

Chartered Institute of Administration

(A Professional and Examining Body Chartered by Act No. 103 of 1992 - Now Cap C7 LFN 2004)

Member, Association of Professional Bodies of Nigeria (APBN)

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Lagos State, Nigeria

Our Ref: RG/25/B/303

Date: 22nd October, 2018

To: All Members

**Subject: MEMBERSHIP INDUCTION, INVESTITURE OF NEW PRESIDENT
ANNUAL GENERAL MEETING (AGM) AND ADMINISTRATORS' DINNER**

We have pleasure to inform you that Chartered Institute of Administration will hold its **Membership Induction, Investiture of New President, 2018 AGM, and Administrators Dinner**, on Friday, 7th December 2018, at the Golden Tulip Hotel, Festac Town, Lagos, in accordance with the following details.

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|---------------------------------------|----------|
| a) Induction of New Members | - 9.00am |
| b) AGM & Investiture of New President | - 1.00pm |
| c) Administrators' Dinner | - 5.30pm |

DINNER LECTURE

The title of the dinner lecture is **"Administration in the Public and Private Sectors of the Economy: Challenges and Solutions"**

DINNER FEE

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|--------------|---------|
| Fellows | N25,000 |
| Full members | N15,000 |
| Associates | N10,000 |

Payment is to be made by direct cash lodgment into any of the following Institute's bank accounts:

- First Bank of Nigeria PLC: (A/c No: 2012238864)
- Zenith Bank (A/c No: 1010155991)
- Account Name: **Chartered Institute of Administration.**

N.B. The Dinner Fee is mandatory for all members.

Adm. (Dr.) J. O. Okeke, FCIA

Chairman, Central Planning Committee