To: All members, The Hong Kong Ergonomics Society
From: Ms Ida Yiu, General Secretary, The HKES
Date: 13th April 2007

Re: 2007 Annual General Meeting, Annual Scientific Meeting and Annual Dinner

Date: 12th May 2007 (Saturday)
Time: 3:30 pm – 5:00 pm Annual General Meeting
5:00 pm – 6:00 pm Annual Scientific Meeting
Venue: ST522, The Hong Kong Polytechnic University

Agenda for 2006-7 Annual General Meeting

1. Opening remarks by the President
2. Confirmation of the minutes of the last meeting
4. Audited Accounts of the Society
5. Appointment of Honorary Auditor
6. Appointment of Honorary Legal Advisor
7. A.O.B.

An invitation for nomination of Office Bearers and Council Members to serve the Society for 2007 – 2009 is enclosed.

Annual Scientific Meeting

Topic: 50 years of Fitts’ law

Speaker: Professor Errol Hoffmann
Visiting Professor
Department of Industrial Engineering and Logistics Management
The Hong Kong University of Science and Technology
Annual Dinner

The Annual Dinner will begin after the Annual Scientific Meeting and will take place at The Four Seas Restaurant at The Hong Kong Polytechnic University.

Please complete and return the attached reply slip on or before 2nd May 2007
REPLY SLIP

To: Ms Ida Yiu, General Secretary, The Hong Kong Ergonomics Society
c/o Department of Manufacturing Engineering and Engineering Management
City University of Hong Kong, Tat Chee Avenue, Kowloon Tong, Hong Kong

Fax: 2788-8423

☐ I shall attend the Annual General Meeting

☐ I shall attend the Annual Scientific Meeting

☐ I shall join the Annual Dinner. I will bring a cheque of HK$50 made payable to “The Hong Kong Ergonomics Society” to the Annual Dinner.

☐ I shall not be able to attend the annual functions on 12th May 2007

Signature: ___________________________ Name: ___________________________

Telephone number: _________________ Fax number: _______________________

E-mail address: ______________________ Date: ___________________________
To: All Voting Members, The Hong Kong Ergonomics Society

From: Ms Ida Yiu, General Secretary, The HKES

Date: 13th April 2007

Re: Election of Office Bearers and Council Members for the term 2007-2009

The term of office of the current Council will expire in the coming Annual General Meeting scheduled on 12th May 2007 (330pm, ST522, The Hong Kong Polytechnic University).

Nominations are invited for Office Bearers and Council Members for the term 2007-2009. The following abstracts from the Constitution of HKES are provided for your convenience:

8.3 Members of the Council shall be elected at the Annual General Meeting and shall hold office for a two-year term.
8.3.1 At least one month before the expiry of the term of office of the Council, the Council shall invite nominations for the offices in the Council from voting members of the Society.
8.3.2 A nomination for a specified office in the Council must be made in writing by one voting member, and seconded by at least one other voting member.
8.3.3 The written consent of the candidates to stand for election must be obtained before nominations can be accepted.
8.3.4 Nominations shall reach the General Secretary not less than ten days before the scheduled Annual General Meeting.
8.3.5 Candidates shall be elected to specified offices in the Council as in Article 8.1.

Please use the attached nomination form for nominations.

Yours sincerely,
Ms Ida Yiu
General Secretary, The HKES
To: Ms Ida Yiu  
General Secretary, The Hong Kong Ergonomics Society  
c/o Department of Manufacturing Engineering and Engineering Management  
City University of Hong Kong, Tat Chee Avenue, Kowloon Tong, Hong Kong  
Fax: 2788-8423

The Hong Kong Ergonomics Society  
Nomination Form (2007)

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Nominated by  
Name: ____________________________  
Signature: ____________________________

Date: ____________________________  
Tel: ____________________________  
Fax: ____________________________  
E-mail: ____________________________

Note: If you need more Nomination Forms, please duplicate it.

(Note: This nomination form should arrive at the above address or by fax before 4:00 pm, 2nd May 2007)