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<p style="text-align: center;"><b>MINUTES OF THE 26th MANAGEMENT COMMITTEE MEETING OF MALAYSIA PALLET ASSOCIATION</b></p>
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Date : 22 Nov 2019 (Friday)  
Time : 3pm to 6pm  
Venue : Ixora Hotel, Jalan Prai Jaya, Butterworth, Penang.  
Chairman : Richard Tan Swee Heng  
Delegates : As in Attendance List (Annex 1)

**1) Speech by President**

1.1 President Richard Tan welcomed all delegated to the 26th Management Committee Meeting. He thanks to all the committee and members on their commitment for being present in this meeting.

**2) Confirmation Minute of 25th Committee Management Meeting**

2.1 Proposed by Richard Tan and was seconded by Mr Allan.

**3) Financial statement updates by Treasurer, Mr Vincent Boo**

3.1 Vincent has briefed the team Income and Expenditure Statement for the month of Oct 2019.

3.2 For the last Bi-Annual Dinner in Ipoh, MPA has sponsored RM15863.95 instead of agreed amount RM18000.00.

3.3 Please refer to attached Financial Statement for more information.

#### **4) Feedback on K-Pop Biannual Dinner in Ipoh, 19/10/19**

- 4.1 Positive feedback from members and participants, improve bonding and relationship among members.
- 4.2 Feedback on planning, member's responses towards request and confirmation on table. All should support the event in the future.
- 4.3 Next venue for Bi-Annual Dinner- Batu Pahat, Johor. OC- Kent from KJH.

#### **5) MPA T-Shirt**

- 5.1 Agreed the next MPA T-Shirt will be distributed by the region ( North, Centre and South )
- 5.2 Agreed the design to be a Business Shirt with smaller MPA logo.
- 5.3 PIC - Mr Vincent Ooi with assistance from Mr Allan Lim and Mr Cheah Poh Leong.

#### **6) Activities for the year of 2020 for MPA**

- 6.1 Lay Peng has suggested Committee to review and to look into MPA's Vision and Mission, as well as MPA Structure and the Core Value of MPA. This is to prepare MPA to enter the next level of status under MTC.
- 6.2 Vincent Ooi suggested to arrange with DOA on Heat Treatment Information Roadshow across Malaysia by different region. Razeef to Lead on this program.
- 6.3 Suggested to arrange factory visit to supplier's plant such as Madura Fasterner ( Coinnail ) etc in 2020.
- 6.4 Loong to continue explore with government agencies such as MTIC, DOA, Forest Department, MOE for related activities for MPA members.
- 6.5 To form a Special Committee, lead by Interim Chairman, Saw with member of 6 below: Richard, John Lim, Nicholas Cheah, Ng, Lay Peng, Loong.
  - Objective: MPA to be recognized under MTC
  - Richard need to follow up with Adviser, Dato Andrew on FFM engagement, together with MPA; to explore further on MPA influence to be recognized under MTC Project.
- 6.6 Next 27<sup>th</sup> MCM Meeting, agreed to be held at Batu Pahat, Johor on 21 Feb 2020. Loong to follow up with Kent.

#### **7) Other Matters**

- 7.1 Presentation from Mr Tay Kok Aun, Vice President, Strategic Business Development Division, Alliance Bank.

#### **8) Adjournment**

- 10.1) The meeting adjourned at 6.00 PM.

Chairman  
Richard Tan Swee Heng

**MALAYSIA PALLET ASSOCIATION 26th MANAGEMENT  
COMMITTEE MEETING ATTENDANCE LIST**

NO	REPRESENTATIVES NAME	NAME OF COMPANY
1	Haji Mustaffa	Champform Sdn Bhd
2	Vincent Ooi	Vintage Pack Sdn Bhd
3	Koay Chen Hao	Popular Pack Sdn Bhd
4	Nicholas Cheah	Sheng Trading
5	Ooi Lay Pheng	Berjayapak Sdn Bhd
6	Cheah Poh Leong	Song and Huat Wood Products
7	Karen Kwan	See Hau Global Sdn Bhd
8	John Lim	Lim Ket Ling Timber Sdn Bhd
9	Allan Lim	Kaizen Transpack Sdn Bhd
10	Vincent Boo	Palbox Industrial Supply Sdn Bhd
11	Saw Eng Thai	Sim Lee Sawmill Sdn Bhd
12	Richard Tan Swee Heng	Finopeous Packaging Industries Sdn Bhd
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