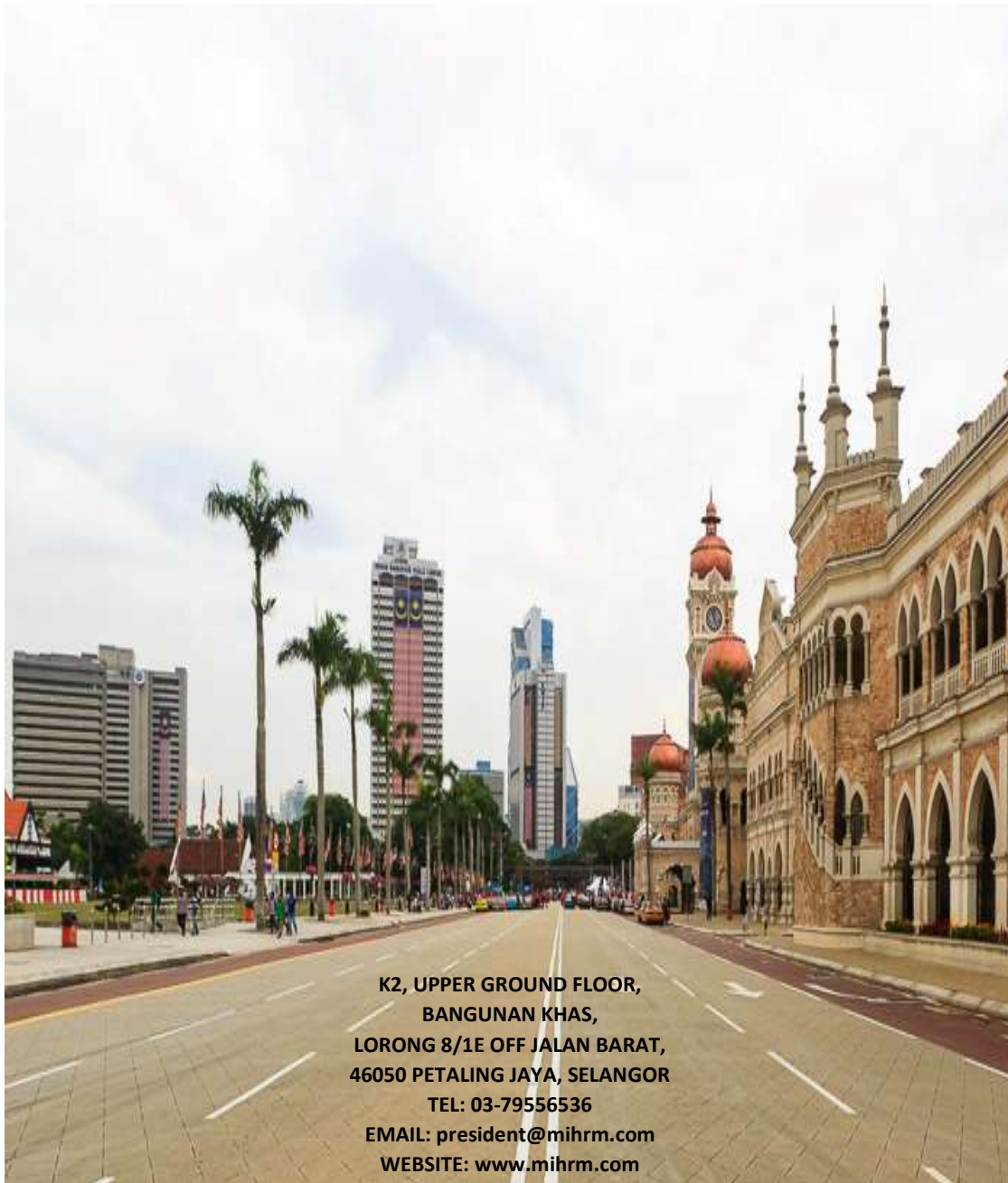




ANNUAL REPORT

2021



**K2, UPPER GROUND FLOOR,
BANGUNAN KHAS,
LORONG 8/1E OFF JALAN BARAT,
46050 PETALING JAYA, SELANGOR
TEL: 03-79556536
EMAIL: president@mihrm.com
WEBSITE: www.mihrm.com**

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Our Vision

To Be the National Governing Body for the HR Profession committed to the Development of Human Potential

Our Mission

To lead in the development and promotion of good practices in the field of Human Resource Management and Development

To uphold the higher ideals and professional practices in Human Resource Management and Development

To serve the professional interests of members

To support the national aspiration in Human Resource Development

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NOTICE OF THE 47TH ANNUAL GENERAL MEETING

NOTICE IS HEREBY GIVEN THAT the **47th Annual General Meeting** of the Malaysian Institute of Human Resource Management will be held on:

Date: 28th May 2022(Saturday) commencing at **2.30 pm** at **Westlane Place, Wisma Daju 5, No 21, Jalan Barat, 46050, Petaling Jaya, Selangor.**

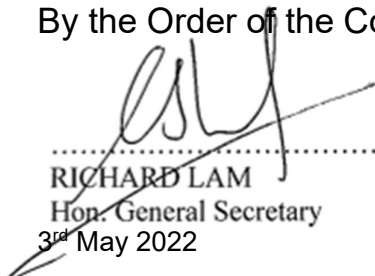
All members **in-benefit** are cordially invited to attend and participate fully in the meeting. Only Associate, Ordinary, Organisational and Life members in-benefit are eligible to vote.

AGENDA

1. President Welcoming Address and Message
2. To confirm the Minutes of the 46th AGM held on 18th December 2021
3. To confirm any matters arising from the Minutes
4. To receive the Annual Report of the Institute for the year 2021
5. To approve the audited Statement of Accounts for the year ended 31st December 2021
6. To deal with any other matter which the Council deems necessary or which any member may submit or which a notice in writing of at least ten (10) days before the meeting has been given to the Honorary General Secretary.

Please respond using the *Reply Slip (enclosed)* or contact Mr. Rueben Gan of MIHRM Secretariat at Tel: **03-79556536** or email: membership@mihrm.com by **20th May 2022** to confirm your attendance so as to facilitate necessary arrangements.

By the Order of the Council,



.....
RICHARD LAM
Hon. General Secretary
3rd May 2022

N.B - Kindly be informed members may also be able to download the Annual Report 2021 at www.mihrm.com/about-membership

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----- Reply Slip -----

[Email: membership@mihrm.com]

TO THE HONORARY GENERAL SECRETARY (REPLY SLIP TO REACH BY 20TH MAY 2022)

(i) This is to confirm that I, **(Name)** _____,

(Life/Ordinary/Associate) member, **(NRIC No.)** _____

will be attending the AGM on the 28th May 2022.

Signature:

Mobile Number:

Date:

OR

(ii) This is to confirm that **(Organization Name)** _____,

hereby authorise our representative **(Name)** _____,

(NRIC No.) _____ will be attending the AGM on the

28th May 2022.

Signature:

Organization Stamp:

Office/Mobile Number:

Date:

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MIHRM COUNCIL MEMBERS 2020-2021 UP TO 17TH DECEMBER 2021

President	: Mr. Aresandiran J. Naidu
Deputy President	: Dr. Henry Yeoh
Vice-President I	: Dr. Marzuki Ujud
Vice-President II	: Puan Morni Bujang
Hon. Gen. Secretary	: Mr. Lim Boon Hor, Leslie
Hon. Gen. Treasurer	: Mr. Koay Boon Hooi, Tony
Asst. Hon. Gen. Secretary:	: Mr. Simon Thevaraj Benjamin
Councillors	: Mr. Harban Singh
	: Mr. Venkateswaran Ramachandran
	: Mr. Chan Wang Tak
	: Mr. Quah Boon Leong, Vincent
	: Mr. Bong Shouu Keh, Dennis
Honorary Auditors	: Mr. Jegathesan Ramasamy
	: Mr. Dinesh Jacob Silvamoney Thomas
MIHRM Perak Branch Chairman	: Mr. Teoh Ewe Hun

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MIHRM COUNCIL MEMBERS 2021-2023 W.E.F 18TH DECEMBER 2021

President	: Mr. Simon Thevaraj Benjamin
Deputy President	: Encik Razman Radzi
Vice-President I	: Encik Ts Rafizi bin Rahmad
Vice-President II	: Encik David Azzuddin Buxton
Hon. Gen. Secretary	: Mr Richard Lam Shao Vii
Hon. Gen. Treasurer	: Mr Koljit Singh
Asst. Hon. Gen. Secretary:	: Ms Keilliey Wong
Councillors	: Cik Nur Sakinah Abdul Samad
	: Major (Rtd) Ravindran Karuppiah
	: Mr. Chan Wang Tak
	: Encik Abdul Rahim Ahmad
	: Ms Shalina Gopalan
Honorary Auditors	: Mr. Murugan Maniam
	: Ms Lim Khai Han
MIHRM Perak Branch Chairman	: Mr. Teoh Ewe Hun

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ATTENDANCE OF COUNCIL MEMBERS AT COUNCIL MEETINGS JANUARY – UPTO 17TH DECEMBER 2021

NO	NAME	1 ST MEETING 9TH APRIL 2021 ZOOM	2nd MEETING 6 TH MAY 2021-ZOOM	3rd MEETING 9 TH JULY 2021 ZOOM	4 TH MEETING 28 TH OCTOBER 2021 ZOOM	TOTAL
1	Mr. Aresandiran J. Naidu	√	√	√	√	4/4
2	Dr. Henry Yeoh	√	√	√	√	4/4
3	Dr.Marzuki Ujud	√	√	√	√	4/4
4	Puan Morni Bujang	√	√	√	√	4/4
5	Mr. Lim Boon Hor, Leslie	√	√	√	√	4/4
6	Mr.Simon Thevaraj Benjamin	√	√	√	√	4/4
7	Mr. Koay Boon Hooi, Tony	√	√	√	√	4/4
8	Mr. Harban Singh	√	√	√	√	4/4
9	Mr. Venkateswaran a/l Ramachandran	AB	AB	√	√	2/4
10	Mr.Quah Boon Leong, Vincent	AB	AB	AB	AB	0/4
11	Mr. Bong Shouu Keh, Dennis	√	√	√	√	4/4
12	Mr. Chan Wang Tak	√	√	√	√	4/4

√ : Present

AB : Absent with Apologies

***4 meetings were held in year 2021

ATTENDANCE OF COUNCIL MEMBERS AT COUNCIL MEETINGS w.e.f 18 TH DECEMBER 2021

NO	NAME	1 ST MEETING 30 TH DECEMBER 2021	TOTAL
1	Mr Simon Benjamin	√	1/1
2	Encik Razman Radzi	√	1/1
3	Encik Ts Rafizi bin Rahmad	√	1/1
4	Encik David Azzuddin Buxton	√	1/1
5	Mr Richard Lam Shao Vii	AB	0/1
6	Mr Koljit Singh	√	1/1
7	Ms Keilliey Wong	√	1/1
8	Cik Nur Sakinah Abdul Samad	√	1/1
9	Major (Rtd) Ravindran Karupiah	√	1/1
10	Mr. Chan Wang Tak	√	1/1
11	Ms Shalina Gopalan	√	1/1
12	Encik Abdul Rahim Ahmad	√	1/1

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PRESIDENT'S MESSAGE



Dear Members,

First and foremost, I want to thank you for electing the new council into office on 18 Dec 2021.

The last two years during the Covid-19 pandemic has changed the landscape of working into a different paradigm. The HR world faces challenges never before seen. We had to adjust and adapt to WFH arrangement, lesser working hours, questions of measuring productivity and overcoming issues of trust arising between employer and employee. Almost all organizations suffered financially including MIHRM, but opened new opportunities for the courier, delivery services and medical. Companies had greater priorities to sustain and survive rather than to train and develop their employees. Because of this MIHRM suffered tremendously reflecting a loss due to zero economic activity and the fixed costs that we had to bear. We have realized that in order to move forward, we have to press the reset button on many issues and aspects of the operations of MIHRM. There are many RE's that we have put into place, i.e. we need to re-start by re-shaping, re-organizing and re-designing our business and priorities.

Since the beginning of 2022, the new council has been meeting together frequently to bring potentials business into MIHRM. We have opened up new sources for generating revenue which will bear fruits within a month from now. We have procured new benefits for our membership to be announced soon. We are prioritizing membership needs by re-designing our digital capabilities. We have updating our members on current HR issues and with HR articles, something which we will emphasize on strongly.

Last but not least, with your continuous support we will take MIHRM to the next level and I must again express my gratitude to those of you who have contributed to and supported the institute since the time of its inception and much more so during these last two years of economic tribulation. May I seek your cooperation for a cordial participation at this Annual General Meeting to present the report and accounts for the year ending 2021.

May God bless all of you. Thank you.

Simon T. Benjamin

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MIHRM COURT OF FELLOWS

1. Y. Bhg Dato' Syed Ahmad Iddid
2. Y. Bhg Dato' Dr. Syed Hussain Syed Husman
3. Y. Bhg Dato' Dr. Ibrahim Ahmad Bajunid
4. Y. Bhg Dato' Edmund Santhara
5. Mr. K. Rajkumar
6. Mr. Victor Foo
7. Mr. E. Sivanandan
8. Puan Maimunah Aminuddin
9. Dr. Peter Shephard
10. Tuan Hj. Zulkifly Baharom
11. Mr J. Aresandiran
12. Mr Koay Boon Hooi, Tony

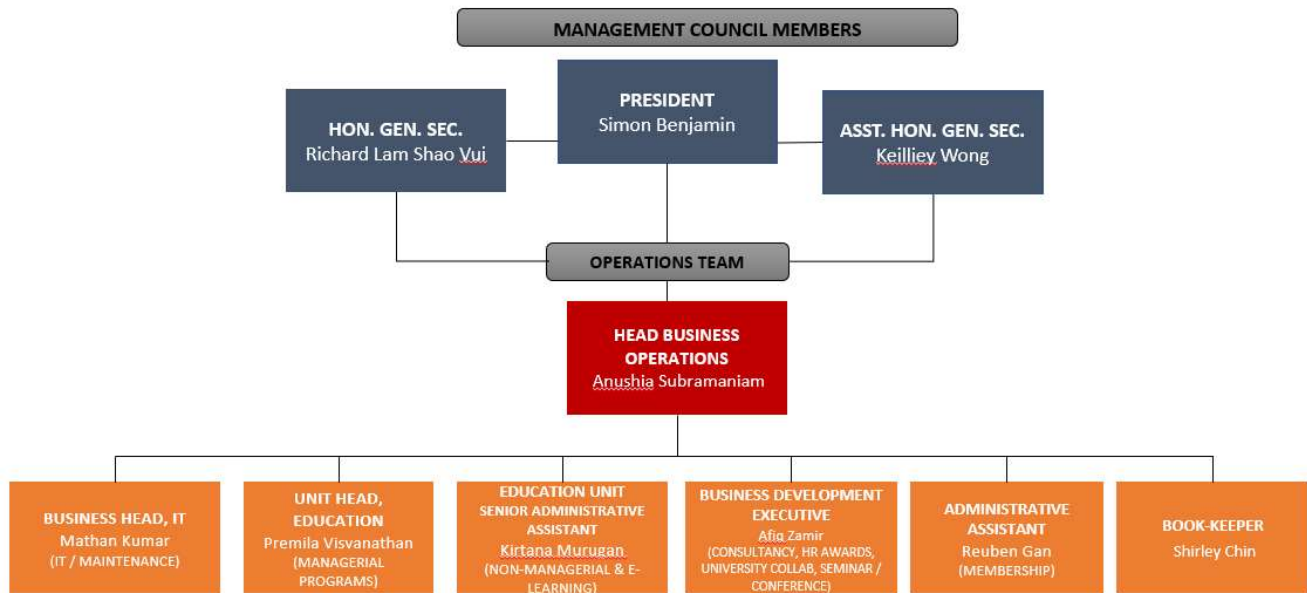
MIHRM SERVICES



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MIHRM OFFICE ORGANISATION CHART 2021



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MINUTES OF THE 46TH ANNUAL GENERAL MEETING OF THE MALAYSIAN INSTITUTE OF HUMAN RESOURCE MANAGEMENT (“MIHRM”)

Date : 18 December 2021
Time : 2.30 p.m.
Venue : Dewan Kuliah F
Fakulti Sastera dan Sains Sosial
Universiti Malaya
50603 Kuala Lumpur
Attendance : Please refer to Appendix 1

The President welcomed all members present to the meeting and informed that the requisite quorum is met with 109 Members present.

The President explained the respective seating positions and voting rights and noted that an affiliate member without voting rights, Miss Yang Liu is present at the meeting and directed her to the non-voting seating area.

Miss Yang Liu voiced her objection that her membership is without voting rights and demanded an explanation.

The President informed her that the Society will look into her membership again and urged Miss Yang Liu to take her seat accordingly so that the business of the Meeting can proceed without further delay.

The Honorary Secretary thanked the members for taking the time to attend the meeting with special thanks to Associate Professor Dr. Thirunaukarasu Subramaniam, Deputy Dean of the Faculty of Arts and Social Sciences, Universiti Malaya who have allowed MIHRM to use the premise for the Meeting when MIHRM was unable to secure a venue for this purpose. He also thanked members who have taken time to come from other states such as Melaka, Penang, Perak, Negeri Sembilan, Johor and not forgetting those from Shah Alam who were encountering the flood situation on that day.

The Honorary Secretary explained the procedures for voting and raising of questions to the meeting and requested all present to follow a peaceful decorum of the Meeting.

1. The President's Address

The President called the meeting to order at 3.09 p.m. and thanked the members for taking time to be present under such unpredictable rainy weather and as a gesture of appreciation extended a round of applause to those present.

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He explained that MIHRM as with all other organization is a small business which is not excluded from the hardships suffered during the Covid 19 pandemic whose operations were disrupted severely.

Keeping the business afloat and balancing the welfare of its employees was no easy task but the greatest challenge of all was to keep the costs down in the midst of the economic turbulence.

The President thanked the Council and the Management team for their cost cutting measures.

Despite all the challenges, MIHRM was able to successfully conduct some of the training programs and seminars which was only possible with the support of its members, staffs and Council members.

On behalf of MIHRM, the President urged the Meeting to choose its Council Members for year 2021-2023 wisely and likewise for those aspiring leaders to be prepared to provide their commitment and together make MIHRM great in the coming years.

2. To confirm the minutes of the 45th Annual General Meeting held on 26th December 2020

The meeting tabled the minutes of the 45th Annual General Meeting, the minutes was confirmed with the following as proposer and seconder-

Proposer	:	Mr. Gopalan Kanaan
Seconder	:	Ms. Shanti Jaqueline

3. Matters arising from the minutes of the 45th AGM

No matters arising.

4. To receive the Annual Report of MIHRM for the year 2020

The annual report was received with the following as proposer and seconder-

Proposer	:	Mr. Koljit Singh
Seconder	:	En. Razman Radzi

5. To receive the audited statement of accounts for the year ended 31st December 2020

The audited statement of accounts for the year ended 31st December 2020 was received with the following proposer and seconder-

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Proposer : Mr. Alex Rajah
Seconder : Mr. Teo Kim Lai

6. Report of Honorary Internal Auditors

The Meeting noted the Report.

7. To elect members to the Council for year 2021-2023

The meeting proceeded to the next item on the agenda which is to elect members to the Council for the year 2021-2023.

There being no objection, the President invited the MIHRM Perak Branch Chairman, Mr. Teoh Ewe Hun to chair the meeting as all Council shall now vacate office and advised that voting will be by way of show of hands.

Dr. Ranjit Singh Malhi stressed on the importance of the leaders who are standing for election must be people of integrity. In the same context, he raised the question of the authenticity of two (2) PhDs obtained from Universiti Malaya, University of Honolulu and a DBA from Australia by Dr. Henry Yeoh Chew Hai. However, he is puzzled why Dr. Henry Yeoh has now dropped the title of Dr. at this AGM on list of his team standing for election.

Dr. Henry replied that he has a valid PhD and those who wish to query his qualifications can see him directly. At this moment he is ready of any action taken against him. As such he is not revealing his PhD at the moment. This has created a doubt in the AGM.

Three (3) Fellow members were appointed as scrutineers assisted by a staff member each to assist in the election process. A total count of voting members was taken by each scrutineer for their particular allocated section.

The following nominations were received:-

Position : President

<u>No.</u>	<u>Candidate</u>	<u>Proposer</u>	<u>Seconder</u>
1.	Simon Benjamin	Mr. Aresandiran J Naidu	Mr. Tony Koay Boon Hooi
2.	Henry Yeoh Chew Hai	Encik Muhammad Nizam Ahmad	Mr. Tong Siong Yeow

Position : Deputy President

<u>No.</u>	<u>Candidate</u>	<u>Proposer</u>	<u>Seconder</u>
1.	Razman Radzi	Mr. Simon Benjamin	Major (RTD) Ravindran Karuppiah

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2.	Harban Singh	Mr. Inderjit Singh	Mr. Henry Yeoh Chew Hai
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Position : Vice President I

<u>No.</u>	<u>Candidate</u>	<u>Proposer</u>	<u>Second</u>
1.	TS Mohd Rafizi bin Rahmad	Miss Shalina Gopalan	Encik Badrol-Izam bin Baharom

Position : Vice President II

<u>No.</u>	<u>Candidate</u>	<u>Proposer</u>	<u>Second</u>
1.	David Azzudin Buxton	Cik Nur Sakinah Hj Abdul Samad	Major (RTD) Ravindran Karuppiah

Position : Hon. General Secretary

<u>No.</u>	<u>Candidate</u>	<u>Proposer</u>	<u>Second</u>
1.	Richard Lam	Mr. Simon Benjamin	Encik Abd Rahim Rahmat

Position : Asst. Hon. General Secretary

<u>No.</u>	<u>Candidate</u>	<u>Proposer</u>	<u>Second</u>
1.	Keilliey Wong	Mr. Koljit Singh	Mr. Kingston Kulendran Knight

Position : Hon. Treasurer

<u>No.</u>	<u>Candidate</u>	<u>Proposer</u>	<u>Second</u>
1.	Koljit Singh	Dr Ranjit Singh	Mr. Aresandiran J Naidu

Position : Council Member (5 positions)

<u>No.</u>	<u>Candidate</u>	<u>Proposer</u>	<u>Second</u>
1.	Nur Sakinah Abdul Samad	Mr. Koljit Singh	Major (RTD) Ravindran Karuppiah
2.	Chan Wang Tak	TS Mohd Rafizi bin Rahmad	Mr. Kingston Kulendran Knight
3.	Major (RTD) Ravindran Karuppiah	Dr Ranjit Singh	TS Mohd Rafizi bin Rahmad
4.	Abdul Rahim Ahmad	Mr. Kingston Kulendran Knight	Dr. Ranjit Singh
5.	Shalina Gopalan	TS Mohd Rafizi bin	Major (RTD)

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Rahmad

Ravindran Karupiah

The candidates for the position of President and Vice-President excused themselves whilst voting was carried out.

The result of show of hand was as follows:

<u>Position</u>	<u>Name of Candidate</u>	<u>No. of Votes</u>
President	Simon Benjamin	114
President	Henry Yeoh Chew Hai	17
Deputy President	Razman Radzi	105
Deputy President	Harban Singh	16
Vice President I	TS Mohd Rafizi bin Rahmad	Not contested
Vice President II	David Azzudin Buxton	Not contested
Hon. General Secretary	Richard Lam	Not contested
Asst. Hon. General Secretary	Keilliey Wong	Not contested
Hon. General Treasurer	Koljit Singh	Not contested
Council Member	Nur Sakinah Abdul Samad	Not contested
Council Member	Chan Wang Tak	Not contested
Council Member	Major (RTD) Ravindran Karupiah	Not contested
Council Member	Abdul Rahim Ahmad	Not contested
Council Member	Shalina Gopalan	Not contested

Based on the numbers of votes, the following were elected council members for year 2021-2023:

<u>Position</u>	<u>Name of Successful Candidate</u>	<u>No. of Votes</u>
President	Simon Benjamin	114
Deputy President	Razman Radzi	105
Vice President I	TS Mohd Rafizi bin Rahmad	Not contested
Vice President II	David Azzudin Buxton	Not contested
Hon. General Secretary	Richard Lam	Not contested
Asst. Hon. General Secretary	Keilliey Wong	Not contested

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Hon. General Treasurer	Koljit Singh	Not contested
Council Member	Nur Sakinah Abdul Samad	Not contested
Council Member	Chan Wang Tak	Not contested
Council Member	Major (RTD) Ravindran	Not contested
	Karuppiah	
Council Member	Abdul Rahim Ahmad	Not contested
Council Member	Shalina Gopalan	Not contested

8. To elect Honorary Auditors for the year 2021-2023

The election of Honorary Auditors for the year 2021-2023 was proposed and seconded as follows and there being no objection Mr. Murugan Maniam and Miss Lim Khai Han were unanimously elected as Honorary Auditors.

Position : Hon. Auditor (2 positions)

No.	Candidate	Proposer	Seconder
1.	Murugan Maniam	Miss Yasmin bt Basheer Ahmed	Mr. Alex Rajah
2.	Lim Khai Han	Miss Keillie Wong	Miss Oon Poh Yi

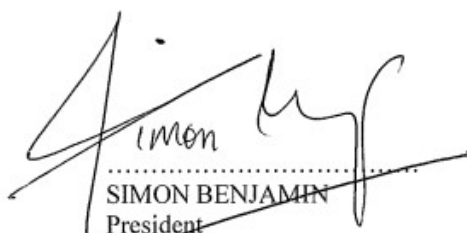
9. Any other matters

The newly elected Council took their seats with the newly elected President, Mr. Simon Benjamin explaining the role of Trustees and since there are only two (2) Trustees in MIHRM, there is a need to appoint another.

Mr. Victor Foo Yeow Leong proposed that Mr. Tony Koay Boon Hooi be appointed as additional Trustee of MIHRM seconded by Mr. Sivanandan.

The President thanked former President, Mr. Aresandiran J Naidu for his fourteen (14) years of service to MIHRM with the presentation of a token of appreciation and a standing ovation from the floor.

There being no other matters, the meeting ended at 4.44 p.m. with a vote of thanks to the Chair.


SIMON BENJAMIN
President


RICHARD LAM
Hon. General Secretary

Dated: 10th January 2022
PETALING JAYA

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MIHRM 46th AGM Attendance 2021

No.	Membership ID	Name	Membership Type
1	101765	ABD RAHIM AHMAD	Ordinary
2	103259/0320	ABDUL MANAF MOHAMED YASIN	Ordinary
3	103600/1121	ABDUL RAHMAN BIN MOHD NORDIN	Ordinary
4	103602/1121	ADRIAN YEO PEI CHUEN	Ordinary
5	102233/1121	AGENSI PEKERJAAN EMCO EXECUTIVES SDN BHD	Organizational
6	101032	ALEX RAJAH A/L SELVARAJAH	Ordinary
7	103388/0920	AMUTHA MUNIANDY	Ordinary
8	103058/0719	ANUSHIA A/P A. SUBRAMANIAM	Ordinary
9	100000	ARESANDIRAN J. NAIDU	Life
10	103367/0920	ASSOC PROFESSOR DR. THIRUNAU KARASU A/L SUBRAMANIAM	Ordinary
11	103190/0920	AW KONG HWEE	Associate
12	103590/1121	AZHAR BIN SAMSUDIN	Ordinary
13	102224/1117	BADROL-IZAM BIN BAHAROM	Ordinary
14	103385/0920	BADRULZAMAN BIN SATIBI	Ordinary
15	101802	BALAMURALI A/L SUNDARA MOORTHY	Ordinary
16	103133/0919	BALWANT SINGH	Associate
17	103594/1121	BAVANI DORAIRAJU	Ordinary
18	103338/0720	BHAVANI A/P SINNAPPAN	Ordinary
19	101761	CHAN MEI LENG (AGNES)	Life
20	100689	CHAN WANG TAK	Life
21	100364	CHEAH AIK HENG	Ordinary
22	102360/0218	CHIN CHOOI PENG (SHIRLEY)	Ordinary
23	103460/0421	CIRIOCO PUBLO RAJ	Ordinary
24	103539/0921	CLETUS DE ROZARIO	Ordinary
25	103228/0120	D. SATHI DAYA A/P DAYASEELAN	Ordinary
26	103186/0920	DANIEL GAN JIN AIK	Associate
27	103370/0920	DAVID AZZUDDIN BUXTON	Ordinary
28	103456/0321	DEBORAH SHARMINI BENJAMIN	Ordinary
29	102672/0918	DEVAKARAN A/L SEKERAN @ SEGARAN	Ordinary
30	102008/0117	DINESH JACOB A/L SILVAMONEY THOMAS	Ordinary
31	100001	DR. HENRY YEOH CHEW HAI	Life
32	103283/0520	DR. RANJIT SINGH A/L SADHU SINGH	Ordinary
33	100106	DR. TM CARLTON	Life
34	103285/0520	DR. V. SREEDARAN NAIR	Ordinary
35	100568	E. SIVANANDAN (SIVANANDAN TS NAIR)	Fellow
36	103592/1121	ESTHER MERIAM D/O THANABALAN DURAIRAJAH	Ordinary
37	103599/1121	FARAH AIDA BINTI AHMAD	Ordinary
38	103624/1121	FATHIN HANA BINTI MOHAMAD	Ordinary
39	103523/0521	FIRDAUS AFANDI BIN MOHD ROSLAN	Ordinary
40	102386/0218	GHWEE KOK THAI	Ordinary
41	102009/0117	GLADYS DE SILVA	Ordinary
42	100145	GOPALAN S/O KANNAN	Life
43	103404/1120	HARVINDAR SINGH	Ordinary
44	103617/1121	HAZMAN BIN HASIM	Ordinary
45	103502/0421	JANET ONG WEE CHIN	Ordinary
46	100577	JEGATHESAN A/L RAMASAMY	Ordinary
47	103593/1121	KHEU HWI CHEN	Ordinary
48	102088/0317	KINGSTON KULENDRAN KNIGHT	Ordinary
49	103016/0619	KIRTANA A/P MURUGAN	Ordinary
50	103383/0920	KOH HUI PING	Ordinary
51	103162/0421	KOLJIT SINGH	Life
52	103621/1121	LAI DONG YANG	Ordinary
53	102341/0118	LAM SHAO VUI (RICHARD LAM)	Ordinary
54	101524	LAW JIUN YUAN	Ordinary
55	103509/0421	LEE MIEW LAN	Ordinary
56	102818/0119	LIM CHEE GAY	Ordinary
57	103609/1121	LIM CHIAN HONG	Ordinary
58	103595/1121	LIM CHOON KEAT	Ordinary
59	103597/1121	LIM JIA WEN	Ordinary

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60	101111	LIM KHAI HAN	Ordinary
61	103050/0719	LIM KIEN LIP	Ordinary
62	103181/0820	LIM KOH PIN	Associate
63	103272/0320	LIM SIEW KUAN	Ordinary
64	103591/1121	LIM ZHEN HONG	Ordinary
65	102976/0519	LIN YUIN SAM	Ordinary
66	103176/0820	LISA NG WAN YEE	Associate
67	103384/0920	LOGHINI KRISHNAN	Ordinary
68	103194/1119	LOH SZU LING	Ordinary
69	103622/1121	LOKE CHAI YANG	Ordinary
70	100837	LOW BENG WATT (FRANK)	Ordinary
71	102330/0118	LT COL DR INDERJIT SINGH	Ordinary
72	102925/0319	MAHENDRAN GANESAN	Ordinary
73	102953/0419	MAJOR RAVINDRAN A/L KARUPPIAH	Ordinary
74	103614/1121	MARZUKHI MD SALEH	Ordinary
75	102368/0218	MATHANKUMAR A/L MATHIALAGHAN	Ordinary
76	102807/0119	MICHAEL SAMUEL	Ordinary
77	103620/1121	MIMI SYAHIRAH BINTI OMAR	Ordinary
78	103604/1121	MIRRIAM KOKHILA PRIYA JOHN RICHARD KUMAR	Ordinary
79	103577/1021	MOHD NIZAR BIN AHMAD	Ordinary
80	103293/0520	MOHD RAFIZI BIN RAHMAD	Ordinary
81	103115/0919	MOHD RIDZUAN BIN ISKANDAR	Ordinary
82	102888/0319	MOK EE TENG	Associate
83	103553/0921	MUHAMAD FAIZAL SAIDIN	Ordinary
84	103528/0621	MUHAMMAD NIZAM BIN AHMAD	Ordinary
85	103291/0520	MUHD NAZRI MICHAEL BIN NASARULA	Ordinary
86	101772	MUNJIT SINGH A/L BHAGAT SINGH	Ordinary
87	100325	MURUGAN A/L MANIAM	Ordinary
88	103226/0120	NG WAI LENG	Ordinary
89	103628/1121	NIMALAN SIVANANTHAN	Ordinary
90	103373/0920	NUR SAKINAH BINTI HAJI ABDUL SAMAD	Ordinary
91	103607/1121	NURELINDA BINTI RAMLI	Ordinary
92	103623/1121	NURHAYATI BINTI ZAINI	Ordinary
93	103598/1121	NURUL AWATIF BINTI MOHD YUSOF	Ordinary
94	103629/1121	NURUL SYAFIQA BINTI MOKHTAR	Ordinary
95	100463	OOI SZE HWA	Ordinary
96	103568/1021	OON POH YI	Ordinary
97	102735/1018	PALA SANDARAM GOVINDASAMY	Ordinary
98	102792/1218	PARAMJIT SINGH A/L HARBAN SINGH	Ordinary
99	103086/0819	PHOEBE VITHYA ARASU A/P THIRUNAU KARASU	Ordinary
100	103183/0920	PREMILA A/P KVS VISVANATHAN	Associate
101	100574	PROF. DR. PETER SHEPHARD	Fellow
102	102226/0321	RAMS SOLUTIONS SDN BHD	Organizational
103	101252	RAZMAN BIN RADZI	Ordinary
104	103185/0920	REUBEN GAN SOONG LOKE	Associate
105	103282/0520	SELVANATHAN A/L SENGODAN	Ordinary
106	103369/0920	SHALINA GOPALAN	Ordinary
107	103274/0420	SHANMUGA SUBATARA A/P SHUNMUGANATHAN	Ordinary
108	100201	SHANTI JACQUELINE A/P K. JEYA RAJ	Life
109	103596/1121	SHARLIZA BINTI MUKTAR	Ordinary
110	101830	SIMON THEVARAJ BENJAMIN	Life
111	103626/1121	SITI AISHAH BT A.A SYED TAJUDDIN	Ordinary
112	103350/0820	SITI NADHRAH ABDUL LATIP	Ordinary
113	102308/1217	SUSILAWATI BT MOHD NOOR	Ordinary
114	103269/0320	SUZANNE KATHLEEN RODE	Ordinary
115	102926/0319	SYED AZHAR BIN SYED AZNAM @ SYED ZIN	Ordinary
116	100311	TAN HEONG TECK	Ordinary
117	100702	TAN TEIK HWA, BERNARD	Ordinary
118	103580/1121	TEO KIM LAI	Ordinary
119	103182/0820	TEO TIONG BENG	Associate
120	100114	TEOH EWE HUN	Life
121	100138	TOH SIEW PAT	Life
122	102270/1217	TONG SIONG YEOW	Ordinary
123	100005	TONY KOAY BOON HOOI	Life

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124	100015	VENKATESWARAN A/L RAMACHANDRAN	Ordinary
125	100570	VICTOR FOO YEOW LEONG	Fellow
126	100700	WONG HAR LIAN, LINDA	Ordinary
127	100052	WONG SUK FUNG, KEILLIEY	Life
128	103265/0320	WOO CHEE HANG	Ordinary
129	102231/1021	WPP MARKETING COMMUNICATIONS (M) SDN BHD	Organizational
130	103258/1121	YANG LIU	Affiliate
131	102834/0119	YASMIN BINTI BASHEER AHMED	Ordinary
132	103332/0720	ZULFADLI BIN ABDUL RAHMAN	Ordinary

Highlights on the Annual General Meeting held on 18th December 2021



Mr Aresandiran's speech at the Annual General Meeting held on 18th December 2021



Members actively taking part in the Annual General Meeting held on 18th December 2021



MIHRM newly elected Council members in action at the Annual General Meeting

ANNUAL REPORT YEAR 2021

National Seminar on HR Best Practices 2020

The National Seminar on HR Best Practices 2020 was held on the 7th and 8th September 2021 via online through Zoom Webinar. A total of 128 participants from presenting and non-presenting companies participated in this seminar.

Various topics were presented by the finalists of the second stage for the 20th Malaysia-International HR Awards. The topic included Aligning People Strategies With Business Goals And Results, Talent Pipeline, Promoting A Positive Engagement & Retention Strategy, Building Women Leadership Globally, Building A Sustainable Business Through People Management, Developing A Robust Career Development, Managing Talents In The Public Sector Universities, and Managing HR In The Pre-Covid & Post-Covid.

The 20th Malaysia-International HR Awards 2020

The 20th Malaysia-International HR Awards 2020 was held successfully at Sunway Resort, Kuala Lumpur on the 19th November 2021.

The categories in this Awards ceremony included HR Leader Award, HR Manager of the Year Award, CEO-HR Champion Award, Team Excellence Award, HR Best Practices Award, SME Best Employer Award and Employer of Choice (Private) Award.



HRD Corp CEO Datuk Shahul Hameed Dawood giving his speech

ANNUAL REPORT YEAR 2021

Highlights of the 20th Malaysia-International HR Awards 2020



Munchy's Corporation Winners with their prizes at the 20th Malaysia - International HR Awards 2020



Unilever, Grand Prize Winner with HRD Corp CEO Datuk Shahul and Mr. Simon Benjamin

ANNUAL REPORT YEAR 2021



Mr Simon, the Organising Chairman of the HR AWARD Ceremony delivering his welcome speech.

MIHRM ACTIVITIES CONDUCTED IN 2021

PROFESSIONAL CERTIFICATION PROGRAMS

NO	PROGRAM DETAILS	VENUE	NO OF PARTICIPANTS	DATES
1	Certified Human Resource Officer	On-Line	19	20 March 2021
2	Certified Human Resource Officer	On -Line	20	5 June 2021
3	Certified Human Resource Officer	On -Line	17	14 August 2021
4	Certified Human Resource Officer	On Line	15	2 October 2021
5	Certified Human Resource Officer	MIHRM,Pj	11	20 November 2021
6	Certified Human Resource Manager	On-Line	11	8 May 2021
7	Certified Human Resource Manager	MIHRM Pj	9	4 December 2021
TOTAL:			102	

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Certified Human Resource Manager participants with trainer, Mr. Koljit Singh.

SKILL PROGRAMS

NO	PROGRAM DETAILS	DATES	NO. OF PARTICIPANTS
1	Certificate In Employment Laws	28 - 29 July 2021 8 - 9 November 2021	6 16
2	Certificate In Training & Development	5 - 6 August 2021 7 - 8 December 2021	8 6
3	Certificate In Talent Management	26 - 27 August 2021 17 - 18 November 2021	10 10
4	Certificate In Safety, Health & SOCSO	19 - 20 October 2021	4
5	Certificate In Strategic Management	5 - 6 October 2021	8
6	Certificate In Managing Discipline	20 - 21 December 2021	10
TOTAL			78

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MIHRM MEMBERSHIP DATA

1. Individual Members Category

CATEGORY/YEAR	2020	2021
FELLOW	10	12
LIFE	159	163
ORDINARY	2924	3136
ASSOCIATE	86	128
AFFILIATE	51	69
TOTAL MEMBERS	3230	3506

2. Organization Members

Year 2020: 203
TOTAL Year 2021: 217

3. Data in Facebook: 2,880 followers as at 31/12/2021

4. Data in LinkedIn: 5,388 as at 31/12/2021

ANNUAL REPORT YEAR 2021

FINANCIAL STATEMENTS OF THE CORPORATE OFFICE

Registration No. 1742

MALAYSIAN INSTITUTE OF HUMAN RESOURCE MANAGEMENT
(Established under Societies Act 1966 Act 335)

**ANNUAL REPORTS AND FINANCIAL STATEMENTS
FOR THE FINANCIAL YEAR ENDED
31 DECEMBER 2021**

KET & CO. (AF 1167)
Chartered Accountants, Malaysia

ANNUAL REPORT YEAR 2021

Registration No. 1742

MALAYSIAN INSTITUTE OF HUMAN RESOURCE MANAGEMENT
(Established under Societies Act 1966 Act 335)

**ANNUAL REPORTS AND FINANCIAL STATEMENTS
FOR THE FINANCIAL YEAR ENDED
31 DECEMBER 2021**

INSTITUTION INFORMATION

COUNCIL MEMBERS:	Simon Thevaraj Benjamin Razman Radzi Ts. Mohd Rafizi Bin Rahmad David Azzudin Buxton Richard Lam Shao Vui Keilliey Wong Suk Fung Koljit Singh Nur Sakinah Abdul Samad Chan Wang Tak Major (RTD) Ravindran Karuppiah Abdul Rahim Ahmad Shalina Gopalan
INTERNAL AUDITORS	Murugan Maniam Lim Khai Han
PRINCIPAL PLACE OF ENTITY:	K2, Upper Ground Floor Bangunan Khas Lorong 8/1E Off Jalan Barat 46050 Petaling Jaya, Selangor
PRINCIPAL BANKERS:	Maybank Bank Berhad CIMB Bank Berhad
AUDITORS:	Ket & Co. (AF 1167) Chartered Accountants, Malaysia

ANNUAL REPORT YEAR 2021

Registration No. 1742

MALAYSIAN INSTITUTE OF HUMAN RESOURCE MANAGEMENT
(Established under Societies Act 1966 Act 335)

**ANNUAL REPORTS AND FINANCIAL STATEMENTS
FOR THE FINANCIAL YEAR ENDED
31 DECEMBER 2021**

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Registration No. 1742

MALAYSIAN INSTITUTE OF HUMAN RESOURCE MANAGEMENT (Established under Societies Act 1966 Act 335)

COUNCIL MEMBERS' REPORT

The Council Members hereby submit their report together with the audited financial statements of the Malaysian Institute of Human Resource Management (hereinafter referred to as the "Institute") for the financial year ended 31 December 2021.

PRINCIPAL ACTIVITY

The principal activity of the Institute is engaged in the promotion and the practise of human resource management. There has been no significant change in the nature of this principal activity during the financial year under review.

FINANCIAL RESULTS

	2021 RM	2020 RM
Deficit for the financial year	<u>(205,542)</u>	<u>(17,610)</u>

COUNCIL MEMBERS

The Council Members was elected with effect from 18 December 2021 are:

No.	Name	Position
1.	Simon Thevaraj Benjamin	President
2.	Razman Radzi	Deputy President
3.	Ts. Mohd Rafizi Bin Rahmad	Vice President 1
4.	David Azzudin Buxton	Vice President 2
5.	Richard Lam Shao Vui	Honorary General Secretary
6.	Keilliey Wong Suk Fung	Assistant Honorary General Secretary
7.	Koljit Singh	Honorary General Treasurer
8.	Nur Sakinah Abdul Samad	Council member
9.	Chan Wang Tak	Council member
10.	Major (RTD) Ravindran Karupiah	Council member
11.	Abdul Rahim Ahmad	Council member
12.	Shalina Gopalan	Council member

INTERNAL AUDITORS

The elected internal auditors are:

No.	Name	Position
1.	Murugan Maniam	Internal auditor
2.	Lim Khai Han	Internal auditor

ANNUAL REPORT YEAR 2021

Registration No. 1742

MALAYSIAN INSTITUTE OF HUMAN RESOURCE MANAGEMENT
(Established under Societies Act 1966 Act 335)

COUNCIL MEMBERS' REPORT (CONTINUED)

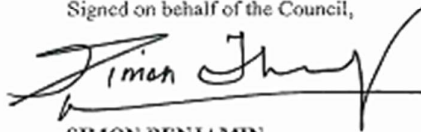
AUDITORS' REMUNERATION

Details of auditors' remuneration are set out in Note 15 to the financial statements.

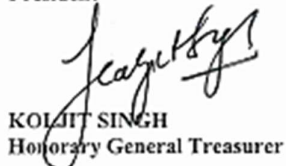
AUDITORS

The auditors, Messrs. Ket & Co., have expressed their willingness to continue in office.

Signed on behalf of the Council,



SIMON BENJAMIN
President



KOLLIT SINGH
Honorary General Treasurer

Kuala Lumpur

Date: 06 MAY 2022

ANNUAL REPORT YEAR 2021

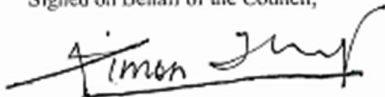
Registration No. 1742

MALAYSIAN INSTITUTE OF HUMAN RESOURCE MANAGEMENT (Established under Societies Act 1966 Act 335)

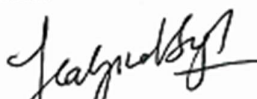
STATEMENT BY COUNCIL MEMBERS

We, the undersigned, being two of the Council Members of the Malaysian Institute of Human Resource Management (hereinafter referred to as the "Institute") do hereby state on behalf of the Institute that, in our opinion, the accompanying financial statements set out on pages 9 to 26 are properly drawn up in accordance with Malaysian Private Entities Reporting Standard and the requirements of Societies Act 1966 (Act 335), so as to give a true and fair view of the state of affairs of the Institute as at 31 December 2021 and of the statement of financial position, statement of comprehensive income, statement of changes in equity and statement of cash flows of the Institute for the financial year ended 31 December 2021.

Signed on Behalf of the Council,



SIMON BENJAMIN
President

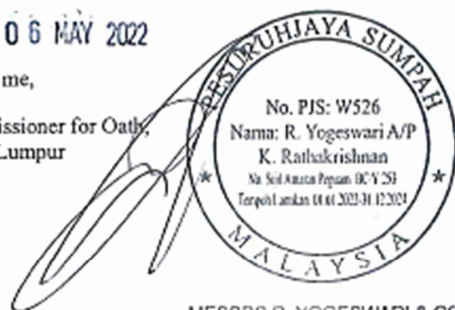


KOLLIT SINGH
Honorary General Treasurer

Date: 06 MAY 2022

Before me,

Commissioner for Oath,
Kuala Lumpur



MESSRS R. YOGESWARI & CO
Lot 61-2A, OG Business Park,
Jalan Taman Tan Yew Lai,
58200 Kuala Lumpur

ANNUAL REPORT YEAR 2021

Registration No. 1742

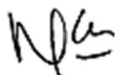
MALAYSIAN INSTITUTE OF HUMAN RESOURCE MANAGEMENT
(Established under Societies Act 1966 Act 335)

REPORT BY THE INTERNAL AUDITORS


We, being the elected Internal Auditors of the Malaysian Institute of Human Resource Management (hereinafter referred to as the "Institute"), have audited the financial statements as set out on pages 9 to 26.

In our opinion,

- (a) the accompanying financial statements give a true and fair view of the state of affairs of the Institute as at 31 December 2021, and of its financial performance and its cash flows for the year then ended, and
- (b) the accounting and other records have been properly kept.



MURUGAN MANIAM
Internal Auditor



LIM KHAH HAN
Internal Auditor

ANNUAL REPORT YEAR 2021

KET & CO. (AF 1167)

CHARTERED ACCOUNTANTS, MALAYSIA

160-4A, BATU 3½, JALAN KLANG LAMA, 58000 KUALA LUMPUR, MALAYSIA.

Tel: 603 – 7983 6322 Fax: 603 – 7983 6323

Registration No. 1742

INDEPENDENT AUDITORS' REPORT TO THE MEMBERS OF MALAYSIAN INSTITUTE OF HUMAN RESOURCE MANAGEMENT (Established under Societies Act 1966 Act 335)

Report on the Audit of the Financial Statements

Opinion

We have audited the financial statements of Malaysian Institute of Human Resource Management (hereinafter referred to as the "Institute"), which comprise the statement of financial position as at 31 December 2021, and the statement of comprehensive income, statement of changes in equity and statement of cash flows for the year ended then ended, and notes to the financial statements, including a summary of significant accounting policies, as set out on pages 9 to 26.

In our opinion, the accompanying financial statements give a true and fair view of the financial position of the Institute as at 31 December 2021, and of its financial performance and its cash flows for the year then ended in accordance with Malaysian Private Entities Reporting Standard and the requirements of the Societies Act 1966 (Act 335).

Basis for Opinion

We conducted our audit in accordance with approved standards on auditing in Malaysia and International Standard on Auditing. Our responsibilities under those standards are further described in the Auditors' Responsibilities for the Audit of the Financial Statements section of our report. We believe that the audit evidence we have obtained is sufficient and appropriate to provide a basis for our opinion.

Independence and Other Ethical Responsibilities

We are independent of the Institute in accordance with the By-Laws (on Professional Ethics, Conduct and Practice) of the Malaysian Institute of Accountants ("By-Laws") and the International Ethics Standards Board for Accountants' International Code of Ethics for Professional Accountants (including International Independence Standard) ("IESBA Code"), and we have fulfilled our other ethical responsibilities in accordance with the By-Laws and the IESBA Code.

ANNUAL REPORT YEAR 2021

KET & CO. (AF 1167)
CHARTERED ACCOUNTANTS, MALAYSIA

Registration No. 1742

Information Other than the Financial Statements and Auditors' Report Thereon

The Council Members of the Institute are responsible for the other information. The other information comprises the Council Members' Report but does not include the financial statements of the Institute and our auditors' report thereon.

Our opinion on the financial statements of the Institute does not cover the Council Members' and we do not express any form of assurance conclusion thereon.

In connection with our audit of the financial statements of the Institute, our responsibility is to read the Council Members' Report and, in doing so, consider whether the Council Members' Report is materially inconsistent with the financial statements of the Institute or our knowledge obtained in the audit or otherwise appears to be materially misstated.

If, based on the work we have performed, we conclude that there is a material misstatement of the Council Members' Report, we are required to report that fact. We have nothing to report in this regard.

Responsibilities of the Council for the Financial Statements

The Council Members of the Institute is responsible for the preparation of financial statements of the Institute that give a true and fair view in accordance with Malaysian Private Entities Reporting Standard and the requirements of the Societies Act 1966 (Act 335). The Council is also responsible for such internal control as the Council Members determine is necessary to enable the preparation of financial statements of the Institute that are free from material misstatement, whether due to fraud or error.

In preparing the financial statements of the Institute, the Council is responsible for assessing the Institute's ability to continue as a going concern, disclosing, as applicable, matters related to going concern and using the going concern basis of accounting unless the Council either intend to liquidate the Institute or to cease operations, or have no realistic alternative but to do so.

Auditors' Responsibilities for the Audit of the Financial Statements

Our objectives are to obtain reasonable assurance about whether the financial statements of the Institute as a whole are free from material misstatement, whether due to fraud or error, and to issue an auditors' report that includes our opinion. Reasonable assurance is a high level of assurance, but is not a guarantee that an audit conducted in accordance with approved standards on auditing in Malaysia and International Standards on Auditing will always detect a material misstatement when it exists. Misstatements can arise from fraud or error and are considered material if, individually or in the aggregate, they could reasonably be expected to influence the economic decisions of users taken on the basis of these financial statements.

ANNUAL REPORT YEAR 2021

KET & CO. (AF 1167)
CHARTERED ACCOUNTANTS, MALAYSIA

Registration No. 1742

Auditors' Responsibilities for the Audit of the Financial Statements (Continued)

As part of an audit in accordance with approved standards on auditing in Malaysia and International Standard on Auditing, we exercise professional judgment and maintain professional scepticism throughout the audit. We also:

- Identify and assess the risks of material misstatement of the financial statements of the Institute, whether due to fraud or error, design and perform audit procedures responsive to those risks, and obtain audit evidence that is sufficient and appropriate to provide a basis for our opinion. The risk of not detecting a material misstatement resulting from fraud is higher than for one resulting from error, as fraud may involve collusion, forgery, intentional omissions, misrepresentations, or the override of internal control.
- Obtain an understanding of internal control relevant to the audit 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 Institute's internal control.
- Evaluate the appropriateness of accounting policies used and the reasonableness of accounting estimates and related disclosures made by the Council Members.
- Conclude on the appropriateness of the Council Members' use of the going concern basis of accounting and, based on the audit evidence obtained, whether a material uncertainty exists related to events or conditions that may cast significant doubt on the Institute's ability to continue as a going concern. If we conclude that a material uncertainty exists, we are required to draw attention in our auditors' report to the related disclosures in the financial statements of the Institute or, if such disclosures are inadequate, to modify our opinion. Our conclusions are based on the audit evidence obtained up to the date of our auditors' report. However, future events or conditions may cause the Institute to cease to continue as a going concern.
- Evaluate the overall presentation, structure and content of the financial statements of the Institute, including the disclosures, and whether the financial statements represent the underlying transactions and events in a manner that achieves fair presentation.

We communicate with the management regarding, among other matters, the planned scope and timing of the audit and significant audit findings, including any significant deficiencies in internal control that we identify during our audit.

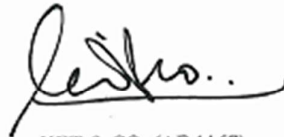
ANNUAL REPORT YEAR 2021

KET & CO. (AF 1167)
CHARTERED ACCOUNTANTS, MALAYSIA

Registration No. 1742

Other Matters

This report is made solely to the Members of the Malaysian Institute of Human Resource Management as a body, and for no other purpose. We do not assume responsibility to any other person for the content of this report.



KET & CO. (AF 1167)
Chartered Accountants

Date: 06 MAY 2022

Kuala Lumpur



KET YEAN NI
01929/11/2022 J
Chartered Accountant

ANNUAL REPORT YEAR 2021

Registration No. 1742

MALAYSIAN INSTITUTE OF HUMAN RESOURCE MANAGEMENT (Established under Societies Act 1966 Act 335)

STATEMENT OF FINANCIAL POSITION AS AT 31 DECEMBER 2021

	Note	2021 RM	2020 RM
ASSETS			
Non-current asset			
Property, plant and equipment	6	<u>1,428,046</u>	<u>1,488,806</u>
Current assets			
Receivables, deposits and prepayments	7	295,148	311,236
Current tax assets		98,230	85,030
Fixed deposit with licensed banks	8	1,155,177	1,132,055
Cash and bank balances	8	<u>381,717</u>	<u>531,105</u>
		<u>1,930,272</u>	<u>2,059,426</u>
TOTAL ASSETS		<u>3,358,318</u>	<u>3,548,232</u>
EQUITY AND LIABILITIES			
Equity attributable to the members of the Institute			
Retained earnings		1,080,232	1,285,774
Revaluation surplus	10	<u>1,114,732</u>	<u>1,114,732</u>
TOTAL EQUITY		<u>2,194,964</u>	<u>2,400,506</u>
Non-current liability			
Deferred tax liabilities	9	<u>123,859</u>	<u>123,859</u>
Current liabilities			
Other payables	11	109,085	101,952
Bank overdraft - secured	8	<u>930,410</u>	<u>921,915</u>
		<u>1,039,495</u>	<u>1,023,867</u>
TOTAL LIABILITIES		<u>1,163,354</u>	<u>1,147,726</u>
TOTAL EQUITY AND LIABILITIES		<u>3,358,318</u>	<u>3,548,232</u>

The accompanying Notes form an integral part of the financial statements.

ANNUAL REPORT YEAR 2021

Registration No. 1742

MALAYSIAN INSTITUTE OF HUMAN RESOURCE MANAGEMENT (Established under Societies Act 1966 Act 335)

STATEMENT OF COMPREHENSIVE INCOME FOR THE FINANCIAL YEAR ENDED 31 DECEMBER 2021

	Note	2021 RM	2020 RM <i>Re-classified</i>
Income			
Revenue	12	716,193	883,444
Other income	13	<u>46,034</u>	<u>124,964</u>
		762,227	1,008,408
Less: Expenditure			
Membership services	14	(1,045)	(2,414)
Administration expenses	15	(142,938)	(177,988)
Building maintenance and utilities	16	(30,400)	(46,457)
Staff costs	17	(254,390)	(330,037)
Event, courses and programmes	18	(418,118)	(349,813)
Other operating expenses	19	<u>(61,047)</u>	<u>(63,966)</u>
		<u>(907,938)</u>	<u>(970,675)</u>
(Deficit)/Surplus from operation		(145,711)	37,733
Finance cost	20	<u>(59,831)</u>	<u>(55,189)</u>
Deficit before tax		(205,542)	(17,456)
Income tax expense	21	<u>-</u>	<u>(154)</u>
Deficit for the financial year		<u><u>(205,542)</u></u>	<u><u>(17,610)</u></u>

The accompanying Notes form an integral part of the financial statements.

ANNUAL REPORT YEAR 2021

Registration No. 1742

MALAYSIAN INSTITUTE OF HUMAN RESOURCE MANAGEMENT (Established under Societies Act 1966 Act 335)

STATEMENT OF CHANGES IN EQUITY FOR THE FINANCIAL YEAR ENDED 31 DECEMBER 2021

	Retained earnings RM	Revaluation reserve (Note 10) RM	Total RM
At 1 January 2021	1,285,774	1,114,732	2,400,506
Deficit for the financial year	<u>(205,542)</u>	<u>-</u>	<u>(205,542)</u>
At 31 December 2021	<u>1,080,232</u>	<u>1,114,732</u>	<u>2,194,964</u>
At 1 January 2020	1,303,384	1,114,732	2,418,116
Deficit for the financial year	<u>(17,610)</u>	<u>-</u>	<u>(17,610)</u>
At 31 December 2020	<u>1,285,774</u>	<u>1,114,732</u>	<u>2,400,506</u>

The accompanying Notes form an integral part of the financial statements.

ANNUAL REPORT YEAR 2021

Registration No. 1742

MALAYSIAN INSTITUTE OF HUMAN RESOURCE MANAGEMENT (Established under Societies Act 1966 Act 335)

STATEMENT OF CASH FLOWS FOR THE FINANCIAL YEAR ENDED 31 DECEMBER 2021

	2021 RM	2020 RM
CASH FLOWS FROM OPERATING ACTIVITIES		
Deficit before tax	(205,542)	(17,456)
Adjustments:		
Depreciation property, plant and equipment	53,245	63,924
Fixed deposits interest income	(23,112)	(40,084)
Bank overdraft interest expenses	59,831	55,189
Property, plant and equipment written off	7,804	42
Operating (deficit)/surplus before working capital changes	(107,774)	61,615
Receivables, deposits and prepayments	16,088	57,003
Other payables	7,133	(219,561)
Cash used in operations	(84,553)	(100,943)
Tax paid	(13,200)	(58,795)
Net cash used in operating activities	(97,753)	(159,738)
CASH FLOWS FROM FINANCING ACTIVITY		
Purchase of property, plant and equipment	(289)	(20,794)
CASH FLOWS FROM FINANCING ACTIVITIES		
Fixed deposits interest received	23,112	40,084
Bank overdraft interest paid	(59,831)	(55,189)
	(36,719)	(15,105)
NET DECREASE IN CASH AND CASH EQUIVALENTS	(134,761)	(195,637)
CASH AND CASH EQUIVALENTS AT BEGINNING OF FINANCIAL YEAR	741,245	936,882
CASH AND CASH EQUIVALENTS AT END OF FINANCIAL YEAR (Note 4.2 and Note 8)	606,484	741,245

The accompanying Notes form an integral part of the financial statements.

ANNUAL REPORT YEAR 2021

Registration No. 1742

MALAYSIAN INSTITUTE OF HUMAN RESOURCE MANAGEMENT (Established under Societies Act 1966 Act 335)

NOTES TO THE FINANCIAL STATEMENTS 31 DECEMBER 2021

1. GENERAL INFORMATION

Malaysian Institute of Human Resource Management (hereinafter referred to as "the Institute") is established under Section 7 of the Societies Act 1966 ("the Act") on 6 January 1976 bearing registration number 1742.

The principal objectives and activities of the Institute are engaged as in the promotion of the practise of human resource management. There has been no significant change in the nature of these objectives and principal activities during the financial year.

The principal place at which activities are carried out as well as the registered office of the Institute is located at K2, Upper Ground Floor, Bangunan Khas, Lorong 8/1E Off Jalan Barat, 46050 Petaling Jaya, Selangor.

The financial statements of the Institute are presented in Ringgit Malaysia (RM), which is also the functional currency of the Company.

The financial statements were authorised for issue by the Council Member on
06 MAY 2022

2. COMPLIANCE WITH FINANCIAL REPORTING STANDARDS AND THE SOCIETIES ACT 1966

The financial statements of the Institute have been prepared in compliance with the Malaysia Private Entities Reporting Standard ("MPERS") issued by the Malaysian Accounting Standards Board ("MASB") and the provisions of the Societies Act 1966.

3. BASIS OF PREPARATION

The financial statements of the Entity have been prepared using cost bases (which include historical cost and amortised cost).

Management has used estimates and assumptions in measuring the reported amounts of assets and liabilities at the end of the reporting period and the reported amounts of revenues and expenses during the reporting period.

Judgements and assumptions are applied in the measurement, and hence, the actual results may not coincide with the reported amounts. The areas involving critical accounting judgement and significant estimation uncertainties are disclosed in Note 5.

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4. SIGNIFICANT ACCOUNTING POLICIES

4.1 Property, plant and equipment

Property, plant and equipment are stated at cost less accumulated depreciation and any accumulated impairment losses. The policy for the recognition and measurement of impairment losses is in accordance with Note 4.4.

Depreciation of other property, plant and equipment is computed on the straight-line method based on the estimated useful lives of the property, plant and equipment at the following annual rates:

Particulars	Method	Rate
Buildings	Straight-line	2%
Office equipment	Straight-line	20%
Furniture and fittings	Straight-line	10%
Computers	Straight-line	20%
Library reference book	Straight-line	10%
Renovation	Straight-line	10%
Signboard	Straight-line	20%

The residual values, useful life and depreciation method are reviewed at each financial year end to ensure that the amount, method and period of depreciation are consistent with previous estimates and the expected pattern of consumption of the future economic benefits embodied in the items of property, plant and equipment.

An item of property, plant and equipment is derecognised upon disposal or when no future economic benefits are expected from its use or disposal. The difference between the net disposal proceeds, if any, and the net carrying amount is recognised in statement of comprehensive income and the unutilised portion of the revaluation surplus on that item is taken directly to retained earnings.

Fully depreciated property, plant and equipment are retained in the financial statements until they are no longer in use and no further charge for depreciation is made in respect of this property, plant and equipment.

4.2 Cash and cash equivalents

Cash and cash equivalents consist of cash, bank balances and fixed deposits as well as bank overdraft that are readily convertible to known amounts of cash and which are subject to an insignificant risk of changes in value.

4.3 Provisions

The Entity recognises a liability as a provision if the outflows required to settle the liability are uncertain in timing or amount.

A provision is measure at the present value of the expenditures expected to be required to settle the obligation using a discount rate that reflects the time value of money and the risk that the actual outcome might differ from the estimate made. The unwinding of the discount is recognised as an interest expense.

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4. SIGNIFICANT ACCOUNTING POLICIES (CONTINUED)

4.4 Impairment of Non-Financial Assets

An impairment loss arises when the carrying amount of the Entity's asset exceeds its recoverable amount. At the end of each reporting date, the Entity assesses whether there is any indication that a stand-alone asset or a cash-generating unit may be impaired by using external and internal sources of information. If any such indication exists, the Entity estimates the recoverable amount of the asset or cash-generating unit.

If an individual asset generates independent cash inflows, it is tested for impairment as a stand-alone asset. If an asset does not generate independent cash inflows, it is tested for impairment together with other assets in a cash-generating unit, at the lowest level in which independent cash inflows are generated and monitored for internal management purposes.

The recoverable amount of an asset or a cash-generating unit is the higher of its fair value less costs to sell and the value in use. The Entity determines the fair value less costs to sell of an asset or a cash-generating unit in a hierarchy based on: (i) price in a binding sale agreement; (ii) market price traded in an active market; and (iii) estimate of market price using the best available information.

For an asset measured on a cost-based model, any impairment loss is recognised in surplus or deficit. For a plant and equipment measured on the revaluation model, any impairment loss is treated as a revaluation decrease.

4.5 Financial Instruments

4.5.1 Initial Recognition and Measurement

The Entity recognises a financial asset or a financial liability in the statement of financial position when, and only when, the Entity becomes a party to the contractual provisions of the instrument.

On initial recognition, all financial assets and financial liabilities are measured at fair value, which is generally the transaction price, plus transaction costs if the financial asset or financial liability is not measured at fair value through profit or loss.

4.5.2 Derecognition of Financial Instruments

A financial asset is derecognised when, and only when, the contractual rights to receive the cash flows from the financial asset expire, or when the Entity transfers the contractual rights to receive cash flows of the financial asset, including circumstances when the Entity acts only as a collecting agent of the transferee, and retains no significant risks and rewards of ownership of the financial asset or no continuing involvement in the control of the financial asset transferred.

A financial liability is derecognised when, and only when, it is legally extinguished, which is either when the obligation specified in the contract is discharged or cancelled or expires.

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4. SIGNIFICANT ACCOUNTING POLICIES (CONTINUED)

4.5 Financial Instruments (Continued)

4.5.2 Derecognition of Financial Instruments (Continued)

A substantial modification of the terms of an existing financial liability is accounted for as an extinguishment of the original financial liability and the recognition of a new financial liability. For this purpose, the Entity considers a modification as substantial if the present value of the revised cash flows of the modified terms discounted at the original effective interest rate differs by 10% or more when compared with the carrying amount of the original liability.

4.5.3 Subsequent Measurement of Financial Assets

For the purpose of subsequent measurement, the Company classifies financial assets into two categories, namely: (i) financial assets at fair value through profit or loss; and (ii) financial assets at amortised cost.

Other than financial assets measured at fair value through profit or loss, all other financial assets are subject to review for impairment in accordance with Note 4.5.5.

4.5.4 Subsequent Measurement of Financial Liabilities

After initial recognition, all financial liabilities are measured at amortised cost using the effective interest method.

4.5.5 Impairment and Uncollectible of Financial Assets

At the end of each reporting period, the Entity examines whether there is any objective evidence that a financial asset or a group of financial assets is impaired. Evidences of trigger loss events include: (i) significant difficulty of the issuer or obligor; (ii) a breach of contract, such as a default or delinquency in interest or principal payments; (iii) granting exceptional concession to an owner; (iv) it is probable that an owner will enter bankruptcy or financial re-organisation; or (v) any observable market data indicating that there may be a measurable decrease in the estimated future cash flows from a group of financial assets.

For short-term trade and other receivables, where the effect of discounting is immaterial, impairment loss is tested for each individually significant receivable wherever there is any indication of impairment. Individually significant receivables for which no impairment loss is recognised are grouped together with all other receivables by classes based on credit risk characteristics and aged according to their past due periods. A collective allowance is estimated for a class group based on the Entity's experience of loss ratio in each class, taking into consideration current market conditions.

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4. SIGNIFICANT ACCOUNTING POLICIES (CONTINUED)

4.6 Employee Benefits

The Entity recognises a liability when an employee has provided service in exchange for employee benefits to be paid in the future and an expense when the Company consumes the economic benefits arising from service provided by an employee in exchange for employee benefits.

4.6.1 Short-Term Employee Benefits

Wages, salaries, bonuses and social security contributions are usually accrued and paid on a month basis and are recognised as an expense, unless they relate to cost of producing inventories or other assets.

Paid absences (annual leave, maternity leave, paternity leave, sick leave, etc.) are accrued in each period if they are accumulating paid absences that can be carried forward, or in the case of non-accumulating paid absences recognised as and when the absences occur.

4.6.2 Post-Employment Benefits – Defined Contribution Plans

The Entity make statutory contribution to approved provident funds and the contributions made are charged to statement of comprehensive income in the period to which they relate. When the contributions have been paid, the Entity has no further payment obligations.

4.7 Tax Assets and Tax Liabilities

A current tax for current and prior periods, to the extent unpaid, is recognised as a current tax liability. If the amount already paid in respect of current and prior periods exceed the amount due for those periods, the excess is recognised as a current tax asset. A current tax liability (asset) is measured at the amount the entity expects to pay (recover) using tax rates and laws that have been enacted or substantially enacted by the reporting date.

A deferred tax liability is recognised for all taxable temporary differences. A deferred tax asset is recognised for all deductible temporary differences to the extent that it is probable that taxable surplus will be available against which the deductible temporary difference can be utilised.

Deferred taxes are measured using tax rates (and tax laws) that have been enacted or substantially enacted by the end of the reporting period. The measurement of deferred taxes reflects the tax consequences that would follow from the manner in which the Entity expects, at the end of the reporting period.

4.8 Borrowing Costs

Borrowing costs of the Company include interest of loans, finance lease liabilities and interest expenses of other debt instruments calculated using the effective interest method. All borrowing costs are recognised as an expense when incurred.

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4. SIGNIFICANT ACCOUNTING POLICIES (CONTINUED)

4.9 Revenue recognition

Revenue is recognised when it is probable that the economic benefits associated with the transaction will flow to the Institute and the amount of the revenue can be measured reliably. Revenue is measured at fair value of consideration received or receivable, net of returns, allowances and trade discounts.

4.9.1 Revenue from **courses, events and conferences** are recognised in the statement of comprehensive income on an accrual basis when services are rendered. Revenue represents the invoiced value of services rendered net of discounts and allowances. Revenue relating to periods beyond the current financial year is recognised as advance billings under current liabilities in the statement of financial position.

4.9.2 Membership **admission** is recognised upon approval by the Council. Membership **entrance fees** are recognised upon the admission of members. Membership **subscription fees** are payable annually on the admission day of members.

4.9.3 Interest income is recognised using the effective interest method and accrued on a time basis.

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5. CRITICAL JUDGEMENT AND ESTIMATION UNCERTAINTY

5.1 Judgements and Assumptions Applied

In the selection of accounting policies for the Entity's, the Committee Members do not identify any significant judgment and assumptions that is required for reporting during the financial year.

5.2 Estimation Uncertainty

The measurement of some assets and liabilities requires management to use estimates based on various observable inputs and other assumptions. The areas that are subject to significant estimation uncertainties of the Entity are as follows:

(a) Depreciation of Property, Plant and Equipment

The cost of an item of property, plant and equipment is depreciated on the straight-line method or another systematic method that reflects the consumption of the economic benefits of the asset over its useful life. Estimates are applied in the selection of the depreciation method, the useful lives and the residual values.

The actual consumption of the economic benefits of the property, plant and equipment may differ from the estimates applied and this may lead to a gain or loss on an eventual disposal of an item of property, plant and equipment.

(b) Loss Allowances of Financial Assets

The Entity recognises impairment losses for loans and receivables using the incurred loss model. Individually significant loans and receivables are tested for impairment separately by estimating the cash flows expected to be recoverable. All others are grouped into credit risk classes and tested for impairment collectively, using the Entity's past experiences of loss statistics, ageing of past due amounts and current economic trends.

The actual eventual losses may be different from the allowance made and this may affect the Entity's financial position and results.

(c) Measurement of Income Taxes

Significant judgement is required in determining the Entity's provision for current and deferred taxes. When the final outcome of the taxes is determined by the tax authority, the amount might be different from the initial estimation of tax payable. Such differences may impact the current and deferred taxes in the period when such determination is made.

The Entity will adjust for the differences as over- or under-provision of the current or deferred taxes in the current period in which those differences.

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6. PROPERTY, PLANT AND EQUIPMENT

	Buildings RM	Office equipment RM	Furniture and fittings RM	Computers RM	Library reference book RM	Renovation RM	Signboard RM	Total RM
Cost/Revaluation								
At 1 January 2021	2,004,340	80,585	68,193	276,885	27,658	12,608	2,300	2,472,569
Additions	-	289	-	-	-	-	-	289
Disposals	-	(66,697)	(32,201)	(249,568)	-	-	-	(348,466)
At 31 December 2021	2,004,340	14,177	35,992	27,317	27,658	12,608	2,300	2,124,392
Accumulated depreciation								
At 1 January 2021	584,774	72,907	34,162	258,181	27,657	3,782	2,300	983,763
Depreciation charge	40,087	2,834	3,599	5,464	-	1,261	-	53,245
Disposals	-	(66,689)	(24,412)	(249,561)	-	-	-	(340,662)
At 31 December 2021	624,861	9,052	13,349	14,084	27,657	5,043	2,300	696,346
Net carrying amount								
At 31 December 2021	1,379,479	5,125	22,643	13,233	1	7,565	-	1,428,046
At 31 December 2020	1,419,566	7,678	34,031	18,704	1	8,826	-	1,488,806
Depreciation charge for 31 December 2020	40,086	5,333	6,795	10,450	-	1,260	-	63,924

The 3 stratified buildings were purchased on 30 October 1989 with net carrying value of RM1,379,479 (2020: RM1,419,566) and were pledged to the financial institution in obtaining facility as disclosed in Note 8 to the financial statements.

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7. RECEIVABLES, DEPOSITS AND PREPAYMENTS

	2021 RM	2020 RM
Trade receivables	286,913	303,028
Deposits	6,500	5,350
Prepayments	1,735	2,858
	<u>295,148</u>	<u>311,236</u>

8. CASH AND CASH EQUIVALENTS

	2021 RM	2020 RM
Cash in hand	866	11
Bank balance	<u>380,851</u>	<u>531,094</u>
Cash and bank balances	381,717	531,105
Fixed deposits with a licensed banks	1,155,177	1,132,055
Bank overdraft - secured	<u>(930,410)</u>	<u>(921,915)</u>
Cash and cash equivalents	<u>606,484</u>	<u>741,245</u>

The interest rates of the fixed deposits during the financial year were ranging from 1.80% to 2.45% (2020: 1.80% to 3.00%) per annum and the maturity of the deposits as at 31 December 2021 is 1 months to 6 months (2020: 1 months to 6 months).

The bank overdraft facilities are granted to the Institute to finance the purchase of the building (Note 6) by the banks with interest charged at the rates ranging from 0.50% to 1.75% per annum above the bank's base lending rate.

9. DEFERRED TAX LIABILITIES

	2021 RM	2020 RM
At beginning/end of financial year	<u>123,859</u>	<u>123,859</u>

The deferred tax liabilities provision at the end of the financial year is due to tax effects of:

	2021 RM	2020 RM
Temporary differences arising from revaluation surplus on buildings	<u>123,859</u>	<u>123,859</u>

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10. REVALUATION SURPLUS

	2021 RM	2020 RM
Revaluation surplus		
Balance at beginning/end of the financial year	1,238,591	1,238,591
Less: Deferred tax (Note 9)		
Balance at the beginning of the financial year	(123,859)	(123,859)
Addition during the financial year	-	-
Balance at the end of the financial year	(123,859)	(123,859)
Net	1,114,732	1,114,732

The revaluation surplus was recognised in earlier years to record the increase in value of the buildings (Note 6).

In 2018 Budget announcement, the applicable rate of tax for Real Property Gain Tax in relation to the Institute is 10% on all properties of the Institute to be sold on or after 1 January 2019 regardless the period of holding. As a result, the revaluation surplus in year 2018 included a deferred tax adjustment of RM123,859 to record the reduction of revaluation surplus after considering the RPGT implication (Note 9).

11. OTHER PAYABLES

	2021 RM	2020 RM
Sundry payables and accruals	61,823	57,410
Amount owing to Perak branch	44,542	44,542
	106,365	101,952

12. REVENUE

	2021 RM	2020 RM
Revenue from courses	535,717	778,229
Revenue from events – certification and HR awards	103,807	32,090
Membership subscription and entrance fees	76,669	73,125
	716,193	883,444

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13. OTHER INCOME

	2021 RM	2020 RM
Interest income from fixed deposits	23,122	40,084
Government wage subsidy incentive programme	22,800	54,600
Waiver of debts	-	16,637
Rental of room	-	2,400
Sundry income – disbursement and penalty	112	11,243
	<u>46,034</u>	<u>124,964</u>

14. MEMBERSHIP SERVICES

	2021 RM	2020 RM
Membership fee	1,000	2,122
Newspaper, books and references	45	292
	<u>1,045</u>	<u>2,414</u>

15. ADMINISTRATION EXPENSES

	2021 RM	2020 RM <i>Re-classified</i>
Accounting fee	50,045	40,928
Advertisement	2,061	-
Auditors' remuneration	6,560	5,800
Bank charges	2,139	1,683
Condolence	198	-
Commission and incentives	4,302	8,291
Entertainment	1,024	2,948
Gift and donation	1,427	670
Insurance	2,375	-
Licence fee	310	335
Newspaper and books	0	1,782
Penalty	1,974	49
Postage and courier	1,429	4,163
Printing and stationary	7,981	25,273
Professional fee	1,390	364
Rental expenses	14,400	17,558
Rental of copier	1,800	2,160
Subscription and registration	2,050	12,471
Sundry expenses	8,784	14,160
Tax agent fee	4,032	3,960
Telephone and fax	11,288	12,968
Travelling expenses	6,476	16,175
Website maintenance	10,893	6,250
	<u>142,938</u>	<u>177,988</u>

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16. BUILDING MAINTENANCE AND UTILITIES

	2021 RM	2020 RM <i>Re-classified</i>
Electricity and water charges	8,542	14,546
Insurance	604	591
Quit rent and assessment	4,316	5,585
Sewerage charges	1,176	1,176
Upkeep of office	15,762	24,559
	<u>30,400</u>	<u>46,457</u>

17. STAFF COSTS

	2021 RM	2020 RM
EIS, EPF and SOCSO contributions	24,336	32,169
Medical expenses	497	1,483
Staff incentive	3,627	390
Staff salary	160,538	221,085
Staff welfare	5,392	11,483
Training expenses	-	3,427
Wages	60,000	60,000
	<u>254,390</u>	<u>330,037</u>

18. EVENT, COURSES AND PROGRAMMES

	2021 RM	2020 RM
Course leaders and trainers' fees	131,543	97,436
Function and graduation expenses	23,720	15,022
Honorarium (Note 22.1)	117,739	170,566
Partners' consultancy fee	144,751	66,181
Prizes and souvenirs	365	608
	<u>418,118</u>	<u>349,813</u>

19. OTHER OPERATING EXPENSES

	2021 RM	2020 RM
Depreciation of property, plant and equipment	53,245	63,924
Property, plant and equipment written off	7,804	42
	<u>61,049</u>	<u>63,966</u>

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20. FINANCE COST

	2021 RM	2020 RM
Bank overdraft interest and commitment fee	<u>59,831</u>	<u>55,189</u>

21. INCOME TAX EXPENSE

	2021 RM	2020 RM
Current tax:		
Malaysia income tax	<u>-</u>	<u>154</u>

The current year tax provision is in respect of the activity income (courses, events, rental and others) from non-members and fixed deposits interest income. No taxation is provided on membership subscription and entrance fees which fulfil the principle of mutuality.

There are no material unrecognised deferred tax liabilities and deferred tax assets at the end of the financial year.

22. RELATED PARTIES DISCLOSURE

22.1 Key Management Personnel Compensation

Key management personnel are defined as those persons having authority and /responsibility for planning, directing and controlling the activities of the Institute either directly or indirectly.

The key management personnel includes all the Council Members of the Institute. There is no key management personnel compensation paid/payable during the financial year except those disclosed as follows:

	2021 RM	2020 RM
Honorarium (Note 18)	<u>112,866</u>	<u>170,566</u>

22.2 Related Party Transactions

Related party refers to a company in which the Council Members of the Institute are also the Directors and/or have financial interest.

The Council Members are of the opinion that all the transactions have been entered into in the normal course of business and have been established on terms and conditions that are not materially different from those obtainable in transactions with unrelated parties.

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23. COVID-19 DISCLOSURE

On 11 March 2020, the World Health Organisation assessed the COVID-19 outbreak as a pandemic due to rapid escalation of COVID-19 cases across the globe. The COVID-19 pandemic also resulted in travel restriction and other precautionary measures implemented by the Government of Malaysia since 18 March 2020.

Although the Entity's operations have not been seriously disrupted and its financial performance as well as cash flows for the current reporting period had not been materially affected by the COVID-19 pandemic, nevertheless, the Entity will continuously assess the situation and put in place measures to further minimise impact to its business.

24. COMPARATIVE FIGURES

Certain of the financial information had been reclassified to conform with the current year's presentation, as follows:

	As reported RM	Re- classification RM	As re- classified RM
Included in:			
Statement of comprehensive income			
Administration expenses (Note 15)	178,579	(591)	177,988
Building maintenance and utilities (Note 16)	<u>45,866</u>	<u>591</u>	<u>46,457</u>

25. DATE OF AUTHORISATION OF ISSUE

The financial statements were authorised for issue by the Council Member on

06 MAY 2022

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ANNUAL REPORT & ACCOUNT 2021/2022 MALAYSIAN INSTITUTE OF HUMAN RESOURCE MANAGEMENT, PERAK



INSTITUT PENGURUSAN SUMBER MANUSIA MALAYSIA
Cawangan Perak
MIHRM, Perak Branch

PERAK
P. 102/2021
The Hon. Minister for Human Resources,
Malaysia.

CORPORATE OFFICE: K2 (Upper Ground Floor) Bangunan Khas,
Jalan 5/1E, 40000 PETALING JAYA, Selangor.
Tel: 03-78550536 Fax: 03-79554078
PERAK BRANCH SECRETARIAT: No. 88A, Jalan Sultan Idris Shah, 30300 IPOH.
Tel: 05-2549421 Fax: 05-2550358

To: ALL MEMBERS
MIHRM Perak Branch.

22nd MARCH 2022

ANNUAL GENERAL MEETING - 2022

NOTICE IS HEREBY GIVEN that the 39th Annual General Meeting of the Institut Pengurusan Sumber Manusia Malaysia, Cawangan Perak (MIHRM, Perak Branch) will be held at the Perak Branch Secretariat, No. 88A, Jalan Sultan Idris Shah, 30300 IPOH, on Wednesday, 30th MARCH 2022, at 6.30 p.m.

NOTICE IS ALSO GIVEN that should there be a lack of quorum within half an hour of the time appointed above, the said Annual General Meeting will be re-convened at 7.30 p.m. at the same venue and date abovementioned.

In view of the current Covid-19 pandemic, the abovementioned meeting will also be held via ZOOM for members who do not wish to attend the meeting in person. Kindly inform the Secretariat of your email address should you wish to attend the meeting via ZOOM.

AGENDA

- To adopt the Minutes of the 38th Annual General Meeting.
- To receive and adopt the Annual Report of the Branch for 2021.
- To receive and adopt the Audited Statement of Accounts of the Branch for the financial year ended 31st December 2021.
- To elect: (i) Members of the Branch Committee for the year 2022/2023.
(ii) Honorary Auditors.
- To discuss any other matters of which 10 days notice has been given to the Branch Secretary.

All members of the Branch are cordially invited to attend the meeting, which will be followed by a dinner. Please note that only Ordinary and Associate "members in benefit" are eligible to vote at the meeting.

BY ORDER OF THE PERAK BRANCH COMMITTEE


Branch Hon. Secretary
(Linda Wong Har Lian)

COVID-19 MCO SOP:

In view of the Covid-19 Movement Control Order (MCO) SOP set by the authorities, kindly indicate your attendance/absence of the meeting by calling the Branch Secretariat at 05-2549421/22 or the Branch Chairman at 012-5008868 at least three days before the meeting date. This is to enable us to make the necessary seating arrangements in line with social distancing.

ANNUAL REPORT YEAR 2021

INSTITUT PENGURUSAN SUMBER MANUSIA MALAYSIA CAWANGAN PERAK (M I H R M, PERAK BRANCH)

MINUTES of the 38th Annual General Meeting of the Institut Pengurusan Sumber Manusia Malaysia, Cawangan Perak (MIHRM, Perak Branch) held at the Branch Secretariat, No.88A, Jalan Sultan Idris Shah, 30300 IPOH on Sunday, 28th March 2021, at 6:30 p.m.

PRESENT : Teoh Ewe Hun Tan Teik Hwa Ooi Sze Hwa
 Wong Har Lian, Linda Lee Chee Ming
via ZOOM : S. Yavanathan Sockalingam
via WhatsApp: Tan Kok Eng

CHAIRMAN : Mr. Teoh Ewe Hun, Chairman of the Branch, was in the Chair. He welcomed all members present and thanked them for attending the meeting. He then called the meeting to order. He informed that there is a quorum for today's Annual General Meeting (AGM). Due to the Covid-19 MCO SOPs, we are holding both a physical and online meeting simultaneously. The Chairman thanked Ms. Linda Wong Har Lian for facilitating the ZOOM meeting.

NOTICE : The Notice convening the Meeting was read.

MINUTES : The Minutes of the 37th Annual General Meeting held on 27th December 2020 were confirmed on the proposal of Mr. Tan Teik Hwa and seconded by Mr. Ooi Sze Hwa.

ANNUAL REPORT : The Chairman presented the Annual Report of the Perak Branch for the year 2020/2021. He invited questions from the floor. There were none.

The Annual Report of the Perak Branch for the year 2020/2021 was unanimously adopted on the proposal of Mr. Lee Chee Ming and seconded by Mr. Tan Teik Hwa.

ACCOUNTS : The audited Statement of Accounts of the Perak Branch for the year ended 31st December 2020 was laid before the meeting. The Chairman invited comments and queries on the Accounts from the floor.

As there were no comments or queries, the 2020 Accounts were unanimously approved and adopted on the proposal of Ms. Linda Wong Har Lian and seconded by Mr. Tan Teik Hwa.

ELECTION OF: THE BRANCH COMMITTEE FOR 2021/2022

Chairman :	TEOH EWE HUN (returned unopposed) <i>Proposed by Linda Wong Har Lian & seconded by Tan Teik Hwa.</i>
Vice-Chairman:	LEE CHEE MING (returned unopposed) <i>Proposed by Tan Teik Hwa & seconded by Linda Wong Har Lian.</i>
Secretary :	LINDA WONG HAR LIAN (returned unopposed) <i>Proposed by Ooi Sze Hwa & seconded by Tan Teik Hwa.</i>
Treasurer :	S.YAVANATHAN SOCKALINGAM (returned unopposed) <i>Proposed by Tan Teik Hwa & seconded by Lee Chee Ming.</i>

MIHRM Pk 38th AGM - Page 1 of 2

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Committee Members : TAN TEIK HWA (returned unopposed)
Proposed by Linda Wong Har Lian & seconded by Ooi Sze Hwa.

HOONG CHEONG WAI, DAVID (returned unopposed)
Proposed by Ooi Sze Hwa & seconded by Tan Teik Hwa.

KALAI ARASU A/L KAWARI (returned unopposed)
Proposed by Linda Wong Har Lian & seconded by Tan Teik Hwa.

Hon. Auditors : OOI SZE HWA (returned unopposed)
Proposed by Tan Teik Hwa & seconded by Lee Chee Ming.

TAN KOK ENG (returned unopposed)
Proposed by Lee Chee Ming & seconded by Ooi Sze Hwa.

OTHER MATTERS : No notice to discuss any other matters was received.
The Chairman asked if any member had any queries or comments. There were none.

TERMINATION: The meeting terminated at 7:00 p.m. with a vote of thanks to the Chair.

Disediakan Oleh:



Nama: WONG HAR LIAN

Jawatan: Setiausaha Cawangan

Disahkan Oleh:



Nama: TEOH EWE HUN

Jawatan: Pengerusi Cawangan

Disahkan Oleh:

Nama: ARESANDIRAN S/O
JAGANATHA NAIDU
Jawatan: Presiden (Induk)

ANNUAL REPORT YEAR 2021

INSTITUT PENGURUSAN SUMBER MANUSIA MALAYSIA

CAWANGAN PERAK

(M I H R M, PERAK BRANCH)

2021/2022

OFFICE BEARERS

BRANCH COMMITTEE:	Chairman	- Mr. Teoh Ewe Hun
	Vice-Chairman	- Mr. Lee Chee Ming
	Hon. Secretary	- Ms. Linda Wong Har Lian
	Hon. Treasurer	- Mr. S. Yavanathan s/o Sockalingam
	Committee member	- Mr. David Hoong Cheong Wai
		Mr. Kalai Arasu a/l Kawari
		Mr. Tan Teik Hwa
	Hon. Auditors	- Mr. Ooi Sze Hwa
		Mr. Tan Kok Eng

BRANCH SECRETARIAT: 88A, Jalan Sultan Idris Shah, 30300 IPOH.
Tel: 05-2549421/22
Fax: 05-2550858
eMail: tchmc88@yahoo.com

NATIONAL SECRETARIAT: K2, Upper Ground Floor, Bangunan Khas,
Jalan 8/1E, 46050 PETALING JAYA.
Tel: 03-42556536
Fax: 03-42554076

ANNUAL REPORT YEAR 2021

INSTITUT PENGURUSAN SUMBER MANUSIA MALAYSIA Cawangan Perak (M I H R M, Perak Branch)

ANNUAL REPORT - 2021/2022

Your 2021/2022 Branch Committee, who were elected into office at the 38th Annual General Meeting of the Branch on 28th March 2021, is pleased to present their report of the activities of the Branch for the period under review.

ACCOUNTS

Our Branch incurred a deficit of expenditure over income of RM388.14 for the year 2021 as compared with a deficit of RM1,923.82 for the year 2020. No activities were held during the year in compliance with the Covid-19 Movement Control Orders SOPs.

The Branch had made a loan of RM40,000 to the Northern Branch on 27th December 2003 at their request to assist them with working capital towards the purchase of their own building in Penang. This loan was to be repaid by monthly instalments to our Branch. During the year 2015, no repayments were made to our Branch. To-date, the Northern Branch still owes our Branch RM24,000. The Corporate Office also owes our Branch an amount RM50,000 which was a loan made to it by our Branch in 1997.

BRANCH MEMBERSHIP and ACTIVITIES

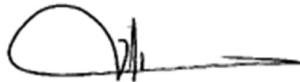
As at the date of this Report, we are unable to ascertain the actual number of members in the Branch as such records are kept by the Corporate Office. Nevertheless, the number of active members in our Branch as notified by the Corporate Office and our own records are as follows:

Life members	3
Ordinary members	26
Associate members	4
Affiliate members	2
Corporate members	2

We have been informed that the majority of the members previously listed in the Branch are not in benefit or are inactive, due to non-payment of subscriptions. Defaulters are reminded that they are eligible to be re-instated as members with the payment of the current year's subscription plus an additional year's subscription as a penalty before their names are permanently struck-off the membership register.

CONCLUSION

I would like to thank my fellow committee members for their support and sacrifice to promote and sustain the activities of our Branch. Thanks also are to be acknowledged to a few of our active Branch members who have supported and helped to promote our activities. I would also like to record our thanks to each and everyone who have in one way or another assisted and contributed to the activities of our Branch for the period under review.



TEOH EWE HUN
CHAIRMAN - MIHRM, Perak Branch.

ANNUAL REPORT YEAR 2021

INSTITUT PENGURUSAN SUMBER MANUSIA MALAYSIA
CAWANGAN PERAK
(M I H R M, PERAK BRANCH)

ACCOUNTS

2021

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Receipts and Payments Account	3
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ANNUAL REPORT YEAR 2021

REPORT OF THE AUDITORS
TO THE MEMBERS OF THE
INSTITUT PENGURUSAN SUMBER MANUSIA MALAYSIA
CAWANGAN PERAK

We have audited the accounts set out on pages 2 to 5.

In our opinion:-

- (a) the accounts give a true and fair view of the state of affairs of the Institut Pengurusan Sumber Manusia Malaysia, Cawangan Perak (MIHRM, Perak Branch) as at 31st December 2021 and of its income and expenditure and receipts and payments for the year ended on that date, and
- (b) the accounting and other records have been properly kept.

OOI SZE HWA
(Hon. Auditor)

TAN KOK ENG
(Hon. Auditor)

Date:

IPOH

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ANNUAL REPORT YEAR 2021

INSTITUT PENGURUSAN SUMBER MANUSIA MALAYSIA CAWANGAN PERAK

BALANCE SHEET - 31 DECEMBER 2021

			2021 RM	2020 RM
FIXED ASSETS				
	<u>Cost</u>	<u>Accumulated Depreciation</u>	<u>Net Book Value</u>	<u>Net Book Value</u>
Audio Visual Equipment	RM 6,650.00	RM 6,648.00	2.00	2.00
Furniture & Fittings	RM 580.00	RM 578.00	2.00	2.00
	<u>RM 7,230.00</u>	<u>RM 7,226.00</u>	<u>4.00</u>	<u>4.00</u>
CURRENT ASSETS				
Loan to MIHRM Corporate Office		Note 1.5	50,000.00	50,000.00
Loan to MIHRM Northern Branch		Note 1.6	24,000.00	24,000.00
Fixed Deposits at Bank			15,000.00	15,000.00
Cash at Bank			6,448.73	6,289.82
Cash in Hand			282.15	849.20
			<u>95,730.88</u>	<u>96,119.02</u>
Less: CURRENT LIABILITIES				
MIPM Central Control Account			5,457.57	5,457.57
			<u>5,457.57</u>	<u>5,457.57</u>
NET CURRENT ASSETS			90,273.31	90,661.45
			<u>90,277.31</u>	<u>90,665.45</u>
Represented by:				
ACCUMULATED FUND				
Balance brought forward			90,665.45	92,589.27
Excess of Income over Expenditure/(Deficit) for the current year			(388.14)	(1,923.82)
Balance carried forward			<u>90,277.31</u>	<u>90,665.45</u>

The notes set out on page 4 form an integral part of and should be read in conjunction with these accounts.

ANNUAL REPORT YEAR 2021

INSTITUT PENGURUSAN SUMBER MANUSIA MALAYSIA CAWANGAN PERAK

INCOME AND EXPENDITURE ACCOUNT FOR THE YEAR ENDED 31 DECEMBER 2021

	NOTE	2021 RM	2020 RM
INCOME			
Training Programmes	2	0.00	0.00
Fixed Deposit and Bank Interest	1.3	178.91	374.08
		<u>178.91</u>	<u>374.08</u>
Less: EXPENDITURE			
Bookkeeping & Secretariat Charges		0.00	1,500.00
Branch Annual General Meeting		567.05	598.40
National Annual General Meeting		0.00	0.00
Meeting Expenses		0.00	0.00
Printing and Stationery		0.00	199.00
Telephone, Fax and Postages		0.00	0.00
Travelling Expenses		0.00	0.00
Bank charges		0.00	0.50
		<u>567.05</u>	<u>2,297.90</u>
EXCESS OF INCOME OVER EXPENDITURE/(LOSS)			
transferred to Accumulated Fund		<u>(388.14)</u>	<u>(1,923.82)</u>

RECEIPTS AND PAYMENTS ACCOUNT FOR THE YEAR ENDED 31 DECEMBER 2021

	NOTE	2021 RM	2020 RM
BALANCE BROUGHT FORWARD:			
Cash in Hand		849.20	1,447.60
Cash at Bank		6,269.82	7,595.24
		<u>7,119.02</u>	<u>9,042.84</u>
RECEIPTS:			
Training Programmes	2	0.00	0.00
Fixed Deposit and Bank Interest	1.3	178.91	374.08
		<u>178.91</u>	<u>374.08</u>
Less: PAYMENTS			
Training Programmes	2	0.00	0.00
Increase/(Decrease) in Debtors		0.00	0.00
Increase/(Decrease) in Fixed Deposits		0.00	0.00
Bookkeeping & Secretariat Charges		0.00	1,500.00
Branch Annual General Meeting		567.05	598.40
National Annual General Meeting		0.00	0.00
Meeting Expenses		0.00	0.00
Printing and Stationery		0.00	199.00
Telephone, Fax and Postages		0.00	0.00
Travelling Expenses		0.00	0.00
Bank charges		0.00	0.50
30th Anniversary Expenditure		0.00	0.00
		<u>567.05</u>	<u>2,297.90</u>
BALANCE CARRIED FORWARD:			
Cash in Hand		282.15	849.20
Cash at Bank		6,448.73	6,269.82
		<u>6,730.88</u>	<u>7,119.02</u>

The notes set out on page 4 form an integral part of and should be read in conjunction with these accounts.

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ANNUAL REPORT YEAR 2021

INSTITUT PENGURUSAN SUMBER MANUSIA MALAYSIA CAWANGAN PERAK

NOTES TO THE ACCOUNTS - 31 DECEMBER 2021

1. SIGNIFICANT ACCOUNTING POLICIES

1.1 Basis of preparation

The Accounts are prepared under the historical cost convention.

1.2 Depreciation

Fixed assets are stated at cost and are depreciated over their estimated useful lives, based on the straight line method. The principal annual rates used are:

Audio Visual Equipment	20%
Furniture and Fittings	20%

No depreciation has been charged for the year as all the fixed assets have been fully depreciated.

1.3 Income recognition

Interest on fixed deposits is recognised on the receipts basis.

1.4 Loan to MIHRM Corporate Office

This is an interest free loan to the Corporate Office to assist in their tight cashflow, in view of debts incurred over the past years. There is no time limit for the repayment of this loan.

1.5 Loan to MIHRM (Northern Branch)

Upon a request made by the MIHRM (Northern Branch) for working capital towards the purchase of a building by the Northern Branch for their activities, and with the approval of the MIHRM Council, our Branch made a loan of RM40,000.00 to the Northern Branch on 27th December 2003. Such loan is to be repaid in accordance with the Northern Branch's offer of repayment dated 22nd July 2003 to the Perak Branch. However, the repayment from the Northern Branch has not been on schedule and not in accordance with their offer of repayment.

1.6 Comparative figures

Certain comparative figures may have been adjusted to conform with current year presentation.

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ANNUAL REPORT YEAR 2021

INSTITUT PENGURUSAN SUMBER MANUSIA MALAYSIA CAWANGAN PERAK

NOTES TO THE ACCOUNTS - 31 DECEMBER 2021

	2021 RM	2020 RM
2. TRAINING PROGRAMMES		
<u>IN-HOUSE COURSES</u>		
Course Fees		
Less: EXPENSES		
Facilitators' Fees		
Participants' Kits		
Teaching Aids		
Printing & Stationery		
Travelling Expenses		
Meals & Entertainment		
Introducer's Commission		
Secretariat Charges		
Venue Seminar Package		
	0.00	0.00
NETT INCOME	0.00	0.00
<u>PUBLIC COURSES</u>		
Course Fees		
Less: EXPENSES		
Facilitators' Fees		
Participants' Kits		
Teaching Aids		
Printing & Stationery		
Travelling Expenses		
Meals & Entertainment		
Introducer's Commission		
Secretariat Charges		
Venue Seminar Package		
	0.00	0.00
NETT INCOME	0.00	0.00
TOTAL INCOME	0.00	0.00
Less: TOTAL EXPENSES	0.00	0.00
TOTAL NETT INCOME	0.00	0.00

ANNUAL REPORT YEAR 2021



HR GLOBAL TRANSFORMATION - BUILDING MALAYSIA'S HR TALENTS		
MALAYSIA HR AWARDS	<p>The Malaysia HR Awards is a National event organised by Malaysian Institute of Human Resource Management (MIHRM) since 1999.</p> <p>The Awards are strongly supported and endorsed by the human resource community with the Honourable Minister of Human Resource as Patron.</p>	<p>AWARDS CATEGORIES</p> <p>The Malaysia HR Awards will be presented in 6 Categories</p> <ul style="list-style-type: none"> • Employer of Choice award • SME Best Employer award • MSC Malaysia HR Innovation award • HR Best Practices Award • HR Leader of the Year award • HR Manager of the Year award • HR Specialist of the Year award • HR Best Student Project Award <p>THE RECOGNITIONS</p> <p>The recognitions are presented for each categories via:</p> <ul style="list-style-type: none"> ▪ Grand Award ▪ Gold Award ▪ Silver Award ▪ Bronze Award
MIHRM MEMBERSHIP	<p>MIHRM provides members with the opportunities to develop and enhance knowledge and skills through its conferences, seminars, programmes and publications.</p>	<p>MEMBERSHIP BENEFITS</p> <ul style="list-style-type: none"> ▪ General consultation/ advise in HR Matters ▪ Discounted rates to join programmes ▪ HR fraternity ▪ Participation in Malaysia HR AWARDS
FUNCTIONAL & PROFESSIONAL CERTIFICATION	<p>Certified Human Resource Supervisor Certified Human Resource Officer Certified Human Resource Manager Certified Advanced Human Resource Manager Certified Industrial Relations Manager Certified Training & Development Manager Certified Compensation & Benefits Manager Certified Human Resource Director</p>	<ul style="list-style-type: none"> ▪ Recommended to all HR Professionals ▪ To promote the use of a professional title or designation for those certified by MIHRM who have met the required standards.
IN HOUSE / CORPORATE TRAININGS PUBLIC TRAININGS	<p>Training topics are available in all HR areas and trainings can be customized based on client's needs.</p>	<ul style="list-style-type: none"> ▪ MIHRM provides in-house/customized training to organizations in the areas of human resource management ▪ A certificate of attendance will be issued upon completion. ▪ The training will be delivered by MIHRM'S experienced consultants/ trainer or Subject Matter experts. ▪ Public Training will be based on our training calendar
MIHRM CONSULTANCY SERVICES	<p>MIHRM offers professional consultation and advisory services through its pool of Human Resource experts with various industrial experiences with a track record in delivering cost effective HR Consultancy services.</p>	<ul style="list-style-type: none"> ▪ HR PLANNING & RECRUITMENT ▪ INDUSTRIAL & LABOUR RELATIONS ▪ TALENT & PERFORMANCE MANAGEMENT ▪ ORGANIZATION STRUCTURE & DESIGN ▪ HEALTH & SAFETY ▪ LEARNING & DEVELOPMENT ▪ COMPENSATION & BENEFITS
PROFESSIONAL CERTIFIED PROGRAMMES	<p>To qualify and certify Human Resource Professionals.</p>	<ul style="list-style-type: none"> ▪ Certified Human Resource Officer ▪ Certified Human Resource Manager ▪ Certified Advanced Human Resource Manager ▪ Certified Training & Development Manager course ▪ Certified Industrial Relations Manager course ▪ Certified Compensation Manager Course ▪ Certified HR Directors Programme
SEMINARS / CONFERENCES	<p>MIHRM organizes conferences, seminars and forums on Human Resource Management and other related topics in collaboration with industry practitioners and partners</p>	<p>OUR SEMINARS & CONFERENCES</p> <ul style="list-style-type: none"> ▪ HR Best Practices Seminar ▪ MIHRM International HR Congress <ul style="list-style-type: none"> - Managing Talents across Borders - National Coaching Conference (in partnership with International Coach Federation Malaysia)

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