

4 May 2011

Dear fellow members,

On behalf of the Executive Committee, we cordially invite you to attend our Annual General Meeting (AGM), which has been scheduled on 18 May 2011 (Wednesday). Details can be found in the enclosed Notice of AGM.

Ms. Clara U will complete her current service term in the Executive Committee. There will be a vacancy in the Executive Committee according to our current Memorandum. With the increasing number of members of the Institute, we need additional helping hands in the Committee to provide support for professional development and organising activities. We propose to expand the existing Committee by adding two ordinary members and two co-opted members. This is reflected in the note for proposed amendments to the Memorandum. As a result, if the proposed amendments to the Memorandum are endorsed in the AGM, there will be three vacancies in the Committee. Nominations are now invited for 3 Committee Members for the term of 2011-2014. Please complete the enclosed nomination form and return to Claudine Lee by email at hon.sec.hkieia@gmail.com or by fax at 2815 3377 on or before 17 May 2011.

This year we have something different from our previous AGM arrangement. Instead of a guest speaker to deliver a speech after the AGM, we shall organize a debate titled “The EIA Process in Hong Kong is inadequate?”. You may refer to the attached note for details regarding the debate.

In keeping with our tradition, a dinner reception will be held after the AGM. To encourage participation, the Committee has set the cost of the dinner at a very attractive price of HK\$100 per person. The informal dinner will be in Chinese style and it should be another great opportunity for fellow members to socialise and network. To make reservations for the dinner, you only need to check the appropriate box on your reply form for the AGM. To allow an estimate of attendance in advance and to avoid disappointment, we would urge you to make reservations for the dinner early, preferably on or before 15 May 2011.

If members cannot attend the AGM in person, you may complete and sign the enclosed Proxy Form and return to us by one of the methods indicated in the Proxy Form.

Also included in this package are two other forms. One of these is for the provision of Continuous Professional Development (CPD) Records in relation to the annual renewal of membership and/or Accredited Monitoring Professional (AMP) status. Please kindly provide the relevant information for our further processing. The other form is included for members who wish to include their contact details on the Professional Directory of the Institute’s official website to provide relevant information for publication.

This AGM will allow you the opportunity to hear about the Institute’s accomplishments over the last year and also provides you with the opportunity to meet friends and working partners in the environmental assessment industry.

We look forward to seeing you at the AGM.



Claudine Lee
Honorary Secretary

Debate Motions - “The EIA Process in Hong Kong is inadequate?”

The EIA Process is a recent hot topic extensively covered by the media. People from many walks of life other than EIA practitioners have expressed different opinions or interpretations on how the EIA process has been implemented over the past 10 or more years. Some in particular raise concern on whether some of the recent decision makings under the EIA Ordinance actually meet the initial intention of its enactment in Hong Kong.

In view of this, HKIEIA considers it opportune to hold a debate session to prompt discussion among the members of the Institute with a view to allow free exchange of ideas on this topic in a more exciting and interesting way. Dr. Glenn Frommer has kindly accepted our invitation to be the moderator of the debate. Below are suggestions for the event:

Number of Debaters: 4 (2 For the motion; 2 Against the motion)

Timing and Procedures: Introduction and first voting: 5 mins

Affirmative Side - Debater 1 3mins

Negative Side - Debater 1 3mins

Affirmative Side - Debater 2 3mins

Negative Side - Debater 2 3mins

Rebuttal:

Affirmative Side - Debater 1 2mins

Negative Side - Debater 1 2mins

Affirmative Side - Debater 2 2mins

Negative Side - Debater 2 2mins

Q&A Session: Open floor for questions - about 15 minutes (maximum)

Final Vote: Audients will be given two colour cards and vote for the affirmative side or negative side at the end of the debate. The result will be announced at the beginning of dinner.

If you are interested to be involved as one of the debaters, please reply Claudine Lee **by fax** at **2815 3377** or **by email** at **hon.sec.hkieia@gmail.com** on or before **17 May 2011**.

HONG KONG INSTITUTE OF ENVIRONMENTAL IMPACT ASSESSMENT

Notification of Annual General Meeting 2011

NOTICE IS HEREBY GIVEN that an Annual General Meeting (AGM) of the Hong Kong Institute of Environmental Impact Assessment shall be held at **6:30pm on 18 May 2011 (Wednesday)** at the **World Trade Centre Club, 38/F, World Trade Centre, 280 Gloucester Road, Causeway Bay, Hong Kong**. A coffee reception will begin at 6:00pm. Directions to the venue of the AGM are given in enclosures for reference.


Agenda for AGM 2011:

1. To confirm the Minutes of the last AGM held on 20 May 2010
2. To receive and consider the Chairman's Annual Report for 2010 – 2011
3. To receive and consider the Financial Report of the Honorary Treasurer for 2010 - 2011
4. To pass amendments to the Institute's Memorandum (as printed overleaf)
5. To elect Committee Member of the Institute
6. To appoint an Auditor of the Institute for 2011 – 2012
7. Any Other Business

The debate will be followed by a dinner reception and all members are welcome. The cost for the dinner is HK\$100 per person. A reply form is enclosed for registration.

If you would like to nominate candidates to stand for election for the vacant post of the Committee, please complete the enclosed nomination form and return it to us, preferably on or before 17 May 2011.

By order of the Executive Committee,



Claudine Lee
Honorary Secretary
4 May 2011

(Enquiries should be directed to Claudine Lee, Honorary Secretary, at 2241 9847)

Enclosures

1. Draft Minutes of AGM held on 20 May 2010
2. Proposed Amendment to the Memorandum
3. AGM and Annual Dinner Reply Form
4. Election Nomination Form
5. Proxy Form



Hong Kong Institute of Environmental Impact Assessment
Draft Minutes of Annual General Meeting 2010
6:30pm, 20 May 2010, Bistro on the Bund

PRESENT:

Fellows:

Chiu, Cho Keung, Franki (p) Frommer, Glenn Howard (p) Lam, Josh Liu, Wing Hei (p)
Cheung, Freeman Hui, Simon Lee, Shirley Yeung, Bing Kwan David (p)

Corporate Members:

| | | | |
|-----------------------------|---------------------------|--------------------------|-----------------------|
| Bhanja Cheung, Suzanne | Ho, Ming Bun Ben | Leung, Cho Shing (p) | Wong, Ernest (p) |
| Chan, Desmond (p) | Ho, Nga Fong Eva | Ma, Sau Ping (p) | Wong, Wing Yee |
| Chan, Rowena (p) | Hui, Yuk Hung | McCorry, Denise (p) | Wong, Felice (p) |
| Chan, Matthew (p) | Ip, Kin Chor | Ng, Queenie(p) | Yeung, Benjamin |
| Cheng, Chi Ming, Tony | Isa, Mohamed Hasan | Ngai, Tak Yin Alex (p) | Yeung, Wai Tak Victor |
| Cheung,, Kwok Yu Amy (p) | Keung, Pui Yun Colin (p) | Pyke Jonathan Rodney(p) | Yu, Pui Shan Anna |
| Cheung, Tsz Hin Laurent(p) | Ko, Ming-ching Matthew(p) | So, Tung Shing (p) | Yu, Wing Ki Katie (p) |
| Chiu, Henry (p) | Ko, Wai Ying, Winnie (p) | Tam, Christine(p) | Zhang, Tong |
| Chiu, Ka Fai Calvin | Kwok, Grace May Han | Tam, Jovy (p) | Zhang, Yi (p) |
| Choy, Wai Fun Priscilla (p) | Lai, Raymond (p) | To, Man Ping Mandy (p) | |
| Chu, Chung Sing | Lam, Derek (p) | Tong, Ka Ling Angela (p) | |
| Chua, Manuel | Lam, Chi Chi, Chris | Tsang Fan Cheong | |
| Chung, Ying Ying Anna (p) | Lam, Wan Choi | Tsang, Terence(p) | |
| Chung, Yung Man, Anna(p) | Lau, Kenneth (p) | Tso, Lawrence (p) | |
| Dai, Lai Man, Raymond | Lee, Peter (p) | Tsoi, Joanne (p) | |
| Fung, Yiu Wah (p) | Lee, Ka Yan Claudine | U, Kam Wa Clara | |
| Halliday, Susana Elizabeth | Leung, Ho Yin, Henry | Wong, Antony | |
| Ho, Kai Cheung Derek | Leung , Kenny (p) | Wong. Alfred (p) | |

ITEMS:

1. Minutes of AGM held on 21 May 2009

The minutes of 21 May 2009 were endorsed by the members.

2. Chairman's Report

Mr. David YEUNG, Chairman of the Committee, presented the Annual Report on the activities that had taken place in the Year 09/10 and was endorsed by the members.

3. Treasurer's Report

Mr. Freeman CHEUNG, Honorary Treasurer, presented the financial statement for the year ending 31.03.2010 and the auditor's report prepared by the Honorary Auditor, Louis Lai & Luk Certified Public Accountants, which were endorsed by members.

4. Amendment to the Memorandum

Article 11 (b) of the Memorandum of the Institute was amended and adopted as follows:
Notification of an Annual General Meeting shall be given to all corporate members not less than 14 days prior to the meeting in writing by electronic means in the form of an electronic mail or a notice posted on the official website of the Institute (<http://www.hkieia.org.hk>).

5. Election of Chairman and Committee Members

Mrs. Shirley LEE was elected as Chairman for a term of 2 years. Mr. Freeman CHEUNG, Ms. Eva HO and Ms. Anna YU were elected members of the Committee for a term of 3 years.

6. Appointment of Auditor for Year 10/11

Members agreed on the re-appointment of Louis Lai & Luk Certified Public Accountants as the Institute's Honorary Auditor for Year 10/11.

7. Any other Business

Mr. Simon HUI proposed a vote of thanks to the Committee for their input during the past year.

There being no other business, the meeting adjourned at 7:45pm.

Marcus IP
Honorary Secretary (2009/10)
6 June 2010

HONG KONG INSTITUTE OF ENVIRONMENTAL IMPACT ASSESSMENT

Proposed Amendments to the Memorandum at AGM on 18 May 2011

Article 2

The registered address shall be: “c/o ENSR Asia (HK) Ltd, 11/F, Grand Central Plaza, Tower 2, 138 Shatin Rural Committee Road, Shatin, Hong Kong.”

Article 6 (b)

Five to eight ordinary members, elected by simple majority at a General Meeting; and

Article 6 (c)

Up to two co-opted members.

THAT the above Memorandum of the Institute be amended and adopted as follows: -

Article 2

The registered address shall be: “c/o AECOM Asia Company Limited, 11/F, Grand Central Plaza, Tower 2, 138 Shatin Rural Committee Road, Shatin, Hong Kong.”

Article 6 (b)

Five to ten ordinary members, elected by simple majority at a General Meeting; and

Article 6 (c)

Up to four co-opted members.

(Enquiries should be directed to Claudine Lee, Honorary Secretary, at 2241 9847 or hon.sec.hkieia@gmail.com)

HONG KONG INSTITUTE OF ENVIRONMENTAL IMPACT ASSESSMENT

AGM 2011 Reply Form

Name of Member: _____ Membership No.: _____ Tel. No.: _____

Please indicate if you will attend the following events on **18 May 2011** at the **World Trade Centre Club, 38/F, World Trade Centre, 280 Gloucester Road, Causeway Bay, Hong Kong**.

YES NO

() () **Annual General Meeting** at 6:30 pm [Reception will start at 6:00 pm]

() () **Dinner** at 8 pm [@HK\$100 for Member & @HK\$200 for Non-Member]. I enclose a cheque (no. _____) made payable to Hong Kong Institute of Environmental Impact Assessment in the total sum of HK\$ _____ for _____ participants.

Please send this reply form to reach Claudine Lee **by fax** at **2815 3377** OR **by email** at **hon.sec.hkieia@gmail.com** on or before **15 May 2011**

HONG KONG INSTITUTE OF ENVIRONMENTAL IMPACT ASSESSMENT

**Nomination for Election of Committee Member
at AGM 2011 on 18 May 2011**

I am a **Corporate Member** of the Institute and hereby nominate the following **Corporate Member(s)** for election as Committee Member:

Committee Member : _____

If the proposed amendments to the Memorandum are endorsed with immediate effect, the following two vacancies shall be eligible for election in this AGM:

Committee Member : _____

Committee Member : _____

I confirm that the above persons have accepted to be nominated and have agreed to serve as Chairman/Committee Members if elected.

Proposer Signature : _____

Date : _____

Please send nominations to Claudine Lee by **fax** at **2815 3377** OR **email** at **hon.sec.hkieia@gmail.com** on or before **17 May 2011**

Note: The following will retire from office in the Committee:-
Ms Clara U Committee Member

The following Members will remain in the Committee:
Mr. Josh Lam, Ms Claudine Lee, Mrs. Shirley Lee, Mr. Henry Leung, Dr. Zhang Tong, Ms Eva Ho, Ms Anna Yu, Mr. Freeman Cheung, Mr. Mohamed Hasan Isa.

[Information on the election of Committee Members is available for viewing from the Memorandum at the Institute's official website: <http://www.hkieia.org.hk/about/memo.htm>]

HONG KONG INSTITUTE OF ENVIRONMENTAL IMPACT ASSESSMENT

Proxy Form for Annual General Meeting on 18 May 2011

If members cannot attend the AGM in person, you may sign this Proxy Form and return to us by one of the follow methods:

1. By post to HKIEIA, c/o BMT Asia Pacific Ltd, 5/F, ING Tower, 308 Des Voeux Road Central, Hong Kong; or
2. By fax to number 2815 3377 on or before 17 May 2011; or
3. By email to hon.sec.hkieia@gmail.com on or before 17 May 2011, scanned page with signature shown; or
4. By putting into the “Proxy Collection Box” located at the Reception Counter of the AGM venue.

All proxy forms must reach us using one of the above methods before the commencement of the AGM. Members are advised to submit the form as early as possible to avoid delays.

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I, (_____), being a Corporate Member of the Hong Kong Institute of Environmental Impact Assessment, hereby appoint fellow Corporate Member (_____) of the Institute as my

_____ (a) General proxy *

_____ (b) Special proxy to*

_____ attend*

_____ vote*

_____ act on my behalf on the following specific matters:*

Signature _____
(_____)

Date _____

(*Please tick as appropriate)