



**MINUTES OF THE 1ST JPSFA COMMITTEE MEETING FOR 2025**

**DATE:** 17<sup>th</sup> January 2025  
**TIME:** 2.30 pm  
**VENUE:** JPSFA Office

**Present:**

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

**Absent:**

Mr. Kelvin	-	Committee
Ms. Ivy Tan	-	Committee
Mr. Muzafar Ali Reza	-	Auditor

The President thanked all for attending the 1<sup>st</sup> Committee Meeting. The minutes were proposed passed by Hau and seconded by Mary.

	<b>Issues</b>	<b>Action</b>	<b>Action By</b>
1.0	<b>Previous Matters:</b>		
1.1	<u>Q- Games</u> Yet to receive any update from the host (JPB).	To update	Kelvin
1.2	<u>MPC – Webinar meeting on 06/08/2024</u> Will reply to MPC and update on further outcome.	To update	Secretariat
1.4	<u>HRDC IEC Member</u> Pending approval on IEC member update from HRDC.	To update	Stephanie/ Jit Chien
2.0	<b>President’s Report:</b>		
2.1	<u>LPJ - Sesi Libat Urus Pilot Run Malaysia Single Window (MMSW) di Johor on 15/01/2025</u> Attended with Vice President, Secretary and committee . MMSW pilot run for a month. Any company can participate in the pilot run. JPSFA highlighted following issues :- 1) Tedious to key in manually on crew’s passport details including uploading passport based on names.		For Info

	<p>2) Crew effect list also needs to key in manually which previously not required.</p> <p>3) System not stable and slow, sometime need to re-key all data if not saved on time.</p> <p>4) LOA of vessel between MMSW and JPBI are different.</p> <p>5) Agent unable to get departure clearance via MMSW due to Port/Terminal Operator did not update the Berth no.</p> <p>No discussion on e-manifest starts date. Dagangnet updated that shipping agent do not need to get FF code for e-manifest submission.</p> <p>2.2 <u>MTIB - MEETING ON 16/01/2025</u> Discussed on current situation and managed to talk and agreed by MTIB to work on Saturday 18<sup>th</sup> and 25<sup>th</sup> January 2025. Wrote letter to MTIB to work on Saturdays. Shall update once replied by MTIB.</p> <p><b>3.0 Treasurer’s Report</b></p> <p>Income and Expenditure Account as of 31st December 2025 Bank balance as of 31st December 2025 Cash in Hand: RM1,000.00 Cash in Bank: RM 16,028.54 Fixed Deposit: RM938,195.71</p> <p>To date, we have 198 members with 2 withdrawal – Synco &amp; Transmarine in January 2025.</p> <p><b>4.0 Training Courses</b></p> <p>4.1 <u>HS Code Course</u> To submit a proposal for the next HS Code. Tentatively on May 2025.</p> <p>4.2 <u>2 Days International Maritime Dangerous Goods Code (IMDG) General Awareness Course on 25/02 &amp; 26/02/2025</u> Maximum 24 participants registered for IMDG Course and participant in waitng list.</p> <p>4.3 <u>KEP, KEK &amp; Refresher Course 2025</u> KEP course confirmed by UteM on 22<sup>nd</sup> &amp; 23 February, 2025 Currently we have 16 participants. KEK &amp; Refresher waiting confirmation from UTeM.</p> <p><b>5.0 Other Matters:</b></p> <p>5.1 <u>AGM</u> AGM to be held on 27<sup>th</sup> February 2025 at Amansari , Seri Alam at RM85/pax. Time: 12.30 pm (Lunch) followed by Meeting Member attendance: 2 representative per company with 1 voting.</p>	<p>To update</p> <p>To update</p> <p>To update</p> <p>To update</p>	<p>Secretariat</p> <p>For Info</p> <p>For Info</p> <p>Jit Chien</p> <p>For Info</p> <p>For Info</p> <p>For Info</p>
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With no other matters arising the meeting ended at 4.30 pm. The next meeting is to be held after AGM at JPSFA Office.