

HONG KONG INSTITUTE OF QUALIFIED ENVIRONMENTAL PROFESSIONALS
NOTICE OF ANNUAL GENERAL MEETING

NOTICE IS HEREBY GIVEN THAT the Annual General Meeting (AGM) of the Hong Kong Institute of Qualified Environmental Professionals (the "Institute") will be convened on Tuesday, 18 August 2026 at 18:30 and be held at BEC Auditorium, G/F, 77 Tat Chee Avenue, Kowloon Tong, Hong Kong.

Agenda:

1. To receive and adopt the minutes of the Extraordinary General Meeting held on 3 July 2025.
2. To receive and adopt the Annual Report for 2025 of the Institute from the President.
3. To receive and adopt the Honorary Treasurer's Financial Report for 2024.11.8–2025.12.31.
4. To appoint the Auditor of the Institute for the year ending 31 December 2026 and authorize the Committee Members to fix the remuneration of the Auditor of the Institute.
5. To elect Councillors (General Council Members).
6. Any Other Business.
7. Adjournment of AGM.

Dated this 24th day of July
2026

By Order of the Council
Cheung Chun Ming Freeman
President, HKIQEP



Cheung Chun Ming Freeman
President, HKIQEP

IMPORTANT NOTES

Membership categories that have voting rights:

Founding Fellow, Fellow and Professional Member.

Members may participate in the AGM by:

- (a) attending the AGM proceedings in-person; or
- (b) appointing a proxy to attend, speak, and vote on their behalf at the AGM; and
- (c) submitting questions in advance of the AGM.

	Action	Details
a	Pre-registration	Any members who wish to attend the AGM in-person at BEC Auditorium, G/F, 77 Tat Chee Avenue, Kowloon Tong, Hong Kong. Members are encouraged to pre-register at https://form.jotform.com/HKIQEP/agm-2026 by 18:30 on 16 August 2026 (Sunday). Walk-in registration is also allowed on the day of the AGM.
b	Submit proxy forms to vote	Any eligible voting member not attending the AGM in-person but wishing to vote on the resolutions to be tabled at the AGM can appoint the Chairman of the Meeting or a Designated Representative as their proxy to attend, speak, and vote on their behalf at the AGM, in accordance with the instructions on the proxy form. Proxy forms must be submitted at https://form.jotform.com/HKIQEP/agm-2026 or by email to office@hkiqep.org by 18:30 on 16 August 2026 (Sunday) .
c	Submit questions in advance	Any person wishing to raise a subject for discussion at the AGM must send the notice specifying the subject to office@hkiqep.org by 18:30 on 11 August 2026 (Tuesday). When sending your questions by email, please also provide us with the following details: ▪ Your full name; and ▪ Your membership number

The details of the AGM can be found at the following website: <https://hkiqep.org/agm/>