



# Chartered Insurance Institute of Nigeria

27, Lagos Street, Ebute-Metta, Lagos. Tel: 08172040914, 08172040916

E-mail: [info@ciinigeria.org](mailto:info@ciinigeria.org), [membership@ciinigeria.org](mailto:membership@ciinigeria.org).

# 2021 NOTICE OF ANNUAL GENERAL MEETING



1<sup>st</sup> March, 2021

## NOTICE OF THE 50<sup>TH</sup> ANNUAL GENERAL MEETING OF THE INSTITUTE

**NOTICE IS HEREBY GIVEN** that the 50<sup>th</sup> Annual General Meeting of the Chartered Insurance Institute of Nigeria will hold on Wednesday, 14<sup>th</sup> July, 2021 **at the National Secretariat, 27, Lagos Street, Ebute Metta, Lagos by 11.00am** to receive the annual reports of the Governing Council including the audited accounts and conduct elections to fill the vacant seats in the Governing Council. The link to access the meeting which will be held electronically via zoom platform will be forwarded to all members before the meeting. Attendance at the Annual General Meeting of the Institute attracts five (5) MCPD points.

**NOMINATIONS ARE HEREBY INVITED FOR ELECTION INTO FOUR (4) SEATS WHICH** will be vacant in the Governing Council by June 2021. Fellows and Associates of the Institute who are at least thirty years old and have fulfilled all financial obligations (Annual Subscription, Building and Development levy) are eligible to contest for the vacant seats. Retiring members of the Council are also eligible for re-election.

Interested members who have met the stated conditions are to complete the Nomination Form and return same along with their Curriculum Vitae to the office of the **Director General** or send to **dgoffice@ciinigeria.org** on or before **Wednesday, March 31, 2021**. **Nominations received after this date will not be considered.**

### **E-VOTING**

The 2021 Governing Council Election to fill the four (4) vacant seats will be conducted electronically. Only Associates and Fellows who have paid their annual dues up to this year and updated their membership records particularly their phone numbers and email addresses will be able to vote.



## **AGENDA FOR THE MEETING**

### **1.0 COMMENCEMENT**

### **2.0 MINUTES OF THE 2020 ANNUAL GENERAL MEETING HELD ON WEDNESDAY, 15<sup>TH</sup> JULY, 2020.**

To adopt the Minutes of the last Annual General Meeting held virtually on Wednesday 15<sup>th</sup> July, 2020 at the National Secretariat, 27 Lagos Street, Ebute Metta, Lagos State.

### **3.0 PRESIDENT'S AND GOVERNING COUNCIL REPORTS**

To receive and approve the President's Report and the Annual Reports of the Governing Council for the year from July 2020 to June 2021.

### **4.0 FINANCIAL REPORTS**

#### **4.1 Treasurer's Report**

To receive and approve the report of the Treasurer including the Audited Accounts for the year ended 31<sup>st</sup> December, 2020.

#### **4.2 External Auditor's Report**

To receive and approve the Auditor's Reports for the year ended 31<sup>st</sup> December, 2020.

### **5.0 ELECTION INTO THE GOVERNING COUNCIL**

5.1 To elect four (4) members of Council

### **6.0 APPOINTMENT OF AUDITORS**

To Appoint Auditors and authorize Council to fix the remuneration of the Auditors.

### **7.0 ANY OTHER BUSINESS**

### **8.0 ADJOURNMENT**

1<sup>st</sup> March, 2021.

BY ORDER OF COUNCIL

**Abimbola O. Tiamiyu**, M.A.S, M.Sc, FIIN  
*Director-General / Secretary to Council*



# Chartered Insurance Institute of Nigeria

## CHARTERED INSURANCE INSTITUTE OF NIGERIA (LIMITED BY GUARANTEE)

### MINUTES OF THE 49<sup>TH</sup> ANNUAL GENERAL MEETING OF THE CHARTERED INSURANCE INSTITUTE OF NIGERIA VIRTUALLY HELD ON WEDNESDAY 15<sup>TH</sup> JULY, 2020 AT THE NATIONAL SECRETARIAT, 27, LAGOS STREET, EBUTE METTA, LAGOS STATE.

#### 1.0 ATTENDANCE

	<u>NAMES</u>	<u>COMPANY/ ADDRESS</u>
1.	Efekoha Eddie	- Consolidated Hallmark Insurance Plc
2.	Oyegunle Muftau	- Lakeg Nigeria Limited
3.	Babington-Ashaye Funmi-	Risk Analyst Insurance Brokers Limited
4.	Chukwuma Isioma	- Eburn Street, Gbagada, Lagos State
5.	Oluseyi Ifaturoti	- Crystal Project Management & Claims
6.	Adejumo Adeyemo	- A&E Integrated Services
7.	Adeda Sunny	- Alpha Choice Insurance Brokers
8.	Lawal Fatai K.	- Sterling Assurance Nigeria Plc
9.	Temowo Bola	- International Loss Adjuster
10.	Igbiti Edwin	- AIICO Insurance Plc
11.	Ilori Yetunde	- Niger Insurance Plc
12.	Arusiuka Adetutu	- Niger Insurance Plc
13.	Zakariya'u Bala	- 23, Alex Ekwueme Way, Jabi, Abuja.
14.	Opadokun John Bode	- FBN General Insurance
15.	Smart Temitope	- NEM Insurance Plc
16.	Orimolade Akinjide	- Stanbic IBTC Insurance Limited
17.	Omosehin Segun	- Old Mutual Nigeria Life Assurance Plc
18.	Ladipo-Ajayi Olusola	- 14, Packer Close, Off Emmanuel Keshi, Magodo, Lagos State
19.	Olawoyin Oluwagbemiga	- Prorisk Insurance Brokers Limited
20.	Karieren Pius	- CHI Micro Insurance Limited
21.	Aderinoye Adeniran	- AIICO Insurance Plc
22.	Odubiyi Solabomi	- International Energy Insurance Plc
23.	Dunmoye Ademola A.	- International Energy Insurance Plc
24.	Ajibulu Adeseye	- Allianz Nigeria Insurance Plc
25.	Akinsanya Abiola	- Capital Express Assurance Plc
26.	Ugboajah Patience	- Zenith General Insurance Co. Limited
27.	Onigbogi Bola`	- CBO Insurance Brokers Limited
28.	Akinwunmi Olaseni	- AIICO Insurance Plc
29.	Inamete Okon	- Linkage Assurance Plc
30.	Oyejide Oluyemisi	- Royal Exchange Gen. Ins. Co. Limited
31.	Akingbade Akinjide	- Sterling Assurance Nigeria Plc
32.	Akintayo Layinka	- Hogg Robinson Nigeria Limited
33.	Adekoya Adeyinka	- Wapic Insurance Plc
34.	Shittu Rashidat	- Value Edge Insurance Brokers Limited



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- |     |                   |                                                    |
|-----|-------------------|----------------------------------------------------|
| 35. | Johnson Abosede   | - Aboreg Limited                                   |
| 36. | Adekeye Sunkanmi  | - Allianz Nigeria Insurance Plc                    |
| 37. | Makinde Busola    | - Feyikems Consults                                |
| 38. | Njepuome Jovita   | - AIICO Insurance Plc                              |
| 39. | Elusakin Gbenga   | - Goldlink Insurance Plc                           |
| 40. | Ibrahim Dayo      | - AIICO Insurance Plc                              |
| 41. | Falade Olugbenga  | - Peaktrust Insurance Brokers Limited              |
| 42. | Duru Japhet       | - Old Mutual General Insurance Co. Limited         |
| 43. | Balogun Segun     | - LASACO Assurance Plc                             |
| 44. | Oluyanwo Ose      | - Consolidated Hallmark Insurance Plc              |
| 45. | Inubile Femi      | - UNIC Insurance Plc                               |
| 46. | Offiong Peter     | - SCIB Nigeria & Co. Limited                       |
| 47. | Ahmed Tiamiyu     | - STACO Insurance Plc                              |
| 48. | Fashola Rotimi    | - Competent Insurance Brokers Limited              |
| 49. | Ogun Femi         | - Peril Guard Insurance Broker Limited             |
| 50. | Omoboyowa Lebi    | - Corporate Loss Adjusters Limited                 |
| 51. | Ojemudia Joyce    | - Linkage Assurance Plc                            |
| 52. | Odiachi Joyce     | - Fin Insurance Plc                                |
| 53. | Akpan Mfon        | - Linkage Assurance Plc                            |
| 54. | Ekechukwu Mac     | - Consolidated Hallmark Insurance Plc              |
| 55. | Moore Margaret    | - Mega Trust Insurance Brokers Limited             |
| 56. | Adeyanju Mary     | - Consolidated Hallmark Insurance Plc              |
| 57. | Onaolapo Wale     | - Davisthers Insurance Brokers                     |
| 58. | Oyedirán Abiodun  | - Capital Express Assurance Limited                |
| 59. | Abidogun Ademola  | - Guinea Insurance Plc                             |
| 60. | Adegbenro Fatai   | - Nigerian Council of Registered Insurance Brokers |
| 61. | Itiolu Ademola    | - Plot 716 Akin Akingbala Street, Omole Phase 2    |
| 62. | Eze Loretta N.    | - Sovereign Trust Insurance Plc                    |
| 63. | Yakubu Sunday     | - Law Union & Rock Insurance Plc                   |
| 64. | Oni Soji          | - Nigerian Insurers Association                    |
| 65. | Shobo Ademoye     | - LASACO Assurance Plc                             |
| 66. | Asifor Tenetuoyo  | - LASACO Assurance Plc                             |
| 67. | Oguntade Tunde    | - Lectern Insurance Brokers Limited                |
| 68. | Akere Adeola      | - LIBRA Insurance Brokers Limited                  |
| 69. | Odeyinka Akin     | - NSIA Insurance Limited                           |
| 70. | Olusanya Peter    | - Adeyemi Olusanya & Associate                     |
| 71. | Sonibare Moji     | - LASACO Assurance Plc                             |
| 72. | Momoh Oshioke     | - 7, Redemption Estate, Magboro - Lagos            |
| 73. | Akinpelu Olubunmi | - Niger Insurance Plc                              |
| 74. | Adetoro Wale      | - Own Step Insurance Brokers Limited               |
| 75. | Akinbayo Victor   | - Helmsman Insurance Brokers Limited               |
| 76. | Smart Tonia       | - York City Consult Limited                        |



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- |      |                       |                                                          |
|------|-----------------------|----------------------------------------------------------|
| 77.  | Osijo Olaide          | - Plum Insurance Brokers Limited                         |
| 78.  | Ajia Veronica         | - Niger Insurance Plc                                    |
| 79.  | Adegbola Taiwo        | - LASACO Assurance Plc                                   |
| 80.  | Akinsola Akinsola     | - AIICO Insurance Plc                                    |
| 81.  | Orisabinone Olatunji  | - UBN Insurance Brokers Limited                          |
| 82.  | Olayinka Seyi         | - LASACO Assurance Plc                                   |
| 83.  | Olalekan Awolaja      | - Hogg Robinson Nigeria Limited                          |
| 84.  | Okiki Gbajobi         | - Queen Emma Insurance Brokers Limited                   |
| 85.  | Ayodele Olufemi       | - 5b Adebawale Crescent, Peace Estate Aboru Ipaja, Lagos |
| 86.  | Olaniyan Olubukola    | - Nigerian Agricultural Insurance Corporation            |
| 87.  | Olopade Temilade      | - LASACO Assurance Plc                                   |
| 88.  | Oluyemi Samson        | - LASACO Assurance Plc                                   |
| 89.  | Akinwale Adedoyin     | - Combined All Insurance Brokers Limited                 |
| 90.  | Eghianruwa Amadin     | - ICONS Insurance Brokers Limited                        |
| 91.  | Omole Isiaka Idowu    | - KOB Insurance Brokers Limited                          |
| 92.  | Simon Mensah          | - Sovereign Trust Insurance Plc                          |
| 93.  | Korode Seun           | - Nigerian Council of Registered Insurance Brokers       |
| 94.  | Moritan Gilbert       | - 60, Magboro Road, Lagos-Ibadan Expressway Ogun State   |
| 95.  | Anwoju Olumiyiwa      | - LASACO Assurance Plc                                   |
| 96.  | Obembe Tope           | - Consolidated Hallmark Insurance Plc                    |
| 97.  | Ilesanmi Tope         | - Consolidated Hallmark Insurance Plc                    |
| 98.  | Ayoola Tope           | - Sunu Assurance Plc                                     |
| 99.  | Atulomah Kelechi      | - Claims Watch International Loss Adjusters Limited      |
| 100. | Awoderu Ajoke         | - SCIB Nigeria Company Limited                           |
| 101. | Adesina Ayo           | - LASACO Assurance Plc                                   |
| 102. | Ayodeji Ajaja         | - Mutual Benefits Assurance Plc                          |
| 103. | Daramola Babatunde    | - Consolidated Hallmark Insurance Plc                    |
| 104. | Ayodele Muiyiwa       | - GO Risk Insurance Brokers Limited                      |
| 105. | Daramola Ranti        | - Consolidated Hallmark Insurance Plc                    |
| 106. | Fajemirokun Babatunde | - AIICO Insurance Plc                                    |
| 107. | Aniemeke Peter        | - Royal Exchange Prudential Life Plc                     |
| 108. | Nwuli Barbara         | - Fin Insurance Plc                                      |
| 109. | Nihinlola Nike        | - Open Gate Consulting Firm                              |
| 110. | Abraham Kayode        | - LASACO Assurance Plc                                   |
| 111. | Oluremi Kenny         | - NEM Insurance Plc                                      |
| 112. | Agu Blessing          | - Haggai Insurance Brokers Limited                       |
| 113. | Adegbaju Bola         | - RDS Insurance Brokers Limited                          |
| 114. | Agbogun Bosede        | - Nigerian Insurers Association                          |
| 115. | Nwafor Josiah C.      | - Crystal & Diamond Insurance Brokers                    |
| 116. | Adebiyi Yinka         | - Guinea Insurance Plc                                   |
| 117. | Osopale Babajide      | - AIICO Insurance Plc                                    |
| 118. | Solesi Babajide       | - Consolidated Hallmark Insurance Plc                    |





# Chartered Insurance Institute of Nigeria

119. Iyogun Cornelius - NSIA Insurance Limited
120. Adiro Dapo - NOA Insurance Brokers Limited
121. Amusa Dayo - Sovereign Trust Insurance Plc
122. Adesokan Adebowale- Guinea Insurance Plc
123. Okorie Dickson - Allianz Nigeria Insurance Limited
124. Ogundele Dimeji - LASACO Assurance Plc
125. Olona Dimeji - LASACO Assurance Plc
126. Femi Asenuga - Mutual Benefits Life Assurance Plc
127. Nwokonko Francis - Crystal Trust Insurance Brokers Limited
128. Sola Jimoh - Assent Insurance Brokers Limited
129. Ashiru Esther - Close 37, House 2, Satellite Town, Lagos State.
130. Okafor Paul - Uniongate Insurance Brokers Limited
131. Oyerinde Moses T. - New Season Insurance Brokers Limited
132. Adedeji Foluso - Linkage Insurance Plc
133. Ajayi Gbenga - Royal Exchange Prudential Life Plc
134. Okubanjo Gbolahan - James Insurance Brokers of Africa
135. Ekwere Grace - Onward Insurance Brokers Limited
136. Nkeonyenwe Ifeyinwa - NSIA Insurance Limited
137. Okoro Ijeoma Pearl - AIICO Insurance Plc
138. Oshodi Wale - Ocean & Land Insurance Brokers Ltd
139. Edemcord Gloria - Consolidated Hallmark Insurance Plc
140. Efekoha Ejiroghene - Consolidated Hallmark Insurance Plc
141. Ekeoma Ezeibe - Crystal Trust Insurance Brokers Limited
142. Gbenga Ilori - AIICO Insurance Plc
143. Okonkwo Rosemary- Nigerian Insurers Association
144. Adedeji Sunday - Adewuyi Adetunji & Co.
145. Adegbite Kola - Adewuyi Adetunji & Co.
146. Adewuyi Adetunji - Adewuyi Adetunji & Co.
147. Yeside Oyetayo - College of Insurance & Financial Management
148. Borokini Richard - Chartered Insurance Institute of Nigeria
149. Tiamiyu Abimbola - Chartered Insurance Institute of Nigeria
150. Akinyemi M.O. - Chartered Insurance Institute of Nigeria
151. Emenuwe Emmanuel- Chartered Insurance Institute of Nigeria
152. Okude Lekwa - Chartered Insurance Institute of Nigeria
153. Bashir Yusuf - Chartered Insurance Institute of Nigeria
154. Olatunji O. C. - Chartered Insurance Institute of Nigeria
155. Okafor Nonso - Chartered Insurance Institute of Nigeria
156. Pelewura Biliamin - Chartered Insurance Institute of Nigeria
157. Okulaja-Bello Samiat- Chartered Insurance Institute of Nigeria



## 2.0 **OPENING**

The 2020 Annual General Meeting presided over by the President of the Institute, Mr. Eddie Efekoha commenced at 11.03am. The opening prayer was said by Mr. Edwin Igbiti (Niger Insurance Plc). The President welcomed all members to the 2020 Annual General Meeting.

## 3.0 **NOTICE OF ANNUAL GENERAL MEETING**

The notice of the Annual General Meeting was read by the Director General, Mr. Richard Borokini and thereafter confirmed that it was issued in accordance with the provisions of the Law.

## 4.0 **ADOPTION OF AGENDA**

The Director General read out the Agenda for the 2020 Annual General Meeting which was adopted unanimously.

## 5.0 **MINUTES OF THE LAST MEETING**

### 5.1 **Adoption of the Minutes of the 2019 Annual General Meeting**

The minutes of the Institute's 2019 Annual General Meeting which was held on Wednesday 17<sup>th</sup> July, 2019 at The Civic Centre, Victoria was adopted as the correct record of proceeding at the meeting and subsequently adopted based on a motion moved by Mr. Pius Karieren (CHI Micro Insurance Limited) and seconded by Mrs. Oluseyi Ifaturoti (Crystal Project Management and Claims).

## 6.0 **REPORTS OF THE GOVERNING COUNCIL**

The President presented the reports of the Governing Council which had been circulated to members before the meeting. He also informed members that the voting exercises had ended at 11.30am while enjoining the Chairman, Electoral Committee to commence collation of results.

Members noted the improvements recorded in the activities of the Institute and charged the Secretariat not to rest on its oars. The reports were thereafter approved.

## 7.0 **FINANCIAL REPORTS**

### 7.1 **Treasurer's Report**

The Institute's financial report for the year ended 31<sup>st</sup> December, 2019 was presented by the Treasurer, Mr. Edwin Igbiti as contained in the Annual Report. Members noted the improvements in the financial report and urged the Secretariat to sustain the growth.

### 7.2 **Auditors Report**

The Auditors, Adewuyi Adetunji & Co. represented by Mr. Sunday Adedeji confirmed that the firm audited the Institute's financial statements in accordance with the International Financial Reporting Standards (IFRS) on Auditing. He also confirmed that the firm obtained information and explanations which it considered necessary in order to give reasonable assurance that the financial statements gave a true and fair view of the Institute's financial statement as at 31<sup>st</sup> December, 2019.





## 8.0 APPOINTMENT OF AUDITORS

The members at the Annual General Meeting unanimously agreed that Messrs. Adewuyi Adetunji & Co. be reappointed as Auditors for the following year at a fee to be determined by the Governing Council of the Institute.

## 9.0 GOVERNING COUNCIL ELECTION

### 9.1 Vacant Seats and Candidates

The President, Mr. Eddie Efekoha announced that the following seven (7) candidates contested to fill the four (4) vacant seats in the Governing Council while also informing them that Mr. Bola Temowo is the Returning Officer for the election.

1. Abidogun, Ademola
2. Balogun, Ganiyu Adesegun
3. Duru, Japhet Ogueri
4. Igbiti, Edwin Friday
5. Ilori, Yetunde Olubunmi
6. Makinde, Olubusola
7. Omosehin, Olusegun Ayo

### 9.2 Election Results

The Returning Officer, Mr. Bola Temowo reported that the total number of eligible voters were 1,376 but only 943 participated in the voting exercise. He also reported that the number of votes expected from the voters that participated was 3772 while the number of votes recorded was 3,530. The outcome of the election was presented as follows;

S/N	Candidates	Votes	Remarks
1.	Ilori, Yetunde Olubunmi	754 Votes	Elected
2.	Igbiti, Edwin Friday	699 Votes	Elected
3.	Omosehin, Olusegun Ayo	664 Votes	Elected
4.	Balogun, Ganiyu Adesegun	441 Votes	Elected
5.	Duru, Japhet Ogueri	390 Votes	
6.	Abidogun, Ademola	321 Votes	
7.	Makinde, Olubusola	261 Votes	

The President informed the members that there was a vacuum in the membership of the Council as a result of the election of Mr. Edwin Friday Igbiti as the Deputy President of the Institute. It was thereafter proposed that the candidate with the fifth position be elected to fill in the vacant seat in the Governing Council. Mr. Gbenga Ilori (AIICO Insurance Plc) moved the motion of acceptance that the 5<sup>th</sup> candidate be elected to fill the seat. The motion was supported by Mrs. Margaret Moore (Mega Trust Insurance Brokers Limited).

The President of the Institute, Mr. Eddie Efekoha congratulated the successful candidates and presented certificates of election for a period of 3 years, ending July, 2023 to the four elected members of the Governing Council.



## 10.0 VICTORIA ISLAND BUILDING PROJECT

### 10.1 Development Levy

The President appreciated the efforts of the Chairman, Building Committee, Mrs. Oluseyi Ifaturoti. The Chairman, Building Committee appreciated members for their support towards the building project and proposed that an annual development levy of Five Thousand Naira (₦5,000.00) be paid by professional members.

Mr. Adeyemo Adejumo (A&E Integrated Services) moved the motion for the adoption of the Governing Council resolution that professional member of the Institute will pay a Development Levy of Five Thousand Naira (₦5,000.00) for the development of the Institute's Permanent National Secretariat at 41, Ahmed Onibudo Street, Victoria Island, Lagos.

The motion was supported by Mr. Tope Smart (NEM Insurance Plc) and thereafter adopted unanimously.

## 11.0 ANY OTHER BUSINESS

### 11.1 Presentation of the new President and Director-General

Mr. Eddie Efekoha appreciated all Past President, other members of the Governing Council, Managing Directors of Insurance Companies and members at large for attending the virtual 2020 Annual General Meeting. He presented the Incoming President, Sir Muftau O. Oyegunle to members and enjoined that members should give the In-Coming President the required support to succeed.

The In-Coming President appreciated the Governing Council for nominating him as a President and pledged to discharge his duties accordingly. The President appreciated the Director-General, Mr. Richard Borokini whose tenure would expire in September, 2020 and afterward introduced the newly appointed, through an independent and externally conducted interview process, Director General, Mrs. Abimbola O. Tiamiyu. He solicited that members should give her the full support required to carry out her duties.

## 12.0 ADJOURNMENT

The 2020 Annual General Meeting adjourned at 1.00pm following the motion for adjournment moved by Mrs. Ekeoma Ezeibe (Crystal Trust Insurance Brokers Limited) and seconded by Mrs. Funmi Babington-Ashaye (Risk Analyst Insurance Brokers Limited).

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**MR. EDDIE EFEKOHA** *FCII, FIIN*  
President/Chairman of Council

.....  
**MR. RICHARD O. BOROKINI** *ACII, AIIN*  
Director General/Secretary



## ELECTION TO THE GOVERNING COUNCIL OF THE INSTITUTE

### 2021 COUNCIL ELECTION

#### CONDITIONS FOR ELECTION

- The applicant must not be below thirty (30) years.
- The applicant must be an Associate or a Fellow of the Institute.
- The applicant must possess a minimum of ten years (10) post qualification experience.
- The applicant must have been in continuous professional practice for a minimum of ten (10) years.
- The applicant must be nominated by two (2) professional members of the Institute.
- The nominated and nominating members must be financial members in the last three (3) years including the year of election.
- The applicant must have the minimum MCPD score in the last three years including the year of election.
- The applicant must submit the names of two referees who are professional and financial members of the Institute.
- The applicant must submit a letter of attestation to professional integrity by his/her employer.
- The applicant must appear before the Membership Committee for an interactive session.
- New members without the opportunity of having served in any Committee of Council must show evidence of participation in Institute's activities.
- Candidates must satisfy any other condition that may be approved by the Governing Council as it deems appropriate.



# Chartered Insurance Institute of Nigeria

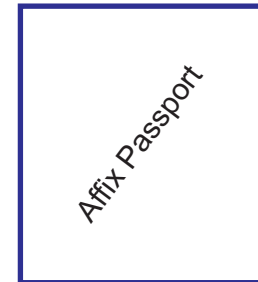
27, Lagos Street, Ebute-Metta, Lagos. Tel: 08172040914, 08172040916

E-mail: info@ciinigeria.org, membership@ciinigeria.org.

Monday, 1<sup>st</sup> March, 2021

## 2021 COUNCIL ELECTION

### NOMINATION FORM



ALL INFORMATION SHOULD BE IN CAPITAL LETTERS

**1. NOMINATED MEMBER**

- (i) Name(s) .....
- (ii) Membership Number.....
- (iii) Address.....
- (iv) Signature and Date:.....

**2. PROPOSER**

- (i) Name(s) .....
- (ii) Membership Number.....
- (iii) Address.....
- (iv) Signature and Date:.....

**3. SECONDER**

- (i) Name(s) .....
- (ii) Membership Number.....
- (iii) Address.....
- (iv) Signature and Date:.....

**Note:**

The Nominated candidate is to ensure that the proposer and the seconder are financial members of the Institute i.e. Fellows or Associates and must have paid their Membership Subscription, Building and Development levy up to 2021.



## 4. PERSONAL DATA OF NOMINATED CANDIDATE

I. NAME.....

II. DATE OF BIRTH.....

ADDRESS.....

PRESENT EMPLOYMENT.....

CURRENT POSITION HELD.....

PIN .....

### III. SCHOOLS ATTENDED WITH DATES

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### IV. ACADEMIC QUALIFICATIONS WITH DATES

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.....  
.....

(Please attach photocopies of credentials)

### V. PROFESSIONAL QUALIFICATIONS WITH DATES

.....  
.....  
.....  
.....

(Please attach photocopies of credentials)

### VI. PROFESSIONAL CAREER RECORD (INCLUDING POSITIONS HELD WITH DATES)

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.....  
.....  
.....



VII. SERVICES TO THE INSTITUTE (PAST AND PRESENT)

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.....  
.....

VIII. SERVICES TO THE PUBLIC (PAST AND PRESENT)

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.....  
.....

IX. SPECIFIC PROGRAMME FOR THE GROWTH OF THE INSTITUTE,  
IF ELECTED

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.....  
.....

X. NAMES AND ADDRESSES OF TWO REFEREES

(1)	.....	(2)	.....
	.....		.....
	.....		.....

.....  
SIGNATURE OF CANDIDATE

.....  
DATE

.....  
SIGNATURE OF REFEREE (1)

.....  
DATE

.....  
SIGNATURE OF REFEREE (2)

.....  
DATE