2 for more information on the resolutions and voting instructions. The voting results will be announced during the e-AGM.

Link for e-Proxy Form: <https://form.jotform.com/211181000658444>

IES Members, who have any difficulties or require assistance with using Zoom video conference on the e-AGM day, may wish to contact our technical support helpdesk via the following methods:

Email: agm2021@iesnet.org.sg | Tel: +65 6469 5000 (Mon to Fri, 9am to 5pm); 29 May 2021, 9am to 4pm.

Associate Members are welcome to attend as Observers.

Yours sincerely

Mr Danny Lee
Honorary Secretary
The Institution of Engineers, Singapore



IES 55th ELECTRONIC ANNUAL GENERAL MEETING

A G E N D A

1. Meeting declared open by IES President, Dr Richard Kwok.
2. Confirmation of Minutes of the 54th AGM.
3. Matters Arising.
4. President's Annual Report for 2020/2021 Session.
5. Treasurer's Report and Statement of Accounts for 2020.
6. Election of Honorary Auditors.
7. Results of Election of Deputy President for May 2021 to May 2022 Session.
8. Results of Election of Vice-President for May 2021 to May 2023 Sessions.
9. Results of Election for vacancies in the Council for May 2021 to May 2023 Sessions.
10. Proposed Amendments to IES Constitution
11. Any Other Business.



Annex B-1 – Resolution Details & Voting Instructions

2 May 2021

To: IES Members

E-AGM AGENDA: IES CONSTITUTION CHANGE AND VOTING

During the Electronic Annual General Meeting (e-AGM) to be conducted online at 1.00 pm on Saturday, 29 May 2021, one of the agenda items is 'Proposed Amendments to IES Constitution'. I would like to provide you with more information about this item ahead of the e-AGM as it requires voting by submission of e-proxy form before the e-AGM for the resolutions to be passed.

There is a total of five resolutions pertaining to the IES Constitution to be voted collectively by their respective groupings (please refer to Annex B-2) via e-proxy form before the e-AGM. Here is a summary of the proposed changes:

1. **Composition of Council**: Renaming the "**Past Presidents**" as "**Emeritus Presidents**" which better suit the status of our previous Presidents;
2. **Voting Rights**: Adding an **exception clause** to allow Associate Members to **vote** for Associate Members into the Council;
3. **Council to Consist of Corporate Members**: Updating the **allowance** of two Associate Members in the Council for consistency;
4. **Nomination of Corporate Members for Election**: Adding the **nomination process** for the **Associate Members Election** into Council;
5. **Scrutineers**: Updating the requirement for scrutineers to include the **Associate Members Election** into Council.

How to Vote

Please note once again that voting will be conducted for the five resolutions by their respective groupings stated in Annex B-2. Voting for individual resolutions is not allowed.

Corporate Members with voting rights can only cast your vote by submitting the e-proxy form via the link below by 27 May 2021.

Link for e-Proxy Form: <https://form.jotform.com/211181000658444>

Please be advised that a two-third majority vote is required for the resolutions to be passed.

If you have any queries, please email agm2021@iesnet.org.sg or call us at +65 6469 5000 (Mon to Fri, 9am to 5pm).

I look forward to your support. Thank you.

Yours sincerely

Mr Danny Lee
Honorary Secretary
The Institution of Engineers, Singapore



Annex B-2 – Proposed Amendments to IES Constitution

I. To change the title of Past President to 'Emeritus' President

CURRENT PROVISIONS	PROPOSED PROVISIONS	EXPLANATION
<p>9 COMPOSITION OF COUNCIL</p> <p>The Council in any year shall consist of: The President One Deputy President* Five Vice-Presidents* 21 General Members including The Honorary Secretary The Assistant Honorary Secretary The Honorary Treasurer The Assistant Honorary Treasurer</p> <p>*For the first year of the President's two-year term, there will be 6 Vice-Presidents and no Deputy President.</p> <p>Not more than 6 of the 21 General Members may be co-opted by the Council. The co-opted General Members shall hold office for a period of one session only.</p> <p>In addition, not more than 3 of the Past Presidents, including the Immediate Past President, and 4 other General Members may be appointed by the Council.</p> <p>In addition, Council may appoint any number of Past Presidents of IES as Honorary Council Members. The Honorary Council Members shall participate in Council Meetings but shall not have voting rights on Council resolutions.</p> <p>In addition, there shall be 2 Associate Members elected from associate members to participate in the Council Meetings but shall not have voting rights on Council resolutions.</p>	<p>9 COMPOSITION OF COUNCIL</p> <p>The Council in any year shall consist of: The President One Deputy President* Five Vice-Presidents* 21 General Members including The Honorary Secretary The Assistant Honorary Secretary The Honorary Treasurer The Assistant Honorary Treasurer</p> <p>*For the first year of the President's two-year term, there will be 6 Vice-Presidents and no Deputy President.</p> <p>Not more than 6 of the 21 General Members may be co-opted by the Council. The co-opted General Members shall hold office for a period of one session only.</p> <p>In addition, not more than 3 of the Past Emeritus Presidents, including the Immediate Past President, and 4 other General Members may be appointed by the Council.</p> <p>In addition, Council may appoint any number of Past Emeritus Presidents of IES as Honorary Council Members. The Honorary Council Members shall participate in Council Meetings but shall not have voting rights on Council resolutions.</p> <p>In addition, there shall be 2 Associate Members elected from among the associate members in IES to participate in the Council Meetings but shall not have voting rights on Council resolutions.</p>	<p>The definition of Emeritus generally means a retired status but allowed to retain their title as an honour, which was the most suitable.</p> <p>Associate Members do not have any voting rights, but this will be the only exception made for Associate Members to be allowed to vote for 2 Associate Members into the Council</p>

II. To allow Associate Members to vote for Associate Members into IES Council

CURRENT PROVISIONS	PROPOSED PROVISIONS	EXPLANATION
<p>6 VOTING RIGHTS</p> <p>Only Corporate Members of IES shall have voting rights:</p>	<p>6 VOTING RIGHTS</p> <p>Only Corporate Members of IES shall have voting rights, with the following exception: Associate Members are allowed to vote Associate Members into the Council.</p>	<p>This is to allow Associate Members to vote Associate Members into the Council.</p>



<p>10 COUNCIL TO CONSIST OF CORPORATE MEMBERS</p> <p>All Members of the Council other than the appointed Council Members shall be elected from among the Corporate Members in the manner as hereinafter prescribed.</p>	<p>10 COUNCIL TO CONSIST OF CORPORATE MEMBERS</p> <p>All Members of the Council other than the appointed Council Members shall be elected from among the Corporate Members in the manner as hereinafter prescribed. The Associate Members in the Council shall be elected from among the Associate Members of IES.</p>	<p>Associate Members of the Council shall be elected from the database of Associate Members.</p>
<p>18 NOMINATION OF CORPORATE MEMBERS FOR ELECTION</p> <p>Not less than six weeks before the date of the Annual General Meeting, nominations for such vacancies as may arise in the Council for the ensuing session shall be invited from Corporate Members. Any three Corporate Members may nominate any other Corporate Member for inclusion in the voting paper by sending, by a date to be fixed by the Council, such nomination in writing to the Honorary Secretary, together with the written consent of the person so nominated, but no Corporate Member shall propose or second more than two nominations in any election. The Council may nominate one or more names for any particular office for the purpose of ballot.</p>	<p>18 NOMINATION OF CORPORATE AND ASSOCIATE MEMBERS FOR ELECTION</p> <p>Not less than six weeks before the date of the Annual General Meeting, nominations for such vacancies as may arise in the Council for the ensuing session shall be invited from Corporate Members. Any three Corporate Members may nominate any other Corporate Member for inclusion in the voting paper by sending, by a date to be fixed by the Council, such nomination in writing to the Honorary Secretary, together with the written consent of the person so nominated, but no Corporate Member shall propose or second more than two nominations in any election. The Council may nominate one or more names for any particular office for the purpose of ballot.</p> <p>Nomination of Associate Members into the Council shall follow the same process as the Corporate Members, except that Associate Members will propose and second their Associate Members for the Council.</p>	<p>Associate Members can propose and nominate Associate Members into the Council.</p>
<p>20 SCRUTINEERS</p> <p>At a Council Meeting of IES preceding the Annual General Meeting the Council shall choose three or more Corporate Members as Scrutineers for purpose of the ballot. The Scrutineers shall open the envelopes received by the Honorary Secretary by the date indicated and shall count the votes and report the result to the President and to the Annual General Meeting. The Scrutineers shall reject any voting paper on which a member has voted for a number more than that prescribed on the voting paper.</p>	<p>20 SCRUTINEERS</p> <p>At a Council Meeting of IES preceding the Annual General Meeting the Council shall choose three or more Corporate Members as Scrutineers for purpose of the ballot. They will do the same for election of Associate Members into the Council. The Scrutineers shall open the envelopes received by the Honorary Secretary by the date indicated and shall count the votes and report the result to the President and to the Annual General Meeting. The Scrutineers shall reject any voting paper on which a member has voted for a number more than that prescribed on the voting paper.</p>	<p>The Scrutineers for Council Election shall be the same as for Associate Member election into Council.</p>