



KIRINYAGA WATER & SANITATION COMPANY (KIRIWASCO)

**P.O BOX 360-10300, KERUGOYA
TEL: 020-2307484, TELFAX: 020-2363925
0715413591, 0731298513**

Email – kiriwasco@yahoo.co.uk/kiriwasco2006@gmail.com

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 ADJOURNED NINTH (9TH) ANNUAL GENERAL MEETING (AGM)

NOTICE IS HEREBY GIVEN that the adjourned Ninth (9th) Annual General Meeting (AGM) of **Kirinyaga Water and Sanitation Company Limited** will be held at the **Sunciti Resort Sagana, Kirinyaga County** on **Friday, 5th November, 2021** at **11.00 a.m.** 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 Managing Director’s Report

4. Report of the Auditors and Financial Statements for the years ended 30th June, 2019 and 30th June, 2020:

To receive and consider the Company’s Audited Financial Statements for the years ended 30th June, 2019 and 30th 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 subject 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 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 14th October, 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