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**Minutes
 for the IPAF HK Members
 of the International Powered Access
 Federation via Microsoft Team
 on 16th November 2022 at 2:00p.m.**

Company Registration & Tax Invoice GST Reg No. : 201027474E

1	Raymond Wat (RW)	IPAF
2	Ken Tsang	Modern (International) Access & Scaffolding Ltd
3	Nice	Shing Fung Engineering & Equipment Ltd
4	Tony Small	Gammon Construction Ltd
5	Peter Lam	Safety Professional Associate Member
6	Stefano Scapin	COBO
7	Ed	Shing Fung Engineering & Equipment Ltd
8	Amanda Tan (AT)	IPAF
9	Rhea Ong (RO)	IPAF

This meeting will be conducted in accordance to the IPAF Corporate Compliance Policy and relevant competition and antitrust laws. There will be no discussion of any information which is commercially sensitive or confidential. By signing the attendance sheet at the start of the meeting, each attendee will be agreeing to abide by the Policy.

1. Opening Stand

Chairman Tony Small welcomes everyone to the meeting.

2. Matters discussed

- i. IPAF Asia Conference 2023
- ii. IPAF HK Council/Workgroup Formation
- iii. Activities Plan for 2023
- iv. Introduction of new members
- v. Any other matters

3. IPAF Asia Conference 2023

The IPAF Asia Conference 2023 possible locations are Bangkok, Thailand or Ho Chi Minh, Vietnam. Members are encouraged to complete the survey to help IPAF decide on the possible venue for the Asia Conference 2023.

Link to survey: <https://forms.gle/FKriP9xTiVPYQk7v7>

4. IPAF HK Council/Workgroup Formation

Members discussed if the council should be continued, or a workgroup can be formed instead. IPAF noted that for some time, the council meetings do not have good turnout which may be due to the timing, or the members perceived that the council does not serve the stakeholders in this industry.

Members can decide if they want to continue with the council or explore other alternatives by completing the form below.

Vote here: <https://forms.office.com/r/nEnbQcf5Ph>

5. Activities Plan 2023

This discussion will be put on hold until a decision has been made on the council or workgroup formation.

6. Introduction of new members

IPAF introduced 2 new members in this meeting. The first member introduced was Stefano from COBO group. COBO is a world leader in the design, manufacture and supply of global solutions and integrated systems for the "mobile machinery" market.

IPAF also introduced a new Safety Professional member, Peter Lam who provides safety consulting and training regarding occupational safety and health as well as for powered access safety.

7. Any other matters

Ed and Nice raised questions on the formation of the workgroup. IPAF clarified that should members require a council to be formed, it can be formed any time. Similar to the current council, the workgroup may hold meetings when required and can host events, webinars or other activities should the need arise.

Ken agreed that the workgroup may be a good decision at this moment as Hong Kong does not have enough members to represent different stakeholders in the powered access industry as required by a council to run successfully.

Stefano expressed his intent to have more collaborations with HK members to further promote the safety in this industry whether it is via a workgroup or a council.

8. Next Meetings:

Proposed next meeting date is pending to be confirmed.