



MINUTES OF THE 15TH ANNUAL GENERAL MEETING OF THE SOCIETY OF LOSS PREVENTION IN THE OIL, CHEMICAL AND PROCESS INDUSTRIES (SINGAPORE)

HELD ON THURSDAY, 22 JUNE 2006, AT 6.50 PM AT JURONG COUNTRY CLUB, BAN HENG RESTAURANT (PRIVATE ROOM)

1) Commencement of AGM and Minutes of 14th AGM

- 1.1 SLP President Richard Gillis called the meeting to order at 6.50 pm. The total number of members present was 21.
- 1.2 The Minutes of the 14th AGM were confirmed without amendment.

Proposer: Jacob Soh
Secunder: Sam Tsen

2) Annual Report for the Year Ended 31 March 2006

The President highlighted the Society's main events of the year.

- (i) Executive Committee Membership
The membership of the Committee was expanded in 2005/2006 with Gregory Poi and Teng Choon Seng being co-opted.

In accordance with the provision in the constitution, the term of the present Executive Committee would expire at this AGM. There would be an election of a new executive committee for a 2-year term, with the exception of the Honorary Treasurer whose term is one year.

- (ii) Technical Talks
 - (a) Bioremediation of oil contaminated soil and sludge by Mr. Gregory Poi on 25/5/05.
 - (b) Cyberterrorism was presented by Mr. Michael Chua on 22/6/05.
 - (c) Corporate Security Awareness by Mr. Royston Tan on 26/10/05.
 - (d) Dust Explosion Protection was presented by Mr. Felipe Ong and Mr. Toh Thaim Boon on 15/2/06.
- (iii) Courses, Conferences and Plant Visits
 - (a) SLP had a plant visit to GlaxoSmithKline arranged by Mr. Alan Loh

- (b) SLP conducted 2 JSA courses due to the demand. Mr. John Lockwood was the instructor.
- (c) SLP conducted a 2 day course with the IES on Emergency Preparedness Planning. Three members of SLP spoke at the course
- (d) SLP conducted a conference and workshops with the theme "New Initiatives in Loss Prevention".

(iv) **Members' Night and Dinner on 16th April 2005**
 The function was well supported and it was an enjoyable occasion with a Western theme. 47 members with spouse/partners joined in the celebration. Following SLP tradition, we had a very enjoyable talk on "How to Write a Will" by Professor Catherine Tay Swee Kian from the Law Department at NUS.

(v) **Financial Report**
 There was a small surplus in 2005/6 due mainly to the success of our training courses. The President highlighted the trend in continuing professional education in our SHE area. Thus the Society would be planning a number of courses and seminars. Members were encouraged to suggest suitable subjects and identify speakers or instructors for these.

Our investments continued to do well.
 For details, please see the Statement of Accounts.

(vi) **Membership**

During the past 12 months, our membership's strength had remained relatively stable. Although we had a good number of new members, we also had some resignations. For corporate members, there was no change as we gained one and lost one. For individual members, we lost members due to various reasons. The net result was that we had an increase of four Ordinary members. The current membership's strength is as follows:

Type of Membership	Number
Honorary Fellow	3
Corporate Member	25
Ordinary Member	48
Absent Member	2
Associate Member	2

(vii) **Newsletter**
 SLP published four issues of the Newsletter over the last year.

(viii) Secretariat

Our service provider, Lylian Law, would resign with effect from this AGM. The President thanked Lylian for the work she had done for the Society and wished her well. Albert Ong had been appointed to provide Secretariat services. As a result of this change our mailing address had to be changed.

(Note the address is now:

Society of Loss Prevention (Spore),
32 Maxwell Road #03-07 Singapore 069115)

ix) Other Activities

SLPmembers would continue to serve on SPRING Singapore's committees such as the Management Systems Standards Committee, General Engineering and Safety Standards Committee, the Chemical Committee and various other Technical Committees.

3) Adoption of the Annual Report

The Annual Report was adopted.

Proposer: Fong Mun Seong
Secunder: Lam Kit Wing

4) Statement of Accounts for the Financial Year Ended 31 March 2006

The Honorary Treasurer, Sam Tsen, presented the Statement of Accounts and explained the Summary of Income & Expenditure. There was a small surplus of \$2,295.98 . This had arisen from the training courses that we held during the year. Subscriptions from members were not sufficient to run the society.

During 2004/2005, the Executive Committee invested approximately \$50,000 to increase the returns on our accumulated funds. No new investment was purchased in 2005/6. Our conservative approach – to earn a reasonable return and to preserve our capital – continued to serve us well. We received a dividend return of about 5% per year and also saw an increase in the paper capital gain. The investments are shown below:

- a) 140 units of DBS 6 % NCPS
- b) 100 units of OCBC 4.5 % NCPS
- c) 7000 units of Ascendas Real Estate Investment Trust
- d) 7000 units of CapitaMall Real Estate Investment Trust
- e) 4200 units of CaptaCommercial Real Estate Investment Trust

Several questions were asked regarding these investments. Andy Choi asked if the the investments could be sold quickly if SLP needed the money. The Hon. Secretary, Ngiam Tong Yuen, replied that these investments could be sold any market day on the stock market and the money realised in 3 days.

Michael Yan asked about the risk level. The answer was that our investments were low risk instruments and did not fluctuate much. We monitored the prices every quarter.

Jacob Soh asked whether the investments should be sold straightaway. The answer was that we had no plans to sell in the near future because we were long term investors.

Michael Yam asked how the Society was doing on income for 2005/6. The answer was that SLP did quite well in 2005/6. There was a sum of over \$ 6000 that was not recorded in the 2005/6 financial year because we had not received our share of the surplus from the Emergency Response Planning course by the financial year end on March 31, 2006.

5) Adoption of the Treasurer's Annual Report

The Treasurer's report was adopted.

Proposer : Dennis Tay
Secunder : Praveen Arora

6) Executive Committee for 2006/2008

The President announced that a new Executive Committee had to be elected at this meeting. The position were: President, Vice-President, Honorary Secretary, Honorary. Treasurer and 6 Committee Members. All office bearers would serve a 2-year term except for the Honorary. Treasurer who would be annually elected.

He announced that there were single candidates for President, Vice President, Hon. Secretary and Hon. Treasurer. These candidates would be returned unopposed.

Post	Nominee	Proposer	Secunder
President	Ong See Hee	Richard Gillis	Ngiam Tong Yuen
Vice-President	Tay Cheng Pheng	Teng Chong Seng	Fong Mun Seong
Hon Secretary	Ngiam Tong Yuen	Richard Gillis	Michael Yam
Hon Treasurer (1)	Teng Chong Seng	Richard Gillis	Ngiam Tong Yuen

Note: The Hon. Treasurer would serve for only one year ie. 2006/7.

Since there were more candidates than positions for Committee Members, voting was needed. Richard and Tong Yuen were appointed the official counters. The successful candidates were:

Nominee	Proposer	Secunder
Reginald Tan	Lam Kit Wing	Richard Gillis
Praveen Arora	Ngiam Tong Yuen	CS Teng
Lam Kit Wing	Jacob Soh	Fong Mun Seong
Soh C S Jacob	Fong Mun Seong	Lam Kit Wing
Sam Tsen	Richard Gillis	Ngiam Tong Yuen
Dennis Tay	Richard Gillis	Ngiam Tong Yuen

7) Election of Two Honorary Auditors for 2006/2007

Two members were proposed for the position of Honorary Auditors and were duly appointed. ∴

Nominee	Proposer	Secunder
Michael Yam	Ong See Hee	Teng Chong Seng
Ngiam Boh Han	Ngiam Tong Yuen	Tay Cheng Pheng

A vote of thanks was given to the previous Auditors Jason Oh and Naidu S Dhadi and Honorary Treasurer Sam Tsen for 2005/ 2006..

8) SLP Award for Andy Choi

This was the first time that this award had been given. (Members who wish to see the criteria may check with the Secretariat.) The important point to note here was that this Award was established to recognise more members. Prior to this, the only way to recognise members and other persons was to confer upon them the Honorary Fellowship, which necessarily was kept to a small number.

The out going President, Richard Gillis, in making the award, noted that Andy had more than met the criteria.

Andy on his part thanked the Executive Committee and said that he felt very honored. He had enjoyed his time on the committee. He recommended the younger members to take a more active role in SLP and to welcome opportunities to serve.

9) Any other business

There being no other business, the outgoing President, Richard Gillis, thanked the members for their support and declared the meeting closed at 7.20 pm. Members were then invited to dinner.

Minutes recorded by Albert Ong
Reviewed by Ngiam Tong Yuen

**15TH AGM ON 22 JUNE 2006
ATTENDANCE LIST**

- 1 Richard Gillis
- 2 Fong Mun Seong
- 3 Ngiam Bo Han
- 4 Ong See Hee
- 5 Tay Cheng Pheng
- 6 Tsen King Foh, Sam
- 7 Yan Kin Tuck, Michael
- 8 Jasob Soh
- 9 Ngaim Tong Yuen
- 10 Lylian Law (Associate Member)
- 11 Teng Chong Seng
- 12 Lam Kit Wing
- 13 Dennis Tay
- 14 Praveen Arora
- 15 Toh Thiam Boon
- 16 Chai Wee Thong
- 17 Lim Boon Khoon
- 18 Tan Teck Bee
- 19 Andy Choi
- 20 Reginald Tan Beng Hee
- 21 Leong Weng Fei