

MINUTES OF THE 3rd JPSEA COMMITTEE MEETING FOR 2016

DATE: 13th April 2016
TIME: 2.00pm
VENUE: JPSEA Meeting Room

Present:

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

The President thanked the committee members for attending our 3rd committee meeting. He said that the Association had been very busy for this particular month, due to the many meetings attended and the formation of our sports club.

The minutes were proposed passed by Mr Alan Hwang and seconded by Mr Elgy Ng.

	Issues	Action	Action By
1.0	<p>Previous Matters:</p> <p>1) <u>Legal Counsel:</u> Mr. President regretfully announced that Mr Parthiban had passed away last month and following that, had talked to Mr Raippen, the speaker for the Incoterms & BL course who is also a Marine Lawyer. He has presented us with 2 options in relation to his services to JPSFA. One is either a monthly or annual retainer fees or pay upon request for his professional advice.. Mr Michael also highlighted that, it is important for us to legally word our documents to protect ourselves in case of any legal battles in the future. Mr Raippen (The Law Office Of Raippen) also agreed to draft out the clauses for our reference.</p> <p>2) <u>Training Course:</u> We had done our 1st training course for the year 2016 on 9th and 10th March. After the course we did receive some feedbacks regarding for the speaker. To better evaluate the speaker, Mr President attended the 2nd course in April. He observed that when we raised questions, he was willing to explain but if the class remained quiet, the session would become very dry and boring.</p> <p>Tentatively we will organise KEK course in August over 3 weekends but we have yet to get the confirmation date from UUM. The secretariat will forward the registration form to members via email.</p> <p>We have planned the training schedule as below:</p> <ul style="list-style-type: none"> i) May - 14th , 15th KEP Course, HRDF & Perkeso ii) June – 16th, How to Handle Import & Export iii) July – 28th, Customer Service In Logistics iv) August - KEK course v) September – KEK course, IMDG Course vi) October – 6th, How To Handle Import & Export. 20th, Talk On Marine Cargo 	<p>To follow up the quotation</p> <p>Follow up for the HRDF registration and the coming training.</p>	<p>Valerie</p> <p>Valerie/ Nancy</p>

	<p>vii) November – 3rd, Motivation Sales Of Logistics</p> <p>viii) December – 8th, Customer Service In Logistics</p> <p>The association plans to have several training for coming months and Mr Michael suggested that we register under HRDF so members can claim for HRDF after the training.</p> <p>3) <u>Sports Club updates :</u> Our sports sub-committee have started their training for the past 4 weeks. They have 3 different sports practice a week. The participation was good except for table tennis.</p> <p>i) Table Tennis - The attendance was good the first time because it was following the volleyball practice and possibly because the next day was a public holiday. After the first training the attendance was low. However, the committee has agreed on a trial period of 2 months. Up to date, the cost incurred is less than RM100.00. Hence, the budget will be maintained at RM200/ per month.</p> <p>ii) Volleyball – There were enough female participants but the male players fell short. The sports committee thought of shifting the training venue to JJ sports complex but they do not have the court for volley ball. Hence, the venue remains at Permas sports complex. The cost thus far is about RM600.00.</p> <p>iii) Badminton - Response was overwhelming. Mr Elgy said that the budget may have to be increased if there is more participation. If they control the usage of shuttlecocks, they may be able to cap the cost at RM700.</p> <p>4) <u>Upgrading website:</u> Mr Kenneth from Xantec gave a short briefing during the committee meeting. He suggested and advise for the few changes as below :</p> <p>i) To refurbish to more mobile friendly, he will delete the “Enter” page from the first page.</p> <p>ii) Change of the slide photo at the</p>	<p>Follow up for the upgrade</p>	<p>For info</p> <p>Valerie</p>
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	<p>main page and inclusive of up to 5 changes made per year.</p> <p>iii) Make the “News & Event” more attractive.</p> <p>iv) Update and change the design for “Committee Members”.</p> <p>v) Delete the “Login” column on top and redo the design again.</p> <p>vi) Change the “Exchange Rate” to click link instead of posting the hard copy.</p> <p>5) <u>CDN Paperless</u> : The 2nd pilot run started on 29th of March. On the first run, only Swift Logistics and Agenda Wira participated.. However, during the trial run, many containers were jammed at the gate due to Johor Port’s failure to notify Kastam on the CDN and neither did they realise that Kastam do need a copy of the CDN. The Committee decided to hold a meeting with En Shahrull on this issue. Tentatively, the meeting will on 28th April 2016.</p> <p>6) <u>SOLAS</u>: We conducted a briefing session for the registration of VGM certificate on 14th March. It was a 2 session briefing, at 10am and 2pm. The charges for the briefing were : Members - RM 50.00/per application Non member s - 100.00/ per application. The participation was excellent for both sessions. All applications submitted via JPSFA need not prepare the form D, members just need to attach other necessary document for the submission.</p> <p>7) <u>Farewell for Dato Ramli</u> : Ms Stephanie had discussed with Tuan Abdul Samat and concluded that it is best to have a farewell dinner with Dato Ramli in May due to Puasa month in June. He may go on leave so there won’t be much time. Committee members also agreed to the budget of RM 500.00 for the momento.</p> <p>2.0 President’s Report:</p> <p>1) <u>JPB/MMC Ports Dinner</u>: Mr Michael and Ms Stephanie had attended the dinner. They met Mr Ian James, the CEO of MMC Ports. MMC Ports consists of the four ports of Malaysia which is Johor Ports, Tanjung</p>	<p>Arrange meeting with En Sharull</p> <p>To arrange all necessary</p> <p>To arrange for the dinner venue and momento</p>	<p>Valerie</p> <p>Valerie</p> <p>Stephanie/ Michael</p> <p>For info</p>
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	<p>Pelepas, North Ports and Penang Ports. Melaka Ports will be the next to join. In the future they will have several upgrades and will update the Association accordingly.</p> <p>2) <u>Discussion with Jabatan Laut - Tuan Muzlifah for the Registration of VGM</u> : Mr Michael informed Puan Muzlifah, that JPSFA is willing to help in the registration of the VGM. He analyzed that if the thousands of exporters in Johor were to register themselves at JLWS, there will definitely be overcrowding at their office. The Association will conduct a short briefing to advise members on the requirement for this system.</p> <p>3.0 Vice President's Report:</p> <p>1) <u>Demerit System Update:</u> Ms Stephanie attended the seminar on 22nd March 2016. During the seminar, all of the attendees protested and disagreed but Kastam still insisted on it because the notification had been sent out earlier. The basis of the requirement was that all the forwarding agent and shipping agent must register under GST from 1st April 2016. Members can refer for the Demerit Points in our website.</p> <p>4.0 Secretary Report :</p> <p>1) <u>Resignation from Secretariat (Ms Valerie)</u> The Main committee acknowledges the weakness that Ms Valerie has is in English and Malay. Therefore they are seeking some assistance from Ms Celine (the ex-executive secretary) to vet through and do the necessary correction on the minutes before sending to Mr Michael. At the same time they are thinking of recruiting additional staff but cost is of major concern.</p> <p>5.0 Treasurer's Report:</p> <p><u>Meeting with JCT :</u> Mr Douglas and Ms Stephanie with few of the committee members had attended the meeting on 28th March 2016. Below were the issues discussed :</p> <ul style="list-style-type: none"> i) Stevedores to be billed to slot operators instead of vessel operators. ii) Fresh Water supply procedure. iii) JCT pilot booking procedure for departure. iv) Preparation for SOLAS 		<p>For info</p> <p>For info</p> <p>For info</p> <p>For info</p>
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With no other matters arising, the next meeting is propose to be held on the 19th May 2016