



MINUTES OF THE 9th JPSFA COMMITTEE MEETING FOR 2023

DATE: 7th December, 2023
TIME: 2.00pm
VENUE: JPSFA Office

Present:

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| Ms. Stephanie Lim | - | President |
| Mr. Douglas Choo | - | Vice-President |
| Mr. Chong Jit Chien | - | Secretary |
| Mr. Ramesh Krishnan | - | Treasurer |
| Ms. Koh Mary Lin | - | Committee |
| Ms. Hau Suat Guat | - | Committee |
| Ms. Stacey Chang | - | Committee |
| Ms. SW Yip | - | Committee |
| Ms. Ivy Tan | - | Committee |
| Mr. Kelvin | - | Committee |
| Mr. Mubarak Mansor | - | Committee |

Absent:

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| Mr. Lim Fern Yong | - | Committee |
| Mr. Muzafar Ali Reza | - | Auditor |
| Ms. Melissa Chia | - | Auditor |

The President thanked all for attending the 9th Committee Meeting. The minutes were proposed passed by Hau and seconded by Ramesh.

| | Issues | Action | Action By |
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| 1.0 | Previous Matters: | | |
| 1.1 | <u>MPC My Mudah 2023 Conference Southern Region on 04/09/23</u> To follow up on the certificate and ID/PW to log in to the MPC My Mudah website. | To update | Mubarak |
| 1.2 | <u>HRD Corp TP and TDF Briefing on 27/09/2023</u> Training Committee will provide course content outline for the first course by December 23 in order to submit for HRDC approval. | To provide | Jit Chien / Fern Yong |
| 1.3 | <u>SST</u> SST for Logistics have yet to be finalized. Currently remain at 6% and waiting for guideline to be shared once received from custom. | | Stephanie |
| 1.4 | <u>Office painting</u> To proceed with Office painting at RM4100 for Interior and exterior. | | Secretariat |

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| | <p>1.5 <u>Office Signboard</u> Discussed on two quotations. Committee proposed to get two more quotation including LED light and discuss in WhatsApp's group. Once finalized will proceed by this month.</p> | Source for Quotation | Kelvin/Ivy |
| 2.0 | <p>President's Report:</p> <p>2.1 <u>Meeting with LPJ & Johor Port on 29/11/2023</u> 2.1.1 Attended meeting with LPJ & Johor Port to discuss on additional Tug & Pilotage charged by Johor Port for vessel berthing at BT4, 7 and 8. Attended by Johor Port marine department who presented in detail that they read the 2 bylaws (old and new) together and insisted to charge based on safety reason. JPSFA disputed that this was discussed in length during PCC meeting that all additional costs are included in CMC. LPJ agreed with JPSFA and will take up the issue with JPB.</p> <p>2.1.2 Another issue raised was the double dockage charged to agent unfairly when pilot delay in boarding. LPJ agreed to look into it.</p> <p>2.2 <u>Republic of Indonesia National Day Reception on 29/11/2023</u> JPSFA President was invited to attend National Day Reception by Consulate General of Republic Indonesia.</p> <p>2.3 <u>TLP- Terminal Stakeholder Engagement on 6/12/2023</u> Attended function with Vice President and Secretary. JPSFA was the only Association invited for this event.</p> | <p>Waiting for LPJ to feedback.</p> <p>Will keep posted in next meeting</p> | <p>President</p> <p>President</p> <p>For Info</p> <p>For Info</p> |
| 3.0 | <p>Vice-President's Report</p> <p>3.1 <u>Customer Appreciation & Relationship Event- Dagang Net on 5/12/2023</u> Briefed on current system and introducing upcoming MSW (Maritime Single Window). MOT decided Dagang Net to take lead on 2024. Training session most likely will be after 18/12/2023 upon Authority announcement. Promote mobile Notification service effective 01/01/24 with RM 28.00/5 users. JPSFA proposed to Dagang Net for 30% discount for yearly subscription.</p> | | For Info |
| 4.0 | <p>Secretary's Report</p> <p>4.1 <u>JTA – 17th Inauguration Dinner on 10/11/2023</u> Attended with Vice President JTA Inauguration Dinner on raising fund for their new Building.</p> | | For Info |
| 5.0 | <p>Treasurer's Report</p> <p>Income and Expenditure Account as at 30th Nov 2023 Bank balance as at 30th Nov 2023 Cash in Hand: RM1,000.00 Cash in Bank: RM 62,054.22 Fixed Deposit: RM861,417.42</p> | | For Info |

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| 6.0 | <p>Training Courses</p> <p><u>KEK</u></p> <p>6.1 The KEK course scheduled on 12/01/24–23/01/24 (9 days). Total of 35 participants to date. Committee to feedback if there is any more participant interested in participating in order to reach target of min 40 pax.</p> <p>6.2 <u>Refresher Course</u> President suggested to email all members to submit participants name with preference face to face or online while waiting for UTeM to finalize with date.</p> <p>7.0 Other Matters:</p> <p>7.1 <u>Q- Game</u> Waiting for Johor Port to finalize. Most probably 3rd Quarter next Year.</p> <p>7.2 <u>T-Shirt and F1 Shirt</u> To proceed with T-Shirt purchase for all committee at RM 29/pcs and F1 Shirt for Devi with JPSFA Loga and name at Rm 72/pc.</p> <p>7.3 <u>Calendar 2024</u> Committee assisted to distribute remaining calendars to members.</p> <p>7.4 <u>Secretariat</u> Effective from 1st January Cecilia will be working on part time basis 1 year contract with twice a week with flexible day and 1 month bonus will be paid for year 2023.</p> <p>7.5 <u>AGM</u> Proposed next Annual General Meeting to be held on 5th March 2024 and survey for Venue / rates to be discussed in next meeting.</p> | | <p>Committee</p> <p>Secretariat</p> <p>Kelvin</p> <p>Secretariat</p> <p>Committee</p> <p>Info</p> <p>Secretariat</p> |
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With no other matters arising the meeting ended at 4.00 pm. The next meeting to be held on 9th January 2024 at 2.30pm at JPSFA Office.