



NOTICE OF 35TH ANNUAL GENERAL MEETING

Electronics Industries Training Centre

UEN No. : S87SS0027A

Notice is hereby given that the 35th Annual General Meeting of **Electronics Industries Training Centre** will be held online on:

Date : 22 June 2021 (Tuesday)
Time : 2.30pm (*Kindly log in 10 minutes earlier*)
Venue : Zoom Meeting

Register in advance for this meeting:

<https://zoom.us/meeting/register/tJ0vdOGhrD8qGdQImZCexdwSvNUAjXW2umH>

After registering, you will receive a confirmation email containing information about joining the meeting.

The following business will be transacted:

Agenda

1. To approve the Minutes of 34th Annual General Meeting held on 29 September 2020.
2. Chairman's Annual Report.
3. To receive, and if considered fit, approve the Audited Financial Statements for the financial year ended 31st March 2021 and the Auditor's Report.
4. To elect office bearers to the Management Committee for 2-Year term office for Fiscal Years 2021/2023.
5. To re-appoint Rohan-Mah & Partners LLP as the external auditor.
6. To consider, and if deemed fit, to approve, with or without modifications, the proposed resolutions to amend the Constitution.
7. To transact such other business, in accordance with the Constitution of ELITC, which have appropriately been laid before the Annual General Meeting.

This Notice has been made available on ELITC's website and may be accessed at the URL [\[https://www.elitc.com/about-us/annual-general-meeting/\]](https://www.elitc.com/about-us/annual-general-meeting/).



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A handwritten signature in black ink, appearing to be "Neo Aik Khiong", is written over a horizontal line.

Mr Neo Aik Khiong
Honorary Secretary
3 June 2021

P.S. : Kindly contact Ms New Lin Heok at Tel. No. 6483 2535 to confirm your attendance not later than 14 June 2021.

Important Notes

In light of the COVID-19 situation and pursuant to the relevant order under the COVID-19 (Temporary Measures) Act 2020, the following arrangements will be adopted for the AGM:

- a) a member will not be able to attend the Annual General Meeting in person. A member may only attend the Annual General Meeting by observing and listening to the proceedings of the meeting by electronic means;
- b) a member may submit questions to ELITC via post or email. The questions should reach ELITC at least **3 days** prior to the AGM;
- c) all substantial and relevant questions will be addressed by the Board and/or management prior to, or at, the AGM. Questions that concern a matter that will be put to a vote will be addressed by the Board and/or management before the closing date for the lodgement of proxy forms. Such questions will be addressed via **ELITC's website (www.elitc.com)**.