

INSURANCE INSTITUTE OF KENYA

College of Insurance, off Red Cross Road, Mombasa Road, Belle vue exit, South C
P.O.Box 1200 – 00200 Nairobi, 020-2330255 / 020-2330277 / 0735 350 450
Email: iiksecretariat@gmail.com or info@iik.or.ke



29th January 2021

Dear IIK Member,

RE: NOTICE OF ANNUAL GENERAL MEETING OF THE INSURANCE INSTITUTE

Take notice that the Annual General Meeting of the Insurance Institute of Kenya will be held on **Wednesday, 24th March 2021** from 12:30 p.m-2:30 p.m virtually.

The agenda will be as follows: -

1. Confirmation and adoption of the minutes of the last AGM held on 7th July 2020.
2. Presentation and adoption of the Director's report.
3. Presentation and adoption of the reports of the Officers of the Institute.
4. Presentation of the Audited Accounts, Annual Budget and report of the Hon. Treasurer.
5. Consideration of any resolutions submitted by the Executive Council.
6. Appointment of Auditors.
7. Any other business with the permission of the Chair

Enclosed herein are minutes of the last AGM held on 7th July 2020 for your perusal.

Kindly confirm your attendance by **Friday 12th March 2021** at 2:00pm via email to iiksecretariat@gmail.com / info@iik.or.ke or by calling IIK offices on **020-2330255/77** or 0735350450 or register online www.iik.or.ke

Yours sincerely,

A handwritten signature in black ink, appearing to read 'Christine Ronga'.

CHRISTINE RONGA

HON. SECRETARY

Encl: