

33RD ANNUAL GENERAL MEETING

APRIL 27, 2002

**Bilik Johor-Kedah
PWTC
Kuala Lumpur**

CONTENTS

Membership Register	1
AGM Notices	5
32nd AGM Minutes	7
Executive Committee Report	11
2001 Audited Accounts	14
Appendix	

Membership as at March 8, 2002

Number	Member	Representative	Tel	Fax
1 199901	Abena Digital Publications Sdn Bhd	Tuan Haji Shaari B. Abdullah	03-4224288	03-4214694
2 200002	Alpha Sigma Sdn Bhd	Encik Jeremy Thor Gim Lock	03-78031674	03-78041673
3 198402	Amiza Associate (M) Sdn Bhd	Encik Abdul Jalal Basimi	03-78036100	03-78034268
4 198710	Anglophone Language Centre	Encik W Balasingham	03-61579799	03-62744712
5 198608	Antara Publications (M) Sdn Bhd	Encik Kevin Sugumaran	03-21669611	03-21666968
6 198213	Arenabuku Sdn Bhd	Encik K Arul	03-77293485	03-77281664
7 199801	Arus Intelek Sdn Bhd	Datin Azizah Mokhzani	03-62011558	03-62018698
8 198605	Associated Educational Distributors (M) Sdn Bhd	Encik Steven K H Lee	06-2844786	06-2844697
9 198105	Berita Publishing Sdn Bhd	Encik Swaminathan MV	03-76208111	03-76208018
10 198504	Biroteks UiTM	Dr Hajah Firdaus Ahmad Azzam	03-55164548	03-55100226
11 200001	Cemerlang Publications Sdn Bhd	Encik William Tong	03-89417748	03-89417750
12 198912	Cerdik Publications Sdn Bhd	Puan Zainora Bt Muhamad	03-56379044	03-56379043
13 198801	Creative Enterprise Sdn Bhd	Encik Rosli Mohd. Noor	03-22824970	03-22824967
14 200004	Crescent News (K.L.) Sdn Bhd	Encik Ahamed Kabeer Bin Segu Abdul Kader	03-61842448	03-61842418
15 198711	Darulfikir Sdn Bhd	Puan Rahmah Bt S Ahmad	03-26913892	03-26928757
16 198513	Dewan Bahasa Dan Pustaka	Dr Mohd Anuar Hj Rehtwan	03-21488136	03-21444460
17 198816	Eddiplex Sdn Bhd	Encik Steven Khoo	03-56329408	03-56379286
18 200110	Fajar Ulung Sdn Bhd	Encik Hisham Elyayadi	03-40219023	03-40219029
19 198909	Falcon Press Sdn Bhd	Encik Johan Nicholson	03-77812303	03-77812312
20 196905	Federal Publications Sdn Bhd	Encik Stephen Lim Kee Soon	03-56364621	03-56364620
21 198901	Flo Enterprise Sdn Bhd	Encik Fan Sin Quang	03-77833118	03-77831066
22 199102	Gedung Ilmu Sdn Bhd	Encik See Teow Hock	03-79570000	03-79576688
23 200112	Gemilang-Jiayang Sdn Bhd	Encik Koh Yok Hwa	03-21440351	03-21439330
24 198210	Golden Books Centre Sdn Bhd	Tuan Hj. Dr. Syed Ibrahim	03-26939864	03-26928035
25 198303	Grolier (Malaysia) Sdn Bhd	Encik Khong Che Lam	03-20704911	03-20705708
26 199103	Gunung Mutiara Sdn Bhd	Encik Vincent Gow Chee Poh	03-79570000	03-79576688

Number	Member	Representative	Tel	Fax
27 200102	Heng Hui Enterprise Sdn Bhd	Encik Wong Sun Fatt	05-2532113	05-2538113
28 198807	Hup Lick Sdn Bhd	Cik Lee Chor Pun	03-62589471	03-62587795
29 198209	IBS Buku Sdn Bhd	Encik Mohamed Mustafa	03-79579282	03-79576026
30 198507	International Law Book Services	Tuan Hj. Dr Syed Ibrahim	03-26939862	03-26928035
31 200106	Jade Green Publications Sdn Bhd	Encik Stan Lai	03-92828198	03-92827449
32 200108	Karisma Publications Sdn Bhd	Encik Peter Paul	03-78739580	03-78736932
33 199602	Kiddibird Sdn Bhd	Encik Abdul Aziz Abdul Kadir	03-62511257	03-62520891
34 199402	Kohwai & Young Publications (M) Sdn Bhd	Encik Young Poh Loon	03-77851191	03-77851192
35 198301	Kompas Publishing Sdn Bhd	Encik Khoo Hock See	03-80245408	03-80245455
36 199007	Kuo Liang Sdn Bhd	Encik Liu Chun Teak	05-2547333	05-2531800
37 199903	Leisure Guide Publishing Sdn Bhd	Puan Regina Fabiny	03-79581558	03-79561660
38 200107	Makmur Educational Supplies Sdn Bhd	Encik Guan Swee Leong	03-40410094	03-40414880
39 197310	Malaya Books Suppliers Co. Sdn Bhd	Encik Tony Lau	04-8284430	04-8288121
40 197303	Malaya Educational Suppliers Sdn Bhd	Encik Chen Ning Ming	03-78046628	03-78046629
41 198405	Malaysian Book Centre	Encik M Visuanathan	03-40415757	03-40440441
42 200101	Malita Jaya Sdn Bhd	Puan Angela Milo @ Liza Abdullah	03-55199225	03-55105285
43 199703	MDC Publishers Printers Sdn Bhd	Encik Ahmad Hussain	03-41086600	03-41081506
44 198811	Mika Canggih Sdn Bhd	Encik Marvin Ooi Peng Lam	03-80233286	03-80232827
45 200111	Mind To Mind (M) Sdn Bhd	Encik G. Seathuramen	03-62736193	03-62736194
46 199005	Nan Yang Publishers	Encik Liu Chun Yee	05-2547333	05-2531800
47 198505	Oscar Book International	Encik Windfred M. H. Chee	03-78753515	03-78762797
48 197302	Pan Malayan Publishing Co Sdn Bhd	Encik Yeoh Suh Shyun	03-92218377	03-92214333
49 196901	Pearson Education Malaysia Sdn Bhd	Puan Wong Mei Mei	03-77820466	03-77818005
50 198407	Pelanduk Publications (M) Sdn Bhd	Dato Ng Tieh Chuan	03-56386885	03-56386577
51 197004	Penerbit Fajar Bakti Sdn Bhd	Encik Francis Lee	03-78047011	03-78047024
52 200103	Penerbit Mega Setia Emas Sdn Bhd	Encik William Foo Kok Siang	03-78053301	03-78040300
53 198203	Penerbit Pan Earth Sdn Bhd	Encik Stephen Cheng	03-78031258	03-78031262

Number	Member	Representative	Tel	Fax
54 200104	Penerbit Pinang Sdn Bhd	Encik Looi Beng Chong	03-56377846	03-56377826
55 198702	Penerbit Prisma Sdn Bhd	Encik Wong Peng Khuen	03-56380541	03-56347256
56 199201	Penerbit Seri Kota	Encik Tan Poh Kheng @ Mohd Amin	03-90581682	03-90572161
57 198302	Penerbit Universiti Kebangsaan Malaysia	Encik Hasrom Bin Haron	03-89253485	03-89254575
58 196906	Penerbit Universiti Malaya	Dr Md Sidin Ahmad Ishak	03-79574361	03-79574473
59 199802	Penerbit Universiti Putra Malaysia	Puan Sumangala Pillai	03-89433740	03-89416172
60 199101	Penerbit Universiti Teknologi Malaysia	Dr Ummul Khair Bt Ahmad	07-5502301	07-5571700
61 198908	Penerbitan Fargoes Sdn Bhd	Encik M. Mohd Haneefan	03-40424163	03-40423640
62 198706	Penerbitan Jaya Bakti	Encik Silvaraju Kunjupillai	03-62519399	03-62519585
63 200109	Penerbitan Nadi Ilmu Sdn Bhd	Encik Ivan Hoe Wat Sing	03-89415636	03-89415704
64 200105	Penerbitan PCT Sdn Bhd	Encik Gan Kok Seng	03-91333562	03-91305287
65 198201	Penerbitan Pelangi Sdn Bhd	Encik Chia Hai Chew	07-3316288	07-3329201
66 197005	Preston Corporation Sdn Bhd	Puan Foong Chui Ling	03-79563734	03-79573607
67 197003	Pustaka Antara Sdn Bhd	Datuk Abdul Aziz Ahmad	03-26980044	03-26917997
68 198106	Pustaka Delta Pelajaran Sdn Bhd	Encik Lim Kim Wah	03-79570000	03-79576688
69 197603	Pustaka Sistem Pelajaran Sdn Bhd	Encik T Thirughana	03-90747558	03-90747573
70 198207	Pustaka Yakin Pelajar Sdn Bhd	Encik Alex Liew	03-90747558	03-90747573
71 200005	Rhythm Publishing Sdn Bhd	Encik Ahmad Redza B. Ahmad Khairuddi	03-61369989	03-61364989
72 198814	S. Abdul Majeed & Co.	Encik Akbar Ali	03-22832230	03-22825670
73 200006	S.E. Supplies (M) Sdn Bhd	Encik Jamaludin Bin Mohamed	03-78038368	03-78034320
74 198102	Sama Publications & Distributors Sdn Bhd	Encik Peter Cheng	03-79574823	03-79577385
75 198606	Sasbadi Sdn Bhd	Encik Law King Hui	03-77282550	03-77286709
76 198104	SNP Eastview Publications Sdn Bhd	Encik Ivan Hoe Wat Sing	03-89438866	03-89435675
77 197301	Syarikat Cultural Supplies Sdn Bhd	Encik Kow Ching Chuan	03-78046628	03-78046629
78 199701	Syarikat First Agency Publishing (M) Sdn Bhd	Encik A Ramalingam	03-77852862	03-77853430
79 196907	Syarikat United Book Sdn Bhd	Encik Lim Tian Hong	04-2621635	04-2615063

Number	Member	Representative	Tel	Fax
80 197307	Textbooks Malaysia Sdn Bhd	Encik Freddie Khoo	07-9318323	07-9313323
81 197203	The Malaya Press Sdn Bhd	Encik Lew Yok Long	03-77281833	03-77283833
82 200201	Thinker's Library Sdn Bhd	Encik Eesah Sulaiman	03-61897570	03-61878525
83 197006	Times Educational Sdn Bhd	Puan Foong Chui Ling	03-79571766	03-79573667
84 198602	Tropical Press Sdn Bhd	Encik Winston Ee Soon Kee	03-22825138	03-22823526
85 200003	Tunas Pelangi Sdn Bhd	Encik Chang Hee Lee	03-89202818	03-89261223
86 199008	United Publishing House (M) Sdn Bhd	Encik Wong Chee Keong	03-89430631	03-89436909
87 197702	Utusan Publications & Distributors Sdn Bhd	Cik Roselina Johari	03-92856577	03-92846554
88 200113	Venton Publishing (M) Sdn Bhd	Encik Jahubar Ali	03-21610910	03-21623019
89 198512	Vinpress Sdn Bhd	Encik Vincent Soh	03-77273333	03-77292942
90 199902	Vital Star Sdn Bhd	Encik Issac Cheng	03-78048713	03-78031262

MALAYSIAN BOOK PUBLISHERS ASSOCIATION

306, Glomac Business Centre, 10 Jalan SS 6/1, Kelana Jaya, 47301 Petaling Jaya, Selangor, Malaysia
Tel : 03-78046628 Fax : 03-78046629 E-mail : mabopa@po.jaring.my

33RD Annual General Meeting

Preliminary Notice

Notice is hereby given that the Annual General Meeting will be held on Saturday April 27, 2002: 10.00am at PWTC Kuala Lumpur. A final notice will be sent to you with the AGM Agenda and Annual Report.

Members may propose motions to be adopted by the general meeting. Such proposals must be made in writing and forwarded to the Honorary Secretary before April 13, 2002 for inclusion in the Agenda.

Please be reminded that member's participation at AGM is subjected to compliance with Rule 4.3 of the Constitution which states that:

Any member who fails to pay his subscription by 1st March or the date of the Annual General Meeting, whichever is earlier, shall be denied the privileges of membership.

Honorary Secretary

March 21, 2002

MALAYSIAN BOOK PUBLISHERS ASSOCIATION

306, Glomac Business Centre, 10 Jalan SS 6/1, Kelana Jaya, 47301 Petaling Jaya, Selangor, Malaysia
Tel : 03-78046628 Fax : 03-78046629 E-mail : mabopa@po.jaring.my

NOTICE OF MEETING

The 33rd Annual General Meeting will be held on Saturday 10.00am April 27, 2002 at PWTC Kuala Lumpur (Johor-Kedah Function Room). Please confirm your attendance by April 20, 2002. Coffee & tea will be served during registration from 9.30am.

Agenda

1. President's Opening Address
2. Confirmation of the 32nd Annual General Meeting Minutes
3. Matters Arising
4. Executive Committee Report
5. Acceptance of 2001 Audited Accounts
6. Motions for Adoption (if any)
7. Appointment of Internal & External Auditors for Year 2002
8. Transaction of Any Other Business
9. (Lunch at 12.30pm)

Honorary Secretary
April 10, 2002

**Minutes of the 32nd Annual General Meeting held on
April 21, 2001 (Saturday) at Petaling Jaya Hilton**

ATTENDANCE:

1. Pelanduk Publications (M) Sdn Bhd (Dato' Ng Tieh Chuan)
2. Syarikat Cultural Supplies Sdn Bhd (Mr. Kow Ching Chuan)
3. Sasbadi Sdn Bhd (Mr. Law King Hui)
4. Karisma Publications Sdn Bhd (Mr. Peter Paul)
5. Penerbitan Pelangi Sdn Bhd (Mr. Chia Hai Chew)
6. Associated Educational Distributors (M) Sdn Bhd (Mr. Steven Lee)
7. Mika Canggih Sdn Bhd (Mr. Michael Ooi)
8. Penerbit Universiti Malaya (Dr. Md Shidin Ahmad Ishak)
9. Penerbit UiTM (Dr. Ummul Khair Ahmad)
10. Utusan Publications & Distributors Sdn Bhd (Ms. Lim Shook Hun)
11. Penerbitan Seri Kota (Ms. Norazizah Aziz)
12. Vital Star Sdn Bhd (Mr. Richard Lim)
13. Kompas Publishing Sdn Bhd (Mr. David Tan)
14. Dewan Bahasa Dan Pustaka (Ms. Rohani Z. Abidin)
15. Malaysian Book Centre (Mr. M. Visuanathan)
16. Penerbit Universiti Putra Malaysia (Ms. Sumangala Pillai)
17. Tunas Pelangi Sdn Bhd (Mr. Tan Chee Chong)
18. Eddiplex Sdn Bhd (Mr. Steven Khoo)
19. Darul Fikir Sdn Bhd (Mr. Ruhaizad Mohammed)
20. Arenabuku Sdn Bhd (Mr. K Arul)
21. Textbooks Malaysia Sdn Bhd (Mr. K Arul)
22. Vinpress Sdn Bhd (Mr. K Arul)
23. Oscar Book International (Mr. Windfred Chee)
24. International Law Book Services (Mr. Ganeson Krishnan)
25. Golden Books Centre Sdn Bhd (Mr. Ganeson Krishnan)
26. The Malaya Press Sdn Bhd (Mr. Law King Hui)
27. Penerbit Pan Earth Sdn Bhd (Mr. Stephen Cheng)
28. SNP Eastview Publications Sdn Bhd (Mr. Ivan Hoe Wat Sing)
29. IBS Buku Sdn Bhd (Mr. Mohamed Mustafa)
30. Malita Jaya Sdn Bhd (Mr. Mohamed Mustafa)
31. Berita Publishing Sdn Bhd (Mr. Hashim Md. Isa)
32. Penerbit Universiti Kebangsaan Malaysia (Mr. Hasrom Haron)
33. Sama Publications & Distributors Sdn Bhd (Mr. Jeremy Yeo)
34. Federal Publications Sdn Bhd (Mr. Stephen Lim)
35. Penerbit Jaya Bakti (Mr. Gopal)
36. Cerdik Publication Sdn Bhd (Puan Zainora Muhamad)

1. PRESIDENT'S OPENING ADDRESS

Dato' Ng Tieh Chuan as Chairman of the meeting noted that the attendance was much better than previous general meetings. He said that this augured well for MABOPA as

members were showing interest in its affairs. He said that the impending economic slow-down would affect the book trade and that we must begin to prepare ourselves for the changes coming our way. He thanked the members for the way they supported Malam MABOPA which was a great success and the Executive Committee for their hard work.

2. CONFIRMATION OF THE 31ST ANNUAL GENERAL MEETING MINUTES

The minutes was passed without amendments. Mr. Ganeson Krishnan moved the motion and Mr. Steven Khoo seconded the motion.

3. MATTERS ARISING

On the subject concerning the permanent secretariat, Dato' Ng offered his apologies that this matter was not resolved during his term. Part of the reason was that the Exco felt that the annual subscriptions from about 80 members was insufficient to run an office with fulltime staff. He suggested leaving the matter in the hands of the incoming Exco after the necessary constitution amendments have been approved by ROS.

4. EXECUTIVE COMMITTEE REPORT

Replying to a floor enquiry, Mr. Kow said that the pricing guideline mentioned in para 9 had not been officially adopted by BBT but the document could be shown to any member wishing to see it.

Mr. Kow also requested to correct a mistake he made in para 18 - the amount MABOPA contributed to MBKM was RM2000 and the money was for MBKM's World Book & Copyright Day activities.

5. ACCEPTANCE OF 2000 AUDITED ACCOUNTS

The meeting gave its approval to write off as bad debts money owed by the 13 companies whose membership had been terminated on March 31, 2001. However, the Exco would keep a record of them and their respective amounts written off. This is to remind the Exco to recover every sen from anyone of them wishing to rejoin MABOPA later.

Mr. K Arul further urged the Exco to deregister any member who did not comply with the March 1 deadline for paying annual subscriptions. Encik Kow explained that the rule should not be selectively enforced as there are other provisions in the constitution which were not followed strictly. He said some of the rules are vague and contradicting and enforcing them would not be easy.

To an enquiry from the floor on the status of CCC, Mr. Kow explained that several members of MBIA were keen to take over the company provided MABOPA would not make them pay for it now. However, MABOPA would get back all its investment as soon as the company begins to make profits. Mr Kow said that this was a better alternative than winding up the company which would cost MABOPA some RM7,000.

Mr. Hasrom Haron moved the motion to adopt the accounts and Mr. Stephen Lim seconded the motion.

6. MOTIONS FOR ADOPTION

Two motions proposed by Dato' Ng and seconded by Mr Kow to replace Rule 4.1 and Rule 10 were unanimously passed by the house.

Rule 4.1 now reads:

The fees payable by any member shall be RM300.00 for Entrance Fee and RM300.00 for Annual Subscription.

Rule 10 now reads:

All movable and immovable properties acquired by the Association shall be registered in the name of Persatuan Penerbit Buku Malaysia.

7. ELECTION OF EXECUTIVE COMMITTEE FOR 2001/2003

The following members were elected to the Executive Committee for a two-year term.

Dato' Ng Tieh Chuan as President. He was proposed by Mr. Ivan Hoe and seconded by Mr. Peter Paul. Mr. Law proposed nominations closed. His proposal was seconded by Mr. Hasrom.

Mr. Law King Hui as Vice President. He was proposed by Mr. Ivan Hoe and seconded by Mr. K. Arul. Mr. Ivan Hoe proposed nominations closed. His proposal was seconded by Mr. Hasrom.

Mr. Kow Ching Chuan as Honorary Secretary. He was proposed by Mr. Law and seconded by Mr. Ivan Hoe. Mr. Visuanathan proposed nominations closed. His proposal was seconded by Mr. Stephen Cheng.

Ms Sumangala Pillai as Honorary Treasurer. She was proposed by Mr. K. Arul and seconded by Mr. Ganeson. Mr. Richard Lim proposed nominations closed. His proposal was seconded by Mr. Ivan Hoe.

Nine candidates were proposed for the 7 positions as committee members. Nomination was then proposed closed by Mr. Mohamad Mustafar and seconded by Mr. Ivan Hoe. Election was held by secret ballots. The elected Exco members were:

Dr. Md Sidin Ahmad Ishak (proposed by Mr. K. Arul; seconded by Mr. Law) who obtained 31 votes.

Ms Zainora Muhamad (proposed by Mr. Law; seconded by Mr. Kow) who obtained 29 votes.

Mr. Stephen Cheng (proposed by Mr. Law; seconded by Mr. Windfred Chee) who obtained 29 votes.

Ms Rohani Z Abidin (proposed by Mr. Kow; seconded by Ms Sumangala) who obtained 28 votes.

Mr. Hasrom Haron (proposed by Mr. Ivan Hoe; seconded by Ms. Sumangala) who obtained 25 votes.

Mr. Steven Khoo (proposed by Mr. Windfred Chee; seconded Stephen Cheng) who obtained 24 votes.

Mr. Peter Paul (proposed by Mr. Windfred Chee; seconded by Stephen Lee) who obtained 22 votes at the first round of voting and 24 votes at the second round.

Mr. Michael Ooi (proposed by Steven Lee; seconded by Mr. Windfred Chee) tied with Mr Peter Paul at the first round of voting but was defeated at the second round. He obtained 11 votes and was not elected to the Exco.

Mr. Visuanathan M (proposed by Dato' Ng; seconded by Mr. Law) who obtained 20 votes was not reelected to the Exco.

8. APPOINTMENT OF INTERNAL & EXTERNAL AUDITORS FOR YEAR 2001

Mr. Michael Ooi and Mr. Visuanathan M were appointed internal auditors by the house.

9. TRANSACTION OF ANY OTHER BUSINESS

Dato' Ng suggested resuming the constitution review using an earlier draft prepared by Mr. Kow. Encik Hasrom Haron accepted Dato' Ng's request to head the Constitution Review Committee.

The meeting approved RM250 as subsidy to be paid to members attending the Editorial Project Management Workshop to be conducted by Ms Fiona Lauder. This workshop is organized and subsidized by MBKM.

Meeting concluded at 1.00pm.

EXECUTIVE COMMITTEE REPORT

(From March 24, 2001 to March 18, 2002)

1. MEMBERSHIP

Membership as at March 18 was 90. The following are new members:

- (1) Penerbitan Nadi Ilmu Sdn Bhd (M/No: 200109)
- (2) Fajar Ulung Sdn Bhd Sdn Bhd (M/No: 200110)
- (3) Mind To Mind (M) Sdn Bhd (M/No: 200111)
- (4) Gemilang-Jiayang Sdn Bhd (M/No: 200112)
- (5) Venton Publishing (M) Sdn Bhd (M/No: 200113)
- (6) Thinker's Library Sdn Bhd (M/No: 200201)

Syarikat United Buku Sdn Bhd withdrew its membership in March 2002.

2. EXCO MEETINGS

1st Exco Meeting	June 22, 2001	9 members attended
2nd Exco Meeting	August 23, 2001	7 members attended
3rd Exco Meeting	October 12, 2001	7 members attended
4th Exco Meeting	March 8, 2002	7 members attended

Sometime after the previous AGM, Puan Rohani Bte Zainal Abidin resigned from the Exco when she left DBP on retirement. Mr Michael Ooi was appointed to the Exco on August 23, 2001. In 2002, Dr Md Sidin Ahmad Ishak also resigned from the Exco when he left Universiti Malaya Press on promotion. The vacancy in the Exco will not be filled, as there is no reserve candidate.

3. FINANCIAL POSITION

Interest earned from fixed deposition accounts was the largest single item income (40%). The FD accounts have grown to about RM600,000. Income was sufficient to cover expenditure. An amount of RM5,000.00 was written off as bad debt.

4. CONSTITUTION AMENDMENTS

Amendments to the Constitution passed at the 32nd AGM have been lodged with ROS. Official approval is pending. Meanwhile Encik Hasrom Haron's constitution review committee is still working on more amendments.

5. WEBSITE

MABOPA.COM.MY was put up by Dr. Md Sidin sometime last year. Office Connect is providing hosting services for an annual fee of RM200. Until now, Dr Md Sidin has been personally in charge of site maintenance and updating. Publication of Bulletin MABOPA in the print-form has ceased. The Exco's plan is to publish it on-line.

6. DIPLOMA PROGRAMME ON PUBLISHING

Mr Law, Mr Kow and Dr Md Sidin had a preliminary meeting with Dr Selvaraj Oyyau on October 9, 2001 on the proposed diploma. Dr Selvaraj, head of UMCCed (University of Malaya Centre for Continuing Education) said that his agency would be able to host the programme. Dr Sidin's draft on the course content and fee structure is with the Exco for finalization.

7. MALAYSIAN BOOK PROMOTIONS SDN BHD

MABOPA received RM1,000 in 1999, RM11,000 in 2000 and RM3,000 in 2001 from MBP. The money was paid to MABOPA by way of management fees.

The company's main activity has been the organization of book fairs. It made RM65,694.25 profit from KLIBF2001 on RM1,128,514.58 revenue.

MABOPA's investment in the company is RM15,000. Dato' Ng Tieh Chuan and Mr Kow Ching Chuan are on its Board of Directors. Mr Law King Hui is MABOPA's representative in MBP's internal audit committee.

8. COPYRIGHT CLEARING CENTRE (M) BHD

Mr Steven Khoo was appointed a director of CCC. He takes over from the late Thomas Soh. Mr Wong Swee Peng has resigned from the board. His position is filled by Mr Ronald Tan from MBIA. The company is still dormant.

9. DIALOGUES WITH MBA

Mr Law representing the Exco had several discussions with members of MBA. MBA wanted an agreement to bind publishers to specific discount structure and terms. Dato' Ng also held a special session on September 20, 2001 at Holiday Villa Subang to hear the views of affected members. Members felt that MBA's proposal would not effectively address the issues and that the Exco will have to find other more practical solutions.

10. PROJECT PENULISAN BAHAGIAN PENDIDIKAN PERGURUAN

BPG under MoE's direction organized a team of teachers to produce readers on moral value. Some 40 out of 57 titles will be offered to Malaysian Book Promotions Sdn Bhd for publication. MBP will look for several people to publish and finance the project. BTP will purchase 3000 sets using the Project Nilam allocation. The contract is worth about RM900,000.

11. MEETINGS & EVENTS

- (a) The President was guest panelist at Siri Dialog Budaya organized jointly by PENA, DBP and Berita Harian. The monthly dialogue series began in February.
- (b) The President was invited to the seminar organized by Badan Pencegah Rasuah Malaysia On March 20, 2001.
- (c) MABOPA inserted a condolence message to the family of the late Thomas Soh - *Star August 25, 2001*.
- (d) Dr Md Sidin was MABOPA's representative at the 10th International Forum On Publishing Studies in Seoul - October 25 - 27, 2001.

- (e) Dato' Ng and Puan Zainora represented MABOPA at the Forum Kerjasama Penerbitan Serantau (FOKEPS) on March 15, 2001 Johor Bahru.
- (f) Dr Md Sidin and Mr Jeremy Thor attended the Asean Chief Editors Programme in Tokyo. They were selected by the sponsor, Japan Foundation, from a list of 8 applicants.
- (g) Pengarah BBT, Tuan Haji Sahban bin Muksan, voiced his concern about reports that some textbooks were not available at bookshops. He asked for MABOPA's help in ensuring that publishers kept adequate stocks of their books. Mr Law assured BBT that MABOPA members are responsible publishers and are unlikely to run away from their social responsibility of keeping their titles in print while the books are still in use by the schools. MABOPA will remind its members of their obligations to MoE. Tuan Haji also promised to give publishers advance notice of new textbook tenders. (*BBT's minutes of the meeting is in the appendix.*)
- (h) Mr Kow represented Dato' Ng at the APPREB meeting on February 19 – 21, 2002 in Kuala Lumpur.
- (i) Puan Zainora attended the FOKEPS meeting on behalf of the President in Brunei on February 26, 2002.
- (j) Dato' Ng was guest of the organizer at the Taipei Book Fair 2002 in February 2002.
- (k) Dato' Ng and Mr Kow attended MBP's board meeting on March 14, 2002 which was called to endorse acceptance of the BPG's project. The board appointed Tuan Haji Shaari, Tuan Syed Rashid and Mr Ivan Hoe to look into how the books could be financed and produced.

March 24, 2002

2001 AUDITED ACCOUNTS

MALAYSIAN BOOK PUBLISHERS ASSOCIATION
(Registered in Malaysia)

FINANCIAL STATEMENTS - 31st December, 2001

I N D E X

	<u>Page No.</u>
Report of the Auditors	1
Balance Sheet	2
Income and Expenditure Account	3 & 4
Statement of Receipts and Payments	5 & 6
Bank Balance	7
Notes to Financial Statements	8 - 12

YEAP CHENG CHUAN & CO.

Chartered Accountants

Suite 609, Block C, Phileo Damansara 1, 9, Jalan 16/11, Off Jalan Damansara, 46350 Petaling Jaya, Selangor, Malaysia.
Tel : 76608112, 76608121, 76608966 Fax : 76608911 E-Mail : sbsyeap@pd.jaring.my

1.

REPORT OF THE AUDITORS TO THE MEMBERS OF MALAYSIAN BOOK PUBLISHERS ASSOCIATION

(Registered in Malaysia)

FINANCIAL STATEMENTS - 31st December, 2001

We have examined the Balance Sheet of the Association as at 31st December, 2001 and the Income and Expenditure Account and Statement of Receipts and Payments for the year then ended and have obtained all the information and explanation we required.

In our opinion, the Balance Sheet as at 31st December, 2001 gives a true and fair view of the state of affairs of the Association as at that date and the Income and Expenditure Account and Statement of Receipts and Payments give a true and fair view of the Association for the year ended 31st December, 2001.


YEAP CHENG CHUAN & CO.
No. AF 0116
Chartered Accountants
YEAP CHENG CHUAN
No. 566/4/02 (J/PH)
Chartered Accountant

Petaling Jaya, 21 MAR 2002

MALAYSIAN BOOK PUBLISHERS ASSOCIATION

(Registered in Malaysia)

BALANCE SHEET - 31st December, 2001

	Note	<u>2001</u> RM	<u>2000</u> RM
PLANT AND EQUIPMENT	3	5,854.32	6,586.11
INVESTMENT	4	15,000.00	15,000.00
CURRENT ASSETS			
Subscriptions receivable	5	2,800.00	13,000.00
Other receivables, deposits & prepayment	6	29,405.17	33,529.17
Fixed deposit with a licensed bank		606,451.34	588,605.66
Bank balance		29,604.85	28,466.59
Tax recoverable		-	2,560.00
		668,261.36	666,161.42
Less :			
CURRENT LIABILITIES			
Other payables & accrued liabilities	7	1,840.00	4,440.00
Taxation		7,545.00	-
		9,385.00	4,440.00
Net current assets		658,876.36	661,721.42
		679,730.68	683,307.53

Represented by :-

ACCUMULATED FUNDS brought forward	214,747.16	220,751.61
Net loss for the year	(3,576.85)	(6,004.45)
	211,170.31	214,747.16
BUILDING FUND	468,560.37	468,560.37
TOTAL ACCUMULATED FUNDS	679,730.68	683,307.53

.....
DATO' NG TIEH CHUAN
PRESIDENT

.....
SUMANGALA PILLAI
TREASURER

The above balance sheet is to be read in conjunction with the notes to financial statements on pages 8 - 12.

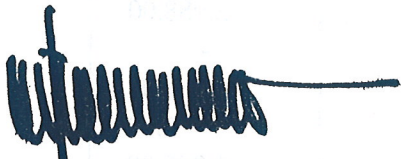
MALAYSIAN BOOK PUBLISHERS ASSOCIATION

(Registered in Malaysia)

INCOME AND EXPENDITURE ACCOUNT for the year ended 31st December, 2001

	<u>2001</u> RM	<u>2000</u> RM
INCOME		
Annual subscriptions	17,800.00	18,200.00
Entrance fee	1,300.00	600.00
Fixed deposit interest received	20,210.36	29,792.31
Management fee	8,000.00	7,000.00
MABOPA dinner	-	15,600.00
	47,310.36	71,192.31
Less :		
EXPENDITURE		
Accounting fee	1,000.00	1,000.00
Advertisement	6,600.00	139.65
Anugerah Pusat Sumber Sekolah	500.00	-
Auditors' remuneration :-		
- Current year	800.00	800.00
- Overprovision for prior year	-	(100.00)
A.G.M. expenses	2,988.00	2,767.40
BTP activity	-	500.00
Bad debts written off	5,000.00	-
Bank charges	2.00	35.00
Computer expenses	1,325.00	241.80
Depreciation	731.79	731.79
E.G.M expenses	-	2,475.00
Hari Buku Sedunia	2,000.00	-
Meeting expenses	1,206.52	1,670.60
MABOPA buletin	-	500.00
MABOPA dinner	-	53,944.66
Newspaper & periodicals	-	78.42
Printing & stationery	818.25	1,321.90
Postage & courier services	422.20	968.54
Photography	-	382.00

Seminar fees	1,830.00	1,000.00
Service tax	40.00	35.00
Secretarial fees	2,400.00	2,400.00
Subscription written off	10,600.00	-
Subsidy on seminar	1,500.00	-
Other wages	-	3,455.00
IPA subscription	958.25	960.00
Travelling expenses	60.20	90.00
Telephone	-	900.00
	<u>40,782.21</u>	<u>76,296.76</u>
Surplus/(Deficit) of income over expenditure	6,528.15	(5,104.45)
Less :		
Provision for taxation	(10,105.00)	(400.00)
Underprovision of tax in previous year	-	(500.00)
	(10,105.00)	(900.00)
Net loss after taxation	<u>(3,576.85)</u>	<u>(6,004.45)</u>



 DATUK NG TIEH CHUAN
 PRESIDENT



 SUMANGALA PILLAI
 TREASURER

The above income and expenditure account is to be read in conjunction with the notes to financial statements on pages 8 - 12.

MALAYSIAN BOOK PUBLISHERS ASSOCIATION

(Registered in Malaysia)

STATEMENT OF RECEIPTS AND PAYMENTS for the year ended 31st December, 2001

	<u>2001</u> RM	<u>2000</u> RM
RECEIPTS		
Annual subscriptions	14,000.00	13,400.00
Transfer from fixed deposit	-	50,000.00
Entrance fee	500.00	600.00
Fixed deposit interest received	2,364.68	3,291.91
Received in advance	-	2,600.00
Subscriptions in arrears	1,600.00	2,000.00
Management fees	8,000.00	7,000.00
MABOPA dinner	-	15,600.00
	26,464.68	94,491.91
Less :		
PAYMENTS		
Accounting fee	1,000.00	600.00
Advertisement	6,600.00	139.65
Anugerah Pusat Sumber Sekolah	500.00	-
Audit fee	800.00	500.00
A.G.M. expenses	2,988.00	2,767.40
Bank charges	2.00	35.00
BTP activity	-	500.00
MABOPA bulletin	-	500.00
Copyright Clearing Centre (M) Sdn. Bhd.	876.00	3,087.15
Courier services & postage	422.20	968.54
Computer expenses	1,325.00	241.80
Exco meeting expenses	-	1,670.60
E.G.M expenses	-	2,475.00
MABOPA dinner	-	53,944.66
Newspapers & periodical	-	78.42
Office equipment :-		
- Computer	-	7,218.00
- Computer table	-	99.90

Hari Buku Sedunia
Meeting expenses
Photograph
Printing & stationery
Secretarial expenses
Seminar & Research expenses
Service tax
Subsidy on seminar
Other wages
IPA subscription
Travelling expenses
Tax paid
Telephone expenses

2,000.00

1,206.52

-

818.25

2,400.00

1,830.00

40.00

1,500.00

-

958.25

60.20

-

-

-

-

382.00

1,321.90

2,400.00

1,000.00

25.00

-

3,455.00

960.00

90.00

500.00

900.00

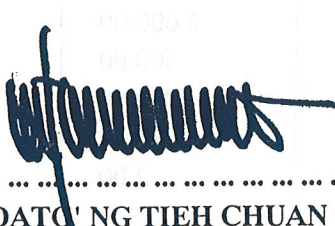
25,326.42

85,860.02

Excess of receipts over payments

1,138.26

8,631.89


.....
DATUK NG TIEH CHUAN
PRESIDENT


.....
SUMANGALA PILLAI
TREASURER

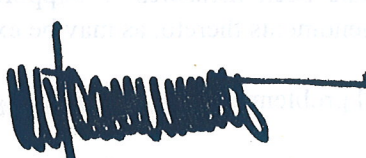
The above statements are to be read in conjunction with the notes to financial statements on pages 8 - 12.

MALAYSIAN BOOK PUBLISHERS ASSOCIATION

(Registered in Malaysia)

BANK BALANCE - 31st December, 2001

	<u>2001</u> RM	<u>2000</u> RM
Balance at beginning of the year	28,466.59	19,834.70
Add :		
Excess of receipts over payments	1,138.26	8,631.89
Balance at end of the year	<u>29,604.85</u>	<u>28,466.59</u>

.....

DATO' NG TIEH CHUAN
PRESIDENT

.....

SUMANGALA PILLAI
TREASURER

The above statements are to be read in conjunction with the notes to financial statements on pages 8 - 12.

MALAYSIAN BOOK PUBLISHERS ASSOCIATION
(Registered in Malaysia)

NOTES TO FINANCIAL STATEMENTS – 31st December, 2001

1. ORGANISATION AND OBJECTIVES

The association is a non-profit organisation with the following main objectives :-

- (a) To encourage the widest possible spread of printed books.
- (b) To foster the development of the publishing trade in Malaysia.
- (c) To foster national consciousness through the publishing industry.
- (d) To encourage Malaysian authorship.
- (e) To encourage the improvement of the technical and professional qualifications of members of the Association.
- (f) To promote and protect by all lawful means the interests of the members of the Association.
- (g) To examine all legislative proposals likely to affect PUBLISHERS and the Book Trade, and to take such measures in support thereof, in opposition thereto, or to secure amendments thereto, as may be expedient.
- (h) To study and resolve all problems related to publishing.
- (i) To encourage fair trade practices and maintain high standards of workmanship and service in the business.
- (j) To co-operate with other associations representing allied businesses and with organisations of an educational or cultural nature to inculcate good reading habits.

2. SIGNIFICANT ACCOUNTING POLICIES

- (a) General
All accounting policies are consistent with those applied in the previous year.
- (b) Accounting Convention
The financial statements have been prepared under the historical cost convention.

(c) Plant and Equipment

Plant and equipment are stated at cost less accumulated depreciation. Depreciation of these assets is calculated to write off the historical cost on a straight line basis over the expected useful lives of the assets concerned. The annual rates used are as follows :-

	%
Office equipment	10
Telephone installation	10
Furniture & fittings	10
Electrical installation	10

(d) Investments

Long terms investments are stated at cost less provision for any permanent diminution in value.

3. **PLANT AND EQUIPMENT**

The details of plant and equipment are as follows :-

2001

Cost

	At 1st Jan	Addition	Disposal	At 31st Dec
	RM	RM	RM	RM
Furniture & fittings	3,865.20	-	-	3,865.20
Office equipment	8,967.10	-	-	8,967.10
Electrical installation	255.00	-	-	255.00
Telephone installation	280.00	-	-	280.00
	13,367.30	-	-	13,367.30

Accumulated
Depreciation

	At 1st Jan	Charge of the year	Disposal	At 31st Dec
	RM	RM	RM	RM
Furniture & fittings	3,865.20	-	-	3,865.20
Office equipment	2,380.99	731.79	-	3,111.79
Electrical installation	255.00	-	-	255.00
Telephone installation	280.00	-	-	280.00
	6,781.19	731.79	-	7,512.98

2000

Cost

	At 1st Jan	Addition	Disposal	At 31st Dec
	RM	RM	RM	RM
Furniture & fittings	3,865.20	-	-	3,865.20
Office equipment	1,649.20	7,317.90	-	8,967.10
Electrical installation	255.00	-	-	255.00
Telephone installation	280.00	-	-	280.00
	6,049.40	7,317.90	-	13,367.30

Accumulated
Depreciation

	At 1st Jan	Charge of the year	Disposal	At 31st Dec
	RM	RM	RM	RM
Furniture & fittings	3,865.20	-	-	3,865.20
Office equipment	1,649.20	731.79	-	2,380.99
Electrical installation	255.00	-	-	255.00
Telephone installation	280.00	-	-	280.00
	6,049.40	731.79	-	6,781.19

Net Book Value

	Addition	Disposal
	RM	RM
Furniture & fittings	-	-
Office equipment	5,854.32	-
Electrical installation	-	-
Telephone installation	-	-
	5,854.32	-

4. INVESTMENT

	2001 RM	2000 RM
Unquoted shares, at cost	15,000.00	15,000.00

5. SUBSCRIPTIONS RECEIVABLE

Annual Subscription - 2000

	RM	RM
AbeNa Digital Publications Sdn. Bhd.	200.00	
Syarikat United Book Sdn. Bhd.	200.00	
S. Abdul Majeed & Co.	200.00	600.00

Annual Subscription - 2001

	RM	RM
AbeNa Digital Publications Sdn. Bhd.	200.00	
Anglophone Language Centre	200.00	
Antara Publications (M) Sdn. Bhd.	200.00	
Creative Enterprise Sdn. Bhd.	200.00	
Darulfikir	200.00	
Falcon Press Sdn. Bhd.	200.00	
Malaya Educational Suppliers Sdn. Bhd.	200.00	
Pustaka Antara Sdn. Bhd.	200.00	
Syarikat United Book Sdn. Bhd.	200.00	
S. Abdul Majeed & Co.	200.00	
Times Educational Sdn. Bhd.	200.00	2,200.00
Total Subscriptions Receivable		2,800.00

6. OTHER RECEIVABLES, DEPOSITS & PREPAYMENT

	<u>2001</u> RM	<u>2000</u> RM
<u>OTHER RECEIVABLES</u>		
Ikatan Penerbitan Bumiputra National – 10th BIC		691.07
Copyright Clearing Centre Sdn. Bhd.		28,714.10
		<u>29,405.17</u>

7. OTHER PAYABLES & ACCRUED LIABILITIES

	RM
Provision for audit fee & service tax	840.00
Provision for accounting fee	1,000.00
	<u>1,840.00</u>

8. BUILDING FUND

	RM
Balance carried forward	<u>468,560.37</u>

APPENDIX

Diploma Profesional dalam Penerbitan Buku (*Professional Diploma in Book Publishing*)

Kerjasama antara Universiti Malaya dengan MABOPA

Pengenalan

Kursus profesional dalam bidang penerbitan buku amat diperlukan untuk melatih tenaga kerja yang berilmu dan berketrampilan. Bidang penerbitan semakin berkembang dengan kepesatan teknologi komunikasi dan kakitangan penerbitan perlu menghadapi perubahan ini melalui pengetahuan dan kemahiran yang tinggi. Kursus ini penting untuk memenuhi keperluan latihan bagi membantu syarikat dan badan penerbitan meningkatkan kemahiran dan profesionalisme kakitangan mereka.

Tujuan

Tujuan kursus ini adalah untuk melengkapkan peserta dengan kualiti intelektual dan praktikal yang diperlukan bagi kerjaya dalam bidang penerbitan. Latihan ini bukan sahaja memberi pengetahuan tentang dunia penerbitan tetapi menyediakan peserta dengan kemahiran teknikal yang diperlukan dalam membina profesionalisme penerbitan.

Program ini bukan sahaja sesuai untuk mereka yang ingin memasuki dunia penerbitan tetapi juga bagi kakitangan penerbitan yang ingin mengukuhkan kemahiran mereka sambil mengetahui perkembangan-perkembangan terkini yang berlaku dalam bidang ini.

Kelayakan

- SPM dan tiga tahun pengalaman dalam bidang yang berkaitan atau
- STPM dan dua tahun pengalaman atau
- Diploma dan satu tahun pengalaman atau
- Ijazah Sarjana Muda

Jangkamasa

Kursus ini mengambil masa tiga semester. Setiap semester mengandungi 14 minggu dengan pertemuan selama enam jam setiap minggu. Jumlah keseluruhan adalah 42 minggu.

Struktur

Setiap peserta perlu mengambil lapan mata pelajaran yang ditawarkan iaitu tiga mata pelajaran dalam semester satu, tiga dalam semester dua dan dua mata pelajaran dalam semester tiga. Setiap mata pelajaran mengandungi dua jam kredit kecuali Projek Penerbitan yang mengandungi empat jam kredit. Ini bermakna setiap semester peserta mengambil enam jam kredit Keseluruhan yang perlu disempurnakan oleh setiap peserta ialah 16 jam kredit.

Kandungan Kursus

Semester 1

- **Pengenalan Penerbitan (Introduction to Publishing):** Kursus ini memberi penerangan umum terhadap latar belakang penerbitan dari segi sejarah dan perkembangan, fungsi, aktiviti serta organisasi.
- **Ketrampilan Editorial (Editorial Skill):** Kursus ini melatih peserta dalam kerja-kerja penyuntingan substantif dan penyuntingan naskhah. Tumpuan akan diberi kepada kemahiran bahasa, logik, retorik dan stilistik selain daripada mekanik penyuntingan.
- **Pengurusan Penerbitan (Publishing Management):** Kursus ini menerangkan langkah-langkah merancang, melaksanakan dan memantau aktiviti penerbitan secara umumnya. Perbincangan akan dijuruskan pada pengurusan editorial, pengurusan pengeluaran, pengurusan pemasaran dan pengurusan kewangan.

Semester 2

- **Pemasaran Buku (Book Marketing):** Aspek pemasaran yang akan dibincangkan dalam kursus ini meliputi promosi, pengedaran dan penjualan. Peserta akan didedahkan dengan prinsip dan teknik pemasaran yang berkesan dalam suasana perniagaan sekarang.
- **Pengeluaran Buku (Book Production):** Kursus ini memberi pengetahuan dan kemahiran dalam bidang pracetak dan percetakan. Peserta akan diperkenalkan dengan proses pengeluaran buku bercetak dan juga untuk buku elektronik.
- **Penerbitan Multimedia (Multimedia Publishing):** Peserta diperkenalkan dengan prinsip dan teknik penerbitan multimedia. Kemahiran dicapai melalui tugas-tugas untuk menghasilkan bahan dalam bentuk media baru ini.

Semester 3

- **Penulisan Nonfiksyen (Nonfiction Writing), pilihan dalam BM atau BI:** Kursus ini memberi kemahiran dalam penulisan untuk penerbitan dagang dalam bidang nonfiksyen. Peserta diperkenalkan dengan bentuk, teknik dan strategi untuk menghasilkan penulisan yang baik.
- **Projek Penerbitan (Publishing Project):** Peserta akan mengusahakan projek ini secara berkumpulan. Mereka dikehendaki mengenalpasti projek, merancang dan melaksanakannya melalui penyeliaan pengajar. Cadangan dan laporan projek merupakan sebahagian hasil tugas selain produk penerbitan itu sendiri.

Kaedah Pembelajaran

Kursus ini dikendalikan melalui kuliah, bengkel, perbincangan, persembahan kumpulan, tugas dan projek.

Penilaian

Penilaian kursus ini akan dilakukan oleh pensyarah menerusi kerja kursus, dan peperiksaan. Sebanyak 50% markah adalah daripada kerja kursus yang meliputi tugas, latihan dan penyertaan dalam kelas manakala 50% lagi adalah daripada peperiksaan akhir semester. Dalam Projek Penerbitan, 100% penilaian adalah daripada tugas. Peserta

Yuran Pengajian

Note: Just to give idea on the rate of other courses: [Certificate in Advertising, 6 months, RM3,800; Professional Diploma in Marketing, 12 months, RM7,500; Diploma in Video Production, 2 semesters, 30 cr hrs, RM4,400; Executive Diploma in Purchasing and Material Management, 1 yr, RM8,900]

Tenaga Pengajar

Cadangan setakad ini:

Dato' Ng Tieh Chuan

Datuk Hassan Ahmad

Datuk Abu Bakar Hamid

Encik Kow Ching Chuan

Encik Hasrom Haron

Encik Law King Hui

Puan Sumangala Pillai

Puan Zainora Muhamad

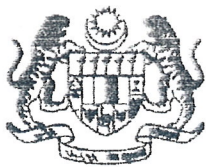
Encik Hamed Adnan

Dr Md Sidin Ahmad Ishak

Dr Azizah Hamzah

Dr Mohd Afandi Muhamad

Encik Saleeh Rahamad



IBU PEJABAT
BADAN PENCEGAH RASUAH MALAYSIA
BLOK D6, PUSAT PENTADBIRAN KERAJAAN PERSEKUTUAN
PETI SURAT 6000
62502 PUTRAJAYA, MALAYSIA

Tel: 03- 88867000

Rujukan Tuan :

Rujukan Kami : BPR/CPM: 30/22/3.2

Tarikh : 18 Zulkaedah 1421

12 Februari 2001

Presiden,
Persatuan Penerbit Buku Malaysia (MABOPA),
103A, Jalan SS 21/1A,,
Damansara Utama,
47400 PETALING JAYA.

Y.Bhg. Tan Sri/Dato'/Tuan/Puan,

JEMPUTAN KE SEMINAR "INTEGRITY IN BUSINESS - THE WAY FORWARD"

Dengan hormatnya saya merujuk kepada perkara di atas.

2. Sukacita dimaklumkan bahawa Badan ini akan menganjurkan satu seminar bertajuk **"Integrity in Business - The Way Forward"** pada **Selasa 20 Mac 2001** jam 8.00 pagi bertempat di **Hotel Nikko, Jalan Ampang, Kuala Lumpur**. Seminar ini diadakan khusus untuk tokoh-tokoh korporat dan perniagaan, ahli-ahli dewan perniagaan, sektor kewangan, perbankan dan lain-lain. Antara objektif seminar ini diadakan ialah:-

- 2.1 Membolehkan masyarakat perniagaan berbincang mengenai dasar-dasar Kerajaan berkaitan ketelusan dan akauntabiliti, kepentingan penguatkuasaan undang-undang dan *regulators* untuk menjamin keutuhan perniagaan;
- 2.2 Keperluan dan kepentingan syarikat-syarikat perniagaan mengambil tindakan dalaman (*internal control*) secara sistematik, terancang dan berterusan untuk memperkukuhkan integriti;
- 2.3 Mendedahkan keperluan-keperluan dan peranan badan profesional sektor kewangan, perbankan, pengoditan dan multinasional dalam memperkukuhkan lagi integriti sektor perniagaan; dan
- 2.4 Mendorong perbincangan antara sektor awam dan swasta ke arah *strategic partnership*, mewujudkan dan memperkembangkan *networking*, serta menggalakkan perbincangan mekanisme yang lebih berkesan bagi meningkatkan ketelusan, akauntabiliti dan integriti dalam dunia perniagaan.

3. Seminar ini akan dirasmikan oleh **Yang Amat Berhormat Dato' Seri Dr. Mahathir bin Mohamad**, Perdana Menteri Malaysia dan diikuti dengan satu sesi dialog bersama para peserta seminar. Pada sebelah petangnya satu sesi khas bersama **Y.B. Dato' Seri Rafidah Aziz**, Menteri Perdagangan Antarabangsa dan Industri dan **Y.B. Tan Sri Muhyiddin Yassin**, Menteri Perdagangan Dalam Negeri dan Hal-Ehwal Pengguna telah disusun dimana para peserta seminar akan berpeluang untuk berdialog dengan kedua-dua menteri berkenaan.

4. Penyertaan seminar ini dibuka untuk seramai **empat (4)** orang bagi setiap syarikat/institusi dan ianya adalah secara percuma. Sehubungan itu, saya amat berbesar hati menjemput Y.Bhg. Tan Sri/Dato'/Tuan/Puan bersama tiga (3) lagi wakil pengurusan tertinggi syarikat/institusi untuk menyertai seminar ini.

Bersama-sama ini disertakan Aturcara Seminar dan Borang Penyertaan seperti di **Lampiran A** dan **B**.

5. Sukacita sekiranya pihak Y.Bhg. Tan Sri/Dato'/Tuan/Puan dapat mengesahkan kehadiran selewat-lewatnya pada **23.2.2001** kepada Urusetia Seminar di alamat:-

En. Ab. Halim bin Che Ali
Bahagian Komunikasi dan Pendidikan
Badan Pencegah Rasuah Malaysia
Blok D6, Pusat Pentadbiran Kerajaan Persekutuan
Peti Surat 6000
62502 PUTRAJAYA

Tel. Pejabat: 03-88867060/88867372
Fax: 03-88889527

6. Kehadiran dan sokongan daripada Y.Bhg. Tan Sri/Dato'/Tuan/Puan didalam menjayakan seminar ini didahulukan dengan ucapan terima kasih.

Sekian dimaklumkan.

'BERKHIDMAT UNTUK NEGARA'

Saya yang menurut perintah,



[DATO' MOHD. ZAWAWI BIN MOHD. NORDIN]

Pengerusi Jawatankuasa Seminar
b/p Ketua Pengarah
Badan Pencegah Rasuah Malaysia

s.k. Y. Bhg. Dato' Ketua Pengarah BPR Malaysia



Ruj. kami: SDB/2001(34)
Tarikh: 22hb Februari 2001

Dato' Ng Tieh Chuan
Presiden MAPOPA
Pelanduk Publications
12, Jalan SS13/3E,
Subang Jaya Industrial Estate
47500 Subang Jaya, Selangor.

Tuan/ Puan,

SIRI DIALOG BUDAYA PENA-DBP-BH

Merujuk perkara yang tersebut di atas, adalah dimaklumkan bahawa Persatuan Penulis Nasional Malaysia (PENA), Dewan Bahasa dan Pustaka (DBP), Berita Harian (BH) dengan kerjasama Balai Seni Lukis Negara (BSLN) akan menganjurkan Siri Dialog Budaya pada Sabtu kedua setiap bulan mulai Februari 2001 hingga November 2001. Program ini terbuka kepada umum, khususnya pencinta dan pengkaji bahasa, budaya dan sosial.

2. Sehubungan dengan itu, sukacita dimaklumkan bahawa pihak penganjur bersetuju untuk melantik tuan/ puan sebagai **salah seorang ahli panel** untuk siri dialog yang **ketujuh**. Berikut adalah butiran berhubung dialog tersebut:

Tarikh : 11hb Ogos 2001
Masa : 10.00 pagi
Tempat : Rumah PENA, Jalan Dewan Bahasa, Kuala Lumpur
Tajuk dialog : Penerbitan Ilmiah dalam Bahasa Melayu bagi Keperluan Maklumat dan Ilmu Pengetahuan

3. Untuk makluman tuan/ puan, ahli panel yang dijangka terlibat dalam siri dialog tersebut adalah seperti berikut:

- i) Dr. Anwar Rethwan (DBP)
- ii) Tuan Haji Shaari Abdullah
- iii) Shahar Banun Jaafar (PNM)
- iv) Dato' Ng Tieh Chuan (MAPOPA)
- v) (Pengerusi) Dato' Baharuddin Zainal (PENA)

4. Pihak penganjur juga ada menyediakan bayaran saguhati kepada setiap panel yang terlibat dalam siri dialog budaya ini.

5. Selain itu, pihak penganjur juga merancang untuk membukukan hasil daripada siri dialog ini. Justeru, tuan/ puan dialu-alukan untuk menyediakan sekurang-kurangnya ringkasan atau draf awal perbincangan dialog di atas dan memberi keizinan diterbitkan nanti.

فرساتوان فنونيس ناشيونل مليسيا

Persatuan Penulis Nasional Malaysia

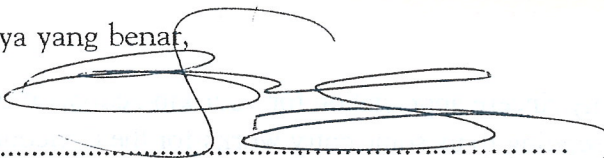
Rumah Pena, 961-7, Jalan Dewan Bahasa, 50460 Kuala Lumpur.

Tel: 03-248 4737 Faks: 03-248 8042 / 245 6260

6. Sila isikan borang jawapan yang disediakan. Sekiranya terdapat sebarang kemusykilan silalah tuan hubungi Sdr. Borhan Mohd Zain (PENA) di talian 03-2484737/ 019-3400179 atau Sdr. Shahrin Nizal Mohd Nor (DBP) di talian 03-2481011 sambungan 554 (tel.) / 03-2414109 (faks).

7. Atas segala perhatian dan kerjasama tuan saya dahului ucapan terima kasih.

Saya yang benar,



.....
(DATO' HAJI BAHARUDDIN ZAINAL)

Timbalan Presiden,
Persatuan Penulis Nasional Malaysia.

s.k. :

- i. **Pengarah,**
Jabatan Sastera,
Dewan Bahasa dan Pustaka.
- ii. **Presiden**
Persatuan Penulis Nasional Malaysia



Asia/Pacific Cultural Centre for UNESCO

Japan Publishers Building, No.6 Fukuromachi, Shinjuku-ku, Tokyo 162-8484, Japan
Telephone: +81-3-3269-4435 Facsimile: +81-3-3269-4510 Cable: ASCULCENTRE TOKYO
E-mail: general@accu.or.jp URL: <http://www.accu.or.jp>

Reference: ASNF01/5

27 March 2001

Subject: Results of the 2000 Noma Concours for Picture Book Illustrations

Dear Sir/Madame,

First of all, I would like to express my sincere appreciation for your kind cooperation in publicizing the 2000 Noma Concours and sending to us some entry works for the Concours from your country. Thanks to your cooperation, ACCU received 308 entry works from 54 countries in total.

At the International Jury Meeting held on 1 and 2 March 2001, 34 winning works were selected. Please refer to the attached sheet for more details.

All the prize-winning works will be exhibited in Tokyo from 22 to 27 August 2001 as well as at BIB2001 (Biennale of Illustrations, Bratislava) in Bratislava, Slovak in September and October 2001. The Prize Awarding Ceremony will be held on 22 August 2001 in Tokyo, to which the winner of the Grand Prix and other concerned people will be invited.

Thanking you very much again for your kind support in the Concours, I hope the results of the Concours will be publicized to those who are concerned.

With my best regards,

Yours sincerely,

Muneharu Kusaba
Director-General

Results of the 2000 Noma Concours for Picture Book Illustrations

The Noma Concours for Picture Book Illustrations has been biennially organized by the Asia/Pacific Cultural Centre for UNESCO (ACCU) since 1978. It aims at encouraging illustrators in the countries in Asia and the Pacific, Latin America and the Caribbean, Africa and the Arab States who have had relatively few opportunities to publicize their works, to create good art works by way of providing them with an opportunity to introduce their works widely, thereby contributing to the improvement of the quality of picture book illustrations in these regions.

The International Jury Meeting of the 2000 Concours was held on 1 and 2 March 2001 at Japan Publishers Building in Tokyo. The secretariat received 308 entry works from 54 countries and 34 winning works were selected from among them. A list of the prize-winners is attached hereto.

The International Jury Members consisted of the following seven experts:

Dr. Varsha Das	India	Chief Editor and Joint Director, National Book Trust, India
Mr. Mohd. Yusof bin Ismail	Malaysia	Illustrator
Mr. Donald Long	New Zealand	Editor-in Chief, Pacific Publishing, Learning Media, Ltd.
Mr. Hammo Sugiura	Japan	Illustrator, Designer
Mr. Osamu Tsukasa	Japan	Artist, Author
Ms. Sawako Noma		Representative, Noma International Book Development Fund
Mr. Muneharu Kusaba		Director-General, Asia/Pacific Cultural Centre for UNESCO

For the 34 winning works, the following prizes and awards will be granted;

One Grand Prix	US\$3,000, a medal and an invitation to the Prize Awarding Ceremony in Tokyo
Two Second Prizes	US\$1,000 and a medal
Ten Runners-up	US\$300 and a medal
Twenty-one Encouragement Prizes	a medal

The Prize Awarding Ceremony of the 2000 Concours will be held on 22 August 2001 in Tokyo. The winning works will be exhibited in Tokyo from 22 August to 27 August 2001 as well as at BIB 2001 (Biennale of Illustrations, Bratislava in Bratislava), Slovak from 7 September to 31 October.

List of Prize Winners of the 2000 Noma Concours for Picture Book Illustrations

Grand Prix

Nasrin Khosravi	Iran	<i>The Girl of the Wish Garden</i>
-----------------	------	------------------------------------

Second Prizes

Jainal Amambing	Malaysia	<i>The Wonder Sparrow</i>
Lee, Hye Kyung	Rep. of Korea	<i>Mrs. Color</i>

Runners-up

Rosa Mercedes Gonzalez	Argentina	<i>Strange Visitors</i>
Abdus Shakoor	Bangladesh	<i>Mother (10 rhymes)</i>
Marilda Castanha	Brazil	<i>Pindorama, Land of Palm Trees</i>
Oswaldo Chong Carrillo	Cuba	<i>The Painter and the Cat</i>
Sonali Biswas	India	<i>Who's Got Prettier Wings?</i>
Anahita Taymourian	Iran	<i>My Moon, The Village Moon</i>
Elham Asadi	Iran	<i>Rostam Fights with Demons</i>
Feeroozeh Golmohamadi	Iran	<i>The Search for the "Tuba-Tree"</i>
Arnaldo Bernabe Mirasol	Philippines	<i>The Origin of the Frog</i>
Tongnevi Koukou Maurice	Togo	<i>The Sun and the Moon</i>

Encouragement Prizes

M. Siddiq Zhakfar	Afghanistan	<i>The Goldfish</i>
Caren Florance	Australia	<i>Come and See!</i>
Claudia Perez Ayala	Bolivia	<i>The Exchangeable Friends Club</i>
Enrique Lara Robayo & Luis Fernando Garcia	Guayara	
	Colombia	<i>Leaves</i>
Ramsingh Urveti	India	<i>The Disappearance of God from the Earth</i>
Dadi Setiyadi	Indonesia	<i>An Ant and a Grasshopper</i>
Farshid Shafiei	Iran	<i>History of My Country</i>
Saeed Rezaii	Iran	<i>Sleep of War</i>
Intelaq M. Ali	Iraq	<i>My Country</i>
Manuel Monroy Garcia	Mexico	<i>Rabieta Trebejos</i>
Rosario Valderrama Zaldivar	Mexico	<i>Un Angel en la Azotea y Otros Cuentos de Navidad</i>
M. Amarhuu	Mongolia	<i>A Legend of Khokhoo Namjil</i>
Shwe Kyaw Lin	Myanmar	<i>Bright Smile</i>
Aithnia Batchelor	New Zealand	<i>Come Play with Me</i>
Ruben M. De Jesus	Philippines	<i>The Shy Rooster</i>
Piet Grobler	South Africa	<i>The Perfect Bride</i>
Paul Miranda	Sri Lanka	<i>The Baby Peacock</i>
Ahmed Amir Jabir	Sudan	<i>Birds and Butterflies Mission</i>
Elias Al-Hamwi	Syria	<i>The End of the Liar</i>
Wachira Srisong	Thailand	<i>Thai Ancient Herbal Medicine and a Naughty Boy</i>
Kagan Guner	Turkey	<i>Ichthys</i>

MALAYSIAN BOOK PUBLISHERS ASSOCIATION

306 Block C Glomac Business Centre, 10 Jalan SS6/1 Kelana Jaya, 47301 Petaling Jaya, Selangor
Tel: 7046628 Fax: 7046629 email: mabopa@po.jaring.my

25hb Julai 2001

Pengarah
Bahagian Buku Teks
Kementerian Pendidikan Malaysia
Tingkat 12-14 Bangunan Bank Pertanian
Leboh Pasar Besar
50604 Kuala Lumpur

Tuan,

Skim Pinjaman Buku Teks Tahun 2002

Dengan hormatnya kami merujuk perkara di atas dan ingin memberitahu pihak Tuan mengenai keadaan pembekalan buku teks di bawah SPBT tahun ini.

Adalah dimaklumkan bahawa kebanyakan ahli persatuan yang terbabit dalam skim tersebut telah menghantar segala pesanan BBT ke sekolah dalam tempoh yang disyaratkan. Bagaimanapun masih terdapat sebahagian penerbit yang menghadapi masalah percetakan disebabkan kelewatan sampai kertas dari Indonesia.

Oleh yang demikian, kami memohon jasa baik pihak BBT supaya tarikh akhir bagi menghantar buku ke sekolah dilayutkan sebulan lagi, iaitu hingga ke Ogos 26, 2001 bagi sekolah-sekolah di Semenanjung dan September 26, 2001 di Sabah dan Sarawak.

Atas pertimbangan Tuan dalam perkara ini kami mengucapkan ribuan terima kasih.

Yang benar,

Dato' Ng Tieh Chuan
Presiden



BAHAGIAN BUKU TEKS
JABATAN SEKOLAH
KEMENTERIAN PENDIDIKAN MALAYSIA
TINGKAT 12 - 14, BANGUNAN BANK PERTANIAN
LEBOH PASAR BESAR
50604 KUALA LUMPUR
<http://www.moe.gov.my>

Telefon : 26922066
No. Fax : 26939000
No. Fax : 26929304

Ruj. Tuan :

Ruj. Kami :

Tarikh :

KP.BT.8670/F/Jld.20/8

7 Ogos 2001

12 Jamadilawal 1422

Semua Penerbit
(Senarai seperti pada lampiran)

Tuan,

**SKIM PINJAMAN BUKU TEKS
MELANJUTKAN TEMPOH PENGHANTARAN BUKU TEKS
CETAKAN SEMULA KEGUNAAN TAHUN 2002**

Dengan hormatnya perkara di atas dirujuk.

2. Sukacita dimaklumkan, Bahagian ini telah bersetuju untuk melanjutkan tempoh pembekalan buku teks cetakan semula kegunaan 2002 seperti yang berikut:

- (a) Tempoh pembekalan buku teks bagi Semenanjung dilanjutkan sehingga **16 Ogos 2001**.
- (b) Tempoh pembekalan buku teks bagi Sabah dan Sarawak dilanjutkan sehingga **13 September 2001**.

3. Sehubungan dengan itu, kerjasama pihak tuan adalah diminta bagi memastikan semua pembekalan buku teks tersebut selesai dilakukan sebelum tempoh lanjutan pembekalan ini tamat. Sebarang kelewatan pembekalan yang melampaui tarikh baru seperti yang ditetapkan akan dikenakan denda.

Sekian, terima kasih.

'BERKHIDMAT UNTUK NEGARA'

Saya yang menurut perintah,

(LAILAH BT MOHD. SABRI)
KPP Sektor Skim Pinjaman Buku Teks
b.p. Pengarah
Bahagian Buku Teks
Jabatan Sekolah
Kementerian Pendidikan Malaysia.

"BUKU BERMUTU KECEMERLANGAN PENDIDIKAN"

(Sila catatkan rujukan Bahagian ini apabila berhubung)

The Japan Foundation, Kuala Lumpur
Suite 30.01, Level 30, Menara Citibank,
165, Jalan Ampang, 50450 Kuala Lumpur

26 September 2001

Dato' Ng Tieh Chuan
President
Persatuan Penerbit Buku Malaysia
Malaysian Book Publishers Association
306 Block C, Glomac Business Centre
10 Jalan SS6/1, Kelana Jaya
47301 Petaling Jaya, Selangor

**The Japan Foundation's Programme to Invite ASEAN Publishers to Japan in November 2001
SELECTED CANDIDATES**

Dear Dato' Ng,

Regarding our programme mentioned above, we are grateful for your kind cooperation in listing up eight candidates for the Japan Foundation.

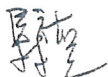
All the eight are strong candidates, while we are particularly interested in the following two:

1. Dr Md Sidin Ahmad Ishak, Head, Department of Publications, Universiti Malaya
2. Mr Jeremy Thor Gim Lock, Managing Director, Alpha Sigma Sdn Bhd

We will soon be directly contacting the two individuals above.

Thank you very much again for your support given to our activities in Malaysia. We look forward to further collaboration and friendly relationship with you in the future.

Yours sincerely,



Yuji Tamura
Special Assistant to Director General

CC: Mr Kow Ching Chuan, Secretary, MBPA (03 704 6629),
Mr Masamichi Sugihara, Director General, JFKL

SEPS

EUROPEAN SECRETARIAT FOR SCIENTIFIC PUBLICATIONS

SEGRETARIATO EUROPEO PER LE PUBBLICAZIONI SCIENTIFICHE

SECRÉTARIAT EUROPÉEN POUR LES PUBLICATIONS SCIENTIFIQUES

Bologna, October 11th, 2001
Estate

Mr. Ng Tieh Chuan
Malaysian Book Publishers' Association
12 Jalan SS13/3E Subang Jaya Industrial
47500 Subang Jaya, Selangor
Malaysia

Dear Sirs,

We are pleased to contact you to introduce our activity.

The European Secretariat for Scientific Publications (SEPS) is a non-profit association founded by universities and European cultural institutions, presided by Prof. Fabio Roversi-Monaco.

SEPS collaborates with universities, publishing houses and authors promoting and financially supporting translations, in all the academic fields, of recent non-fiction and academic works from Italian into other languages.

You can see the books translated with the help of our contribution on our website www.seps.it.

We inform you that, among the others, we have granted a contribution for the translation from Italian into English of *To Save England from Decline* by prof. F. Cammarano, published by the University Press of America and of *The Power of Judges* by prof. C. Guarnieri that will be published by the Oxford University Press.

We have contributed to the translation into Spanish of *Derecho Constitucional Comparado* by prof. G. De Vergottini and of *El Psicoanálisis como recorrido* by prof. F. Borgogno; into Portuguese of *Political Science* by prof. G. Pasquino and *History of Modern Political Philosophy* by prof. G. Duso; into German of *Ethics and Right* by prof. De Pascale; into Russian of *Judicial organization in Europe* by the Council of Europe and *The other Tolstoj* by prof. P.C. Bori.

It is possible to require contributions for new translations by filling in the application form, which can be downloaded on SEPS's site www.seps.it, and sent to us, together with two copies of the book that you are planning to translate.

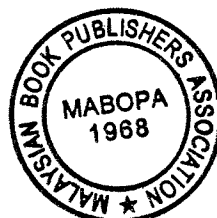
SEPS
Via Val D'Aposa 7
40123 Bologna
Italy
tel. 0039-051-271992 - fax 0039-051-265983
e-mail seps@alma.unibo.it
<http://www.seps.it>

Contributions for translations can be requested at any time of the year.
Contributions can cover **only translation costs**.

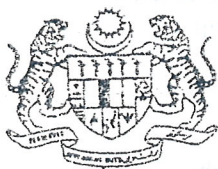
Looking forward to hearing from you soon, I stay at your full disposal and I remain,

Yours faithfully

Chiara Segafredo
Secretary General



Dr. Sidun, for Website
KCC
13/11/01



BAHAGIAN BUKU TEKS
JABATAN SEKOLAH
KEMENTERIAN PENDIDIKAN MALAYSIA
TINGKAT 12 - 14, BANGUNAN BANK PERTANIAN
LEBOH PASAR BESAR
50604 KUALA LUMPUR
<http://www.moe.gov.my>

Telefon : 26922066
No. Fax : 26939000
No. Fax : 26929304

Ruj. Tuan :

KP.BT. 8670/Jld.21/(25)

Ruj. Kami :

Tarikh : 12 Disember 2001
26 Ramadan 1422

Presiden
Persatuan Penerbit Buku Malaysia (MABOPA)
No.306, Block C
Glomac Business Centre
10 Jalan SS 6/1 Kelana Jaya
47301 Petaling Jaya
Selangor Darul Ehsan.

Tuan,

**Mencari Alternatif Baru Penerbitan Buku.
Program Penerbitan Buku Teks KBSM 40 Mata Pelajaran Vokasional dan
Teknikal Kegunaan Tahun 2004.**

Dengan hormatnya perkara di atas adalah dirujuk.

2. Bahagian Buku Teks dijangka akan menerbitkan buku-buku teks aliran Vokasional dan Teknikal seperti yang dilampirkan. Pada masa ini Bahagian ini sedang mengumpul maklumat, pandangan dan cadangan dari pelbagai pihak untuk mendapat kaedah yang sesuai untuk menerbitkan buku-buku ini. Untuk makluman pihak tuan, anggaran cetakan bagi beberapa judul dari mata pelajaran berkenaan kurang dari 5000 naskhah.

3. Sehubungan dengan itu, Bahagian ini ingin menjemput pihak tuan untuk menyediakan kertas cadangan berkenaan proses penerbitan buku-buku diatas, seterusnya membentangkannya kepada Bahagian ini.

4. Jika pihak tuan bersetuju dengan jemputan ini, diharap tuan dapat mencadangkan tarikh yang sesuai bagi pembentangan kertas cadangan itu supaya pihak kami dapat membuat persediaan tempat dan peralatan. Pihak tuan bolehlah berhubung dengan **Pn. Rozita bt. Rosli (03 - 2587553)** atau **Pn. Habsah bt. Yusof (03 - 2587544)** untuk berbincang terlebih dahulu berkaitan tarikh tersebut.

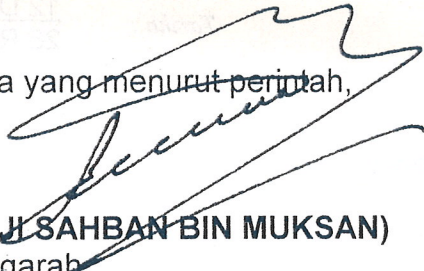
5. Ini hanyalah suatu cadangan (proposai) penerbitan dan **bukanlah** merupakan suatu tawaran dan **tiada apa-apa komitmen** dari Bahagian ini.

Perhatian dan kerjasama tuan dalam hal ini diucapkan ribuan terima kasih.

Sekian.

"BERKHIDMAT UNTUK NEGARA"

Saya yang menurut perintah,


(HAJJ SAHBAN BIN MUKSAN)

Pengarah
Bahagian Buku Teks
Kementerian Pendidikan Malaysia

SENARAI MATA PELAJARAN TERAS DAN ELEKTIF ALIRAN PENDIDIKAN VOKASIONAL DI SEKOLAH MENENGAH TEKNIK (SMT)

Mata Pelajaran Teras Teknikal:

1. Matematik Gunaan
2. Sains Gunaan
3. ICT Keusahawanan

Mata Pelajaran Elektif Kejuruteraan Mekanikal:

Automotif

1. Automotif Elektrik dan Diesel
2. Automotif Kenderaan

Penyejukan & Penyamanan Udara (PPU)

1. Penyejukan
2. Penyamanan Udara

Kimpalan & Fabrikasi Logam (KFL)

1. Kimpalan

Amalan Bengkel Mesin (ABM)

1. Pemesinan Berkomputer

Mata Pelajaran Elektif Kejuruteraan Elektrikal

Elektrik & Elektronik

1. Prinsip Elektrik dan Elektronik
2. Aplikasi Elektrik dan Elektronik

Mata Pelajaran Elektif Kejuruteraan Awam

Binaan Bangunan

1. Bahan Binaan
2. Teknologi Binaan

Asas Seni Bina

1. Lukisan Seni Bina
2. Grafik

Mata Pelajaran Elektif Sains Pertanian

Hortikultur Hiasan & Lanskap

1. Hortikultur Hiasan dan Lanskap
2. Pengeluaran Tanaman

Pemprosesan Hasil Pertanian

1. Pemprosesan Hasil Pertanian
2. Pengeluaran Ternakan

Mata Pelajaran Elektif Perdagangan

Pengurusan Perniagaan

1. Komputer Perniagaan
2. Perakaunan Perniagaan

SENARAI MATA PELAJARAN TERAS DAN ELEKTIF DI ALIRAN TEKNIKAL II DI SMT

Mata Pelajaran Teras Teknikal II

1. Matematik gunaan
2. Sains Gunaan
3. ICT Keusahawanan
4. Matematik Tambahan

Mata Pelajaran Elektif Teknikal II

Elektif Kejuruteraan Mekanikal

1. Komunikasi Kejuruteraan
2. Teknologi Kejuruteraan Mekanikal

Elektif Kejuruteraan Elektrikal

1. Teknologi Elektrik
2. Sistem Elektronik

Elektif Kejuruteraan Awam

1. Ukur Kejuruteraan
2. Lukisan Teknikal

Pertanian

1. Traktor dan Unit Kuasa
2. Mekanisasi Ladang

Elektif Perdagangan

1. Prinsip Pemasaran

Mata Pelajaran Elektif ERT

Katering

1. Penyediaan Makanan & Minuman
2. Penyediaan Masakan Timur & Barat

Rekaan Fesyen & Membuat Pakaian

1. Membuat Pakaian
2. Asas Mendraf Pola Pakaian

Seni Kecantikan

1. Dandanan Rambut
2. Persoiekan

Asuhan Kanak-kanak

1. Pengajian Perkembangan Kanak-kanak
2. Perkhidmatan Awam Kanak-kanak

Bakeri & Konfeksioneri

1. Roti dan Masakan
2. Patiserie



DEWAN BAHASA DAN PUSTAKA

Alamat Pos: Peti Surat 10803, 50926 Kuala Lumpur, Malaysia
Pejabat: Jalan Dewan Bahasa, 50460 Kuala Lumpur
Tel.: 03-21481011, 21484211, 21481169. Faks.: 03-21447248(Am)
21445727(Bahasa), 21414109(Sastera)
Laman web: <http://www.dbp.gov.my>

ديوان بهاس دان فوستاک

DEWAN BAHASA DAN PUSTAKA
Malaysia

Persatuan Penerbit Buku Malaysia (MABOPA)
No. 306, Blok C,
Glomac Business Centre,
No. 10 Jalan SS 6/1 Kelana Jaya,
47301 **Petaling Jaya**.

Ruj. tuan:

Ruj. kami: DBP/5-1/328 K.5 (76)

Tarikh: 8 Mac 2002
23 Zulhijjah 1422

Tuan,

PENERBITAN NOVEL MELAYU DARI TAHUN 1990 HINGGA 2000

Dengan hormatnya dimaklumkan bahawa Bahagian Kesusasteraan Moden, Jabatan Sastera berusaha mengumpulkan data berkaitan dengan novel Melayu yang diterbitkan oleh penerbit tempatan dari tahun 1990 hingga 2000.

2. Sehubungan dengan itu, sukacita kiranya tuan dapat membekalkan kepada kami senarai/katalog penerbitan tuan sepanjang tempoh waktu itu. Seandainya persatuan tuan tidak menerbitkan senarai/katalog tersebut, kami amat berbesar hati kiranya tuan dapat menyenaraikan nama dan alamat ahli tuan supaya dapat kami terus menghubungi mereka.

3. Jika tuan ada pertanyaan silalah berhubung dengan Encik Tompong @ Abdul Razak Haji Mamat (T.A. Razak H.M) di Bahagian Kesusasteraan Moden, Dewan Bahasa dan Pustaka, 50926 Kuala Lumpur, nombor telefon 21481011 sam. 552 atau telefon bimbit : 012-6674212.

4. Sekianlah sahaja dimaklumkan. Di atas kerjasama tuan sebelum dan sesudahnya, kami mengucapkan ribuan terima kasih.

"BERKHIDMAT UNTUK NEGARA"
"CINTAILAH BAHASA KITA"
"BAHASA JIWA BANGSA"

Yang benar,

(HAJI ABDUL RAHMAN YUSOF)

Ketua Bahagian Kesusasteraan Moden,
b.p. Ketua Pengarah.

s.k: i. Ketua Pengarah
ii. Pengarah Jabatan Sastera

TAR/wam



ACCUC

Asia/Pacific Cultural Centre for UNESCO

Japan Publishers Building, No.6 Fukuromachi, Shinjuku-ku, Tokyo 162-8484, Japan
Telephone: +81-3-3269-4435 Facsimile: +81-3-3269-4510 Cable: ASCULCENTRE TOKYO
E-mail: general@accu.or.jp URL: <http://www.accu.or.jp>

Reference: ASSP02/24

8 March 2002

**Subject: 2002 APPREB Experts Meeting for Consultation on
APPREB Internet Website, Kuala Lumpur, 19-21 February 2002**

Dear Dato' Huan,

We should like to express our deep appreciation and gratitude for your co-operation in the 2002 APPREB Experts for Consultation of APPREB Internet Website held in Kuala Lumpur Malaysia from 19 to 21 February 2002.

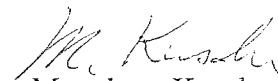
I have been reported by Mr. Yoshimori Suzuki, Director of Book Development and Literacy Promotion Department, Ms. Misako Ohnuki, Director of Book Development Division and Ms. Mariko Sasaki, Programme Specialist of the Division, that the Meeting was a great success.

Mr. Kow Ching Chuan, Secretary, Malaysian Book Publishers Association contributed to the success of the Meeting very much. His comments and suggestions at the Meeting was highly informative and inspired the participants very much.

Based on the constructive suggestions and thoughtful advice gained during the Meeting, ACCU will further implement the programmes in the field of book development and reading promotion.

Thanking you all wholeheartedly once again, my colleagues join me in sending you our warmest regards.

Yours sincerely


Muneharu Kusaba
Director-General

Dato' Ng Tieh Huan
Chairperson, Malaysian Book Publishers Association
306 Block C Glomac Business Centre
No. 10 Jalan SS 6/1 Kelana Jaya 47301 P. Jaya
Selangor
Malaysia

