



24th Occupational Environmental Health Society (OEHS) Annual General Meeting Minutes
held at Grandstand @ The Nest Block Enabling Village 20 Lengkok Bahru Singapore 159053
on Saturday 31st Aug 2024 at 10.00am
UEN: T00SS0051G

Present:

President	Dr. Lee Lay Tin
Vice-President	Mr Ang Boon Tian
Hon. Secretary	Mr Saurabh Saini
Hon. Treasurer	Mr Zephan Chan
Committee Member	Er Veronica Chow
Committee Member	Ms Kam Wai Kuen
Committee Member	Mr Lim Dwee Wee
Committee Member	Er Chong Lee Mei
Hon. Auditor	Mr Tan Kia Tang

1.0 Commencement of Meeting

The meeting commenced at 10:00 a.m. with 9 members present. The minimum quorum, as required in the Constitution, of 25% of the total voting membership of 34 was met. The President, Dr Lee Lay Tin, welcomed all members to the meeting with her President's address.

2.0 Adoption of last Annual General Meeting Minutes

The minutes of the last AGM were presented during the AGM. There was no amendment to the minutes. Er Chong Lee Mei proposed to have the minutes adopted and it was seconded by Ang Boon Tian.

3.0 RIH (SG) / RAIH (SG) Updates

The Chairman of Registered Industrial Hygienist, Mr. Ang Boon Tian presented the update on RIH (SG) / RAIH (SG):

Current RIH Board

- Chair: Ang Boon Tian (Chair)
- Dy Chair: Veronica Chow / Chong Lee Mei
- Members: Soh Guat Hiong, Dr Lee Lay Tin, Tan Kia Tang, Zephan Chan

Status: 14 RIH(SG) & 1 RAIH(SG) as in Q2 2024

RIH Application Year 2023

- 8 RIH applications received: 7 candidates to undergo stage 2, i.e. oral assessment
- First oral assessment to be carried out on 14 Sep 2024 (covering 3 candidates)

Upcoming Activities

- Refreshing the RIH Board
- IOHA NAR renewal (May 2025 expiry)
- Outreach activities – with OEHS

Associations of OEHS: IOHA / OHTA / NAR committee / ANOH / ACOH

3.1 The Hon Secretary, Mr. Saurabh Saini presented the Annual Report for the Society detailing the following:

Membership count,
- 34 Ordinary members, and 0 Associate members.

OEHS activities for 2024

- OEHS representation at ANOH Philippines (Veronica)
- OEHS participation at IEH Conference Presentation
- OEHS participation at Malaysia HSE Summit Conference (Zephan)
- OEHS representation at ACOH Conference Korea (Dwee Wee)

4.0 Financial Report for Financial Year Ended 31 May 2024

The audited and signed statement of accounts for the year 1st June 2023 –31st May 2024 was presented by the Hon Treasurer, Mr. Zephan Chan. He also acknowledged the honorary auditors, Mr. Tan Kia Tang and Mr. Edwin Yap. For the year ending 31st May 2024, net current assets were \$82,593.54, with a net expenditure of \$1,040.75 and a net income of \$2,500.00.

The Statement of Accounts was passed, proposed by Mr. Saurabh Saini and seconded by Mr. Veronica Chow.

**OCCUPATIONAL AND ENVIRONMENTAL HEALTH SOCIETY
STATEMENT OF ACCOUNT 01/06/2023 TO 31/05/2024**

INCOME		EXPENDITURE	
Membership (Renewal)	\$ 1,300.00	ANOH 6th Conference sponsorship (Veronica Chow)	\$ 1,000.00
RIH Application Fee	\$ 1,200.00	Cheque Fee	\$ 0.75
		Account Fee	\$ 40.00
Total	\$ 2,500.00	Total	\$ 1,040.75

**OCCUPATIONAL AND ENVIRONMENTAL HEALTH SOCIETY
BALANCE SHEET AS OF 31/5/2024**

ACCUMULATED FUNDS	\$ 81,134.29
Represented by:	
CURRENT ASSETS	
Income	\$ 2,500.00
Fixed deposits	
Bank and Cash Balances	\$ 83,634.29
LESS CURRENT LIABILITIES	
Expenditure	\$ 1,040.75
NET CURRENT ASSETS	\$ 82,593.54

The image shows the signatures and official stamps of the Occupational and Environmental Health Society (OEHS) for the 2022-2024 term. On the left, Mr. Zephian Chan Yu Yun, Hon Treasurer, is signed and stamped with the date 30-Aug-24. Below him, Mr. Edwin Yap, Hon Auditor, is signed and stamped with the date 30-Aug-2024. On the right, Mr. Tan. Kia Teng, Hon Auditor, is signed and stamped with the date 31 Aug 2024.

5.0 2024/2026 Election of OEHS Office Bearers

As of close of nomination day, the following nominees were received, hence the new term 2024/2026 OEHS Office Bearers are as follow:

President: Mr. Ang Boon Tian
Vice President: Mr. Lim Dwee Wee
Secretary: Mr. Saurabh Saini
Treasurer: Ms. Kam Wai Kuen

Hon. Auditors: Mr. Gregory Chan & Mr. Leong Siew Loon

6.0 AOB

No other business proposal was received before the AGM. With no other matters, the meeting adjourned at 11:40 am.

Recorded by: Hon Secretary (2022 – 2024): Mr. Saurabh Saini

Vetted by: President (2022 – 2024): Dr Lee Lay Tin