



Registration Number: No. 115646346
British Chamber of Commerce Myanmar
Level 8, Unit #2, Uniteam Office Building,
84 Pun Hlaing, Sanchaung Township,
Yangon, Myanmar
T: 09-793711271, 09-958690049

25 October 2024

Dear Member,

Notice of the British Chamber of Commerce Myanmar Annual General Meeting 2024

Notice is given of the Annual General Meeting 2024 of the British Chamber of Commerce Myanmar ("Chamber") to be held at 5:00 pm on Friday 29th November 2024 at the Residence of the British Head of Mission, Myanmar.

The Annual General Meeting will receive a report of the Chamber's activities, in which the Chamber's progress and achievements during the past year will be reviewed. Voting to elect new Board members will be concluded and announced. A report of the Chamber's accounts will be presented.

Eligibility to attend and vote

Subject to the Articles of Association, each voting Member entitled to vote at a general meeting may attend and vote at that general meeting, either

- (a) in person or, where a voting Member is a body corporate, by its corporate representative; or
- (b) by proxy or attorney.

Therefore, if you are your company's Nominee, you are entitled to vote during the Annual General Meeting as a Member. If you are unable to attend, kindly nominate a representative or submit your vote by proxy, by completing the Proxy Form, which is available on the Chamber's website, details below.

You are entitled to attend the Annual General Meeting if you are:

- (i) the person your company has nominated as its primary member of the Chamber ("Nominee"), entitled to represent your company for purposes of voting at general meetings of the Chamber and for members nominated to serve on the Board of Directors; or
- (ii) one of the persons your company has nominated as an additional member ("Additional Member"), entitled to attend but not to vote at general meetings of the Chamber, in each case as your company, (as a current corporate member), has notified to the Chamber in writing [in



accordance with the terms of your membership].

Nominations for Board of Directors

Nominations for the Board of Directors ("Board") will close on Monday 28 October 2024 at 4pm (MMT). The current Board has resolved that the incoming Board should consist of eleven (11) members, in accordance with the Chamber's Articles of Association.

Those applying to join the Board of Directors are eligible for election as a Nominee or Additional Member, provided that:

(i) the nomination for election is signed by, or on behalf of the Member nominating the nominee (appointing member), unless the nominee is him/herself the Appointing Member or the principal signatory for the Appointing Member

(ii) signed by or on behalf of a Member other than the Appointing Member;

(iii) signed by the nominee consenting to nomination;

(ii) each member of the Board must represent a different member of the Chamber.

New incoming members of the Board will hold office from the close of the Annual General Meeting November 2024, the Board will thereafter be elected biannually.

Under the Chamber's current Articles of Association, if more than five nominations for election are received, a secret ballot will be held.

Forms and Documents

For further information, the following forms and documents are available for download from the Chamber website on <https://www.britishchambermyanmar.com/en/online-resources>

- **Notice of AGM 2025**
- **Proxy Form**
- **Board of Directors Nomination Form**



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- **Board of Directors Responsibility Statement**

Please do not hesitate to contact us if you have any queries – info@britishchambermyanmar.com

On behalf of and by order of the Secretary of the **Board of Directors, Ms Catherine Smith.**

A handwritten signature in blue ink, appearing to read "Ian Fox".



Ian Fox

Chief Executive Officer
British Chamber of Commerce Myanmar

