

Interim
Report
(As at 29 Nov 2001)

33rd Rotary International
District 3300

Interact Conference 2001



Date
10th to 12th November 2001

Venue
Politeknik Shah Alam
Selangor

Host Club
Rotary Club of Pantai Valley



Dedication

This report is dedicated to the unsung
heroes.

The spouses and partners of Rotarians who
have selflessly volunteered

This project would not take the same meaning,
without their support

And of course, the dear gift of life that God
has blessed Corinne and I with, in the
process of the writing of this report



Message from DG Special Advisor

Chairman & Members

Organising Committee of District Interact Conference 2001-02

Congratulations for a very successful District Interact Conference. It was both an inspiration to and a pleasure for me, as the District Governor's Special Advisor, to work with such a dedicated group of Rotarians, all fully committed to a successful annual conference for the Interactors of District 3300.

The task of organising any major district event is never easy. Organising a conference for one thousand Interactors is doubly difficult. Having to put together a meaningful programme, provide adequate supervision, offer affordable registration fee and a host of other factors make the organising of such an event a real challenge. The manner in which the Rotary Club of Pantai Valley Rotarians rose to the occasion is highly commendable.

The sacrifices each member of the committee made to ensure the Interactors not only benefited from but also enjoyed IC2001 demonstrate your commitment to the year's theme of Mankind Is Our Business. Syabas!

Yours in Rotary

David K C Ho

Past District Governor

DG's Special Advisor to IC2001

Message from District Interact Chairman

To All the Rotarians who have Committed themselves in Organising the IC2001

Frequently we begin a project with the best intention of complete commitment and fulfilment. Then things get in the way, and suddenly we are no longer on the path of our original intentions. Deciding to commit is easy, the difficulty lies in living up to a commitment and this difficulty may actually cause some people to become sceptical and avoid any commitment. As a leader, you will find it hard to make anything happen without true personal commitment. The people who can help you make things happen may sense when you are committed. With true commitment, the earth moves. Opportunities present themselves when you least expect them. You will find that people are willing to work with you, even if they are not consciously aware they are doing it. Making true personal commitment with a resolution to see it through is one of the foundations of leadership excellence.

I was reading the above statement by Donald Luce in his book, "Time Out Leadership" and thought how true the Commitment by so many of us when undertaking the IC2001 project has indeed built the foundation of leadership excellence in many of you.

On behalf of the District Interact Committee I wish to place on record the appreciation to all of you who have contributed in no small way to make the 909 Interactors benefit from the recently concluded Conference. I am sure most of them enjoyed themselves, made many new friends who will hopefully be part of their own network of contacts which may prove useful in their future, learn humility, having to rough it out with friends sharing basic and uncomfortable amenities, and perhaps some of the speakers had touched their lives in some special ways. We are aware many are not too happy with the strict rules and regulations, and the disciplinary actions and words of wisdom which they will not appreciate then.

Thanks and many thanks for your sacrifice, contribution of time, hard work, team spirit, responsibility and above all your Commitment.

"Gratitude is the fairest blossom which springs from the soul."

~ Henry Ward Beecer.

PP C.K.Chong

Message from District Service to New Generations Chairperson

The Interact Conference 2001 was indeed the most challenging event of the Rotary Club of Pantai Valley. The organizing of this event has brought many of the club members together. The results and success of the conference is evidenced by the almost 1,000 school children who participated in all the activities lined up for them. No doubt there were hiccups and groans when not everyone can be pleased, but by and large, for this year, this is the most successful and largest event of District 3300 to-date.

The Organising Committee (of which I am proud to be associated as the Program Chairman) has truly put in tremendous efforts in terms of time, finances and physical leg-work as soon as we were notified that we were privileged to be appointed the organizing club for this event. Brainstorming for a satisfactory theme to identify the needs of today's children, we concluded that "Facing Up To New Challenges" would express what we would try to achieve in this conference.

The cohesiveness of working together with our Partners-in-Service, the Rotaractors was indeed an enriching experience not to be missed. The Rotaractors were indeed in every way our Partners in Service going through sleepless nights and night patrolling with us. A big thank you to you!

Of course our most important people are the Interactors themselves. They have made us younger by far! At least, they started off by addressing me as "Madam" the first day and ended up by addressing me "Sister" the third day! The speakers related well to the Interactors and we all learned from each other in many ways. We hoped the Interactors are able to take home with them what they have learned and share with their friends who are unable to join them. We hoped they have made many new friends along the way and have fond memories of the event.

Last but not least, many thanks to the organizing committee and the Rotary Club of Pantai Valley who has made us proud to be members of this wonderful club. Now that we have organized this big event, we know we can handle anything and to ensure that **MANKIND IS OUR BUSINESS.**

Yours in Rotary Service,
PP Esther Tan

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1 Executive Summary/ Overview of Conference

This is a report of a Rotary District 3300 Project, the Interact Conference 2001.

The event, hosted by the Rotary Club of Pantai Valley was held from the 10-12 of November 2001, involving more than 1,000 Interactors, Rotarians, and Volunteers.

This report is prepared by the Secretary of the Organising Committee.

The achievement of the conference, celebrates and recognizes the many capabilities and achievements of Rotarians who have put their collective efforts for a worthy District Project, in the Interact Conference 2001.

With this report, these successes need to be documented, as a courtesy and duty to the many stakeholders (investors) who have spend their valuable time, resources and good-will in society for a higher cause.

We believe that with good facts and documentation, the ancillary benefits of a report would be to assist the next "trustees" of the interact conference to improve on our performance.

It is the organising committee's believe that our duty has been fulfilled, in good faith with the Rotary spirit.

~ Rtn Michael Foong
[Organising Secretary]

2 Objective of Report (Scope & Limitation)

Intention of Report

This report will provide a comprehensive summary of facts on organizational plans, execution and resources employed in the conference

Scope of Report

This report covers activities of the organising committee, and the Rotarians directly involved in this project. The project is reported as at 1 December 2001 and assumes no material changes in facts in the preceding months.

What it does not include

It is not intended to discuss side issues or results from the meeting of district officers.

Format of Reporting

Each sub-section of the conference is reported by their respective person-in-charge. The format in which it has been reported as been kept largely intact and predominantly unedited to preserve the message and the way in which it has been intended to be reported.

Based on request by senior Rotarians, the typeface of this report has been selected at Tahoma, Size 12. This is done to facilitate their reading vision.

3 Organising Chairman Report

Dated 26th November 2001

REPORT BY

Rtn. Yong Chee Kong / Organising Chairman

At the fourth and final club assembly of the Rotary Club of Pantai Valley for RI 2000 – 2001 held on 18th June 2001 it was mooted that our club be the organising club for the annual Interact Conference for our District 3300 for the year 2001- 2002. In fact, our club was invited by RI District 3300 District Governor Dr. Low Teong to host and organize the Interact Conference 2001 (IC2001).

Our members were very enthusiastic and supportive of the club's aspiration to participate in this Rotary programme and project at the district level. The organising of the IC2001 would come under the purview of the New Generations Avenue of Service of our club in which I am the Director. After my arduous discussion with in-coming President Lawrence Tan and with his blessings and inspiring support our first step towards this testimonial project by our club for District 3300 would be to invite our capable, positive and very necessary members to be pro-tem committee members from the early stage and beyond.

At its honeymoon month itself the newly installed Board of Directors for the Rotary Club of Pantai Valley for RI 2001 – 2002 in the first meeting of the Board held on 8th July 2001 at the Royal Selangor Club, gave its approval and fully supported the call for our club to be the organiser of IC2001.

The members of our club constitute the main committee and the 21 sub-committees. (Please refer to the appendix for the main committee, sub-committees and advisors). All our members gave their enthusiastic support to this event and never before have so many members volunteered and agreed to participate actively in a project by our club. All of our members were drafted into one committee or another in facing the challenges ahead of the monumental task of organising IC2001.

On the first week of July 2001 itself the secretariat was set up at the Organising Chairman's (OC) office with separate phone lines, fax lines and email address at interactconference2001@yahoo.com. At the same time, Interact Conference mailing list group site at interactconference2001@yahoogroups.com for the members was also set up.

On 8th July 2001, we obtained verbal confirmation from Politeknik Shah Alam (PSA) for the use of their premises for hosting IC2001 and on 17th July 2001 we received a written confirmation from PSA and the suitable dates for the conference were on 10th to 12th November 2001.

PSA was the only premises available out of the many universities, polytechnics and schools that we have called in our attempt to secure a venue for IC2001. The other venues were unsuitable for one reason or another in that classes were in session, hostel facilities could not accommodate over a thousand participants and lacking of other conference facilities.

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Thereafter, numerous meetings were held between our committees with the PSA officials. The noted few were, among others, the first meeting held on Tuesday, 7th August 2001 where 13 of our members took time off from work to attend the said meeting. The last meeting was held on Friday, 26th October 2001, which was attended, by 15 of our members. The Principal was commendable of our efforts and the contents in our programme for IC2001.

By 12th July 2001 the first draft programme was already drawn up and at the end of the exercise, a total of 9 drafts and one final programme were drawn up. Great toil and effort were put into this aspect of IC2001 in endeavouring to organise a good leadership training conference for the benefit of the Interactors.

The Board of Directors in further demonstrating their support had at their second board meeting held on 6th August 2001 at Chakri Palace, Kuala Lumpur Golf and Country Club agreed to advance to the District Interact Conference 2001 Committee a sum of RM2, 000-00 as initial operating costs.

The web site www.interactor3300.org was on the drawing board by 11th August 2001 for the purpose that all are informed about the event and allowing many questions relating to the event to be answered.

By 13th August 2001 all registration forms were sent out to all clubs in the District. The closing date for registration was set on 10th October 2001. However, District policy requires the registration to be kept open until the very first day of the conference itself.

Thereafter, some aspects of the sub-committees' functions were drawn up and were made available to the sub-committees for their perusal and further action.

In the months of September 2001 and October 2001 great effort was made in the areas of securing sponsorship, registration of participants, invitation to potential speakers and guest of honour for the opening ceremony of the conference.

We managed to secure some fantastic contribution towards the IC2001 notably; the MAS returned air ticket from KL to Perth for the grand prize winner in the lucky draw by the participants who registered early. Among the corporate sponsors, one major sponsor was Pioneer Sun-Mix Concrete Sdn. Bhd. who donated RM10, 000-00. We also note many of our members have donated generously in cash, advertisements and registration fees in IC2001.

Numerous attempts were made to invite a VIP to attend the conference as the guest of honour and finally on 28th October 2001 the secretariat received a letter from the Ministry of Primary Industries confirming that the Honourable Minister of Primary Industries Yang Berhormat Dato' Seri Dr Lim Keng Yaik had accepted our invitation to officiate the opening ceremony of the IC2001 on 10th November 2001 at 3.00 pm at the PSA.

The last 2 weeks in the month of October 2001 and November 2001 was filled with activities with the collection of sponsorship items from sponsors in Klang valley, the packing of the conference kit and more calls and contacts were made with clubs in the district to boost up the registration of the participants. There was more frequent liaising with the PSA officials, finalising of the arrangement for the musical "kompang" group from Sekolah Kebangsaan Taman Midah 1 to perform on the opening ceremony of IC2001 and

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reviewing, clarifying and briefing of all aspect of the sub-committees' functions. It is important to note that in the run up to the conference many of our members came together and work hard and participated actively to ensure a smooth conduct of the activities during the conference.

The actual running of the IC2001 from 10th to 12th November 2001 was very challenging and demanding. Many of our members, Rotaractors and volunteers went with little or without any sleep for two nights and it was all a lot of hard work. The organising of IC2001 also found us working well with our partners in service, the Rotaractors who are indeed a great help to us during the 3 days of the conference.

It is also pertinent to note that from the beginning the main committee, sub-committee members and advisors met almost every week (apart from the club weekly meetings) in order to plan and to carry out the actions required in organising the IC2001.

Rtn. Yong Chee Kong

Organising Chairman

33rd Rotary International District 3300

Interact Conference 2001

4 Venue / Conference Logistics

[Reported by: PP Looi Ming Foo]

My area or scope was Conference Facilities. This area involves ensuring all facilities required for the conference are available and remain so during the course of the conference. The main areas here are:

Venue: i.e. main and lecture hall/rooms, registration area, accommodation area, dining area, secretariat area, etc.

A.V. and communication facilities.

Exhibition facilities

Lecture facilities and stationery - marker pens, OHP transparencies, flip charts, etc.

Besides the above, I also covered anything or everything which was required for the conference which was not covered by anyone else.

Credit for providing excellent service in this area must go to Mr. Tung C.K., Che Ma, En. Hazrai, and Mr. Gana and staff and student volunteers of Politeknik Shah Alam. They have ensured all the required facilities were put in place before and during the conference.

Of course, members of RCPV have invariably assisted to ensure that things went smoothly. For eg. Rtn Suki on her own initiative ensured that drinking water was available for the speakers during the breakout sessions. PP C.K. helped by arranging for the loan of the photocopier and walkie-talkies.

Rtn. Ian Homer and PP Mohamad allowed me to use their computer notebooks (for producing the certificates of appreciation). Actually, everyone helped in their own way - this is poetry in motion.

There were of course some hitches along the way. One of these was that the directional signs were insufficient and not prominently displayed. Last minute rectification of this - at least for the lecture halls were done by the staff of Politeknik Shah Alam. Another was that the lecture halls were not opened on time for the breakout sessions. But, En. Hazrai saved the day here - he had to even force open one of the lecture room doors (I suppose the key could not be found), with the help of PE Andy Rengasamy.

Complaints were noted about the poor accommodation and washroom facilities and the almost unbearable heat at the main hall. I think one point that should be taken into consideration for future conferences would be to ensure that meeting, lecture halls, etc.

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should at least be air-conditioned. This is a definite pre-requisite as the heat stifles active participation.

Overall, I think most things went on smoothly.

The one area which was included as part of my area of responsibility when it was changed from Conference Facilities to Logistics, was Transport. This area was very ably handled by PP Sathi and his team who ensured all participants arrived and left the conference venue "in one piece". I am sure you have received the report from PP Sathi in his email recently.

Finally, I would like to place on record my appreciation and admiration of the way Rtn Michael Foong, handled everything for the conference.

Thanks and best regards,
Rtn Looi

5 Organising Committee

[Reported by: Rtn Michael Foong]

The Rotarians in the committee are as listed in **Appendix B: Organising Committee** on Page 37.

6 Registration Participation and Attendance

[Reported by: Rtn Lee Suk Fan]

Sub-Committee Name - Registration Department

Chairperson:
Rtn Lee Suk Fan

Pre-Registration :
Rtn. Ian Homer, Rtn.Michael Foong and Ms. Sally Mak

Registration Day Assisted by:
Rtns. Wong Loo Min, Rtn.James Ooi, Rtn.Ang Peng Hoe, Rtn.Sarah Foo, Rtn.Ian Homer, Rtn.Keng Choo, Rtn.Sherene Bon (Cheras), Rtn.Tony Maran (Sentul), 2 other Rtns from RCLD and 4 Interactors from Sekolah Sri Cempaka

6.1 Responsibility / Scope of Work of Sub-Committee

□ Pre-Conference:

To set up a *problem free* registration system from promotion stage to final certificate presentation, including the setting up of a registration database to capture all the relevant information required by the Main Committee, promotion and marketing for maximum participation, collection of fees, liaising with the Presidents and New Generation Directors of all the Rotary Clubs and communicating with the other sub-committees to ensure a smooth conference.

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□ Conference Day - Registration:

To draw up a list of all Registrants and set up 4 Registration booths to register and sign in all the Interactors who hold Confirmation Slips and hand out the Conference kits, before assigning them to the Accommodation Dept. A Help Desk was set up to register late applicants and to assist all the Interactors who have problems with their registration etc.

6.2 Summary of Duties Performed:

- 1) Arrange for printing of Registration Form
- 2) Send out 10 copies Registration Forms per Interact Club to the sponsoring Rotary Club President
- 3) Call Rotary Club Presidents and New Generation Directors to ensure safe receipt of Registration Forms sent out
- 4) Answer all telephone queries and clarifications from Interactors, School Principals, Teacher and Rotarian Advisers, Parents, and Rotarians
- 5) Key in all registrants' information into database and assign Registration Nos. and random assign Group Nos.
- 6) Issue and send out receipts and confirmation slips
- 7) Prepare Identity Name Tags
- 8) Send out periodical updates on attendance to relevant sub-coms
- 9) Prepare list of all Registrants
- 10) Set up Registration booths on Conference Day, brief and assign duties to all assistants
- 11) Attend to all late registrations and problems relating to non-conformation of procedures
- 12) Collection of shortfalls and non-payments
- 13) Issuance of Conference Kits
- 14) Prepare and present Certificate of Attendance to all participants
- 15) Coordinate with Accommodation Dept to tally with number

6.3 Notable Issues:

- a) The 141 late or on the spot registrants were the main cause of the problems jamming the Help Desk. Many of them received the forms very late and had to rush to obtain the signed approval by their parents, principals and presidents.
- b) About 40 registrants came as replacement to those who had registered earlier, thus the need to re-register them.
- c) 20 Interactors did not bring along the Indemnity Form and calls had to be made to their parents to obtain their consent for their children's participation.
- d) We were not able to verify the Interactors' identity owing to the lack of time and the sudden influx at the Registration counters. There were some 50 Interactors who arrived at 5.00 am whereas the Registration booths were only opened from 9.30 am onwards.

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- e) The queuing system was weak and caused a huge jam at the waiting area. Much of this could have been avoided if there were sufficient volunteers arriving before 8.30am
- f) While Nametags and Certificate of Attendance were pre-printed for 800 participants, we could not be print *on the spot* for the late registrants.
- g) Communication with the Accommodation Dept was weak, thus it was difficult to verify whether the Interactors who signed in had stayed back for the Conference. However after tallying with the records from the Accommodation Dept. later, it was found that there were some missing Interactors, whom we had to treat as absent. Grouping of Interactors for room accommodation slowed down registration process and caused initial confusion.
- h) 6 Rotary Clubs had sent in 47 Interactors without payment. The breakdown is as follows:

RC Shah Alam	1	RM 60 (Interactor paid RM 60)
RC Kamunting	4	RM 400 ¹
RC Klang	9	RM 1,080 (Cheque short of one signature)
RC Petaling Jaya	13	RM 1,560 (additional late registrants)
RC KL DiRaja	16	RM 1,920 (late registrants)
RC Seremban	4	RM 480 (late registrants)

Total to collect **RM 5,500**²

- i) Poor co-operation and assistance from several Rotary Clubs had deprived many Interactors from attending the Conference. Delay and communication problems were other factors which had affected the late registration by many Interactors.
- j) Transportation problems by out-station Interactors could have been avoided if Rotary Clubs could assist by arranging Group travel. Last minute travelling arrangement had hindered many from attending.
- k) Inadequate facilities such as a computer, soft boards and power points at the Politeknik delayed registration process.

6.4 Registration Statistics

Total number of Interactors registered	909 (incl 2 from District 3310)
Total Male	323 (15 absent)
Total Female	544 (27 absent) (incl. 5 teacher advisers)
Total Registrants one week before Conference	768
Total Late Registrants	141

¹ DG Low Teong sponsors RM100 each . Balance RM80 paid by the Interactors

² As at 21 November 2001

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Interact Club that sent in highest number	SMK Assunta P.J. with 52 registrants
Total No. of Interact Clubs represented	124
Rotary Club that sent in highest number registrants	Rotary Club of Klang (116)

6.5 Recommendations:

All Rotary Clubs must co-operate to communicate with and provide assistance to the Interact Clubs and ensure all registration forms are sent in before the deadline.

For out-station registrants, Group Travel arrangement should be encouraged.

The District should have a database of all Interact Clubs for better and more effective communication directly between the Organiser and the School Principals / Teacher Advisers / Interact Club Presidents.

A Special Recognition for the extra-ordinary service rendered by Rtn. Ian Homer for constructing the database and helping out with the many late registrants. Also to Rtn. Michael Foong for designing the Registration Form and website, and his words of encouragement.

7 Interact Conference Website

www.interact3300.org

[Reported by: Rtn Michael Foong]

The conference website was proposed and execute within a 2 week timeframe in Week 1 of August 2001.

The intention of the website is to disseminate conference information and make available the registration forms on a timely manner.

It was also important that the site was not merely a static page (electronic brochure", and as such had to contain information which was detailed and relevant in a timely manner

My responsibility in this area was to manage the content and layout.

This effort was possible through the support of the respective sub-committees, who submitted their content on a regular basis.

The domain name of www.interact3300.org was bought to facilitate this project.

Special thanks are to be extended to Rtn Ian Homer for securing the services of a professional team to manage the technical aspects of the website. The committee also

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recognizes the efforts of En Syahnaz Ali for the technical web design. The website technical team was sponsored by Inet Solutions Sdn Bhd.

Since no available sponsor was forthcoming for hosting services, the site is hosted within *Tripod* free site services. Given the financial limitation and the short duration of the requirement, this was found to be a cost effective solution.

Samples of the website screenshots are available at *Appendix H: Screen Shots of IC2001 Conference Website*.

Many Interactors benefited from being able to directly check on to the site for Interact Conference Information, without being reliant on their Rotary sponsor clubs as a means of communication.

Through this site, visitors are able to (on their own) print the registration forms, programs, exhibition forms, transportation instructions, etc.

Promotion of this website was enabled via referred to *The Star* (Youth Section), 3 weeks prior to the event. In addition, the site was promoted in Malaysia's largest web portal (www.catcha.com.my) for the 5 weeks leading up to the event on the front page.

From these activities and the feedback given, the main benefactors of the website were in fact the Interactors and their parents.

Regrettably the large number of Rotarians from the District did not go to the site, and resorted to phoning us directly. From the phone calls and emails directly received, Rotarians were unnecessarily upset at not being updated with conference information, while in fact the committee had been diligently expending resources to update the site on a weekly basis for 3 months.

Given the circumstances and budget, the website has achieved its objectives of the organizing committee by making available conference material directly to the Interactors in a timely manner.

8 Meals and Mess Facilities

[Reported by: Rtn Suki]

Report not available at time of printing.

9 Accommodation

Report not available at time of printing.

10 Conference Kit / Material

[Reported by Rtn Yeow Ai Lin]

Responsibility:

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- 1) To secure the best value for the money conference kits.
- 2) To pack gifts for participants into the conference kits.

Duties Performed:

Gifts were packed by Rotarians

Notable Issues:

The order for the conference kits was put in late. We had to do the packing over two sessions instead of one.

Recommendations: Timeliness

11 Souvenir Program

[Reported by Rtn Micheal Lim]

11.1 Scope of Work

Originally the task of this committee was to raise funds for the financing of the IC 2001 by way of advertisements. However, with the passing of time, it became apparent that the scope had to be extended to include not only advertisers but also well-wishes who had contributed money, goods and effort to ensure the success of the conference. Therefore, we had attempted to include and acknowledge all those who had done so.

11.2 Significant Volunteers

Of the many who assisted this committee in its effort, we would like to thank firstly Metro More Creative Sdn. Bhd. for the free artwork, which would otherwise have considerably depleted our funds. We would suggest that some certificate of appreciation be given to this unsung contributor and to be awarded at one of our club meetings.

Of the Rotarians, we would like to thank everybody for their assistance. However, we would like to single out Rotarians Sarah Foo, Irene Lim, Yong Chee Kong and Yeow Ai Lin for particular mention. Thanks a bunch!

11.3 Issues Faced/Solutions

One of the main issues faced was time (or rather, the lack of it). This committee was formed just about 1-1 ½ months prior to the conference, perhaps as an afterthought. As a result, there was a considerable rush to procure advertisements, going to the printers, getting to the artwork etc. This has resulted in some sloppy and silly mistakes made on the souvenir programme for which this committee takes all responsibility and sincerely apologises for. Having said that, we have learnt that in matters such as these, more time should be given.

The other issue is the lateness of some parties in furnishing their messages and artwork/films. Some of the advertisers did not even provide any film which resulted in this committee having to incur additional costs and time in obtaining the same. In some

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instances, we had no alternative but to scan the e-mailed/photostated artwork which did not come out as clearly as we would like on the completed work.

11.4 Summary/Lessons Learned

Besides what has already been stated above, we had encountered complaints from certain parties that the advertisements printed were not up to par (or to quote from the horse's mouth, "unprofessional"). In addition, the main committee was also put to task for not recognising certain contributors/advertisers sufficiently.

Under the circumstances, we would suggest that in all future fund raising efforts, the contributors/advertisers ought to be adequately put on notice that their support is given in the spirit of Rotary, ie. by way of service to the community without any thought to personal or corporate gain. This observation is as a result of this committee having been informed that the said contributors/advertisers were participating with the intention that some gains be made. This committee feels that such motives are in direct contravention with the stated purposes of Rotary.

12 Exhibition

[Reported by: Reported by Karen Loh]

Introduction

Set up of the Exhibition:

During the Conference, the Sub-committee had organized for exhibition in 2 category, one category being an exhibition of Interact Clubs projects per school and the other as non-Interact Exhibition.

The participation of Interact Clubs for the Exhibition was made via a form sent to each club for registration of their intention to participate. They were invited to put up exhibition of their past projects which requires them to design the layout of their presentation. This requirement was a criteria for the competition organized for the best exhibition by any interact club.

The non-Interact Exhibition was arranged for colleges and other corporation to set up a stall. Non-government organization were invited to participate as well.

12.1 Members:

The Sub-committee consisted of Rotarian Karen Loh and Rotarian Toh Seng Teck.

12.2 Participation

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12.2.1 Interact Clubs

12 schools had confirmed their participation. However only 9 schools came prepared to put up their exhibits. The winners – 1st – 3rd prize were selected based on the creativity and the layout of their exhibits. The written caption on their club project was another criteria. The 1st prize winner was SMK Seafield Interact Club, 2nd placing went to SMK Raja Zarina Interact Club and third placing was shared by SM Confusius and SMK Bandaraya. RM300, RM200 and RM100 were given to the winners respectively.

12.2.2 Non-Interactor Exhibition

The Non-Interact Exhibition were participated by :

1. Informatics College,
2. Cosmopoint Institute of Information Technology
3. Hardknocks Factory Sdn Bhd
4. Pizza Station Global Holdings Sdn Bhd
5. Rotaract Club
6. Yayasan Salam Malaysia

The colleges which participated in the Exhibition came with banners and posters together with brochures of their courses.

Yayasan Salam Malaysia brought along posters of community services works which can be carried out by the public giving an insight knowledge to the Interactors for them to learn more about community services work.

Interestingly, Pizza Station Global Holdings Sdn Bhd participated to bring about IT ideas on marketing strategy and e-marketing.

Hardknocks Factory Sdn Bhd being the publishing company for "Dare to Fail" books participated to provide more ideas of leadership qualities and confidence in line with the objective of the Conference.

The district Rotaractors put up an exhibition for Interactors to look into the prospect of joining Rotaract clubs upon qualifying age of membership as Rotaractors.

12.3 Finances

To accommodate the cost and expenses, the sub-committee requested for sponsorship from the Non-Interact Exhibitors. The following are confirmed to be given by:

- | | |
|---|--------|
| a. Informatics College | RM 800 |
| b. Cosmopoint Institute of Information Technology | RM 500 |

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c. Hardknocks Factory Sdn Bhd	RM 500
d. Pizza Station Global Holdings Sdn Bhd	RM 500
e. Rotaract Club	RM 32

Total Finances **RM 2,332.00**

Informatics College, Hardknocks Factory Sdn Bhd and Pizza Station Global Holdings Sdn Bhd were given a one page advertisement in the program book of the Conference.

12.4 Cost And Expenses

Each table which was used to set up the stalls for the Non-Interact Exhibition is RM2.00. A total of 20 tables were used.

Each exhibition panel which was used to put exhibition is RM30 each. A total of 10 exhibition panel were used by Non-Interact Exhibitors and another 9 boards were used by the Interact Clubs.

Cost of tables (RM2 X 20)	RM 40
Cost of panels (RM19X30)	RM 570
Prizes for winners	RM 600

Total Cost **RM 1,210**

13 Transport

[Reported by Rtn Sathivellu]

Transportation Committee

Chairman : PP Sathi
Members : PE Andy Rengasamy
 : PP Looi
 : Rtn Prabhakaran
 : Rtn KC Tang
Volunteers : Rtn Toh Seng Teck
 : Pres. Lawrence Tan
 : Rtn Peter Ng
 : Rtn Santhirasegeran
 : Rotary Ann Shanti (PE Andy)

13.1 Responsibility / Scope of Work

The primary responsibility of this Committee was to come up with the arrangements to get the Interactors to the conference venue and back..

The Committee charted out the most convenient route that could be used to transport the Interactors who came into Kuala Lumpur from the different states using public mode of transportation, to the Conference venue at Politeknik Shah Alam. On the last day of the Conference, arrangements had to be made to transport the Interactors from the Politeknik back to their respective train and bus terminals on time for their return journey home.

It was decided that those Interactors who were using their own transport i.e. chartered buses, vans or those sent by parents, would make their way directly to the Politeknik grounds.

The budget for the work of this sub-Committee was small as it was just to cover the cost charged by the Politeknik for the use of its buses to transport the Interactors between the Batu Tiga KTM Komuter Station and the Politeknik and back.

13.2 Summary of Duties Performed

- Interactors were provided with information regarding transport arrangements to and from the Conference venue.
- The Committee decided that all participants would arrive in KL on the morning of the Conference.
- Participants, particularly those coming in from outside the Klang Valley were required to make their way to the Batu Tiga KTM Komuter Station. Here they were met and transported to the Politeknik by buses.
- Members of the Committee carried out a survey of the travel routes that could be taken by these Interactors from their point of arrival. The main points of arrival included the Pudu Raya Bus Terminal, the Putra Bus Terminal, The Pekeliling Bus Terminal and the KL Sentral Train Station.

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- Having checked out the routes, the Committee posted a transport plan with clear directions on the Web-site.
- On the morning of the Conference, Rotarians were posted to the various terminals and stations to receive and guide these Interactors to the Batu Tiga KTM Komuter Station.
- The Pudu Raya Bus terminal was manned by Pres. Lawrence Tan and Rtn Peter Ng, the KL Sentral Train Station was manned by PE Andy and his Ann Shanti, the Pekeliling Bus Terminal was manned by Rtn Prabhakaran and the Bandaraya STAR LRT Station was manned by Rtn KC Tang. The Batu Tiga KTM Komuter Station was manned by Rtn Toh Seng Teck.
- Interactors were guided as they arrived on the route that they had to take to arrive at the Batu Tiga KTM Komuter Station.
- At the end of the conference all Interactors were shuttled from the Politeknik by the buses to the Batu Tiga KTM Komuter station from where they took the same route back to their departure terminals for their onward journeys home.
- Routes used:
 - Pudu Raya Bus Terminal via Plaza Rakyat LRT to Bandaraya LRT Station to Bank Negara Komuter Station to Batu Tiga Station
 - From Pekeliling Bus Terminal to Bandaraya LRT Station to Bank Negara KTM Komuter Station to Batu Tiga Station.
 - From KL Sentral direct to Batu Tiga Station by KTM Komuter train.

13.3 Notable Issues Faced & How it was resolved

13.3.1 Issues Faced

1. There was no proper information on the mode of transportation to be used by Interactors attending the Conference. This was despite the space provided in the Registration Form.
2. Interactors were sent on their own with no Teacher Advisor or Rotary Advisor.
3. Rotary Advisors, Teacher Advisors and Interactors were not referring to the information provided on the ICT 2001 Web-site which was very precise.
4. The ICT 2001 was handled totally by the host club members. There were not enough members to handle all the tasks. At the final hour every Sub-Committee was looking for volunteers and there were not enough people to go around.

13.3.2 How it was Resolved

1. The Chairman of the Committee made personal telephone calls to every single participating Rotary Club's New Generations Director to enquire about the number of Interactors and their mode of transportation in the last two days before the Conference. For those using public transportation, numbers of students were noted down and specific instructions had to be provided.
2. Rotarians had to be stationed at the various points of arrival to identify the Interactors and guide them to the final pick-up point
3. Committee members were on call to answer all last minute queries and special requests.
4. We used any available resource including the spouses of the members to carry out the task as well as possible.

13.4 What should be done differently if we could do it again?

Speaking from the transportation point of view, there are a few things that we should do:

1. As this is a District project, the organization of this event should be shared by various Rotary Clubs, as has been done in recent District Conferences and Assemblies.
2. It should be the full responsibility of the respective Rotary Clubs to not just sponsor their Interactors, but also to deliver them to the venue and pick them back. This could be done by chartering buses to send the students.
3. Rotary Clubs with more than one Interact Club should group their participants from the various schools and send them together instead as individual schools.
4. Finally, it should be compulsory for the Teacher Advisor to accompany their Interactors and special programs should be organized for these Teacher Advisors so that they too can be exposed to Rotary and perhaps become Rotarians themselves.

14 Games and Entertainment

[Reported by Peter Ng]

Report not available at time of printing.

15 Disciplinary Committee

Report by Rtn Michael Foong

The committee consisted of the organising committee, and 2 District officers. The board precided over all issues that arose, and managed them as a collective unit.

Aside from normal and minor incidences of teenage mischief, no major disciplinary issues are recorded.

We regret incidences of property loss resulting from the lack of care. We are not able to ascertain the cause.

16 Medical

Report by Rtn Michael Foong

We had 1 (one) full time stand-by ambulance on-site by St.John's Ambulance, courtesy of Rtn Dr Arthur Samuel. In addition, thank the assistance of Rtn Matron Lim Lam Pheng for her 24 hour availability on site.

No major accidents or medical conditions were reported.

17 Gifts and Souvenirs

[Reported by Rtn KC Tang]

1. It was decided by the Organising Committee that the gifts and mementos to be given out at the Interact Conference shall be structured into two main categories as shown below:-
 - a. Recognition and participation
 - i. Guest of Honour;
 - ii. Main Donor;
 - iii. Venue for the Conference;
 - iv. Speakers.
 - b. Prizes to participants and Interact Clubs for
 - i. outstanding achievements;
 - ii. first club to register for the conference;
 - iii. the club with the most registrants.
2. The gifts and mementos given out during the conference were as follows on the following days:

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a. 10 November 2001

Opening Ceremony

- i. Guest of Honour - Datuk Seri Lim Keng Yeik;
- ii. Principal of Polytechnic;
- iii. Main Donor - Pioneer Sun Mix Concrete Sdn Bhd ;
- iv. District Governor - Dr Low Tiong;
- v. Gift to Speakers
 - Rtn Robin Tay;
 - Rtr Thomas Tan
 - Rtr Sundram

b. 11 November 2001

- i. Gift to Speaker/Concurrent Speakers
 - Mr Wong Yoon Keong;
 - TM Masdiana Abdullah;
 - TM Daniel Liew;
 - TMTamdas Nayar;
 - TM Uvaraj s/o Somasundram;
 - Rtn Rita Krishnan;
 - Marilyn Wang;
 - PP/TM Steve Ng.

c. 12 November 2001

- i. Gift to Speaker - Paul Jambunathan;
- ii. Momento to IPDG - Dr Arastu;
- iii. Prizes for
 - Interact Club - First to Register for the Conference;
 - Interact Club - Club with the most Registrant;
 - Most Outstanding Interactor (Male) - 1st Place and 2nd Place
 - Most Outstanding Interactor (Female) - 1st Place and 2nd Place
 - Prizes for teams events such as Talentime and team building.

3. Certificates of Appreciation were also given out to the presenter, speakers and others who were involved with the conference as listed below:-

i. Speakers/Concurrent Speakers	-12
ii. Rotractors assisted at the Conference	-19
iii. Exhibitors at the Conference	- 6
iv. Members of Gabungan Karate-Do WPKL for the morning exercise sessions	- 8

4. The Organising Committee had initially provided a budget of RM1,000 for the committee to purchase gifts, momentos and prizes but as the planning progresses, more events were included and the allocation was subsequently revised.

The committee incurred a total of RM1,753.00 for gifts, momentos, prizes and printing of certificates given out as detailed below:-

i. Gifts and momentos for recognition and participation	- RM380.00
ii. Book vouchers for speakers; and	- RM600.00
iii. Plaques for participants and Interact Clubs.	- RM516.00
iv. Stationery for printing of certificates and for facilities	- RM257.00

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5. The hampers donated to the Club were given out as prizes for team events. Prizes donated for the conference included a watch by President Lawrence Tan and one air ticket to Perth donated by MAS.
6. Due recognition should be given to the following Rotarians who assisted in the Committee:-
 - a. PP Looi Ming Foo;
 - b. Rtn Suk Fun;
 - c. Rtn Ai Lin ;
 - d. Rtn Sarah Foo
 - e. Rtn Param; and
 - f. Rtn Lam Ping

Prepared by : Rtn K C Tang
 Committee on Gifts
Date : 27 November 2001

18 Event Program

[Reported by: PP Esther Tan, PP Mohamad, PP Steve]

This report will concern itself around the Events taking place during the Conference from 1.20 pm on Saturday 10 November 2001 till 1.00 pm on Monday 12 November 2001.

18.1 Day One – Saturday 10 November 2001

18.1.1 Briefing Session - by PP Mohamad Abdullah

This is an important session to start the children on the right footing. This should be decided at the outset so that the person responsible for this can prepare himself well and at least 30 minutes must be set aside for it.

The Briefing session involves, getting the participants introduced to the Main Committee members, introducing the House Rules and running through the Program. Except for Rtn Charlie Chong the Chief Warden, most of the Main Committee Members were busy elsewhere and could not be introduced. The House Rules were spelt to them in a positive light but the participants were not particularly attentive due to the large crowd and the temperature in the Hall.

18.1.2 Ice Breaking Session - by PP Somasundram

The participants were broken up into groups of 30 under the names of countries. We have deliberately withdrawn names of countries that are offensive or sensitive. PP Soma from RC Bukit Kiara Sunrise did a good job in blending them together. A recommendation

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here is for the Grouping to be done at a much earlier stage so that very little movement is required as moving 1000 children in a hall with chairs around is time consuming and tiring.

PP Soma introduced games, singing some basic songs and by the look at the faces of the participants we can say that he was successful in relaxing the participants.

18.1.3 Opening Ceremony - by Rtn Param

Rtn Param and his Committee members handle this part of the Program. He will report this separately.

[Report not available at time of printing.]

18.1.4 Session with Rtn Robin Tay

Rtn Robin took pains in getting through to the participants but due to the long hours and the number of participants it seemed a formidable task for him to keep the participants' attention all the time.

It is recommended that he should not spend too much time talking, as the participants were tired and restless considering some of them left their homes the night before and did not get to sleep in their coach or train.

18.1.5 The Session with Rotaractors – by Rotaractors VJ and Thomas

It was a pleasant change when these two young people got to the floor, as they were able to connect with the participants. Their presentation was short and precise except that the Screen was too small for an audience of 1,000 people.

The organising Committee had already decided not to use the screen, as the hall cannot be 'darkened' for better picture. However, this may not have been communicated to the Rotaractors.

18.1.6 Briefing for the Talentime Contest – by Rtn Ian Homer

After so many speeches, the participants were really exhausted and we have to shorten the briefing and decided to release them. The participants seemed to welcome the announcement and managed to rest till dinnertime.

18.1.7 Outdoors Leadership Games – by PP Mohamad Abdullah

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Due to the lengthy time needed for the participants to group themselves and prepare for the Talentime Contest, it was decided that the Games be cancelled to accommodate the practice for the Contest.

18.2 Day Two – Sunday 11 November 2001

18.2.1 Morning Exercise

Rtn Peter got a Martial Arts Instructor to come and conduct the session in the Hall and he will be reporting on this separately.

18.2.2 "Take the Terror out of Your Talk"

– by Mr Wong Yoon Kiong

Mr Wong is one of the few non-Rotarian who has consented to speak at the Conference. He is a trainer in MAS Academy and visually challenged. He spoke on Public Speaking and also gave the audience some motivation as to how a person who is visually challenged has to go through life. Considering his position the audience gave him their full attention.

18.2.3 Concurrent Sessions

Considering the number of rooms available and the capacity of the rooms, the Program Committee has broken up the participants into seven groups of varying numbers. Out of the seven speakers only one could not come at the last minute and a replacement was found in our own member from Pantai Valley. The following are the speakers who are represented by Rotarians, Toastmasters and a friend.

1. PP/TM Steve Ng (RC Pantai Valley) on "Live with Passion"
2. Rtn Rita Krishnan (RC Pudu) on "Positive Thinking"
3. Rtn Marilyn Wang (RC Bangsar) on "Self Discovery Channels"
4. Rtn A J A Peter (RC Pantai Valley) on "Developing Leadership Skills"
5. TM and Rotary Ann Masdiana Abdullah on "Stress Busters"
6. TM Ramdas Nayar on "How to Listen Effectively"
7. Mr Uvaraj Somasundram on "Arm Yourself"

All the speakers were great with the participants and could connect with them. The committee is fully aware of the need of moving the speakers around after each session and the inconvenience they have to endure but all efforts to transport them from one room to another seemed too much for the committee. Here we like to commend Miss Sue (niece of Rtn Lam Pheng) for agreeing to drive around to pick up the speakers and send them to their next destination.

A point to note for future organizers is that the participants are young and do not need a lecture which the Speakers have been reminded about. It was apparent that Speakers

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who are interactive with the participants got on better with the audience than those who uses too much transparencies and speaking. The interactors specially commended four of the speakers and they are PP Steve Ng, Ann Masdiana, Dr. Paul Jambunathan and Mr. Uvaraj

18.2.4 Career Talks

Again due to the room constraints we use the seven Groups but this time the participants had a choice of selecting the Rooms they wish to attend based on a wide selection of Careers. Out of the seven namely, General Talk, Health Sciences, Engineering, Law, Finance, Art and Insurance the popularity of the career seemed to be in the same order. For Arts, the speaker was not present due to some misunderstanding and the attendees were sent to the Health Sciences.

For future Career Talks it is recommended that Insurance be dropped and include, things like "Political Science", "Education" and "Entertainment". The Interactors are more akin to topics like "General Talk" as at this age they are uncertain of their choice.

The Interact Chairman PP CK Chong inserted a last minute change to the program with a session on group photography in the open field.

18.2.5 Talentime Contest

Due to the size of the participants and the Main Committee insistence of requiring everyone to participate, the Contest over run their time and had to postpone the last Group to the following day. The highlight of the evening was the presence of a top radio personality, "Fly Guy" who created a "riot" on his arrival.

Rtn Peter Ng will make a detailed report on the Contest.
[Report not available at time of printing.]

18.3 Day Three – Monday 12 November 2001

18.3.1 Talk on "Getting Through To Your Parents"

by Dr Paul Jambunathan

Dr Paul, a past Rotarian from Pantai Valley and also a Clinical Psychologist was one of the best speakers who can command control on the participants. His interaction with the participants and the points he put across to them seemed to have reached them well.

The Committee is glad that the Main Committee has conceded with us on getting Dr Paul to speak on the subject.

The Interact Chairman CK Chong requested another last minute change to insert a competition to select the best male and best female interactors and the runners-up. This should be avoided as it affects the other scheduled programs.

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18.3.2 Closing Ceremony

Rtn Param manages this part of the Program and he will be giving his detailed report separately.

[Report not available at time of printing.]

18.4 General Overview

Organising a Conference for 1,000 children is by no means easy and with the main objective set by the main committee that is, "**Challenges Facing the New Generations Today**" the Program Committee comprised of PP Esther Tan, PP Steve Ng and PP Mohamad Abdullah set in motion a Program (Appendix A) that is fun yet educational.

There were lots of feedback from the Main Committee and the District Governor on how the Event should be designed and with a clear mind and positive outlook the Program was finally accepted by all.

The Program Committee would like to recommend for future Committee responsible for Program that they get clear direction from those in power in the early stage and DO NOT allow changes be made at the last hour. This will upset many people and the integrity of the Committee will be at stake too.

18.5 Acknowledgement

The Committee would like to acknowledge the various Speakers who took part in the Conference already named earlier and also the Chairmen who managed and control the various Concurrent and Career Talks Rooms. They were: Rtn Leong Set Fee, Rtn Susan Yap, Rtn Andy Rengasamy, Rtn Charlie Lim, Rtn Ian Homer, PP M Sathivelu, Rtn Peter Ng, Rtn Keng Choo and Rtn Theresa Tai. Special thanks must go to Rtn A J A Peter for stepping in to speak at the Concurrent Session at a day's notice.

It is also pertinent to report our appreciation to Rtn Felix Gong for assisting in the introducing of Guest Speaker Dr Paul Jambunathan.

At the same time the Committee would like to appreciate the services of Puan Wan Zakiah Zakaria for assisting in the preparation of the Outdoor Leadership Games which did not take place and also for assisting in the distribution of the Career Talk tickets. At the same time she also took time to assist Rtn Lam Pheng in the Accommodation arrangement.

The Committee would also like to record its appreciation to the other Committee members for their kind assistance and cooperation in making our tasks much lighter. They are: PP Looi Ming Foo for providing all the facilities and requirements of the Speakers, Rtn Charlie Chong for assembling the participants and getting them to the venue, Rtn Isfahani Suki for the food, Rtn Paul Choo for the House of Friendship and all the others who in one way or the other have made our job much easier.

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Special mention must be made for the leadership of the Organising Chairman Rtn Yong Chee Kong for his perseverance and dedication and the Secretariat Rtn Michael Foong for his management and control; and being everywhere at the same time offering his services.

Prepared by:

PP Esther Tan

PP Steve Ng

PP Mohamad Abdullah

Dated: 17 November 2001

19 Income and Expenditure (Financial Reporting)

[Reported by: Wong Loo Min]

The Rotary Club of Pantai Valley was chosen and entrusted to organise the 33rd Interact Conference 2001 for the Rotary International District 3300. We are proud to state that the Conference for 1000 Interactors was successfully organized without any financial strain on the Club and the District.

The main source of revenue was from the registration fees of RM 120 per participation, souvenir programme and the generous contributions from the business associates of the members of clubs, members, and the public.

As for the expenses, the costs of accommodation and food had taken RM 58 for each participant and RM 18 for the conference kit. Taking into consideration of other fixed costs for rental of the halls, transportation, printing, insurance etc, it would left us with approximately 5% balance of the registration fees as contingency.

From the preliminary account, it is suffice for us to confirm that the Conference is self-financing and would not have incurred any loss to the Club.

Prepared by Rtn Wong Loo Min
Hon. Treasurer

20 Conclusion

For the men and women who put their hearts and efforts to this commitment, I salute you.

With this report hence marks the conclusion of the District duty, of the Interact Conference 2001.

As organizing secretary, I am privileged to have worked in a team of faithful and passionate Rotarians.

We have achieved the district objectives for the project, surpassing the expected quality, under the expected cost and on time.

The conclusion of this District duty marks an area of opportunity for us.

With our discovery of the ability in this team, what project do we look at?

With the experience gathered, will we volunteer for the next Interact Conference?

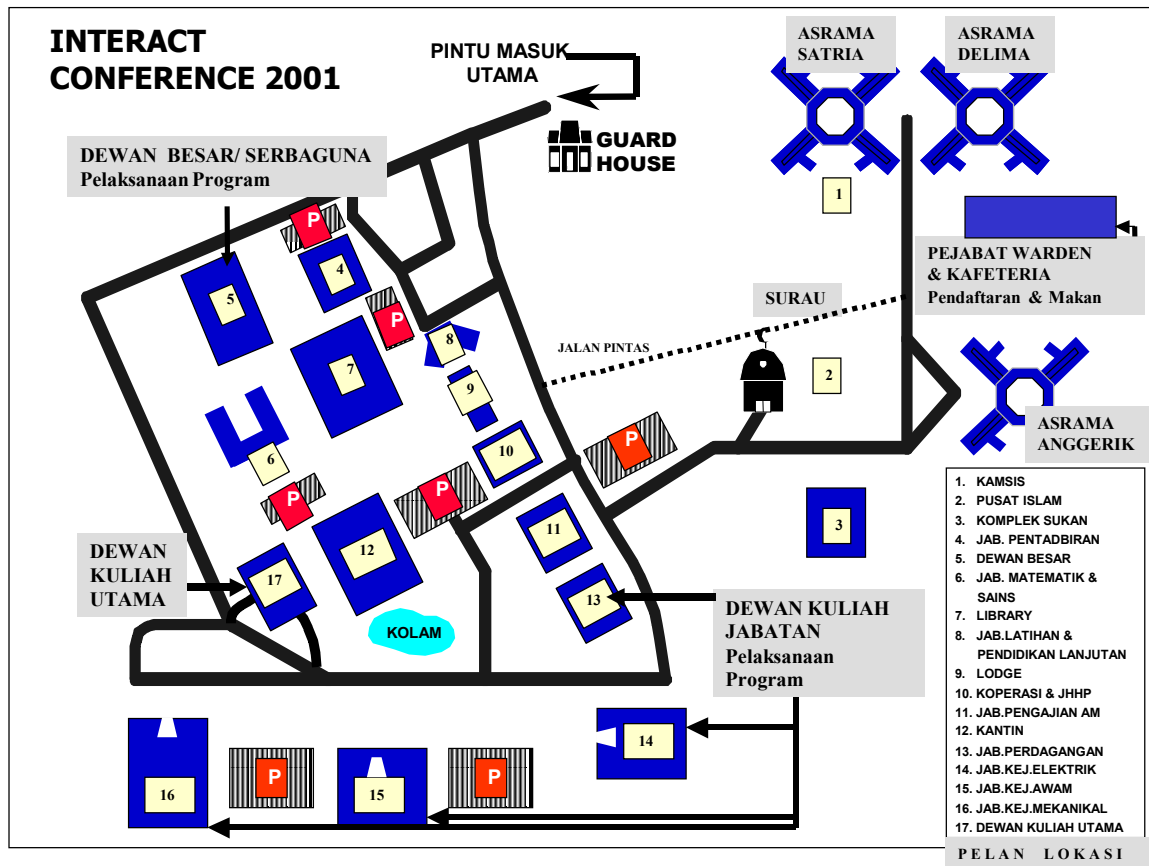
Will we move on to organise better, bigger and more meaningful community service projects, in the name of Rotary?

~

Appendices

Appendix A: Layout Plan of Venue

SELAMAT DATANG KE POLITEKNIK SHAH ALAM



Appendix B: Organising Committee

Main Committee

<i>Chairman</i>	Rtn. Yong Chee Kong	
<i>Deputy Chairman</i>	Rtn. Yeow Ai Lin	
<i>Hon. Secretary</i>	Rtn. Michael Foong	
<i>Hon. Treasurer</i>	Rtn. Wong Loo Min	- no photo yet-
<i>Committee Member</i>	Rtn. Lee Suk Fan	
<i>Committee Member</i>	Rtn. Sarah Foo	

Conference Advisors

District Governor

DG Dr. Low Teong

*District New Generations
Chairperson*

PP Esther Tan



District Interact Chairman

PP CK Chong



Host Club President

P Lawrence Tan



District special Advisors

PDG David Ho



Conference Sub-Committee

<i>Conference Facilities</i>	PP Looi Ming Foo
<i>Transport Logistics</i>	PP Sathivelu Muthucumaru Rtn. Andy Rengasamy
<i>Registration</i>	Rtn. Lee Suk Fan Rtn. James Ooi Rtn. Ang Peng Hoe
<i>Accommodation</i>	Rtn. Lim Lam Pheng Rtn. Irene Lim
<i>Meals</i>	Rtn. Isfahani Suki Rtn. Felix Gong Rtn. Peter Palmer
<i>Medical</i>	Rtn. Dr. A. Samuel Rtn. Lim Lam Pheng
<i>Opening & Closing Ceremony</i>	Rtn. SVS Param PP Steve Ng Rtn. Moo Hean Chong
<i>Disciplinary & Security</i>	Rtn. Charlie Chong PP Mohamad Abdullah Rtn. Theresa Tai
<i>Conference Kit & Properties</i>	Rtn Yeow Ai Lin Rtn. Leong Set Fee
<i>Exhibition</i>	Rtn. Karen Loh Rtn. Toh Seng Teck
<i>Programme / Workshop</i>	PP (P ADG) Esther Tan PP Mohamad Abdullah Rtn. Steve Ng
<i>Games, Entertainment</i>	Rtn. Peter Ng Rtn. Ian Homer
<i>Prizes & Souvenirs</i>	Rtn. Tang Kam Chee
<i>Souvenir Programme</i>	Rtn. Michael Lim Rtn. Chris Wong
<i>Operation Room / House of Friendship</i>	Rtn. Choo CS
<i>Press & Media</i>	Rtn. Ivan Christie
<i>Photography</i>	Rtn. Patrick Nelson

Conference Sub-Committee

Gifts Sponsorship Rtn. Loretta Lian
PP Charles Taylor
Rtn. Billi Lim
Rtn Wenddianne Chong

Cleaning Rtn. Chan Chee Hong

Human Resource Rtn Choo Cheng Siong

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Appendix C: Registration Form, Invitation Letters and Reply Sheets

REGISTRATION FORM

1. R.I. DISTRICT 3388: Group [1,2,3,4,5,6,7,8 & 9] _____ 2. Sponsoring Rotary Club: _____

3. Name of Interact Club: _____

4. Club's Address: _____
Postcode: _____

5. Name of Interact/Participant: _____ 6. Position: _____

7. Race: _____ 8. Religion: _____ 9. Sex (Female/ Male): _____

10. NRIC No: _____ 11. E-mail: _____

12. Name of Parent/Coordinator: _____

13. Home Address: _____

14. In case of emergency to contact (Contactors): (i) _____ or (ii) _____

15. Tel No: (0) _____ (Res.) _____ H/P: _____

16. Special Diet: (Y / N) Please specify: _____

17. Medical Attention: (Y / N) Please specify: _____

18. Payment RM _____ enclosed via Cheque/Bank Draft/Money Order No. _____

19. Consent / Indemnity (Indemnity)

We the undersigned hereby agree to allow the above named Interact / Participant to attend the 33rd RI District Interact Conference 2001 at Putrajaya Shah Alam and agree to indemnify and hold harmless the Rotary Club of Putrajaya and the Organising Committee against any and all claims or loss, liability or damage arising out of or in connection with the conference.

Name of Parent/Guardian: _____ Signature: _____

Name of School Principal: _____ Signature: _____

Name of Club President: _____ Signature: _____

Date: _____ Participant's Signature: _____

The Registration form is to be duly completed, signed and sent to the Secretariat, 33rd RI District Interact Conference 2001, Rotary Club of Putrajaya, 3RD C, Jalan Makinla, Tasek Majlis, Cheras, 55150 Kuala Lumpur, together with full payment made by crossed (Account Payee Only) cheque, money order or bank draft payable to "INTERACT CONFERENCE 2001" before 28th October 2001. (Please add bank commission for all interbank cheques).

No refund shall be made unless a written notice of cancellation is received at least fourteen (14) days before the conference.

All Interact Clubs are advised to collect and send in their completed registration forms with payment preferably in a single batch by registered post for easy processing.

FOR SECRETARIAT USE ONLY

Date received: _____ Registration fee: _____ Amount received: _____

CONFERENCE INFORMATION

1. **Conference Date:** 10th - 12th November 2001 - (Saturday - Monday).

2. **Objective:** To Address the Specific Challenges Facing the New Generation Today.
Interactors are advised to prepare and participate in the discussion titled "Planning is Our Business, Youth is Our Asset".

3. **Registration fee:** RM120.00 includes the following: (valued at approximately RM200.00)
- Polo shirt (specially designed)
- conference kit
- accommodation (two nights)
- all meals (breakfast, lunch, tea breaks and dinner)
- customized printed calendar & conference bag.
Participants are advised to bring their own pillow cases, bed sheets and blankets.
Teacher Advisors to attendance must also register.

4. **Closing Date:** 30th October 2001.
The first 200 registration forms received by the Secretariat are entitled to a Lucky Draw for a FREE RETURN AIRFARE to PERAH, AGONGGAS.
Participants who register after the Closing Date are not guaranteed to receive the Polo shirt and conference kit.

5. **Items Code**
All participants are advised to dress appropriately at all times.
a) Opening ceremony - school uniform with tie & school or exact likeness
b) Conference Plenary sessions / Workshops - school uniform
c) Sports & Outdoor events - collared T-shirt & track pants (no shorts)
d) Fellowship / Dinners - smart casual

6. **Transport / Traveling Arrangements**
Participants are to arrange for their own transportation to attend the Conference. Participants are to arrive ONLY on the morning of 10th November 2001. Participants using public transportation are advised to make their way to the **Raja Tika KTM Remisier Station**. Special buses will be on standby (between 8.30am and 11.30pm) to transport the participants from the station to the Conference Venue. There will be a dedicated committee at Raja Satria Train Station to provide assistance where necessary.
On the 12th Nov. 2001, transportation will be provided from the venue to the Raja Tika KTM Remisier Station after the Conference (between 3pm - 4pm). Kindly allow sufficient time to get to your bus / train station for your return journey home.
In Case of Need (or special arrangements) please contact any of the following:
PP Sgpi Tel: 03-77278010 H/P: 011-3982084 (Transportation Committee: Chairman)
RM Andy Tel: 03-90195215 H/P: 012-3198556 (Transportation Committee: Vice-Chairman)
Secretary Tel: 03-92009121 H/P: 016-2421482

7. **Organising Committee:**
Chairman (Mr. Yung Chai Kong) 03-92009121 019-2421482
Deputy Chairman (Mrs. Nona Ai Ling) 03-77287057 012-3131313
Secretary (Mrs. Michael Hoang) 03-92813398 012-9512288
Treasurer (Mrs. Wang Loo Pui) 03-7843313 012-2899008
Registration (Mrs. Lee Sue Fui) 03-20212955 012-2246828
Email: interactconference2001@asfnet.com

8. **Venue Location Map** (see attached)

9. **Co-located Venue (Address) / Accommodation**

Sample of Registration form, as found for download in Website

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Appendix D: Attendance Statistics

District 3300, Interact Clubs Participation

GROUP 1 *AG : Ronny Tan Soo Poon*

Rotary Club of Alor Star

SM St. Michael	10
Maktab Sultan Abdul Hamid	7
SM Keat Hwa	12
SM St. Nicholas Convent	23
SM Tunku Abdul Rahman	2
SM Sin Min	3

Rotary Club of Bayan Baru

SM Hamid Khan	4
SM Union High	6
SM Convent Green Lane	3

Rotary Club of Butterworth

SM St. Mark	7
SM Convent Bukit Mertajam	3

Rotary Club of Penang

SM Penang Free	4
SM Teknik	2
SM (L) Methodist	4
ST Chung Ling	-
SM Abdullah Munshi	-
ST Han Chiang	-
SM St George Perempuan	4
SM Westlands	-
SM (P) Methodist	-
SM Sri Inai	-

Rotary Club of Seberang Jaya

ST Bukit Mertajam	3
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Rotary Club of Sungei Petani

SM Ibrahim	4
SM Convent Father Barres	6

Rotary club of Tanjung Bungah

Chung Hwa Confucian High School	13
Penang Chinese Girls High School	6



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District 3300, Interact Clubs Participation

GROUP 2 *AG: PP Joseph Lau*

Rotary Club of Greentown

Ipoh International School	6
SM Dr. Megat Khat	6

Rotary Club of Ipoh

SM Anderson	6
SM (P) Perak	6
SM Yuk Choy	-
SM Convent	17
SM Raja Perempuan	6

Rotary Club of Ipoh Kinta

SM Anglo Chinese Methodist	-
SM St. Michael	-
SM (P) Methodist	-
SM Tarcisian Convent	2

Rotary Club of Sitiawan

SM Anglo-Chinese	6
SM Nan Hwa	13

Rotary Club of Taiping

St. George's Institution	-
SM Hua Lian	2
SM King Edward VII	4

Rotary Club of Kamunting

SM Seri Kota	4
SM Darul Ridzuan	4

Rotary Club of Teluk Intan

SM Horley Methodist	11
SM St. Anthony	3
SM Convent	9

GROUP 3 *AG: PP Dato Ir. A.P. Perumal*

Rotary Club of Klang

SMK Convent	30
SM (P) Methodist	8
SMK (P) Raja Zarina	24
SMK La Salle	13
SM Tinggi	2
SMK Anglo Chinese	39

Rotary Club of Petaling Jaya

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District 3300, Interact Clubs Participation

SM (L) Bukit Bintang	6
SM (P) Taman Petaling	6
SM La Salle	4
SM Assunta	52
SM Sultan Abdul Samad	-
SM (P) Sri Aman	14
ST Catholic	6

Rotary Club of Port Klang

SM Raja Lumu	5
SM Dato Hamzah	6
SM Tengku Ampuan Jemaah	11
SM Pandamaran Jaya	11

Rotary Club Of Shah Alam

SM Sultan Abdul Aziz Shah	9
SM Sri Muda	2
SMK Alam Megah	8

Rotary Club of Subang

SM Damansara Jaya	-
SM Seaport	-
SM Subang Jaya	12
SM Taman SEA	8

GROUP 4 *AG: PP Dr. Chin Yuen Fui*

Rotary Club of Bandar Sunway

SMK Subang Utama	29
SMK Seafield	18
SM SS 17 PJ	-

Rotary Club of Kelana Jaya

SM Kelana Jaya	4
SM Sri Inai Senior	9

Rotary Club of Damansara

SM (P) Methodist	12
SM Taman Tun Dr. Ismail	9
SM Damansara Utama	8

Rotary Club of Temerloh

SM Kebangsaan Mentakab	5
SM Sri Bahagia	5
SM Hwa Lian	3

Rotary Club of Bentong

SM Khai Mun	5
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District 3300, Interact Clubs Participation

SM Katholik 4

GROUP 5 *AG: PP Dato Jimmy Lim*

Rotary Club of Kuala Lumpur Di Raja

SM Maxwell	2
SM (P) Seri Bintang Utara	4
SM St. John	-
SM Convent Bukit Nenas	2
SM Methodist	2
SM (P) Air Panas Setapak	-
SM Aminuddin Baki	5
SM Convent Jalan Peel	2
SM Tinggi Setapak	1
SM Sri Garden	2

Rotary Club of Kuala Lumpur West

SM Raja Abdullah	8
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Rotary Club of Bukit Kiara Sunrise

SM Taman Sri Hartamas	1
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Rotary Club of Titiwangsa

SM Sri Titiwangsa	-
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Rotary Club of Kampong Bahru

SM Puteri Wilayah	6
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GROUP 6 *AG: PP Dr. Joseph Rajendran*

Rotary Club of Ampang

SM Sri Inai KL	7
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Rotary Club of Gombak

SM (P) Jalan Ipoh	3
SM Convent Sentul	3
SM (L) Selayang Baru	-
SMK Methodist Sentul	3
SM Puteri Ampang	5
SM Sri Ampang	-

Rotary Club of Brickfields

SM Taman Desa 2	9
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Rotary Club of Pantai Valley

Sekolah Sri Cempaka	7
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District 3300, Interact Clubs Participation

Rotary Club of Bangsar	
Garden International School	3
SM Kepong	-
SM La Salle Sentul	-
SM Vivekananda	2

GROUP 7 *AG: PP Susan Tu*

Rotary Club of Metro Kuala Lumpur	
SM Raja Ali	1
SM Yaakob Latif	3
SM Bandar Baru Sri Petaling	3

Rotary Club of Sentul	
SM La Salle Sentul	-
SM Batu 5	2

Rotary Club of Pudu	
SM Jalan San Peng	4
SM (L) Methodist	18
SM (P) Bandaraya	2
SM Victoria	2
SM (P) Kuen Cheng	7
SM (P) Pudu PESS	15
SM Confucian	4
SM Sri Sentosa	3

Rotary Club of Kajang	
SM Tinggi	2
SM Yu Hwa	9
SM Sri Murni	-
SM Convent	-

Rotary Club of Cheras	
SM Bandar Tun Razak	5
SM Soon Jin	4

GROUP 8 *AG: PP Major (Rtd) Anthony Raj*

Rotary Club of Seremban	
SM Chan Hwa	2
SM Chung Hwa	-
SM King George V	2
SM Methodist	-
Kolej Tuanku Jaffar	-

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District 3300, Interact Clubs Participation

Rotary Club of Bahau	
SM Chi Wen	6
SM Datuk Mansur	-
SM Kebangsaan Bahau	3

Rotary Club of Senawang	
SM Mambau	3
SM Anglo Chinese	4
SM Mantin	3

Rotary Club of Port Dickson	
SM Datuk Abdul Razak	9
ST Port Dickson	19
SM Pasir Panjang	6

Rotary Club of Tampin	
SM Pulau Sebang	10

GROUP 9 *AG: PP Soh Cheng Thiong*

Rotary Club of Indera Mahkota	
SM St. Thomas	5
SM (P) Methodist	6

Rotary Club of Kuantan	
SM Sultan Abu Bakar	16

Rotary Club of Kota Bahru	
Maktab Sultan Ismail	6
SM Chung Hwa	12

Rotary Club of Kuala Terengganu	
SM Chung Hwa Wei Sin	12
SM Padang Midin	-

Rotary Club of Kuala Pilah	
SMK Chung Hwa	4

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Appendix E: Program of Interact Conference 2001

Day 1 – 10 November 2001 (Saturday)

	TIME IN	PLACE	ACTIVITIES	SPEAKER	OFFICIAL
1	09.00am	Kafeteria	Registration & Check in		Rtn Lee Suk Fan Rtn Lam Pheng
2	11.00am	Kafeteria	Lunch		Rtn Isfahani Suki
3	01.20pm	Kafeteria	Assembly		Rtn Charlie Chong
4	01.30pm	Dewan	Briefing	PP Mohamad	PP Mohamad
5	01.45pm	Dewan	Ice Breaking	PP Somasundram	Rtn Peter Ng
6	03.00pm	Dewan	Opening Ceremony District Governor's Speech Guest of Honour	OC Yong Chee Kong DG Low Teong YB Dato Seri (Dr) Lim Keng Yaik	Rtn Param
7	03.30pm	Dewan	Tea		Rtn Isfahani Suki
8	04.00pm	Dewan	Talk on Interact	Rtn Robin Tay	PP Esther Tan
9	05.00pm	Dewan	Talk on Rotaract	Rotaractors Cedric Gan and Thomas Tan	PP Esther Tan
10	05.30pm	Dewan	Assembly		Rtn Charlie Chong
11	05.30pm	Dewan	Briefing on the Talentime		Rtn Peter Ng
12	07.30pm	Kafeteria	Dinner		Rtn Isfahani Suki
13	09.00pm	Dewan & Gym	Training for the Talentime	Rtn Ian Homer	Rtn Peter Ng
14	10.30pm	Kafeteria	Supper Time		Rtn Isfahani Suki
15	11.00pm	Kafeteria	Assembly		Rtn Charlie Chong
16	11.00pm	Dormitory	Lights out		Rtn Charlie Chong

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Day 2 – 11 November 2001 (Sunday)

	TIME IN	PLACE	ACTIVITIES	SPEAKER	OFFICIAL
17	06,00am	Kafeteria	Assembly		Rtn Charlie Chong
18	06.00am	Dewan	Morning Call+Exercise+Wash Up		Rtn Peter Ng
19	07.30am	Kafeteria	Breakfast		Rtn Isfahani Suki
20	09.00am	Dewan	"Take the Terror out of Your Talk"	Mr Wong Yoon Kiong	PP Steve Ng
21	10.00am	Dewan	Tea Break		Rtn Isfahani Suki
22	10.30am	Dewan	Talk continues	Mr Wong Yoon Kiong	PP Steve Ng
23	12.00nn	Kafeteria	Lunch		Rtn Isfahani Suki
24	02.00pm 03.00 pm 03.45pm 04.00 pm	Appendix A	Concurrent Session I Concurrent Session II Tea Break Concurrent Session III	Appendix A	Appendix A Rtn Isfahani Suki
25	05.00pm	Appendix B	Career Talk	Appendix B	Appendix B
26	05.30pm	Dewan	Assembly		Rtn Charlie Chong
27	05.30pm	Dewan	Sports & Field Events		Rtn Peter Ng
28	07.00pm	Kafeteria	Dinner		Rtn Isfahani Suki
29	08.00pm	Dewan	Social Event – Talentime	Fly Guy	Rtn Peter Ng
30	10.30pm	Kafeteria	Supper Time		Rtn Isfahani Suki
31	11.00pm	Kafeteria	Assembly		Rtn Charlie Chong
32	11.00pm	Dormitory	Lights Out		Rtn Charlie Chong

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Day 3 –12 November 2001 (Monday)

	TIME IN	PLACE	ACTIVITIES	SPEAKER	OFFICIAL
33	06.00 am	Kafeteria	Assembly		Rtn Charlie Chong
34	06.00 am	Dewan	Morning Call+Exercise+Wash Up		Rtn Peter Ng
35	07.30 pm	Kafeteria	Breakfast		Rtn Isfahani Suki
36	09.00 am	Dewan	"Getting Through to Your Parents"	Mr Paul Jambunathan	Rtn Felix Gong
37	10.15 am	Dewan	20.1.1.1.1 - Selecting Outstanding Interactors (Male & Female)	PP Esther Tan PP CK Chong	PP C K Chong
38	10.45 am	Dewan	Tea Break + Special Performances from Interactors		Rtn Isfahani Suki PP Mohamad
39	11.15 am	Dewan	Closing Ceremony Address by Host Club President Address by Dist Interactors Chairman Address by Dist New Generation Chairman Closing Address Presentation of Prizes Presentation of Certificates Presentation of Flags	President Lawrence Tan PP C K Chong PP Esther Tan PDG Dr Arasu	Rtn Steve Ng Rtn K C Tang Rtn CK Chong Rtn Ivan Christie and PP Looi Ming Foo
40	01.00pm	Kafeteria	Lunch		Rtn Isfahani Suki
41	02.00pm	Kafeteria	Check Out		Rtn Lam Pheng

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Appendix F: Program Concurrent Sessions

Sunday 11 November 2001

No.	Room	Session II – 3.00pm to 3.45pm
1	A350	Arm Yourself – Speaker: Mr Uvaraj s/o Somasundaram
2	B150	How to Listen Effectively - Speaker: TM Ramdas Nayar
3	C150	Stress Busters - Speaker: TM Masdiana Abdullah
4	D150	Developing Leadership Skills - Speaker: Rtn AJA Peter
5	E150	Live with Passion - Speaker: PP/TM Steve Ng
6	F100	Positive Thinking - Speaker: Rtn Rita Krishnan
7	G100	Self Discovery Channels - Speaker: Rtn Marilyn Wang

No.	Room	Session III – 4.00pm to 4.45pm
1	A350	Live with Passion - Speaker: PP/TM Steve Ng
2	B150	Positive Thinking - Speaker: Rtn Rita Krishnan
3	C150	Arm Yourself – Speaker: Mr Uvaraj s/o Somasundaram
4	D150	Self Discovery Channels - Speaker: Rtn Marilyn Wang
5	E150	Stress Busters - Speaker: TM Masdiana Abdullah
6	F100	Developing Leadership Skills - Speaker: Rtn AJA Peter
7	G100	How to Listen Effectively - Speaker: TM Ramdas Nayar

Session Chairpersons

No.	Room	For All Sessions
1	A350	Rtn Leong Set Fee
2	B150	Rtn M Sathivelu
3	C150	Rtn Susan Yap
4	D150	Rtn Peter Ng
5	E150	Rtn Andy Rengasamy
6	F100	PP Theresa Tai
7	G100	Rtn Charlie Lim/Rtn Ian Homer

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Appendix G: Photographic Highlights of Event



IC2001 Weekly Saturday Committee Meeting
@ Royal Lake Club



Rtn Yong Chee Kong,
OC Keynote Address



Y.B Dato' Seri Lim KhengYaik (VIP Guest)
with Rotary 3300 DG & Organising Chairman
(OC)



Ice Breaking with Rtn Soma



Opening Session -Day 1



Registration Process with Suk Fan, Ian &
CK.Chong



A Motivating Opening Address
by the Minister

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More than 1,000 people in the Main Photo Session



Registration Day In The Morning



Interact and Rotary Volunteers



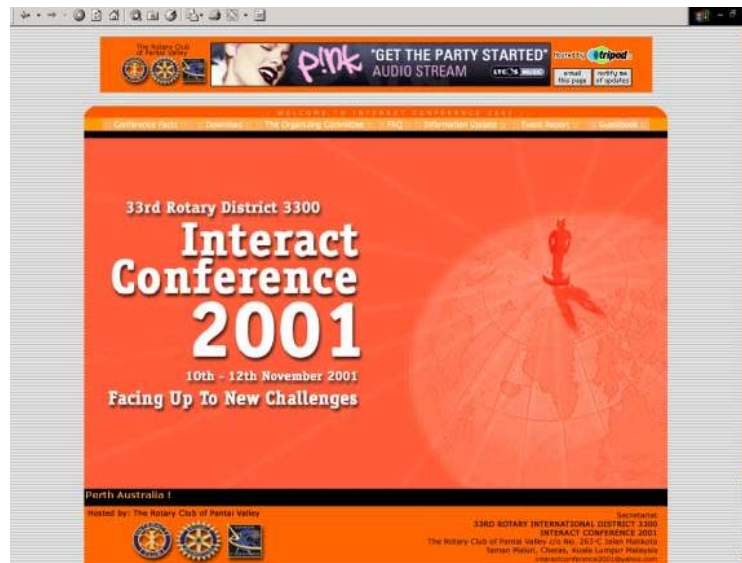
Talent Time Fun



At the end, Packing for Home

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Appendix H: Screen Shots of IC2001 Conference Website

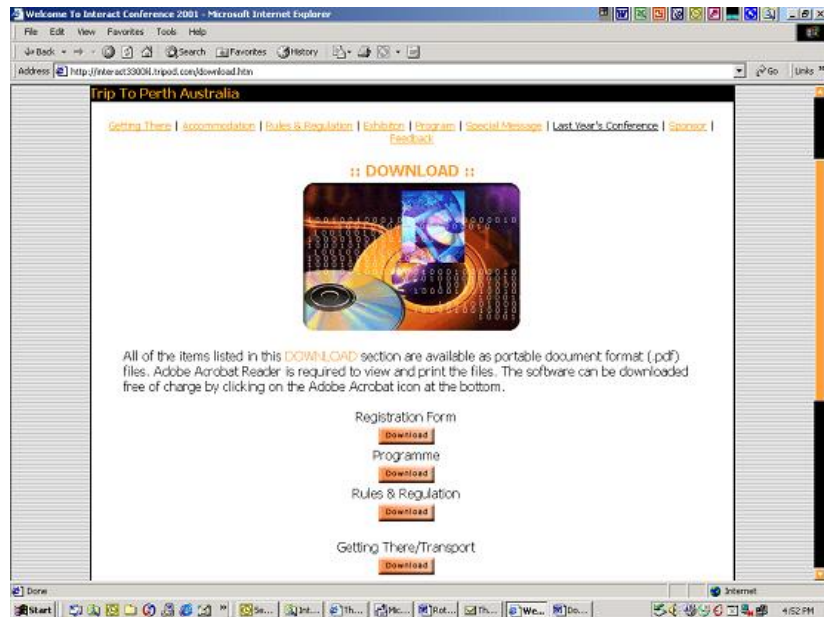


IC2001 Website: Front Page

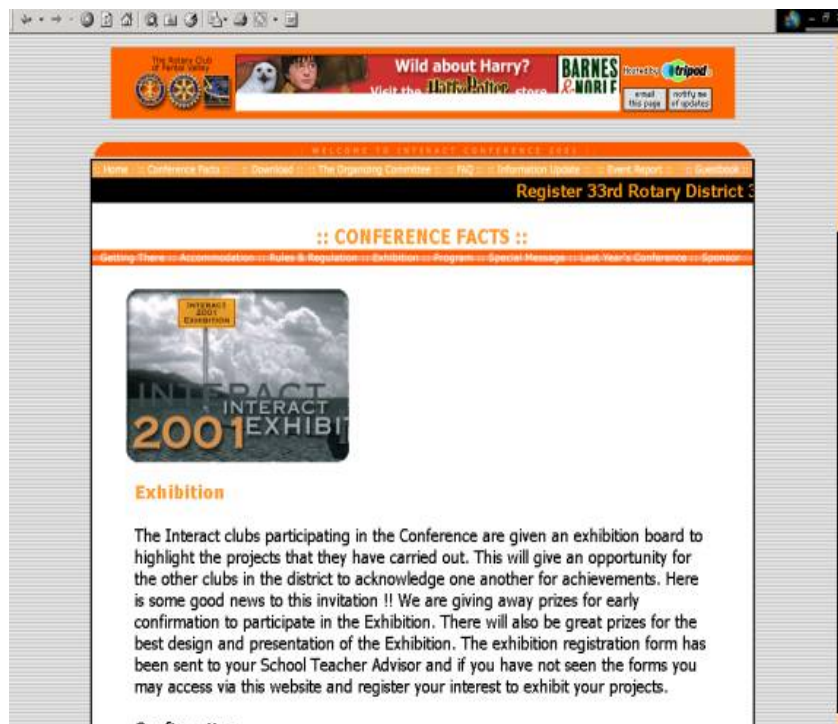


IC2001 Website: Snapshot of Information Area

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IC2001 Website: Information & Registration Form *Download Area*



IC2001 Website: Exhibition Information Area