



# **KIRINYAGA WATER & SANITATION COMPANY (KIRIWASCO)**

**P.O BOX 360-10300, KERUGOYA**

**TEL: 020-2307484, TELFAX: 020-2363925**

**0715413591, 0731298513**

Email – [kiriwasco@yahoo.co.uk](mailto:kiriwasco@yahoo.co.uk)/[kiriwasco2006@gmail.com](mailto:kiriwasco2006@gmail.com)

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**Chairman – Kirinyaga Water and Sanitation Company Limited,  
All other Directors  
All members/stakeholders of the Company  
Auditors of the Company - Auditor General**

## **NOTICE OF THE NINTH (9<sup>TH</sup>) ANNUAL GENERAL MEETING (AGM)**

**NOTICE IS HEREBY GIVEN** that the ninth (9<sup>th</sup>) Annual General Meeting (AGM) of **Kirinyaga Water and Sanitation Company Limited** will be held at the **Sunciti Resort Sagana Kirinyaga County** on **Friday, 20<sup>th</sup> August, 2021** at **11.00 am** to transact the following business:-

### **AGENDA**

**1. Constitution of the Meeting**

The Company Secretary to read the notice convening the meeting after determining if there was requisite quorum

**2. Chairman's Report**

To receive and adopt the Chairman's Report

**3. Managing Director's Report**

To receive and adopt the General Manager's Report

**4. Report of the Auditors and Financial Statements for the year ended 30<sup>th</sup> June, 2019 and 30<sup>th</sup> June 2020:**

To receive and consider the Company's Audited Financial Statements for the years ended 30<sup>th</sup> June 2019 and June 2020 together with the chairman's, directors' and auditors' reports therein.

**5. Appointment and Remuneration of Auditors:**

To note that the Auditor General shall continue in office as Auditors of the Company and to authorize the directors to fix their remunerations

## 6. Election of Directors

- a) To note that Director Lilian Kagema retires by rotation and is eligible for re-election
- b) Receive and adopt the report of the selection committee
- c) To elect directors to fill the two vacancies in the Board

## 7. Directors' Remuneration

To authorize the Board to fix the remuneration of the directors in accordance with benchmarks and guidelines in the Water Sector

## SPECIAL BUSINESS

### 8. Memorandum and Articles of Association

- a) To consider, and if thought fit, pass a Special Resolution pursuant to Section 22 of the Companies Act 2015, to amend the Memorandum and Articles of Association of the Company to be in line with the Companies Act No. 17 of 2015, with the Water Act 2016, the WASREB Corporate Governance Guidelines for the water services sector 2019, and with good governance practice and to ratify and approve the publication of the full text of the proposed Special Resolution on the Company's website [www.kiriwasco.co.ke](http://www.kiriwasco.co.ke) such that the said Special Resolution will be valid and effective as if the full text had been included in the notice of the annual general meeting.
- b) To consider, and if thought fit, pass a Special Resolution pursuant to Section 22 of the Companies Act 2015, to adopt the revised Memorandum and Articles of Association of the Company.

### 9. Any Other Business

To transact any other business of the Annual General Meeting for which notice has been received by the Company Secretary 48 hours before the Annual General Meeting in accordance with the Companies Act 2015.

## BY ORDER OF THE BOARD



**FCS Richard K. Gikuhi, MBA, MKIM, HSC**  
**Company Secretary**  
**Kirinyaga Water and Sanitation Company Limited**  
**P.O. Box 360 -10300,**  
**KERUGOYA**

**Date 20<sup>th</sup> July, 2021**

CC. The CECM Water Environment and Natural Resources - County Government of Kirinyaga  
The County Secretary - County Government of Kirinyaga  
The Chief Executive Officer – Water Services Regulatory Board  
The Chief Executive Officer – Tana Water Works Development Agency  
The Managing Director – Kirinyaga Water and Sanitation Company Ltd

**Notes:**

A member entitled to attend and vote at the meeting and who is unable to attend is entitled to appoint a proxy to attend and vote on his behalf. A proxy need not be a member of the company. To be valid, the proxy form must be duly completed and signed by the member and must be received by the Company Secretary at the Company's Office not later than 48 hours before the meeting or any adjournment thereof.

If the appointer is a corporation or a Government Office, the instrument appointing the proxy shall be given under its common seal or under the hand of an officer or duly authorized attorney of such Corporation or Government Office.

**ATTACHMENTS**

1. Proxy Form



**KIRINYAGA WATER & SANITATION COMPANY**  
**(KIRIWASCO)**

**P.O BOX 360-10300, KERUGOYA**

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**FORM OF PROXY**

I/We -----  
of -----  
being member/members of the above named company hereby appoint-----  
of -----or failing him, -----  
of ----- as my/our proxy to vote for me/us  
on my/our behalf at the Annual/~~Extraordinary~~ General Meeting of the company to  
be held on the **20<sup>th</sup> August 2021** and at any adjournment thereof.

Signed this -----day of ----- 2021