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

MINUTES OF 6TH ANNUAL GENERAL MEETING

DATE: 28th March, 2008

TIME: 04:00 pm – 06:00 pm

VENUE: Lotus Room, Level 2, Swiss Garden Hotel, Kuala Lumpur

PRESENT:

FULL Member

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| 1. Zainal Mubarik Zainuddin | 2. Wan Sabrina Wan Mohamad | 3. Mimala Arasaratnam |
| 4. Lim Geok Tian | 5. Aziz Zainuddin | 6. Daryl Low Yong Leong |
| 7. Ridzwan Hj. Hussain | 8. Abdul Rahman Hashim | 9. Azhar Masadi |
| 10. Noormahani Harun | 11. Bakini Mhd. Nor | 12. Harimah Hamdan |
| 13. Hui Seng Kit | 14. Leong Weng Fei | 15. Marina Yong Poh Nyuk |
| 16. Patsy Chia | 17. Rina Cheong Ronaldin | 18. Thony Badak |
| 19. Zarafina Abdul Rahman | 20. Alfred Manai Luang | 21. Dr. Jalaluddin Dahalan |
| 22. Chan Kah Yin | 23. Soh Song Chaw | 24. Keng Cheng Liew |

29% Attendance of Full Members.

ASSOCIATE Member

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|-------------------------|-------------------|--|
| 1. Ivan Tan | 2. Gurminder Kaur | 3. N.S. Gill (Representing Dr. Chin Teen Teen) |
| 4. Mohd. Azreen Samirin | | |

There were also 5 students from University Teknologi Mara present to observe the proceedings as part of their coursework.

Proceedings:

1. Meeting was called to order by the President, Zainal Mubarik Zainuddin at 04:15 pm as soon as quorum was fulfilled.
2. Zainal welcomed everybody to the 6th MIHA AGM and went through the agenda for the day.
3. The 5th MIHA AGM minutes were presented by Mimala. Marina Yong proposed to accept the minutes and it was seconded by Ridzwan.
4. A report on the running of MIHA since 9th March 2007 until 27th March 2008 was presented by the Honorary Secretary, Mimala Arasaratnam. Details of the report were provided to all attending members in a booklet entitled "MIHA 2007 Annual Report"

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5. A short discussion was held for questions and answers.
 - a. Marina Yong raised a question on when the preparation work for IOHA 2012 organized by MIHA in Malaysia shall begin. Zainal replied that the preparation for IOHA 2012 shall start immediately and requested members to sign up as volunteers.
 6. The Honorary Treasurer, Lim Geok Tian then presented the annual financial report. He reported that MIHA has a balance of RM163,297.19 at the closing of accounts. The financial records were audited by the appointed auditors for the year, Ivan Tan Kean Yok and Patsy Chia and were found to be satisfactory.
 7. Soh Song Chaw proposed to change the term “Sales” to “Income” and “Profit” to “Surplus” as MIHA is a non-profit making organization. GT Lim thanked Soh for his suggestion and will get the report amended accordingly.
 8. Zainal Mubarik introduced the 2007 Committee Members to the attendees and extended his appreciation to all of the committee members for the efforts they have given in 2007.
 9. A motion to dissolve the current Committee was proposed and agreed unanimously by all.
 10. Ivan Tan was proposed and accepted as Election Chairman.
 11. Only full members were given the power to vote for the committee. The attendees also agreed that even members who are not present can be nominated. The proceedings from the Committee Election are stated below.

President

Nomination: Zainal Mubarik Zainuddin

Proposed: Wan Sabrina Wan Mohamad

Seconded: Marina Yong

Thony Badak proposed nomination to be closed and seconded by Noormahani.

Vice President

Nomination: Wan Sabrina Wan Mohamad

Proposed: Marina Yong

Seconded: Chan Kah Yin

Harimah proposed to close the nomination and seconded by Zarafina.

Honorary Secretary

Nomination: Chan Kah Yin

Proposed: Marina Yong

Seconded: Ridzwan Hj. Hussain

Zarafina proposed to close the nomination and seconded by Gurminder.

Honorary Treasurer

Nomination: GT Lim

Proposed: Noormahani

Seconded: Azhar Masadi

Alfred proposed to close the nomination and seconded by Thony.

Ordinary Committee Members

The following full members were nominated as ordinary committee:

- 1) Ridzwan Hj. Hussain : Proposed: Azhar Masadi
Seconded: Alfred Manai Luang
- 2) Zarafina Abdul Rahman : Proposed: Marina Yong
Seconded: Normahani Harun
- 3) Thony Badak : Proposed: Alfred Manai Luang
Seconded: Bakini Mhd. Nor
- 4) Bakini Mhd. Nor : Proposed: Wan Sabrina
Seconded: Chan Kah Yin
- 5) Rina Cheong Ronaldin : Proposed: Daryl Low
Seconded: Mimala
- 6) Noormahani Harun : Proposed: Alfred Manai Luang
Seconded: Thony Badak
- 7) Daryl Low : Proposed: GT Lim
Seconded: Mimala
- 8) Keng Cheng Liew : Proposed: Mimala
Seconded: Marina
- 9) Dr. Jalaluddin : Proposed: Bakini
Seconded: Thony Badak
- 10) Marina Yong : Proposed: GT Lim
Seconded: Alfred Manai Luang
- 11) Norhazlina Mydin : Proposed: Zainal Mubarik
Seconded: Wan Sabrina
- 12) Harimah Hamdan : Proposed: Chan Kah Yin
Seconded: Zarafina Abdul Rahman

Zainal Mubarik proposed nomination closed and was seconded by Noormahani.

All Full Members were given voting paper to submit their vote. Votes were counted by Azizin Zainuddin and witnessed by Ivan Tan.

The following members were elected to be the Ordinary Committee members for 2008 term. Their individual portfolios will be determined in the subsequent committee meeting.

- 1) Ridzwan Hj. Hussain
- 2) Zarafina Abdul Rahman
- 3) Thony Badak
- 4) Bakini Mhd. Nor
- 5) Rina Cheong Ronaldin
- 6) Keng Cheng Liew
- 7) Norhazlina Mydin

12. Election of Auditors were then performed. Zainal Mubarik proposed to retain both the current auditors - Ivan Tan and Patsy Chia. Noormahani seconded the nomination and was agreed by all attendees.
13. No proposals for amendment to the constitution were received.
14. The meeting was then handed back to Zainal Mubarik as the President of MIHA for the 2008 term. Zainal hopes that the new committee will do their best to be the reference point of Industrial Hygiene practitioners and act as the link to the government. MIHA also needs a lot of participation and volunteers for the preparation of IOHA 2012 conference and exhibition.
15. Zainal pointed out that MIHA needs to expand its current membership database and at the same time to also ensure that its existing members renew their membership. It would be the job of the next Committee Member under the portfolio of Promotions to promote MIHA.
16. Zainal also expressed the need for all members to be active in MIHA as it takes all members to get the association moving, not just the Committee Members.
17. The Formation Meeting for Technical Committee for Assessors and Hygiene Technicians commenced as soon as the AGM was adjourned and was chaired by Wan Sabrina.

Meeting adjourned at 6:00 pm

Minutes prepared by:

Chan Kah Yin, Honorary Secretary

Reviewed by:

Zainal Mubarik Zainuddin, President