



# The Institution of Engineers, Malaysia

(Penang Branch)

1-4-02 E-Gate, Lebu Tunku Kudin 2, 11700 Gelugor, Pulau Pinang.

Tel: + 604- 606 5998      Mobile: + 6018 - 462 7577

Website: <http://www.iempenang.org>    <http://www.facebook.com/iempenang>

Email : [iempenangbranch@gmail.com](mailto:iempenangbranch@gmail.com)

Our Ref: IEMPG/ADMIN/2025-005

Date : 25<sup>th</sup> January 2025

To all Graduate Members, The Institution of Engineers, Malaysia – Penang Branch

## **NOTICE OF ANNUAL GENERAL MEETING OF YOUNG ENGINEERS SECTION, THE INSTITUTION OF ENGINEERS, MALAYSIA – PENANG BRANCH (15<sup>TH</sup> FEBRUARY 2025)**

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With reference to the above matter, we would like to invite all Graduate Members from IEM, Penang Branch to attend the Annual General Meeting of Young Engineers Section (YES), The Institution of Engineers, Malaysia (IEM) – Penang Branch for the session 2025/2026. The Annual General Meeting will be held as follows:

**Date : 15<sup>th</sup> February 2025 (Sat)**

**Time : 3.00 p.m. – 5.00 p.m.**

**Venue : IEM Penang Branch,  
1-4-02, E-Gate, Gelugor, Penang.**

The agenda for the Annual General Meeting is as below:

1. Opening address by Chairman of IEM – YES (Penang) session 2024/2025
2. Confirmation of minutes of the Annual General Meeting
3. Matters arising
4. Young Engineers Section report
5. Election for Young Engineers Section Committee for session 2025/2026
6. Address by Chairman of IEM – YES (Penang) session 2025/2026

2. Besides that, we have some exciting activities to welcome all Graduate Members from IEM, Penang Branch to join us on that day. Please find enclosed the tentative for your reference.

Thank you.

Yours faithfully,

**The Institution of Engineers, Malaysia (Penang Branch)**

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**Ir. Ts. CHOO LAY GUAT, Juliet**  
Honorary Secretary (Session 2024/2025)  
IEM Penang Branch

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**Tan Shih Ming**  
Honorary Secretary, YES (Session 2024/2025)  
IEM Penang Branch



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## **Tentative on Annual General Meeting (AGM), 15<sup>th</sup> February 2025 (Sat)**

Time	Activities
02:30 p.m.	Registration
03:00 p.m.	Pre-AGM Functions <ul style="list-style-type: none"><li>- BEM / IEM Registration Guidance</li><li>- Join us as YES Committee / Volunteer (Experience sharing for Traveling with CAFEO, NATSUM etc.)</li><li>- Route to PE: Chit-chat / Enquiries</li></ul>
04:00 p.m.	Annual General Meeting, AGM
05:00 p.m.	Dinner
06:00 p.m.	Post-AGM Activities
08:00 p.m.	End