

## **MINUTES OF THE 1<sup>st</sup> JPSFA COMMITTEE MEETING FOR 2015**

**DATE:** 11/2/2015  
**TIME:** 9.30 a.m.  
**VENUE:** JPSFA Meeting Room

### **Present:**

Mr. Michael Cheah	-	President
Ms. Stephanie Lim	-	Vice-President
Mr. William Chan	-	Secretary
Mr. Douglas Choo	-	Treasurer
Mr. Jagantheran	-	Committee Member
Ms. Hamidah Wagey	-	Committee Member
Mr. Daniel How	-	Committee Member
Ms. Nancy Kwan	-	Committee Member
Ms. Lee Siew Fang	-	Committee Member
Mr. Elgy Ng	-	Committee Member
Mr. M. Nathan	-	Committee Member
Mr. Alan Hwang	-	Auditor

### **Absent with apologies:**

Ms. Yip See Wan	-	Auditor
Mr. Dominique De Smet	-	Committee Member

The President extended a warm welcome to the new members in the committee while congratulating those who were elected for yet another term. He said that there were many things to discuss and the need to get activities underway.

The minutes were proposed passed by Mr. Jagantheran and seconded by Ms. Hamidah Wagey.

	<b>Issues</b>	<b>Action</b>	<b>Action By</b>
<b>1.0</b>	<p><b>Previous Matters:</b>  <u>Replacement Staff:</u>            We have interviewed and will be offering the contract position to replace the current Executive Secretary to Ms. Valerie Sheah. She will commence on 2/5/2015 and will undergo 6 months understudy. The term of contract is on yearly basis with a net remuneration of RM2000 per month with no EPF or medical benefits.</p>	To prepare offer letter	Celine
<b>1.1</b>	<p><u>Custom Import at Pasir Gudang:</u>            Ms. Stephanie was informed by Tuan Abdul Samat of Customs PG that not much clearance on Saturdays ever since they started working on Saturday from 9am to 5pm and he expects higher traffic since port users have requested for working at Imports on Saturdays. It is important that we encourage our members to do more clearance on Saturdays to avoid this facility being withdrawn due to poor response.</p>	To write to members to encourage them to clear on Saturday if possible.	Celine
<b>1.2</b>	<p><u>Standard Trading Conditions (STC):</u>            This was raised and agreed at the AGM that JPSFA revise its STC to more favorable terms through TGC Asia Sdn Bhd. We will study the new STC and if accepted, it will be linked to JPSFA website instead of printing hard copies; which is more prudent and ecofriendly.</p>	To follow up with TGC	Celine
<b>2.0</b>	<p><b>President's Report:</b>            Following the AGM. There was only one event attended by several of the Committee which was the 'Hari Kastam Sedunia Ke 33' on 26/1/15. Although it was a fairly simple celebration, we were nevertheless honoured to have been invited.</p>		For info
<b>3.0</b>	<p><b>Vice President's Report:</b>            Attended a meeting called by LPJ to introduce JPort Net which is similar system with Port Klang Net managed by Port Klang Authority. This system is developed by Rank Alpha. Rank Alpha presented the system to us that will link every logistics party to this system which may be ideal but JPSFA feels it is not easy to get everyone linked on board. We have asked LPJ on the cost and maintenance of this system which they said, the intended user party have to pay an estimated cost of RM5 per transaction.</p>		For info

	<p>Mr. Michael added that there should be a lot of information flow and each party needs to be engaged for it to work. He said that this would be a long process and the Association must actively participate to ensure that our opinions, beneficial to our members are heard.</p> <p><b>4.0 Treasurer's Report:</b> The balances as at 31<sup>st</sup> January 2015 stands at: Cash in Bank: RM67,968.91 Fixed Deposit: RM247,107.54</p> <p>As we may need to plan for some activities this year, any additional amount to be placed in FD will be decided later.</p> <p><b>5.0 Post Mortem of the 25<sup>th</sup> JPSFA AGM:</b></p> <ul style="list-style-type: none"> <li>- The AGM was successfully complete with an attendance of 35 and 17 proxies. So far, we have always had the quorum to proceed but we continue to look forward to higher participation from the senior management of our membership in future.</li> <li>- The food was deemed excellent and the cost very reasonable.</li> </ul> <p><b>6.0 GST Questionnaires:</b> We have received several comprehensive submissions from members. As we need to see Customs GST separately for shipping and forwarding related questions, Mr. William will head the session for shipping while Ms. Stephanie for forwarding. We hope that they will be able to advice with solid answers and then we shall decide if we should hold one more seminar before April.</p> <p><b>7.0 Activities for 2015:</b> The Sub-Committee was appointed as below for better focus and accountability:</p> <p><u>Government Agencies</u> : Michael Cheah (Head), Stephanie Lim, William Chan and Douglas Choo</p> <p><u>Training &amp; Development</u> : Nancy Kwan (Head), Dominique De Smet and Yip See Wan</p> <p><u>Container &amp; Haulage</u> : Elgy Ng (Head) and Alan Hwang</p> <p><u>Events &amp; Activities</u> : Daniel How (Head), Jagantheran and Nathan M.</p> <p><u>Breakbulk</u> : Hamidah Wagey (Head) and Lee S F.</p>	<p>To make appointments with Tuan Azahar/Saufee</p>	<p>For info</p> <p>For info</p> <p>Celine</p> <p>For info</p>
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<p><b>8.0</b></p>	<p>The sub-committee is encouraged to rope-in any member who is able and interested to assist. Meanwhile, each Sub-Comm is to look into their plans for 2015.</p> <p><b>Other Matters:</b></p> <p><u>Corporate Social Responsibility</u> : As agreed by members, JPSFA will donate RM5000.00 to aid the flood victims of the East Coast. Since LPJ has requested for our support to join them under the ‘Southern Region Logistic’ umbrella, the Committee agreed to channel our contributions through them to reciprocate their usual support of our Association’s activities. The President will be invited for the cheque presentation on 23 Feb 2015 (tentative date)</p> <p><u>Committee Uniform</u>: It was agreed that a new set of uniform to be purchased for the committee for the new term.</p> <p><u>Port General Charges</u>: LPJ has been in talks with JPB to defer the PGC to mid year or next year as they agree that more notification time to port users is fair. They also intend to review the tariffs for PTP and JPB. Mr. Michael said that JPSFA will request to sit-in any discussions pertaining to this.</p> <p><u>Charity Golf 2015</u>: We have been approached by a group of young golfers who wishes to jointly organize a charity golf event to support the Syrian refugees. The events committee will ponder through this and engage them for a meeting before deciding whether to collaborate.</p>	<p>To prepare payment to LPJ</p> <p>Get quotation and sample sizes</p> <p>Follow up</p>	<p>Celine</p> <p>Celine</p> <p>For info</p> <p>Daniel How</p>
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With no other matters arising, the meeting was adjourned at 12.00 p.m with wishes of a happy CNY to all celebrating the coming festival. The next meeting shall be on 17 March 2015.