

CHEMICAL COMPANY OF MALAYSIA BERHAD

(Company No. 196301000263 (5136-T))
(Incorporated in Malaysia)

MINUTES OF THE 58th VIRTUAL ANNUAL GENERAL MEETING HELD AT THE BOARDROOM OF CHEMICAL COMPANY OF MALAYSIA BERHAD, 13TH FLOOR, MENARA PNB, 201-A JALAN TUN RAZAK, 50400 KUALA LUMPUR ON MONDAY, 15 JUNE 2020 AT 10.00 A.M.

PRESENT (Physically):

Dato' Idris bin Kechot	- <i>Chairman</i>
Puan Nik Fazila binti Nik Mohamed Shihabuddin	- <i>Group Managing Director</i>

PRESENT (Virtually):

Dato' Wan Mohd Fadzmi bin Che Wan Othman Fadzilah	- <i>Senior Independent Director</i>
Puan Amizar binti Mizuar	- <i>Director</i>
Datuk Anuar bin Ahmad	- <i>Director</i>
Puan Raja Azura binti Raja Mahayuddin	- <i>Director</i>
Encik Hasman Yusri bin Yusoff	- <i>Director</i>
Dr Leong Yuen Yoong	- <i>Director</i>
Encik Zainal Abidin bin Jamal	- <i>Director</i>

SHAREHOLDERS – as per Remote Participation Virtual (RPV) list

PROXIES – as per RPV list

IN ATTENDANCE (Physically):

Puan Hjh. Noor Azwah binti Samsudin	- <i>Group Company Secretary</i>
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BY INVITATION (Physically):

Encik Mukri bin Harun	- <i>Chief Executive Officer, Chemicals</i>
Dr Khew Mei Ching	- <i>Chief Executive Officer, Polymers</i>
Encik Fakhrul-Azman bin Nawi	- <i>Senior Manager I, Group Finance</i>
Puan Hjh. Wan Aishah Idris binti Muhamad Idris	- <i>Head, Group Risk, Integrity & Assurance</i>
Puan Nur Melissa Fernandez Abdullah	- <i>General Manager, Program and Communication</i>
Encik Abdullah bin Abu Samah	- <i>Engagement Partner, KPMG PLT</i>
Ms Shaarenya a/p Gurasekeran	- <i>Associate, Raja, Darryl & Loh</i>
Representatives from Boardroom Share Registrars Sdn Bhd	- <i>as per attendance list</i>
Representatives from Boardroom Corporate Services Sdn Bhd	- <i>as per attendance list</i>

PRELIMINARIES/ QUORUM

According to Article 55 of the Constitution of Chemical Company of Malaysia Berhad (“CCM or Company”), the quorum for the meeting shall be two members. At the commencement of the meeting, the Secretary confirmed that there was sufficient number of members who were logged in to the Lumi AGM Remote Participation and Voting (RPV) facilities to form a quorum.

The Secretary also informed that as at 10 am on Sunday, 14 June 2020, there were altogether 147 shareholders and 12 corporate representatives/ proxies who had registered for the Lumi AGM RPV of which a total of 27 proxy forms had been processed for the Annual General Meeting (“AGM”) representing a total appointed shares of 102,331,086 unit or 61.02% of the Company’s issued and paid up share capital.

NOTICE OF MEETING

The Notice of Meeting which had been advertised in the New Straits Times and given to the shareholders entitled to receive the Notice under the provisions of the Companies Act 2016 on 15 May 2020 (“CA 2016”) was taken as read.

OPENING REMARKS

In his opening address, Dato’ Chairman welcomed all members and invitees to CCM’s first virtual AGM, which was in compliance with Section 327 of the CA 2016. As informed by Dato’ Chairman, this online AGM was necessary for the safety and health of the shareholders and employees during the COVID-19 pandemic. He also introduced the Directors, Auditor, Lawyer and CCM Senior Management team present physically and virtually at this AGM.

The Chairman highlighted the requirements of Article 59 of the Company’s Constitution and Paragraph 8.29A(1) of the Main Market Listing Requirements of Bursa Malaysia Securities Berhad (“MMLR”) for all resolutions to be voted on by poll, electronically. He also highlighted that the Company had appointed Boardroom Share Registrars Sdn Bhd, as the poll Administrator to conduct the polling process and Boardroom Corporate Services Sdn Bhd as Scrutineers to verify the poll results and proceeded to invite the representative from Boardroom Share Registrars Sdn Bhd, Encik Mohammad Helmi bin Nuri, to brief on the e-polling process.

Subsequently, before proceeding with the Agenda proper, Dato’ Chairman proceeded to invite the Group Managing Director (“GMD”) of the Company to brief the members/ proxies on the performance, key highlights for financial year 2019 as well as, to respond to the questions received earlier from the Minority Shareholders Watch Group (“MSWG”).

PRESENTATION BY THE GMD

A summary of the GMD's presentation was as follows:

- (i) That 2019 was a challenging year, whereby the Group's financial results were impacted by lower average selling prices of the chlor-alkali products, despite the increase in volumes sold.

That external events in 2019 had also impacted the Group's plans which, among others, included the delay in offtake by Petronas RAPID due to fire explosion in April 2019 and delay in the commissioning of PGW1 due to various regulatory orders post Sungai Kim Kim chemical pollution episode.

- (ii) That amongst the Group's major milestones in 2019 were the commissioning of the new Calcium Nitrate ("CN") plant in Shah Alam, the completion of the new Research & Development ("R&D") Lab at CCM Polymers' Lot 32, the reaping of benefits from de-gearing exercise of RM14.4 million post demerger; CCM's inclusion in the FTSE4Good Bursa Malaysia Index and the award of a 3+1 year contract to supply caustic soda to Petronas RAPID.

- (iii) The total dividend for FY2019 totalling 5 sen per share, which represented a pay-out of 54.5% of the Group's profit after tax and minority interest ("PATAMI").

- (iv) The performance of the Chemicals Division which saw a decline in revenue by 5% in 2019 as compared with 2018 despite the increase in volumes sold for caustic soda liquid and chlorine due to the softening of the caustic soda prices. Profit before tax also saw a decline of 47% in 2019 as compared with 2018.

- (v) The performance of the Polymers Division whereby revenue increased by 6% in 2019 as compared with 2018 which reflected the supply dynamics of the glove industry. However, profit before tax declined by 14% due to the impairment for trade receivables of RM1.7 million in 2019.

- (vi) That the Group's cash flow position remained solid in 2019 despite the slight drop. As at 31 December 2019, cash stood at RM111.8 million as compared with RM136.3 million in 2018.

- (vii) That the Group was expecting the chlor-alkali prices to remain soft for the current year and would put a downward pressure on its margin. Nevertheless, the Group was expecting a robust demand from gloves sector due to the prolonged COVID-19 outbreak and more stringent healthcare regulations worldwide.

- (viii) That the GMD also highlighted that the Group's chemicals products were being used in the production of personal hygiene and disinfectants, key chemicals for the water treatment sector, and in the manufacturing of gloves. These industries were highly essential in helping to contain the spread of COVID-19. The Polymers Division was expected to benefit from the surge in demand from the gloves sector. With the easing of the Government's Movement Control Order ("MCO"), the demand for the Group's key products was expected to increase as its key customers would be in full operation.

QUESTIONS FROM MSWG AND RESPONSES

That the GMD also took the opportunity to table and answer the questions received earlier from the MSWG, as follows:

- "1. Margins were eroded in FY2019 due to the decline in average selling prices of chlor-alkali products which was mainly attributable to the general slowdown globally amid economic uncertainty and the ongoing trade dispute between the two world's largest economies - the United States and China.

What are the dynamics of the demand and supply situation for chlor-alkali products and are the average selling prices expected to improve in FY2020 or the near term?"

Answer:

The dynamics of the caustic soda prices (a key chlor-alkali product) are generally correlated with the unbalanced trade dynamics between the South East Asia ("SEA") and North East Asia ("NEA") (i.e. all major exporters of caustic soda), the international trade disputes and the state of the global economy.

Management is expecting prices for CCM's key chlor-alkali products to remain soft in FY2020, amidst the slowdown in global economy and the uncertainty over the impact of the prolonged COVID-19 outbreak.

- "2. Due to a fire incident at the RAPID site on April 2019, CCM's expectation of supplying caustic soda to PETRONAS pursuant to the contract did not materialise as planned and there is an expected delay towards the end of 2020.
- i) Was there any payment of penalty or any serious repercussions arising from the delay? Is the supply now expected to be on schedule?
 - ii) Following the delay, was there a change in the estimated contract value of RM315.9 million which was announced on 23 April 2019?"

Answer:

- a) Based on the Price Agreement of the supply to PETRONAS, the said incident was not subjected to any penalty or compensation from PETRONAS to their suppliers in the case of delay in orders. We were made to understand that PETRONAS was expected to resume operation by Q4 2020.
 - b) The estimated contract value of RM315.9 million was based on market price on that date (i.e. 23 April 2019), and the estimated demand required by PETRONAS. The estimated contract value may differ from the earlier announcement due to price and volume.
- “3. To meet the growing market demand for chlor-alkali products, the Chemicals Division embarked on a capacity expansion exercise in FY2018 including the reactivation of Pasir Gudang Works 1 (“PGW1”) chlor-alkali manufacturing facility, expansion of production capacity at the coagulant plant, as well as the relocation and expansion of a new CN plant in Shah Alam.
- i) With PGW1 commissioned in December 2019, what was the current utilization rate of the chlor-alkali manufacturing facility? Does the Group foresee a need to further expand production capacity of chlor-alkali products in the near term?
 - ii) As CCM's coagulant and CN production plants had already achieved a utilisation rate of above 80% in FY2019, does CCM have plans to further expand the above-said facilities, in addition to the expansion activities undertaken in FY2018?

Does CCM have the extra capacity to capture glovemakers' rising demand for coagulant and CN in tandem with rising gloves demand?”

Answer:

- a) The current utilization rate of CCM Chemicals' chlor-alkali plants in Pasir Gudang was between 69% to 85%. The capacity utilisation was impacted by the slower demand during the MCO, as some of CCM Chemicals' customers were not in operation during MCO phases I and II. Management anticipated that the utilisation rate would improve with the easing of MCO. At the moment, there was no plan for further expansion of CCM Chemicals' chlor-alkali capacity.
- b) That Management did not foresee any expansion plans for its coagulant or CN production in the near term. The immediate focus on these products were the development and expansion of CCM Chemicals' presence in the market to maximise capacity. The current CN capacity was aligned with the demand of the glove manufacturing sector in the near future, and was able to capture the expected surge in the demand for gloves. Management would review the need for further expansion when the need arises.

- “4. The Group’s capacity expansion drive also encompasses the Polymers business which is making good headway on the back of increasing global demand for gloves.
- i) What was the increase in demand in terms of volume for polymers experienced by the Polymers business due to the increasing global demand for gloves?
 - ii) The Polymers division has been implementing debottlenecking exercises to increase production volume as well as automating the processes to enhance cost efficiencies and improve product quality. Please quantify the results, including cost efficiencies and product quality improvements, which have been achieved from the debottlenecking exercise and automation?
 - iii) Plants producing polymers ran at almost full capacity in FY2019 to meet market demand for both Polymer Coatings and Cleaners production. With the high utilization rate of the polymers plant, how does the Group plan to capitalise on opportunities arising from the high utilization of glovemakers’ production capacities due to COVID-19?
 - iv) The setting up of an advanced new ultra-modern laboratory for Polymers’ R&D would enable the Polymers division to intensify new product development as well as testing and developmental activities for industries beyond the gloves sector. What achievements have been made in new product development? What other potential sectors, beyond the glove sector, have been identified?”

Answer:

- a) For FY2019, there was increase in sales volume of polymers products i.e coatings by 3% and cleaners by 5%. CCM Polymers growth trajectory was currently limited by its plant capacity, which was utilized to the maximum in FY 2019.
- b) Improvements in cost efficiency and product quality pursuant to the de-bottlenecking had increased gross margin of coatings and cleaners by 0.8% and 3.7%, respectively.
- c) The surge in demand from glove manufactures amidst COVID-19 is expected to be transitory until the pandemic expires. The sudden demand has been and would be supported by further enhanced effectiveness in resources management including materials and support team primarily focused on delivering the targeted output.

- d) Achievement for new product development was being monitored through percentage of new product ratio to total revenue. The goal was to introduce improved product developed from the latest technology to meet the customers' current application requirements. Potential areas identified as business opportunity includes widening products offering into glove sector (outside of existing product ranges) as well as into non-glove sector such as the cleaning, additives sector.

“5. Given the COVID-19 pandemic, how is the Group preparing itself to face the new business landscape?”

Answer:

- a) CCM's chemicals products are used in the production of personal hygiene, disinfectants and key chemicals for the water treatment sector, and also used in the manufacturing of gloves. These industries are highly essential in helping to contain the spread of Covid-19. The demand for our key products is expected to increase with the easing of the MCO as our key customers will be in full operation. The increase in demand is anticipated to mitigate the impact of the softer caustic soda prices for the year.
- b) CCM Polymers is expected to benefit from the surge in demand from the gloves sector. Nonetheless, we remain cautious of the impact of foreign currencies volatility to our margins.
- c) Groupwide initiatives in managing the impact of COVID-19:
 - Prioritisation of CAPEX
 - Working capital monitoring is heightened
 - Ensuring that cash and liquidity were checked at all the times, including all time funding availability
 - Cost discipline measures – “reduce & defer” mode.

The GMD then handed the floor over to Dato' Chairman.

TABLING OF REPORTS AND FINANCIAL STATEMENTS AND RESOLUTIONS TO BE VOTED FOR AT THE AGM

The Chairman proceeded to invite the Group Company Secretary to table all the resolutions as set out in the Notice of the 58th AGM as follows:

1. To receive the Audited Financial Statements for the financial year ended 31 December 2019 together with the Reports of the Directors and Auditors thereon.

2. To re-elect the following Directors retiring under Article 105 and Article 110 of the Constitution of the Company:

- (i) Dato' Wan Mohd Fadzmi bin Che Wan Othman Fadzilah – Article 105
(Ordinary Resolution 1)
- (ii) Datuk Anuar bin Ahmad – Article 110
(Ordinary Resolution 2)
- (iii) Puan Raja Azura binti Raja Mahayuddin – Article 110
(Ordinary Resolution 3)
- (iv) Encik Hasman Yusri bin Yusoff – Article 110
(Ordinary Resolution 4)
- (v) Dr Leong Yuen Yoong – Article 110
(Ordinary Resolution 5)
- (vi) Encik Zainal Abidin bin Jamal – Article 110
(Ordinary Resolution 6)

Article 105 of the Constitution provided that one-third of the Directors for the time being, or if their number was not in multiple of three, then a number nearest to one-third shall retire from office. For the current year, six directors shall be retiring under this Article and under Article 107 of the Constitution, shall be eligible for re-election.

Article 110 of the Constitution provided that any director appointed either to fill a casual vacancy or as an addition to the existing director, shall hold office until the next following AGM and shall then be eligible for re-election but shall not be taken into account in determining the Directors who are to retire by rotation at such meeting.

3. To re-appoint Messrs. KPMG PLT as Auditors of the Company and to authorise the Directors to fix their remuneration.
(Ordinary Resolution 7)
4. To approve the proposed total Directors' Fees amounting to RM1,000,000 for the period commencing from the conclusion of the forthcoming 58th AGM of the Company on 15 June 2020 until the conclusion of the next AGM of the Company in 2021, and further, to authorise the Directors to apportion the fees and make payment in the manner as the Directors may determine.
(Ordinary Resolution 8)

This was in line with the requirements of Para 7.23 of the MMLR, Section 230 of the CA 2016 and Article 78 of the Company's Constitution. This resolution would facilitate the payment of Directors' Fees on current financial year basis until the conclusion of the next AGM in 2021.

5. To approve the proposed payment of total Directors' Benefit (excluding Directors' Fees) up to an amount of RM500,000 for the period from the conclusion of the 58th AGM of the Company scheduled on 15 June 2020 until the conclusion of the next AGM of the Company in 2021 ("Relevant Period").
(Ordinary Resolution 9)

In determining the estimated total amount of benefits (excluding Directors' Fees), the Board had considered various factors including the number of scheduled meetings for the Relevant Period and the number of directors involved in those meetings, based on the strategy and plans of the Company and Group for the Relevant Period. The resolution would allow the Company to make payment to the respective directors on a monthly basis and/or as and when incurred. In this regard, the Board was of the view that it was fair and equitable for the directors to be paid on a monthly basis and/or as and when incurred particularly after they have discharged their responsibilities and rendered their services to the Company throughout the Relevant Period.

This motion was also in line with the requirements of Para 7.23 of the MMLR, Section 230 of the CA 2016 and Article 78 of the Company's Constitution.

6. Proposed Amendments to the Company's existing Constitution
(Special Resolution 1)

The rationale of the Proposed Amendments was primarily to provide further clarity on certain terms of the Constitution and to ensure compliance with the CA 2016, the Malaysian Code of Corporate Governance, MMLR and other prevailing statutory and regulatory requirements applicable to the Company.

7. To transact any other business of which due notice shall have been received.

QUESTIONS AND ANSWERS SESSION

Having read out all the resolutions tabled, the Group Company Secretary handed the floor over to Dato' Chairman, who then invited the shareholders to pose questions on the performance of the Company via the Lumi AGM portal.

Ms Marina Ng binti Abdullah, a shareholder, had suggested for CCM to consider giving out e-voucher as door gift. In reply, Management informed that it would look into this matter going forward.

Mr Lee Eng Shan, a shareholder, had enquired on the contribution breakdown of caustic soda versus chlorine as well as the Company's production strategy for both caustic soda and chlorine. Management informed that the contribution breakdown of caustic soda and chlorine for its Chemicals Business were about 53% and 15%, respectively, of its revenue. On the Company's production strategy or growth strategy, Management informed that it would be looking into going further downstream into the derivatives for both caustic soda and chlorine businesses.

Mr Lee also enquired on how and what was driving the caustic soda prices, the estimated contract value now from Petronas RAPID contract and which industries were CCM most exposed to. In reply, Management informed that the caustic soda price was determined by the dynamics of the trade flows in South East Asia ("SEA") versus the North East Asia ("NEA"). With regards to the estimated current contract value from Petronas RAPID, Management informed that it was unable to determine the contract value now, as the latter was dependent on the orders taken by Petronas RAPID pursuant to the Price Agreement entered with Petronas RAPID.

In respect of the query on which industries were CCM most exposed to, Management informed that from the Group's revenue perspective, 32% of the revenue exposure was from the gloves sector, 16% from water sector, 17% from oleo-chemicals, 14% from oil & gas which was mainly PETRONAS, 3% from metal & steel sector whilst the remaining 18% was from other sectors. Based on this, 65% of CCM's revenue exposure was in sectors less susceptible to the adverse impact of the COVID-19 pandemic.

Next, Mr Lee also queried on the lead time for CCM's sales and product pricing. To this, Management replied that there would normally be a one (1) month lag between product pricing and sales for caustic soda. For chlorine, the contract for chlorine with the Waterworks was normally based on a two (2) years pricing contract period while for chlorine spot transactions, the lead time would be around one (1) month.

Mr Lee enquired on CCM's global cost curve positions versus the local competition outlook. In reply, Management informed that CCM's cost curve was higher than the global cost curves but was on par with another local competitor.

Mr Lee also queried on the global production dynamics over the next 3 years, China and US production capacity growth and would there be any competition to RAPID Pengerang. For these questions, the GMD invited the Chief Executive Officer ("CEO"), Chemicals to answer.

In reply, the CEO, Chemicals informed that as far as capacity growth, he was looking at NEA and Korea to increase production. The increase would mainly be from downstream applications of existing integrated manufacturers, in particular the chlor-alkali and vinyl integrated manufacturers, taking advantage on the high demand for vinyl chain. Moving forward, Management would be looking at chlorine molecules to drive the margins. Management also informed that in expanding its capacity, it would be faced with increasing level of environmental scrutiny by the various countries, especially China. With regard to competition from RAPID Pengerang, Management informed that it did not foresee any competition for now but would be monitoring closely on any latest development on the ground.

The next question from Mr Lee was in respect of CCM Polymers' new Head Office and Warehouse in Bangi vis-à-vis its depreciation and start-up costs. In reply, Management informed that the depreciation cost for the CCM Polymers' new Head Office and Warehouse was RM1 million per annum while the total purchase price for the Head Office and Warehouse was RM21 million.

Further, Mr Lee had sought explanation on "result of unbalance trade dynamics between SEA and NEA" as mentioned in page 20 of the Annual Report. Management informed that the demand and supply dynamics affecting the prices of caustic soda, which was a commodity, were very much dependent on the supply and demand from NEA and SEA, respectively. Any excess or shortage in supply from NEA would determine the impact of the prices of caustic soda being imported into SEA.

Mr Lee also sought explanation on the meaning of "higher vinyl net back creating surplus of inventory" as mentioned on page 20 of the Annual Report. To this, the GMD explained that sometime in July 2019, Management saw the caustic soda prices declined. Ethylene price being one of the major raw material for poly-vinyl chloride ("PVC") had also declined while the vinyl price remained constant. This would have impacted the chlor-alkali business as chlorine, which was one of the by-products of the chlor-alkali plant, was a major feedstock for the vinyl industries. In achieving a higher net back margin, the integrated players of chlor-alkali and PVC would increase their production capacities of the chlor-alkali plant to increase the production of chlorine, so that it could be used in the production of PVC. When production capacity increased, caustic soda which was produced from the plant would also increase, thereby creating a surplus of caustic soda in the market, hence, the drop in price due to excess supply.

Lastly, Mr Lee had also enquired about the top three (3) coating players (besides CCM Polymers) and how close was CCM Polymers with the other two (2) competitors. In reply, Management informed that the other two (2) major coating players were Cosmic Discovery Sdn Bhd and Chempro Technology (M) Sdn Bhd. Currently, these two players together with CCM Polymers have equal market share in the polymers business.

Ms Reemarachna a/p Poravi, a shareholder, suggested that moving forward, Boardroom Share Registrars should look at the possibility of enabling the RPV participants to vote during the AGM and not at the end of the meeting as this would save time. The suggestion was not limited to CCM only but also to other Boardroom Share Registrar's clientele. Management noted the proposal and thanked her for the suggestion.

The next question was on the outlook for CCM's dividend for 2020. Management replied that CCM has a dividend pay-out policy of 50% - 75% of Group's PATAMI. Any dividend pay-out would be subjected to the Group's 2020 financial performance.

The last question posted on-line was from **Mr Leong Wai Hong**, who inquired on whether the contract with Petronas RAPID was based on total volume taken over a fixed period of time, and if so, when would be the end of the contract period. Management replied that the Petronas RAPID contract was not based on volume. The contract with Petronas RAPID was a Price Agreement for the supply of caustic soda to Petronas and the off-take volume would be based on Petronas' required demand during the duration of the contract i.e. from 15 April 2019 until 14 April 2022.

As there were no other questions received, the Chairman thanked the shareholders for their questions. Following the conclusion of the questions and answers session, the meeting then proceeded to the polling session.

That for the record, the Chairman informed that a total of 15 shareholders representing 7,577,497 shares or 4.52% of the total issued and paid up share capital of the Company had appointed the Chairman of the Meeting as their Proxy and he would vote in accordance with their instructions.

POLL VOTING SESSION

The Chairman adjourned the meeting for 10 minutes to allow the shareholders to cast their votes.

OUTCOME OF THE AGM - POLL RESULTS

Based on the poll results which had been verified by the Scrutineers, Boardroom Corporate Services Sdn Bhd, the Chairman declared that all resolutions tabled at the AGM were carried and the poll results were as follows:

Resolutions	For		Against		Total	
	No. of shares	%	No. of shares	%	No. of shares	%
Ordinary Resolution 1	102,507,825	99.996	3,802	0.004	102,511,627	100
Ordinary Resolution 2	102,507,826	99.996	3,802	0.004	102,511,628	100
Ordinary Resolution 3	102,507,794	99.996	3,802	0.004	102,511,596	100
Ordinary Resolution 4	102,507,826	99.996	3,802	0.004	102,511,628	100
Ordinary Resolution 5	102,509,936	99.998	1,692	0.002	102,511,628	100
Ordinary Resolution 6	102,507,836	99.996	3,792	0.004	102,511,628	100
Ordinary Resolution 7	102,509,852	99.998	1,776	0.002	102,511,628	100
Ordinary Resolution 8	100,721,428	98.254	1,790,236	1.746	102,511,664	100
Ordinary Resolution 9	102,506,397	99.995	5,293	0.005	102,511,690	100
Special Resolution 1	102,509,892	99.998	1,730	0.002	102,511,622	100

CLOSE OF MEETING

There being no other business to be transacted, the meeting concluded at 11.45 a.m. after the passing of a vote of thanks to Dato' Chairman.

Dated:

SIGNED AS A CORRECT RECORD:

CHAIRMAN