



MALAYSIAN GOLF ASSOCIATION

(PSM 0193/98)

MGA (NHS) F027/0325/08(sh)
9th May 2008

To:

URGENT REMINDER

The Chairman, Club NHS Sub-Committee
The Golf Captain
The General Manager
The Club Manager

Affiliated Clubs of Malaysian Golf Association

Dear Sir/Madam,

Re: MONTH END PROCESSING FOR MAY NHS CARDS

Greetings from Malaysian Golf Association!

We refer to our letter dated 30th April 2008 on the viruses outbreak classified as “ **Trojan, Worm, Spyware and Rootkit** ” from China affecting worldwide which excluded 32 clubs April data's during the processing of the May NHS cards. In this respect, we recommend an **Action Plan** for all clubs, which is attached for your information and action.

We are in the process of rectifying the problem as soon as possible and would ensure that the April data's are included in the May Month End Processing for the effected 32 clubs

Sorry for the inconvenience caused.

Thank you,

Your sincerely,
for Malaysian Golf Association

V.RAVINDRAN
Deputy General Manager

c.c: Mr. Low Teck San - Chairman, NHS Committee
En. Zulkifli Dato Ismail - Honorary Secretary



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NATIONAL HANDICAP SYSTEM (NHS)

ACTION PLAN FOR CLUBS

1. Clubs must install at least one effective anti-virus software, preferably 2 or more. Please contact your local PC vendor for advice.

2. Before uploading of data to the Server
(i.e 1st button of Submission – “Update Data to Server”),
 - a) use your anti-virus software to scan the data: NewTrans.mdb
(eg C:\ Program files\NHS\Data \NewTrans.mdb)
 - b) clubs must make a backup copy of the data: NewTrans.mdb and name it NewTrans2.mdb

Note: Even though the uploading of the data completed successfully, the uploaded data may still be possible infected through the Internet before reaching the Data Center – Server and this infected data file will not be processed. IGL will do its best to clean it and resubmit it for the processing. If the data again being rejected by the system, MGA will be notified immediately which in turn will notify the respective clubs.

3. After downloading the club data from the Server
(i.e. 2nd button of Submission – “Download Club Data from Server”),
 - Scan the updated data: (a) NewGolf.mdb and
(b) NewTrans.mdb (which is in
C:\ Program files\NHS\Data \NewGolf.mdb
C:\ Program files\NHS\Data \NewTrans.mdb respectively)

4. Similarly for 3rd button – “Download NHS Data from Server”,
 - Scan the data – Global.mdb (which is in
C:\ Program files\NHS\Data \Global.mdb
after downloaded.



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5. Scanning of virus (with your own anti-virus software)
 - Should virus be detected, clean it immediately.

Note: Even though the data is cleaned, the data may be corrupted. As such redo the download again, i.e. repeat step no. 3 and/or 4 above until the data is free of virus.

6. Please be informed that many new viruses will surface every day and more will appear nearer to the time of the Beijing Olympics.

7. Please be informed that the Server will be closed **on 20th May 2008 at 5.30pm** for clubs to upload and to ensure clubs' data files are accepted by the system (additional procedures have been in place at the Server).

Thank You,

Mr. Low Teck San
Chairman, NHS Sub-Committee
Malaysian Golf Association
9th May 2008