



THE ASSOCIATION  
OF FUNERAL DIRECTORS  
SINGAPORE

**ASSOCIATION OF FUNERAL DIRECTORS (SINGAPORE)**

Registration No. T00SS0100K

(Republic of Singapore)

NOTICE OF ANNUAL GENERAL MEETING

Dear member,

NOTICE IS HEREBY GIVEN that the upcoming Annual General Meeting of the members of the Association of Funeral Directors (Singapore) will be held by electronic means on 22nd September 2020 at 3.30 p.m. to transact the following business:

As Ordinary Business

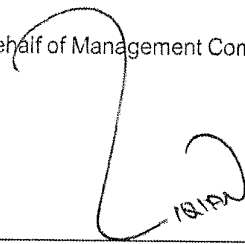
1. To receive (or adopt) Statement of office Bearers, Internal auditor's report and Unaudited Financial Statements for Financial Year ended on 30 April 2020

As Special Business

2. To ratify the resolutions of the Extraordinary General Meeting held earlier on the same day

This Notice has been made available on the Society's website and may be accessed at the URL [www.afd.org.sg](http://www.afd.org.sg). Please also refer to the list of attachments and important notes in the next section. We would appreciate if you could confirm your attendance by 7th September 2020. Thank you.

On Behalf of Management Committee,



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Ang Ziqian  
Honorary Secretary

Singapore,

Dated: 2nd September 2020



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Attached are:

1. The agenda for this meeting
2. The minutes of the last Annual General Meeting
3. The Statement of the Office Bearers, Internal auditor's report and the Unaudited Financial Statements for Financial Year ended on 30 April 2020
4. Particulars of the electronic means by which the meeting will be conducted and how members may participate in and/or access the meeting (including pre-registration requirements, if any), and other administrative details
5. Proxy Form
6. Voting Form

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 Annual General Meeting:

- a. A member may choose to attend the Annual General Meeting by observing and listening to the proceedings of the meeting by electronic means. The details are as follow:  
  
Zoom Meeting  
<https://us02web.zoom.us/j/6322509588?pwd=amFJZnRMRTFBMHBiWTNVR3ZSNTVxZz09>  
Meeting ID: 632 250 9588  
Passcode: 123456
- b. A member may submit questions to the society via post or email to [executivedirector@afd.org.sg](mailto:executivedirector@afd.org.sg). The questions must reach the society at least 7 days prior to the Annual General Meeting;
- c. All substantial and relevant questions will be addressed by the Management Committee prior to, or at, the Annual General Meeting. Questions that concern a matter that will be put to a vote will be addressed by the Management Committee before the closing date for the lodgment of proxy forms. Such questions will be addressed via an engagement session which will be announced at a later date.
- d. A member who is attending the Annual General Meeting by electronic means may only vote by appointing the chairman of the meeting as the member's proxy to vote at the meeting by depositing with the Society an instrument of appointment (also known as "the proxy form") by post to **33 Ubi Avenue 3, #08-68, Vertex Singapore 408868**, or by electronic mail to [secretary@gbsc.com.sg](mailto:secretary@gbsc.com.sg). The completed proxy form must reach the Society at least 48 hours before the time for holding the Annual General Meeting. A copy of the proxy form is attached. In appointing the chairman of the meeting as proxy, a member must give specific instructions with regard to voting, or abstentions from voting, in the form of proxy, failing which the appointment may be treated as invalid.