

**ASSOCIATION OF SUPERANNUATION FUNDS OF PNG INC.
MINUTES OF MEETING NO. 7 OF 2003.**

DATE : Wednesday 3rd December 2003
TIME : 2: 00 pm
VENUE : NASFUND Board Room

1. MEETING OPENED

The Chairman, Mr Chris Hagan opened the meeting at 2.15 pm.

1.1 Members Present:

: Chris Hagan - AON
: Rod Mitchell - NASFUND
: Ian Tarutia - NASFUND
: Erastus Kamburi - NASFUND
: Wayne Smith - POSF
: Richard Sinamoi - CTSL

1.2 In Attendance:

: Philip Holdom - Central Bank
: John Topal - Central Bank
: Benek Beriso - Central Bank

1.3 Apologies:

: Mathew Awari

2. QUORUM

The Chairman advised that there was a quorum present for the Meeting as the Constitution allows four (4) members as a quorum for the Meeting.

3. MINUTES OF THE 6th MEETING OF 7th OCTOBER 2003.

3.1 Rod Mitchell requested that in relation to item 7.1 the last two bullet points relating to the launch of the ASF website and preparation of ASF Quarterly Report be deleted as he did not advise the members of those matters.

3.2 In relation to item 7.3.1 the reference to Greg Taylor was deleted as an incorrect reference. It should read as Philip Holdom.

3.3 In relation to item 7.3.2 Philip Holdom will obtain a copy of the proposed Regulation to the Act and forward it to the Secretary in order for it to be circulated to the members of the Association.

- 3.4 In relation to item 7.3.3 Wayne Smith requested that there should be strict compliance with membership subscription and the right to attend and vote and proxy forms should be issued in accordance with the Rules of the Association. The Secretary will comply with this commencing next meeting.
- 3.5 It was resolved that the Minutes of the 6th Meeting of 7th October 2003 as amended be accepted.

Motion moved by Chris Hagan and seconded by Ian Tarutia. All in favour.

2 MEDIA PLAN & STRATEGY FOR EDUCATION CAMPAIGN

- 2.1 Ellison Pidik produced a File Note of the meeting held on the 22nd October 2003 between selected members of the ASF and the Central Bank to formulate a draft matrix of the Media Plan & Strategy for the Education Campaign.
- 2.2 The Meeting resolved the following:-
- A further meeting would be convened to decide which members of the ASF would undertake tasks identified in the draft matrix
 - Stephen Brown would coordinate the flow of information between ASFPNG/Industry/Central Bank and PNG Media Council.
 - Treasury will identify additional funding from the Government Financial Sector Reform Program to fund the project.
 - Stephen Brown to re-circulate the Draft Matrix to members for comments
 - Members of ASFPNG to provide comments back to Stephen before next meeting on the 27th October
 - Next Meeting to resolve the following:-
 - (i) Identify key messages to enable PNGMC to design a strategic plan;
 - (ii) Agree and settle on a budgetary options depending on (i) above; and
 - (iii) Identify key persons to attend meetings with the PNGMC
- 2.3 Members have not made any comments and appear to be showing no interest at all. Central Bank's comments were sent to Stephen Brown but have not received any response.
- 2.4 Central Bank must take the lead in the campaign particularly in relation to the aspects of the Act which is likely to draw adverse and negative response from the contributors (ie, unemployment withdrawals, etc) and the ASF will follow with its respective programs.
- 2.5 It was **resolved** that:-
- Central Bank will fund and publish an advertisement in the print media concerning changes to the Act in relation to taxation, etc.
 - Central Bank to circulate the proposed text to the ASFPNG members for its comments before publication.

- All the Authorized Superannuation Funds to contribute and publish a supplement in May 2004.

Motion moved by Rod Mitchell and seconded by Chris Hagan. All in favour.

3 **PROPOSED AMENDMENT TO SUPERANNUATION ACT**

3.1 Mr. Leon Buskens in the last meeting circulated a proposal recommending amendments to the Act in relation to:-

- Power to sue and recover defaults; and
- Life and invalidity insurance; and
- Procedure where no nominee

and it was then resolved that Mr. Buskens would circulate the proposal to the members of the ASFPNG and the matter be placed on the agenda for discussion during this meeting.

3.2 Mr. Wayne Smith was not aware of this agenda.

3.3 It was **resolved** that:-

- This agenda be deferred again to the next meeting for discussion; and
- Copies of the submission be circulated to the members of the ASFPNG.

Motion moved by Wayne Smith and seconded by Ian Tarutia. All in favour.

4 **BRIEF ON THE ASFA COURSE**

4.1 Ellison Pidik produced a summary of the matters arising from the training session inclusive of the Central Banks comments to those matters.

4.2 The members noted the Central Banks comments in relation to the following:-

- Education (School Fees) as a benefit under the Act
- Securities Commission
Central Bank to raise with Securities Commission the issue of insider trading and report to the ASFPNG
- Policy Development - Treasury & Role of Task Force
- Role and Relationship between Trustee and Investment Manager
- Measuring Performance of Investment Managers
To introduce Management Expense Ratio as one form of measuring performance.
- Clarification of Master Trust
- Public Education

- Trustee Directors Training
To liase with Institute of Directors to organize a separate training.
- BPNG Supervision
Central Bank circulated the proposed Trustee Audit Structure and advised that it is still working on the Draft Returns and Reporting Format
- Amendment to Training Notes

4.3 Matters arising from the brief have all been deferred to the next meeting for discussion.

4.4 The members noted the report as presented.

5. ANY OTHER MATTERS

5.1 Housing Committee

It was **resolved** that:-

- The Committee must report immediately to the members by circulating its report by email to all members.
- All reports and proposals of the Committee must first come before the ASFPNG for endorsement before it is submitted to the Central Bank.
- Committee to furnish its Report to the Secretary by 12th December 2003 for distribution to the members.

5.2 Licensing Fees

The members expressed the need to know the amount of the licensing fees.
The Central Bank advised that the invoices for the licensing fees will be issued by an Accounting Firm soon.

6. CLOSE OF MEETING

There been no further matters the Chairman closed the meeting at 3: 50 pm.

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CHRIS HAGAN
Chairman

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ROD MITCHELL
Secretary/Public Officer