



The Fibreoptic Industry Association

www.fia-online.co.uk

Secretary: Jane Morrison

The Manor House
BUNTINGFORD
Hertfordshire SG9 9AB
United Kingdom

Tel: +44 (0) 1763 273039

e-mail: jane@fiasec.demon.co.uk

4th November 2019

Dear FIA Member,

Re: FIA Annual General Meeting – Tuesday 3rd December 2019 – 11.30 a.m.

I do hope that you will make a special effort to attend the Fibreoptic Industry Association AGM being held this year on **3rd December at The Saracens Head Hotel, 219 Watling Street, Towcester, Northants NN12 6BX**

We have **two vacant places** due to the resignation of Keith Rowley in September and at this AGM, Paul Bateson is resigning.

Any FIA Corporate member can be nominated to Council and a full list of applicable members is attached. **Please note nomination forms should be signed by the nominee indicating their acceptance to stand as a Council member.**

At present the Council of management is: (9 members in total are currently allowed)

<i>*Paul Bateson</i>	<i>Optical Test and Calibration Ltd. - resigning</i>
<i>John Colton</i>	<i>Lucid Optical Services Ltd.</i>
<i>John Marson</i>	<i>Twistnet Communications Ltd.</i>
<i>Alan Bullen</i>	<i>Lynx Networks plc</i>
<i>Jonathan Lewis</i>	<i>Huber & Suhner (AG) Ltd.</i>
<i>Frank Kler</i>	<i>Core Integrated Solutions Ltd.</i>
<i>Nigel Hedges</i>	<i>Fluke Networks Ltd.</i>
<i>*Keith Rowley</i>	<i>Liquid Telecom – resigned</i>
<i>Martin Smith</i>	<i>CNET Training</i>

A strong Council is essential so please consider whether you yourself or someone you know would be available to give time and effort for the benefit of the Association and complete the Nomination form attached.

Meetings are held approximately 5 - 6 times per year (usually in Buntingford). Council membership offers the opportunity to participate in and influence the shaping of the future course of our industry.

As the AGM will start at 11.30 a.m. we invite AGM attendees to join Council for a buffet lunch at The Saracens Head at 12.30. Please confirm your attendance at the AGM by 26th November so we can gauge the number of attendees and lunches required.

The AGM Agenda follows together with forms of Proxy and Nomination.

Full details of the venue are also included for your information. If you have any queries please do not hesitate to contact this office. We shall look forward to seeing you on 3rd December.

Yours sincerely,

Jane Morrison
Company Secretary – FIA Ltd.



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Fibreoptic Industry Association

NOTICE OF ANNUAL GENERAL MEETING

NOTICE IS HEREBY GIVEN THAT the twenty seventh Annual General Meeting of the Fibreoptic Industry Association Limited will be held at **The Saracens Head Hotel, 219 Watling Street, Towcester, Northants NN12 6BX** on **Tuesday 3rd December 2019** at **11.30 a.m.** for the following purposes:

1. To approve the minutes of the Annual General meeting held on 4th December 2018.
2. To receive the Chairman's Report, Treasurer's Report and the Accounts of the Company for the year ended 31st August 2019, together with the report from the Auditors.
3. To consider the re-appointment of Minney & Company Ltd., 59 Union Street, Dunstable, Bedfordshire, LU6 1EX as Auditors of the Company until the conclusion of the next general meeting of the Company at which accounts are laid before the members and to authorise the Council to determine their remuneration.
4. To consider elections to Council from the Nominations received.
5. To transact any other business.

Dated: 4th November 2019
BY ORDER OF THE BOARD:

A handwritten signature in black ink, appearing to read 'Jane Morrison', is written over a horizontal line.

Jane Morrison - Company Secretary – FIA Ltd.



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A member entitled to attend and vote (**Corporate member only**) at the meeting is entitled to appoint another member of the Company as proxy to attend and vote on a poll in his or her place. Please see a form of proxy below – this must be lodged at the company’s registered office at least 48 hours before the meeting.

FORM OF PROXY

I

of a member of FIA Limited

(hereinafter called "the Company") and entitled to one vote, hereby appoint:

.....

of

and failing him/her

.....

of

to vote for me and on my behalf at the Annual General Meeting of the Company to be held on 3rd December 2019 and at any adjournment thereof.

As witness my hand this 2019

Signed:

Please return this form by: 26th November 2019
FIA Secretariat, The Manor House, Buntingford, Herts SG9 9AB
jane@fiasec.demon.co.uk



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FIA – COUNCIL NOMINATION FORM

Please see overleaf for important information relating to Nominations

I (full name)

of (Company)

wish to nominate: (see attached list)

(Name)

of (Company)

to stand as Council member of FIA Limited:

_____ **Signature (of Proposer)**

Dated: _____

IMPORTANT: I confirm that my company has agreed to allow me the time to commit to meetings and activities associated with membership of the FIA Council.

I attach my biography and details of the expertise I feel I can bring to the Council.

_____ **Signature (of NOMINEE – accepting the proposal)**

Dated: _____

***Please return this form by: 26th November 2019
FIA Secretariat, The Manor House, Buntingford, Herts SG9 9AB
jane@fiasec.demon.co.uk***

IMPORTANT INFORMATION:

Before being nominated for a position on the FIA Council it is important to realise that, following a successful election at an AGM, each Council member not only has to provide new ideas but also has to:

***deliver on those ideas;
attend Council meetings to discuss and help implement the ideas of others.***

Similarly it is important for the employer of the electee to be fully supportive if the election is successful. Over the recent years the latter situation has been further complicated by Council members leaving one member company and joining another. It is not always clear that their new employers fully understand the responsibilities which are tied in with employing an FIA Council member.

This page is provided as a reminder of those responsibilities. The factors highlighted should be taken into account when nominations for FIA Council are made.

Item 18.7 of the Memorandum and Articles of Association of the Fibreoptic Industry Association Limited states that "nominees for Council membership shall be proposed and seconded by other members". This should not be confused with the fact that the FIA member employer has to support the nomination in terms of resource. Therefore, it may be worthwhile recalling what the minimum commitments actually are.

An FIA Council Member has a duty to attend Council meetings (typically these are held bi-monthly). The employer needs to allow the employee appropriate time to attend the meetings. In response the FIA can, in certain circumstances, pay appropriate expenses to the member - removing that financial load from the employer - although we are grateful that so many employers do not take advantage of this option since it keeps funds in the FIA.

The general rule, contained in Item 12 in the Articles of Association of the Fibreoptic Industry Association Limited, is that if a member fails to attend 3 consecutive meetings in 9 months he/she can be disqualified in order to allow another more committed person to take up the role.

It is also normal for an FIA Council member to be allocated a specific sector responsibility which may incur additional time. Employers should be made aware of such additional tasks as may be required and shall commit on the employees behalf to support the additional resource required. If this does not occur then FIA plans can be severely impacted, which in the long term affects the viability of the FIA.



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Fibreoptic Industry Association - Annual General Meeting 3rd December 2019 at 11.30 a.m.

Venue: *The Saracens Head Hotel
219 Watling Street
Towcester
Northants NN12 6BX*

Tel: *01327 350414*

Directions: The Saracens Head Hotel, Towcester can be easily reached via the M1 or the A5 that runs through the town centre.

Travelling from South on the A5, the hotel is on the left-hand side soon after passing the 'town square'. Just after the hotel are traffic lights. Turn left at these lights and then left again into the hotel car park.

If travelling from the North please take Junction 15a off the M1, A43 Oxford, then the A5 to Towcester. At the first set of traffic lights turn right and then left into the hotel car park.

Name: **Company:**

I shall / shall not (*please delete*) be able to attend the AGM on 3rd December at 11.30 a.m. at The Saracens Head, Towcester.

I will / will not require lunch at 12.30.

Signed: **Date:**

**Please return this form by: 26th November 2019
FIA Secretariat, The Manor House, Buntingford, Herts SG9 9AB
Tel: 01763 273039 – jane@fiasec.demon.co.uk**

FIA – LIST OF CORPORATE MEMBERS (compiled 31st October 2019)

A to B Communications Ltd.	Mr. Chris Eckert
ABM Electrical Contracting Ltd.	Mr. Brian Williams
Active Communication Company Ltd.	Mr. Wayne Connors
Advance Telecom (UK) Ltd.	Mr. Gary McCarthy
Agility Networks Ltd.	Mr. Stuart Geeves
AM Electrics (Renewables) Ltd.	Mr. Luke Bradford
Anixter International	Mr. Andrew Flint
Ark Fibre Optics Ltd.	Mr. Phil Murphy
Atalian Servest AMK	Mr. David Cruickshank
Ashurst Solutions Ltd.	Mr. Dominic Mahoney
Astro Communications Ltd.	Mr. Steve Hodges
BASEC	Ms. Harpreet Suree
Belcom Cables Ltd.	Mr. Kenny Ewing
Betterbox Communications Ltd.	Mr. Horacio Baioes
Boulting Ltd.	Mr. Robin Whitehead
BP Communications Ltd.	Mr. Gavin Boardman
Brexons Ltd.	Mr. Benjamin Dixon
Cable and Splicing Services Ltd.	Mr. Mark McKinney
Cable Dynamics Ltd.	Mr. Carl Hickey
Cable Management Warehouse Ltd.	Mr. Ian Bankhurst
Cable Telecommunications Training Services Ltd.	Mr. Martyn Cook
CIS Services Ltd.	Mr. Chris Clark
CMS plc	Mr. Geoff Day
*CNET Training	Mr. Martin Smith
CNI Europe Ltd.	Mr. Michael Wood
Commscope Connectivity UK Ltd.	Mr. Dave Walker
Computer-Links Ltd.	Mr. Jason Moran
*Core Integrated Solutions Ltd.	Mr. Frank Kler
Coyles Personnel plc	Mr. Chris Key
Crossconnect Training	Mr. Geoff Crossley
Crown House Technologies Ltd.	Mr. Paul Hirst
DACC Europe Ltd.	Mr. Michael Shaw
Daro Fibre Products Ltd.	Mr. Matthew Craig
Data Techniques	Mr. Adrian Newell
Data85 Ltd.	Mr. Andrew Edwards
Diban Ltd.	Mr. Dumitru Ban
Dunasfern Inc. Auriga	Mr. Steve Melay
EDS Systems (North Wales) Ltd.	Mr. Ken Jones
Electrocom Networks Ltd.	Mr. Kevin Anderson
Emcor Facilities Services Ltd.	Mr. Steve Faull
Emtelle UK Ltd.	Mr. William Rae
EXFO Europe Ltd.	Ms. Jacqueline Relf
FES Ltd.	Mr. Jason Cross
Fiberdyne Ltd.	Mr. Derek Broome
Fibre Solutions Ltd.	Mr. Jeremy Clark
Fibre Technologies Ltd.	Mr. Mohamed Nurmohamed
Fibrecom Data Networks Ltd.	Mr. Geoff Mason
Fibrefab Ltd.	Ms. Rosamund Neat
Fibrelec Ltd.	Mr. Mark Thompson
Finevalley Communications Ltd.	Mr. Anthony Murphy
*Fluke UK Ltd.	Mr. Nigel Hedges
Fujikura Europe Ltd.	Mr. Neil Bessant
G. R. Technical Services	Mrs. Moira Thomas
Gabocom Ltd.	Mr. Tony Stockman
GCL Ltd.	Mr. Philip Cottrell

Glide
Haynes Data Ltd.
Hellermanntyton Data Ltd.
*** Huber + Suhner (UK) Ltd.**
IP Communications
Infinet Datacoms Ltd.
Information Security Systems Installations Ltd. T/A DataWolves
Installation Technology Ltd.
Integral Network Solutions Ltd.
ITM Communications Ltd.
ITW Chemtronics
J. Brand Ltd.
Jade Solutions Ltd.
JT Global
Leader Optec Ltd.
Leviton
Line Management Group Ltd.
Lisagallon Cabling Contractors Ltd.
*** Lucid Optical Services Ltd.**
*** Lynx Networks plc**
Mainframe Communications Ltd.
Matrix Global Networks Ltd.
Mills Ltd.
MIS Ltd.
MLR Networks Ltd.
Modular Wiring Systems Ltd.
Networks Centre Ltd.
Networx 3 Group Ltd.
Nexans Cabling Solutions UK
NG Bailey
Novegen
OFS Fitel
Open Network Associates Ltd.
Optech Fibres Ltd.
Optical Networks UK Ltd.
*** Optical Test and Calibration Ltd.**
Optilan (UK) Ltd.
Paragon Data Services Ltd.
Parcomm Ltd.
Phoenix Optics (UK) Ltd.
Pirret Electrical Services Ltd.
Plexus Networking Ltd.
PR Power Installations Ltd.
PSP Data Communications
QAD Networks Ltd.
Quadratek Infrastructure Ltd.
Rampotec Ltd.
Redstone Converged Solutions
ReMark Group
Ridgemount Technologies Ltd.
ROC Technologies Ltd.
R V Telecoms
SCCI Alphatrack Ltd.
SCD Group Ltd.
Select Services NI Ltd.
Sonet Communications
Spicegroup Europe Ltd.
SSE Enterprise Telecoms

Mr. Philip Keal
Mr. Gary Haynes
Mr. Jason James
Mr. Jonathan Lewis
Mr. Ian Welsby
Mr. Lee Murray
Mr. Gary Taylor
Mr. Barry Gough
Mr. Paul Taylor
Ms. Jessica Pirrie
Mr. Kevin Wright
Mr. Timothy Oldershaw
Mr. Mike Sharrock
Mr. Gary Carroll
Mrs. Laurie Summers
Mr. Tony Benn
Mr. Ieuan Rowe
Ms. Deborah McGrath
Mr. John Colton
Mr. Alan Bullen
Mr. Ian Carter
Mr. Justin Niles
Mr. Peter Rothy
Mr. Daniel Hines
Mr. Stephen Williams
Mr. Nathan Marson
Mr. Duncan Lindsay
Mr. Ian Ashworth
Mr. Mike Holmes
Mr. Dave Holden
Mr. Gavin McGowan
Mr. Mark Graveston
Mr. Roy Adair
Mr. Jamie Frankland
Mr. Bradley Freeman
Mr. Paul Bateson
Mr. Richard Black
Mr. Iain Bland
Mr. Mark Watson
Mr. Steve Worthington
Mr. John Pirret
Mr. Philip Nevis
Mr. Mark Long
Mr. Carl Pearce
Mr. Steve Gerrish
Ms. Janine O'Mahoney
Mr. John Phelan
Mr. Glen Williams
Mr. James McCallum
Mr. Chris Peters
Mr. Charlie Lake
Mr. Steven Clough
Mr. Rob Wickings
Mr. Martin Sweeney
Mr. Gary Collins
Mr. Darren Gibson
Mr. Andrew Varley
Mr. Jason Oram

Stack Data Solutions Ltd.
Status Network Solutions Ltd.
Sudlows Ltd.
Technology Installation Services Ltd.
The Cabling Partnership
The Rosebery Group
The University of Warwick
Total Comms Training Ltd.
Total Network Solutions (Europe) Ltd.
Tratos Ltd.
Trescray Services LLP
*** Twistnet Communications Ltd.**
Voicepath Ltd.
VTI Services
W. H. Good Ltd.
Wellfield Pyrodynamics
WG & R UK Ltd.
Wirral Installations Ltd.
Zircorn Data Communications Ltd.

Mr. Philip McCartney
Mr. Chris Quinn
Mr. Andy Hanlon
Mr. Russell Dodd
Mr. Mike Gilmore
Mr. P. Arnold
Mr. Steve Silver
Mr. Chris Atkin
Mr. Paul Forster
Mr. John Light
Mr. Phil Copper
Mr. John Marson
Mr. Jon Sale
Mr. Murray Teale
Mr. Bryan Pursglove
Mr. Oluremi Jibowu
Mr. J. Goulding
Ms. Kim Ford
Mr. Robert Linforth

* denotes current FIA Council members

AGM2019