



AIR INDIA LIMITED RETIRED EMPLOYEES ASSOCIATION

Dear Members

Please refer to AGM notice dated 20th Apr'24..

The AGM is going to be held on Zoom platform at 1600 hrs. on 28th May'24.

Kindly ensure you download the Zoom App onto your devices beforehand. Please visit zoom.us to download the app

Only Members of AILREA will be allowed to log into the meeting at 1555 hours. Please wait to be allowed to join the meeting at 1600 hours.

Please use the following to join the meeting:

MEETING ID: 860 0223 9466

PASS CODE : 774854

Instructions for Attendees:

1. Members should log in with their actual full names followed by old staff numbers so that we can maintain a proper attendance record (e.g. Rustom M Daruwalla R48765). Kindly avoid use of any nick names for log in.
2. Our past experience has shown that in many cases, just the name of your device is reflected instead of your own name as your identity. Therefore once you have joined the AGM please IMMEDIATELY write your FULL names and staff numbers in the "chat box". ONLY IF YOU DO THIS WILL YOUR ATTENDANCE AT THE AGM BE RECORDED.
3. To ensure smooth conduct of the AGM with proceedings being audible, all participants will be muted, except the speakers / office

bearers. All communications, comments and questions by members will be via the “chat box.”

4. At the completion of every Agenda point we will address any questions/comments which have been typed out by you in the “chat box” pertaining to that particular subject. We will also address any queries you have made in the chat box after covering all the Agenda points.

5. When we require a proposer and seconder for a resolution we will ask for the same and you may type in your names specifying proposer/seconder in the chat box.

6. In case you get disconnected from the meeting for any reason eg due to internet issues please simply re join as soon as possible.

7. A frequent issue noticed at such meetings is that a few members have problems with their AUDIO and therefore “ Cannot Hear “. In such cases first check the audio setting levels on your own devices. You may also need to quit and re join the meeting to resolve this issue. Use of ear phones or head phones will definitely help prevent/resolve audio issues.

8. You will find it easier to participate from devices with bigger screens like desk tops, lap tops and I-pads rather than smart phones.

QUORUM

In case of lack of quorum meeting will be adjourned and will be reconvened after 15 minutes instead of the usual 30 minutes. This is because there is a cost factor involved for our zoom time for this AGM. Please do not leave the meeting during this 15 minute interval.

THE MANAGING COMMITTEE, AILREA – MUMBAI

Veera Khambatta - 9820829843

Shanaz Gomes - 9820829971

Jitendra Sawjany - 9321424099
Shubhada Mundul - 9833241028
Dilshad Gogia - 9702958128
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