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## **About ENSEARCH**

ENSEARCH is a non-profit association of organizations, professionals, students and people with interest in learning and promoting effective ways to manage the impacts of human activities on the environment. The members of ENSEARCH believe that everyone is responsible for managing and mitigating the impacts of their corporate, professional and daily living activities on the environment. Thus, the motto of the association is “ENSEARCH for a Better Environment.”

## **OBJECTIVES OF ENSEARCH**

1. To constitute itself as a national membership organization, comprising multidisciplinary organizations, professionals and persons with interest in the management of the impact of human activities on the environment.
2. To contribute to our national capacity in environmental management through the study, development/adaptation and promotion of the use of sound environmental management technologies and practices amongst industries in the country.
3. To increase the awareness and capacity of organizations and individuals for environmental management through education and training.
4. To promote interaction and understanding among individuals from multidisciplinary backgrounds, such as scientists, engineers and administrators, through the organizing of activities such as talks, visits, social functions, etc.
5. To promote and advance the practice of environmental professionalism by all professionals engaged in the provision of environmental management-related services, such as environmental impact assessments, environmental management systems, environmental audits and environmental technology.
6. To promote and recognize good environmental management practices by industrial organizations through the development and implementation of award schemes.
7. To support the development of legislative and regulatory frameworks that are supportive of environmental management practices through mobilizing and advocating members' professional views, to pertinent government and regulatory bodies, and also scientific and technical inputs in the policy and working committees of those bodies.
8. To compile, organize, publish and disseminate journals, reports and newsletters containing articles of scientific, technological, legislative and general interest pertinent to environmental management.
9. To organize scientific/technical meetings (conferences, workshops, seminars) and exhibitions pertinent to environmental management.
10. To promote awareness and implementation of environmental management by industrial organizations.
11. To promote awareness and implementation of cleaner production methods and technologies by industrial organizations.
12. To co-operate with other national and international organizations with similar objectives or interests to those of the Association.

## **ENSEARCH's VISION**

“Malaysians are environmentally aware and are committed to take personal responsibility to manage and mitigate the impacts of their corporate, professional and daily living activities on the environment.”

## **ENSEARCH's MISSION**

“To promote excellence in environmental management among organizations, professionals and interested persons.”



## **PRESIDENT'S FOREWORD**

Dear Members,

Ensearch was established 29 years ago as a non-profit association with interests in learning and promoting effective ways to manage the impacts of human activities on the environment. Since the inception, our founding members had developed a strong bond with the government and the private sectors in promoting environmental awareness and have assisted in resolving environmental related issues faced by the country.

In line with the government's move towards self-regulation, Ensearch has over the last few years refocused our effort on building human resource capabilities and capacities related to environmental management. Several meetings were held with officials from the Ministry of Natural Resources and the Department of Environment on Ensearch's role in supporting government activities and plans. I am hoping that by the third quarter of 2013, we will be able to firm up our collaboration with the Malaysian Institute of Environment (EiMAS) and to offer courses that complement EiMAS and meet industry needs.

As of 31 December 2012 ENSEARCH's registered members stood at 312 compared to 292 in 2011. Of the total, 209 are individual, 54 are corporate, 2 are student and 45 are life members. I am glad to inform members the ENSEARCH branch in Sabah was established in July last year. The launching of the Sabah Branch was officiated on 23 June by Yang Berhormat Tan Sri Joseph Kurup, Deputy Minister, Ministry of Natural Resources and Environment Malaysia. It was held in conjunction with the Sabah Branch's Annual General Assembly.

Although we did not do well in attracting new members but our secretariat should be congratulated for their effort in retaining the majority of our existing members. Training continues to be our best platform to attract new members. Fees from membership subscriptions contributed about 17 per cent from our total income for 2012.

Education and training continues to be our main income generator. Ensearch had organised five (5) training courses in the 2<sup>nd</sup> half of 2012 and another six (6) have been scheduled until June this year. Four trainings were held here and one was held in Kota Kinabalu. In total 80 participants attended our trainings of which 65% were Ensearch members. Two new courses last year were Carbon Management and Landfill Design, which were both well attended.

Ensearch has successfully organised our 10<sup>th</sup> Waste Management Conference & Exhibition entitled "Wastes' to Opportunities" on 18-19 July 2012. The Conference & Exhibition was endorsed by the Ministry of Natural Resources and Ministry of Housing & Local Government, in collaboration with the Malaysian Society of Waste Management and Environment.

The conference attracted a wide spectrum of participants from government, manufacturing and service industries. To remain relevant, Ensearch Management had agreed that it is timely to rebrand our Waste Management Conference and Exhibition.

For 2013 onwards our Conference and Exhibition will focus on the broader issues under Sustainability and Environmental Management – beginning with 4 main issues that are of concern to the government and the public. These are biodiversity conservation, adaptation to climate change, water resource sustainability and waste reduction.

The Association's financial position remained stable despite a deficit of RM121, 850.00. The deficit was attributed to lower income recorded by MENGO Trust activities and Cyber Plant Conservation Network (CPCN) and KKEF Endowment Fund. For these three activities, a total income of RM 24,646.00 was recorded against an expenditure of RM 154,706.00. However, Ensearch activities recorded a positive profit and an increase in cash flow by about 32.5 per cent to RM 120,589.00. I would like to assure members that the Association will continue to be prudent in its spending.

The KKEF Young Environmentalist Award for 2012 was awarded to Mr. Kelvin Diong Siong Loong. Mr. Kelvin was attached to the Southern District Waste Management Plant, Kaohsiung City, Taiwan from 14 November to 1 December 2012. His internship was in integrated municipal waste management plan, starting from separation at source, in line with Kaohsiung City's 'No garbage on the ground' policy.

As one of the founding member Ensearch continues to participate actively in the Prime Minister's Hibiscus Award. Ensearch is represented at the Organizing Committee, the Steering Committee and the Technical Committee. We will continue our support and commitment towards ensuring it remains as the premium environmental award in Malaysia for business and industry.

Lastly, I would like to express my sincere appreciation to members of the Council and secretariat staff for their support in assisting me as President of ENSEARCH. I also wish to thank members of the Association, industry players, government and private sectors who continue to provide their support to ENSEARCH. Finally, I am grateful to members of the Management and Council Committees for their undivided support to ensure smooth running of our organization.

In conclusion, I am very delighted to present to you the Annual report for 2012/2013 and look forward to a more successful year ahead.

Thank you.

Best Wishes



**Abdul Aziz Long**  
**President**  
**April 2013**

**AGENDA**  
**ENSEARCH 29<sup>th</sup> ANNUAL GENERAL MEETING**

1. Opening Address by the President
2. Confirmation of the Minutes of the 28<sup>th</sup> Annual General Meeting held on 11th May 2012 (Friday)
3. Matters Arising
4. Tabling of the Annual Report, Balance Sheet and Statement of Accounts for the Financial Year of 2012
5. Acceptance of the Annual Report, Balance Sheet and Statement of Accounts for the Financial Year of 2012
6. Election of Council Members
7. Appointment of two Honorary Internal Auditors and Professional Auditor
8. Debate and decision on any resolution duly submitted and received by the Hon. Secretary General at least two weeks before the Annual General Meeting
  - 8.1 Endorsement of Amendment to the Constitution in relation to the Formation of the ENSEARCH Sabah Branch : Resolution by Mr. K N Gobinathan on behalf of ENSEARCH Management Committee
  - 8.2 Admittance of foreign members into ENSEARCH.  
Resolution by Mr. K N Gobinathan on behalf of ENSEARCH Management Committee
9. Any Other Business

# **MINUTES OF THE 28<sup>TH</sup> ANNUAL GENERAL MEETING**

## MINUTES OF THE 28<sup>th</sup> ANNUAL GENERAL MEETING OF ENSEARCH

**Date :** 11<sup>th</sup> May 2012 (Friday)  
**Time :** 3.00 p.m.  
**Venue :** ENSEARCH Training Center, Kota Damansara, Selangor

**Attendance:**

| No | Name   | Membership No |
|----|--|---------------|
| 1  | Abdul Aziz bin Long  | IM0196        |
| 2  | Datuk Adeline Leong  | IM0270        |
| 3  | Dr Loo Koi Sang  | LM0027        |
| 4  | Akashah Hj Majizat   | IM0205        |
| 5  | E U Kidav  | LM0048        |
| 6  | <b>Environmental Resources Management Sdn Bhd</b> (Represented by Suzanne .M)                      | CM0054        |
| 7  | <b>ERE Consulting Group</b> (Represented by Geetha P Kumaran)                                      | CM0032        |
| 8  | <b>Europasia Engineering Services Sdn Bhd</b> (Represented by Geetha P. Kumaran)                   | CM0050        |
| 9  | <b>Frangipani Hotels &amp; Resorts Sdn Bhd</b> (Represented by Yap Kok Wai)                        | CM0030        |
| 10 | Geetha P. Kumaran  | LM0003        |
| 11 | Gobinathan Kumaran Nair  | LM0002        |
| 12 | <b>Golden Ecosystem Sdn Bhd</b> (Represented by Dr Foo Say Moo)                                    | CM0049        |
| 13 | <b>Indah Water Konsortium Sdn Bhd</b> (Represented by Ruhaidah Md Hassan & Nurul Aidayah Abdullah) | CM0047        |
| 14 | Ir Abu Harith Shamsuddin   | IM0150        |
| 15 | Ir Ellias Saidin   | IM0112        |
| 16 | Jaya Sarathy   | IM0180        |
| 17 | Jenny Tan Suat Eam   | LM0040        |
| 18 | Joel Lawrence  | IM0204        |
| 19 | <b>Kualiti Alam Sdn Bhd</b> (Represented by Amirul Bahri Malek )                                   | CM0027        |
| 20 | Lily Hor Yin Yeng  | IM0107        |
| 21 | <b>MinconsultSdnBhd</b> (Represented by Abdul Rahman Kadir)  | CM0051        |
| 22 | Mohamed Siraj Abdul Razack   | IM0200        |
| 23 | Noor Harniza Haris   | IM0263        |
| 24 | <b>Petronas Holdings – Group HSE</b> (Represented by Anpalagan Sockalingam)                        | CM0059        |
| 25 | <b>Puncak Niaga (M) Sdn Bhd</b> (Represented by Mohammad Alisam Ismail & Hamizah Hamzah )          | CM0006        |
| 26 | <b>Putrajaya Holdings Sdn Bhd</b> (Represented by Akashah Majizat)                                 | CM0010        |
| 27 | Ram Kumar  | IM0215        |
| 28 | <b>SIRIM QAS International Sdn Bhd</b> (Represented by Aminah Ang)                                 | CM0064        |
| 29 | <b>Solmax International Asia Pacific Sdn Bhd</b> (Represented by Daniel Tan )                      | CM0074        |
| 30 | <b>Tenaga Nasional Berhad</b> (Represented by Fazil Mat Zin)                                       | CM0061        |
| 31 | <b>Tex Cycle Sdn Bhd</b> (Represented by Anthony Pravin)   | CM0033        |

## **1. WELCOME ADDRESS BY THE PRESIDENT**

The president expressed his gratitude and sincere thanks to Council members for giving him the opportunity to continue leading Ensearch in the 2011/2012 session. As his second year as President of ENSEARCH, he admitted that to manage an NGO there are a different set of challenges that he had to face. Two most difficult challenges were time and retaining secretariat staff. He felt strongly that ENSEARCH needed experienced personnel to lead its secretariat and to execute plans set by the Council. Without that it was going to be difficult for the Association to move forward effectively in meeting the expectation of its members.

He went on to say that, as of 31 December 2011 ENSEARCH registered a total of 292 active members, down by 65 compared to 2010. From the total 192 are individuals, 52 corporate, 1 student and 47 life members. Despite the initiatives taken by the Membership Committee only 18 individual and 4 corporate members were brought in respectively. The Association has not been successful in bringing more members although the membership committee had tried their very best. Until ENSEARCH's existing members can perceive that there are added values it will not see a big jump in membership.

The Association financial position remained stable although it recorded a negative income of RM26,295 compared to a positive income of RM31,858 in 2010. The negative income recorded was attributed to reduction in income from waste management conference and reduction in MENO project facilitation fees. Expenditure had also increased due to higher salary and higher write-off from bad debt due to non-payment of members, and expenditure in organizing the first photography competition. He assured members that the Association will continue to be prudent in its spending.

The President then went on to elaborate ENSEARCH's events, activities and participation for the year.

## **2. CONFIRMATION OF MINUTES OF THE 27<sup>th</sup> ANNUAL GENERAL MEETING HELD ON 13<sup>th</sup> MAY 2011.**

- 2.1 The meeting was called to order at 4.15pm and quorum for the AGM to proceed was established.
- 2.2 The Hon. Secretary. General presented Annual report for the year 2011/2012.
- 2.3 The Hon. Secretary. General requested all present to confirm their names in the 27<sup>th</sup> AGM's attendance on Page 7. She explained that new membership numbers issued by the membership committee are for records to be updated in the new data system. She informed that all members will be receiving certificates upon renewal.
- 2.4 She went on to table subsections 3.0 to 10.0.
- 2.5 Dr. Loo Koi Sang proposed to adopt the Minutes of the 27th Annual General Meeting with the amendments as stated in the following subsection. The motion was seconded by Mr. Joel Lawrence.



### **3.0 Amendments to the 27<sup>th</sup> AGM Minutes**

- 3.1 Page 9 – Amendment to item 2.0: To be read as Confirmation of Minutes of the 26<sup>th</sup> AGM held on 30<sup>th</sup> April 2010.
- 3.2 Page 34: Dr. Loo Koi Sang and Dr. Nather Khan are Honorary Internal Auditors of the Association.

### **4.0 Matters Arising**

- 4.1 Ms. Lily Hor Yin Heng was of the opinion, that moving into Government Buildings might not be a good idea as it might require extensive maintenance in reply to the proposals to move from the present premises to save expenditure.

### **5.0 Tabling of the 28<sup>th</sup> ANNUAL REPORT 2011/2012**

- 5.1 The Hon. General Secretary presented the Annual Report for 2011 while the Financial report for the year 2011 was tabled by the Hon. Treasurer, Ir. Abu Harith bin Shamsuddin.
- 5.2 The Hon. Sec General extended her thanks to all Management and Council Members for their voluntary services to ENSEARCH.
- 5.3 The Hon. Sec General informed that ENSEARCH has been a member of the Environmental Quality Council (EQC) for the last 3 years. Membership has lapsed but was made to understand that an extension has been granted for the next 3 years.

She informed that the President will represent ENSEARCH at EQC, and Hon Sec Gen will be the alternate member.

She informed ENSEARCH'S representation at EQC has been recognized as a professional advisor to the Government in the area of Environment.

She informed that the President has been invited by the Prime Minister's Department to comment and attend the coming Majlis Belanjawan meeting for 2012/2013 on environment matters.

Mr. K N Gobinathan, Vice President, reinforced on the importance of the Minister's choice on EQC membership. Two (2) NGO's of the Minister's choice were ENSEARCH and Federation of Malaysia Manufacturers (FMM).

- 5.4 The Hon. Sec .General thanked the Hon. Internal Auditors, External Auditors, External Auditing Support Services and Secretariat for their continuous support.
- 5.5 The Hon. Sec. General informed of election of Council members is for them to hold office for a terms of 2 years. Amendment to the constitution in 2003 allowed for half of the council members to retire after the 2 year term and the other half to remain.

- 5.6 The Hon. Sec. General informed that co-opted members shall be welcome into ENSEARCH such as PETRONAS, represented by Mr S Anpalagan, and others who have a passion to serve.
- 5.7 The Hon. Sec. General reported that 5 (five) Council Meetings were held for 2011/2012.
- 5.8 On Ensearch Membership, she informed all on the passing of Life Member Mr. Soo Ah Kan. Dr. Nather Khan's application as Life Member of ENSEARCH was accepted so the total number of Life members is 47.
- 5.9 The Hon. Sec. General reported that Amendment to the Constitution has been updated in the ENSEARCH Constitution Books as required.

5.10 **ENSEARCH MEMBERSHIP**

The Hon. Sec. General congratulated the Membership Committee for their intensive efforts in recruiting and collection of membership dues. She informed that increase in membership will be shown in the 2012/2013 Annual report.

5.11 ***Publication and Website***

The Hon. Sec. General reported the website has been updated with Facebook, Twitter in order to be more social media based.

**6.0 FINANCIAL REPORT FOR THE PERIOD ENDING 31<sup>ST</sup> DECEMBER 2011**

- 6.1 The Hon. Treasurer, Ir. Abu Harith bin Shamsuddin presented the Financial Report for year 2011.
- 6.2 The Hon. Treasurer extended his thanks to Ms. Tan Siok Yin, Ms. Edna Xavier and the current external auditor, Rabin & Associates for their strong support in being of service to the Association.
- He also acknowledged and thanked Dr. Loo Koi Sang and Dr. Nather Khan (not present), the Honorary Internal Auditors of ENSEARCH for 2011/2012.
- 6.3 Hon. Treasurer explained on the various reasons for the shortfall in income and suggested several ideas to increase revenue.
- 6.4 The Hon. Treasurer explained how Ensearch is very much procedure-based in the areas of managing the accounts.
- 6.5 The President added that turnover in income, comparing 2010 to 2011 was also due to downsizing of MENGO that has affected the facilitation fees to ENSEARCH, while Training Committee had 2 (two) staff turnover. This has affected ENSEARCH's income revenue stream.

6.6 The President was glad to inform that WM2012 is in progress and looked forward to a successful event this year.

The President's concern was on recruitment of corporate members and has urged to the Secretariat to recruit more members and to impart better benefits.

6.7 Mr. E U Kidav raised a question on whether the training room is being rented out to other entities.

The President and Hon. Sec. General commented that the room needs to undergo renovations if it was to be rented out and this investment has not been approved by Council yet.

6.8 Datuk Adeline queried on the Income of Office rental on page 5 of the financial report. Ir. Abu Harith clarified that ENSEARCH rent is free as the ground floor sub-tenant's rental covers all three floors.

## **7.0 ELECTION OF COUNCIL MEMBERS**

7.1 Ms. Geetha reported that this is her 9<sup>th</sup> year as Hon. Sec. General hoped that Mr. Joel Lawrence, Asst. Sec. General will take over next year.

This year there is no election of Council Members as 7 council members have retired and 7 members have been nominated to come in.

7.2 Council members elected today for 2012/2013 for the next two (2) years and term ends in year 2014/2015.

1. Ir. Abu Harith bin Shamsuddin
2. Ir. Ellias Saidin
3. En. Mohd Zaki Abdul Aziz Bin M H Daud (Representative of UEM Environment)
4. Dr. Foo Say Moo
5. Mr. Joel Lawrence
6. Mr. K B Khoo
7. En. Akashah Hj Majizat

7.3 Remaining Council members are:-

1. Mr. K N Gobinathan (Term ending 2013)
2. En. Abdul Aziz Bin Long (Term ending 2013)
3. Ms. Geetha P Kumaran (Term ending 2013)
4. Mr. Martin Hen (Term ending 2013)
5. Mr. Mohamed Siraj Abdul Razack (Term ending 2013)

7.4 Hon. Sec. General informed that Ms. Susi Razikin has indicated to discontinue as a Council member but will contribute her assistance whenever needed.

- 7.5 Hon Sec. General requested corporate members to nominate a representative to be Co-opted into Council. She explained that no voting rights are given as Co-opted members but their views are welcomed.

## **8.0 Appointment of 2 (Two) Honorary Internal Auditors and External Auditors**

- 8.1 The President opened to the floor the election for the position of Hon. Internal Auditors. The AGM agreed that Dr. Loo Koi Sang & Mr. Ram Kumar shall be Hon. Internal Auditors for 2012/2013.
- 8.2 The President proposed Rabin & Associates to be retained as Professional auditors of ENSEARCH. All members unanimously agreed.

## **9.0 Resolutions**

- 9.1 Mr. K N Gobinathan, Vice President informed that ENSEARCH has initiated a Branch in Sabah. The following was received as a petition:-  
***To serve the needs of ENSEARCH members in different regions of the country, the ENSEARCH Council proposes the formation of a Branch in Kota Kinabalu, Sabah.***
- 9.2 The Vice President informed that a petition has been received according to the constitution from 10 members from Sabah. The ENSEARCH council has approved the formation. The Vice President said the same shall be extended to all East Malaysians to be part of the Sabah Branch.
- 9.3 The petition acceptance was proposed by Mr. E U Kidav and seconded by Dr. Foo Say Moo.
- 9.4 The AGM unanimously agreed to give the mandate to the Management committee of ENSEARCH to finalize the amendment to Schedule 2 of the constitution for the operations of the Sabah Branch.
- 9.5 Datuk Adeline thanked the AGM for approving the amendment and thanked Mr. K N Gobinathan for tabling the motion.
- 9.6 The Vice President also tabled the motion to amend the Constitution to allow the admittance of foreigners as members of ENSEARCH. The AGM agreed to give the mandate to the Management Committee to table the amendment at the next AGM.

## **10.0 OTHER MATTERS**

- 10.1 Hon. Sec. General informed that it is an honour for the ENSEARCH council to present Mr. E U Kidav an Honorary Life Membership for his strong support to the ENSEARCH cause for many years. Mr. Eng Weng Hong, ENSEARCH Sabah council member, was also given an Honorary Life membership for his invaluable contributions to ENSEARCH.

- 10.2 The President encouraged all members to purchase the ENPC Coffee Table Books (CTB).
- 10.3 The President requested for members to assist in Training & Education Standing committee on module development.

**11.0 ACCEPTANCE OF 28<sup>th</sup> ANNUAL REPORT, BALANCE SHEET AND STATEMENT OF ACCOUNTS FOR THE FINANCIAL YEAR 2011**

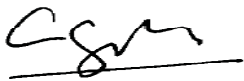
- 11.1 Dr Loo Koi Sang proposed the adoption of the annual report, financial report and balance sheet. The motion was seconded by Ms. Jenny Tan Suat Eam.

He complimented all staff on the good annual report and accounts.

**12.0 ADJOURNMENT**

The meeting adjourned at 6.00 p.m. with a word of thanks from the President, Mr. Abdul Aziz Bin Long, to all members for their attendance and participation.

Report by:



.....  
**Abdul Aziz Bin Long**  
President  
ENSEARCH 2011/2012



.....  
**Geetha P Kumaran**  
Hon. Secretary General  
ENSEARCH 2011/2012

## ENSEARCH STANDING COMMITTEES FOR SESSION 2012/2013



### **Seated from left to right**

Ms. Geetha P Kumaran, Datuk Adeline Leong, Mr. K N Gobinathan, Mr. Abdul Aziz Long, Ir. Ellias Saidin & Ir. Abu Harith bin Shamsuddin

### **Standing left to right:**

Mr. Joel Lawrence Jayasunthar, Dr. Foo Say Moo, Prof Micheal D Steven, Mr. Peter Ho Yueh Chuen, Mr. Akashah Hj Majizat & Ir .Lee Heng Keng

### **Absent**

Mr.Mohamed Siraj Abdul Razack, Mr. Khoo Boon Keat, Mr. Martin Hen Seak Chong & En. Zaki Abdul Aziz

### **STANDING COMMITTEE REPRESENTATION:**

- |                            |   |   |
|----------------------------|---|---|
| 1. Membership              | : | Mr. Mohamed Siraj Abdul Razack (Chair)<br><i>assisted by Mr. Jaya Sarathy</i>   |
| 2. Education and Training  | : | Mr. Joel Lawrence (Chair)   |
| 3. Events & Activities     | : | Ir. Ellias Saidin (Chair)<br><i>assisted by Dr. Foo Say Moo</i>   |
| 4. Publication and Website | : | Mr .Khoo Boon Keat (Chair)  |
| 5. IEPM                    | : | Mr. Peter Ho Yueh Chuen (Chair)   |
| 6. CPCN                    | : | Mr .Akashah Hj Majizat (ENSEARCH Rep)<br>Mr .Peter Ho Yueh Chuen (CPCN Board<br>Chairman) <i>assisted by Dr.Paul Quek</i> |

7. KKEF : Mr. Gobinathan Kumaran Nair (Chair)  
Mr. Peter Ho YuehChuen  
Ir. Dr Lee Jin  
Prof. Dr. P. Agamuthu  
Ir. Goh Kiam Seng  
Ms. Sharon Chong
8. PMHA : En. Abd Aziz Long (Organizing Committee)  
*Mr. Gobinathan Kumaran Nair (Alternate)*  
Mr. Joel Lawrence (Steering Committee)  
*Ms. Jenny Tan Suat Eam (Alternate)*  
Ms. Phang Oy Cheng (Technical committee)  
*Ms. Viji Samuel (Alternate)*
9. Environmental Quality Council (EQC) : En. Abdul Aziz Long (Member)  
*Ms. Geetha P. Kumaran (Alternate)*

#### **SPECIAL PROJECTS**

- 1) WM2012 : Mr. Gobinathan Kumaran Nair (Chairperson)  
*assisted by Ms. Geetha P Kumaran, Ir. Ellias Saidin, Mr. Joel Lawrence Jayasunthar, Ms. Jenny Tan Suat Eam & Mr. Jaya Sarathy*

#### **Hon. Internal Auditors**

Dr. Loo Koi Sang  
Mr. Ram Kumar

#### **External Auditors**

Rabin & Associates

#### **External Accounting Support Services**

Oracle Management Service

## SECRETARIAT SUPPORT 2012/2013



***Seated left to right:-***

Ms. Geetha P Kumaran, Mr. Joel Lawrence, Mr. K N Gobinathan, Mr. Abdul Aziz Long, Ir. Ellias Saidin & Ir. Abu Harith bin Shamsuddin

***Standing left to right:***

Mr. Jonathan Kovilpillai, Ms. Geetha Baba, Ms. Edna Xavier, Ms. Jenny Tan Suat Eam & Ms. Audrey Percival

***Absent:*** - Ms. Normi Zakaria



# ENSEARCH 29<sup>TH</sup> ANNUAL REPORT 2012/2013

## 1.0 ENSEARCH COUNCIL

- 1.1 The elected members of the ENSEARCH Council 2011/2012 held their first meeting on 11<sup>th</sup> May 2012 (Friday) at ENSEARCH Office, Kuala Lumpur.

Members of the Council present unanimously agreed on the appointment of the following office bearers:

| Post                       | Name                           | Elected Date |
|----------------------------|--------------------------------|--------------|
| President                  | En. Abdul Aziz Long            | 13 May 2011  |
| Vice President             | Mr. Gobinathan Kumaran Nair    | 13 May 2011  |
|                            | Ir. Ellias Saidin              | 11 May 2012  |
| Honorary Secretary General | Ms. Geetha P. Kumaran          | 13 May 2011  |
| Asst Hon Sec Gen           | Mr. Joel Lawrence              | 11 May 2012  |
| Honorary Treasurer         | Ir. Abu Harith Shamsudin       | 11 May 2012  |
| Members                    | En. Mohamed Siraj Abdul Razack | 13 May 2011  |
|                            | En. Akashah Hj Majizat         | 11 May 2012  |
|                            | Dr. Foo Say Moo                | 11 May 2012  |
|                            | Mr. Khoo Boon Keat             | 11 May 2012  |
|                            | Mr Martin Hen Seak Chong       | 13 May 2011  |
|                            | En. Zaki Abdul Aziz            | 11 May 2012  |

The council decided unanimously to co-opt the following into the Council:

- (i) Mr. Peter Ho Yueh Chuen (Immediate Past President)
- (ii) Ms. Lee Tzee Wan (representative of Petronas Group)
- (iii) Prof Dr. Micheal D Steven (representative of University of Nottingham)
- (iv) Ir. Lee Heng Keng
- (v) Datuk Adeline Leong (ENSEARCH Sabah Chairperson)

**1.2 The Management held 9 meetings during the year:**

| Meeting No. | Date                           | Day      |
|-------------|--------------------------------|----------|
| 1           | 16 <sup>th</sup> June 2012     | Saturday |
| 2           | 27 <sup>th</sup> July 2012     | Friday   |
| 3           | 8 <sup>th</sup> Sept 2012      | Saturday |
| 4           | 11 <sup>th</sup> October 2012  | Thursday |
| 5           | 24 <sup>th</sup> November 2012 | Saturday |
| 6           | 10 <sup>th</sup> January 2013  | Thursday |
| 7           | 16 <sup>th</sup> February 2013 | Saturday |
| 8           | 6 <sup>th</sup> April 2013     | Saturday |

**1.3 The attendance at the Management meetings are as follows:**

|   | Name                        | 1 | 2 | 3 | 4 | 5 | 6 | 7 | 8 | Total number of meetings attended |
|---|-----------------------------|---|---|---|---|---|---|---|---|-----------------------------------|
| 1 | En. Abdul Aziz Long         | P | P | P | P | X | P | P | P | 7/8                               |
| 2 | Mr. Gobinathan Kumaran Nair | P | P | P | P | P | P | P | P | 8/8                               |
| 3 | Ir. Elias Saidin            | X | X | P | P | P | P | P | X | 5/8                               |
| 4 | Ms. Geetha P. Kumaran       | P | P | P | P | P | P | P | X | 7/8                               |
| 5 | Ir. Abu Harith Shamsudin    | P | P | P | P | X | X | P | P | 6/8                               |
| 6 | Mr. Joel Lawrence           | P | P | X | P | P | X | P | P | 6/8                               |

X \* Absent with apologies (outstation duties/Medical)

**1.4 The Council held 5 meetings during the year:**

| Meeting No. | Date:                          | Day :    |
|-------------|--------------------------------|----------|
| 1           | 16 <sup>th</sup> June 2012     | Saturday |
| 2           | 8 <sup>th</sup> Sept 2012      | Saturday |
| 3           | 24 <sup>th</sup> November 2012 | Saturday |
| 4           | 16 <sup>th</sup> February 2013 | Saturday |
| 5           | 6 <sup>th</sup> April 2013     | Saturday |

1.5 The attendance of members at the Council meetings are as follows:

| No | Name                           | 1 | 2 | 3 | 4 | 5 | Total number of meetings attended |
|----|--------------------------------|---|---|---|---|---|-----------------------------------|
| 1  | En. Abdul Aziz Long            | P | P | X | P | P | 4/5                               |
| 2  | Mr. Gobinathan Kumaran Nair    | P | P | P | P | P | 5/5                               |
| 3  | Ir. Ellias Saidin              | X | P | P | P | X | 3/5                               |
| 4  | Ms. Geetha P. Kumaran          | P | P | P | P | X | 4/5                               |
| 5  | Ir. Abu Harith Shamsudin       | P | P | X | P | P | 4/5                               |
| 6  | Mr. Joel Lawrence              | P | P | P | P | P | 5/5                               |
| 7  | En. Mohamed Siraj Abdul Razack | X | P | X | X | P | 2/5                               |
| 8  | En. Akashah Hj Majizat         | P | P | X | P | X | 3/5                               |
| 9  | Mr .Khoo Boon Keat             | P | P | X | X | P | 3/5                               |
| 10 | Mr .Martin Hen Seak Chong      | X | P | P | X | X | 2/5                               |
| 11 | Dr. Foo Say Moo                | P | P | P | P | P | 5/5                               |
| 12 | Mr. Zaki Abdul Aziz            | P | P | P | X | X | 3/5                               |

Note: Attendance of co-opted members are not governed by Constitution  
 X: absent with apologies \* Overseas

2.0 ENSEARCH MEMBERSHIP

As of 31<sup>st</sup> December 2012, the total membership of ENSEARCH stood at:

| Category of Membership | Membership as at 31/12/2011 | Admission 2012 | Resignation 2012 | Membership as at 31/12/2012 |
|------------------------|-----------------------------|----------------|------------------|-----------------------------|
| Corporate              | 52                          | 6              | 4                | 54                          |
| Individual             | 192                         | 33             | 16               | 209                         |
| Student                | 1                           | 1              | 0                | 2                           |
| Life Member            | 47                          | 0              | 0                | 47                          |
| Hon Life Member        | 0                           | 2              | 0                | 2                           |
| <b>TOTAL</b>           | <b>292</b>                  | <b>42</b>      | <b>20</b>        | <b>314</b>                  |

Note: Resignations were confirmed via written and verbal notices.

- Mr. Eng Weng Hong and Mr. E U Kidav were given Honorary Life Membership status for their immense contribution to the ENSEARCH cause.

### **3.0 STANDING COMMITTEE REPORTS**

#### **3.1 K.KUMARASIVAM ENDOWMENT FUND (KKEF)**

The K.Kumarasivam Endowment Fund (KKEF) was established in recognition of the late Ir. K. Kumarasivam's contribution towards the promotion of environmental excellence in Malaysia.

Since its inception from 2004 as until 2012, eight prominent speakers have graced the KKEF Memorial Public Lecture and eight professionals have received the KKEF Young Environmentalist Internship Award.

The KKEF Board of Directors manages the fund. They are:

1. Mr. Gobinathan Kumaran Nair (Chairperson)
2. Mdm. Mary Lim/Ms. Sharon Chong (Family Rep of the late Ir. K. Kumarasivam)
3. Prof. Dr. P. Agamuthu (University Rep)
4. Ir. Dr. Lee Jin (ENSEARCH Rep)
5. Ir. GohKiam Seng (Independent Rep)
6. Mr. Peter Ho Yueh Chuen (ENSEARCH Rep)

##### **3.1.1 *The KKEF Young Environmentalist Award 2012***

The eighth recipient of KKEF Young Environmentalist Award is Mr. Kelvin Diong Siong Loong, who graduated with a Bachelor of Science in Microbiology from University Science Malaysia (USM) and just recently obtained his Masters in Environmental Management from University Putra Malaysia (UPM). ENSEARCH was fortunate to partner Southern District Waste Management Plant, Kaohsiung City, Taiwan, in providing Mr. Kelvin his two weeks Internship programme which was from 14<sup>th</sup> Nov-1<sup>st</sup> Dec 2012.

Kelvin was placed under care of the director of the waste management plant Dr. Hongwen Yang and was assigned into operation and service unit to look into the management of the 49kMWh electricity generating incinerator. Besides that, Kelvin also took the opportunity to visit other solutions of waste management such as Renwu Incineration Plant (operated by SITA Waste Services), Nanxing Project Seaside Landfill, Daliao Sanitary Landfill, Xiqingpu Sanitary Landfill and Xiqingpu Methane Gas Energy Harvesting Power Plant (operated by Veolia Environment).

The 2-weeks experience in Kaohsiung City has exposed Kelvin to an integrated municipal waste management plan that starts from households where waste separation at source is practiced in line with the 'No garbage on the ground' policy started since 1 April 2005 to ensure making good use of every type of waste generated before ended up landfill.

### **3.1.2 *The KKEF Memorial Public Lecture 2012***

The KKEF Memorial Public Lecture and Young Environmentalist Award was held on 8<sup>th</sup> November 2012 at Kelab Golf Negara Subang, Petaling Jaya. KTA Tenaga Sdn Bhd, of which Ir. K. Kumarasivam was a founding Partner, supported by providing a donation towards the event.

The Speaker for the Public Lecture was Y.Bhg. Datuk Dr. Rajmah Hj Hussain, former Ambassador of Malaysia to the United States of America and currently Adjunct Professor at the Department of International and Strategic Studies in University of Malaya (UM).

Her Lecture on "A Diplomat's Experience of Cultural and Environmental Diversities" attracted a total of 78 interested members of the public from diverse professions including students from MARA University of Technology (UiTM), Puncak Alam. Datuk Dr. Rajmah spoke about her experiences during her diplomatic visits to countries such as Switzerland, Portugal and Japan and the United States of America and the different environmental practices that each country practiced. The audience was most impressed by the content of the lecture that was delivered with a sense of humour, clarity and ease.

### 3.2 CYBER PLANT CONSERVATION NETWORK (CPCPN)



The Cyber Plant Conservation Network (CPCNet) was formed as one of ENSEARCH's green projects to conserve the biodiversity of Malaysia's rare and endangered fruit trees as well as creating an online community of tree planters to document the information generated from the programme online, which is useful for knowledge and scientific research. Bioversity International serves as a partner of CPCNet by providing the technical backstopping in connection with the implementation of the project.

The CPCNet Board and Technical Members for session 2012/2013 are:

1. Mr. Peter Ho YuehChuen (Chairman)
2. Dr. Paul Quek (Board member/ Technical Advisor)
3. En. Akashah Hj. Majizat (Board member)
4. Dr. Chang Yu Shyun (Technical advisor)
5. Mr. ChooKwong Yan (Bioversity International Rep/Technical advisor)

Ms. Audrey Percival is the CPCNet Project Officer

A total of 287 indigenous fruit trees were ordered and planted by various organisations over the past year. Among them were:

1. University of Malaya (UM) ordered 50 trees which were planted in UM's Botanical Gardens.
2. Kualiti Alam Sdn. Bhd. planted 7 fruit trees at their Waste Management Plant in Port Dickson on 23<sup>rd</sup> May 2012.
3. The Young Engineers Section (YES) of the Institution of Engineers Malaysia (IEM) organized a tree-planting community project at Taman Botani Negara, Shah Alam, on 24th June 2012. A total of 190 rare fruit trees were planted by the members.  
Read more: <http://www.nst.com.my/streets/central/yes-to-tree-planting-project>
4. Pulau Banding Foundation purchased 40 trees on 30<sup>th</sup> January 2013 which were planted around the Pulau Banding Island in Perak.

In addition to the tree planting activities, follow-ups on previous successful tree plantings were also conducted throughout the year. The main purpose of the follow-up visits is to give talks on the importance of biodiversity conservation as well as tree care;

1. Follow-up visit to SMK Putrajaya Prescint 9(2) to give a talk on tree care and tree documentation to the students on 18<sup>th</sup> April 2012.
2. Follow-up visit to the 4 schools in Negeri Sembilan with Kualiti Alam on 23<sup>rd</sup> April to see the condition of the trees that were sponsored by Kualiti Alam.

Numerous marketing efforts were undertaken in the reporting period to get private companies, government bodies and organisations to participate in tree planting. The institutions approached included Malakoff Sdn. Bhd., Sime Darby Berhad, Pertubuhan Pelindung Khazanah Alam (PEKA). CPCNet is also working with Perbadanan Putrajaya in an effort to plant more indigenous fruit trees at Putrajaya's existing parks. Various grants i.e the Shell Sustainable Grant and the Commonwealth Grants have also been applied to support the funding of the project.

In relation to the supply of planting materials, currently six Orang Asli communities from Selangor, Pahang, Negeri Sembilan and Perak are participating in the supply of young seedlings to CPCNet. This year, a total 389 seedlings were collected from the Orang Asli at Kg. Belihoi, Negeri Sembilan and Kg. Kachau, Semenyih.

Total paid to them in the year was RM 2,334.00 at RM 6.00 per seedling. A visit was also made to the Orang Asli village at Kg. Kachau, Semenyih to take pictures of wild fruits such as the Cepahong on 11<sup>th</sup> April 2012.

CPCNet also collaborated with Multimedia University's (MMU) bioinformatics faculty to develop an application needed to document each tree species and growth progress using open source applications. Through the student final year project, a specially designed mobile phone application prototype was developed which enables users to upload phenological observations on trees such as flowering and fruiting dates. The prototype is currently only compatible on Windows phones, hence further testing and enhancement needs to be conducted to improve this application. The data collected will be available for open access. Additionally, this long term collection of phenological data in turn can be used by the scientists to track climate change.

Another activity planned for the year is the improvement of our CPCNet website by adding more information on our tree planting activities and updating our fruit catalogue. Besides that, CPCNet will also be working with Bioversity International and Crops For the Future (CFF) to come up with education kits for students in hopes of giving them more exposure on environmental conservation.

### **3.3 EDUCATION AND TRAINING COMMITTEE - From May 2012 to October 2012**

A total of 5 training courses were conducted by ENSEARCH in the past year (May 2012 till October 2012). Four trainings were organised at the ENSEARCH Training Centre, Kota Damansara while another session was held at the Promenade Hotel, Kota Kinabalu. A total of 80 participants were trained, of which 65% were ENSEARCH members and 35% were non-members.

The trainings held during this period were:-

- i. Air Pollution Assessment
- ii. Social Impact Assessment
- iii. Introduction to Carbon Management Module
- iv. Water Quality Modelling
- v. Landfill Design

### **Education and Training Reports from February 2013 to May 2013**

A total of 6 trainings and 2 tea talks (proposed) have been scheduled between the months of February 2013 to May 2013 by the ENSEARCH Training Committee. Between February to May 2013, the trainings proposed are as follows:

- i. How to Calculate Carbon Footprint (Completed on 21<sup>st</sup> February 2013 with 22 participants)
- ii. Ambient Air Quality Monitoring & Indoor Air Quality Monitoring (20<sup>th</sup> March 2013 )
- iii. Social Impact Assessment (10<sup>th</sup> – 11<sup>th</sup> April 2013 in Kota Kinabalu )
- iv. Introduction to ISO 14001: 2004 (24<sup>th</sup> & 25<sup>th</sup> April 2013 )
- v. Air Pollution Assessment – Level 1 (Beginner) (Proposed Date: 14<sup>th</sup> & 15<sup>th</sup> May 2013 )
- vi. Environmental Audits & Standards (Proposed Date: 22<sup>nd</sup> & 23<sup>rd</sup> May 2013 )

### **3.4 PUBLICATION AND WEBSITE**

ENSEARCH website is currently being updated more regularly with more local newspaper articles and news on issues environmental related issues since February 2013. Besides that, announcements and links from various organizations and schools of governing bodies are also being uploaded onto ENSEARCH website to promote green and environmental issues. For example, the announcement from University of Nottingham Campus Malaysia seminar series in association with ENSEARCH, and an announcement on the 5<sup>th</sup> Malaysian Construction Summit 2013 organized by Masters Builders Association Malaysia (MBAM) and Construction Industry Development Board Malaysia (CIDB).



This synergistic collaboration with associates through website announcements is in line with ENSEARCH mission in promoting environmental management amongst its members and the public.

The 1<sup>st</sup> Quarter publication for BERITA ENSEARCH was released on the website in March 2013. The Secretariat sent a Project Officer to attend the closing pilot project workshop on: The Model Development on E-Waste Collection, Segregation & Transportation from Household for Recycling, on 5<sup>th</sup> February 2013. An article was contributed with regard to electrical and electronic waste in Malaysia based on the JICA management model. This featured article will be shared online through the website and BERITA ENSEARCH.

### **3.5 MEMBERSHIP COMMITTEE**

For the year 2012 the Membership Committee had maintained a good record of the membership of ENSEARCH through its database system.

This year was a year of updating of members details with timely reminders to members for renewal and monitoring of payments systematically. The use of the system has helped to bring all records up-to-date and has eased the management of the renewal process significantly. A number of memberships which had expired over long periods were expunged from the records.

With the help of the secretariat, a personalized one-to-one approach has been established to increase both the individual and corporate memberships. The focus was to approach the Petroleum sector with a focus group to be setup to meet the needs of members on environmental issues.

All members were given a certificate from Ensearch incorporating the expiry date of the membership. This certificate with the expiry date will help remind members that renewal is due. Also, the members can use the certificate for their own business promotion to project themselves as a caring environment friendly company or individual.

The Membership Committee is confident that more members can be attracted in this manner.

Membership Committee will continue to use the personalized one-to-one approach to bring in more corporate members for 2013.

### **3.6 EVENTS AND ACTIVITIES**

#### **Lynas Advances Materials Plant, Gebeng, Pahang Darul Makmur**

LYNAS Corporation Malaysia Sdn Bhd had given consent to ENSEARCH to conduct a technical visit to the LYNAS Advanced Materials Plant, Gebeng, Pahang. However due to some technical and administrative problems, the visit was postponed indefinitely.

## **4.0 PROJECTS REPORT (2012 – 2013)**

### **4.1 Waste Management Conference 2012**



The 10<sup>th</sup> Annual Waste Management Conference & Exhibition 2012 (WM2012) with the theme of “Wastes’ to Opportunities”, organized by Environmental Management & Research Association of Malaysia (ENSEARCH) in collaboration with Malaysian Society of Waste Management and Environment (MSWME) was successfully held on 18 and 19 July 2012 at Sime Darby Convention Centre, Kuala Lumpur. This conference and exhibition was endorsed by Ministry of Natural Resources & Environment and Ministry of Housing & Local Government and supported by the Ministry of Energy, Green Technology and Water. The main objective of WM2012 was to inform, present and gather feedback from regulators, industry players and policy makers who are stakeholders in national sustainable development agenda.

The Guest of Honour on the first day was Secretary General of the Ministry of Energy, Green Technology and Water, represented by Mr. Paul Wong Kok Kiong. YB. Dato’ Sri Douglas Uggah Embas, Minister of Natural Resources and Environment Malaysia was the Guest of Honour on the second day of the Conference.

WM2012 was sponsored by Malakoff Corporation Berhad, Worldwide Landfills, Sime Darby Berhad and Tex Cycle. A total of 94 participants attended the Conference and 10 exhibitors took part in the two-day event.

The Conference featured 13 presentations divided into 4 sessions, and each session began with a keynote address. The sessions were: 1) Energy and the Environment, 2) Water and Wastewater, 3) Municipal Solid and Hazardous Waste, and 4) Climate Change and the Environment. Presenters involved in the Conference consisted of personnel from Malakoff Corporation Berhad, Halla Energy & Environment Pte. Ltd, Hitachi Plant Technologies Ltd, Solmax International Sdn Bhd, Malaysia Nuclear Agency, Suruhanjaya Perkhidmatan Air Negara (SPAN), Department of Environment Malaysia, Perbadanan Pengurusan Sisa Pepeja & Pembersihan Awam (PPSPPA), National Solid Waste Management Department, Universiti Malaya, Universiti Tenaga Nasional, Universiti Putra Malaysia, Institute Technology Bandung and Universiti Teknologi Malaysia.

### **4.2 World Youth Foundation ‘Youth Be Aware’ Workshop 26 – 29 Nov 2012**

ENSEARCH collaborated with World Youth Foundation (WYF) to organize an international youth workshop on Health and Environment in Melaka. ENSEARCH provided the arrangements for facilitation and assistance in suggestions for the technical papers and in preparing the final synthesis report for WYF. The opening ceremony on the afternoon of 26<sup>th</sup> Nov was attended by En .Aziz Bin Abdul Long, Ms. Geetha P Kumaran, Ms. Edna Xavier and Mr. K. Jonathan, representing ENSEARCH. From the evaluation of the workshop it appeared that the learning process and awareness-raising on health and environment and the MDGs had been successful.

At the end of the workshop A Youth Action Plan was developed and the Melaka Youth Declaration was prepared and signed off by over 60 international youth participants from 22 countries. For WYF's 20<sup>th</sup> Anniversary in 2014, a meeting of youths is planned by WYF for its next 'Youth Be Aware' workshop on adapting to Climate Change and Beyond 2015. The progress and follow-up to the Melaka Youth Declaration and Youth Action Plan would be included.

#### **4.3 Environmental Legislation Seminar for 9<sup>th</sup> May 2013**

A seminar will be organized by ENSEARCH in conjunction with its 29<sup>th</sup> AGM. The planning has been initialized by meetings with senior officers of Jabatan Alam Sekitar in February and March 2013 to obtain their support for the seminar, especially in presenting a keynote paper on the latest Amendments to the Environmental Quality Act 1974. Other speakers from the legal sector will be invited to give their views on environmental legislation.

#### **4.4 SEM 2013**

The concept paper for the Sustainability and Environmental Management Conference and Exhibition (SEM 2013) – a rebranding of ENSEARCH's annual Waste Management Conference and Exhibition in line with the key issues of the Ministry of Natural Resources and Environment (NRE), has been prepared, and the first announcement sent out. SEM 2013, to be held in conjunction with Malaysia's Environment Week on 22<sup>nd</sup> - 23<sup>rd</sup> October 2013, has the support of NRE and DOE. A new staff Ms Geetha Baba has been brought on board since 1<sup>st</sup> February 2013 to help in the organizing of SEM 2013 and also for ENSEARCH's other events and activities.

#### **4.5 GEF-SGP Grant Project**

The Global Environment Fund-Small Grants Project (SGP) proposed by ENSEARCH is for an urban community project with Bandar Sri Damansara Residents' Association (BSDRA), Selangor, Malaysia as a direct beneficiary. Entitled 'Promoting Sustainability in a Urban Community through Capacity Building in Composting and Recycling of Household Wastes and Biodiversity Enrichment using Indigenous Rare Fruit Trees' the project aims for awareness and capacity building of the community through implementation of composting technology, establishing a recycling centre and indigenous plants conservation.

This project focuses on capacity development as its primary focus and conservation of biodiversity as its secondary focus area.

The initial planning grant for the project was submitted on 12<sup>th</sup> November 2012. The copy of the Memorandum of Agreement which was signed by both parties has already been handed over to ENSEARCH together with the seed fund amounting RM 4,870.40 (USD 1,600.00).

Several meetings have been organized since October 2012 between BSDRA representative (Mr. David Zon) and ENSEARCH's Project Team (Mr. Joel, Ms. Jenny & Mr. Jonathan) to come up with activities/programmes on solid waste management and promotion of conservation of indigenous fruit trees through a proposed conservation programme in an urban community

environment. Research on design, planning and costing was conducted for the project feasibility study.

Meetings were organized with composting technology providers on possible suitable systems that could be implemented for the project.

Preparation on the final proposal was completed and submitted in mid-March 2013. If approved the maximum amount that could be claimed over the project period (about 1 to 1½ years) is USD 48,000.00.

## 5.0 CENTRE FOR ENVIRONMENTAL TECHNOLOGIES (CETEC)

### Board Members:

Mr. Peter Ho Yueh Chuen

Mr. Chen Yew Seong



The year 2012 was auspicious for CETEC as it represented its 20<sup>th</sup> year of existence as a company having been incorporated in October 1992. It was registered as a company limited by guarantee and had as its main objective to provide advisory and technical services on national environmental issues to the government and industry. However, the year was a quiet period for CETEC as after having completed its services in preparing the Hydrochlorofluorocarbon Phase-out Management Plan (HPMP) for the Department of Environment (DOE) and the United Nations Development Programme (UNDP), no new projects were obtained in the period.

Nevertheless, CETEC continued to be called by the DOE from time to time to provide advisory services on the implementation of the above plan and to participate in a follow-up workshop.

CETEC continued to be managed by the Secretariat of ENSEARCH with no permanent technical staff employed in the period. In view of the current situation, it was proposed at the Council meeting of ENSEARCH (the initiator and promoter for CETEC), to wind up the company. This proposal was approved by the ENSEARCH Council at its 3<sup>rd</sup> Council Meeting on 24<sup>th</sup> Nov' 12. It is expected that CETEC will be wound up sometime in 2013 as the process for winding up with the Registrar of Companies will require some time.

On this note, the Members of the Board wish to record our sincere thanks to the late Ir K. Kumarasivam and his family for their generous donations which helped to kick-start CETEC and in supporting its initial financial needs. We also wish to record our appreciation to Ir. Goh Kiam Seng and Ms. Jenny Tan Suat Eam, formerly Executive Directors, for their services in managing CETEC in its earlier years. The Board would also like to thank the many individuals who contributed to the success of CETEC and wish to record our sincere thanks for their time and services to the company.

Thank you.

***Peter Ho YuehChuen  
for Board of Directors***

## 6.0



# Malaysian Environmental NGOs

Reporting Period 1 May 2012 – 30 April 2013

The 12<sup>th</sup> Annual MENGO General Meeting 2013 was held on 21 March 2013 at EcoKnights new office. Starting 2013, EcoKnights is hosting the MENGO Secretariat office (MSU). ENSEARCH had been hosting MENGO since it was established in 2001. However the hosting terminated end August 2012. MENGO's new office is situated at the below address:

*No. 41, LorongBurhanuddinHelmi 11  
Taman Tun Dr. Ismail  
60000 Kuala Lumpur  
Tel/ Fax: 03 7731 8361 email: admin@mengo.org; awang@mengo.org  
Website: www.mengo.org*

Updated MENGO members as at 31 March 2013:

|   |   |
|---|---|
| <ol style="list-style-type: none"> <li>1. Borneo Resources Institute Malaysia (BRIMAS)</li> <li>2. Environmental Management Research Association of Malaysia (ENSEARCH)</li> <li>3. Environmental Protection Society Malaysia (EPSM)</li> <li>4. Global Environmental Centre (GEC)</li> <li>5. Malaysian Nature Society (MNS)</li> <li>6. Malaysian Society for Marine Sciences (MSMS)</li> <li>7. Malaysian Karst Society (MKS)</li> <li>8. Partners of Community Organizations, Sabah (PACOS)</li> <li>9. Socio-Economic &amp; Environmental Research Institute (SERI)</li> <li>10. Sustainable Development Network Malaysia (SUSDEN)</li> <li>11. Trade Records Analysis of Flora Fauna in Commerce (TRAFFIC-SEA)</li> <li>12. Sabah Wetlands Conservation Society (SWCS)</li> </ol> | <ol style="list-style-type: none"> <li>13. Treat Every Environment Special (TrEES)</li> <li>14. WaterWatch Penang (WWP)</li> <li>15. Wetlands International (WI)</li> <li>16. World Wide Fund for Nature Malaysia (WWF-Malaysia)</li> <li>17. EcoKnights</li> </ol> <p><b><i>New members</i></b></p> <ol style="list-style-type: none"> <li>1. Reef Check Malaysia</li> <li>2. Ecosentric Transition</li> </ol> <p><b><i>Friends of MENGO</i></b></p> <ol style="list-style-type: none"> <li>1. Sahabat Alam Malaysia (SAM)</li> <li>2. Consumers' Association of Penang (CAP)</li> <li>3. Center for Environment, Technology and Development, Malaysia (CETDEM)</li> <li>4. Third World Network (TWN)</li> </ol> |
|---|---|

For more info about the MENGO members and membership please visitMENGO'swebsite at [www.mengo.org](http://www.mengo.org)

## **7.0 ENSEARCH REPRESENTATION**

### **7.1 Malaysia Construction Industry Excellence Awards 2012**

Malaysian Construction Industry Excellence Awards (MCIEA) is a prestigious award ceremony to recognize achievements and contribution of the industry players in construction industry. The event is held annually in conjunction with International Construction week. This year's MCIEA Award 2012 is the 12<sup>th</sup> award ceremony that has been held since.

ENSEARCH was invited by CIDB as one of the six- member Evaluation Panel for MCIEA 2012 under the "Project Awards" category. There were 3 meetings held in Jan and Feb 2013 at CIDB IBS Centre, Jalan Chow Sow Lin. The evaluation team conducted visits in Jan and Feb 2013 to the submitted project sites in Tawau, Kuching, and other parts of Malaysia. The awards will be given for the categories of small, medium and large projects.

The representative from ENSEARCH is it's Vice President Ir. Ellias Saidin. ENSEARCH hopes to be reappointed as a panel member for the following year's awards.

### **7.2 Prime Minister's Hibiscus Award 2012/2013**

ENSEARCH continues to collaborate with MICCI, FMM and BCSR in organizing the Prime Minister's Hibiscus Award (PMHA) for business and industry to promote better environmental management and sustainability performance. The PMHA 2012/2013 cycle was launched on 10 July 2012 by the Minister of Natural Resources and Environment, Y.B. Dato' Sri Douglas Uggah Embas, represented by Datuk Dr. Che Abdul Rahim Nik, Deputy Secretary General of the Ministry. Tan Sri Mustapha Mansor succeeded Dato' Kok Wee Kiat as Chairman of the PMHA Organizing Committee in May 2012.

## **8.0 REPORT ON ENSEARCH SABAH BRANCH**

The Sabah Branch Inaugural AGM was held on 23 June 2012 at the Promenade Hotel and was officiated by Tan Sri Datuk Sri Panglima Joseph Kurup, Deputy Minister for Natural Resources and Environment. It had an attendance of 28 members and guests. The formation of the Branch was initiated by Mr. Gobinathan, Mr. Eng Weng Hong and Mr. Mohd Iskandar Shah Ali. We appreciate their great contribution to the establishment of the Sabah Branch.

The Protem Committee which was formed in March 2012 was elected to the Branch Committee:i.e, Chairperson: Datuk Adeline Leong and Secretary: Ms.Vanessa Jipiu.

Committee Members: Mr. Eng Weng Hong (Advisor), Mr. Ahmed Tariq Aripin, Mr. Mohd Iskandar Ali, Mr. Joseph Liew, Ir. Jacob Yan, Mr. Heng Aik Sin and Ms. Elin Empau. Ms.Vivian Chu was later coopted as a Committee Member.

The Branch Committee had 10 meetings to date and three sub committees have been formed: Membership Committee chaired by Mr. Joseph Liew, Project Committee chaired by Mr. Heng Aik Sin and Training Committee chaired by Ms. Elin Empau.

A courtesy call was made to Datuk MasidiManjun, Minister of Tourism, Culture and Environment on 20<sup>th</sup> January 2013.

The Membership Committee organized a talk on 'Conservation through Education and Restoration at Kota Kinabalu Wetland Centre (KKWC) held on the 23rd March 2013. The speaker for the talk was Hj. Zainie Abdul Aucasa, who is also the President for Sabah Wetland Conservation Society.

ENSEARCH Sabah now has 35 members and it aims to increase its membership to 40 before the next AGM. We thank ENSEARCH HQ for the strong support it has given to the Branch in subsidizing the cost of travel and accommodation for the Branch Representative to attend the Management and Council Meetings as well as the administrative and meeting expenses.

***Reported By***

***Datuk Adeline Leong***  
***Chairperson of ENSEARCH Sabah Branch***

**9.0**

**AMENDMENTS TO THE ENSEARCH  
CONSTITUTION**



## **Amendment to Schedule 2 - Regional Branches of ENSEARCH**

### **1.0 RESPONSIBILITIES**

- 1.1 The ENSEARCH Management Committee and Council shall be the ultimate body responsible for all activities of the Branch.
- 1.2 The Branch shall not act independently of ENSEARCH.

### **2.0 MEMBERSHIP**

- 2.1 All applicants residing in the designated region covered by the Branch shall register with the Branch Secretary to become a member of ENSEARCH.
- 2.2 All applications for membership of Ensearch shall be made in writing to the Branch Committee who shall determine the applicant's eligibility and approval and who shall then forward to Ensearch Council for endorsement.

### **3.0 COMMITTEE**

- 3.1 A committee comprising of the following shall be responsible for the management of the affairs of the Branch:

- (a) Chairperson
- (b) Secretary
- (c) Treasurer
- (d) A minimum of three and a maximum of five general members
- (f) The Committee may co-opt up to two additional general members from the Branch to serve in the Branch

- 3.2 The Chairperson, Secretary and Treasurer shall be elected from among the Committee members in the first meeting of the Committee.
- 3.3 No Committee member shall hold the position of Chairperson for a continuous period longer than three years.

### **4.0 MEETINGS**

- 4.1 Election of Committee Members shall follow Article 10 of this Constitution (Rev. 29.10.2002 (PPP/SEL 213/84(12))
- 4.2 The Committee should meet not less than six times in a year. It is recommended that the Committee meet at least once every two months.

### **5.0 REPRESENTATION IN MANAGEMENT COMMITTEE AND COUNCIL**

- (a) The Branch Chairperson shall automatically be co-opted as a ENSEARCH Management Committee member.
- (b) The Branch Chairperson and the Branch Secretary shall be co-opted as a ENSEARCH Council member and shall attend all such meetings.

## 6.0 DUTIES OF THE COMMITTEE

### 6.1 Chairperson

- (a) The Chairperson shall chair all Committee meetings of the Branch.
- (b) The Chairperson shall be responsible for mobilizing the energies and interest of the Committee members in organizing activities to fulfill the objectives of ENSEARCH.

### 6.2 Secretary

- (a) The Secretary shall be responsible for ensuring that all records of the Branch's meetings, plans and activities are properly minuted and filed.
- (b) The Secretary shall be responsible for executing all decisions of the Committee and for monitoring the implementation of the Branch's plans and activities.
- (c) The Secretary shall ensure that all minutes of meetings are duly approved by the Chairperson and sent to the Hon. Sec General of ENSEARCH within 14 days of each meeting.
- (d) The committee members shall assist the Secretary in the discharge of his/her duties.

### 6.3 Treasurer

- (a) The Treasurer shall be responsible for all financial management and activities of the Branch.
- (b) The Treasurer shall prepare a budget to reflect the activities of the Branch for the year and shall monitor the income and expenditure of the approved budget.
- (c) The Treasurer shall present a financial report at each Branch meetings.
- (d) The Treasurer shall also submit the same budget and a financial report to the Hon. Sec. and Treasurer of ENSEARCH.
- (e) The Committee members shall assist the Treasurer in the discharge of his/her duties.

### 6.4 General Committee Members

- (a) The General Committee Members shall be responsible to assist the Chairperson, Secretary and Treasurer in the discharge of their duties.
- (b) The General Committee Members may also take on specific responsibilities associated with additional positions created by the Committee, in addition to the above three positions.

## 7.0. ANNUAL CALENDAR OF ACTIVITIES (ACA)

- 7.1 The Committee may form Sub-Committees and Organizing Committees to organize and implement the various activities of the Branch.

## 8.0. FINANCE

- 8.1 All activities of the Branch shall be self-financing.
- 8.2 The Branch shall provide to ENSEARCH as Administrative Fees a sum of 20% of the paid annual subscriptions and admission fees collected from the registered members of the Branch as per the Registry.
- 8.3 The Administrative fees shall become payable in the month of December of each calendar year.
- 8.4 The Branch shall establish a separate Branch account to manage all the financial activities of the Branch only.
- 8.5 The Chairperson, Secretary and the Treasurer shall be becomeliabile and operate and sign all documents to this Branch Bank account.

## 9.0 REPORTS

- 9.1 A copy of the Secretary's Annual Activities Report and Treasurer's Financial Report shall be submitted to ENSEARCH.
- 9.2 A copy of the Minutes of all Meetings of the Committee and Branch General Meetings shall be submitted to the Hon. Sec. General.

### **Addendum to Article 4 - Membership**

#### **4.1 (f) FOREIGN MEMBERS**

This class of membership shall be open to professionals working as academics in a recognised University or in Corporate Companies or Government Linked Companies and who are in possession of a valid working Visa.

Such membership shall be open only as Ordinary Members and shall not be eligible for election into the Council of Ensearch. However, the Council, on approval of the application, may co-opt this class of members to the Council only if the majority of Council members deems that such co-option shall be of benefit to Ensearch's purpose.

**10.0**

**AUDITED FINANCIAL  
STATEMENT FOR THE YEAR  
ENDED 31<sup>ST</sup> DECEMBER 2012**

**ENVIRONMENTAL MANAGEMENT  
AND RESEARCH ASSOCIATION OF  
MALAYSIA**

Established in Malaysia  
Under the section 7, Societies Act, 1966  
Association No. 70/84 WP

**REPORT AND FINANCIAL STATEMENTS  
FOR THE YEAR ENDED  
31 DECEMBER 2012**

# Environmental Management and Research Association of Malaysia

Established in Malaysia

Under the section 7, Societies Act, 1966

Association No. 70/84 WP

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# Environmental Management and Research Association of Malaysia

Established in Malaysia

Under the section 7, Societies Act, 1966

Association No. 70/84 WP

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## STATEMENT BY COUNCIL MEMBERS

We, **Abdul Aziz Long** and **Abu Harith Bin Shamsuddin**, being the Hon. President and the Hon. Treasurer of Environmental Management and Research Association of Malaysia, do hereby declare that to the best of our knowledge and belief, the financial statements for the year ended 31 December 2012 set out on pages 4 to 20 have been properly drawn up in accordance with the basis of preparation and accounting policies disclosed in Note 3 to the financial statements.



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**Abdul Aziz Long**



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**Abu Harith Bin Shamsuddin**

Date: 12 April 2013

Kuala Lumpur



**INDEPENDENT AUDITORS' REPORT TO THE MEMBERS  
PURSUANT TO ARTICLE 15 OF THE CONSTITUTION  
ENVIRONMENTAL MANAGEMENT AND RESEARCH ASSOCIATION OF MALAYSIA  
Established in Malaysia  
Association No. 70/84 WP**

**Report on the financial statements**

We have audited the financial statements of Environmental Management and Research Association of Malaysia ("ENSEARCH"), which comprise the balance sheet as at 31 December 2012, and the income and expenditure account and cash flow statement for the year then ended, and a summary of significant accounting policies and other explanatory information, as set out on pages 4 to 20.

*Council Members' responsibility for the financial statements*

The Council Members of the Association are responsible for the preparation of financial statements that give a true and fair view in accordance with the basis of preparation and accounting policies disclosed in Note 3 to the financial statements, and for such internal controls as the Council Members determine are necessary to enable the preparation of financial statements that are free from material misstatement, whether due to fraud or error.

*Auditors' responsibility*

Our responsibility is to express an opinion on these financial statements based on our audit. We conducted our audit in accordance with approved standards on auditing in Malaysia. Those standards require that we comply with ethical requirements and plan and perform the audit to obtain reasonable assurance whether the financial statements are free from material misstatement.

An audit involves performing procedures to obtain audit evidence about the amounts and disclosures in the financial statements. The procedures selected depend on our judgement, including the assessment of risks of material misstatement of the financial statements, whether due to fraud or error. In making those risk assessments, we consider internal controls relevant to the entity's preparation of financial statements that give a true and fair view in order to design audit procedures that are appropriate in the circumstances, but not for the purpose of expressing an opinion on the effectiveness of the entity's internal controls. An audit also includes evaluating the appropriateness of the accounting policies used and the reasonableness of accounting estimates made by the Council Members, as well as evaluating the overall presentation of the financial statements.

We believe that the audit evidence we have obtained is sufficient and appropriate to provide a basis for our audit opinion.

**(Continued on the next page)**





**INDEPENDENT AUDITORS' REPORT TO THE MEMBERS  
PURSUANT TO ARTICLE 15 OF THE CONSTITUTION  
ENVIRONMENTAL MANAGEMENT AND RESEARCH ASSOCIATION OF MALAYSIA  
Established in Malaysia  
Association No. 70/84 WP**

*Opinion*

In our opinion, the financial statements have been properly drawn up in accordance with the basis of preparation and accounting policies disclosed in Note 3 to the financial statements so as to give a true and fair view of the financial position of the Association as at 31 December 2012 and of its financial performance and cash flows for the year then ended.

**Other matters**

This report is made solely to the members of the ENSEARCH, as a body, in accordance with Article 15 of the Constitution of ENSEARCH and for no other purpose. We do not assume responsibility to any other person for the content of this report.

**Rabin & Associates**  
Firm Number: AF 1323  
Chartered Accountants

**Rabindra Singh Veriah**  
MIA Number: 3545  
1220/11/14 (J/PH)

Date: 12 April 2013

Kuala Lumpur

# Environmental Management and Research Association of Malaysia

Established in Malaysia

Under the Section 7, Societies Act, 1966

Association No. 70/84 WP

## BALANCE SHEET AS AT 31 DECEMBER 2012

|  | Note | 2012<br><u>RM</u> | 2011<br><u>RM</u> |
|--|------|-------------------|-------------------|
| <b>ASSETS</b>  |      |                   |                   |
| <b>Non current assets</b>                            |      |                   |                   |
| Plant and equipment                                  | 4    | 13,762            | 9,879             |
| Trust funds  | 5    | 485,805           | 624,521           |
| <b>Total non current assets</b>                      |      | <u>499,567</u>    | <u>634,400</u>    |
| <b>Current assets</b>                                |      |                   |                   |
| Receivables  | 6    | 16,450            | 35,078            |
| Sundry deposits and prepayments                      | 7    | 20,817            | 14,600            |
| Fixed deposits with a licensed financial institution | 8    | 60,000            | 63,209            |
| Cash and bank balances                               |      | 120,589           | 90,957            |
| <b>Total current assets</b>                          |      | <u>217,856</u>    | <u>203,844</u>    |
| <b>TOTAL ASSETS</b>                                  |      | <u>717,423</u>    | <u>838,244</u>    |
| <b>Financed by:</b>                                  |      |                   |                   |
| Grant accounts                                       | 9    | 4,870             | 13,876            |
| Excess of Income over Expenditure                    |      |                   |                   |
| Balance brought forward                              |      | 797,366           | 965,278           |
| Shortfall of income over expenditure for the year    |      | (121,852)         | (167,912)         |
| Balance carried forward                              |      | 675,514           | 797,366           |
| <b>Total Funds</b>                                   |      | <u>680,384</u>    | <u>811,242</u>    |
| <b>Current liabilities</b>                           |      |                   |                   |
| Subscriptions and admission fees in advance          |      | 12,700            | 1,150             |
| Other payables and accruals                          | 10   | 24,339            | 25,852            |
| <b>Total current liabilities</b>                     |      | <u>37,039</u>     | <u>27,002</u>     |
| <b>TOTAL LIABILITIES AND FUNDS</b>                   |      | <u>717,423</u>    | <u>838,244</u>    |

The accompanying notes form an integral part of the financial statements

# Environmental Management and Research Association of Malaysia

Established in Malaysia

Under the Section 7, Societies Act, 1966

Association No. 70/84 WP

## INCOME AND EXPENDITURE ACCOUNT FOR THE YEAR ENDED 31 DECEMBER 2012

|  | Note | 2012<br>RM       | 2011<br>RM       |
|--|------|------------------|------------------|
| <b><u>Income</u></b>                                     |      |                  |                  |
| Ensearch subscriptions                                   | 11   | 80,700           | 86,250           |
| Income from activities                                   | 12   | 327,744          | 352,909          |
| Interest income from fixed deposits                      |      | 533              | 1,832            |
| Office rental income                                     | 13   | 75,300           | 66,300           |
| Other income   | 14   | 31,010           | 23,278           |
|  |      | <u>515,287</u>   | <u>530,569</u>   |
| <b><u>Expenditure</u></b>                                |      |                  |                  |
| Audit and accounting fees                                |      | 20,614           | 22,464           |
| Allowance for doubtful debts                             |      | 9,050            | 23,150           |
| Bank charges   |      | 115              | 170              |
| Commission   |      | 5,000            | -                |
| Depreciation of plant and equipment                      |      | 6,681            | 10,368           |
| Donation and gift  |      | 409              | -                |
| Equipment rental   |      | 2,760            | 2,760            |
| Expenditure from activities                              | 12   | 354,330          | 364,040          |
| Insurance  |      | 5,339            | 4,689            |
| License fee  |      | 390              | -                |
| Miscellaneous expenses                                   |      | 480              | 834              |
| Office cleaning and maintenance                          |      | 8,526            | 9,653            |
| Office rental  |      | 62,400           | 62,400           |
| Penalty charges  |      | 428              | -                |
| Publication and website costs                            |      | 3,707            | 10,588           |
| Printing, stationery, postage, courier and shipping      |      | 7,380            | 7,205            |
| Staff costs  | 15   | 119,679          | 157,964          |
| Subscription fee and registration fee                    |      | 449              | 649              |
| Travelling and transport charges                         |      | 4,042            | 5,324            |
| Utilities  | 16   | 16,989           | 16,223           |
| Plant and equipment written off                          |      | 8,371            | -                |
|  |      | <u>637,139</u>   | <u>698,481</u>   |
| <b>Shortfall of Income over Expenditure for the year</b> |      | <u>(121,852)</u> | <u>(167,912)</u> |

The accompanying notes form an integral part of the financial statements

# Environmental Management and Research Association of Malaysia

Established in Malaysia

Under the Section 7, Societies Act, 1966

Association No. 70/84 WP

## CASH FLOW STATEMENT FOR THE YEAR ENDED 31 DECEMBER 2012

|   | <b>2012</b>           | <b>2011</b>           |
|---|-----------------------|-----------------------|
|   | <b><u>RM</u></b>      | <b><u>RM</u></b>      |
| <b>Cash flows from operating activities</b>                   |                       |                       |
| Shortfall of income over expenditure for the year             | (121,852)             | (167,912)             |
| <u>Adjustments for:</u>                                       |                       |                       |
| Depreciation of plant and equipment                           | 6,681                 | 10,368                |
| Plant and equipment written off                               | 8,371                 | -                     |
| Shortfall Surplus for the year before working capital changes | <u>(106,800)</u>      | <u>(157,544)</u>      |
| <u>Adjustments for working capital changes:</u>               |                       |                       |
| Receivables   | 12,411                | 31,614                |
| Payables  | 1,031                 | (904)                 |
| Cash used in operating activities                             | <u>(93,358)</u>       | <u>(126,834)</u>      |
| Interest income   | (7,375)               | (16,996)              |
| Net cash used in operating activities                         | <u>(100,733)</u>      | <u>(143,830)</u>      |
| <b>Cash flows from investing activity</b>                     |                       |                       |
| Purchase of plant and equipment                               | <u>(18,935)</u>       | <u>(8,998)</u>        |
| Net cash used in investing activity                           | <u>(18,935)</u>       | <u>(8,998)</u>        |
| <b>Cash flows from financing activity</b>                     |                       |                       |
| Interest received   | <u>7,375</u>          | <u>16,996</u>         |
| Net cash generated from financing activity                    | <u>7,375</u>          | <u>16,996</u>         |
| <b>Net changes in cash and cash equivalents</b>               | <b>(112,293)</b>      | <b>(118,836)</b>      |
| <b>Cash and cash equivalents at beginning of year</b>         | <b>778,687</b>        | <b>914,519</b>        |
| <b>Cash and cash equivalents at end of year</b>               | <b><u>666,394</u></b> | <b><u>778,687</u></b> |
| <b>Analysis of cash and cash equivalents</b>                  |                       |                       |
| Trust fund  | 485,805               | 624,521               |
| Fixed deposits  | 60,000                | 63,209                |
| Cash and bank balances  | 120,589               | 90,957                |
|   | <u>666,394</u>        | <u>778,687</u>        |

The accompanying notes form an integral part of the financial statements

# Environmental Management and Research Association of Malaysia

Established in Malaysia

Under the Section 7, Societies Act, 1966

Association No. 70/84 WP

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## NOTES TO THE FINANCIAL STATEMENTS FOR THE YEAR ENDED 31 DECEMBER 2012

### 1. GENERAL INFORMATION

#### 1.1 Principal activities

The principal activity of the Association is to contribute, through the conduct of training, seminars, publications and participation in projects, to the development of means to protect and enhance the quality of the environment in Malaysia.

#### 1.2 Number of employees

The numbers of employees in the Association at the end of the financial year were 4 (2011: 4).

#### 1.3 Legal form and domicile

The Association is established and domiciled in Malaysia.

#### 1.4 Principal place of operations

The address of the principal place of operations is as follows:-

##### **Principal place of operation**

No. 30-3, Jalan PJU 5/16  
Dataran Sunway, Kota Damansara  
47810 Petaling Jaya  
Selangor Darul Ehsan

#### 1.5 Authorisation for issue

The financial statements were authorised for issue by the Ensearch Council Members in accordance with a resolution of the Council passed on the date indicated in the Statement by Council Members.

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# **Environmental Management and Research Association of Malaysia**

Established in Malaysia

Under the Section 7, Societies Act, 1966

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## **NOTES TO THE FINANCIAL STATEMENTS FOR THE YEAR ENDED 31 DECEMBER 2012**

### **2. BASIS OF PREPARATION**

#### **2.1 Statement of compliance**

The financial statements of the Association have been prepared in accordance with the basis of preparation and accounting policies as included in Note 3 to the financial statements.

#### **2.2 Basis of measurement**

The financial statements have been prepared on the historical cost basis unless otherwise stated in Note 3.

#### **2.3 Functional currency**

These financial statements are presented in Ringgit Malaysia (RM), which is the Association's functional currency.

#### **2.4 Use of estimates and judgement**

The preparation of financial statements requires management to make judgements, estimates and assumptions that affect the application of accounting policies and the reported amounts of assets, liabilities, income and expenses. Actual results may differ from these estimates.

Estimates and underlying assumptions are reviewed on an ongoing basis. Revisions to accounting estimates are recognised in the period in which the estimate is revised and in any future periods affected.

There are no significant areas of estimation uncertainty and critical judgements in applying accounting policies that have significant effect on the amounts recognised in the financial statements.

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# Environmental Management and Research Association of Malaysia

Established in Malaysia

Under the Section 7, Societies Act, 1966

Association No. 70/84 WP

## NOTES TO THE FINANCIAL STATEMENTS FOR THE YEAR ENDED 31 DECEMBER 2012

### 3. SIGNIFICANT ACCOUNTING POLICIES

The accounting policies set out below have been applied consistently to all periods presented in these financial statements, unless otherwise stated.

#### 3.1 Plant and equipment

##### (i) Recognition and measurement

Items of plant and equipment are stated at cost less accumulated depreciation and impairment losses.

Cost includes expenditures that are directly attributable to the acquisition of the asset. The cost of self-constructed assets includes the cost of materials and direct labour, any other costs directly attributable to bringing the asset to working condition for its intended use, and the costs of dismantling and removing the items and restoring the site on which they are located. Purchased software that is integral to the functionality of the related equipment is capitalised as part of that equipment.

When significant parts of an item of plant and equipment have different useful lives, they are accounted for as separate items (major components) of plant and equipment.

##### (ii) Subsequent costs

The cost of replacing part of an item of plant and equipment is recognised in the carrying amount of the item if it is probable that the future economic benefits embodied within the part will flow to the Association and its cost can be measured reliably. The costs of the day-to-day servicing of plant and equipment are recognised in the income statement as incurred.

##### (iii) Depreciation

Depreciation is recognised in the income statement on a straight-line basis over the estimated useful life of each part of an item of plant and equipment.

The principal annual rates of depreciation used for the current and comparative years are as follows:

|                        |       |
|------------------------|-------|
| Office equipment       | - 25% |
| Furniture and fittings | - 25% |
| Renovation             | - 25% |



**NOTES TO THE FINANCIAL STATEMENTS FOR THE YEAR ENDED 31 DECEMBER 2012**

**3. SIGNIFICANT ACCOUNTING POLICIES (CONT'D)**

**3.2 Receivables**

Receivables are initially recognised at their cost when the contractual right to receive cash or another financial asset from another entity is established.

Subsequent to initial recognition, receivables are stated at cost less allowance for doubtful debts.

Receivables are not held for the purpose of trading.

**3.3 Cash and cash equivalents**

Cash and cash equivalents consist of cash in hand, balances and deposits with banks and highly liquid investments which have an insignificant risk of changes in value. For the purpose of the cash flow statement, cash and cash equivalents are presented net of bank overdrafts and pledged deposits, if any.

**3.4 Impairment of assets**

The carrying amounts of assets, other than financial assets, are reviewed at the end of each reporting period to determine whether there is any indication of impairment.

If any such indication exists, then the asset's recoverable amount is estimated. For the purpose of impairment testing, assets are grouped together into the smallest group of assets that generates cash inflows from continuing use that are largely independent of the cash inflows of other assets or groups of assets (the "cash-generating unit").

The recoverable amount of an asset or cash-generating unit is the greater of its value in use and its fair value less costs to sell. In assessing value in use, the estimated future cash flows are discounted to their present value using a pre-tax discount rate that reflects current market assessments of the time value of money and the risks specific to the asset.

An impairment loss is recognised if the carrying amount of an asset or its cash-generating unit exceeds its recoverable amount. Impairment losses are recognised in profit or loss.

Impairment losses recognised in prior periods are assessed at the end of each reporting period for any indications that the loss has decreased or no longer exists. An impairment loss is reversed if there has been a change in the estimates used to determine the recoverable amount since the last impairment loss was recognised. An impairment loss is reversed only to the extent that the asset's carrying amount does not exceed the carrying amount that would have been determined, net of depreciation or amortisation, if no impairment loss had been recognised. Reversals of impairment losses are credited to profit or loss in the year in which the reversals are recognised.



**NOTES TO THE FINANCIAL STATEMENTS FOR THE YEAR ENDED 31 DECEMBER 2012**

**3. SIGNIFICANT ACCOUNTING POLICIES (CONT'D)**

**3.5 Payables**

Payables are measured initially and subsequently at cost. Payables are recognised when there is a contractual obligation to deliver cash or another financial asset to another entity.

**3.6 Provision**

A provision is recognised if, as a result of a past event, the Association has a present legal or constructive obligation that can be estimated reliably, and it is probable that an outflow of economic benefits will be required to settle the obligation. Provisions are determined by discounting the expected future cash flows at a pre-tax rate that reflects current market assessments of the time value of money and the risks specific to the liability.

**3.7 Financial instruments**

Financial instruments carried in the balance sheet include cash and bank balances, receivables and payables. The particular recognition adopted are disclosed in the individual accounting policy statements associated with each item.

Financial instruments are classified as liability or equity in accordance with the substance of the contractual arrangement. Interest, dividends, gains and losses relating to a financial instrument classified as liability are reported as expense or income. Distribution to holders of financial instruments classified as equity are charged directly to equity.

Financial instruments are set off when the Association has a legally enforceable right to set off the recognised amounts and intends either to settle on a net basis, or to realise the asset and settle the liability simultaneously.

**3.8 Revenue recognition**

Revenue is recognised to the extent that it is probable that the economic benefits will flow to the Association and the revenue can be reliably measured. The following specific recognition criteria must also be met before revenue is recognised:

**(i) Subscription income**

Subscription income is recognised on an accruals basis.

**(ii) Income from activities**

Income and expenditure arising on seminars and projects are recognised upon the seminars and projects being conducted.

# **Environmental Management and Research Association of Malaysia**

Established in Malaysia

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Association No. 70/84 WP

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## **NOTES TO THE FINANCIAL STATEMENTS FOR THE YEAR ENDED 31 DECEMBER 2012**

### **3. SIGNIFICANT ACCOUNTING POLICIES (CONT'D)**

#### **3.8 Revenue recognition (cont'd)**

##### **(iii) Interest income**

Interest income is recognised progressively over the term of the fixed deposit placement.

##### **(iv) Office rental income**

Revenue from rental of office is recognised progressively over the term of the lease.

##### **(v) Grant income**

Grant income is recognised on the basis as disclosed in Note 3.9.

#### **3.9 Grants**

Grants are recognised at their fair value in the balance sheet as deferred income where there is reasonable assurance that the grant will be received and all attaching conditions will be complied with. Grants that compensate the Association for expenses incurred are recognised as income over the periods necessary to match the grant to the costs that it is intended to compensate. Grants that compensate the Association for the cost of an asset are recognised as income on a systematic basis over the useful life of the asset.

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# Environmental Management and Research Association of Malaysia

Established in Malaysia

Under the Section 7, Societies Act, 1966

Association No. 70/84 WP

## NOTES TO THE FINANCIAL STATEMENTS FOR THE YEAR ENDED 31 DECEMBER 2012

### 4. PLANT AND EQUIPMENT

|   | Office<br>equipment<br><u>RM</u> | Furniture<br>and<br>fittings<br><u>RM</u> | Renovation<br><u>RM</u> | Total<br><u>RM</u> |
|---|----------------------------------|---|-------------------------|--------------------|
| <b>Cost</b>                                   |                                  |   |                         |                    |
| At 1 January 2012                             | 107,968                          | 100,922                                   | 67,464                  | 276,354            |
| Additions                                     | 17,975                           | 960                                       | -                       | 18,935             |
| Written off                                   | (60,521)                         | (2,394)                                   | -                       | (62,915)           |
| At 31 December 2012                           | <u>65,422</u>                    | <u>99,488</u>                             | <u>67,464</u>           | <u>232,374</u>     |
| <b>Accumulated depreciation</b>               |                                  |   |                         |                    |
| At 1 January 2012                             | 100,033                          | 98,978                                    | 67,464                  | 266,475            |
| Charge for the year                           | 5,636                            | 1,045                                     | -                       | 6,681              |
| Written off                                   | (52,150)                         | (2,394)                                   | -                       | (54,544)           |
| At 31 December 2012                           | <u>53,519</u>                    | <u>97,629</u>                             | <u>67,464</u>           | <u>218,612</u>     |
| <b>Net book value</b>                         |                                  |   |                         |                    |
| At 31 December 2012                           | <u>11,903</u>                    | <u>1,859</u>                              | <u>-</u>                | <u>13,762</u>      |
| At 31 December 2011                           | <u>7,935</u>                     | <u>1,944</u>                              | <u>-</u>                | <u>9,879</u>       |
| <b>Depreciation charge for the year ended</b> |                                  |   |                         |                    |
| 31 December 2011                              | <u>4,519</u>                     | <u>1,706</u>                              | <u>4,143</u>            | <u>10,368</u>      |

Detailed listing of the plant and equipment are included in Appendix I to Appendix IV.

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# Environmental Management and Research Association of Malaysia

Established in Malaysia

Under the Section 7, Societies Act, 1966

Association No. 70/84 WP

## NOTES TO THE FINANCIAL STATEMENTS FOR THE YEAR ENDED 31 DECEMBER 2012

### 5. TRUST FUNDS

|  | 2012<br><u>RM</u> | 2011<br><u>RM</u> |
|--|-------------------|-------------------|
| <u>Fixed deposits with licensed financial institutions</u> |                   |                   |
| K. Kumarasivam Endowment Fund Trust Fund ("KKEF")          | 210,000           | 209,759           |
| CPCN   | 151,115           | 187,961           |
| MENGO  | -                 | 106,055           |
|  | 361,115           | 503,775           |
| <br>   |                   |                   |
| <u>Cash at bank</u>  |                   |                   |
| K. Kumarasivam Endowment Fund Trust Fund ("KKEF")          | 24,272            | 29,209            |
| CPCN Trust Fund  | 17,233            | 25,402            |
| MENGO Trust Fund   | 81,692            | 63,920            |
|  | 123,197           | 118,531           |
| <br>   |                   |                   |
| Staff advance  | 1,493             | 2,215             |
|  | <u>485,805</u>    | <u>624,521</u>    |

The interest rates of fixed deposits range from 2.50% to 2.85% (2011: 2.50% to 3.00%) per annum and the average maturity period is 12 months (2011: 3 months).

The trust funds represents available funds, the utilisation of which are for specific projects and hence, are not available for use by ENSEARCH otherwise.

### 6. RECEIVABLES

|   | 2012<br><u>RM</u> | 2011<br><u>RM</u> |
|---|-------------------|-------------------|
| Members subscription receivables            | 9,050             | 58,175            |
| Training, sponsorship and other receivables | 14,550            | 25,230            |
|   | 23,600            | 83,405            |
| <u>Less:</u> Allowance for doubtful debts   | (9,050)           | (55,825)          |
|   | 14,550            | 27,580            |
| Accrued fixed deposits interest             | 1,900             | 7,498             |
|   | <u>16,450</u>     | <u>35,078</u>     |

- a. Members who did not pay their membership subscription of the previous year are deregistered.
- b. Subscription receivables from members represent the primary concentration of credit risk of the Association.

# Environmental Management and Research Association of Malaysia

Established in Malaysia

Under the Section 7, Societies Act, 1966

Association No. 70/84 WP

## NOTES TO THE FINANCIAL STATEMENTS FOR THE YEAR ENDED 31 DECEMBER 2012

### 7. SUNDRY DEPOSITS AND PREPAYMENT

|          | <b>2012</b>      | <b>2011</b>      |
|----------|------------------|------------------|
|          | <b><u>RM</u></b> | <b><u>RM</u></b> |
| Deposits | 13,600           | 13,600           |
| Others   | 7,217            | 1,000            |
|          | <u>20,817</u>    | <u>14,600</u>    |

### 8. FIXED DEPOSITS PLACED WITH A LICENSED FINANCIAL INSTITUTION

|  | <b>2012</b>      | <b>2011</b>      |
|--|------------------|------------------|
|  | <b><u>RM</u></b> | <b><u>RM</u></b> |
|  | <u>60,000</u>    | <u>63,209</u>    |

The interest rates of fixed deposits range from 2.50% to 2.85% (2011: 2.50% to 3.00%) per annum and the average maturity period is 12 months (2011: 3 months).

### 9. GRANT ACCOUNTS

|   | <b>2012</b>      | <b>2011</b>      |
|---|------------------|------------------|
|   | <b><u>RM</u></b> | <b><u>RM</u></b> |
| At 1 January  | 13,876           | -                |
| Grant received  | 12,753           | 104,707          |
| Transfer to income and expenditure statement (Note 12): |                  |                  |
| - Reimbursement for other expenses                      | (3,826)          | -                |
|   | <u>(17,933)</u>  | <u>(90,831)</u>  |
|   | <u>(21,759)</u>  | <u>(90,831)</u>  |
| At 31 December  | <u>4,870</u>     | <u>13,876</u>    |

This grant was received from United Nations Office for Project Services (UNOPS) for a project on promoting sustainability in an urban community through building capacity in composting and recycling of household wastes and biodiversity enrichment using indigenous rare fruit trees. The project expires in April 2013.

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## NOTES TO THE FINANCIAL STATEMENTS FOR THE YEAR ENDED 31 DECEMBER 2012

### 10. OTHER PAYABLES AND ACCRUALS

|                         | 2012<br><u>RM</u> | 2011<br><u>RM</u> |
|-------------------------|-------------------|-------------------|
| Other payables          | -                 | 2,857             |
| Accruals for :          |                   |                   |
| Audit fees              | 5,000             | 6,000             |
| Other accruals          | 4,339             | -                 |
| Tenancy deposit payable | 15,000            | 16,995            |
|                         | <u>24,339</u>     | <u>22,995</u>     |
|                         | <u>24,339</u>     | <u>25,852</u>     |

### 11. ENSEARCH SUBSCRIPTIONS

|                           | 2012<br><u>RM</u> | 2011<br><u>RM</u> |
|---------------------------|-------------------|-------------------|
| Individual members        | 17,200            | 22,350            |
| Individual members- Sabah | 1,900             | -                 |
| Corporate members         | 57,000            | 61,000            |
| Student members           | -                 | 150               |
| Admission fees            | 4,600             | 2,750             |
|                           | <u>80,700</u>     | <u>86,250</u>     |

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## NOTES TO THE FINANCIAL STATEMENTS FOR THE YEAR ENDED 31 DECEMBER 2012

### 12. INCOME AND EXPENDITURE FROM ACTIVITIES

| Note  | 2012      |                | 2011      |                | Net (Deficit) /Income RM |
|---|-----------|----------------|-----------|----------------|--------------------------|
|   | Income RM | Expenditure RM | Income RM | Expenditure RM |                          |
| <b>Grant activities</b>                                 |           |                |           |                |                          |
| DANIDA  |           |                |           |                |                          |
| SGP UNOPS   | 17,933    | 17,933         | 90,831    | 90,831         | -                        |
| Total income and expenditure from grant activities      | 17,933    | 17,933         | 90,831    | 90,831         | -                        |
| <b>Trust fund activities</b>                            |           |                |           |                |                          |
| K. Kumarasivam Endowment Fund                           | 2,000     | 9,516          | -         | 9,464          | (9,464)                  |
| MENGO Trust Activities income                           | 6,325     | 86,139         | 18,825    | 98,878         | (80,053)                 |
| CPC Network   | 9,480     | 59,051         | 52,234    | 69,526         | (17,292)                 |
| Interest income   | 6,841     | -              | 15,164    | -              | 15,164                   |
| Total income and expenditure from trust fund activities | 24,646    | 154,706        | 86,223    | 177,868        | (91,645)                 |

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## NOTES TO THE FINANCIAL STATEMENTS FOR THE YEAR ENDED 31 DECEMBER 2012

### 12. INCOME AND EXPENDITURE FROM ACTIVITIES (CONT'D)

|   | 2012         |                   |                  | 2011         |                   |                  |
|---|--------------|-------------------|------------------|--------------|-------------------|------------------|
|   | Income<br>RM | Expenditure<br>RM | Difference<br>RM | Income<br>RM | Expenditure<br>RM | Difference<br>RM |
| <b>Other activities</b>                               |              |                   |                  |              |                   |                  |
| Training courses                                      | 108,820      | 42,427            | 66,393           | 95,900       | 33,833            | 62,067           |
| Waste management conference                           | 143,787      | 96,942            | 46,845           | 63,845       | 38,522            | 25,323           |
| ENPC Project  | 1,330        | 16,867            | (15,537)         | 15,550       | 22,689            | (7,139)          |
| Other events and activities                           | 31,228       | 25,455            | 5,773            | 560          | 297               | 263              |
| Total income and expenditure from<br>other activities | 285,165      | 181,691           | 103,474          | 175,855      | 95,341            | 80,514           |
|   | 327,744      | 354,330           | (26,586)         | 352,909      | 364,040           | (11,131)         |



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## NOTES TO THE FINANCIAL STATEMENTS FOR THE YEAR ENDED 31 DECEMBER 2012

### 13. OFFICE RENTAL INCOME

|   | <b>2012</b>      | <b>2011</b>      |
|---|------------------|------------------|
|   | <b><u>RM</u></b> | <b><u>RM</u></b> |
| Rental income received from:                            |                  |                  |
| - Centre for Environmental Technologies (CETEC)         | 10,800           | 10,800           |
| - Malaysian Environmental Non-Governmental Organisation | 4,500            | 6,000            |
| - Hot Piper Franchise                                   | -                | 4,500            |
| - Ron Wang Enterprise                                   | -                | 45,000           |
| - Red Auto  | 60,000           | -                |
|   | <u>75,300</u>    | <u>66,300</u>    |

### 14. OTHER INCOME

|  | <b>2012</b>      | <b>2011</b>      |
|--|------------------|------------------|
|  | <b><u>RM</u></b> | <b><u>RM</u></b> |
| Consultation and administrative fees       | 8,293            | 9,795            |
| MENGO project facilitation fee             | 7,800            | 9,600            |
| Miscellaneous income                       | 13,617           | 1,908            |
| Write back of allowance for doubtful debts | 1,300            | 1,975            |
|  | <u>31,010</u>    | <u>23,278</u>    |

### 15. STAFF COSTS

|                                 | <b>2012</b>      | <b>2011</b>      |
|---------------------------------|------------------|------------------|
|                                 | <b><u>RM</u></b> | <b><u>RM</u></b> |
| Amenities and medical           | 979              | 4,348            |
| Basic salaries                  | 100,662          | 134,776          |
| Bonus                           | 6,200            | -                |
| Employees' Provident Fund (EPF) | 10,621           | 15,281           |
| SOCSSO                          | 1,217            | 1,759            |
| Training and seminar            | -                | 1,800            |
|                                 | <u>119,679</u>   | <u>157,964</u>   |

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## NOTES TO THE FINANCIAL STATEMENTS FOR THE YEAR ENDED 31 DECEMBER 2012

### 16. UTILITIES

|  | <b>2012</b>      | <b>2011</b>      |
|--|------------------|------------------|
|  | <b><u>RM</u></b> | <b><u>RM</u></b> |
| Electricity charges (Tenaga Nasional Berhad) | 7,233            | 6,111            |
| Sewerage charges (Indah Water Konsortium)    | 352              | 416              |
| Telephone charges                            | 8,501            | 8,785            |
| Water charges (Jabatan Bekalan Air)          | 903              | 911              |
|  | <u>16,989</u>    | <u>16,223</u>    |

**ENVIRONMENTAL MANAGEMENT  
AND RESEARCH ASSOCIATION OF  
MALAYSIA**

Established in Malaysia  
Under the section 7, Societies Act, 1966  
Association No. 70/84 WP

**DETAILED LISTING OF PLANT AND EQUIPMENT  
FOR THE YEAR ENDED  
31 DECEMBER 2012**

# Environmental Management and Research Association of Malaysia

Established in Malaysia

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## APPENDIX I

The detailed listing of plant and equipment are as included below.

### Office equipment

|                          | <u>Cost</u><br><u>RM</u> | <u>Additions</u><br><u>RM</u> | <u>Written off</u><br><u>RM</u> | <u>Accumulated</u><br><u>depreciation</u><br><u>RM</u> | <u>Net book</u><br><u>value</u><br><u>RM</u> | <u>Current</u><br><u>depreciation</u><br><u>RM</u> |
|--------------------------|--------------------------|-------------------------------|---------------------------------|--|--|--|
| <b><u>ENSEARCH</u></b>   |                          |                               |                                 |  |  |  |
| Office equipment         | 11,300                   | -                             | -                               | 11,300   | -  | -  |
| Panasonic phone          | 381                      | -                             | -                               | 381  | -  | -  |
| Panasonic phone          | 360                      | -                             | -                               | 360  | -  | -  |
| Hitachi air conditioner  | 3,490                    | -                             | -                               | 3,490  | -  | -  |
| MS Windows 98            | 750                      | -                             | -                               | 750  | -  | -  |
| MS Office 2000           | 1,800                    | -                             | -                               | 1,800  | -  | -  |
| Digital camera           | 1,926                    | -                             | -                               | 1,926  | -  | -  |
| Door bell                | 75                       | -                             | -                               | 75   | -  | -  |
| Laminating machine       | 390                      | -                             | -                               | 390  | -  | -  |
| Display cabinet          | 790                      | -                             | -                               | 790  | -  | -  |
| LaserJet printer         | 841                      | -                             | -                               | 841  | -  | -  |
| York air cond            | 2,750                    | -                             | -                               | 2,750  | -  | -  |
| Microsoft office license | 3,545                    | -                             | -                               | 3,545  | -  | -  |
| Office & Window license  | 1,710                    | -                             | -                               | 1,710  | -  | -  |
| Office & Sound card      | 740                      | -                             | -                               | 740  | -  | -  |
| Projectors               | 3,230                    | -                             | (2,952)                         | 279  | -  | -  |
| Router                   | 190                      | -                             | -                               | 190  | -  | -  |
| Adobe Acrobat Reader     | 1,150                    | -                             | -                               | 1,150  | -  | -  |
| PC Intel Pentium         | 3,100                    | -                             | -                               | 3,100  | -  | -  |
| Notebook IBM             | 4,665                    | -                             | -                               | 4,665  | -  | -  |
| Brother fax machine      | 1,000                    | -                             | -                               | 1,000  | -  | -  |
| HP desktop computer      | 1,650                    | -                             | -                               | 1,650  | -  | -  |
| HP LaserJet              | 1,248                    | -                             | -                               | 1,248  | -  | 312  |
| HP Scan Jet              | 288                      | -                             | -                               | 288  | -  | 72   |
| ACER LCD monitor         | 1,871                    | -                             | (1,871)                         | -  | -  | -  |
| DVDRW writer drive       | 440                      | -                             | -                               | 440  | -  | 110  |
| Computer accessories     | 1,103                    | -                             | -                               | 1,103  | -  | 275  |
| MS Office                | 1,640                    | -                             | -                               | 1,640  | -  | 410  |
| OEM desktop PC           | 1,555                    | -                             | (1,555)                         | -  | -  | -  |
| MS Window                | 527                      | -                             | -                               | 527  | -  | 132  |
| Wifi adapter             | 90                       | -                             | -                               | 90   | -  | 23   |
| Office Software          | 4,000                    | -                             | -                               | 2,000  | 2,000  | 1,000  |
| Dell Notebook            | 3,658                    | -                             | (3,658)                         | -  | -  | -  |
| Balance b/f              | 62,253                   | -                             | (10,036)                        | 50,218   | 2,000  | 2,334  |

# Environmental Management and Research Association of Malaysia

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## APPENDIX II

### Office equipment (cont'd)

|                             | <u>Cost</u><br><u>RM</u> | <u>Additions</u><br><u>RM</u> | <u>Written off</u><br><u>RM</u> | <u>Accumulated</u><br><u>depreciation</u><br><u>RM</u> | <u>Net book</u><br><u>value</u><br><u>RM</u> | <u>Current</u><br><u>depreciation</u><br><u>RM</u> |
|-----------------------------|--------------------------|-------------------------------|---------------------------------|--|--|--|
| <b><u>ENSEARCH</u></b>      |                          |                               |                                 |  |  |  |
| Balance b/d                 | 62,253                   | -                             | (10,036)                        | 50,218   | 2,000  | 2,334  |
| Vostro 260st Desktop (2)    | -                        | 4,770                         | (4,770)                         | -  | -  | -  |
| Dell Vostro 3460 Notebk     | -                        | 3,550                         | -                               | 888  | 2,662  | 888  |
| Vostro 260st Desktop (3)    | -                        | 7,155                         | -                               | 1,789  | 5,366  | 1,789  |
| Epson Projector             | -                        | 2,500                         | -                               | 625  | 1,875  | 625  |
|                             | <u>62,253</u>            | <u>17,975</u>                 | <u>(14,806)</u>                 | <u>53,520</u>  | <u>11,903</u>                                | <u>5,636</u>                                       |
| <b><u>MENGO project</u></b> |                          |                               |                                 |  |  |  |
| Window 2000 OEM             | 1,220                    | -                             | (1,220)                         | 1,220  | -  | -  |
| Computer-Intel Pentium      | 11,880                   | -                             | (11,880)                        | 11,880   | -  | -  |
| Brother fax machine         | 699                      | -                             | (699)                           | 699  | -  | -  |
| Digital camera              | 1,849                    | -                             | (1,849)                         | 1,849  | -  | -  |
| HP DeskJet 9300             | 1,450                    | -                             | (1,450)                         | 1,450  | -  | -  |
| NEC Projector               | 8,999                    | -                             | (8,999)                         | 8,999  | -  | -  |
| HP Scan jet scanner         | 780                      | -                             | (780)                           | 780  | -  | -  |
| ACER notebook               | 5,888                    | -                             | (5,888)                         | 5,888  | -  | -  |
| Toshiba digital copier      | 6,550                    | -                             | (6,550)                         | 6,550  | -  | -  |
| Tek Proforma computer       | 4,750                    | -                             | (4,750)                         | 4,750  | -  | -  |
| Auto document feeder        | 1,650                    | -                             | (1,650)                         | 1,650  | -  | -  |
|                             | <u>45,715</u>            | <u>-</u>                      | <u>(45,715)</u>                 | <u>45,715</u>  | <u>-</u>                                     | <u>-</u>   |
| Total office equipment      | <u>107,968</u>           | <u>17,975</u>                 | <u>(60,521)</u>                 | <u>99,235</u>  | <u>11,903</u>                                | <u>5,636</u>                                       |

# Environmental Management and Research Association of Malaysia

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## APPENDIX III

### Furniture and fittings

|                                 | Cost<br>RM    | Additions<br>RM | Written off<br>RM | Accumulated<br>depreciation<br>RM | Net book<br>value<br>RM | Current<br>depreciation<br>RM |
|---------------------------------|---------------|-----------------|-------------------|-----------------------------------|-------------------------|-------------------------------|
| <b>ENSEARCH</b>                 |               |                 |                   |                                   |                         |                               |
| Furniture and fittings          | 87,674        | -               | -                 | 87,674                            | -                       | -                             |
| Signboard                       | 1,500         | -               | -                 | 1,500                             | -                       | -                             |
| Blinds                          | 1,000         | -               | -                 | 1,000                             | -                       | -                             |
| Pantry cupboard                 | 180           | -               | -                 | 180                               | -                       | -                             |
| Waiting room sofa               | 360           | -               | -                 | 360                               | -                       | -                             |
| 6" Executive table<br>(2 units) | 380           | -               | -                 | 380                               | -                       | -                             |
| Table                           | 290           | -               | -                 | 290                               | -                       | -                             |
| Wall Fan (2units)               | 180           | -               | -                 | 180                               | -                       | -                             |
| Door intercom unit              | 140           | -               | -                 | 140                               | -                       | -                             |
| 16" conference table            | 600           | -               | -                 | 600                               | -                       | -                             |
| Banquet chairs                  | 779           | -               | -                 | 779                               | -                       | -                             |
| Panasonic key phone             | 500           | -               | -                 | 500                               | -                       | -                             |
| Serve rack                      | 200           | -               | -                 | 200                               | -                       | -                             |
| Mobile compactors               | 250           | -               | -                 | 250                               | -                       | -                             |
| Executive chairs                | 45            | -               | -                 | 45                                | -                       | -                             |
| Office partition                | 600           | -               | -                 | 600                               | -                       | -                             |
| Mobile pedestal                 | 40            | -               | -                 | 40                                | -                       | -                             |
| Foldable table                  | 592           | -               | -                 | 592                               | -                       | -                             |
| Writing desk                    | 260           | -               | -                 | 195                               | 65                      | 65                            |
| Mobile pedestal                 | 379           | -               | -                 | 284                               | 95                      | 95                            |
| President chair                 | 290           | -               | -                 | 218                               | 72                      | 72                            |
| Shape table                     | 505           | -               | -                 | 379                               | 126                     | 126                           |
| Round table                     | 164           | -               | -                 | 123                               | 41                      | 42                            |
| Steel cabinet                   | 280           | -               | -                 | 210                               | 70                      | 70                            |
| Presidential chair              | 240           | -               | -                 | 120                               | 120                     | 60                            |
| Mediumback chair                | 1,100         | -               | -                 | 550                               | 550                     | 275                           |
| L-shape office table            | -             | 590             | -                 | 148                               | 442                     | 148                           |
| 3-drawer mobile pedestal        | -             | 150             | -                 | 37                                | 113                     | 37                            |
| Low cabinet                     | -             | 220             | -                 | 55                                | 165                     | 55                            |
|                                 | <b>98,528</b> | <b>960</b>      | <b>-</b>          | <b>97,629</b>                     | <b>1,859</b>            | <b>1,045</b>                  |

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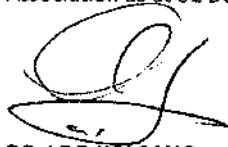
## APPENDIX IV

### Furniture and fittings (cont'd)

|                                  | <u>Cost</u><br><u>RM</u> | <u>Additions</u><br><u>RM</u> | <u>Written off</u><br><u>RM</u> | <u>Accumulated</u><br><u>depreciation</u><br><u>RM</u> | <u>Net book</u><br><u>value</u><br><u>RM</u> | <u>Current</u><br><u>depreciation</u><br><u>RM</u> |
|----------------------------------|--------------------------|-------------------------------|---------------------------------|--|--|--|
| <b>MENGO Project</b>             |                          |                               |                                 |  |  |  |
| Mobile drawers                   | 466                      | -                             | (466)                           | 466  | -  | -  |
| Low cabinet                      | 295                      | -                             | (295)                           | 295  | -  | -  |
| Sliding door cabinet             | 308                      | -                             | (308)                           | 308  | -  | -  |
| Visitor chair                    | 425                      | -                             | (425)                           | 425  | -  | -  |
| High cabinet                     | 900                      | -                             | (900)                           | 900  | -  | -  |
|                                  | <u>2,394</u>             | <u>-</u>                      | <u>(2,394)</u>                  | <u>2,394</u>   | <u>-</u>                                     | <u>-</u>   |
| <br>                             |                          |                               |                                 |  |  |  |
| Total furniture and fittings     | <u>100,922</u>           | <u>960</u>                    |                                 | <u>100,023</u>   | <u>1,859</u>                                 | <u>1,045</u>                                       |
| <br>                             |                          |                               |                                 |  |  |  |
| <b>Renovation</b>                |                          |                               |                                 |  |  |  |
| Renovation                       | 46,638                   | -                             | -                               | 46,638   | -  | -  |
| Office renovation                | 20,826                   | -                             | -                               | 20,826   | -  | -  |
|                                  | <u>67,464</u>            | <u>-</u>                      | <u>-</u>                        | <u>67,464</u>  | <u>-</u>                                     | <u>-</u>   |
| <br>                             |                          |                               |                                 |  |  |  |
| <b>Total Plant and equipment</b> | <u>276,354</u>           | <u>18,935</u>                 | <u>(62,915)</u>                 | <u>(218,612)</u>                                       | <u>13,762</u>                                | <u>6,681</u>                                       |

**Report of the Honorary Internal Auditors' to the Members of  
Environment Management and Research Association of Malaysia**

We, have examined the financial statements set out on pages 4 to 20 and have obtained all the information's and explanations we require. In our opinion, the financial statements given are true and fair view of the financial position of the Association as at 31 December 2012.



**DR. LOO KOI SANG**  
*Hon. Internal Auditor*



**MR. RAM KUMAR**  
*Hon. Internal Auditor*

**Dated 16<sup>th</sup> April 2013**



## 11.0 SNAPSHOTS FROM YEAR 2012– 2013



*Guest of Honor for day 2 of WM2012, Y. Bhg Dato' Sri Douglas Uggah Embas, Minister of Natural Resources and Environment, Malaysia*



*Y. Bhg Dato' Sri Douglas Uggah Embas with ENSEARCH President, En Abdul Aziz Long (left) and WM2012 Chairman, Mr. KN Gobinathan (right)*



*Y. Bhg Dato' Dr Nadzri Yahaya (right) during panel discussion for Session 4 : The Climate Change and The Environment of WM2012*



*Y. Bhg Dato' Sri Douglas Uggah Embas with the representatives from Solmax International Asia Pacific Sdn Bhd at WM2012*



*The KKEF Internship winner, Mr. Kelvin Diong (far left) with the KKEF Board of Directors and Memorial Public Lecture Speaker, Datuk Dr. Rajmah Hussain (third from left) on 8<sup>th</sup> November 2012*



*A total of 78 members attended the KKEF Memorial Public Lecture held at Kelab Golf Negara Subang on 8<sup>th</sup> November*



*Training on Landfill Design by Mr. Bob Denis from Solmax Inc, Canada on 26<sup>th</sup> – 27<sup>th</sup> September 2012*



*IEM Tree Planting at Taman Botani Shah Alam (24<sup>th</sup> June 2012)*

# *Notes*

# ***Notes***