
PERSATUAN HIGIEN INDUSTRI MALAYSIA (MALAYSIAN INDUSTRIAL HYGIENE ASSOCIATION) (MIHA)

MINUTES OF 2nd ANNUAL GENERAL MEETING

DATE: 31st March, 2004

TIME: 3:30 - 4:30 pm

VENUE: Melati Room, Sheraton Subang Hotel & Towers

PRESENT:

FULL Member

- | | | |
|----------------------------|---------------------------|-----------------------------|
| 1. Wan Sabrina Wan Mohamad | 2. Lim Geok Tian | 3. Zainal Mubarik Zainuddin |
| 4. Keng Cheng Liew | 5. Shamini Samuel | 6. Dr. Jalaluddin Dahalan |
| 7. Thirumilla Muthukamaru | 8. Ivy SE Ng | 9. Noor Azurah Abdul Rahman |
| 10. Venudran Raman | 11. Zaiton Shariff | 12. Nani Suria Aris |
| 13. Zalinah Yusof | 14. Fadzil Osman | 15. Ramanathan Kuppusamy |
| 16. Marina Zainal Farid | 17. Chan Kah Yin | 18. Marina Yong |
| 19. Evelyn Kuan | 20. Ridzwan Hj Hussain | 21. Selva Kumar Tangavelu |
| 22. Bakini Mhd Nor | 23. Low Yong Leong, Daryl | |

43% Attendance of Full Members.

ASSOCIATE Member

- | | | |
|-----------------------------|-----------------------|-------------------------------|
| 1. Azra'ee Aziz | 2. Mimala Arasaratnam | 3. Khairun Najmiah Md Salimun |
| 4. Nur Nazmin Mustafa Kamal | 5. Dr. B Jagdev Singh | |

1. Meeting was called to order by the President, Zainal Mubarik Zainuddin at 3:30pm as soon as the quorum was fulfilled.
2. Zainal welcome everybody to the 2nd MIHA AGM and went through the agenda for the day.
3. A report on the running of MIHA since September 2003 until 31st March was presented by the Honorary Secretary, Wan Sabrina Wan Mohamad. Among matters reported was:
 - a. 4 committee meetings held in the past 5 months
 - b. Training and Education Committee member, Mrs. Nik Uzaini has passed away
 - c. As of 31st March, MIHA's membership status are as per the followings:
 - i. 54 Full members approved
 - ii. 26 Associate members approved
 - iii. 2 Organizational members

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- iv. 7 pending approval (application received after 26th March, 2004 or pending subscription payment)
 - d. MIHA had set up e-group for information dissemination and sharing:
 - i. MIHA e-group
 - ii. MIHA Members
 - iii. MIHA Committee
 - e. 2003 Activities
 - i. MIHA Committee paid courtesy visits to
 - ii. Application of funds from SOCSO submitted for the followings:
 - 1. Quarterly Technical Industrial Hygiene Forum
 - 2. National Industrial Hygiene Seminar
 - 3. Comprehensive Industrial Hygiene Review Course
 - 4. Ergonomics Project
 - iii. MIHA President attended IOHA Board of Directors meeting in Australia on invitation by the IOHA and AOHA in December 2003
 - iv. Applied and received approval as a member of the International Occupational Hygiene Association
 - v. Participated in DOSH OYK/OYB Dialogue – MIHA President presented a paper
 - vi. Co-organized 2nd National Occupational Health Seminar with SOEM at Manipal Medical College, Melaka. 3 papers presented under MIHA
 - vii. 1st Technical Industrial Hygiene Forum on CHRA – 31st March 2004 at Sheraton Subang Jaya
 - f. Planned Activities
 - i. American Industrial Hygiene Conference and Exposition in Atlanta, Georgia, USA in May 2004 – Marina will be presenting a paper titled “Industrial Hygiene in Malaysia, Now & Future on behalf of MIHA/Petronas
 - ii. COSH 2004 Concurrent Session organizer – received verbal invitation to organize from NIOSH. All interested members are invited to submit IH related topics with abstract for presentation on 20th July
 - iii. CIH Review Course from 9th-13th August, 2004 with Emeritus Professor Dr Steven P. Levine, Ph.D, CIH, of Institute of Industrial Health, Michigan State University. Tentative venue: Sheraton Subang Jaya
 - iv. CIH Exam by American Board of Industrial Hygienists on September 11, 2004 at NIOSH, Bangi
 - v. Directory of Consultants, Professionals in IH related work. Membership Directory
 - vi. Laboratories Directory for IH and Environmental Sampling analysis, inclusive auditing and checklist on laboratory capabilities
 - vii. Local Exhaust Ventilation Workshop with Frank Gill, PE – early December, 2004, in collaboration with NIOSH.

4. Financial report from the Honorary Treasurer, Lim Geok Tian. GT reported that at the closing of account, MIHA has a balance of RM6338.50.
5. Zainal Mubarik introduced all Committee Members to all attendees.
6. Dr. B.J. Singh has been proposed and accepted as Election Chairman.
7. A motion to dissolve the current Protem Committee was proposed and agreed unanimously by all.
8. The following are proceedings from the Committee Election. Only Full member were given the voting power.

President

Nomination : Zainal Mubarik Zainuddin

Proposed: Nanisuria Aris Seconded: Evelyn Kuan

Fadzil proposed nomination to be closed, seconded by Zaiton and accepted by all presents.

Vice President

Nomination: Fadzil Osman

Proposed: Zaiton Shariff Seconded: Keng Cheng Liew

Bakini proposed to close the nomination and seconded by Marina Zainal
Agreed by all present

Honorary Secretary

Nomination: Wan Sabrina Wan Mohamad

Proposed: Zainal Mubarik Seconded: Marina Yong

Dr. Jalaluddin proposed to close the nomination and seconded by Shamini.
Agreed by all present

Honorary Treasurer

Nomination: Lim Geok Tian

Proposed: Shamini Seconded: Dr. Jalaluddin

Zaiton Shariff proposed nomination closed and seconded by Sabrina. Agreed by all present

Membership & Promotion Committee

Nomination: Marina Zainal Farid

Proposed: Marina Yong Seconded: Chan Kah Yin

Keng Cheng Liew proposed nomination closed and seconded by Dr. Jalaluddin

Publication Committee

Nomination : Shamini Samuel

Proposed: Evelyn Kuan Seconded: Bakini

Zaiton Shariff proposed to close the nomination and seconded by Sabrina.
Agreed by all presents.

Information Technology Committee

Nomination: Keng Cheng Liew

Proposed: Marina Zainal

Seconded: Daryl Low

Ramanathan proposed nomination closed and seconded by Bakini. Agreed by all presents.

Training & Education Committee

Nomination: Evelyn Kuan

Proposed: Marina Yong

Seconded: Bakini

Fadzil proposed nomination to be closed and seconded by Zainal Mubarik. All presents agreed.

Technical & Projects Committee

Nomination: Dr. Jalaluddin Dahalan

Proposed: Chan Kah Yin

Seconded: Bakini

Ivy Ng proposed nomination to be closed and seconded by Daryl Low. All presents agreed.

Honorary Auditors

1) Mimala Arasaratnam - Proposed: Sabrina/ Seconded: Zaiton Shariff

2) Ivy Ng - Proposed: Fadzil Osman/ Seconded: Shamini

No other nominations received and Marina Zainal proposed nomination closed. Seconded by Zainal Mubarik. No objections received.

Meeting adjourned at 4:30 pm

Minutes prepared by:

Wan Sabrina Wan Mohamad
Honorary Secretary

Reviewed by:

Zainal Mubarik Zainuddin
President