



## **NOTICE OF 19<sup>TH</sup> ANNUAL GENERAL MEETING**

Dear SCRS Member,

I am pleased to invite you to attend the 19<sup>th</sup> Society of Colorectal Surgeons (Singapore) Annual General Meeting on:

**Date**

14 August 2021 (Saturday)

**Time**

1730hrs – 1830hrs

**Venue**

Virtual Meeting via Zoom

Due to COVID-19, we will be holding the Annual General Meeting virtually.

**Nomination**

Please refer to the instructions with regards to the nomination of SCRS Office Bearers for the year **2021-2023**:

1. Members are to submit the nomination form for the positions listed to the Secretariat 2 weeks before the AGM **(31 July 2021, 23:59hrs)**:
  - a. President
  - b. Hon. Secretary
  - c. Hon. Treasurer
  - d. 4x Committee Members
2. The names of nominees and their short bios will be emailed to all members at least 1 week before the AGM.
3. Names for the above nominations shall be formally proposed and seconded at the Annual General Meeting.

**AGM Agenda**

1. President's Message
2. Approval of minutes for the 18<sup>th</sup> AGM 2020
3. Honorary Secretary's Report
4. Honorary Treasurer's Report
5. Election of Office Bearers (2021-2023)
6. Any Other Business

**How to register for the AGM?**

- To register, please go to <https://globewerks.wixsite.com/agmregistration>. A nil response is appreciated.

Please contact the Secretariat at [secretary@scrs.org.sg](mailto:secretary@scrs.org.sg) or 98386870 if you have any questions.

We look forward to seeing you at the AGM!

Yours sincerely,

Dr Emile Tan  
Honorary Secretary  
Society of Colorectal Surgeons (Singapore)



## **SCRS NOMINATION:**

As we will be holding the AGM and Election of Office Bearers via Zoom this year, please refer to below on the timeline:

1. Nominations for these positions:
  - a. President
  - b. Hon. Secretary
  - d. Hon. Treasurer
  - d. 4x Committee Members
2. Members are requested to email the following nomination form to the secretariat 2 weeks before the AGM (31 July 2021)
3. The names of nominees and their short bios will be emailed to all members at least 1 week before AGM (07 August 2021)
4. Names for the above nominations shall be formally proposed and seconded at the Annual General Meeting.

### **Timeline:**

14 Aug	AGM
07 Aug	Send out the namelist of nominees to members
31 Jul	Nominations Close



## NOMINATION FORM FOR ELECTION OF SCRS OFFICE BEARERS

All nomination forms should be signed by the nominee and a proposer (another SCRS Member). A list of all eligible nominees and their biographies (excluding contact information) will be disseminated via email to all SCRS Members at least 1 week before the AGM (14 August 2021). To be elected into the committee, nominees must be present during the virtual AGM, unless there is a medical or compassionate reason. Should a nominee be unable to attend the AGM, please inform the secretariat at [secretary@scrs.org.sg](mailto:secretary@scrs.org.sg).

Please complete **one form per position**.

### ABOUT THE NOMINEE

Full Name of Nominee \_\_\_\_\_

Nominated Position

- President
- Hon Secretary
- Hon Treasurer
- Committee Member

Email \_\_\_\_\_

Mobile # \_\_\_\_\_

**Short Bio (max 150 words)**

Signature/Date of Nominee \_\_\_\_\_

Name of Proposer \_\_\_\_\_

Signature/Date \_\_\_\_\_

Name of Secunder \_\_\_\_\_

Signature/Date \_\_\_\_\_

Please submit the completed and signed form by **31 July 2021, 23:59 hours** via:

1. **Email:** [secretary@scrs.org.sg](mailto:secretary@scrs.org.sg)

-The nominee, proposer and secunder should be copied in the email. Digital signatures are acceptable.