



**GREEN PRODUCTIVITY ASSOCIATION MALAYSIA**  
**Persatuan Produktiviti Hijau Malaysia**  
(Registration No.: 955)

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**ANNUAL GENERAL MEETING**  
**MINUTES OF MEETING**

Date : 24<sup>th</sup> May 2014 (Saturday)  
Venue : Poolside, Royal Lake Club, Jalan Cenderamulia, 50480 Kuala Lumpur  
Time : 6.45 pm

Attendance: As attached

1. President's Address

- 1.1 The President welcomed everyone for taking time off to be present at this Annual General Meeting (AGM) of the Green Productivity Association Malaysia. The President noted that even though the Association had tried to recruit new members but due to the lack of membership drive activities, this effort has not been encouraging.
- 1.2 The President encourages the members to suggest activities such as academic papers and reports, study tours in collaboration with other NGOs, consultancy, training and fund raising to promote the Association.

2. Confirmation of Minutes of AGM

- 2.1 Minutes of the last Annual General Meeting of the Association which was held on 27 April 2013 was approved by all members present with amendment to item 4.2 by adding in the sentence at the end of 4.2 as "The 3 members are Chin Miew Lim, Lim Tuan Chee and Dr. Mohd Zin bin Mohamed".

3. Annual Report by the Secretary General

The meeting took note of the Secretary General's Annual Report for the year under review as follows:

3.1 Membership

One new member, Vigneswaran a/l Appadu @ Applasamy, joined the Association during the period under review and as of 31 December 2013, the membership stands at 23.

3.2 Website

The hosting fee for the website for year 2013 was RM200-00.

The hyperlink to the Association's web-page is [www.gpam.org.my](http://www.gpam.org.my). There is a need to update the information in the website. Suggestions on this subject are welcomed. Members are also encouraged to place advertisements on the web page. The President will get someone to update the website.

### 3.3 IGEM

The International Greentech & Eco Products Exhibition and Conference Malaysia (IGEM2013) was held from 10-13 October 2013 at the Kuala Lumpur Convention Centre (KLCC). GPAM was a supporting organization for this event. For 2014, GPAM will again support IGEM2014, which enters into its fifth year. It will be held at the KLCC from 16-19 October 2014. Members are encouraged to participate in the coming IGEM2013 exhibition or to attend GES the conference or pay a visit during event. More information can be obtained from [www.igem.com.my](http://www.igem.com.my).

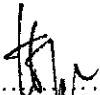
### 4. Financial Report

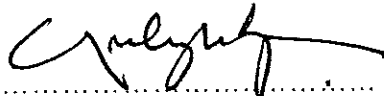
- 4.1 The treasurer tabled the Financial Report and together with the Internal Auditors' Report for the Association for the year ending 31 December 2013, with a balance of RM5754.14, inclusive of RM530.00 which is arrears from membership fees. Both the Financial Report and Internal Auditors' Report was unanimously approved and accepted by the Meeting.
- 4.2 The meeting also agreed that 2 of the members be removed from the membership list. Mr. Mohammad Fauzi b. Sawoul Hameed has expressed his intention to resign and Mr. Sundaran a/l Annamalai's membership fees has been outstanding for more than 5 years. Letters had been sent to Mr. Sundaran with no response received so far.
- 4.3 The meeting noted that currently the Association's only bank account is at the RHB Bank, PJ Branch (Account Number 21219800011624). The signatories of the account are the President, Deputy President, Treasurer and the Secretary General. Consistent with the result of the last Annual General Meeting (AGM 2013) where new Principal Officer Bearers were elected, the meeting agreed that actions must be taken to change the signatories. The signatories involve the current President of the Association: Lee Kiyau Loo, Secretary General: Lim Peng Peng, and Dr. Kuppusamy Singaravelloo, as the Treasurer. The meeting agreed that the following actions are required:
- The signatories of the Association should be updated; and
  - The Association's cheques shall be signed by the President and the Treasurer or the Secretary General.
- 4.4 The meeting agreed that all outstanding invoices, including the web hosting fees should be settled.

### 5. Other matters

- 5.1 It is proposed that a collaborative training program on Occupational Safety and Health (OSHA) and Green Productivity be organized between GPAM, University Malaya Centre for Continuing Education (UMCCEd) and OSHE Engineering (M) Sdn. Bhd.
- 5.2 The EXCO need to meet more regularly to discuss and organise activities for the Association.

The meeting was adjourned at 8.00pm with a vote of thanks to the Chair.

  
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Lim Peng Peng  
Secretary General

  
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Lee Kiyau Loo  
President