

## MINUTES OF THE 8<sup>th</sup> JPSFA COMMITTEE MEETING FOR 2020

**DATE:** 21st October 2020  
**TIME:** 2.30 pm  
**VENUE:** JPSFA Office

**Present:**

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

The President thanked all and for full attendance for the 8<sup>th</sup> committee meeting. The minutes were proposed passed by Mary and seconded by Kelvin.

|            | Issues  | Action   | Action By   |
|------------|---|--|---|
| <b>1.0</b> | <p><b>Previous Matters:</b></p> <p>1) <u>JPSFA's Standing Trading Conditions</u><br/> Insurer have replied that they would prefer us to maintain items 10, 11, 17 &amp; 19 as per status quo as the terms and conditions are intended to protect &amp; limit insured liability and removal would expose us to higher risk &amp; liability. Committee agreed with insurer and to proceed with the revision as forwarded.</p> <p>2) <u>Discussion with NMIT on Training</u><br/> All participants have attended the 3 days Logistics &amp; Transportation Course in 2 sessions. We are still pending confirmation from NMIT/HRDF on the Supervisory Skills and Customer Service Excellence Course.</p> <p>3) <u>JKDM Meeting - Hanging Forms</u><br/> Email listing of our members forwarded to UKA for any notice on hanging forms</p> <p>4) <u>Renewal of Subscription Fee - Experian Information Service</u><br/> List of credit tracking services via Experian Information Services sent out to members. Renewed and paid subscription fee for another year.</p> <p>5) <u>Calendars 2021</u><br/> 2021 calendars ordered and ready by mid Nov 2020. Mdm President request assistance from committee to help in the distribution of 2021 calendars to members.</p> | <p>Reply to insurer to proceed</p> <p>To follow up with NMIT</p> | <p>Cecilia</p> <p>Cecilia</p> <p>For info</p> <p>For info</p> <p>For info</p> |

|  |  |  |  |
|--|--|--|--|
| <p><b>2.0</b></p> <p><b>President's Report:</b></p> <p>1) <u>LPJ Meeting on Container Deposit on 20/10/20</u><br/>Lembaga Pelabuhan Johor forwarded their proposal and drafted their SOP on the container deposit for JPSFA/JOFFA members. LPJ will be meeting with SAM for their member's agreement on this LPJ Container Deposit proposal which will be another option for Johor other than the CLA under D&amp;D Controls. Currently only 4 carriers, namely PIL, Vietnam Pacific, Starline &amp; MSC are collecting and banking in container deposit cheques. LPJ to focus and target the mentioned 4 liners. LPJ will charge an admin fee of RM25 per submission of liner deposit cheque/s.</p> <p>2) <u>JKDM Meeting on Levi Kenderaan on 1/10/2020</u><br/>Meeting attended by Mr Ramesh. JKDM informed that the ATM machine cannot be installed at Customs. Levy payment via RHB card fully implemented effective 1/10/20.</p> <p><b>3.0</b></p> <p><b>Secretary's Report:</b><br/>No matters arising</p> <p><b>4.0</b></p> <p><b>Treasurer's Report:</b><br/>Income and Expenditure Account as at 30<sup>th</sup> September 2020 presented.</p> <p>Bank balances as at 30<sup>th</sup> September 2020:<br/>Cash in Hand: RM1,000.00<br/>Cash in Bank: RM122,203.58<br/>Fixed Deposit: RM590,143.06</p> <p><b>5.0</b></p> <p><b>Training Courses: -</b></p> <p>1) KEK Executive Course – From 20<sup>th</sup> Nov to 6<sup>th</sup> Dec 2020</p> <p>2) To propose to NMIT new training courses under HRDF Penjana</p> <ul style="list-style-type: none"> <li>- Communication &amp; Interpersonal Development</li> <li>- Ability to Work Under Pressure and Time Management</li> <li>- Sales Skills in Business Environment</li> <li>- Critical Thinking and Problem Solving</li> <li>- BL and Documentation</li> </ul> <p><b>6.0</b></p> <p><b>Other Matters:</b></p> <p>1) <u>31<sup>st</sup> AGM</u><br/>Mdm President proposed that we should not rush to hold our next AGM early due to covid-19. Tentatively committee proposed for AGM to be held on 18<sup>th</sup> March 2020. Further arrangement eg. door gift, venue to be discussed in next committee meeting.</p> |  |  | <p>For info</p> <p>For info</p> <p>For info</p> <p>Cecilia</p> <p>All Comm</p> |
|--|--|--|--|

With no other matters arising the meeting ended at 4.00 pm. The next meeting will be held on 11<sup>th</sup> December 2020 at 5.00 pm at Pekin, Daiman 18.