

**Minutes of 3<sup>rd</sup> Meeting**  
**IEEE Power & Energy Society, Singapore Chapter**  
**2019 Committee**

Date: 29 August 2019  
Time: 7pm-9pm  
Venue: Pavilion Banana Leaf, Jurong Point, Singapore 648886

**Present:**

Dr. Naayagi Ramasamy (NR) – Chairperson  
Dr. Anurag Sharma (AS) – Vice Chairperson  
Dr. Dhivya Sampath Kumar (DSK) – Honorary Secretary  
Dr. Kuan Tak Tan (KTT) – Honorary Treasurer  
Mr. B.M.S. Muhammad Ramadan (MR) – Member  
Dr. Yan Xu (YX) – Member  
Mr. Tan Teck Lee (TTL) – Member  
Dr. Deepak Waikar (DW) – Member

**Absent with apology**

Dr. Kwan Kian Hoong (KKH) – Member  
Dr. Rahul Mehta (RM) – Member  
Mr. Seow Kang Seng (SKS) – Member  
Dr. Dipti Srinivasan (DS) – Member  
Dr. Rajnish Gupta (RG) – Member  
Mr. Teh Gek Huat (TGH) – Member

No.	Items	Action By
1.	<b>Chairperson's Report and Updates</b>	
1.1	The finance profit issue of ISGT Asia 2018 was discussed with IEEE HQ and the profit request was denied since it was less than the cutoff margin of 20,000\$.	Info
2	<b>Technical Activities</b>	
2.1	1 day workshop to be organized and presented by DW and co-sponsored by PES SG Chapter. Venue of the workshop: NewRIIS (600\$/day). Food Expenses: To limit within 200\$. The profit generated was decided to be shared with PES chapter and DW	DW, Info

	equally. The course fee for the workshop was decided to be 40\$/pax and the committee decided to call off the event if the number of registrations are very low. Structure and details of the workshop to be designed and advertised by DW.	
2.2	Smart Cities PES workshop proposal: The proposal to conduct this International workshop was discussed with the section and the section has offered financial support and also willing to participate in the organizing committee. It was decided that the chapter will work with the section and will form a working committee and organize the event early next year.	NR, All
2.3	2020/2021 IEEE International Smart Citifies Conference: Due to limited time, it was decided that the Chapter will submit the proposal for year 2021 and not for 2020.	Info
2.4	A technical seminar by Dr. CC Chu (Taiwan) to be organized by YX in the month of October.	YX
2.5	A technical seminar by Dr. Amir to be organized by DS and DSK in the month of October.	DS, DSK
2.6	A half-day workshop by Dr. Wilsun Xu to be organized by YX in the month of February.	YX
2.7	It was decided by the committee to offer in-kind support to NTU Student Chapter for organizing Hackathon event.	Info
2.8	To conduct more technical activities this year	All
3	<b>Social Activities</b>	
3.1	Annual Dinner was proposed to be conducted in November 2019. In order to cut down the expenses, it was decided that the accompanying people of the PES members will be charged 20\$ to attend the dinner.	TTL
4	<b>Awards</b>	
4.1	Mr. Kang Seng Seow has received the outstanding Volunteer Award and this news will be celebrated in the Annual Dinner event 2019.	Info
5	<b>Web matters</b>	
5.1	MR and DSK will continue to update the website and Vtools	MR, DSK

5.2	Facebook Admin Team: <a href="https://www.facebook.com/IEEE-Power-Energy-Society-Singapore-Chapter-901877969933499/">https://www.facebook.com/IEEE-Power-Energy-Society-Singapore-Chapter-901877969933499/</a>	AS, DSK
6	<b>Student Activities</b>  More student activities to be conducted this year	All
7	<b>AOB</b>	
7.1	Chapter Operations manual has been updated by NR, DS and TL. TTL will now review the manual and update.	TTL
7.2	2 hour workshops to be conducted for undergraduate students in Newcastle and SIT. To discuss MOU with the respective Universities.	NR, AS
<b>Recorded by: DSK</b> <b>Vetted by: NR</b>		