

130426 Meeting Minutes

CSR Committee – First Meeting in 2013

April 26th, 2013

Present:

Ly Le	Coca-Cola Vietnam
Huong Nguyen	Coca-Cola Vietnam
Van Anh	Hoa Sen University
Kim Phung	Hoa Sen University
Thu Tran	HSBC
Trang	HSBC
Quyen Nguyen	Intel
Khanh Nguyen	Perenco
Lan Anh	TRG
Vu Pham	Victoria Healthcare
Hoang Anh	Victoria Healthcare
Herb Cochran	AmCham Vietnam
Amy Nguyen	AmCham Vietnam
Vinh Vo	AmCham Vietnam
Thuy Nguyen	AmCham Vietnam
Nga Nguyen	AmCham Vietnam

Regret:

Duong Tran	3M
Chau Nguyen	UPS
Lan Anh	Sanofi
Nhan Nguyen	Sandhill
Ninh Bui	VCCI
Phuc Le	Samsung
Chau Pham	Avery Dennison
Khanh Duong	Maersk

I. CSR Activities:

- AmCham Scholarship: Sponsors needed. Contact person: Vinh Vo (AmCham)
- AmCham's World Blood Donor Day: Amy to send out Communication Message for companies to register.
- AmCham's Community Development Fund: Volunteers recruited for Allocation Team. Contact person: Amy Nguyen (AmCham)
- International Coastal Cleanup: Intel (Quyen) and Coca-Cola (Huong) will lead 2013 event.

II. CSR Seminar:

- Suggested ideas:
 - Big companies to share experience of CSR with smaller companies in order to call for the latter to join the AmCham CSR Committee

- One topic for a year
 - CSR Page: Companies to upload videos/photos of their CSR events to find cooperative opportunities with other companies
 - Identify the audience and how to call for attendees
 - Set clear objectives for the seminar
 - Survey:
 - Target: 35 members of CSR Committee
 - Content:
 - What is your definition of CSR?
 - What are your objectives and top priorities when doing CSR?
 - Could you share your top 5 activities in the CSR action plan?
 - Objectives:
 - To recognize the similarities in CSR program of company members to produce an appropriate CSR Action Plan.
 - To link the survey with the seminar
 - Actions Required:
 - May 10: AmCham to draft the survey for CSR
 - May 13: Feedback from companies
 - May 14: AmCham to send out the revised version
 - May 15: Approval from companies
 - May 16: AmCham to send out surveys
 - May 23: Survey results
- III.** Next meeting: 15:00 on May 28th, 2013.

End of minutes