

20 May 2023

Dear Members,

27<sup>th</sup> Annual General Meeting of ASME Hong Kong Section

Notice is hereby given that the 27<sup>th</sup> Annual General Meeting (AGM) of ASME Hong Kong Section will be held in **hybrid mode** at **6:30 pm on Wednesday, 14 June 2023**, physically in **P4704, City University of Hong Kong, Kowloon Tong** and using **Microsoft Teams**. A dinner for networking is arranged after AGM in CityU Chinese Restaurant, 8/F Bank of China Complex, City University of Hong Kong at own expense (HK\$100/member & HK\$150/non-member).

Below is the agenda for your reference:

**Agenda for the 27<sup>th</sup> Annual General Meeting:**

1. Confirmation of Minutes of the 26<sup>th</sup> Annual General Meeting
2. Section Chair's Annual Report for Session 2022/2023
3. Endorsement of Section Chair's Annual Report for Session 2022/2023
4. Section Treasurer's Report for Session 2022/2023
5. Endorsement of Section Treasurer's Report for Session 2022/2023
6. Election Announcement of Section Officers for Session 2023/2024
7. Appointment of Section Auditors for Session 2023/2024
8. Message from In-coming Section Chair for Session 2023/2024
9. AOB

I would appreciate it if you could kindly confirm your availability by replying to our Section Secretary Miss Jolly Chan ( [info@asmehk.org](mailto:info@asmehk.org) ) on or before **10 June 2023 (Saturday)**. For attending online, the link to the Meeting Room will be sent you via email upon receipt of your confirmation. Should you require further information, please feel free to write back to us.

We look forward to your participation at the AGM.

Sincerely,

Jolly CHAN

Honorary Secretary

The Hong Kong Section of ASME International

Encl.

## The 27<sup>th</sup> Annual General Meeting of ASME Hong Kong Section

### Reply Slip

I will / will not\* attend the 27<sup>th</sup> AGM of ASME Hong Kong Section on Wednesday, 14 June 2023 online/ in person\*.

I will / will not\* attend the after AGM dinner.

\* Please delete as appropriate

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(Please reply no later than 6 June 2023)

Completed by : \_\_\_\_\_ ASME Membership No. : \_\_\_\_\_

Contact No. : \_\_\_\_\_ Email Address : \_\_\_\_\_

Email To: Miss Jolly CHAN, Honorary Secretary  
c/o The Hong Kong Section of ASME International  
Email: [info@asmehk.org](mailto:info@asmehk.org)

### Privacy Information Collection Statement

- ASME Hong Kong is committed to protecting the privacy of members. Please note that ASME Hong Kong collects your personal data only on your voluntary basis. The personal data you provide, such as your name, postal address, phone number and e-mail address, will be used to keep you in touch with ASME Hong Kong or when required by law.
- We will keep your personal data confidential. Once we have obtained your personal data, they will be maintained securely in our system. We will not sell or transfer the personally identifiable information you provide to us to any third parties for their direct marketing use unless we obtain your explicit consent for your data to be shared in that manner. Your personal data will only be disclosed and used as described above or as agreed with you or when required by law.
- Under the Hong Kong Personal Data (Privacy) Ordinance, ASME Hong Kong members have the right to request access to and correction of their personal data. If you want to

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request access to, and/or to correct your personal data held by us, please contact ASME Hong Kong by e-mail: [info@asmehk.org](mailto:info@asmehk.org)