



TO ALL ATE MEMBERS

NOTICE OF 64TH ANNUAL GENERAL MEETING (AGM) & HIGH-LEVEL CONFERENCE

NOTICE is hereby given that, in accordance with Articles 24 and 25 of the Constitution of the Association of Tanzania Employers (ATE) as amended, ATE's 64th Annual General Meeting of the Association of Tanzania Employers shall be held on **Thursday 22nd June 2023**, at **Serena Hotel, Dar es Salaam**, from **08:30am**.

All members of the Association are **eligible** to attend the Annual General Meeting. Members who will not be able to attend are entitled to appoint a proxy who is a member of the Association. All proxy forms shall be duly signed and affixed with revenue stamps and must reach ATE Secretariat at info@ate.or.tz or physically at the ATE Headquarters at least Twenty-four (24) hours and for (Zonal offices) 48 hours before The Annual General Meeting starts. Members who are in arrears of their subscription for the year 2022/2023 shall have no right to vote.

According to ATE Constitution, this year, 2023, the members shall be electing the Chairperson and Vice Chairperson of the Association for the term of three years. A member is eligible to be nominated and elected as the Chairperson or Vice Chairperson of the Association if she or he is the Chief Executive Officer or Managing Director or Executive Director or Proprietor of a Company or Organization which is a direct member of the Association and has been elected as a Chairperson or Vice Chairperson of any sector within the Association. Every member of the Association in good standing has a right to vote at the Annual General Meeting.

Candidates who aspire to be elected to a post of Chairperson and Vice Chairperson shall submit a filled nomination form together with their names, their credentials, the name of a proposer and the seconder to the Chief Executive Officer at info@ate.or.tz or physically delivered at ATE Offices, seven (7) days before the Annual General Meeting. The ATE CEO will transmit the said names to the Nomination Committee.

The AGM 2023 will be followed by a High-Level Conference and the topic for discussion will be on **“The Role of Social Partners in Promoting Skills Development through Workplace Learning Models (Apprenticeship, Internship and Practical Training)”**.

Attached is the Nomination form and Proxy form for Members.

Members are requested to confirm their attendance as soon as possible with the Secretariat of the Association of Tanzania Employers by e-mail; telephone or letter.

**TENTATIVE AGENDA OF THE ANNUAL GENERAL MEETING
OF THE ASSOCIATION OF TANZANIA EMPLOYERS:**

1. Opening of the Meeting
2. Adoption of the Agenda
3. Elections of the Chairperson and Vice Chairperson of ATE
 - i. Final Closure of the Elections Campaign
 - ii. General Elections to elect
 - a) The Chairperson
 - b) The Vice Chairperson
4. Confirmation of the Minutes of the 63rd Annual General Meeting held in Dodoma on 22nd June 2022 at Jakaya Kikwete Convention Center.
5. Matters arising from Minutes of the 63rd Annual General Meeting held in Dodoma on 22nd June 2022 at Jakaya Kikwete Convention Center.
6. Presentation of the 2022 Annual Report.
7. Receive and Consider for Approval the Audited Accounts for 2022
8. Receive and Consider for Approval the Auditors for 2023/2024.
9. Introduction and Confirmation of the ATE Members of the Board
10. Any Other Business
11. Closing of the Meeting

ASSOCIATION OF TANZANIA EMPLOYERS



Ms. Suzanne Ndomba- Doran
CHIEF EXECUTIVE OFFICER

Issued at Dar es Salaam on 30th May 2023 by the Order of the Nomination Committee.