

Minutes of the National Annual General Assembly (NAGA) of SwissCham China - 2022/2023

Date and time: April 1, 2023, 6.15pm – 7.30pm
Venue: The Canton Club, Guangzhou
Chair: Martin Mueller, Chairman, SwissCham China
Minutes Taker: Lucas Li, Operations Manager, SwissCham SouthChina

1 Welcome, quorum, elections of the vote counter and President of the day

1.1 Quorum

Quorum requirement for NAGA according to Articles of Association:

- 20% of voting membership
- 10% of each region

2022/2023 Members		Attendance NAGA 2023 (incl. Proxy)		%
Voting Members SHA	172	Valid Voting Members SHA	44	25%
Voting Members BEI	68	Valid Voting Members BEI	36	53%
Voting Members SOC	22	Valid Voting Members SOC	13	60%
Voting Members SWC	3	Valid Voting Members SWC	1	30%

Total Voting Rights	265	Total Voting Members	94	35%
Quorum reached	53	Result: Quorum requirements are met		

Total Voting Members present at NAGA 2023			15
Simple Majority (½ of voting members + 1)	8	2/3 Qualified Majority	10

1.2 Approval of vote counters & President of the day and minutes taker

The following is confirmed:

Minutes taker: Lucas Li

Vote counter: Peter Bachmann

President of the day: Consul General Philippe Praz

2 Confirmation of the agenda

No changes have been proposed to the agenda, the agenda remains unchanged,
The Agenda is accepted by the members.

3 Minutes of the last NAGA

In accordance to the Bylaws, the Invitation, the proposed Agenda and Minutes of the National General Assembly were sent out and also made available on the SwissCham website.

No changes were requested and the Chairman states that the Minutes are accepted by the members.

4 Activity report of regional chapters

4.1 Report Beijing

Johann Oberson, President of SwissCham Beijing, reported about the Chamber activities in Beijing.

4.2 Report Shanghai

Lucas Rondez, President of SwissCham Shanghai, reported about the Chamber activities in Shanghai.

4.3 Report South-West

Raphael Zumsteg-Yuan, President of SwissCham South-West, reported about the Chamber activities in the South-West.

4.4 Report South

Stephan Stalder, President of SwissCham South, reported about the Chamber activities in Guangzhou.

4.5 Report SwissCham China

Martin Mueller, Chairman of SwissCham China, reported about his activities on behalf of SwissCham China.

5 Confirmation of the new south-west chapter

The members are asked to approve the new bylaws, to confirm the chapter and to confirm the new President Raphael Zumsteg-Yuan. The members have given approval.

6 Amendments to the articles of association

MM presents the proposed changes. They are as follows:

Article 1 - old version

ARTICLE 1 NAME, SEAT, BUSINESS YEAR

- (1) This organization shall be called in Chinese "Chinese Swiss Chamber of Commerce" or "Zhong Guo Rui Shi Shang Hui" and shall be called in English "Swiss Chinese Chamber of Commerce" or "SwissCham China" (the "National Chamber").
- (2) The National Chamber is established in accordance with the relevant laws and regulations of People's Republic of China ("China").
- (3) The National Chamber has its registered office at Room 213, Xinyuanli West 19, Chaoyang District, Beijing 100027, China.
- (4) The business year of the National Chamber is the calendar year, from January 1 to December 31.

Article 1 – new version

ARTICLE 1 NAME, SEAT, BUSINESS YEAR

- (1) This organization shall be called in Chinese "Chinese Swiss Chamber of Commerce" or "Zhong Guo Rui Shi Shang Hui" and shall be called in English "Swiss Chinese Chamber of Commerce" or "SwissCham China" (the "National Chamber").
- (2) The National Chamber is established in accordance with the relevant laws and regulations of People's Republic of China ("China").
- (3) The National Chamber has its registered office at the following address: European Business Center, Unit 309, 3rd Floor, Building 81, No. 4, Workers' Stadium North Road, Chaoyang District, Beijing 100027, China
- (4) The business year of the National Chamber is the calendar year, from January 1 to December 31.

Article 6 – old version

ARTICLE 6 MEETING OF THE NATIONAL CHAMBER (“NATIONAL GENERAL ASSEMBLY”)**SECTION A ORDINARY AND EXTRAORDINARY NATIONAL GENERAL ASSEMBLIES**

(1) The National General Assembly is the supreme body of the National Chamber. There are Ordinary and Extraordinary National General Assemblies.

(2) An Ordinary National General Assembly shall be held annually in the first quarter of the business year.

(3) An Extraordinary National General Assembly shall be convened:

(a) If the National Board so decides; or

(b) If at least ten percent (10%) of all members with voting rights submit a written request to the National Board stating the reasons to convene it.

Article 6 – new version

ARTICLE 6 MEETING OF THE NATIONAL CHAMBER (“NATIONAL GENERAL ASSEMBLY”)**SECTION A ORDINARY AND EXTRAORDINARY NATIONAL GENERAL ASSEMBLIES**

(1) The National General Assembly is the supreme body of the National Chamber. There are Ordinary and Extraordinary National General Assemblies.

(2) An Ordinary National General Assembly shall be held annually in the first quarter of the business year.

(3) An Extraordinary National General Assembly shall be convened:

(a) If at least 2/3 of the voting members of the National Board to decide; or

(b) If at least ten percent (10%) of all members with voting rights submit a written request to the National Board stating the reasons to convene it.

Article 6, Section C – old version

(4) The quorum shall be constituted if (i) at least twenty percent (20%) of all members with voting rights are present in person or by proxy, and (ii) at least ten percent (10%) of members with voting rights from each Regional Chamber are present in person or by proxy. Decisions are made by a simple majority unless the National Articles or National Bylaws provide otherwise.

(5) The National General Assembly may hold secret voting.

(6) To grant a valid proxy, a written authorization letter is required. The proxy shall only count towards the quorum but not for elections or voting procedures.

(7) Online voting may be used in place of a proxy.

(8) Minutes shall be recorded for all National General Assembly meetings and shall be placed on file at the registered address of the National Chamber for members' consultation.

Article 6, Section C – new version

(4) The quorum shall be constituted if (i) at least twenty percent (20%) of all members with voting rights are present in person or by proxy, and (ii) at least ten percent (10%) of members with voting rights from each Regional Chamber are present in person or by proxy. Decisions are made by a simple majority unless the National Articles or National Bylaws provide otherwise.

(5) The National General Assembly may hold secret voting.

(6) Any member may vote through proxy, provided a written authorization letter is presented.

(7) Minutes shall be recorded for all National General Assembly meetings and shall be placed on file at the registered address of the National Chamber for members' consultation.

Article 7, Section B – old version

SECTION B COMPOSITION OF THE NATIONAL BOARD

- (1) The National Board shall consist of at least six (6) members.
- (2) Each Regional Chamber shall be represented in the National Board by at least one (1) member.
- (3) Members of the National Board shall be elected by the National General Assembly for a term of two (2) years. Re-election is possible for maximum three (3) consecutive terms, i.e. totally six (6) consecutive years.
- (4) The National Board constitutes itself. The Chairman of the National Board shall be confirmed by the National General Assembly upon proposal by the National Board. The term of office of the Chairman of the National Board shall be two (2) years. Re-elections possible for maximum two (2) consecutive terms, i.e. totally four (4) consecutive years.

Article 7, Section B – new version

SECTION B COMPOSITION OF THE NATIONAL BOARD

- (1) The National Board shall consist of at least eight (8) members.
- (2) Each Regional Chamber shall be represented in the National Board by two (2) members.
- (3) Members of the National Board shall be elected by the National General Assembly. Re-election is possible for maximum six (6) consecutive years.
- (4) The National Board constitutes itself. The Chairman of the National Board shall be confirmed by the National General Assembly upon proposal by the National Board. The term of office of the Chairman of the National Board shall be one (1) year. Re-election is possible for maximum four (4) terms.
- (5) If a member of the National Board leaves office before the end of his term of office, the respective Regional Chamber shall appoint a new member who shall hold office until the term of that National Board member ends.

Article 8 – old version

ARTICLE 8 MANAGEMENT

- (1) The Legal Representative shall be appointed by the National Board for a term of two (2) years. Reappointment is permitted. The Legal Representative may at the same time be a member but not the Chairman of the National Board.

Article 8 – new version

ARTICLE 8 MANAGEMENT

- (1) The Legal Representative shall be appointed by the National Board for a term of two
- (2) years. Reappointment is permitted. |

Newly added :

- (5) Before the National Chamber enters into any contractual agreement, memorandum of understanding, or any document of strategic or monetary significance, the proposed commitments or contract templates shall be subject to approval by the National Board or the SwissCham Office Holders. Such approval shall not be required if the counterparty to the agreement is included in the SwissCham approved supplier list.

Article 14 – old version

ARTICLE 14 AMENDMENTS TO THE ARTICLES AND BYLAWS OF THE NATIONAL CHAMBER

- (1) The National Articles may be amended by two-thirds ($\frac{2}{3}$) majority of the members with voting rights present in person or by proxy at the National General Assembly on the proposal of the National Board or following a written motion by at least one tenth (1/10) of all members with voting rights of the National Chamber.
- (2) The National Board may draft, amend or repeal the National Bylaws in accordance with the National Articles. The National Bylaws and any amendment thereto or repeal thereof shall only become effective upon approval by a simple majority of the members with voting rights present in person or by proxy at the National General Assembly.
- (3) The members of the National Chamber shall be notified of any changes to the National Articles or the National Bylaws.

Article 14 – new version

ARTICLE 14 AMENDMENTS TO THE ARTICLES AND BYLAWS OF THE NATIONAL CHAMBER

- (1) The National Articles may be amended by two-thirds ($\frac{2}{3}$) majority of the members with voting rights present in person ~~or online~~ at the National General Assembly on the proposal of the National Board or following a written motion by at least one tenth (1/10) of all members with voting rights of the National Chamber.
- (2) The National Board may draft, amend or repeal the National Bylaws in accordance with the National Articles. The National Bylaws and any amendment thereto or repeal thereof shall only become effective upon approval by a simple majority of the members with voting rights present in person or online ~~at~~ the National General Assembly.
- (3) The members of the National Chamber ~~shall~~ be notified of any changes to the National Articles or the National Bylaws.

All proposed changes are approved by the members by the required 2/3 majority.

7 Amendments to the national bylaws

MM presents the proposed changes.

Article 2 – old version

ARTICLE 2 REGIONAL CHAMBERS

(1) The National Chamber recognizes the diversity of business activities in China and serves its members locally through its Regional Chambers.

(2) Regional Chambers are established upon request by a regional group of members of the National Chamber to the National Board, proposal by the National Board and approval by the NAGA. For the time being, Regional Chambers exist in Beijing, Shanghai and Guangzhou.

(3) Each Regional Chamber may hire its own staff and shall be independent in the management of its employees. The National Board shall not interfere in the daily management of the Regional Chamber unless such interference is required to protect the interest of the National Chamber.

(4) Each Regional Chamber may adopt, alter, repeal Regional Bylaws, provided that they comply with the National Articles and the National Bylaws. The National Board shall confirm compliance of such Regional Bylaws or any amendments thereto with the National Articles and the National Bylaws. The Regional Bylaws and any amendment thereto shall only become effective upon approval by the NAGA by simple majority vote.

(5) Each Regional Chamber contributes an amount of money to cover the annual administrative expenses accrued by the National Chamber according to the regional budgets approved by the NAGA. Such financial contribution requires the approval of the respective Regional Board.

(5) Bookkeeping is carried out within and by the Regional Chambers. The Regional Chambers shall follow PRC accounting rules and regulations (Chinese GAP), the National Articles and the National Bylaws for the financial accounting of their activities.

For consolidation purposes, the Regional Chambers shall establish their financial statements according to the chart of accounts established by the National Board. The Treasurer of the National Chamber shall establish or amend the chart of accounts subject to prior consultation with the Treasurer of each Regional Chamber.

(6) Each Regional Chamber shall submit to the National Board the following documents at the latest 45 days prior to the date of the NAGA:

Report on activities conducted and attended by members of the Regional Chamber;
explanation of accounts;
Assets & Liabilities and Profit & Loss reports;
Fixed Assets lists;

General Ledger;
Membership list, including information of whether membership fees are paid to ascertain voting rights;
One supporting document for every entry in the General Ledger;
Budget for the new business year.

Article 2 – new version

ARTICLE 2 REGIONAL CHAMBERS

(1) The National Chamber recognizes the diversity of business activities in China and serves its members locally through its Regional Chambers.

(2) Regional Chambers are established upon request by a regional group of members of the National Chamber to the National Board, proposal by the National Board and approval by the NAGA. For the time being, Regional Chambers exist in Beijing, Chongqing, Guangzhou, and Shanghai

(3) Each Regional Chamber may hire its own staff and shall be independent in the management of its employees.

(4) Each Regional Chamber may adopt, alter, repeal Regional Bylaws, provided that they comply with the National Articles and the National Bylaws. The National Board shall confirm compliance of such Regional Bylaws or any amendments thereto with the National Articles and the National Bylaws. The Regional Bylaws and any amendment thereto shall only become effective upon approval by the NAGA by simple majority vote.

(5) Each Regional Chamber contributes an amount of money to cover the annual administrative expenses accrued by the National Chamber according to the regional budgets approved by the NAGA. Such financial contribution requires the approval of the respective Regional Board.

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For consolidation purposes, the Regional Chambers shall establish their financial statements according to the chart of accounts established by the National Board. The Treasurer of the National Chamber shall establish or amend the chart of accounts subject to prior consultation with the Treasurer of each Regional Chamber.

(7) Each Regional Chamber shall submit to the National Board the following documents at the latest 30 days prior to the date of the NAGA:

Report on activities conducted and attended by members of the Regional Chamber;

explanation of accounts;

Assets & Liabilities and Profit & Loss reports;

Fixed Assets lists;

General Ledger;

Membership list, including information of whether membership fees are paid to ascertain voting rights;

One supporting document for every entry in the General Ledger;

Budget for the new business year.

Article 3 – old version

ARTICLE 3 CO OPERATION WITH SWISS CHINESE CHAMBER OF COMMERCE ZURICH

(1) The National Chamber recognizes the value and importance of close cooperation with the Swiss Chinese Chamber of Commerce, Zurich, and its regional organizations in Switzerland.

(2) Visiting members of the Swiss Chinese Chamber of Commerce, Zurich, or of its regional chapters, have the same rights as members described in Article 4 (6) of the National Bylaws, but do not have voting rights.

(3) Individual members of the Swiss Chinese Chamber of Commerce, Zurich, or of its regional chapters, taking residence in China and having paid their annual fees in Switzerland can enjoy membership status in a Regional Chamber, but do not have voting rights until the next RAGA. This privilege does not apply to Corporate Members.

Article 3 – new version

ARTICLE 3 COOPERATION WITH THE SWISS CHINESE CHAMBER OF COMMERCE (SCCC) AND THE SWISS CHAMBER OF COMMERCE IN HONG KONG LTD. (SCCHK)

(1) The National Chamber recognizes the value and importance of close cooperation with the Swiss Chinese Chamber of Commerce, Zurich, and its regional organizations in Switzerland as well as the Swiss Chamber of Commerce in Hong Kong Ltd.

(2) Visiting members of the Swiss Chinese Chamber of Commerce, Zurich, or of its regional chapters, and the Swiss Chamber of Commerce in Hong Kong Ltd. have the same rights as members described in Article 4 (6) of the National Bylaws, but do not have voting rights.

(3) Individual members of the Swiss Chinese Chamber of Commerce, Zurich, or of its regional chapters, as well as of the Swiss Chamber of Commerce in Hong Kong Ltd. taking residence in China and having paid their annual fees in Switzerland or Hong Kong can enjoy membership status in a Regional Chamber, but do not have voting rights until the next RAGA. This privilege does not apply to Corporate Members.

(4) The National Chamber may invite one representative each from the Swiss Chinese Chamber of Commerce in Switzerland and the Swiss Chamber of Commerce in Hong Kong Ltd. as non-voting members of the National Board.

Article 6 and 7 – old version

ARTICLE 6 REGIONAL BOARD

(1) Members of the Regional Board shall be elected by the RAGA.

(2) Eligible for election as a board member is only a person who is a member with voting rights of the respective Regional Chamber or a representative of such member with voting rights.

(3) The Regional Board constitutes itself. The President of the Regional Board shall be confirmed by the RAGA upon proposal by the Regional Board, and thereupon, confirmed by the NAGA.

(4) The term of office of a member of the Regional Board is one (1) year. Re-election of an ordinary member of the Regional Board is possible for maximum six (6) consecutive terms, i.e. totally six (6) consecutive years. Re-election of the President of the Regional Board is possible for maximum four (4) consecutive terms, i.e. totally four (4) consecutive years.

(5) In case of negligence of duty, violation of Chinese laws or regulations or any other behavior detrimental to the Regional Chamber and the Swiss Business Community in China, any Regional Board member may be removed from office by the Regional Board by a vote of at least three-quarters ($\frac{3}{4}$) of all members of the Regional Board.

ARTICLE 7 NOMINATION TO THE NATIONAL BOARD

(1) Each Regional Chamber shall nominate candidates for the National Board to the NAGA for election.

(2) The Regional Chambers in Beijing and Shanghai shall each be represented by three (3) members, the Regional Chamber in Guangzhou by one (1) member on the National Board.

(3) The Chairman of the National Board shall alternate between nominees of the different Regional Chambers every two years, unless a Regional Board whose turn it is forfeits its right to nominate its candidate and the Chairman is elected with a two thirds ($\frac{2}{3}$) majority by the NAGA.

(4) The President of a Regional Board shall not be nominated as Chairman of the National Board unless such nomination is confirmed by the NAGA by a vote of at least two thirds ($\frac{2}{3}$) of the members present by person or by proxy at the NAGA.

Article 6 and 7 – new version

ARTICLE 6 REGIONAL BOARD

(1) Members of the Regional Board shall be elected by the RAGA.

(2) Eligible for election as a board member is only a person who is a member with voting rights of the respective Regional Chamber or a representative of such member with voting rights.

(3) The Regional Board constitutes itself. The President of the Regional Board shall be confirmed by the RAGA upon proposal by the Regional Board, and thereupon, confirmed by the NAGA.

(4) The term of office of a member of the Regional Board shall be defined in the regional bylaws.

(5) In case of negligence of duty, violation of Chinese laws or regulations or any other behavior detrimental to the Regional Chamber and the Swiss Business Community in China, any Regional Board member may be removed from office by the Regional Board by a vote of at least three-quarters ($\frac{3}{4}$) of all members of the Regional Board.

ARTICLE 7 NOMINATION TO THE NATIONAL BOARD

(1) Each Regional Chamber shall nominate candidates for the National Board to the NAGA for election.

(2) The Regional Chambers shall each be represented by two members on the National Board. The National Treasurer shall be nominated by the National Board.

(3) The Chairman of the National Board shall alternate between nominees of the different Regional Chambers every year, unless a Regional Board whose turn it is forfeits its right to nominate its candidate and the Chairman is elected with a two-thirds ($\frac{2}{3}$) majority by the NAGA.

Article 8, 9 and 10 – old version

ARTICLE 8 NATIONAL GENERAL ASSEMBLY

(1) The ordinary NAGA meeting shall in principle take place each time under the auspices of a different Regional Chamber, on a rotating basis.

(2) A member shall have voting rights at a NAGA, under the conditions that:

- (a) either (i) the member personally attends the NAGA meeting, or (ii) appoints a proxy by means of a written and signed original authorization letter to be presented by the proxy at the NAGA meeting. Such proxy letter shall specify the nature of the meeting and its date, the member to be represented and the member acting as proxy; and
- (b) the member has been confirmed by the National Board based on the list provided by the Regional Boards; and
- (c) the member has paid all his dues in full before the NAGA meeting for the year the NAGA meeting is closing.

The National Board shall establish the representation of members at the NAGA meeting and to announce each representation before the first voting.

ARTICLE 9 AWARD OF CONTRACTS

(1) An open bidding process, including at least all members of the respective Chamber, shall be conducted prior to any award of contracts beyond the amount of RMB 100,000. The National Board shall approve any such award of contracts.

(2) Regional and National Board members or their employers shall be awarded such contracts only if they are proven to be more competitive than other bidders and after other bidders have been informed of the bid by the Board member or their employers and had the opportunity to counteroffer.

ARTICLE 10 FINAL PROVISIONS

(1) The National Bylaws and any amendment thereto shall only become effective upon approval by a simple majority of the members present in person or by proxy at the NAGA.

Article 8, 9 and 10 – new version

ARTICLE 8 NATIONAL GENERAL ASSEMBLY

(1) The ordinary NAGA meeting shall in principle take place each time under the auspices of a different Regional Chamber, on a rotating basis.

(2) A member shall have voting rights at a NAGA, under the conditions hat:

(a) the member attends the NAGA in person or by online voting; and

(b) the member has been confirmed by the National Board based on the list provided by the Regional Boards; and

(c) the member has paid all his dues in full before the NAGA meeting for the year the NAGA meeting is closing.

The National Board shall establish the representation of members at the NAGA meeting and to announce each representation before the first voting.

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ARTICLE 10 FINAL PROVISIONS

(1) The National Bylaws and any amendment thereto shall only become effective upon approval by a simple majority of the members present in person or online at the NAGA.

All proposed changes have been approved by the necessary simple majority.

8 Treasurer's report and auditor's statement

The treasurer report was prepared by Daniel Aellen, National Treasurer and Board member of SwissCham Beijing. The report was presented by David Wu, Treasurer of SwissCham South and Board member of SwissCham South.

Financials of the year 2022:

Revenue: RMB 3,643,740

Expenses: RMB 4,239,000

Result: Loss of RMB 595,260

The treasurer report and the auditor's report are approved by the members.

9 Discharge of the National Board

Consul General Philippe Praz, President of the day, guided the assembly through the discharge. The members discharge the Board by acclamation.

10 Election of the Board Members and Auditors

10.1 Election of the National Board



Johann OBERSON
Chairman
President SwissCham Beijing
Chief Representative
Asia/Pacific
[Les Grand Chais de France](#)



Daniel AELLEN
Nat. Representative SwissCham
Beijing
Executive Vice President & Chief
Financial Officer
[Nestlé Greater China Region](#)



Lucas RONDEZ
Vice-Chairman
President
SwissCham Shanghai
Founder & CEO
[Nihub Innovation Center](#)



Chen LIU
National Representative
Vice-President
SwissCham Shanghai
Managing Director
[Weidmann](#)



Stephan STALDER
Vice-Chairman
President
SwissCham South China
Managing Director
[IKA Works GuangZhou](#)



Stefan Omlin
National Representative
BOD Member
SwissCham South China
Head of Development
[Eugster Frismag](#)



Raphael ZUMSTEG-YUAN
Vice-Chairman
President
SwissCham Southwest
Legal Manager & Assistant to
Group CEO
[SinoSwiss Technopark \(SSTP\)](#)



Cynthia NI
Vice-Chairman
Vice-President
SwissCham Southwest
Communications Director
[Holcim](#)

All proposed candidates are approved by the members.

10.2 Election of the Chairman

Johann Oberson (President of SwissCham Beijing) is elected chairman with 15 votes.

Martin Mueller is thanked for his contribution as Chairman in the last 9 years.

10.3 Appointment of the auditor

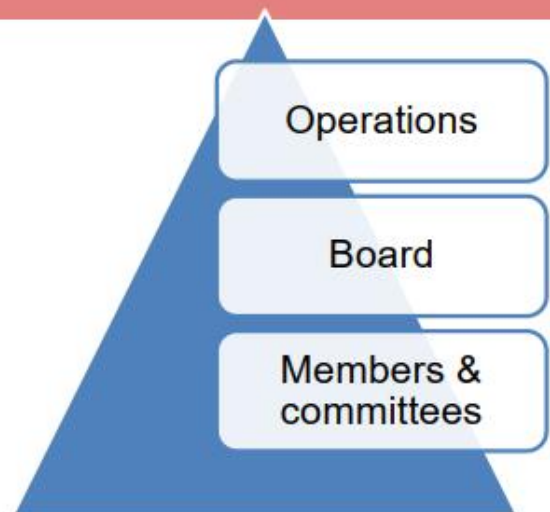
Beijing Zhong Heng Certified Public Accountants is proposed to continue as auditor of SwissCham China. The auditor is re-appointed by the members by acclamation.

11 Program outlook (National events and further development)

Johann Oberson presents the outlook.

Button-up approach

In the coming year, SwissCham aims to implement a more bottom-up approach, empowering our board to form alliances and initiate activities that are relevant for our community at the national level. We believe that by adopting a more inclusive approach, we can effectively meet the diverse needs of our members and strengthen our community.



A localized common perspective

To achieve this goal, we plan to foster better communication within our organization by encouraging open and clear dialogues about member situations, feedback, activities, and good practices.

We recognize that clear communication is vital to ensure smooth and efficient change, and we are committed to making this a priority within our organization.



Internationally interconnected

Enhancing multi-chapters communication.
SwissCham should become interconnected with our partners and friends in Hong Kong and Switzerland.

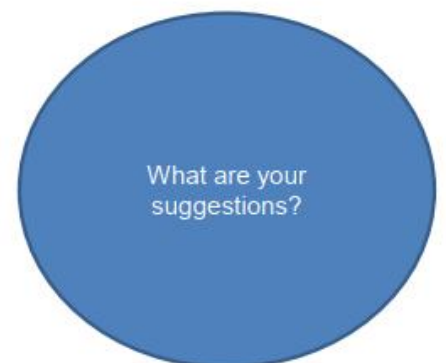


National Events

27 April: Ambassador Briefing (travelling event)

29-30 June: GBA Switzerland Economic Forum

26 October: Sino-Swiss Business Awards



12 Budget

The budget for 2023 is presented by David Wu.

Revenue: RMB 6,599,000
Expenses: RMB 6,188,000
Result: Profit of RMB 371,000

The budget is accepted by the members unanimously.

13 Varia

The next NAGA will be organized in Beijing in March 2024.

The National Annual General Assembly closes at 7.30pm.

Minutes Taker


Lucas Li

Chairman of SwissCham China

Johann Oberson