



Chartered Insurance Institute of Nigeria

27, Lagos Street, Ebute-Metta, Lagos. Tel: 01-3425490, 08172040914, 08172040916

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

NOTICE OF 2017 ANNUAL GENERAL MEETING



CIIN/DG.50

15th February, 2017

NOTICE OF 46TH ANNUAL GENERAL MEETING OF THE INSTITUTE

NOTICE IS HEREBY GIVEN that the Annual General Meeting of the Chartered Insurance Institute of Nigeria will hold on **Wednesday, 19th July, 2017 at The Civic Centre, Victoria Island, Lagos by 11.00am** to receive the annual reports of the Governing Council including the audited accounts and conduct election to fill the vacant seats in the Governing Council. 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 2017. Fellows and Associates of the Institute who are at least thirty years old and have fulfilled all financial obligations (Annual Subscription and Building levy) are eligible to contest for the vacant seats.

Interested members who have met the stated conditions are to complete the attached Nomination Form and return same along with their Curriculum Vitae to reach the **Director General on or before Friday, March 24th, 2017. Nominations received after this date will not be considered.**

VOTING BY POST

Ballot Papers will be specifically addressed to all paid-up Fellows and Associates with all the necessary information about the candidates. This is to be returned in the envelope provided for it **on or before Tuesday, 18th July, 2017** or submitted at the venue of the meeting before the commencement of counting.



AGENDA FOR THE MEETING

1. **COMMENCEMENT**

2. **MINUTES OF THE 45TH ANNUAL GENERAL MEETING HELD ON WEDNESDAY, 13TH JULY, 2016.**

To adopt the Minutes of the last Annual General Meeting held on Wednesday 13th July, 2016 at Transcorp Hilton Hotel, Abuja.

3. **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 2016 to June 2017.

4. **FINANCIAL REPORTS**

4.1 **Treasurer's Report**

To receive and approve the report of the Treasurer including the Audited Accounts for the year ended 31st December, 2016.

4.2 **External Auditor's Report**

To receive and approve the Auditor's Reports for the year ended 31st December, 2016.

5. **ELECTION INTO THE GOVERNING COUNCIL**

5.1 To appoint a Returning Officer for the election.

5.2 To elect Four (4) members of Council

6. **APPOINTMENT OF AUDITORS**

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

7. **ANY OTHER BUSINESS**

8. **ADJOURNMENT**

Minutes of the last Annual General Meeting are herewith attached, while the Annual Report and Financial Statements will be circulated later.

15th February, 2017

BY ORDER OF COUNCIL

Richard O. Borokini, ACII, AIN

Director-General /Secretary to Council



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

MINUTES OF THE 45TH ANNUAL GENERAL MEETING OF THE CHARTERED INSURANCE INSTITUTE OF NIGERIA HELD ON WEDNESDAY 13TH JULY, 2016 AT THE TRANSCROP HILTON HOTEL, ABUJA.

1.0 ATTENDANCE

NAMES

COMPANY

1. Isioma Chukwuma	-	Nigerian Reinsurance Corporation
2. Funmi Babington-Ashaye	-	Risk Analyst Insurance Brokers Ltd
3. Mohammed Kari	-	National Insurance Commission
4. Sunny Adeda	-	Alpha Choice Insurance Brokers Ltd
5. Oluseyi Ifaturoti	-	Crystal Project Management & Claims
6. Eddie Efekoha	-	Consolidated Hallmark Insurance Plc
7. Mufutau O. Oyegunle	-	LAKEG Nigeria Ltd
8. Fatai Adegbenro	-	Nigerian Council of Registered Ins. Brokers
9. Ralph Opara	-	Institute of Loss Adjusters of Nigeria
10. Edwin Igbiti	-	AIICO Insurance Plc
11. Michael G. Salawu	-	NICON Insurance Ltd
12. Jide Orimolade	-	Law Union & Rock Insurance Plc
13. Danjuma Abdulrahman	-	Redcare HMO
14. Adetutu Arusiuka	-	Mutual Benefits Assurance Plc
15. Emmanuel Onu	-	CIIN, Enugu Chapter
16. Ayoola Paul Fatona	-	Nigerian Agricultural Ins. Corporation
17. Ajoke Awoderu	-	SCIB Nigeria & Co. Ltd
18. Lanre Sogbesan	-	SCIB Nigeria & Co. Ltd
19. Funmi Omo	-	African Alliance Insurance Plc
20. Oladimeji Olona	-	Lasaco Assurance Plc
21. Yetunde Illori	-	Axa Mansard Insurance Plc
22. Yetunde Adenuga	-	Saham Unitrust Insurance Co. Ltd
23. Ben Erere Komi	-	Metro Risks Insurance Brokers Ltd
24. Joyce Ojemudia	-	Flawless Insurance Brokers Ltd
25. Victor Ofovbe	-	Nigerian Agricultural Ins. Corporation
26. Kamoru A. Adeniji	-	Linkage Assurance Plc
27. Olaolu Omifare	-	Continental Reinsurance Plc
28. Marlachy Ekechukwu	-	Consolidated Hallmark Insurance Plc
29. Qudus Shogbuyi	-	AIICO Insurance Plc
30. Omowunmi Agunbiade	-	Newtide Insurance Brokers Ltd
31. Duke Enuenweugu	-	African Alliance Insurance Plc
32. Bola Ogunlolu	-	Nigerian Shippers' Council
33. John U. Ibe	-	Victory Insurance Brokers Ltd
34. Ekeoma Ezeibe	-	Crystal Trust Insurance Brokers Ltd



35. Friday Ojieh	-	Unic Insurance Plc
36. Ganiyu Musa	-	Cornerstone Insurance Plc
37. Abiodun Elujoba	-	Source Insurance Brokers Ltd
38. Gbenga Olawoyin	-	Prorisk Insurance Brokers Ltd
39. Benson Ogunyamoju	-	AIICO Insurance Plc
40. Olabanji Oke	-	Worldlink Insurance Brokers Ltd
41. Margaret Moore	-	UBA Metropolitan Life Insurance Ltd
42. Abbas Owolabi	-	Hansworth (W.A) Insurance Brokers
43. Ngozi Nwazota	-	Epic Insurance Brokers Ltd
44. Friday Jacob Adewumi	-	UnityKapital Assurance Plc
45. Adewale Koko	-	Wapic Insurance Plc
46. Akinsola Ale	-	NICON Insurance Ltd
47. Aisha B. Ibrahim	-	National Insurance Commission
48. Tunde Daramola	-	Consolidated Hallmark Insurance Plc
49. John Ijerheime	-	Saham Unitrust Insurance Co. Ltd
50. Ojo Sunday Akintunde	-	Fin Insurance Co. Ltd
51. Benjamin Asimole	-	Fin Insurance Co. Ltd
52. Samson Ottah	-	Priority Insurance Brokers Ltd
53. Richard Chukwuemeka	-	Linkage Assurance Plc
54. Ademola Abidogun	-	Fin Insurance Co. Ltd
55. Maureen O. Ada-Leonard	-	Linkage Assurance Plc
56. Joy Dike	-	Leadway Assurance Co. Ltd
57. Mustapha Onasanya	-	Leadway Assurance Co. Ltd
58. Kamoru Sule	-	Goldlink Insurance Plc
59. Chijioke Nwafor	-	Crystal & Diamond Insurance Brokers
60. Folake Afolabi	-	Law Union & Rock Insurance Plc
61. Hassan Olanrewaju	-	Law Union & Rock Insurance Plc
62. Gbadebo Olamerun	-	AIICO Insurance Plc
63. Olakunle Ayeka	-	SCIB Nigeria & Co. Ltd
64. Amadin E. Eghianruwa	-	Icons Insurance Brokers Ltd
65. Muhammed A. O. Salami	-	PMAS Treasure Insurance Brokers Ltd
66. Abdulmaleek O. Momoh	-	The Polytechnic Ibadan
67. Izilen B. Okosun	-	Nigerian National Petroleum Corporation
68. Niyi Onifade	-	HEIRS Insurance Ltd
69. Kayode Ogundipe	-	Lissom Insurance Brokers Ltd
70. Oluseyi Simon Agun	-	SCIB Nigeria & Co. Ltd
71. Rufus Ovientaoba	-	Jonads Insurance Brokers Ltd
72. Ezekiel O. Oladiran	-	Green Pacific Insurance Brokers Ltd
73. Olawunmi Idowu	-	Nigerian Insurers Association
74. Lateef A. Omoladun	-	KOB Insurance Brokers Ltd
75. Shola Tinubu	-	SCIB Nigeria & Co. Ltd
76. Kolawole Lateef	-	Nem Insurance Plc



77. Olanrewaju Quadri	-	Nem Insurance Plc
78. Francis Ewherido	-	Titan Insurance Brokers Ltd
79. Yusuf Dawodu	-	Valid Insurance Brokers Ltd
80. Felix Jonah Nedamanya	-	Niger Insurance Plc
81. Alfred Daudu	-	FUSL Insurance Brokers Ltd
82. Paul O. Ibe	-	UnityKapital Assurance Plc
83. Babatunde A. Oguntade	-	Lectern Insurance Brokers Ltd
84. Kemi Allison	-	Axa Mansard Insurance Plc
85. Biodun Dawodu	-	Axa Mansard Insurance Plc
86. Kola R. Ahmed	-	Chartered Insurance Institute of Nigeria
87. Richard O. Borokini	-	Chartered Insurance Institute of Nigeria
88. Uju Ndubisi-Chukwu	-	Chartered Insurance Institute of Nigeria
89. M.O. Akinyemi	-	Chartered Insurance Institute of Nigeria
90. Olalekan Olowu	-	Chartered Insurance Institute of Nigeria
91. Oluseun Banwo	-	Chartered Insurance Institute of Nigeria
92. O.C. Olatunji	-	Chartered Insurance Institute of Nigeria

2.0 **OPENING**

The 2016 Annual General Meeting commenced at 10.05am when it was called to order by the President of the Institute Lady Isioma Chukwuma.

3.0 **NOTICE OF MEETING**

The Director General read the notice of the meeting and confirmed that it was issued in accordance with the provisions of the Institute's Enabling Law.

4.0 **ADOPTION OF AGENDA**

The Director General read out the Agenda for the 2016 Annual General Meeting. Sir. M.O. Oyegunle (LAKEG Nigeria Ltd) moved the motion for amendment of the Agenda to include a Special Resolution on the Institute's Building Development levy. The motion was supported by Mr. Jide Orimolade (Law Union & Rock Insurance Plc). The Agenda was amended and adopted after the motion was passed unanimously.

5.0 **MINUTES OF THE LAST MEETING**

5.1 **Adoption of the Minutes of the 2015 Annual General Meeting**

The minutes of the Institute's 2015 Annual General Meeting which held on Wednesday July 29, 2015 at Transcorp Hilton Hotel, Abuja were taken as read and subsequently adopted following the motion moved by Mr. Edwin Igbiti (AIICO Insurance Plc) and Seconded by Mr. Olaolu Omifare (Continental Reinsurance Plc).



6.0 REPORTS OF THE GOVERNING COUNCIL

The President presented the reports of the Governing Council which had been circulated before the meeting and was taken as having been read.

Members noted the improvement in the activities of the Institute and charged the Secretariat not to rest on its oars. The motion for adoption of the Governing Council Reports was moved by Mr. Bola Ogunlolu (Nigerian Shippers Council) and seconded by Mrs. Oluseyi Ifaturoti (Crystal Project Management & Claims). The reports were subsequently approved and adopted.

7.0 FINANCIAL REPORTS

7.1 Treasurer's Report

The Treasurer, Mr. Eddie Efekoha presented the Institute's financial report for the year ended 31st December, 2015 as contained in the Annual Report.

7.2 Auditors Report

The Auditors, Adewuyi Adetunji & Co. represented by Mr. Adeyemi Adetunji confirmed that the firm audited the Institute's financial statements in accordance with the International Standards 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 31st December, 2015.

The Report of the financial year ended 31st December, 2015 and the Auditor's Report were adopted following the motion by Mr. Jide Orimolade (Law Union & Rock Insurance Plc) and Mr. Gbenga Olawoyin (Prorisk Insurance Brokers Ltd).

8.0 APPOINTMENT OF AUDITORS

The Treasurer, Mr. Eddie Efekoha, moved the motion for the adoption of the proposal of the Governing Council that **Messrs Adewuyi Adetunji & Co.** having indicated interest to continue as Auditors of the Institute be reappointed for the 2016 Accounting year at a fee to be determined by the Governing Council of the Institute. The motion was seconded by Alhaji Mohammed Kari (Commissioner for Insurance), and thereafter adopted.



9.0 GOVERNING COUNCIL ELECTION

9.1 Electoral Committee

The President reported that six (6) Candidates had been found eligible to contest for the four (4) vacant seats in the Governing Council and announced the names of the ad-hoc Electoral Committee as follows;

1. Mr. Opara Ralph - Chairman
2. Mrs. Moore Margaret N.
3. Mr. Daramola Babatunde
4. Mr. Akintunde Ojo Sunday
5. Komi Benjamin Erere

9.2 Election Results

The Chairman of the ad-hoc Electoral Committee, Mr. Ralph Opara announced the result of the election as shown below:

S/N	Candidates	Votes	Remarks
1.	Mrs. Ayodeji A. Arusiuka	484	Elected
2.	Mrs. Yetunde A. Adenuga	425	Elected
3.	Mr. Kamoru O. Sule	377	Elected
4.	Mr. Olawale Onalapo	360	Elected
5.	Mr. Oluwagbemiga Olawoyin	325	
6.	Mr. Olanrewaju Sogbesan	216	

Certificates of election were presented to the four (4) elected members by the President, Lady Isioma Chukwuma. She congratulated the elected members and encouraged the others not to be deterred.

10.0 SPECIAL RESOLUTION FOR THE INTRODUCTION OF BUILDING LEVY

Mr. Bola Ogunlolu (Nigerian Shippers Council) moved the motion for the adoption of the Governing Council resolution that every member of the Institute will pay a levy to be known as Development Levy as follows, Fellows (**₦100,000**), Associates (**₦50,000**), Senior Members (**₦75,000**), Ordinary Members (**₦10,000**) for the development of the Institute's Permanent National Secretariat at 41, Ahmed Onibudo Street, Victoria Island, Lagos.

The motion was supported by Mrs. Yetunde Adenuga (Saham Unitrust Insurance Co. Ltd) and adopted by all the members in attendance except one.



11.0 ANY OTHER BUSINESS

Mr. Sunny Adeda informed members on behalf of the Governing Council that, Lady Isioma Chukwuma had been re-elected by members of the Council for a second term as the President of the Institute. This he said was informed by the Council's satisfaction with her first term performance.

Members applauded the decision of the Governing Council and wished the President a successful second tenure.

12.0 ADJOURNMENT

The motion for adjournment of the Annual General Meeting was moved by Mr. Babatunde Daramola (Consolidated Hallmark Insurance Plc) and seconded by Mr. Alfred Daudu (FUSL Insurance Brokers Ltd).

The 2016 Annual General Meeting adjourned at 12.38pm.

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LADY ISIOMA CHUKWUMA *ACII, AIN*
President/Chairman of Council

.....
MR. RICHARD O. BOROKINI *ACII, AIN*
Director General



ELECTION TO THE GOVERNING COUNCIL OF THE INSTITUTE

2017 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.



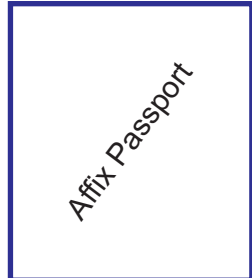
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2017 COUNCIL ELECTION

NOMINATION FORM



ALL INFORMATION SHOULD BE IN CAPITAL LETTERS

1. NOMINATED MEMBER

- (i) Name(s)
- (ii) Membership No.....
- (iii) Address.....
- (iv) Signature & Date:.....

2. PROPOSER

- (i) Name(s)
- (ii) Membership No.....
- (iii) Address.....
- (iv) Signature & Date:.....

3. SECONDER

- (i) Name(s)
- (ii) Membership No.....
- (iii) Address.....
- (iv) Signature & 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 up to 2017.



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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.....
.....

(Attach photocopies of credentials)

V. PROFESSIONAL QUALIFICATIONS WITH DATES

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.....
.....

(Attach photocopies of credentials)



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

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VII. SERVICE 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 WITNESS (1)

.....
DATE

.....
SIGNATURE OF WITNESS (2)

.....
DATE