



REPUBLIC OF KENYA



KENYA INSTITUTE OF SUPPLIES MANAGEMENT

"Promoting Professionalism in Supply Chain Management"

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NOTICE AND AGENDA OF THE HYBRID ANNUAL GENERAL MEETING OF THE KENYA INSTITUTE OF SUPPLIES MANAGEMENT TO BE HELD PHYSICALLY ON FRIDAY, 25th APRIL 2025, FROM 2.30 PM – 5.30 PM, AT THE BOMAS OF KENYA AND VIRTUALLY VIA VIDEO CONFERENCING (ZOOM PLATFORM)

NOTICE IS HEREBY given that in accordance with section 28(3) of the Supplies Practitioners Management Act 2007, the Annual General Meeting of the Kenya Institute of Supplies Management will be held on **Friday, 25th April 2025 from 2.30 pm to 5.30 pm** physically at the Bomas of Kenya and virtually via video conferencing (zoom platform), to transact the following business:

1. Chief Executive Officer to read the Notice Convening the Meeting
2. Adoption of the Agenda
3. Silence in tribute to the departed members
4. Confirmation of the Minutes of the Annual General Meeting (AGM) held on 26th April 2024
5. Matters Arising from the Annual General Meeting (AGM) held on 26th April 2024
6. Chairman's Report for the period ended 31st December 2024
7. Presentation of the Audited Accounts and Balance Sheets for the years ending 31st December 2023 and 31st December, 2024 pursuant to Section 28 of the Supplies Practitioners Management Act, 2007, and the appointment of the Institute's Auditors Pursuant to Section 28(4) of the Supplies Practitioners Management Act, 2007.

The registration and other details/documents regarding the Annual General Meeting will be provided in due course.

Any Member intending to move a motion during the Annual General meeting (AGM) is requested to send their written expression of intention to move a motion to the Secretary/CEO via email **agm@kism.or.ke** on and/or before Close of Business, **Friday, 28th March 2025**.

The event will attract **3 CPD Hours**.

By Order of the Council

SECRETARY/CHIEF EXECUTIVE OFFICER