

TETU ABERDARE WATER & SANITATION COMPANY LIMITED



P. O. Box 1089 – 10100, NYERI
Telephone: 061 2034164
Fax: 061 2032830
Email: teawasco@gmail.com

Chairman – Tetu Aberdare Water and Sanitation Company Limited

All other Directors

All members/stakeholders of the Company

Auditors of the Company - Auditor General

NOTICE OF THE ELEVENTH (11TH) ANNUAL GENERAL MEETING (AGM)

NOTICE IS HEREBY GIVEN that the **Eleventh (11th) Annual General Meeting (AGM)** of **Tetu Aberdare Water and Sanitation Company Limited** will be held at the **Wamagana Catholic Hall, Nyeri County** on **Friday, 8th July, 2022** at **11.00 am** to transact the following business:-

AGENDA

1. Constitution of the Meeting

The Company Secretary to read the notice convening the meeting after determining if there was requisite quorum

2. Chairman's Report

To receive the Chairman's Report

3. Managing Director's Report

To receive the Managing Director's Report

4. Adoption of the Chairman's and Managing Director's Reports

To adopt the Chairman's and the Managing Director's reports

5. Report of the Auditors and Financial Statements for the year ended 30th June, 2019 and 30th June, 2020:

To receive and consider the Company's Audited Financial Statements for the year ended 30th June, 2019 and 30th June, 2020 together with the chairman's, directors' and auditors' reports therein.

6. Appointment and Remuneration of Auditors:

To note that the Auditor General shall continue in office as Auditors of the Company and to authorize the directors to fix their remunerations

7. Election of Directors –

- a) To note that Director Joel Wang’ombe Kariuki representing Special Interest Groups retires by rotation and is eligible for re-election.
- b) To note that Director Nancy Wanjiru Ngogoyo representing Farmer’s Organizations retires by rotation and is eligible for re-election.
- c) To receive and adopt the report of the selection committee
- d) To elect directors to fill two (2) vacancies in the Board

8. Directors’ Remuneration

To authorize the Board to fix the remuneration of the directors in accordance with benchmarks and guidelines in the Water Sector

9. Any Other Business

To transact any other business of the Annual General Meeting for which notice has been received by the Company Secretary 48 hours before the Annual General Meeting in accordance with the Companies Act 2015.

BY ORDER OF THE BOARD



FCS. Richard K. Gikuhi, MBA, MKIM, HSC
Company Secretary
Tetu Aberdare Water and Sanitation Company Limited
P. O. Box 1089 - 10100
NYERI

Date: 8th June, 2022

- cc. The CECM Water, Irrigation, Environment and Climate Change - County Government of Nyeri
- The County Secretary - County Government of Nyeri
- The Chief Executive Officer – Tana Water Works Development Agency
- The Chief Executive Officer – Water Services Regulatory Board
- The Managing Director - Tetu Aberdare Water and Sanitation Company Ltd

Notes:

A member entitled to attend and vote at the meeting and who is unable to attend is entitled to appoint a proxy to attend and vote on his behalf. A proxy need not be a member of the company. To be valid, the proxy form must be duly completed and signed by the member and must be received by the Company Secretary at the Company's Office situated at Company Offices, Off Nyeri - Kamakwa Road not later than 48 hours before the meeting or any adjournment thereof.

If the appointer is a corporation or a Government Office, the instrument appointing the proxy shall be given under its common seal or under the hand of an officer or duly authorized attorney of such Corporation or Government Office.

ATTACHMENTS

1. Proxy Form

FORM OF PROXY

TETU ABERDARE WATER & SANITATION COMPANY LIMITED



**P. O. Box 1089 – 10100,
NYERI
Telephone: 061 2034164
Fax: 061 2032830**

Email: teawasco@gmail.com

I/We being a
member/members of **Tetu Aberdare Water and Sanitation Company Ltd**

hereby appoint

of (Address)

or failing him

of (Address)

and failing him the Chairman of the meeting to be my/our proxy, to vote for
me/us and on my our behalf at the Annual General Meeting of the
Company to be held on **8th July, 2022** and at any adjournment thereof.

Signed this day of2022

Signed