



UNA-UK

**United Nations Association – UK
(company registration no.7824306)**

**Process for members to propose topics for discussion at the
UNA-UK Annual General Meeting to be held on 16 May 2015**

The Board of UNA-UK has agreed that all paid-up and honorary members of UNA-UK should be given an opportunity to propose topics for discussion at the AGM. The topics for discussion **must focus on general management and governance**. Policy proposals can be discussed at the 2015 Policy Conference.

The timetable below outlines the process by which members can give advance notice of topics for discussion at AGM. Please note that a paid-up or honorary member can raise points in person at the AGM, even if these have not been submitted in advance.

Date	Action
W/c 9 February 2015	<i>New World</i> , containing information on AGM and process for submitting topics, is dispatched to paid-up and honorary members of UNA-UK.
February-April	Members contemplate topics for discussion. Those wishing to submit a topic must find five other members to support their suggestion. (Please note that it is desirable for one of these members to attend the AGM in person). All submissions to be made to the Company Secretary on donnelly@una.org.uk or by post to 'Topics for AGM', UNA-UK, 3 Whitehall Court, London SW1A 2EL.
30 April 2015	Final deadline for submission of topics to the Company Secretary.
1 May to 8 May 2015	UNA-UK Board receives all submissions and topics are ranked in the order they will be discussed at the AGM. Members who submit topics that are not eligible (e.g. on policy issues) will be notified.
9 May 2015	List of topics in order of discussion to be posted on the UNA-UK website. Hard copies will be available from the Company Secretary on the above details.
4pm on 16 May 2015	AGM to be held at the Resource for London Centre, 356 Holloway Road, London N7 6PA.