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**THE 4<sup>TH</sup> ANNUAL GENERAL MEETING FOR ENVIRONMENT INSTITUTE OF KENYA AT OLE SERENI HOTEL, NAIROBI ON 22<sup>ND</sup> JUNE, 2018, FROM 9 AM – 1 PM.**

In accordance with the EIK Constitution and Rules of Part 8 (b) (ii), all EIK members are cordially invited to the 4<sup>th</sup> Annual General Meeting to be held on 22<sup>nd</sup> June, 2018 starting at 9.00 a.m to 1.00 p.m.

The venue will be at Ole Sereni Hotel along Mombasa Road off Southern Bypass.

The agenda for the A.G.M shall consist of the following;

1. Calling the meeting to order
2. Opening prayer
3. Confirmation of the minutes of the 3<sup>rd</sup> AGM
4. Matters arising
5. Chairman's report
6. Approving the amendments to the EIK constitution
7. Audited Financial Statement of Accounts
8. A.O.B
9. Election
10. Vote of thanks

Attached please find;

1. Minutes of the last A.G.M
2. Proposed amendments to the EIK Constitution
3. Audited financial statement of accounts for the year ended 31<sup>st</sup> December, 2017.

Kindly confirm your attendance on or before close of business on 15/6/2018 via [info@eik.co.ke](mailto:info@eik.co.ke) or [eikenya2013@gmail.com](mailto:eikenya2013@gmail.com).

Yours faithfully,

**CYPRIAN RIUNGU.**  
**SECRETARY,**  
**ENVIRONMENT INSTITUTE OF KENYA.**