## MINUTES OF THE 4<sup>th</sup> JPSFA COMMITTEE MEETING FOR 2019

DATE: 16<sup>th</sup> April 2019 TIME: 1.00 pm VENUE: Swift Office Meeting Room

## Present:

Ms. Stephanie Lim	-	President
Mr. Douglas Choo	-	Vice-President
Mr. Chong Jit Chien	-	Secretary
Ms. Koh Mary Lin	-	Treasurer
Mr. Ramesh	-	Committee
Mr. Kenny Tee	-	Committee
Ms. Yip See Wan	-	Committee
Ms. Hau Suat Guat	-	Committee
Mr. Kelvin	-	Committee
Mr. Lim Fern Yong	-	Committee
Mr. Arvind	-	Committee
Mr. Mubarak Bin Mansor	-	Auditor
Mr. Gilbert Hee	-	Auditor

## Absent with apologies:

Mr. Elgy Ng - Committee

The President thanked the committee members for attending the  $4^{th}$  committee meeting.

The minutes were proposed passed by Mr Kenny Tee and seconded by Mr Lim Fern Yong.

	Issues	Action	Action By
1.0	Previous Matters:         1) Income Tax Letter         Tax for Y/A 2005 to 2015 duly paid and submitted to Income Tax Department and acknowledgement letter received and agreed for the Special Voluntary Disclosure Program.		For info
	<ol> <li><u>SST Briefing for Freight Forwarders</u> SST Briefing organised for members on 4<sup>th</sup> April 2019 by JKDM SST Department with attendance of approximately 80 members held at Eco Business Park II, Senai Airpor City.</li> </ol>		For info
2.0	President's Report:         1)       HSSE Meeting at PTP         PTP will organize quarterly meeting with all associations to conform to HSSE requirements and PTP will discuss and improve on issues brought forward by all associations in future meetings.		For info
	<ol> <li>Meeting with JPB/JKDM/JOFFA/OGA Chaired by JPB on Custom Examination Area (CEA) whereby containers parked a CEA without knowing the reasons Currently about 80 containers parked a CEA and some containers are not traceable in JPB system. JPB have proposed to send out weekly report in order to help ease congestion.</li> </ol>		For info
	3) Meeting with LPJ on ISPS Standard Meeting held by LPJ to discuss on the process flow for boarding a vessel a PITSB jetty via shore side effective 1 <sup>s</sup> May 2019 as per their safety and ISPS Standard requirements by Jabatan Laut Proposal from members to LPJ that Terminal should provide shuttle services for boarding from road side instead of ship side as most companies do not have company vehicles. LPJ will extend the implementation date pending confirmation from their management.	further update is available	Mr Arvind
	<ol> <li><u>Shipping Related Charges</u> SAM has approached us and informed tha for all shipping related charges in regards to SST should be jointly taken up by all trade associations with MOF.</li> </ol>	)	For info

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3.0	Vice-President's Report: 1) <u>JPB/JKDM/JOFFA/OGA</u> With regards to CEA area, we should seek kind consideration from JPB to move containers to buffer stack, after complete custom inspection procedure to help ease congestion.		To highlight in next JPB meeting
	<ol> <li><u>PTP Navis System N4 Pilot Test Run</u> PTP will conduct a drive run before their official launch in July to replace the current Navis system. Each company will have to send 2 representatives to attend to the training.</li> </ol>		For info
4.0	Secretary's Report: 1) JPB/JKDM/JOFFA/OGA Commented that feedback from major parties that the working hours from OGA should be more flexible e.g. more manpower on Fridays and lesser manpower on Sundays to ease clearance processing.		For info
	2) <u>LMFA Conference</u> Attended above with Fern Yong and found that the conference is an "eye opening event". Concurrently they have different ongoing programs, booths on technology and public speaking forums. The LMFA Conference emphasis mainly focus on data info, block chain, AI, apps application technology, etc to achieve the last mile fulfillment objective, custom satisfaction and customer relationship management system.		For info
5.0	<b>Treasurer's Report:</b> The balances as at 31 <sup>st</sup> March 2019 stands at: Cash in Hand: RM 1,000.00 Cash in Bank: RM 95,056.22 Fixed Deposit: RM 466,899.46		For info
	To-date 29 members have not paid up the subscription fees for year 2019 totalling RM16,150 and target to collect all outstanding subscription by end May 2019.	To follow up and collect outstanding by end May 2019	Cecilia
	2 new members namely Sapphire Marine and Motor Express joined our association in April 2019. OPL Marine indicated they will discontinue membership. Mr Arvind will assist to talk and convince OPL Marine again. Total membership to-date is 149 members.		For info
	Committee agreed that we proceed to transfer RM50,000 from our Current Account to Fixed Deposit account for 1 year tenure at current FD	Prepare letter to bank	Cecilia

	interest rates of 3.35% p.a.		
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	<u>RAMCI Talk</u> Attended breakfast talk by RAMCI on their products and digital tools to help SME for Business Digitalization. RAMCI can generate and provide credit information on our debtors with data sharing from members. Propose that we approach RAMCI to have a half day seminar on their new products for all our members.	Contact RAMCI to arrange	Cecilia
6.0	<ul> <li>Training Courses:</li> <li>1) Managing People – Scheduled on 25<sup>th</sup> April 2019 with 19 pax registered for this training and we hope to receive more candidates in the next few days.</li> </ul>		For info
	<ol> <li>KEP Course – Scheduled on 27<sup>th</sup> &amp; 28<sup>th</sup> April 2018 with 31 pax registered plus 20 pax registered with UUM.</li> </ol>		
7.0	Other Matters:		
	<ol> <li><u>Associate Membership</u> To date we have not received any firm reply from both FMFF and SAM on associate membership. After much deliberation committee agreed that we shall not pursue the matter to join as associate member.</li> </ol>		For info
	<ul> <li>2) <u>Improvement in Johor Ports</u> Mdm President have received request from LPJ to forward improvement ideas in Johor Ports. Committee agreed to forward the following to LPJ for their consideration.</li> <li>i) Port security</li> <li>ii) Traceability of containers in port to be improved and enhanced</li> <li>iii) Can engage outside contractors for cargo stripping at PTP whereas JPB does not allow</li> <li>iv) Comparison between JPB/PTP</li> </ul>		For info
	<ul> <li>3) <u>Charity Run</u> The following have been finalized. Beneficiaries – Pertubuhan Kebajikan Fitrah Qaseh &amp; Persatuan Kebajikan Orang Kurang Upaya Xi Le Er Venue – ECO Business Park 2, Senai Airport City Date – 24<sup>th</sup> August 2019 @ 7.00 am Registration &amp; Warm up @ 8 am flag off Category – 4 km Fun Run &amp; 8 Km Run Fees – RM45/pax for 4 km Fun Run and RM60/pax for RM8 km Run</li> </ul>		For info
	The following discussed and follow up to be done by all subcommittee.	Follow up	All subcommittee

Venue:	
- Write to MPKU for approval	
- Source for 5 activities station	
- Beneficiaries food station (popsicles &	
popcorn)	
- Ambulance, Rela & Police bantuan	
Sponsorship:	
- Finalize sponsorship letter	
- Send sponsorship letter to members	
Beneficiaries:	
- Visited beneficiaries	
- Beneficiaries background to be	
finalized	
Marketing:	
- Finalize flyer	
- Blast out website, facebook & member	rs –
- Approach VIP (JPB/PTP/JOFFA/etc)	
- Source for suppliers of other colletaral	s,
runner pack, t-shirts, sourvenirs,	
banners, medals	
F & B:	
- Start sourcing for water sponsors	
HR: Runner Guide – 30 pax	
Ticketing/Registration:-	
- Create table	
- Take note of incoming registration	
With no other matters arising the next meeting ended at 5	

With no other matters arising the next meeting ended at 5.00 pm. The next meeting will held on 21<sup>st</sup> May 2019 at 2.00 pm at JPSFA Office.