

MALAYSIAN INDUSTRIAL HYGIENE ASSOCIATION (MIHA)

MINUTES OF FORMATION MEETING

DATE: 6 September, 2002

TIME: 2:30 – 4:45PM

VENUE: Petronas General Meeting Room (#3602)
Tower 1, KL City Center

PRESENT:

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| 1. Shamini C. Samuel
(Selangor) | 2. Sulaiman Kabolani
(Selangor) | 3. Ramlan Ramli (Melaka) |
| 4. Ivan Tan Kean Yok
(Selangor) | 5. Lim Geok Tian
(Selangor) | 6. Thirumila
Muthukamaru (Pahang) |
| 7. Marina Zainal Farid
(Terengganu) | 8. Rina C Ronaldin
(Wilayah) | 9. Zainal Mubarik
Zainuddin (Wilayah) |
| 10. Keng Cheng Liew
(Wilayah) | 11. Chandran Sukumaran
(Negeri Sembilan) | 12. Thony Anak Badak
(Sarawak) |
| 13. Loy Kwee Keow
(Selangor) | 14. Azizin bin Zainudin
(Wilayah) | 15. Nick Yin (Wilayah) |
| 16. Wan Sabrina Wan
Mohamad (Selangor) | | |

1.0 Welcome Address

Mr. Azizin Zainudin (host) welcomed all attendees to Petronas Tower 1 and to MIHA Formation Meeting. Addressed on emergency procedures.

2.0 Introduction

Meeting was called to order by Chairman, Mr. Zainal Mubarik Zainuddin at 2:40pm. Zainal gave brief introduction to MIHA's formation initiatives. All attendees introduced themselves.

3.0 Association's Name

Zainal Mubarik proposed the name "Malaysian Industrial Hygiene Association" or "MIHA". This association has fulfilled the requirement of having at least seven states representatives in the formation meeting to use the word "Malaysia" as part of association's name. All attendees agreed to the proposed name.

4.0 Association's Correspondence Address

Sabrina proposed her home address as mailing address for correspondence relating to the Association until a permanent address could be identified. All attendees agreed to the proposal.

5.0 Protem Committee Election

The names listed below had been nominated and elected to sit in the Protem Committee of MIHA:

President: Fadzil Osman

Vice President: Zainal Mubarik Zainuddin

Honorary Secretary: Wan Sabrina Wan Mohamad

Honorary Treasurer: Lim Geok Tian

Executive Members: Keng Cheng Liew
Azizin Hj Zainudin
Shamini C. Samuel
Nik Uzaini Nik Hussain
Tuan Haji Anuar Mokhtar

6.0 Review of Proposed MIHA's Constitution

Section 1.0 Name - The name of Malaysian Industrial Hygiene Association or in short MIHA is agreed anonymously by all attendees. Proposed by Zainal Mubarik
Seconded by Wan Sabrina

Section 2.0 Place of Meeting - Wan Sabrina proposed to use her house address as correspondence address until a permanent address could be identified. This motion was seconded by Zainal Mubarik

Section 3.0 Objectives

Marina corrected grammar mistakes.

Nick Yin commented that the objectives are consistent with other countries' Industrial Hygiene Associations.

Proposed by GT Lim. Shamini seconded.

Section 4.0 Membership

Nick Yin commented that in AIHA, there is another membership categories for those who are not working as Industrial Hygienist at work but are closely associated with Industrial Hygiene activities, example given are sales people or consultant. This category is called "Affiliate Member"

Zainal Mubarik and Keng Cheng Liew informed that this category of professionals will be categorised as Associate Member who would be able to vote but do not eligible to sit in the Board of Directors.

Marina commented that on Section 4 (3) -Full Member on whether the 3 years of experience is a must or not. If it is a must then there must be the conjugate "and" between qualification and experience. A ballot was taken on either to use "and" or "or". 100% voted "and". Thus Section 4(3) was amended to include conjugate "and" at it's first sentence.

Sabrina proposed acceptance for this section. Seconded by Nick Yin

Section 5.0 Membership Subscription

No changes proposed. Shamini proposed acceptance for this section. Seconded by Thony

Section 6.0 Membership Termination and Reinstatement

No changes proposed. Ramlan proposed for acceptance for this section. Seconded by Azizin

Section 7.0 General Meetings

Shamini corrected grammar mistakes.

Changes were made at Section 7(4) to include the number of members required to request for Extraordinary General Meeting

Thony then proposed acceptance for this section which is seconded by Sulaiman.

- Section 8.0 Board of Directors and Administration
- Section 9.0 Duties of Board of Directors
- Section 10.0 Financial Provisions
- Section 11.0 Trustees
- Section 12.0 Advisors/Patrons
- Section 13.0 Constitution Amendment
- Section 14.0 Dissolution

All of the above section were read through with no changes. Sabrina proposed for acceptance and seconded by Shamini

7.0 Other Matters

Nick Yin requested permission to publish this historic formation in the AIHA's Synergist. All attended welcomed the idea.

Shamini requested permission to publish this formation in Moduspec Newsletter which were welcomed by all and Azizin suggested to name Shamini's portfolio as Promotions Executive.

Keng Cheng Liew informed all the website for MIHA has been established. The url link is <http://www.geocities.com/msiaiha>

Meeting Adjourned at 4:45pm

Prepared by:

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Wan Sabrina Wan Mohamad
Protem – Honorary Secretary

Reviewed by:

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Name: Fadzil Osman
Presiden