

Date: 29 August 2025

To: All Members

## **NOTICE OF THE 46<sup>th</sup> ANNUAL GENERAL MEETING**

**NOTICE IS HEREBY GIVEN** by the 33<sup>rd</sup> Executive Committee that the 46<sup>th</sup> Annual General Meeting of the Singapore Polytechnic Graduates' Guild (SPGG) will be held on **Saturday, 18 October 2025 at 1:30PM in the Grand Ballroom of SPGG**, 1010 Dover Road, Singapore 139658.

Nominations for 12 positions in the 34<sup>th</sup> Executive Committee for the Term 2025/2027 is now open. Nomination forms can be collected from the Reception Counter from Friday, 29 August 2025, and are to be submitted by hand to Ms Cloe Chiang or Ms Chua Xiao En at the Level 3 Administration Office by Thursday, 4 September 2025 at 3:00PM.

The agenda for the 46<sup>th</sup> Annual General Meeting of the Singapore Polytechnic Graduates' Guild (SPGG) is as follows:

### **AGENDA**

- 1) President's Address
- 2) To confirm the Minutes of the 45<sup>th</sup> Annual General Meeting held on Saturday, 19 October 2024
- 3) To receive, and if so approved, to adopt the Annual Report of the 33<sup>rd</sup> Executive Committee for financial year ending 31 July 2025
- 4) To receive, and if so approved, to adopt the Statement of Accounts for financial year ending 31 July 2025
- 5) To receive, and if so approved, to adopt the Provisional Budget for following year ending 31 July 2026
- 6) To consider, where SPGG's Constitution does not provide, a motion by the 33<sup>rd</sup> Executive Committee to appoint two (2) Honorary Auditors for Term 2025/2026
- 7) To appoint KBW Assurance LLP to be the External Auditor for financial year ending 31 July 2026
- 8) To elect the 34<sup>th</sup> Executive Committee for the Term 2025/2027
- 9) To discuss any other business

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**RESPONSE SLIP** If you are able to attend the 46<sup>th</sup> Annual General Meeting on Saturday, 18 October 2025 at 1:30PM, please complete this response slip and submit to our Reception Counter or email to [agm2025@spgg.org.sg](mailto:agm2025@spgg.org.sg) or fax to 6796 9989 by Friday, 3 October 2025 at 3:00PM.

- ☐ I am attending the buffet lunch followed by the 46<sup>th</sup> Annual General Meeting at 1:30PM.
- ☐ I am only attending the 46<sup>th</sup> Annual General Meeting at 1:30PM.

Name: \_\_\_\_\_

Email Address: \_\_\_\_\_

Signature: \_\_\_\_\_

Membership No: \_\_\_\_\_

Contact No: \_\_\_\_\_

Date: \_\_\_\_\_

In accordance with Article 36(7) of the Constitution of SPGG, any Member desirous of proposing any resolution at the Annual General Meeting shall give notice thereof in writing to the Honorary General Secretary, which notice must be received by the Honorary General Secretary within 7 days of the date of this notice. Resolution must be submitted to the Guild by **Thursday, 4 September 2025 at 3:00PM** either via email or by hand to our Reception Counter during office hours (Monday to Friday, 9:00AM to 6:00PM, excluding Public Holidays).


Buffet lunch will be served at 12:00PM in The Restaurant @ SPGG. All Members are kindly requested to confirm their attendance with the Secretariat by **Friday, 3 October 2025 at 3:00PM**, so that lunch can be adequately arranged for all.

The Annual Report 2024/2025 will be available from Friday, 10 October 2025 onwards on our website.

Kindly confirm your attendance through either **ONE** of the following options:

- 1) Complete the registration form at <https://www.spgg.org.sg/regagm2025>
- 2) Call us at **6796 9986** (Monday to Friday, 9:00AM and 6:00PM, excluding Public Holidays)
- 3) Email completed response slip to **agm2025@spgg.org.sg**
- 4) Fax completed response slip to **6796 9989**
- 5) Submit completed response slip to our **Reception Counter**

Yours sincerely,



**Mr Loh Meng Seng**  
Honorary General Secretary  
33<sup>rd</sup> Executive Committee  
Singapore Polytechnic Graduates' Guild

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**SPGG 46<sup>th</sup> ANNUAL GENERAL MEETING – 18 October 2025**  
(Response Slip)