



# Chartered Insurance Institute of Nigeria

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## *2019 ANNUAL GENERAL MEETING NOTICE*



CIIN/DG.50

11th February, 2019

## NOTICE OF 48TH 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, 24th July, 2019 at **Panoramic View Hall, The Civic Centre, Victoria Island, 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. 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 2019. 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. Retiring members of the Council are also eligible for re-election.

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 23, 2019. 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, 23rd July, 2019** or submitted at the venue of the meeting before the commencement of counting.



# Chartered Insurance Institute of Nigeria

## AGENDA FOR THE MEETING

### 1. COMMENCEMENT

### 2. MINUTES OF THE 47TH ANNUAL GENERAL MEETING HELD ON WEDNESDAY, 18TH JULY, 2018.

To adopt the Minutes of the last Annual General Meeting held on Wednesday 18th July, 2018 at Lagos Oriented Hotel.

### 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 2018 to June 2019

### 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, 2018.

#### 4.2 External Auditor's Report

To receive and approve the Auditor's Reports for the year ended 31st December, 2018.

### 5. GOVERNING COUNCIL ELECTION

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.

Monday 11th February, 2019

BY ORDER OF COUNCIL

**Richard O. Borokini**, ACII, AIIN

*Director-General /Secretary to Council*



# Chartered Insurance Institute of Nigeria

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

### MINUTES OF THE 47TH ANNUAL GENERAL MEETING OF THE CHARTERED INSURANCE INSTITUTE OF NIGERIA HELD ON WEDNESDAY 18TH JULY, 2018 AT THE LAGOS ORIENTAL HOTEL, VICTORIA ISLAND, LAGOS.

#### 1.0 ATTENDANCE

NAMES	COMPANY
1. Funmi Babington-Ashaye	- Risk Analyst Insurance Brokers Ltd
2. Eddie Efekoha	- Consolidated Hallmark Insurance Plc
3. Sakiru Oyefeso	- STACO Insurance Plc
4. Richard Borokini	- Chartered Insurance Institute of Nigeria
5. A.K. Oniwinde	- Asset Insurance Brokers Ltd
6. Sunny Adeda	- Alpha Choice Insurance Brokers Ltd
7. Adeyemo Adejumo	- A&E Integrated Services
8. Mufutau O. Oyegunle	- LAKEG Nigeria Ltd
9. Wale Onaolapo	- Davisther Brokers Ltd.
10. Fatai Adegbenro	- Nigerian Council of Registered Ins. Brokers
11. Jide Orimolade	- Law Union & Rock Insurance Plc
12. Adetutu Arusiuka	- Mutual Benefits Assurance Plc
13. Segun Omosehin	- Mutual Benefits Assurance Plc
14. Adeyinka Adekoya	- Wapic Insurance Plc
15. Bode Opadokun	- FBN General Insurance Ltd.
16. Yetunde Adenuga	- Saham Unitrust Insurance Ltd.
17. Lanre Hassan	- Great Nigeria Insurance Plc
18. Oyetunde Sanda	- Cosmic Insurance Brokers Ltd.
19. Oluyinka Adebisi	- Guinea Insurance Plc
20. Shola Tinubu	- SCIB Nigeria and Company Ltd.
21. Olawoyin Oluwagbemiga	- Pro-risk Insurance Brokers Ltd.
22. Yeside Oyetayo	- College of Ins. and Financial Mgt. Studies
23. Sule Kamoru O.	- Goldlink Insurance Plc
24. Mary Adeyanju	- Consolidated Hallmark Insurance Plc
25. Femi Ogun	- Peril Guard Insurance Brokers Ltd.
26. Yetunde Illori	- Nigerian Insurers Association
27. Muhammed Hussain	- NICON Insurance Ltd.
28. Rachel Voke Emenike	-
29. Ose Oluyanwo	- Consolidated Hallmark Insurance Plc
30. Bola David	- Alliance and General Insurance Plc
31. Jolaosho Michael	- Law Union and Rock Insurance Plc
32. Adeniran Aderinoye	- AIICO Insurance Plc
33. Titiloye Oyatolu	- NICON Insurance Ltd.
34. John Safa	- UTIB Insurance Brokers Ltd.



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35. Ibrahim Dayo	-	AIICO Insurance Plc
36. Tunde Ogundipe	-	Davisther Brokers Ltd.
37. Lanre Ojuola	-	Nigeria Insurers Association
38. Gbenga Ilori	-	AIICO Insurance Plc
39. Abosede Regina Johnson	-	Regina Heights Travels
40. Maureen Ada-Leonard	-	Etinkind Consulting Ltd.
41. Saheed Omoniepe	-	Peril Guard Insurance Brokers Ltd.
42. Olatunbosun Abimbola	-	STACO Insurance Plc
43. Ajayi Oluwafemi Philip	-	
44. Abiodun Foluso	-	Omif Insurance Brokers Ltd.
45. Lizzy Imuzeze	-	Orange Insurance Brokers Ltd.
46. Janet Ibikunle	-	Orange Insurance Brokers Ltd.
47. Michael Babatope		
48. Femi Ajigbo	-	Penguin Insurance Brokers Ltd.
49. Aroyehun Oluwatosin A.	-	International Energy Insurance Plc
50. Don-Okafor Olive	-	International Energy Insurance Plc
51. Odubiyi Solabomi	-	International Energy Insurance Plc
52. Oyetubo Mathew	-	International Energy Insurance Plc
53. Oduyinka Adebisi	-	Guinea Insurance Plc
54. Elusakin Gbenga	-	Goldlink Insurance Plc
55. Sanni Lekan	-	Hansworth Insurance Brokers Ltd.
56. Bukola Shekoni	-	FBN Insurance Ltd.
57. Akinwale Adedoyin	-	Combined-All Risk Insurance Brokers Ltd.
58. Odiachi Joyce	-	Zenith General Insurance Co.
59. Ifeyinwa Nkeonyenwe	-	NSIA Insurance Plc
60. Ahmed Tiamiyu	-	STACO Insurance Plc
61. Wale Adetoro	-	Own Step Insurance Brokers Ltd.
62. Femi Inugbile	-	UNIC Insurance Plc
63. Peter Offiong	-	SCIB Nigeria and Company Ltd.
64. Yakubu Sunday	-	Anchor Insurance Plc
65. Moore Margaret	-	Metropolitan Life Assurance Ltd.
66. Kelechi Atulomah	-	integritas Ltd
67. Anionwe Florence	-	Alliance and General Insurance Plc
68. Pius Ojo	-	Metropolitan Life Assurance Ltd.
69. George Obajuoke	-	Alliance and General Insurance Plc
70. Popoola Wasiu	-	Powas Equinox
71. Adewuyi Adetunji	-	Adewuyi Adetunji & Co.
72. E.O.A. Adetunji	-	Adewuyi Adetunji & Co.
73. Adedeji Sunday	-	Adewuyi Adetunji & Co.
74. Kola Adegbite	-	Adewuyi Adetunji & Co.
75. Tunde Mimiko	-	FBN General Insurance
76. Segun Balogun	-	LASACO Assurance Plc



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77. Olubusola Makinde	-	Legacy Insurance Brokers Ltd.
78. Adedeji Lasisi	-	Aceline Insurance Brokers Ltd.
79. Friday Orjeh	-	
80. Felicia Mustapha	-	Linkage Assurance Plc
81. Okon Inamete	-	Linkage Assurance Plc
82. Alamu Adesina Wasiu	-	Royal Chambers Insurance Brokers Ltd.
83. Obianuju Ndubisi	-	Chartered Insurance Institute of Nigeria
84. M. O. Akinyemi	-	Chartered Insurance Institute of Nigeria
85. Abimbola Tihamiyu	-	Chartered Insurance Institute of Nigeria
86. Olatunji Olubunmi C.	-	Chartered Insurance Institute of Nigeria
87. Okulaja-Bello Samiat A.	-	Chartered Insurance Institute of Nigeria
88. Ogunlusi Kafayat M.	-	Chartered Insurance Institute of Nigeria

## 2.0 OPENING

The 2018 Annual General Meeting was declared open at 12.10pm by the President of the Institute Mrs. Funmi Babington-Ashaye. The opening prayer was said by Mr. Adeyemo Adejumo (A&E Integrated Services).

## 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 Law.

## 4.0 ADOPTION OF AGENDA

The Director General read out the Agenda for the 2018 Annual General Meeting. The Agenda was adopted following a motion by Mr. Adeyemo Adejumo (A&E Integrated Services) and supported by Mrs. Mary Adeyanju (Consolidated Hallmark Insurance Plc).

## 5.0 MINUTES OF THE LAST MEETING

### 5.1 Adoption of the Minutes of the 2017 Annual General Meeting

The minutes of the Institute's 2017 Annual General Meeting which was held on Wednesday 19<sup>th</sup> July, 2017 at The Civic Centre, Victoria Island, was adopted following the motion moved by Mr. Adeniran Aderinoye (AIICO Insurance Plc) and seconded by Mrs. Joyce Odiachi (Zenith General Insurance Co. Ltd).

## 6.0 REPORTS OF THE GOVERNING COUNCIL

The President presented the reports of the Governing Council which had been circulated before the meeting.





Members appreciated the Institute on the recorded improvements in its activities. The motion for the adoption of the Governing Council Reports was moved by Mr. Adeyemo Adejumo (A&E Integrated Services) and seconded by Mrs. Yetunde Adenuga (Saham Unitrust Insurance Co. Ltd). The reports were subsequently approved and adopted.

## 7.0 **FINANCIAL REPORTS**

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

The Institute's financial report for the year ended 31<sup>st</sup> December, 2017 was presented as contained in the Annual Report.

### 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, 2017.

The Report of the financial year ended 31<sup>st</sup> December, 2017 and the Auditor's Report were adopted following the motion moved by the President, Mrs. Funmi Babington-Ashaye and Mr. Wasiu Popoola (Powas Equinox).

## 8.0 **APPOINTMENT OF AUDITORS**

The Director General, Mr. Richard O. Borokini, moved the motion 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.

The motion was seconded by Mr. Wale Onaolapo (Davisther Brokers Ltd), and Mr. Sunny Adeda (Alpha Choice Insurance Brokers). It was thereafter adopted.

## 9.0 **GOVERNING COUNCIL ELECTION**

### 9.1 **Vacant Seats and Candidates**

The President, Mrs. Funmi Babington-Ashaye announced Mrs. Yetunde Ilori as the Returning Officer in the election to fill the four (4) vacant seats in the Governing Council being contested by;

1. Mr. Oluwagbemiga Olawoyin
2. Mr. John Olabode Opadokun
3. Mr. Akinjide Oluwarotimi Orimolade
4. Sir M. O. Oyegunle
5. Mr. Temitope Samuel Smart



## 9.2 Election Results

The Returning Officer, Mrs. Yetunde Ilori announced the result of the election as shown below:

S/N	Candidates	Votes	Remarks
1.	Mr. Oluwagbemiga Olawoyin	193	Elected
2.	Mr. John Olabode Opadokun	238	Elected
3.	Mr. Akinjide Oluwarotimi Orimolade	313	Elected
4.	Sir M. O. Oyegunle	276	Elected
5.	Mr. Temitope Samuel Smart	321	Elected

Certificate of election into the Governing Council of the Institute for a period of 3 years, ending 2021 was issued and presented to each of the five (5) elected members by the President of the Institute, Mrs. Funmi Babington-Ashaye.

## 10.0 VICTORIA ISLAND BUILDING PROJECT

### 10.1 Report on the Building Project

The Director General, Mr. Richard O. Borokini gave a report on the state of activities of the Institute's Permanent National Secretariat at 41, Ahmed Onibudo Street, Victoria Island, Lagos to the effect that efforts were on to get a developer for joint financing with the Institute.

## 11.0 ANY OTHER BUSINESS

### 11.1 Presentation of the new President

Mrs. Funmi Babington-Ashaye presented the Incoming President, Mr. Eddie Efekoha and Deputy President, Alhaji Sakiru Oyefeso to members. She enjoined members to give the In-Coming President the required support to succeed.

The In-Coming President appreciated the Governing Council for their confidence in him and pledged to discharge his duties accordingly.

## 12.0 ADJOURNMENT

The 2018 Annual General Meeting adjourned at 1.20pm and the closing prayer was said by Mr. Wale Onaolapo (Davisther Brokers Ltd).

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**MRS. FUNMI BABINGTON-ASHAYE** *FCII, FIIN*  
**President/Chairman of Council**

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





## ELECTION TO THE GOVERNING COUNCIL OF THE INSTITUTE

### 2019 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 (10) years 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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### 2019 COUNCIL ELECTION

### NOMINATION FORM

Affix Passport

#### 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 2019.



# Chartered Insurance Institute of Nigeria

## 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

.....  
DATE