



**Agenda for the SHAPA General Meeting**  
**Wednesday 24th January 2018 at 10:00 am**  
**The George Hotel**  
**Lichfield**  
**WS13 6PR**

1. Apologies for Absence
2. Minutes and Matters Arising
3. General Secretary's and Membership Report
4. Chairman's Report
5. Technical Committee Report

6. Coffee

7. **Presentations**

OEE ( Overall Equipment Effectiveness) what is it and how it could impact on your business – Charles Williams, Promtek Ltd

The General Data Protection Regulation – Key Steps To Compliance  
Stuart James – Squire Patton Boggs

8. AOB – and dates of next Meetings
9. Buffet lunch

Directly after Lunch the marketing committee will be holding their quarterly meeting to review next years activities, please feel free to join the meeting and meet the team.

The organising committee for The International Conference on Conveying and Handling of Particulate Solids (CHoPS) to be held in Greenwich in September 2018 are also meeting in the afternoon. If you have any questions, please feel free to ask.