



MINUTES OF THE 20TH ANNUAL GENERAL MEETING OF THE SOCIETY OF LOSS PREVENTION IN THE PROCESS INDUSTRIES

HELD ON TUESDAY, 28 JUNE 2011 AT 6.30PM AT SINGAPORE POLYTECHNIC GRADUATES' GUILD, CARNATION ROOM.

1. Commencement of AGM and confirmation of Minutes of 19th AGM

The meeting was declared open by President, Mr. Tay Cheng Pheng, when a sufficient number of attendees to form a quorum were present. See the attendance list.

Mr Tay extended a warm welcome to all attendees. He apologised on behalf of the executive committee members who are unable to attend due to their work commitments. He thanked the members for their continued support.

1.1 The Minutes of the 19th AGM was read and confirmed without amendment.

Proposer: Chai Wee Thong

Seconder: Ngiam Bo Han

2. Annual Report for the Year Ended 31 March 2011

2.1 Activities

The President noted that the Annual Report had already been circulated. He highlighted the Society's main events for the year. They included Technical Talks, Corporate Best Practice Sharing and Training courses.

He thanked the executive committee members for their hard work and sacrifices for the benefit of SLP.

2.2 Subcommittees

Mr Tay reported that a SLP Strategic Road Map for 5-year plan had been established. Executive Committees members were divided into three Subcommittees to spearhead program planning, organising events and activities in line with SLP 's vision and mission as follows:

Vision : To be the leading Society for Loss prevention in the Process Industries in the region.

Mission: To advance Loss Prevention by sharing knowledge, experiences and lessons learned through training, engagement, networking and collaboration.

1. Networking and Collaboration (Headed by Mr. Teng Chong Seng)	2. Technical Programs and Activities (Headed by Mr. Ivan Sin)	3. Communication and Publicity (Headed by Prof. Reginald Tan)
1. Membership Outreach and Networking 2. Collaboration 3. Stakeholder Engagement	1. Training and Education 2. Process Safety Forum 3. Best Practices	1. National / International Representation 2. Lessons Learned 3. SLP Website and e-Newsletter

The President strongly urged interested members to step forward and serve in various SLP sub-committees. Mr. Ngiam Tong Yuen added that SLP welcomed representatives from corporate members and individual members to collaborate with SLP and/or join in our sub-committees. They could contribute new ideas and lead new initiatives.

Mr. Tay extended special thanks to Mr. Sam Tsen for his great effort in upgrading the web-hosting server and updating our website contents. He urged members to visit the website and provide feedback.

2.3 Membership

Mr Tay reported that the membership status as at 31 March 2011 was :

- 4 Honorary Fellows
- 22 Corporate Members
- 40 Ordinary Members
- 2 Absent members
- 1 Associate Member

He encouraged Companies to join as Corporate members and support the mission of SLP in promoting and enhancing loss prevention in the process industries.

Mr Tay urged members to continue encouraging their friends or colleagues who were interested in Loss Prevention to join SLP.

2.4 Newsletter

Mr Tay thanked Mr. Ngiam Tong Yuen and Mr. Anthony Neo for their dedication in the publication of Newsletter and “SLP Update”. He welcomed all members who have interesting and relevant articles to contribute to our SLP Update.

2.5 Financial Report

The financial report had been audited and approved by our Honorary Auditors. The President reported that the current asset as at 31 March 2011 was

\$152,659.93. The surplus was mainly generated from training courses. He added that SLP had commenced using the funds to promote Loss Prevention Excellence since 2010. This took the form of a Book Prize for the best Chemical Engineering diploma graduate in Loss Prevention at Temasek Polytechnic. SLP would be expanding this award to other polytechnics.

As for our investment, Mr. Ngiam Tong Yuen reported that our net dividend for 2010/2011 gave us a return of 5.1% based on our original investment. DBS Bank has recalled the 140 units of DBS6.0% NCPS last month. SLP would keep the 100 units of OCBC.5% NCPS and 200 units of CapitaCommercial Trust.

Mr. Tay also assured members that SLP had decided not to make new investments.

2.6 Representations in External Committees

The Presidents reported that executive committee members had continued to serve in SPRING Singapore's committees and the WSH Council. Other executive committee members had or were serving in various committees in their personal capacities.

At this point, a question was raised by Mr. Chai Wee Thong. He enquired about the meaning of "executive committee members served in various committees in their personal capacities". He suggested that these executive committee members should represent SLP when serving in committees instead of being in their personal capacities. This would enhance the image of SLP.

Mr. Ngiam Tong Yuen clarified that the executive committee members were normally nominated by SLP to serve in external committees. In one case, the member concerned, Prof Reginald Tan, was originally nominated by SLP. Later, however, SPRING appointed him the Chair of the committee in his personal capacity. It should also be noted that SPRING and other bodies have the right to appoint members to their committees in their personal capacities.

Mr. Ngiam encouraged members to register their interest and willingness to serve in external committee with SLP's Secretariat. Being members of external committees was not reserved for SLP executive members.

2.7 Moving Forward

The President stressed that SLP needed strong support from members to achieve the objective of making SLP a better known professional society to the public and to collaborate with relevant EHS regulatory agencies.

3. Adoption of the Annual Report

The Annual Report was adopted.

Proposer: Jacob Soh

Secunder: Stephen Phong

4. Adoption of the Treasurer's Annual Report

The Treasurer's Report was duly adopted.

Proposer : Anthony Neo
Secunder : Chai Wee Thong

A vote of thanks was given to the Auditors Mr. Ngiam Bo Han and Mr Dai V. Nguyen as well as Honorary Treasurer Mr. Ivan Sin for 2010/2011.

4. Election of Honorary Treasurer 2011/2012

4.1 The President announced that, Mr. Anthony Neo was nominated for the position of Honorary Treasurer for the term 2011/2012. Since there was no other candidate, Mr. Anthony Neo was unanimously elected as Honorary Treasurer for 2011/2012.

4.2 Election of Two Honorary Auditors for 2011/2012

Two members were proposed for the position of Honorary Auditors and were duly elected:

Nominee	Proposer	Secunder
Jaggi K Ramesh	Ngiam Bo Han	Harry Ho
Chai Wee Thong	Edwin Yap	Jacob Soh

5. Vote of thanks to Ms Penny Pan

A vote of thanks was given to Ms Penny Pan for her secretariat services in the past year.

6. There being no other business the President thanked the members for their support and declared the meeting closed at 7.45 pm. Members were then invited to dinner.

Minutes recorded by Penny Pan
Reviewed by Ngiam Tong Yuen

**20TH AGM ON 28 JUNE 2011
ATTENDANCE LIST**

1. Tay Cheng Pheng
2. Ngiam Tong Yuen
3. Jacob Soh Chong Seng
4. Anthony Neo
5. Chai Wee Thong
6. Gregory Poi Jun Khaw

7. Ong See Hee
8. Ngiam Bo Han
9. Edwin Yap
10. Stephen Phong
11. Harry Ho
12. Ngian Kian Fah
13. Han Wee Guan
14. Jaggi K Ramesh
15. Sunny Liew