

## MINUTES OF THE 5TH JPSFA COMMITTEE MEETING FOR 2025

DATE: 18th September 2025

TIME: 10.00 am VENUE: JPSFA Office

## **Present:**

Mr. Chong Jit Chien - President

Mr. Douglas Choo - Snr Vice-President Mr. Kelvin - Vice-President

Mr. Shangkar Secretary Ms. Stacey Chang Treasurer Ms. SW Yip Committee Ms. Eunice Chong Committee Ms. Serene Abdullah Committee Mr. Krishnan Ramesh Committee Ms. Yoo KY Committee Mr. Alex Tan Committee Ms. Evon Tan Committee Mr. Rashdan Auditor Mr. Tan WK Auditor

## **Absent:**

Ms. Koh Mary Lin - Committee

The President thanked all for attending the 5th Committee Meeting. The minutes were proposed passed by Kelvin and seconded by Alex.

	Issues	Action	<b>Action By</b>
1.0	Previous Matters:		
	1.1 <u>Bank Signatory</u> Current Issue: PBB requires 5 signatories, which may be impractical or not aligned with the committee's preferences. Committee proposal to open a second bank account with AM Bank.	To update	Secretary
2.0	1.2 <u>CCTV</u> Secretary to review the quotation and update next meeting  Treasurer's Report	To update	Shangkar
2.0	Income and Expenditure Account as of 31st August 2025 Bank balance as of 31st August 2025 Cash in Hand: RM1,000.00 Cash in Bank: RM193,772.78 Fixed Deposit: RM951,949.52		For Info

	Committee proposed placing a portion of funds into a Fixed Deposit to optimize returns. Treasurer to calculate and propose the total amount to be deposited.	To update	Stacey
	Current Membership: As of today, the organization has a total of 204 members.		For Info
3.0	Training Courses		
	KEP, KEK & Refresher Course		For Info
	• KEK: Held 2–11 Sept at PMJB with 86 participants.		
	• KEP: Scheduled for 27–28 Sept at JPSFA Office with 45 participants.		
	Refresher Course: Planned for 19 Nov at UTM, Skudai.		
4.0	Other Matters:		
	4. 1 Constitution Review – Upcoming AGM		
	4.1.1 Clause 4 – Membership Eligibility		
	Current Clause: Membership is open to licensed Shipping and Forwarding Agents, logistics-related firms, and third-party logistics providers operating within all ports of Johor.		
	Proposed Revision: Introduce a tiered membership structure:		
	Tier 1: Logistics / Shipping / Forwarding Members (Full voting rights)		
	Tier 2: Educational Institutions (No voting rights)		
	Tier 3: Non-Logistics Industry Members (No voting rights)		
	4.1.2 Clause 10 – Financial Provision		
	Current Clause (C): Expenditure exceeding RM8,000.00 must be jointly approved by the President, Senior Vice President, Vice President, Secretary, and Treasurer.		
	<b>Proposed Revision</b> : Approval to be granted by one committee member from each group:		
	Group A: President / Senior Vice President / Vice President		
	Group B: Secretary / Treasurer		
	Constitution to be emailed to all committee members for review and to suggest any further amendments before the next meeting.	To update	Committee

4.2 Membership Applications Two new membership applications were tabled for consideration:		For Info
Ecoceres Renewable Fuels Sdn Bhd Asiaflex Products Sdn Bhd		
After review, the committee unanimously agreed to decline both applications, as they do not meet the eligibility criteria outlined in the current Constitution. Membership is restricted to logistics-related firms and third-party logistics providers holding a valid shipping or forwarding license.		
Additionally, it was clarified that any existing member undergoing a company name change must submit Form 13 (Notice of Change of Company Name). Failure to provide Form 13 will result in the entity being treated as a new membership application, subject to standard eligibility requirements.		
4.3 Office Furniture The committee agreed to purchase two new tables to support upcoming training activities. Committee agreed to purchase two new table for training purpose.	To update	Secretariat
4.4 Office Cleaning It was agreed by committee that a cleaner will be engaged to carry out office cleaning following the completion of the training course.		For Info
4.5 Name tag for Committee The committee agreed to do name tags the production of name tags for its members.	To update	Secretariat

With no other matters arising the meeting ended at 12.30 pm. The next meeting is to be held on  $6^{th}$  November, 2025 @ 10:00 am at JPSFA Office.