

**ENERGY INSTITUTE HONG KONG (BRANCH) LIMITED**  
**3<sup>rd</sup> BRANCH ANNUAL GENERAL MEETING**

Date : 22 October 2010 (Friday)  
Time : 6:00pm – 7:00pm  
Venue : World Trade Centre Club,  
38/F World Trade Centre,  
280 Gloucester Road,  
Causeway Bay,  
Hong Kong.

**AGENDA**

1. To confirm the minutes of the 2<sup>nd</sup> Annual General Meeting of The Energy Institute Hong Kong (Branch) Limited
2. To receive the Chairman's Report
3. To receive the Honorary Treasurer's Report
4. To elect the Committees of the Branch and Officers for the 2010/2011 session
5. To appoint **MARTIN CHIANG & CO Certified Public Accountants** to service EI for auditor
6. A.O.B.
7. Group photograph taking

In accordance with the Rules of Hong Kong Branch, the following committee members will be elected from the Annual General Meeting.

The following candidate will be elected in the session 2010 / 2011:-

Mr. Paul Kwong

The following committee members and officers will be remained and appointed in the Branch committee in session 2010 / 2011:-

Mr. Raymond Fong (Chairman)  
Mr. Gary Chiang (Vice Chairman)  
Mr. Danny Lai (Honorary Secretary)  
Mr. S.M. Hon (Honorary Treasurer)  
Dr. Michael Leung  
Mr. Colin Chung  
Mr. Joe Chan  
Mr. Paul Lee  
Dr. Dennis Leung

Mr. K T Leung  
Mr. Anthony Lo  
Dr. Vivien Lu  
Mr. Kenneth Lun  
Mr. Louis Szeto  
Mr. Albert Tong  
Mr. S.L Tse  
Mr. Terry Tsui

Yours faithfully,

For & on behalf of  
The Energy Institute Hong Kong (Branch) Ltd.



Michael K.H. Leung  
Chairman

## Energy Institute (Hong Kong Branch) 能源學會(香港分會)

(Correspondence Address : Environmental Management Division, Hong Kong Productivity Council, 3/F, HKPC Building, 78 Tat Chee Avenue, Kowloon Tong, Kowloon, (Attn. : Mr. Raymond Fong at 2788 5629 or by fax at 2788 5608)

Incorporated by Royal Charter 2003

5 October 2010

### **3<sup>rd</sup> Branch Annual General Meeting and Dinner**

Dear Members,

This is to inform you that the 3<sup>rd</sup> Branch Annual General Meeting of Energy Institute Hong Kong (Branch) Ltd. is scheduled to be held at World Trade Centre Club, 38th Floor, World Trade Centre, 280 Gloucester Road, Causeway Bay, Hong Kong at 6:00 p.m. on 22 October 2010 (Friday).

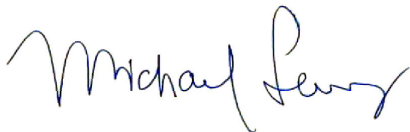
The Memorandum and Articles of Association and the Branch Regulations are available for inspection upon request. The Agenda for the AGM is attached for your reference.

Please note that an annual dinner will be held immediately after the AGM at the same venue.

Should you have any question, please contact our Honorary Secretary, Mr, Gary Chiang, at 9324 5997 or through email at [secretary@energyinst.org.hk](mailto:secretary@energyinst.org.hk).

Yours faithfully,

For & on behalf of  
The Energy Institute Hong Kong (Branch) Ltd.



Michael K.H. Leung  
Chairman

Encl.

**BRANCH ANNUAL GENERAL MEETING TO BE HELD ON 22 OCTOBER 2010**

**LIST OF COMMITTEE MEMBERS**

Chairman : Dr. Michael Leung  
Immediate Past Chairman : Mr. Colin Chung  
Vice Chairman : Mr. Raymond Fong  
Honorary Secretary : Mr. Gary Chiang  
Honorary Treasurer : Mr. Siu-ming Hon

Honorary Advisors : Dr. H F Chan  
Mr. Roger Lai  
Mr. Otto Poon  
Mr. S W Pang

Committee Members : Mr. Joe Chan  
Mr. Y W Chui  
Mr. Danny Lai  
Mr. Paul Lee  
Dr. Dennis Leung  
Mr. K T Leung  
Mr. Kenny Leung  
Mr. Anthony Lo  
Dr. Vivien Lu  
Mr. Kenneth Lun  
Mr. Louis Szeto  
Mr. Albert Tong  
Mr. Shu-lung Tse  
Mr. Terry Tsui

**3<sup>rd</sup> BRANCH ANNUAL GENERAL MEETING AND ANNUAL DINNER**

Date : 22 October 2010 (Friday)  
Time : 6:00pm  
Venue : World Trade Centre Club,  
38/F World Trade Centre,  
280 Gloucester Road,  
Causeway Bay,  
Hong Kong.

**RETURN SLIP****To: Mr. Raymond Fong (Fax no. 2788 5608)**

From (name) : \_\_\_\_\_  
Membership No. : \_\_\_\_\_  
e-mail address : \_\_\_\_\_

I will/will not\* attend the Branch Annual General Meeting to be held in World Trade Centre Club at 6:00 p.m. on 22 October 2010.

I will/will not\* join the dinner held in World Trade Centre Club at 7:30 p.m. on 22 October 2010.  
(Cost of dinner per head will be HK\$100)

\* Please delete where inappropriate

(Please return this reply slip to Mr. Raymond Fong by fax at 2788 5608, or by post to the correspondence address by 15 October 2010)

**ENERGY INSTITUTE HONG KONG (BRANCH) LIMITED**

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**MINUTES OF THE SECOND BRANCH ANNUAL GENERAL  
MEETING – 2008/2009 SESSION**

The second Branch Annual General Meeting of the Energy Institute Hong Kong (Branch) Ltd. was held on 6<sup>th</sup> November 2009 (Friday) at The World Centre Club Hong Kong, 38<sup>th</sup> floor, World Trade Centre, 280 Gloucester Road, Causeway Bay, Hong Kong.

Present

Mr. Gary CHIANG, MEI  
Mr. S.M. HON, MEI  
Dr. Michael LEUNG, MEI  
Mr. K. T. LEUNG, FEI  
Mr. Terry H. W. TSUI, MEI  
Mr. Louis SZETO, FEI  
Mr. Paul LEE, MEI  
Dr. Dennis LEUNG, FEI  
Mr. Colin CHUNG, FEI  
Mr. S. L. TSE, MEI  
Mr. Albert TONG, MEI  
Mr. Sam CHENG (Co-opted)  
Mr. Danny LAI, MEI  
Mr. Kenneth LUN, FEI  
Mr. Y.M. POON, MEI  
Mr. Raymond FONG, MEI

The Annual General Meeting (AGM) commenced at 6:45 pm and was chaired by Dr. Michael LEUNG, the Chairman.

**1. To Confirm the Minutes of the 1<sup>st</sup> Branch Annual General Meeting of The Energy Institute Hong Kong (Branch) Limited**

1.1 No comment was received on the minutes. Dr. Dennis LEUNG proposed and Mr. K. H. Kwok seconded and the motion was endorsed by all present.

**2. To Receive the Chairman's Annual Report for the Session 2008/2009**

2.1 The Chairman Dr. Michael LEUNG briefed his chairman report and expressed thanks to all committee members for the hardworking in this session.

2.2 Mr. K.T. LEUNG proposed acceptance of the Chairman's annual report.

2.3 Mr. S.L. TSE seconded and the motion was endorsed by all present.

**3. To Receive the Financial Report for the Session 2009/2010**

- 3.1 The Honorary Treasurer Mr. S.M. HON presented the financial report and the balance carried forward to year 2008/2009 would be HK\$107,721.00.
- 3.2 Dr. Dennis LEUNG inquired the grant amount from UK home council. Mr. S.M. HON clarified the amount is HKD16,592.1.
- 3.3 Mr. S.M. HON reported that there is no payable tax incurred this year.
- 3.4 Mr. Albert TONG enquired if the financial report was submitted to auditor for audit. Mr. S.M. HON clarified the report was submitted to external auditor for audit.
- 3.5 Mr. Anthony LO proposed acceptance of the financial report.
- 3.6 Mr. Paul LEE seconded and the motion was endorsed by all present.

**4. To Elect Office Bearers and Committee Members for the Session 2007/2008**


- 4.1 The Chairman, Mr. Michael LEUNG reported that the following nominations for office bearers and committee members were received:-

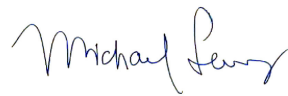
Chairman:	Dr. Michael LEUNG, MEI
Vice Chairman:	Mr. Raymond FONG, MEI
Honorary Secretary:	Mr. Gary CHIANG, MEI
Honorary Treasurer:	Mr. S.M. HON, MEI
Committee Member:	Mr. Colin CHUNG, FEI
	Mr. Paul LEE, MEI
	Mr. Joe CHAN, FEI
	Mr. Y. W. CHUI, MEI
	Mr. Danny LAI, MEI
	Dr. Dennis LEUNG, FEI
	Mr. Kenny LEUNG, MEI
	Mr. Anthony LO, MEI
	Dr. Vivien LU, MEI
	Mr. Kenneth LUN, FEI
	Mr. Louis SEZTO, FEI
	Mr. S. L. TSE, MEI
	Mr. Terry TSUI, MEI
	Mr. K.T. LEUNG, MEI
	Mr. Albert TONG, MEI

- 4.2 Mr. Y.M. POON proposed acceptance of the nominated office bearers and committee for 2009/2010 session. Mr. Anthony LO seconded and the motion was endorsed by all present.

5. **Any Other Business**

- 5.1 Mr. K. T. LEUNG clarified payment received from functions and events do not need to submit to home council.
- 5.2 Mr. Raymond FONG proposed a vote of thanks to the Chairman's contribution in this session and the motion was endorsed by all present.
- 5.3 No other business was received and the meeting was adjourned at 7:20 p.m.

Prepared by:  \_\_\_\_\_ Date: 10 October 2009  
Gary CHIANG  
Honorary Secretary

Confirmed by:  \_\_\_\_\_ Date: 12 October 2009  
Michael LEUNG  
Chairman

Distribution:

All Branch Committee Members

Mrs. Louise Kingham, Chief Executive of Home Council