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Minutes

for the **Singapore IPAF Council eMeeting**
of the International Powered Access Federation
held via Microsoft Team,
on **12th October 2022 at 3:00 p.m**

Meeting Convener: Raymond Wat (IPAF)

1	Shawn Ong	Galmon (S) Pte Ltd
2	Klein Phua	Modern (S) Access & Equipment Pte. Ltd
3	Andrew Tan	JP Nelson Access Equipment Pte Ltd
4	Ben Chong	Global Training Services Pte Ltd
5	Hansen Ng	BS Technology Pte Ltd
6	Bryant Ee	Omni Machinery Pte Ltd
7	Ng Teck Kheng	Aver Asia (S) Pte Ltd
8	Raymond Wat	IPAF
9	Rhea Ong	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. Absent with apologies

Darren Phua (of Haulotte Singapore Pte Ltd)

2. Welcome by Chairman

Chairman Shawn welcomed everyone to the call and thanked all for attending.

3. Matters Raised

The meeting was held to discuss the following matters:

- i. IPAF SEA Newsletter
- ii. Seminar/Webinar 2022
- iii. In-person gathering for IPAF Singapore Members
- iv. To create a list for not recommended clients

4. IPAF SEA Newsletter

The second issue has been published last month in September.

Link here: <https://wshasia.com/e-magazine-mobile/2022-09/#p=48>

After the December issue, Shawn suggested to send a Feedback form to everyone in Asia to know their response on this quarterly IPAF publication.

5. **IPAF Seminar/Webinar for 2022**

IPAF is hosting a HK webinar this Friday, 14th October which includes a presentation on IPAF's Ecosystem on the Safe Use of MEWPs with 18 elements. This ecosystem is published on our website <https://www.ipaf.org/asiaconlive>. We have also included additional resources and information on each element to provide more information.

Suggested agenda for IPAF Singapore's Webinar:

- i. Ecosystem on Safe Use of MEWPs – 20 mins presented by IPAF
- ii. New electronic safety features on MEWPs – 20 mins presented by Bryant Ee
- iii. Q & A session – 20 mins

Duration of Webinar: 1 hour

Proposed time: 4pm – 5pm

Proposed dates for Webinars: 11th, 18th or 25th November 2022

This webinar will be held in conjunction with the in-person gathering.

6. **In-Person Gathering**

This in-person gathering is suggested by Vincent Koay from Manitou in the Whatsapp group. Council members Shawn and Klein agreed that having this gathering once a year will suffice. An annual Year End gathering will be the best option and if needed, members can hold another gathering within the next 6 months.

After further discussion, all council members agreed to have this gathering in conjunction with the upcoming webinar in November. IPAF will host the webinar online for 1 hour, followed by the gathering.

Ng Teck Kheng may be able to reserve Aver Asia's Level 4 office for the venue of this webinar/gathering. All members agree that the Food & Beverages costs will be split amongst all members.

[ACTION] Ng Teck Kheng to provide confirmation on the proposed venue.

7. **To create a list for not recommended clients**

This is suggested by Bryant who has encountered contractors who are poor paymasters. This list may have justification from a reputable organisation which determines the credit scores of the clients.

Shawn and Klein mentioned that this may have other implications on IPAF as it is IPAF's policy to not discuss commercially sensitive matters. After taking all these into consideration, IPAF will not be moving forward with this list.

8. **Any other matters**

Chairman Shawn close this meeting by encouraging everyone to attend the IPAF Summit 2023 based in Berlin, Germany.

9. Next meeting

Our next council meeting has not been scheduled.
