


Doc. No. PPRND/60-1/2022-01-10-0001	 <p style="text-align: center;"><b>NOTICE OF 68<sup>th</sup> ANNUAL GENERAL MEETING AND SYMPOSIUM</b></p>	Pages 5
Doc. Type: Notice		Valid From: January 2022
		Revision No. 1

**The Engineering Institution of Zambia (EIZ)**  
**(Established under EIZ Act No. 17 of 2010)**

NOTICE IS HEREBY GIVEN that the 68<sup>th</sup> Annual General Meeting (AGM) of the Engineering Institution of Zambia (EIZ) will be held on Saturday, 5<sup>th</sup> April 2025 starting at 09:00 hrs at the AVANI Victoria Falls Resort in Livingstone.

The Meeting will be preceded by the official Opening on Thursday the 3<sup>rd</sup> of April 2025, the Craftspersons and Technician Section Conference, the Zambia Women in Engineering Section (ZWES) Conference and EIZ Annual Symposium on Friday 4<sup>th</sup> April 2025 at the same venue. The theme for the Symposium will be ***“Sustainable engineering solutions for climate change mitigation.”***

The official opening will feature a high-level panel discussion on Zambia’s pursuit of 3 million tonnes copper production and the role of engineering professionals and skills required. Day one will also feature a discussion on the role of engineering professionals in accelerating the Lobito corridor and the Africa Free Trade Area.

The AGM will take place to transact the following

**AGENDA**

1. National Anthem
2. Confirmation of quorum
3. Calling meeting to order
4. Receive apologies
5. Adoption of the agenda
6. Reading of the legal notice by the Registrar
7. Reading of member obituaries and observance minute of silence
8. Receive and adopt Minutes of the Annual General Meeting held at AVANI Victoria Falls Resort in Livingstone, on 20<sup>th</sup> April 2024.
  - 8.1 Corrections and adoption
  - 8.2 Matters Arising - Action taken Report
9. Receive and adopt the 62<sup>nd</sup> Engineering Council report for the year ended 31<sup>st</sup> December 2024 by the President.
10. Receive and adopt the Audited Financial Statements of the Institution for the year ended 31<sup>st</sup> December 2024.
11. Appoint auditors for the financial year ending 31<sup>st</sup> December 2026.
12. Consider motions tabled before the AGM.
13. Elections
14. Close of Meeting.

## CALL FOR NOMINATIONS & ELECTIONS

This legal notice here in contains the call for nominations for the EIZ 2025 elections and Agenda for elections and announcement of results.

- 1.0 Dissolution of the Disciplinary Committee (DC)
- 2.0 Dissolution of Zambia Women in Engineering Section (ZWES)
- 3.0 Dissolution of the Energy Auditors Section (EAS)
- 4.0 Dissolution of the Geotechnical Section (GS)
- 5.0 Dissolution of the Water & Sanitation Section (WASH)
- 6.0 Dissolution of the Mining Engineering Section (MES)
- 7.0 Nominations
  - 7.1 Confirmation of approved nominations
  - 7.2 Election results
  - 7.3 Introduction of the elected candidates for all categories

Elections will be conducted by the Nominations and Elections Committee (NEC) of the Institution in accordance with the 2023 EIZ Constitution of the EIZ. **Please Note that electronic voting will begin at 08:00 hours on Friday 4<sup>th</sup> April 2025 and will end at 09:00 hours on Saturday 5<sup>th</sup> April 2025.** The conduct of the elections will be guided by the EIZ Election Rules and Procedures enshrined in the 2023 EIZ Constitution. The EIZ Election Rules and Procedures can be found in the 2023 EIZ Constitution as second Annexure, which can be accessed on [www.eiz.org.zm](http://www.eiz.org.zm). Candidates are advised to read and familiarise themselves with these rules and procedures. The campaign period will be prescribed by NEC.

Please **NOTE** that to be eligible to vote in the 2025 elections a member ought to be in good standing.

### A) POSITIONS ON ZWES FOR WHICH NOMINATIONS ARE REQUIRED

1. Chairperson
2. Vice Chairperson
3. Engineers' Representative
4. Technologists' Representative
5. Technicians' Representative
6. Craftsperson's' Representative

### B) POSITIONS ON DISCIPLINARY COMMITTEE FOR WHICH NOMINATIONS ARE REQUIRED

Five (5) registered Members who are not members of the Council, elected at a general meeting of the Institution.

1. Committee Member 1
2. Committee Member 2
3. Committee Member 3
4. Committee Member 4
5. Committee Member 5

Note\*

The following shall also be members of the Disciplinary Committee, as provided for under Part VI Section 48 (1) and (2) of the Engineering Institution of Zambia (EIZ) Act No. 17 of 2010.

- a. **A Chairperson and Vice Chairperson** who are Legal Practitioners qualified to hold, or who have held, high judicial office.
- b. **The President of the EIZ Council.**

**In addition to the above, the candidates for DC will be required to meet the following requirements:**

- A Minimum of ten (10) years' experience in a senior management position
- Availability is of key importance to any disciplinary process. It is incumbent upon candidate to ensure that availability is not to be affected by age factors or political circumstances.
- An understanding of the rights, obligations and liabilities of the EIZ members is of fundamental importance for candidates.
- Proven previous knowledge and experience in adjudication and assessment of rights and party obligations
- Must be conversant with Procedural knowledge and be familiar with requirements of rules of natural justice and various forms of problem-solving procedures.
- Good interpersonal communication skills
- Ability to be impartial and objective regarding the allocation of risk and the liabilities of the parties, as well as observe strict confidentiality in all matters related to the committee's proceedings.

**C) POSITIONS ON THE ENERGY AUDITORS SECTION, GEOTECHNICAL SECTION, MINING ENGINEERING SECTION, ENVIRONMENTAL ENGINEERING SECTION, BIOMEDICAL ENGINEERING SECTION AND WATER RESOURCES MANAGEMENT, SUPPLY, SANITATION AND HYGIENE SECTION.**

1. Chairperson
2. Vice Chairperson
3. Committee 1
4. Committee 2

**D) NOMINATION PROCEDURES**

Members in good standing wishing to stand for elections are required to complete the online nomination forms. Nomination forms can be downloaded from the EIZ website ( [www.eiz.org.zm](http://www.eiz.org.zm) ) and completed in accordance with the 2023 EIZ Constitution.

**The CLOSING TIME AND DATE for submission of nominations will be 17:00hrs on Friday 28<sup>th</sup> February 2025. Valid Nominations will be announced within 7 days after the close of the nomination period.**

Both the nominees and those nominating them should be up to date in their membership subscriptions for the nominations to be valid.

**E) NOMINATION FEES:**

There shall be **NO** nomination fees to be paid

**F) ADMISSION TO THE AGM AND ELIGIBILITY TO VOTE**

Please note that only members in good standing and persons specifically invited by Council shall be admitted to the AGM.

By order of the 62<sup>nd</sup> Engineering Council



Eng. David Kamungu  
**REGISTRAR & CHIEF EXECUTIVE OFFICER**

**THE ENGINEERING INSTITUTION OF ZAMBIA (EIZ)**



**HEAD OFFICE**

Engineering House  
Stand No. 2374  
Kelvin Siwale Road  
Showgrounds  
P.O. Box 51084  
Lusaka  
Tel: +260 211 255161  
+260 211 256205

**SOUTHERN REGION**

Engineering House  
Stand No. 2374  
Kelvin Siwale Road  
Showgrounds  
P.O. box 51084  
Lusaka  
Tel: +260 211 256214

**NORTHERN REGION**

Engineering House  
Plot No. 8  
Kantanta Street  
Nkana East  
P.O. Box 23385  
Kitwe  
Tel: +260 212 230111  
+260 212 222608

Email: [eiz@eiz.org.zm](mailto:eiz@eiz.org.zm)  
Website: [www.eiz.org.zm](http://www.eiz.org.zm)

**ADVANCING TECHNOLOGY FOR NATIONAL DEVELOPMENT**