

11th October 2023

Dear Member,

Notice of Annual General Meeting 2023

Notice is given of the Annual General Meeting 2023 of the British Chamber of Commerce Myanmar ("Chamber") to be held at **5:00 pm on Friday 24th November 2023.**

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 and initiatives for the rest of 2023 and 2024 will be presented. The accounts for the UK financial year ended 31st March 2023 will be presented at the Annual General Meeting, for members' approval.

Eligibility to attend and vote

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 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].

If you are your company's Nominee, you are entitled to vote during the Annual General Meeting. 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 website.

Nominations for Board of Directors

Nominations for the Board of Directors ("Board") are requested. The current Board has resolved that the incoming Board should consist of eleven (11) members, in accordance with the Chamber's constitution.

Any Nominee or Additional Member is eligible for election to the Board, provided that: (i) the nomination for election is signed in support on behalf of two other current corporate members; and (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 2023, the Board will thereafter be elected biannually.

Nominations must be submitted in writing to the Secretary of the Chamber, using the nomination form available on the Chamber website link [here](#) no later than **6:00pm on 10th November 2023** Under the Chamber's current Articles of Association, if more than five nominations for election are received, a secret ballot will be held.

Nominations shall be submitted to

info@britishchambermyanmar.com

Forms and Documents

The following forms and documents will be available for download from the Chamber website on 11th October 2023 <https://www.britishchambermyanmar.com/en/online-resources>

- **Notice of AGM 2023**
- **Proxy Form**
- **Board of Directors Nomination Form**
- **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.**

Peter Crowhurst

Chief Executive Officer
British Chamber of Commerce Myanmar