

## **MINUTES OF THE 8th JPSFA COMMITTEE MEETING FOR 2016**

**DATE:** 24th November 2016  
**TIME:** 2.00pm  
**VENUE:** JPSFA 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
Mr. Raymond Wong	-	Committee Member
Ms. Lee Siew Fang	-	Committee Member
Mr. Daniel How	-	Committee Member
Ms. Nancy Kwan	-	Committee Member
Ms. Hamidah Wagey	-	Committee Member
Mr. Alan Hwang	-	Auditor
Ms. Yip See Wan	-	Auditor

### **Absent with apologies:**

Mr. M Nathan	-	Committee Member
Mr. Alan Tang	-	Committee Member

The President thanked the committee members for attending our 8<sup>th</sup> committee meeting. He has the intention of engaging a Professional Manager (if funds available otherwise we have to increase in membership subscription fee) to attend to all meetings on behalf of the committee. Mr President also informs that he intends to take 3 months break starting from December 2016 and in his absence to appoint an Acting President for one month each. Mr Douglas Choo has been appointed to be acting President for December 2016.

Highlighted by Mr Elgy that “state holders” should read as “stakeholders” in item 2.1 and highlighted by Mr Douglas that “subscription not paid” should read as unpaid membership under 5.0

The minutes were proposed passed by Ms Stephanie and seconded by Mr Elgy Ng.

	Issues	Action	Action By
1.0	<p><b>Previous Matters:</b></p> <p>1) <u>CDN Paperless</u> Ms Stephanie informed that JCT have started with 2 haulers, JPL and Agenda Wira and they should start the next pilot run on 22/11/2016 but was informed they have yet to start. Mr. Yap have requested for Swift's participation which they have started but however pre-gate done by office but the gate doesn't control and update the CEP Security pass and as long as driver can go through there is no control. Mr Yap informs that they will ensure that the yard people insist the driver update the security pass. JCT informed that they are on target for CDN Paperless to start on 1<sup>st</sup> January 2017.</p> <p>2) <u>RAPID</u> Ms Lee informs that Shangkar-Arasis Sdn Bhd will not forward letter as they will settle the issue themselves. Ms Lee suggested that association request from members if they have any issues with RAPID and to close this issue if no reply from members.</p>		For info
		To follow up	Ms Lee and Secretariat
2.0	<p><b>President's Report:</b></p> <p>1) <u>uCustoms Updates</u> Mr President informed that uCustoms is on track to start on 1<sup>st</sup> January 2018 with an enhanced version of SMK. However understand from LPJ that there is a new system ready for uCustoms and pilot run will start from January till mid 2017. Mr President will update accordingly.</p> <p>2) <u>Demerit-System Task Force</u> The President informed that he will be attending the Demerit-System Task Force meeting in Putrajaya on 25<sup>th</sup> November 2016. So far all associations are not in agreement to all the demerit items listed except for 3 items, namely falsification, fraud and tax invasion.</p> <p>3) <u>Johor Port Net</u> No further updates on Johor Port Net but understand it is due to start on February 2017.</p> <p>4) <u>Customs Meeting</u> To arrange meeting for formal</p>		For info
		Secretariat and Mr	To set up

	introduction with Tuan Jaafar after 12 <sup>th</sup> December 2016. To also make appointment next week, Wednesday (30 <sup>th</sup> November 2016) to meet up with new PTP Customs head, Tuan Noraizam.	Raymond Wong	appointment
<b>3.0</b>	<b>Vice President's Report:</b> 1) <u>Customs Meeting</u> We attended Meeting with Customs, Tuan Abdul Samat on 8 <sup>th</sup> November 2016 and minutes of meeting posted on our website.		For info
<b>4.0</b>	<b>Secretary's Report:</b> 1) <u>Staff Employment</u> Mr President informed that the committee had a meeting and have agreed that the secretariat will be employed with full employment terms and conditions and continues with 2 staffs.  2) <u>Customs Meeting</u> Attended above on 8 <sup>th</sup> November 2016		For info  For info
<b>5.0</b>	<b>Treasurer's Report:</b> The balances as at 31 <sup>st</sup> October 2016 stands at: Cash in Bank: RM 170,406.16 Fixed Deposit: RM 261,052.18  The association's revenue comes from 2 sources, membership subscription fees and from our activities organized. The incomes from activities organized are taxable and we should be submitting returns to income tax.  To-date we have yet to receive payment from PG Launch and Sitty Travel. To inform Mr Nathan to assist in this collection. However have been informed that Generasi Jitu has closed down and we will remove them from our membership list.  1) <u>Customs Meeting (TRS)</u> Attended Customs meeting with Ms Lee, and Mr. Elgy on Time Release Study. As explained our World Logistics listing status has dropped as per World Bank data to 12 days per export. As such Customs is performing a 1 week TRS (Time Release Study) on export only for all stations to improve our world listing status. Forms handed to Swift TA due to very short notice from Customs.	Main committee  Follow up membership subscription	For info  To follow up and finalize  Secretariat  For info
<b>6.0</b>	<b>Training Courses:</b> To defer December 2016, Bill of Lading Course to after Chinese New Year	To be finalized	Ms Nancy Kwan

<p><b>7.0</b></p> <p><b>8.0</b></p>	<p><b>Sport Club Updates:</b> The President expresses his deepest appreciation to everyone for who have worked tirelessly and cooperated very closely to ensure the Q-Games 2016 went on successfully. The next organizer for the Games 2018 will be Lembaga Pelabuhan Johor. However in terms of quality of the games, we are still lagging behind and as such we should still continue in the sports practices we are having and also to foster closer ties amongst members and also attract new members.</p> <p><u>Post mortem of Q-Games</u> Poor turnout during the closing ceremony dinner as representatives did not advise that they too have functions on the same day. Mr President suggested having an appreciation luncheon to thank all involved in the success of the games. To take back the Challenge Trophy to engrave entities name on the Challenge Trophy.</p> <p><b>Other matters:</b> <u>Immigration Issue</u> We are unable to get an appointment with immigration. Mr President suggested that we drop in uninvited. However Mr Douglas suggested that we request a meeting with Johor Port, Port Security with Immigration Department as currently there is a new ruling that no foreigners allowed to enter port after 11.00 pm. Request assistance from Ms Lee and Hamidah to advise if Immigration HOD, Tuan Din Yaty is around.</p> <p><u>Jabatan Laut</u> Mr President also informed that during the Jabatan Laut meeting they informed the staffs at Jabatan Laut have not been paid overtime for the last 6 months. They will however be using their next year's budget to spend now and as such we might face probable issues as they might be closing from 3 shifts to 2 shifts from 8 am to 4 pm and from 4 pm to 12 midnight, likewise with customs and immigrations as well. Confirm that Jabatan Laut will maintain 2 shifts now and also they can accept photocopies of ship's documents for all stations. Jabatan Laut will come out with a SOP on these issues. .</p> <p><u>27<sup>th</sup> AGM</u> Propose for AGM to be held on 18<sup>th</sup> Jan 2017. Notice for AGM must be sent at least 30 days before AGM date. Committee members agreed that we give out our JPSFA pens as door gifts and prepare lunch for AGM.</p> <p><u>Computer</u> Approved to buy 1 CPU for office at cost below</p>	<p></p> <p>To set up meeting with immigration</p> <p></p>	<p>For info</p> <p>Secretariat</p> <p>Ms Lee and Ms Hamidah to assist</p> <p>For info</p> <p>Secretariat</p> <p>For info</p>
-------------------------------------	--	---	--

	<p>RM3,500 for our staff.</p> <p><u>Display Television</u> Approved for 60" TV for below RM4,000 including wiring and bracket</p> <p><u>Breakbulk</u> To check with our members if they have any issues on breakbulk. If no feedback from members we will drop this issue.</p> <p><u>Renewal of Insurance</u> Previous insurance premium for sum insured of RM353,000 for building and RM50,000 for glass partition is at RM672.53 per year. Based on current value as per MBBB at RM418,000 and glass partition of RM50,000 the premium will be at RM1,007.65. Mr William to source with another insurance company for better coverage inclusive of robbery and proceed accordingly.</p> <p><u>Q-Games 2016</u> Total cost sharing already collected from Johor Port Berhad, Lembaga Pelabuhan Johor and Port of Port of Tanjung Pelepas totaling RM15,000.</p> <p><u>Propose for increase in member subscription fees</u> We need JPSFA to be more exposed at the national level and for any meetings in Putrajaya or KL our expenses will increase substantially for travelling for the meetings. Propose to include this to members for feedback. To draft survey form for committee's approval.</p> <p><u>Photographs</u> To find out cost of photographs of Johor Sultan &amp; Sultanah, Menteri Besar &amp; Prime Minister.</p> <p><u>Visit Members</u> Another suggestion is for the association to make a visit to all members to encourage them to join in our sports activities. Suggested that the secretariat and the committee members to visit our members to foster closer relationship, distribute the 2017 calendars, collect feedback from members and also inform members to participate in our coming AGM.</p> <p><u>Form a new Youth Sub Committee</u> Another suggestion is that we should value to contributions and enthusiasm from the younger generation to get more involved in our association activities. Firstly we need to identify some youths who are interested to volunteer and have interest to participate in the association.</p>	<p>To find out cost</p>	<p>For info</p> <p>Ms Lee and Secretariat</p> <p>Mr William</p> <p>For info</p> <p>Secretariat</p> <p>Secretariat</p> <p>Secretariat &amp; committee members</p> <p>Mr William</p>
--	--	-------------------------	--

With no other matters arising, the next meeting is proposed to be held on the 5<sup>th</sup> January 2017