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

MINUTES OF 8TH ANNUAL GENERAL MEETING

DATE: 16th March, 2010

TIME: 4.20 pm – 6.25 pm

VENUE: Impiana KLCC Hotel, Kuala Lumpur

PRESENT:

FULL Member

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| 1. Zainal Mubarik Zainuddin | 2. Wan Sabrina Wan Mohamad, CIH | 3. Mimala Arasaratnam |
| 4. Lim Geok Tian, CIH | 5. Azizin Zainuddin | 6. Chan Kah Yin |
| 7. Marina Zainal Farid | 8. Yu Mei Huey | 9. Ir. Nimi Ahmad |
| 10. Patsy Chia Peik See | 11. Norhamimi Mohd Yusuf | 12. Daryl Low Yong Leong |
| 13. Keng Cheng Liew | 14. Dr. Jalaluddin Dahalan | 15. Hui Seng Kit |
| 16. Alfred Manai Luang | 17. Zulfikar Said | 18. Noor Mahani Harun |
| 19. Zarafina Abdul Rahman | 20. Harimah Hamdan | 21. Evelyn Kuan |
| 22. Rina Cheong Ronaldin | 23. Norhazlina Mydin | |

Associate Member

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| 1. Kim Kek Seong | 2. Ivan Tan |
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Others:

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| 1. Rahmawati Mohamad | Nor Baiti Haji Hamzah |
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32 % Attendance of Full Members. Quorum required: 22 (Met)

No (0) proxy forms was received for this Annual General Meeting.

Proceedings:

1. Meeting was called to order by the President, Zainal Mubarik Zainuddin at 4:20 pm as soon as the quorum was fulfilled.
2. Zainal welcomed everybody to the 8th MIHA AGM and went through the agenda for the day. He shared with all present on the highlights and development of IH in Malaysia by MIHA in 2009 such as:
 - (a) On-going effort in promotion of IOHA 2012 in Malaysia.
 - (b) Initiated discussion with UiTM on bringing the Master program in Industrial Hygiene using the University of Wollongong, Australia modules.
 - (c) Established strong working relationship with Korean Occupational Safety and Health Agency (KOSHA).

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- (d) Collaborated with British Occupational Safety and Health (BOSH) in bringing IH training modules to Malaysia.
 - (e) DOSH supported MIHA training programmes by sending their officers to MIHA training workshop e.g Indoor Air Quality,
 - (f) Received continuous funding from SOCSO.
3. The 7th MIHA AGM minutes was presented by Chan Kah Yin. Patsy Chia proposed to accept the minutes and it was seconded by Dr. Jalaluddin.
 4. A report on the running of MIHA since 28th March 2009 to 15th March 2010 was presented by the Honorary Secretary, Chan Kah Yin.
 5. Kah Yin updated on the approved 4 out of 5 amendments submitted to Registrar of Society (ROS) in April 2009 as proposed in the 7th AGM in 2009. The application to amend Section 4(3) – “Associate Member.....shall be eligible to attend and vote at all general meetings, however shall not be eligible for election to the Committee Members of MIHA” was rejected by ROS. Based on the feedback from ROS, the Associate Member shall not be eligible to vote in general meetings and shall not be eligible for election to the Committee Members of MIHA.
 6. Details of the annual report were provided to all attending members in a booklet entitled “MIHA 2009 Annual Report”. Azizin highlighted that the annual report shall also include:
 - (a) A short talk provided by Shamini Samuel (CIH) during visit to Malaysia on 25th July 2009 on her active participation as a member of the American Board of Industrial Hygiene in the Role Delineation exercise which determine the coverage for CIH exam starting Fall 2009.
 - (b) Discussion with Roger J. Alesbury, Head of Hygiene Industrial BP plc on IH International General Module in July 2009.
 - (c) To amend 4.2.18 of the 2009 Annual Report: “Development on Control Banding Code Of Practice” to “Development of Simple Chemical Health Risk Assessment Manual”
 7. Norhazlina Mydin proposed to accept the MIHA 2009 Annual Report and it was seconded by Noor Mahani.
 8. The Honorary Treasurer, Lim Geok Tian presented that MIHA has a balance of RM337,680.70 at the closing of accounts prepared by Chew Li Yoong (external book-keeper). 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.
 9. Patsy Chia commented that the “Books for Keep” should be listed as Fixed Assets in the Balance Sheet and to remove details of the salary paid to protect confidentiality of information.

10. GT updated the status of the Feasibility Study on the purchase of MIHA office. A team comprising of GT, Dr. Jalaluddin, Leonard and Patsy Chia was formed to look into the matter. The “Pros” and “Cons” were presented to MIHA committee members and the committee members decided to keep the project on hold until the completion of IOHA 2012 as MIHA should allocate adequate funds for IOHA 2012.
11. Mimala proposed to accept the MIHA 2009 Financial Report and it was seconded by Norhazlina Mydin.
12. Zainal Mubarik introduced the 2009/10 Committee Members to the attendees and extended his appreciation to all of the committee members for the efforts they have given in 2009/10. Wan Sabrina explained that a fresh election for all committee members need to be carried once every 2 years based on MIHA Constitution. Meanwhile, the maximum terms for the post of President, Vice President, Secretary and Treasurer is 3 consecutive terms.
13. A motion to dissolve the current Committee Members was proposed and agreed unanimously by all.
14. Kim Kek Seong was proposed and accepted as Election Chairman.
15. Only full members were given the power to vote for the committee members. The proceedings from the Committee Election are stated below.

President

Nomination: Zainal Mubarik Zainuddin

Proposed: Wan Sabrina Wan Mohamad

Seconded: Patsy

Mimala proposed nomination to be closed and seconded by Noormahani.

Zainal Mubarik Zainuddin was elected as the President.

Vice President

Nomination: Wan Sabrina Wan Mohamad

Proposed: Azizin

Seconded: Dr. Jalaluddin

Nomination: Azizin Zainuddin

Proposed: Norhazlina Mydin

Seconded: Rina Cheong

Chan Kah Yin proposed nomination to be closed and seconded by Marina Zainal.

All Full Members were given voting paper to submit their vote. Votes were counted by Kim Kek Seong (Election Chairman) and witnessed by Rahmawati Mohamad and Nor Baiti. Wan Sabrina received the most number of votes and has been elected as the Vice President.

Honorary Secretary

Nomination: Chan Kah Yin

Proposed: Mimala

Seconded: Daryl Low

Alfred Manai proposed to close the nomination and seconded by Keng Cheng Liew

Chan Kah Yin was elected as the Honorary Secretary.

Honorary Treasurer

Nomination: GT Lim

Proposed: Daryl Low

Seconded: Rina Cheong

Zainal Mubarik proposed to close the nomination and seconded by Evelyn.

GT Lim was elected as the Honorary Treasurer.

Ordinary Committee Members

The following full members were nominated as ordinary committee:

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| 1) Zulfikar Said | : Proposed: Marina Zainal Farid
: Seconded: Rina Cheong |
| 2) Azizin Zainuddin | : Proposed: Zainal Mubarik
: Seconded: Wan Sabrina |
| 3) Norhazlina Mydin | : Proposed: Chan Kah Yin
: Seconded: Daryl Low |
| 4) Ir. Nimi Ahmad | : Proposed: Norhazlina Mydin
: Seconded: Chan Kah Yin |
| 5) Rina Cheong Ronaldin | : Proposed: GT Lim
: Seconded: Alfred Manai Luang |
| 6) Zarafina Abdul Rahman | : Proposed: Ir. Nimi Ahmad
: Seconded: Normahani Harun |
| 7) Mimala Arasaratnam | : Proposed: Zulfikar Said
: Seconded: Keng Cheng Liew |
| 8) Daryl Low | : Proposed: GT Lim
: Seconded: Ir. Nimi Ahmad |
| 9) Alfred Manai Luang | : Proposed: Zulfikar Said
: Seconded: Ir. Nimi Ahmad |


16. Wan Sabrina proposed nomination closed and was seconded by Keng Cheng Liew.

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17. All Full Members were given voting paper to submit their vote. Votes were counted by Kim Kek Seong (Election Chairman) and witnessed by Rahmawati Mohamad and Nor Baiti.

The following members were elected to be the Committee Members for 2010/2011 term. The individual portfolios of the Ordinary Committee Members will be determined in the subsequent committee meeting.

- 1) Zulfikar Said
 - 2) Azizin Zainuddin
 - 3) Norhazlina Mydin
 - 4) Ir. Nimi Ahmad
 - 5) Rina Cheong Ronaldin
 - 6) Zarafina Abdul Rahman
 - 7) Mimala Arasaratnam
18. Election of Auditors were then performed. Lim Geok Tian proposed to retain both the current auditors - Ivan Tan and Patsy Chia and the book keeper. The nomination was agreed unanimously by all.
19. One (1) proposal for amendment to the constitution was raised by Patsy Chia in the interest of continuity of the Office Bearers. She proposed that the President, Honorary Secretary and one internal auditor shall be elected at the AGM at every alternate year. Conversely, the Vice-President, Honorary Treasurer and one internal auditor shall be elected at the following AGM. Election of Ordinary Committee members should also be done alternately for few of the seats instead of all seats open to election. All present expressed that MIHA should further study this proposal and raised an EGM to pass the motion, if needed.

Meeting adjourned at 6.25 pm

Minutes prepared by: 

Chan Kah Yin, Honorary Secretary


Reviewed by:

Zainal Mubarak Zainuddin, President