

## **NOTICE OF ANNUAL GENERAL MEETING (A.G.M) OF NZOIA WATER SERVICES COMPANY LTD.**

**NOTICE** is hereby given for the Annual General Meeting of NZOWASCO to be held on Friday, 29<sup>th</sup> January, 2021 at 10.am at Sirwo **Hotel – KITALE** to transact the following business:-

### **AGENDA**

#### **1. CONSTITUTION OF THE MEETING**

- a) The Company Secretary to determine quorum, read the **NOTICE** Convening the AGM.
- b) The Company Secretary to read Minutes of the Previous AGM and Matters Arising.

#### **2. ORDINARY BUSINESS**

- a) The Chairperson Report.
  - b) Managing Director's Report.
  - c) Presentation of the Board's Performance Report.
  - d) To Receive, Consider and adopt the Audited Financial Statements of **NZOWASCO** for the Financial Year 2018/2019.
  - e) To appoint and fix the remuneration for the Auditors.
3. **Remarks:** WASREB, LVNWWDA, CECM's Water Affairs and Proxies.
  4. To consider any Other Business of which Due Notification has been received by the Company Secretary.

**BY ORDER OF MANAGING DIRECTOR**

**CPA MATHEW MARUTI WAKHUNGU**

**MANAGING DIRECTOR**

**NZOIA WATER SERVICES COMPANY LTD**



# NZIOA WATER SERVICES COMPANY LIMITED

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*Maji Safi, Maisha Poa!*

## **PROGRAMME OF THE ANNUAL GENERAL MEETING – ON FRIDAY, 29<sup>TH</sup> JANUARY, 2021.**

<b>TIME</b>	<b>ACTIVITY</b>	<b>FACILITATOR</b>
9.00AM-9.30AM	Arrival	
TEA BREAK	TEA BREAK	TEA BREAK
9.30AM- 9.45AM	Registration	Company Secretary
9.45AM-10.00AM	Prayer/Introduction	Chairperson
10.00AM-10.15AM	Reading notice, Agenda and confirmation of quorum	Company Secretary
10.15AM-10.30AM	Chairperson's Report	Chairperson
10.30AM-10.45AM	Managing Director's Report	Managing Director
10.45AM – 11.45AM	Confirmation of Previous AGM Minutes/Matters arising	Company Secretary
11.45AM – 11.55AM	Presentation of Board Performance Report	Company Secretary
11.55AM – 12.15pm	Presentation of external audit report for the year ended 30 <sup>th</sup> June 2019.	Auditor General
12.15PM -12.20PM	To appoint and fix the remuneration for the Auditors	AGM
12.20PM - 12.30PM	Remarks: WASREB & LVSWB	Company Secretary
12.30pm - 12.40PM	Remarks: Proxies, CECM's Water Affairs	Company Secretary
12.40PM – 12.50PM	Any Other Business on due Notification	Company Secretary
12.50PM – 1.00 PM	Vote of Thanks	MD/Director
	Closing Prayer	