

ERCMC MINUTES OF MEETING						
REFERENCE NUMBER: <u>ERCMC 01/21</u>		Ng Jia Wen	Seow Hooi Ling	Mah Shi Min	DATE : 04/01/2021 VENUE : SGI Meeting Room TIME : 3.30 p.m. – 4.30 p.m.	
		APPROVED	CHECKED	PREPARED		
ATTENDANCE						
Chairman : Mr. Ng Jia Wen Members : Mr. Wong Sir Sheong, Ms. Seow Hooi Ling, Ms. Mah Shi Min						
S/N	AGENDA, ITEM, DISCUSSION & PROBLEM	REMARKS, COMMENT, RESULTS & ACTION			PIC	DUE DATE
1.0	1 ST Schedule (Regulation 2)	Discuss on action plan related to 1 st Schedule (Regulation 2) under Environmental Quality (Scheduled Wastes) Regulations 2005 - to identify code of scheduled wastes unrealised - Submit to eSWIS as Notification			Ms. Mah Shi Min	11/01/21
2.0	Create Storage system	Review Guidelines for packaging, labelling and storage of scheduled wastes in Malaysia - Prepare suitable area to keep scheduled waste - Prepare Signage Board as restricted area - Quotation for contractor install storage cage, and packaging products (jumbo bags) - Update eSWIS system online			Mr. Ng Jia Wen, Ms. Mah Shi Min	31/01/21
3.0	Prepare Waste Card & Inspection Checklist	- Create waste card for each scheduled waste by code - Setup inspection date for each 3 months			Mr. Wong Sir Sheong, Ms. Seow Hooi Ling	15/01/21
4.0	Setup Committees Team	Setup EPMC Committees, and prepare action plan - EPMC Committees 1 st meeting hold on 05/01/2021			Ms. Seow Hooi Ling, Ms. Mah Shi Min	05/01/21
5.0	Training for Committees	Prepare Training for EMPC as execute handling and storage for scheduled wastes followed by the Environmental Quality (Scheduled Wastes) Regulations 2005 Meeting was adjourned at 4.30p.m			Ms. Seow Hooi Ling, Ms. Mah Shi Min	26/02/21