



Ref. No. TVO/HQ/AGM/27/Vol. 2/18

Date: September 19, 2024

1. H. E. The Governor of Taita Taveta County,
P. O. Box 1066 - 80304,
WUNDANYI.
2. Hon. Friday Mwafuga,
County Secretary and Head of County Public Service,
County Government of Taita Taveta,
P. O. Box 1066 – 80304,
WUNDANYI.
3. Hon. Granton S. Mwandawiro,
County Executive Committee Member
Water and Sanitation,
Taita Taveta County,
P. O. Box 1155 - 80304,
WUNDANYI.
4. Hon. Architect Martin Tairo,
County Executive Committee Member,
Finance and Economic Planning,
Taita Taveta County,
P. O. Box 1066 - 80304,
WUNDANYI.

Dear Sir,

NOTICE OF THE 14TH ANNUAL GENERAL MEETING

NOTICE IS HEREBY GIVEN that the 14th Annual General Meeting of Tavevo Water & Sewerage Co. Limited to be held on **Friday 18th October 2024**, at the **VACANI HOTEL** (Voi) at 10.00 a.m, for the purpose of deliberating on the following;

- 1) To note the presence of quorum.
- 2) To read notice of the 14th Annual General Meeting.

- 3) To confirm the Minutes of the 10th, 11th, 12th & 13th Annual General Meeting held on 13rd October, 2023.
- 4) To receive and adopt Chairman's report for the period ended 30th June, 2023.
- 5) To receive and consider the audited Financial Report for the year ended 30th June, 2023.
- 6) To receive and adopt/approve auditors' remuneration for the year ended 30th June, 2023.
- 7) To appoint auditors in accordance to Article 16 of the Articles of Association of the Company.

AOB

- 1) To discuss any other business which is proper to be transacted at an Annual General Meeting which notice shall have been given in writing by a member or members to the Secretary at least Seven days (7) before the date of the meeting.

BY ORDER OF THE BOARD

JUSTUS M. MUNYITHYA
Certified Public Secretary (K)
Pract. Cert No. P/cons/11434
Reg No R/1434
P. O. BOX 51153 - 00200, NAIROBI
CS. JUSTUS M. MUNYITHYA
(COMPANY SECRETARY)

DATED THIS 19 DAY OF SEPTEMBER 2024

NB: *In accordance with section 282 of the Companies Act 2015, a Company shall give notice of a general meeting in a hard copy form; in electronic form; by means of a website; or partly by one such means and partly by one or more of the other such means.*