



Public Notice
28th February 2025

NOTICE OF THE 2025 ICTAZ CONFERENCE, TRAINING, MINI EXPO & THE 16th ICTAZ ANNUAL GENERAL MEETING (AGM)

1. ANNUAL GENERAL MEETING

The Information and Communications Technology Association of Zambia (ICTAZ) is pleased to announce its **16th Annual General Meeting (AGM)**, to be held at **Avani Resort in Livingstone** on **2nd May 2025**, starting at **9:00 hours**.

Preceding Events

Two days of Conference and Training, themed "**From Copper to Code: Leveraging Artificial Intelligence to Accelerate Digital Transformation for Economic Growth in Zambia**" will precede the AGM, alongside a Mini Expo showcasing the services and products of event sponsors.

Continuous Professional Development (CPD) points.

Stakeholders will earn mandatory CPD points for participating in the conference, training and AGM.

By -Elections

During the AGM, by-elections will be held for two vacant positions on the Professional Ethics & Compliance Committee.

The 16th Annual General Meeting (AGM) will convene to consider and transact the following business:

Agenda:

1. Opening Formalities

- 1.1. National Anthem
- 1.2. Prayer

2. Call the Meeting to Order

- 2.1. Welcoming remarks by the Chairperson (President)
- 2.2. Moment of silence in memory of departed members.
- 2.3. Receipt of apologies
- 2.4. Confirmation of quorum
- 2.5. Formal call to order

3. Adoption of the Agenda

3.1. Review and approval of the agenda

4. Approval of the 15th Annual General Meeting Minutes

4.1. Review and adoption of the minutes of the 15th AGM held at Avani Victoria Falls Resort, Livingstone on 5th April 2024

4.2. Matters arising from the previous AGM minutes

5. ICTAZ President's Report

5.1. Overview of the Association's performance, activities, challenges, achievements and future plans

5.2. Discussion and adoption of the President's report

6. Financial Report

6.1. Presentation of the audited Financial Statements for the year ended 2024

6.2. Independent Auditors' opinion

6.3. Discussions on the financial performance

6.4. Adoption of the Financial Statements

7. Committee Reports

7.1. Presentation of the Membership Registration Board (MRB) report

7.2. Discussion and adoption of the MRB report

7.3. Presentation of the Professional Ethics & Compliance Committee (PE&CC) Reports

7.4. Discussion and adoption of the PE&C report

8. Key Resolutions and Policy Matters

8.1. Discussion and consideration of any motion submitted

(By Ordinary Resolution – Simple Majority)

8.2. Discussions and consideration of any proposed ICTAZ Constitution amendments

(By Special Resolution – Two-thirds (2/3) Majority of Eligible Members Present and Voting)

9. By-Elections for the Professional Ethics and Compliance Committee (PE&CC)

Vacant Positions

9.1. Announcement of nominated candidates

9.2. Election process

9.3. Announcement of election results

9.4. Introduction of the elected officials

10. Closing Remarks and Adjournment

10.1. Summary of the key decisions made

10.2. Adjournment of the meeting

2. NOTICE OF NOMINATIONS – PROFESSIONAL ETHICS AND COMPLIANCE COMMITTEE

This notice also serves as an official announcement for the call for the nominations for the ICTAZ Professional Ethics and Compliance Committee By-Elections for the current vacant positions.

Eligibility and Election Process.

The elections will be conducted by the Electoral Committee of the Association in accordance with the Information and Communications Technology Association of Zambia Act No. 7 of 2018, the ICTAZ (Professional Ethics and Compliance) Rules, 2024 - Statutory Instrument No. 72 of 2024, the ICTAZ Constitution and the ICTAZ Electoral Rules, 2024.

Filing of Nominations

Nominations shall be filed on March 12th and 13th March 2025 in accordance with the provisions of the ICTAZ constitutions as well as the ICTAZ Electoral Rules, 2024.

3. POSITIONS ON THE PROFESSIONAL ETHICS AND COMPLIANCE COMMITTEE

1. Committee Member (Corporate Membership) x 1
2. Committee Member (Public Practice) x 1

4. ADMISSION TO THE AGM AND ELIGIBILITY TO VOTE

Only members in good standing who meet the requirements prescribed by the ICTAZ Constitution and the 2024 Electoral Rules, and hold a valid practicing certificate and is registered for the Annual General Meeting at which an election will be conducted shall be eligible to vote.

Registration and Additional information

To register and obtain more details about the AGM, Conference, and Training, please visit: agm.ictaz.org.zm or the ICTAZ website at www.ictaz.org.zm.

Contact information

Feel free to reach out via email at info@ictaz.org.zm or contact us by phone at: +260 975 504 321 | +260 950 504 321.

By Order of the Executive Council

Chellah Silavwe

Registrar and Chief Executive Officer