



MALAYSIAN INSTITUTE OF HUMAN RESOURCE MANAGEMENT
(PPM001-1001-10-01061976)

ANNUAL REPORT 2022



**K2, UPPER GROUND FLOOR, BANGUNAN KHAS, LORONG 8/1E OFF JALAN
BARAT, 46050 PETALING JAYA, SELANGOR DARUL EHSAN**

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EMAIL: president@mihrm.com

WEBSITE: www.mihrm.com

ANNUAL REPORT YEAR 2022

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 48TH ANNUAL GENERAL MEETING

NOTICE IS HEREBY GIVEN THAT the **48th Annual General Meeting** of the Malaysian Institute of Human Resource Management will be held on:

Date: 27th May 2023 (Saturday) commencing at 2.30 pm at Malakoff Auditorium, Wisma IEM, 17 Jalan Selangor, Seksyen 6, 46000 Petaling Jaya, Selangor Darul Ehsan.

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's Welcoming Address and Message
2. To confirm the Minutes of the 47th AGM held on 28th May 2022
3. To discuss any matters arising from the Minutes
4. To receive the Annual Report of the Institute for the year 2022
5. To approve the audited Statement of Accounts for the year ended 31st December 2022
6. Report of Honorary Internal Auditors
7. To elect the Members of the Council for year 2023 – 2025
8. To elect the Honorary Auditors for the year 2023 – 2025
9. To deal with any other matter which the Council deems necessary or which any member may submit for which a notice in writing of at least ten (10) days before the meeting has been given to the Honorary General Secretary.

Note: Any questions related to Finance should be brought to the attention of the Secretariat 2 days before the actual AGM.

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 2023** to confirm your attendance to facilitate necessary arrangements.

By the Order of the Council,

.....
KEILLIEY WONG
Hon. Gen. Secretary
8th May 2023



N.B - Kindly be informed members may also be able to download the Annual Report 2022 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 2023)

(i) This is to confirm that I, (Name) _____,
(Life/Ordinary/Associate) member, (NRIC No.) _____
will be attending the AGM on the 27th May 2023.

Signature: _____

Mobile Number: _____

Date: _____

OR

(ii) This is to confirm that (Organisation Name) _____,
hereby authorise our representative (Name) _____,
(NRIC No.) _____ will be attending the AGM on the
27th May 2023.

Signature: _____

Organisation Stamp:

Mobile Number: _____

Date: _____

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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 (Resigned 21/09/23)
Hon. Gen. Treasurer	:	Mr. Koljit Singh
Asst. Hon. Gen. Secretary:		Ms. Keilliey Wong (Appointed Hon. Gen. Sec. 22/09/23)
Councillors	:	Puan Nur Sakinah Abdul Samad
	:	Major (Rtd) Ravindran Karuppiah
	:	Mr. Chan Wang Tak
	:	Encik Abdul Rahim Ahmad
	:	Ms. Shalina Gopalan
	:	Mr. Yong Kok Choon
Honorary Auditors	:	Mr. Murugan Maniam
	:	Ms. Lim Khai Han
Perak Branch Chairman	:	Mr. Teoh Ewe Hun

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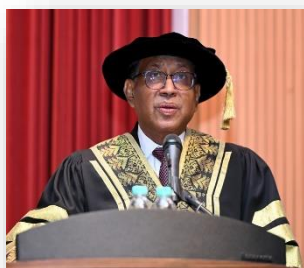
ATTENDANCE OF COUNCIL MEMBERS AT COUNCIL MEETINGS

(w.e.f. 18th December 2021)

No.	Name	1 st Meeting 30/12/21	2 nd Meeting 19/02/22	3 rd Meeting 20/05/22	4 th Meeting 22/09/22	5 th Meeting 25/11/22	6 th Meeting 29/12/22
1	Mr. Simon Thevaraj Benjamin	✓	✓	✓	✓	✓	✓
2	Encik Razman Radzi	✓	✓	✓	✓	✓	Absent with apology
3	Encik Ts Rafizi bin Rahmad	✓	✓	✓	✓	✓	✓
4	Encik David Azzuddin Buxton	✓	Absent with apology	Absent with apology	✓	Absent with apology	Absent with apology
5	Mr. Richard Lam Shao Vii	Absent with apology	Absent with apology	Absent with apology	Resigned on 21/09/22		
6	Mr. Koljit Singh	✓	✓	✓	Absent with apology	✓	✓
7	Ms. Keilliey Wong	✓	✓	✓	Appointed as Gen. Hon. Secretary on 22/09/22	✓	✓
8	Puan Nur Sakinah Abdul Samad	✓	✓	✓	✓	✓	✓
9	Major (Rtd) Ravindran Karuppiah	✓	✓	✓	✓	✓	✓
10	Mr. Chan Wang Tak	✓	✓	✓	✓	✓	✓
11	Encik Abdul Rahim Ahmad	✓	✓	Absent with apology	✓	✓	✓
12	Ms. Shalina Gopalan	✓	Absent with apology	Absent with apology	Absent with apology	✓	✓
13	Mr. Yong Kok Choon	Absent with apology	✓	✓	✓	✓	✓
14	Mr. Teoh Ewe Hun	Absent with apology	Absent with apology	✓	Absent with apology	✓	Absent with apology

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PRESIDENT'S MESSAGE



Esteemed Members,

I am pleased to present to you the Annual Report for the operating year 2022 of the Malaysian Institute of Human Resource Management (MIHRM). As we celebrate our 46th operating year, it is my honor to share with you our remarkable accomplishments and progress.

I extend my heartfelt gratitude to the tireless team at the office and our healthy cohesive council members for their exceptional dedication, hard work, and commitment, which have been instrumental in our success. Thanks to their efforts, we have been able to overcome the challenges posed by the Covid-19 pandemic and turned our fortunes around.

I am proud to announce that we have fully reversed the RM220,000 loss incurred in the previous year of 2021 and achieved a profit of RM87,000. This financial result is a testament to our successfully organizing the first-of-its-kind 2-day HRiTECH Exhibition and Conference in the Malaysian HR community, the 22nd MIHRM International HR Award, 12 classes of NOSS fully-sponsored Certified HR Officer Program (CHRO) in various states at East and West Malaysia which are in addition to the usual classes, several Certified HR Manager (CHRM) and CHRO classes for the public sector, and various other soft-skills, HR skills, and labor law public courses and in-house training classes. We have also collaborated with universities to conduct HR programs and completed several HR consulting projects. Moreover, the support and cooperation we have received from the Jabatan Pembangunan Kemahiran (JPK), HR Ministry, HRDCorp, Talentcorp, AMDEC, have improved our performance and opened up new opportunities for progress.

Looking ahead, we have some exciting plans in the pipeline. We are finalizing our efforts to hold an international HR conference in 2024, which promises to be a remarkable event. Additionally, we are actively working towards getting the government to recognize MIHRM as the sole certifying body for HR professionals in Malaysia. This will give us a competitive edge, enhance our reputation, and expand our outreach to the ASEAN HR community. Finally, we are putting into place a 5-year plan to purchase new premises for MIHRM, which will enable us to provide even better services to our members.

In conclusion, I extend my sincere appreciation to each of you for your unwavering support and participation in our programs. Your continued involvement and feedback are invaluable to us and will drive our continued progress and success.

Sincerely,
Simon T. Benjamin
President

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MIHRM COURT OF FELLOWS

1. Y. Bhg Dato' Syed Ahmad Idid
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. Victor Foo
6. Mr. E. Sivanandan
7. Puan Maimunah Aminuddin
8. Dr. Peter Shephard
9. Tuan Hj. Zulkifly Baharom
10. Mr. J. Aresandiran
11. Dr. Koay Boon Hooi, Tony

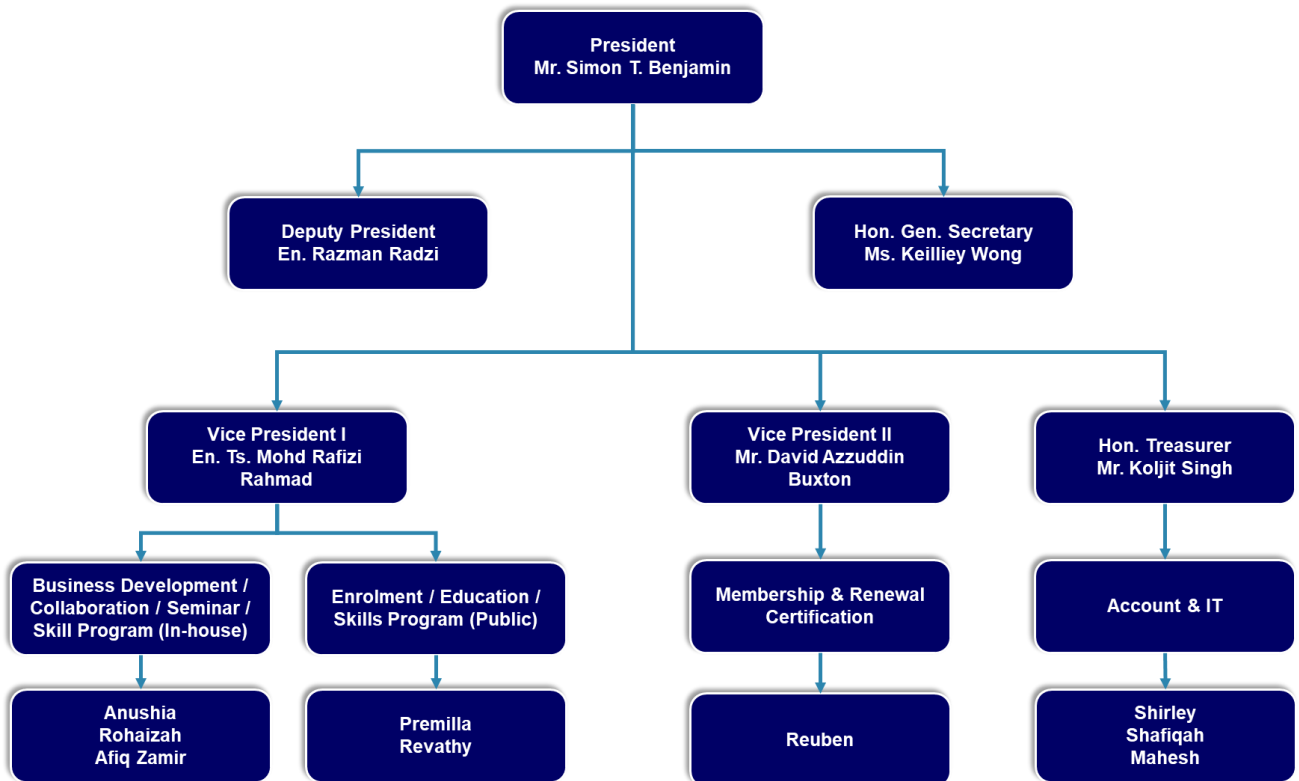
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MIHRM SERVICES



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MIHRM OFFICE ORGANIZATION CHART 2022



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MINUTES OF THE 47TH ANNUAL GENERAL MEETING OF THE MALAYSIAN INSTITUTE OF HUMAN RESOURCE MANAGEMENT (MIHRM)

MINUTES OF THE 47TH ANNUAL GENERAL MEETING OF THE MALAYSIAN INSTITUTE OF HUMAN RESOURCE MANAGEMENT (“MIHRM”)

Date	:	28 th May 2022
Time	:	2.30 p.m.
Broadcast Venue	:	Westlane Place Level 3 Wisma Daju 5, No. 21 Jalan Barat 46050 Petaling Jaya, Selangor Darul Ehsan
Attendance	:	Please refer to Attendance list

The President, Mr. Simon Benjamin (Life – 101830) confirmed that there being a total of 25 members, the requisite quorum is met, and the meeting called to order at 2.42 p.m.

1. The President’s Address

The President thanked the Members present for taking the time to attend the Meeting and expressed that year 2020 and 2021 was a difficult year and all were affected including the MIHRM who was not spared and had incurred losses during that period.

The new Council who took office in December 2021 had only a few months to get reorganized with many changes in the human resource landscape. The new Council have been meeting regularly to deliberate on ways to create revenue and the digitalization of MIHRM to keep up with the changing trends.

The Meeting was presented with a video presentation of some of the activities and plans for MIHRM including digitalization of processes, learning management systems for online learning, job portal for employers, digital magazine, review of certification programs, collaboration with institutes of higher learning and membership benefits.

Lastly the President thanked the pioneers of MIHRM, namely Dr. Balan and Mr. Tony for their contribution towards MIHRM to what it has become today with a round of applause from the Floor.

2. To confirm the minutes of the 46th Annual General Meeting held on 18th December 2021

The President referred to minutes of the 46th Annual General Meeting and invited the meeting to raise question.

Dr. Ranjit Singh A/L Sadhu Singh (Ordinary – 103283-0520) proposal that the last sentence under Item 7, paragraph 4 which read as “*This has created a doubt in the AGM*” be deleted in its entirety as it serves no purpose was agreed to by the Meeting.

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There being no question being raised. The minutes was confirmed with the following as proposer and seconder-

Proposer : Mr. Murugan A/L Maniam (Associate - 100325)
Seconder : Mr. Edward John (Ordinary – 13515/0421)

3. Matters arising from the minutes of the 46th AGM

No matters arising.

4. To receive the Annual Report of MIHRM for the year 2021

There being no question raised, annual report was received unanimously by the meeting.

5. To receive the audited statement of accounts for the year ended 31st December 2021

The President presented the audited statement of accounts for the year ended 31 December 2021 and invited the meeting to raise question.

There being no question being raised, the audited statement of accounts for the year ended 31st December 2021 was received and proposed by-

Proposer : Dr. Balan Dass (Life – 100003)
Seconder : Dr. Ranjit Singh (Ordinary – 103283/0520)

6. Any other matters

The President informed that MIHRM did not receive any notice in writing to be tabled in the Meeting, nevertheless the President invited the Floor to raise any matters for consideration by the Council.

Mr. Toh Siew Pat (Life – 100138) stressed the importance of communication between the Members and the Council and proposed that some communication groups be set up for Members especially so with the Minimum Wages Order so that Members can get firsthand information from MIHRM and also to update the Facebook to make it more vibrant.

The President explained that MIHRM does have plan to organize a webinar session for Members on the above Order.

Dr. Balan Dass (Life – 100003) commented that whilst it is good to have plan ahead, MIHRM need to look at themselves as a business entity with forecast profits and comparisons on an annual basis and to put itself as a frontliner as far as dissemination of information in the industry which is clearly lacking presently.

The President explained that the projected revenue of RM1.2 million for year 2022.

Dr. Pala Sandaram (Associate – 102735/1018) advised MIHRM to take Human Resources seriously before MIHRM become irrelevant due to the revolution of the industry, the need to revise the constitution of MIHRM to keep abreast with the industry and not to lower the bar of education but raise it to make MIHRM the best practitioners of human resources in Malaysia.

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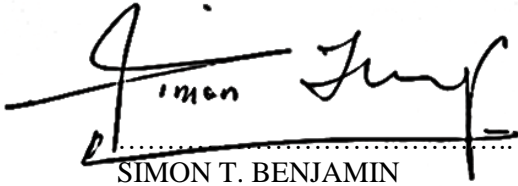
He added that it would be nice to have the general meeting in a better hotel as a form of benefit for Members and to promote the authors of human resources within MIHRM.

Mr. Anthony Ng Mun Sun from MIT Academy Sdn. Bhd. offered his expertise in high technology learning management system to MIHRM if required.


Dr. Ranjit Singh encouraged MIHRM to have regular sessions on the latest trends in human resources and exercise excellence in the field and support groups for its Members.

The Vice-President, Encik Razman Radzi shared some of his views on metaverse learning whereby the learning is put on the individual and not from the management and that this concept would be shared in the training sessions.

There being no other matters, the meeting ended at 3.58 p.m. with a vote of thanks to the Chair.



.....
SIMON T. BENJAMIN
PRESIDENT



.....
KEILLIEY WONG
ASST. HON. SECRETARY

Dated: 8 March 2023
PETALING JAYA

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LIST OF ATTENDEES AT THE 47TH ANNUAL GENERAL MEETING OF THE MALAYSIAN INSTITUTE OF HUMAN RESOURCE MANAGEMENT (MIHRM)

No.	MEMBER ID	MEMBER NAME	MEMBER TYPE
1	101765	ABDUL RAHIM AHMAD	ORDINARY
2	102448/0318	ADAM BIN IDRIS	ORDINARY
3	103631/0122	AFIQ ZAMIR BIN ZAMRI	ORDINARY
4	100068	ANANDARAJU A/L A. MOOKKAPILLAI	LIFE
5	103058/0719	ANUSHIA A/P A. SUBRAMANIAM	ORDINARY
6	101802	BALAMURALI A/L SUNDARA MOORTHY	ORDINARY
7	103657/0322	BALASANDAR RAMAN	ORDINARY
8	103594/1121	BAVANI DORAIRAJU	ORDINARY
9	101892	CHAN OI KWAN	ORDINARY
10	100689	CHAN WANG TAK	LIFE
11	103539/0921	CLETUS DE ROZARIO	ORDINARY
12	103370/0920	DAVID AZZUDDIN BUXTON	ORDINARY
13	102672/0918	DEVAKARAN A/L SEKERAN @ SEGARAN	ORDINARY
14	100003	DR. BALAN DASS	LIFE
15	103283/0520	DR. RANJIT SINGH A/L SADHU SINGH	ORDINARY
16	103390/0920	EASFARI VELOOSAMY	ORDINARY
17	103515/0421	EDWARD JOHN	ORDINARY
18	103523/0521	FIRDAUS AFANDI BIN MOHD ROSLAN	ORDINARY
19	100834	J.GANESAN MURTY	ORDINARY
20	103502/0421	JANET ONG WEE CHIN	ORDINARY
21	100577	JEGATHESAN A/L RAMASAMY	ORDINARY
22	100108	JOHN YONG	LIFE
23	103342/0720	K. PRABAHARAN NAIDU	ORDINARY
24	100052	KEILLIEY WONG	LIFE
25	103593/1121	KHEU HWI CHEN	ORDINARY
26	103162/0421	KOLJIT SINGH	LIFE
27	103181/0820	LIM KOH PIN	ASSOCIATE
28	102953/0419	MAJOR RAVINDRAN KARUPPIAH	ORDINARY
29	100515	MIT ACADEMY SDN BHD	ORGANIZATION
30	103639/0122	MOHD FARIZ BIN ZAINAL ABDULLAH	ORDINARY
31	103293/0520	MOHD RAFIZI BIN RAHMAD	ORDINARY
32	103291/0520	MUHD NAZRI MICHAEL BIN NASARULA	ORDINARY
33	100325	MURUGAN A/L MANIAM	ORDINARY
34	103661/0322	NORALIZA BINTI ALIAS	ORDINARY
35	103373/0920	NUR SAKINAH BINTI HAJI ABDUL SAMAD	ORDINARY
36	103598/1121	NURUL AWATIF BINTI MOHD YUSOF	ORDINARY
37	102735/1018	PALA SANDARAM GOVINDASAMY	ORDINARY
38	100574	PROF. DR. PETER SHEPHARD	FELLOW
39	101252	RAZMAN BIN RADZI	ORDINARY
40	103185/0920	REUBEN GAN SOONG LOKE	ASSOCIATE
41	103701/0522	ROHAIZAH BINTI HUSSIN	ORDINARY
42	103596/1121	SHARLIZA BINTI MUKTAR	ORDINARY
43	101830	SIMON THEVARAJ BENJAMIN	LIFE
44	103243/0122	SUDHEV SREETHARAN	ASSOCIATE
45	103182/0820	TEO TIONG BENG	ASSOCIATE
46	100114	TEOH EWE HUN	LIFE
47	103006/0619	TEONG CHEE ENG	ORDINARY
48	103702/0522	THOMPSON LUKE A/L JOSEPH	ORDINARY
49	100138	TOH SIEW PAT	LIFE
50	100005	DR. TONY KOAY BOON HOOI	FELLOW
51	103664/0322	VIKRAM ABHIMANYU A/L R. RAMACHANDRAN	ORDINARY
52	103680/0422	ZAINUDDIN BIN OTHMAN	ORDINARY

ANNUAL REPORT YEAR 2022 THE HIGHLIGHTS OF MIHRM 47TH ANNUAL GENERAL MEETING



Photos taken during the 47th Annual General Meeting. Capturing the President of MIHRM and Council Members in action presenting the vision and moving forward plans for MIHRM.

Members in action highlighting concerns and recommendations for the benefits of MIHRM. The session went smoothly where the Council and the Members reached an agreement for the



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ACTIVITY HIGHLIGHTS FOR YEAR 2022

On 17th June 2022 the Ceremony of 21st Malaysia-International HR Awards at Connexion Conference & Event Centre Bangsar South City, KL



With the theme of “Restart, Reshape & Reorganize, the VIP gets ready for the awards’ ceremony.

Our Guest of Honour Yg Bhg Senator Dato’Dr. Nelson Renganathan, Member of the Senate Parliament of Malaysia at the center of table accompanied by Mr. Simon T. Benjamin, President of MIHRM

A total of 14 companies took part in the 21st Malaysia-International HR Awards.

The contested categories are Employer of Choice-Private Sector, Employer of Choice-Public Sector, HR Best Practices and HR Leader Awards.

The Grand Award goes to the Prolintas Group of Companies.



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PROFESSIONAL CERTIFICATION & SKILLS PROGRAMME

PROFESSIONAL CERTIFICATION PROGRAMME

NO.	CERTIFIED PROGRAMME DETAILS	INTAKE	NO. OF PARTICIPANTS
1	Certified Human Resource Officer Face-to-Face Class	January to December 2022	94
2	Certified Human Resource Officer Online Class	January to December 2022	19
3	Certified Human Resource Manager Face-to-Face Class	January to December 2022	21
TOTAL			134

NO.	FULLY-SPONSORED PROGRAMME CERTIFIED HUMAN RESOURCE OFFICER	INTAKES	NO. OF PARTICIPANTS
1	Klang Valley (KV01, KV02, KV03& KV04)	January to December 2022	81
2	Kelantan (KLTN01)	January to December 2022	23
3	Sabah (SBH01)	January to December 2022	31
4	Sarawak (SRWK01)	January to December 2022	14
TOTAL			149

NO.	COLLABORATION PROGRAMME	DATES	NO. OF PARTICIPANTS
1	Alam Flora Sdn. Bhd. <i>Certified Human Resource Officer</i>	8 th February 2022 to 12 th October 2022	24
2	Universiti Teknologi MARA (UiTM) <i>Certified Human Resource Manager (Public Sector)</i>	26 th February 2022 to 26 th June 2022	20
3	Putra Business School <i>Certified Advanced Human Resource Manager</i>	3 rd March 2022 to 6 th July 2022	7
4	Lembaga Hasil Dalam Negeri <i>Certified Human Resource Manager (Public Sector)</i>	19 th September 2022 to 28 th October 2022	20
TOTAL			71

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SKILLS PROGRAMME (PUBLIC)

NO.	PROGRAMME DETAILS	DATES	NO. OF PARTICIPANTS
1	Certificate in Strategic Human Resource Management	18 th & 19 th August 2022	14
2	Certificate in Employment Law & Industrial Relations	9 th to 12 th August 2022	6
	The Newly Amended Employment Act 1955	24 th & 25 th August 2022	31
3	Certificate in Termination & Dismissal	25 th & 26 th August 2022	6
4	Certificate in Managing Discipline & Domestic Inquiry	6 th & 7 th September 2022	5
5	Certificate in Training & Development	20 th & 21 st September 2022	5
	The Newly Amended Employment Act 1955	21 st & 22 nd September 2022	5
6	Certificate in Human Resource Management	17 th to 21 st October 2022	6
7	Certificate in Strategic Human Resource Management	15 th & 16 th November 2022	5
8	Certificate in Training & Development (Online Class)	24 th & 25 th November 2022	5
9	Certificate in Newly Amended Employment Act	29 th & 30 th November 2022	17
TOTAL			105

SKILLS PROGRAMME (IN-HOUSE)

NO.	PROGRAMME DETAILS	DATES	NO. OF PARTICIPANTS
1	Unisem (M) Berhad <i>The Key Amendments 2021 to and Rights of Employees Under The Employment Act 1955</i>	8 th June 2022	13
2	MMC Corporation Berhad Certificate in Employment Law & Relations	8 th & 9 th August 2022	
3	Kementerian Kesihatan Malaysia Certificate in Training & Development	5 th & 6 th September 2022	
4	Health Lane Family Pharmacy <i>Certificate in Employment Law & Relations</i>	19 th & 20 th September 2022	8
5	Anaika Collections Sdn. Bhd. <i>Certificate in Managing Discipline & Domestic Inquiry</i>	1 st & 2 nd December 2022	12
6	Envico Enterprises Sdn. Bhd. <i>Certificate in Managing Discipline & Domestic Inquiry</i>	8 th & 9 th December 2022	18
TOTAL			51

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MEMORY CAPTURE

CERTIFIED PROGRAMME, SKILLS PROGRAMME, COLLABORATION PROGRAMME & OTHER ACTIVITIES



Certified Human Resource Manager (CHRM)



Certified Human Resource Manager (CHRM)



Certified Human Resource Manager (CHRM)



Certified Human Resource Manager (CHRM)



Alam Flora - Certified Human Resource Officer (CHRO)



LHDN - Certified Human Resource Manager (CHRM)

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CERTIFIED PROGRAMME, SKILLS PROGRAMME, COLLABORATION PROGRAMME & OTHER ACTIVITIES



Certified Human Resource Officer (CHRO) Kelantan



Certified Human Resource Officer (CHRO) Sarawak



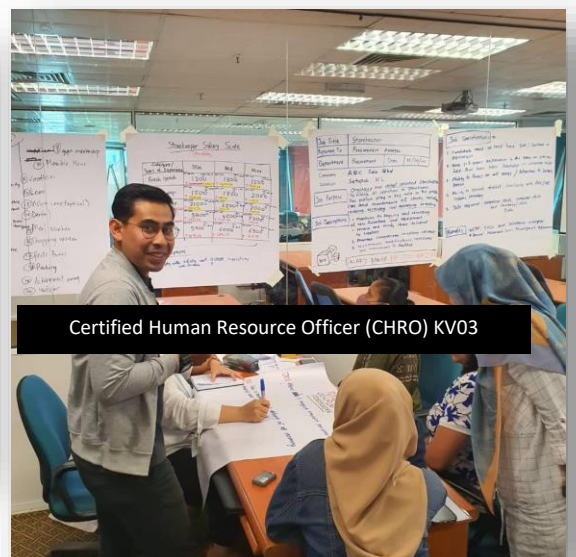
Certified Human Resource Officer (CHRO) Sabah



Certified Human Resource Officer (CHRO) KV01



Certified Human Resource Officer (CHRO) KV02



Certified Human Resource Officer (CHRO) KV03

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CERTIFIED PROGRAMME, SKILLS PROGRAMME, COLLABORATION PROGRAMME & OTHER ACTIVITIES



↑ (Photo above) 10 November 2022 - MIHRM received an honoured visitation from the Department of Management, Faculty of Economics Universitas Negeri Padang, led by Ibu Erni Masdupi. Wonderful sharing and discussion session of HR practices in both countries. It is a fruitful global network between MIHRM and Padang University and we hope the relationship between these two education institutions will cherish for people development.



←(Photo Left) 22 September 2022 – MHRM welcomed a visit from PETCO, Sudan. The sharing session from both events were sweet memories for all of us.

(Photo Right) →
16 December 2022
We had visitors today from Manipal International University.



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CERTIFIED PROGRAMME, SKILLS PROGRAMME, COLLABORATION PROGRAMME & OTHER ACTIVITIES



The 2022 Newly Amended Employment Act 1955



Certificate in Managing Discipline & Domestic Inquiry



Anaika Collection Sdn. Bhd –
Certificate in Managing Discipline & Domestic Inquiry



Health Lane Family Pharmacy
Certificate in Employment Law & Industrial Relations



Certification in Strategic Human Resource Management (Public Program)

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(MIHRM INVITATION TO EVENTS & FORUMS)



21 December 2022 – MIHRM at Malaysia HR Forum in Johor.



15 - 17 November 2022
MIHRM at Akademi Kepimpinan Pendidikan Tinggi (AKEPT) for successfully hosted Ad Meliora 2022 AKEPT Colloquium, Talent Development & Management



7 December 2022
MIHRM at CHRO Series 2022 Conference by HRM Asia



2 November 2022 - MIHRM at the TechR Leaders Summit on Fireside Chat CDO - CHRO session

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MIHRM GRADUATION DAY

MIHRM 2022 GRADUATION CEREMONY was held on 1st Oct 2022 at University Malaya. Again, we would like to congratulate all our graduates and extend our thanks to our Guest of Honour, YBhg. Professor Datuk Dr. Mizan B. Hitam, Council Members of MIHRM, Fellow of MIHRM, our dedicated Trainers, graduates' family members, the hardworking volunteers, and staff of MIHRM for making this ceremony a success!



This graduation was organised to awarded students who have successfully completed the Certified Human Resource Officer, Certified Compensation & Benefits Manager, Certified Industrial Relations Manager, Certified Talent Development Manager and Certified Human Resource Manager Programme.

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NEW BOOK PUBLISHED FOR YEAR 2022

MIHRM
Malaysian Institute of Human Resource Management

GET THE NEW
7 Sets of Year 2023 Labour Laws for Managing Human Resource in Malaysia

ORDER YOUR COPY TODAY!
<https://mihrm.com/labourlawbook>

Or scan the QR Code to order online today!

- Self Collect - RM50 (Members) & RM70 (Non-Members)
- Courier Delivery Chargers - Add-On: RM12 (West Malaysia) & RM15 (East Malaysia)

Or Call Reuben at 03-7955 6536

7 Sets of Year 2023 Labour Laws for Managing Human Resource in Malaysia

“What do readers are saying..”

Mail

Re: Purchase of Labour Law 2023

From

2022-11-18 12:02

Details Headers Plain text

Dear Mr. Reuben Gan,

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In the month of November 2022, MIHRM has published a new book titled “7 Sets of Labour Laws for Managing Human Resource in Malaysia. This book is jointly edited by Mr. Aresandiran J, Fellow of MIHRM with Mr. Chan Wang Tak, Council Member of MIHRM.

The 7 Acts which in this book are:

- 1) Employment Act 1955 (Act 265) incorporating amendments of 2022
- 2) Children and Young Persons Act 1966 (Act 350)
- 3) Employment Restriction Act 1968 (Act 353)
- 4) Employment Information Act 1953 (Act 159)
- 5) Minimum Retirement Act 2012 (Act 753)
- 6) Holidays Act 1951 (Act 369)
- 7) Weekly Holidays Act 1950 (Act 220)

ANNUAL REPORT YEAR 2022

THE MEMBERSHIP RECORDS

CATEGORY/YEAR	2020	2021	2022
FELLOW	10	12	11
LIFE	159	163	169
ORDINARY	2924	3136	3417
ASSOCIATE	86	128	183
AFFILIATE	51	69	78
TOTAL MEMBERS	3230	3506	3859

	2020	2021	2022
ORGANIZATION MEMBERSHIP	203	217	231

SOCIAL MEDIA RECORDS AS AT 31 DECEMBER 2022	
FACEBOOK	3.7K Followers
LINKEDIN	1.5K Followers
INSTAGRAM	300 Followers

ANNUAL REPORT YEAR 2022

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 2022**

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

ANNUAL REPORT YEAR 2022

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 2022**

INSTITUTION INFORMATION

COUNCIL MEMBERS:	Simon Thevaraj Benjamin Razman Radzi Ts. Mohd Rafizi Bin Rahmad David Azzudin Buxton Keilliey Wong Suk Fung Kolja 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 INSTITUTE:	K2, Upper Ground Floor Bangunan Khas Lorong 8/1E Off Jalan Barat 46050 Petaling Jaya, Selangor
PRINCIPAL BANKERS:	Malayan Banking Berhad CIMB Bank Berhad
AUDITORS:	Ket & Co. (AF 1167) Chartered Accountants, Malaysia

ANNUAL REPORT YEAR 2022

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 2022

I N D E X

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ANNUAL REPORT YEAR 2022

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 2022.

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

	2022	2021
	RM	RM
Surplus/(Deficit) for the financial year	<u>86,709</u>	<u>(205,542)</u>

COUNCIL MEMBERS

The Council Members who held office since the last date of report are:

<u>No.</u>	<u>Name</u>	<u>Position</u>
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.	Keilliey Wong Suk Fung	Honorary General Secretary
6.	Koljit Singh	Honorary General Treasurer
7.	Nur Sakinah Abdul Samad	Council member
8.	Chan Wang Tak	Council member
9.	Major (RTD) Ravindran Karuppiah	Council member
10.	Abdul Rahim Ahmad	Council member
11.	Shalina Gopalan	Council member
12.	Richard Lam Shao Vui (Resigned on 21.9.2022)	Honorary General Secretary

INTERNAL AUDITORS

The elected internal auditors are:

<u>No.</u>	<u>Name</u>	<u>Position</u>
1.	Murugan Maniam	Internal auditor
2.	Lim Khai Han	Internal auditor

ANNUAL REPORT YEAR 2022

Registration No. 1742

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

COUNCIL MEMBERS' REPORT (CONTINUED)

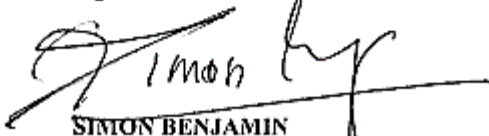
AUDITORS' REMUNERATION

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

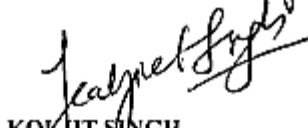
AUDITORS

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: 08 MAY 2023

ANNUAL REPORT YEAR 2022

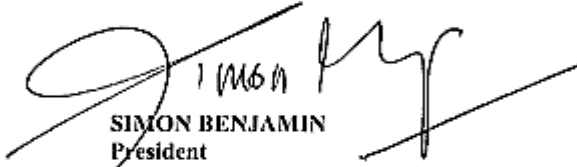
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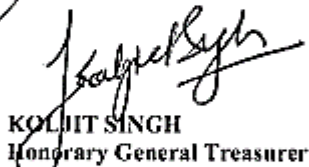
STATEMENT BY COUNCIL MEMBERS

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 2022 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 2022.

Signed on behalf of the Council,



SIMON BENJAMIN
President

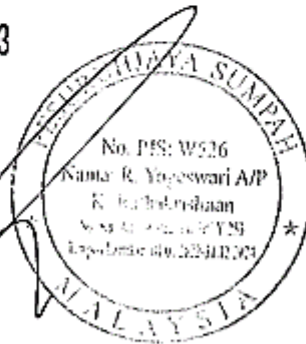


KOLLIT SINGH
Honorary General Treasurer

Date: 08 MAY 2023

Before me,

Commissioner for Oath,
Kuala Lumpur



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

ANNUAL REPORT YEAR 2022

Registration No. 1742

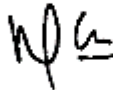
MALAYSIAN INSTITUTE OF HUMAN RESOURCE MANAGEMENT
(Established under Societies Act 1966 Act 335)

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 2022, 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

08 MAY 2023



LIM KHAI HAN
Internal Auditor

ANNUAL REPORT YEAR 2022

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 2022, 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 2022, 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 2022

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 2022

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.

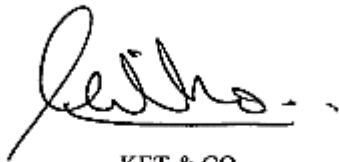
ANNUAL REPORT YEAR 2022

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

Registration No. 1742

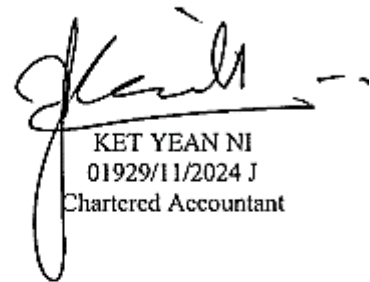
Other Matters

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.
Firm Registration No.: AF 1167
Chartered Accountants

Kuala Lumpur



KET YEAN NI
01929/11/2024 J
Chartered Accountant

Date: 08 MAY 2023

ANNUAL REPORT YEAR 2022

Registration No. 1742

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

STATEMENT OF FINANCIAL POSITION AS AT 31 DECEMBER 2022

	Note	2022 RM	2021 RM
ASSETS			
Non-current asset			
Property, plant and equipment	6	<u>1,374,947</u>	<u>1,428,046</u>
Current assets			
Receivables, deposits and prepayments	7	420,038	295,148
Current tax assets		97,897	98,230
Fixed deposit with licensed banks	8	1,178,540	1,155,177
Cash and bank balances	8	<u>421,308</u>	<u>381,717</u>
		<u>2,117,783</u>	<u>1,930,272</u>
TOTAL ASSETS		<u>3,492,730</u>	<u>3,358,318</u>
 EQUITY AND LIABILITIES			
Equity			
Retained earnings		1,166,941	1,080,232
Revaluation surplus	10	<u>1,114,732</u>	<u>1,114,732</u>
TOTAL EQUITY		<u>2,281,673</u>	<u>2,194,964</u>
Non-current liability			
Deferred tax liabilities	9	<u>123,859</u>	<u>123,859</u>
Current liabilities			
Other payables	11	149,556	109,085
Bank overdraft - secured	8	<u>937,642</u>	<u>930,410</u>
		<u>1,087,198</u>	<u>1,039,495</u>
TOTAL LIABILITIES		<u>1,211,057</u>	<u>1,163,354</u>
TOTAL EQUITY AND LIABILITIES		<u>3,492,730</u>	<u>3,358,318</u>

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

ANNUAL REPORT YEAR 2022

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 2022

	Note	2022 RM	2021 RM
Income			
Revenue	12	1,207,254	716,193
Other income	13	<u>56,048</u>	<u>46,034</u>
		1,263,302	762,227
Less: Expenditure			
Membership services	14	24,004	1,045
Administration expenses	15	163,428	142,938
Building maintenance and utilities	16	40,676	30,400
Staff costs	17	260,204	254,390
Event, courses and programmes	18	575,355	418,118
Other operating expenses	19	54,655	61,047
		<u>(1,118,322)</u>	<u>(907,938)</u>
Surplus/(Deficit) from operation		144,980	(145,711)
Finance cost	20	<u>(57,938)</u>	<u>(59,831)</u>
Surplus/(Deficit) before tax		87,042	(205,542)
Income tax expense	21	<u>(333)</u>	-
Surplus/(Deficit) for the financial year		<u><u>86,709</u></u>	<u><u>(205,542)</u></u>

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

ANNUAL REPORT YEAR 2022

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 2022

	Retained earnings RM	Revaluation reserve (Note 10) RM	Total RM
At 1 January 2022	1,080,232	1,114,732	2,194,964
Surplus for the financial year	<u>86,709</u>	<u>-</u>	<u>86,709</u>
At 31 December 2022	<u>1,166,941</u>	<u>1,114,732</u>	<u>2,281,673</u>
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>

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

ANNUAL REPORT YEAR 2022

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 2022

	2022 RM	2021 RM
Cash flows from operating activities		
Surplus/(Deficit) before tax	87,042	(205,542)
Adjustments:		
Depreciation property, plant and equipment	53,099	53,245
Fixed deposits interest income	(23,374)	(23,112)
Bank overdraft interest expenses	57,938	59,831
Property, plant and equipment written off	-	7,804
Operating surplus/(deficit) before working capital changes	174,705	(107,774)
Receivables, deposits and prepayments	(124,890)	16,088
Other payables	40,471	7,133
Cash from/(used in) operations	90,286	(84,553)
Tax paid	-	(13,200)
Net cash from/(used in) operating activities	90,286	(97,753)
Cash flows from financing activity		
Purchase of property, plant and equipment	-	(289)
Cash flows from financing activities		
Fixed deposits interest received	23,374	23,112
Bank overdraft interest paid	(57,938)	(59,831)
Net cash used in financing activities	(34,564)	(36,719)
Net increase/(decrease) in cash and cash equivalents	55,722	(134,761)
Cash and cash equivalents at beginning of financial year	606,484	741,245
Cash and cash equivalents at end of financial year (Note 4.3 and Note 8)	662,206	606,484

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

ANNUAL REPORT YEAR 2022

Registration No. 1742

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

NOTES TO THE FINANCIAL STATEMENTS **31 DECEMBER 2022**

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 Institute.

The financial statements were authorised for issue by the Council Member on
08 MAY 2023

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 Institute have been prepared using cost bases (which include historical cost, amortised cost as well as lower of cost and net realisable value) and fair value bases (which include fair value basis and fair value less costs to sell basis).

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.

ANNUAL REPORT YEAR 2022

Registration No. 1742

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 4.2.

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:

<u>Particulars</u>	<u>Method</u>	<u>Rate</u>
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 Impairment of Non-Financial Assets

An impairment loss arises when the carrying amount of the Institute's asset exceeds its recoverable amount. At the end of each reporting date, the Institute 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 Institute 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.

ANNUAL REPORT YEAR 2022

Registration No. 1742

4. SIGNIFICANT ACCOUNTING POLICIES (CONTINUED)

4.2 Impairment of Non-Financial Assets (Continued)

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 Institute 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.

4.3 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.

4.4 Financial Instruments

4.4.1 Initial Recognition and Measurement

The Institute recognises a financial asset or a financial liability in the statement of financial position when, and only when, the Institute 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.

4.4.2 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 Institute transfers the contractual rights to receive cash flows of the financial asset, including circumstances when the Institute 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.

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 Institute 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.

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4. SIGNIFICANT ACCOUNTING POLICIES (CONTINUED)

4.4 Financial Instruments (Continued)

4.4.3 Subsequent Measurement of Financial Assets

For the purpose of subsequent measurement, the Institute 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 4.4.5.

4.4.4 Subsequent Measurement of Financial Liabilities

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

4.4.5 Impairment and Uncollectible of Financial Assets

At the end of each reporting period, the Institute 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 Institute's experience of loss ratio in each class, taking into consideration current market conditions.

4.5 Provisions

The Institute 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)

4.6 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 Institute 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 Institute expects, at the end of the reporting period.

4.7 Employee Benefits

The Institute 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 Institute consumes the economic benefits arising from service provided by an employee in exchange for employee benefits.

4.7.1 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.

4.7.2 Post-Employment Benefits – Defined Contribution Plans

The Institute 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 Institute has no further payment obligations.

4.8 Borrowing Costs

Borrowing costs of the Institute 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 Institute'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 Institute 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 Institute 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 Institute'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 Institute's financial position and results.

(c) Measurement of Income Taxes

Significant judgement is required in determining the Institute'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 Institute 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 2022	2,004,340	14,177	35,992	27,317	27,658	12,608	2,300	2,124,392
Additions	-	-	-	-	-	-	-	-
Disposals	-	-	-	-	-	-	-	-
At 31 December 2022	2,004,340	14,177	35,992	27,317	27,658	12,608	2,300	2,124,392
Accumulated depreciation								
At 1 January 2022	624,861	9,052	13,349	14,084	27,657	5,043	2,300	696,346
Depreciation charge (Note 19)	40,087	2,689	3,599	5,463	-	1,261	-	53,099
Disposals	-	-	-	-	-	-	-	-
At 31 December 2022	664,948	11,741	16,948	19,547	27,657	6,304	2,300	749,445
Net carrying amount								
At 31 December 2022	1,339,392	2,436	19,044	7,770	1	6,304	-	1,374,947
At 31 December 2021	1,379,479	5,125	22,643	13,233	1	7,565	-	1,428,046
Depreciation charge for 31 December 2021	40,087	2,834	3,599	5,464	-	1,261	-	53,245

The 3 stratified buildings were purchased on 30 October 1989 with net carrying value of RM1,339,392 (2021: RM1,379,479) and were pledged to the financial institution in obtaining bank overdraft facility as disclosed in Note 8 to the financial statements.

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7. RECEIVABLES, DEPOSITS AND PREPAYMENTS

	2022 RM	2021 RM
Trade receivables	420,038	286,913
Deposits	-	6,500
Prepayments	-	1,735
	420,038	295,148

8. CASH AND CASH EQUIVALENTS

	2022 RM	2021 RM
Cash on hand	1,000	866
Bank balance	420,308	380,851
Cash and bank balances	421,308	381,717
Fixed deposits with licensed banks	1,178,540	1,155,177
Bank overdraft - secured	(937,642)	(930,410)
Cash and cash equivalents	662,206	606,484

The interest rates of the fixed deposits during the financial year were ranging from 1.80% to 2.45% (2021: 1.80% to 2.45%) per annum and the maturity of the deposits as at 31 December 2022 is 1 months to 6 months (2021: 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

	2022 RM	2021 RM
At beginning/end of financial year	123,859	123,859

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

	2022 RM	2021 RM
Temporary differences arising from revaluation surplus on buildings	123,859	123,859

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10. REVALUATION SURPLUS

	2022 RM	2021 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).

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

	2022 RM	2021 RM
Sundry payables and accruals	105,014	64,543
Amount owing to Perak branch	44,542	44,542
	149,556	109,085

12. REVENUE

	2022 RM	2021 RM
Revenue from courses	931,522	535,717
Revenue from events – certification and HR awards	181,545	103,807
Membership subscription and entrance fees	94,187	76,669
	1,207,254	716,193

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13. OTHER INCOME

	2022 RM	2021 RM
Government wage subsidy programme	-	22,800
Interest income	3,000	-
Interest income from fixed deposits	23,374	23,122
Sundry income – disbursement and penalty	29,674	112
	56,048	46,034

14. MEMBERSHIP SERVICES

	2022 RM	2021 RM
Membership fee	-	1,000
Newspaper, books and references	24,004	45
	24,004	1,045

15. ADMINISTRATION EXPENSES

	2022 RM	2021 RM
Accounting fee	29,738	50,045
Advertisement	-	2,061
Auditors' remuneration	6,148	6,560
Bank charges	2,978	2,139
Commission and incentives	6,540	4,302
Condolence	-	198
Entertainment	5,707	1,024
Gift and donation	1,294	1,427
Insurance	-	2,375
Licence fee	1,310	310
Penalty	60	1,974
Postage and courier	2,686	1,429
Printing and stationery	11,865	7,981
Professional fee	11,206	1,390
Rental expenses	27,620	14,400
Rental of copier	1,620	1,800
Subscription and registration	2,000	2,050
Sundry expenses	14,637	8,784
Tax agent fee	2,120	4,032
Telephone and fax	7,762	11,288
Travelling expenses	18,841	6,476
Website maintenance	9,296	10,893
	163,428	142,938

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16. BUILDING MAINTENANCE AND UTILITIES

	2022 RM	2021 RM
Electricity and water charges	17,872	8,542
Insurance	3,068	604
Quit rent and assessment	2,430	4,316
Sewerage charges	1,176	1,176
Upkeep of office	16,130	15,762
	40,676	30,400

17. STAFF COSTS

	2022 RM	2021 RM
EPF, SOCSO and EIS contribution	19,762	24,336
Medical expenses	1,439	497
Staff incentive	15,333	3,627
Staff salary	121,433	160,538
Staff welfare	16,136	5,392
Wages	86,101	60,000
	260,204	254,390

18. EVENT, COURSES AND PROGRAMMES

	2022 RM	2021 RM
Course leaders and trainers' fees	254,885	131,543
Function and graduation expenses	44,589	23,720
Honorarium (Note 22.1)	155,178	117,739
Introducer fee	840	-
Partners' consultancy fee	109,949	144,751
Prizes and souvenirs	130	365
Service fee	9,784	-
	575,355	418,118

19. OTHER OPERATING EXPENSES

	2022 RM	2021 RM
Deposit written off	1,556	-
Depreciation of property, plant and equipment (Note 6)	53,099	53,245
Property, plant and equipment written off	-	7,802
	54,655	61,047

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20. FINANCE COST

	2022 RM	2021 RM
Bank overdraft interest and commitment fee	<u>57,938</u>	<u>59,831</u>

21. INCOME TAX EXPENSE

	2022 RM	2021 RM
Current tax:		
Malaysia income tax	<u>333</u>	<u>-</u>

The current year tax provision is in respect of the activity income from courses, events, rental and other activities 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/or 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:

	2022 RM	2021 RM
Honorarium (Note 18)	<u>155,178</u>	<u>117,739</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

COVID-19 was declared a pandemic by the World Health Organisation on 11 March 2020. Measures undertaken to contain its spread severely impacted global economies. Following the effectiveness of public health preventive and control measures including the COVID-19 vaccination programme, Malaysia entered into the Endemic Phase during the financial year.

The Council Members are of the opinion that the potential financial impact of the COVID-19 on the Institute's current financial statements is minimal.

24. COMPARATIVE FIGURES

Certain of the financial information relating to the previous financial year was re-classified to conform with the current year's presentation.

25. DATE OF AUTHORISATION OF ISSUE

The financial statements were authorised for issue by the Council Member on
08 MAY 2023

ANNUAL REPORT YEAR 2022

ANNUAL REPORT & ACCOINT 2022 / 2023 **MALAYSIAN INSTITUTE OF HUMAN RESOURCE MANAGEMENT, PERAK**



INSTITUT PENGURUSAN SUMBER MANUSIA MALAYSIA
Cawangan Perak
MIHRM, Perak Branch

PATRON:
The Hon. Minister for Human Resources,
Malaysia.

CORPORATE OFFICE: K2 (Upper Ground Floor) Bangunan Khas,
Jalan 8/1E, 46050 PETALING JAYA, Selangor.
Tel: 603-79556538 Fax: 603-79554076
PERAK BRANCH SECRETARIAT: No.88A, Jalan Sultan Idris Shah, 30300 IPOH.
Tel: 605-2549421 Fax: 605-2550858

To: **ALL MEMBERS**
MIHRM Perak Branch.

22nd MARCH 2023

ANNUAL GENERAL MEETING - 2023

NOTICE IS HEREBY GIVEN that the 40th 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 Thursday, 30th MARCH 2023, at 6.00 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 7.00 p.m. at the same venue and date abovementioned.

The abovementioned meeting will also be held via ZOOM for members who are unable 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 39th Annual General Meeting.
- To receive and adopt the Annual Report of the Branch for 2022.
- To receive and adopt the Audited Statement of Accounts of the Branch for the financial year ended 31st December 2022.
- To elect: (i) Members of the Branch Committee for the year 2023/2024.
(ii) Honorary Auditors.
- To discuss any other matters of which 10 days notice has been given to the Branch Secretary.

Kindly note that only Ordinary and Associate "members in benefit" are eligible to vote at the meeting.

All members of the Branch are cordially invited to attend the meeting, which will be followed by a dinner. Kindly indicate your attendance/absence at the meeting by eMailing the Branch Secretariat at tchmc88@yahoo.com or contacting the Branch Chairman at 012-5008868 at least three days before the meeting date to enable us to make the necessary arrangements.

BY ORDER OF THE PERAK BRANCH COMMITTEE

A handwritten signature in blue ink, appearing to be 'Linda Wong Har Lian'.

Branch Hon. Secretary
(Linda Wong Har Lian)

ANNUAL REPORT YEAR 2022

**ELECTION OF:
THE BRANCH
COMMITTEE
FOR 2022/2023**

- Chairman** : TEOH EWE HUN (returned unopposed)
Proposed by S. Yavanathan Sockalingam & seconded by Linda Wong Har Lian.
- Vice-Chairman:** LEE CHEE MING (returned unopposed)
Proposed by Linda Wong Har Lian & seconded by S. Yavanathan Sockalingam.
- Secretary** : LINDA WONG HAR LIAN (returned unopposed)
Proposed by S. Yavanathan Sockalingam & seconded by Kalai Arasu a/l Kawari.
- Treasurer** : S. YAVANATHAN SOCKALINGAM (returned unopposed)
Proposed by Kalai Arasu a/l Kawari & seconded by Linda Wong Har Lian.
- Committee Members** : TAN TEIK HWA (returned unopposed)
Proposed by Linda Wong Har Lian & seconded by Lee Chee Ming.
- KALAI ARASU A/L KAWARI (returned unopposed)
Proposed by S. Yavanathan Sockalingam & seconded by Lee Chee Ming.
- D KARUNANITHY DEGERAS (unopposed)
Proposed by Kalai Arasu a/l Kawari & seconded by Linda Wong Har Lian.
- Hon. Auditors** : OOI SZE HWA (returned unopposed)
Proposed by Lee Chee Ming & seconded by Linda Wong Har Lian.
- TAN KOK ENG (returned unopposed)
Proposed by Ooi Sze Hwa & seconded by Tan Teik 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 7:25 p.m. with a vote of thanks to the Chair.

Disediakan Oleh:



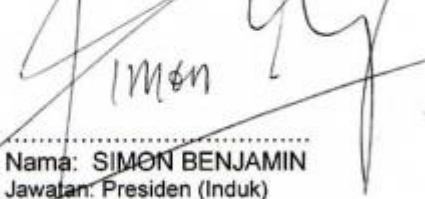
.....
Nama: WONG HAR LIAN
Jawatan: Setiausaha Cawangan

Disahkan Oleh:



.....
Nama: TEOH EWE HUN
Jawatan: Pengerusi Cawangan

Disahkan Oleh:



.....
Nama: SIMON BENJAMIN
Jawatan: Presiden (Induk)

ANNUAL REPORT YEAR 2022

INSTITUT PENGURUSAN SUMBER MANUSIA MALAYSIA

CAWANGAN PERAK

(M I H R M, PERAK BRANCH)

2022/2023

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. Tan Teik Hwa Mr. Kalai Arasu a/l Kawari Mr. D Karunanithy Degeras
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 2022

INSTITUT PENGURUSAN SUMBER MANUSIA MALAYSIA Cawangan Perak (MIHRM, Perak Branch)

ANNUAL REPORT - 2022/2023

Your 2022/2023 Branch Committee, who were elected into office at the 39th Annual General Meeting of the Branch on 30th March 2022, 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 RM874.01 for the year 2022 as compared with a deficit of RM388.14 for the year 2021. No activities were held during the year as the country was still in recovery from the effects of the Covid-19 pandemic.

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. However from the year 2015 onwards, 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. The President has informed the Branch that repayment of the amount owed will be made soon.

BRANCH MEMBERSHIP and ACTIVITIES

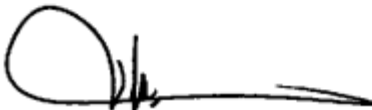
As at the date of this Report, we are unable to ascertain the actual number of members in the Branch as such records are kept by the Corporate Office. Nevertheless, the number of active members in our Branch as notified by the Corporate Office and our own records are as follows:

Life members	3
Ordinary members	23
Associate members	10
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 2022

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

ACCOUNTS

2022

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Receipts and Payments Account	3
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ANNUAL REPORT YEAR 2022

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 2022 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: **14 MAR 2023**

IPOH

ANNUAL REPORT YEAR 2022

INSTITUT PENGURUSAN SUMBER MANUSIA MALAYSIA

CAWANGAN PERAK

BALANCE SHEET - 31 DECEMBER 2022

		2022 RM	2021 RM
FIXED ASSETS			
	<u>Cost</u>	<u>Accumulated Depreciation</u>	<u>Net Book Value</u>
Audio Visual Equipment	RM 6,650.00	RM 6,648.00	2.00
Furniture & Fittings	RM 580.00	RM 578.00	2.00
	<u>RM 7,230.00</u>	<u>RM 7,226.00</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		4,675.07	6,448.73
Cash in Hand		1,181.80	282.15
		<u>94,856.87</u>	<u>95,730.88</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		89,399.30	90,273.31
		<u>89,403.30</u>	<u>90,277.31</u>
ACCUMULATED FUND			
Balance brought forward		90,277.31	90,665.45
Excess of Income over Expenditure/(Deficit) for the current year		(874.01)	(388.14)
Balance carried forward		<u>89,403.30</u>	<u>90,277.31</u>

Represented by:

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

ANNUAL REPORT YEAR 2022

INCOME AND EXPENDITURE ACCOUNT FOR THE YEAR ENDED 31 DECEMBER 2022

	<u>NOTE</u>	2022 <u>RM</u>	2021 <u>RM</u>
<u>INCOME</u>			
Training Programmes	2	0.00	0.00
Fixed Deposit and Bank Interest	1.3	226.84	178.91
		226.84	178.91
Less: <u>EXPENDITURE</u>			
Bookkeeping & Secretariat Charges		0.00	0.00
Branch Annual General Meeting		350.85	567.05
National Annual General Meeting		0.00	0.00
Meeting Expenses		0.00	0.00
Printing and Stationery		37.00	0.00
Telephone, Fax and Postages		0.00	0.00
Travelling Expenses		712.50	0.00
Bank charges		0.50	0.00
		1,100.85	567.05
EXCESS OF INCOME OVER EXPENDITURE/(LOSS) transferred to Accumulated Fund		(874.01)	(388.14)

RECEIPTS AND PAYMENTS ACCOUNT FOR THE YEAR ENDED 31 DECEMBER 2022

	<u>NOTE</u>	2022 <u>RM</u>	2021 <u>RM</u>
BALANCE BROUGHT FORWARD:			
Cash in Hand		282.15	849.20
Cash at Bank		6,448.73	6,269.82
		6,730.88	7,119.02
RECEIPTS:			
Training Programmes	2	0.00	0.00
Fixed Deposit and Bank Interest	1.3	226.84	178.91
		226.84	178.91
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	0.00
Branch Annual General Meeting		350.85	567.05
National Annual General Meeting		0.00	0.00
Meeting Expenses		0.00	0.00
Printing and Stationery		37.00	0.00
Telephone, Fax and Postages		0.00	0.00
Travelling Expenses		712.50	0.00
Bank charges		0.50	0.00
30th Anniversary Expenditure		0.00	0.00
		1,100.85	567.05
BALANCE CARRIED FORWARD:			
Cash in Hand		1,181.80	282.15
Cash at Bank		4,675.07	6,448.73
		5,856.87	6,730.88

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

ANNUAL REPORT YEAR 2022

NOTES TO THE ACCOUNTS - 31 DECEMBER 2022

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.

ANNUAL REPORT YEAR 2022

NOTES TO THE ACCOUNTS - 31 DECEMBER 2022

	2022 <u>RM</u>	2021 <u>RM</u>
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	<u>0.00</u>	<u>0.00</u>
 <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	<u>0.00</u>	<u>0.00</u>
 TOTAL INCOME	 0.00	 0.00
Less: TOTAL EXPENSES	<u>0.00</u>	<u>0.00</u>
TOTAL NETT INCOME	<u>0.00</u>	<u>0.00</u>



HR GLOBAL TRANSFORMATION – BUILDING MALAYSIAN’S HR TALENT

Organisation Categories	Individual Categories	International Category	Special Categories
Employer of Choice (Private) Award Employer of Choice (Public) Award SME Best Employer Award HR Best Practices Award	HR Leader Award HR Manager Award HR Young Talent Award HR Specialist Award HR Best Student Project Award	Best Employer (Asia) Award Best Employer (Global) Award HR Leader (Asia) Award HR Leader (Global) Award	CEO – HR Champion HR Leader (CSR) Award Best Employer (CSR) Award
The recognitions are presented for each categories via: Grand Award Gold Award Silver Award Bronze Award			
The Malaysia-International HR Awards is a National Event organised by Malaysian Institute of Human Resource Management (MIHRM) since 1999 with the objective of raising standards and recognising excellence in HRM. The Awards are strongly supported and endorsed by the Human Resource community and have affiliations with the Honorable Minister of Human Resource as Patron.			
MIHRM MEMBERSHIP		MEMBERSHIP BENEFITS	
MIHRM provides member with the opportunities to develop and enhance knowledge and skills through its conferences, seminars, programmes, and publications.		<ul style="list-style-type: none"> General consultation / advise in HR matters Discounted rates to join programmes HR fraternity Participation in Malaysia-International HR Awards 	
MIHRM PROFESSIONAL CERTIFIED PROGRAMMES			
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		<ul style="list-style-type: none"> Certified Human Resource Supervisor Certified Human Resource Officer Certified Human Resource Manager Certified Advanced Human Resource Manager 	
		<ul style="list-style-type: none"> Certified Industrial Relations Manager Certified Talent Management Manager Certified Compensation & Benefits Manager Certified Training & Development Manager Certified Human Resource Director 	
MIHRM IN-HOUSE / CORPORATE & PUBLIC TRAININGS			
<ul style="list-style-type: none"> Training topics are available in all HR areas and trainings can be customised based on client’s needs <ul style="list-style-type: none"> A Certificate of Attendance will be issued upon completion Training will be delivered by MIHRM’s experienced consultants / trainers or Subject Matter Expert <ul style="list-style-type: none"> Public training programmes will be based on MIHRM Training Calendar 			
MIHRM CONSULTANCY SERVICES			
MIHRM offers professional consultation and advisory services through it pool of Human Resource experts with various industrial experiences in delivering cost effective HR Consultancy services		<ul style="list-style-type: none"> HR Planning & Recruitment Industrial & Labour Relations Talent & Performance Management Organization Structure & Design 	
		<ul style="list-style-type: none"> HR Audit & HR Manual Talent Development & Succession Planning Compensation & Benefits 	
MIHRM TEA-TALKS / SEMINARS / CONFERENCES			
MIHRM organises tea-talks, seminars, and conferences on Human Resource Management and other related topics in collaboration with industry practitioners and partners		<ul style="list-style-type: none"> HR Best Practices Seminar MIHRM Conference MIHRM International HR Congress 	