



KOICA ALUMNI KENYA CHAPTER (KAKC)

"Learning through sharing"

P. O. Box 30259 — 00100,
Nairobi
Kenya.
KAKC/ECM-003/2026

Contact phone: +254-721-201-611

Date: 27th September, 2026

SUBJECT: NOTICE OF ANNUAL GENERAL MEETING (AGM) 2026

Theme: "Learning through sharing while developing a sustainable Alumni"

Date: Friday, 16th October 2026: **Time:** 10:00 AM: **Venue:** Online

To: All Members of KAKC

The Executive Committee of the KOICA Alumni Kenya Chapter (KAKC) is pleased to invite all members to the **2026 Annual General Meeting (AGM)**, to be held as above. This event brings together KOICA-trained professionals from across Kenya to:

- a) Review the Chapter's progress and financial performance.
- b) Having initiated the drafting of 2027-2032 Strategic Plan, KAKC will reflect on alumni achievements and impact stories since 1991 to enhance sustainable regional impact and sustainability.
- c) Review performance of KAKC's growth in 8 regions (Sub-groups)
- d) Strengthen partnerships among members in public institutions, county governments, and the Republic of Korea.
- e) Celebrate our shared values of development, innovation, and community service.

Agenda

1. **Welcome & Opening Remarks**
2. **Confirmation of Minutes** of the Previous AGM & discuss **Matters Arising**
3. **Presentation of Annual Report and Draft Strategic Plan**
4. **Presentation of Financial Statements**
5. **Any Other Business (AOB)**
6. **Closing Remarks**

The meeting will be hybrid (both online and physical). The link will be shared by 10th October 2026. Please confirm and share any other matters to be tabled (for record purposes) as in agenda 5 above by 10th October 2026 on info@kakc.or.ke

By Order of the Executive Committee

DR. MASIKA M. JAMES

Secretary, KOICA ALUMNI KENYA CHAPTER

Cc: -

1. **KOICA Country Director – To note on file**
2. **The Registrar of Societies – Ministry of Interior and National Administration**
(For noting of AGM date, elections, and compliance in line with KAKC Constitution and Societies Act Cap 108)