



The Care Cooperative Savings and Credit Society Ltd (hereinafter called “CareCoop”) Board of Directors postponed the 2019/25th AGM which was slated for 28th March 2020, to a later date following the outbreak of the Corona Virus 2019 (COVID-19) pandemic. CareCoop had anticipated that the pandemic would subside in the short-term. However, it is evident that COVID-19 is with us for the long haul – requiring that organisations adjust and operate in the new normal. We have noted how other organisations have resumed governance activities such as AGM either virtually or physically, under public health guidance.

Due to the spread and diverse membership, it is not possible that CareCoop can have a virtual AGM. Therefore, following the approval by the Zambia National Health Institute (ZNHI) for CareCoop to hold its 25th AGM, the Board of Directors have called for a physical AGM on **Saturday, 29th August 2020, at Radisson Blu Hotel, starting at 08:30hours**. The AGM agenda is attached herewith. ZNPHI approval was preceded by a stringent process which included a physical assessment of the venue, measures to be taken at the AGM and was subject to strictly compliance of Statutory Instruments 21 and 22 of 2020 on prevention of the spread of COVID-19.

Consequently, the AGM shall be held with two (2) ZNPHI Health Staff in attendance while strictly observing the following preventive measures:

1. An outdoor AGM in a marquee to ensure adequate ventilation
2. Maximum event period shall be three (3) hours
3. Mandatory wearing of face masks
4. Body temperature checks at entrance
5. Provision of hand sanitisers at registration point, and sanitising stations
6. Social distancing of not less than one metre
7. No handshakes and no hugs
8. Lunch shall be on takeaway basis

In order that we have a seamless AGM, **we earnestly appeal to you, our members, to come on time.**

Issues by Order of the Board on 14th August 2020

Daniel Banda (Mr.)
BOARD SECRETARY