



THE CHARTERED INSTITUTION OF HIGHWAYS AND TRANSPORTATION  
(MALAYSIAN BRANCH 2019)

MINUTES OF THE ANNUAL GENERAL MEETING

*held on*

24 MAY 2025

AT KELAB GOLF SULTAN ABDUL AZIZ SHAH, SHAH ALAM, SELANGOR

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**1.0 Call to Order**

The AGM was called to order at 3:00pm by the Chairman, Datuk Ir. Zakaria Ahmad Zabidi, upon confirmation of a sufficient quorum.

Attendance list for the meeting is as per **Appendix 1**.

**2.0 Chairman's Address**

Datuk Ir. Zakaria thanked the members for taking time off from their busy schedule to attend the AGM and extended a warm welcome to the committee and all members.

Datuk Ir. Zakaria proceeded with his keynote address on the purpose, highlights of activities of CIHTMB 2019 and thanked the committee members and members for their contribution to the Institution.

Datuk Ir. Zakaria acknowledged that low membership remains a concern, partly due to high fees payable to CIHT UK, and reassured members that the committee is actively exploring more value-added activities and local benefits to encourage membership growth.

Datuk Ir. Zakaria highlighted the following key events organized by the CIHTMB:

- **May 2023** – Technical tour to Pan Borneo Highways to understand regional infrastructure development with 38 participants.
- **November 2023** – Joint technical study tour to RTS Link Johor Bahru with ITS Malaysia attended by 45 delegates.
- **December 2023** – Technical study tour to Jakarta and Bandung, Indonesia in collaboration with ITS Malaysia with 31 delegates. Activities included visits to infrastructure control centres and site inspections of Indonesia's High-Speed Rail (Jakarta-Bandung)
- **March 2024** – CIHT Malaysia Golf Tournament held at Kelab Seri Selangor, coinciding with the AGM.
- **June 2024** – Technical talk on "The Development of eVTOL Air Taxi Infrastructure in Malaysia" and "Setiawangsa-Pantai Expressway: The Design and Launching of a Highway" with broad industry participation.
- **May 2025** – Technical Study Visit to "Crumb Rubber Modified Bitumen Plant: It's Performance & Impact on Carbon Emissions during Construction" involving 60 participants.

Datuk Ir. Zakaria extended appreciation to committee members, speakers, sponsors, and participants for making these events a success.

**3.0 Confirmation of the Minutes of the Last Annual General Meeting (AGM) Held on 2 March 2024**

The minutes were tabled by the Chairman and were generally accepted with no amendments to be incorporated.

The confirmation of minutes of the last AGM held on 2 March 2024 was proposed by Dato' Ir. Wong Wai Ching and seconded by Ir. Yap Teong Aun @ Kannan.



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**4.0 Presentation of the Honorary Secretary's Report 2023-2025**

The Hon. Secretary's report was presented by the Hon. Secretary, Ir. C. Sivaanathan.

**4.1 Committee**

The office bearers for the June 2023 to June 2025 term are as follows:

1. **Chairman** : Datuk Ir. Zakaria Ahmad Zabidi
2. **Vice Chairman** : Dato' Ir. Wong Wai Ching
3. **Hon. Secretary** : Ir. Sivaanathan Chelladurai
4. **Hon. Treasurer** : Ir. Yap Hiong Yong

**Ordinary Committee Members**

1. Dr. Teoh Jui Min
2. Ir. Yap Teong Aun @ Kannan
3. Dato' Ir. Ng Ah Kow (replaced by Ir. Aik Siaw Kong)
4. Ir. Chan Kong Lim – deceased (replaced by Mr. Law Teck Onn)

**Co-Opted Committee Members**

1. Mr. Amir Shahid
2. Mr. Loke Hoe Chiew

**Ex-Officio**

1. Dato' Ir. Che Noor Azeman Bin Yusoff (Past Chairman)
2. Dato' Sri Haji Ismail Bin Md Salleh (Past Chairman)
3. Dato' Ir. Mohd. Shuhaimi Bin Hassan (Past Chairman)
4. Dato' Chua Soon Poh (Past Chairman)
5. Dato' Razali Othman (Past Chairman)

**Auditors**

1. Ir. Mathew Philip
2. Mr. Alan Ng Peng Mum

**4.2 Meetings of CIHTMB (2023/2025)**

Since June 2023, the Committee has had 11 meetings and 2 AGMs. In the current year under review, the Committee has met 5 times. This is in compliance with the constitution of the CIHT Malaysian Branch 2019. Attendance at these committees was good as there was no problem securing the necessary quorum at the meetings.

The details of the meetings for the current year under review are as follows:

Meeting No.	Date	Venue
No.7	19 April 2024	Gurun Meeting Room, Persada PLUS & Zoom (video conferencing)
No.8	23 May 2024	Gurun Meeting Room, Persada PLUS & Zoom (video conferencing)
No.9	11 July 2024	Tapah Meeting Room, Persada PLUS & Zoom (video conferencing)
No.10	4 February 2025	Gurun Meeting Room, Persada PLUS & Zoom (video conferencing)
No. 11	5 May 2025	K2 Bitumen Sdn Bhd, Taman Perindustrian, Perak
AGM	24 May 2025	Kelab Golf Sultan Abdul Aziz Shah, Shah Alam, Selangor



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**4.3 Membership of CIHTMB 2019**

The branch membership record was updated till February 2025. The record shows total branch membership stands at 114. The membership has increased due the participation of employees from various Highway Concession Companies and Gamuda Berhad.

CIHTMB has been giving a one-off rebate of RM100.00 to all active Malaysian Branch members since 2015. CIHTMB members shall pay their annual subscription dues directly to CIHT UK and then get the RM100.00 reimbursement from CIHTMB

The Secretary's Report was opened for discussion. Both Dato' Ir. Wong Wai Ching and Ir. Aik Siaw Kong mentioned that it should be clarified that Mr Law Teck Onn was a replacement for Ir. Chan Kong Lim (Deceased). Dato' Ir. Wong Wai Ching also mentioned that Dato' Chua Soon Poh and Dato' Razali Othman be also mentioned as Past Chairman of CIHTMB.

The Secretary's Report was subsequently proposed to be confirmed by Dato' Sri Haji Ismail Bin Md Salleh and seconded by Dr. Teoh Jui Min.

**5.0 Presentation of the Honorary Treasurer's Report 2023-2025**

The Audited Financial Statement for Year 2024 was presented by the Honorary Treasurer, Ir. Yap Hiong Yong. The presentation slide is attached in **Appendix 2**.

**2024 Financial Overview:**

- Income: RM532,000 (sourced from golf tournament, technical talk and tour)
- Expenditure RM436,009 (Membership Rebates, technical activities, golf tournament, administration costs, etc.)
- Profit for the Year: RM86,291
- Cash & Cash Equivalents at the end of the Year: RM168,388

The Treasurer's Report was opened for discussion and members raised a few clarifying questions regarding itemized expenses and calculations, which were addressed.

The Treasurer's Report was accepted and subsequently proposed to be confirmed by Dato' Sri Haji Ismail Bin Md Salleh and seconded by Ir. Aik Siaw Kong.

**6.0 Election of the CIHTMB 2019 Committee Members for the 2025/2027 Term**

Ir. Aik Siaw Kong was the returning officer for the election of CIHTMB 2019 committee members for the 2025/2027 term. The following office bearers for the June 2025 to June 2027 term were elected unopposed. There were 8 vacancies for Ordinary Committee Members but there were only 6 nominations. Please refer to **Appendix 3** for the nomination forms.

1. **Chairman** : Datuk Ir. Zakaria Ahmad Zabidi
2. **Vice Chairman** : Dato' Ir. Wong Wai Ching
3. **Hon. Secretary** : Ir. Rabindranath S. Vethakkan
4. **Hon. Treasurer** : Lim Shiang Jie

**Ordinary Committee Members:**

1. Ir. Mohd. Hadzmir
2. Dato' Seri Koe Peng Kang
3. Dr. Teoh Jui Min
4. Mr. Amir Shahid



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5. Mr. Loke Hoe Chiew
6. Mr. Law Teck Onn

The election process concluded with all nominees unanimously confirmed.

**7.0 Election of Auditors for the 2025/2027 Term**

The following auditors were elected unopposed for the 2025/2027 term:

- Ir. Thanabal Arumugam – Proposed by Ir. Rabindranath S. Vethakkan and seconded by Dato' Sri Haji Ismail Bin Md Salleh
- Janice Lwee Kui Choo – Proposed by Ir. Yap Hiong Yong and seconded by Ir. Rabindranath S. Vethakkan

**8.0 Closing Remarks**

- Datuk Ir. Zakaria thanked the outgoing committee for their dedication and contributions.
- He welcomed the newly elected committee and expressed optimism for continued growth and engagement.
- Members were thanked for their attendance and support.

**9.0 Adjournment of AGM**

The meeting was adjourned at 4.00pm with no other matters arising.

Prepared by:

**Ir. Sivaanathan Chelladurai**  
Hon. Secretary CIHTMB 2023-2025

Approved by:

**Datuk Ir. Zakaria Ahmad Zabidi**  
Chairman CIHTMB 2023-2025

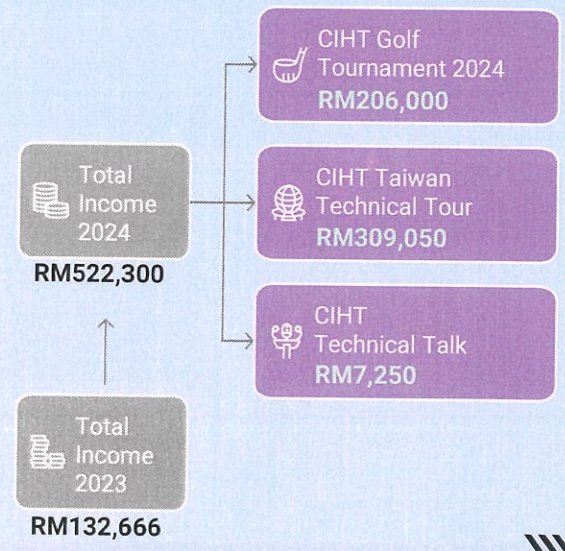
# Presentation of the Honorary Treasurer's Report 2024



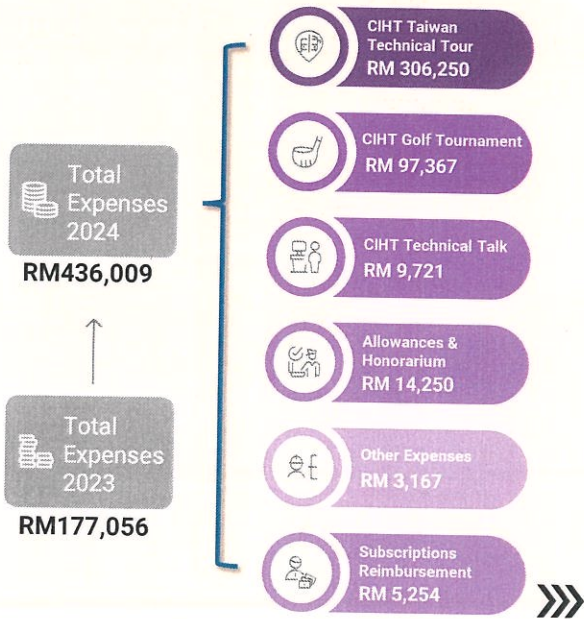
### Net Current Assets Growth (2023-2024)



### CIHT Income Sources and Comparison



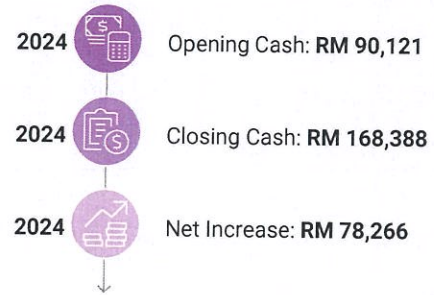
### CIHT 2024 Expenses



### CIHT Profit and Loss Comparison

Characteristic	2024	2023
Profit/Loss	RM 86,291	RM (44,430)

### CIHT Cash Flow in 2024



**STATEMENT OF FINANCIAL POSITION AS AT 31 DECEMBER 2024**



	Note	2024		2023	
		(RM)	(RM)	(RM)	(RM)
<b>Current Assets</b>					
Cash and bank balances					
Receivable Amount - 2023 PBH Technical Study Tour	3.1		168,388		90,121
			<u>350</u>		<u>350</u>
			<u>168,738</u>		<u>90,471</u>
<b>Current Liabilities</b>					
Amount due to members			-		-
Amount due to committee members			2,400		5,700
Amount due to supporting staff			-		3,400
Amount due for rental			-		800
Amount due for AGM Refreshment			-		-
Amount due for 2023 PBH Technical Study Tour			1,500		3,225
Amount due for ROS Constitution Amendment			32		32
Amount due for Social Media Marketing Expenditure			35		35
Amount due for CIHT Taiwan Technical Tour 2024			<u>1,200</u>		-
Net current assets			<u>5,167</u>		<u>13,192</u>
			<u>163,571</u>		<u>77,279</u>
<b>Financed by:</b>					
			<u>163,571</u>		<u>77,279</u>



STATEMENT OF PROFIT OR LOSS AND OTHER COMPREHENSIVE INCOME FOR THE FINANCIAL YEAR ENDED 31 DECEMBER 2024



	Note	2024		2023	
		(RM)	(RM)	(RM)	(RM)
<b>Income</b>					
<b>Year 2023</b>					
2023 PBH Technical Study Tour Collection		-	-	131,230	
Receivable Amount - 2023 PBH Technical Study Tour		-	-	350	
Interest Income		-	-	1,046	
<b>Year 2024</b>					
CIHT Golf Tournament 2024 - Total Collection	3.2	206,000	-	-	
CIHT Technical Talk 2024	3.3	7,250	-	-	
CIHT Taiwan Technical Tour 2024	3.4	309,050	-	-	
			522,300		132,626
<b>Expenses</b>					
Subscription Reimbursement FY2024	4	(5,254)	-	(8,663)	
Allowances	5	(14,250)	-	(16,650)	
Rental		(2,400)	-	(2,400)	
2023 PBH Technical Study Tour Expenses		-	-	(143,045)	
AGM Refreshment		-	-	(915)	
Appreciation Dinner		-	-	(4,786)	
Appreciation Token		-	-	(250)	
Wreath to the late Mr. Chan Kong Lim		-	-	(280)	
ROS Constitution Amendment		-	-	(32)	
Social Media Marketing Expenditure		-	-	(35)	
CIHT Golf Tournament 2024		(97,367)	-	-	
CIHT Technical Talk 2024		(9,721)	-	-	
CIHT Taiwan Technical Study Tour 2024		(306,250)	-	-	
CIHT Uniforms		(767)	-	-	
			(436,009)		(177,056)
<b>Profit / (Loss) for the year</b>			86,291		(44,430)





## STATEMENT OF CASH FLOWS FOR THE FINANCIAL YEAR ENDED 31 DECEMBER 2024

	2024		2023	
Note	(RM)	(RM)	(RM)	(RM)
<b>Cash Flows from Operating Activities</b>				
Profit for the year		86,291		(44,430)
Changes in working capital:				
Amount due to members		-		-
Amount due to committee members & Supporting staff		(6,700)		9,100
Amount due for Rental		(800)		800
Amount due for AGM Refreshment		-		-
Amount due for 2023 PBH Technical Study Tour		(1,725)		3,225
Amount due for ROS Constitution Amendment		-		32
Amount due for Social Media Marketing Expenditure		-		35
Amount due to receivable		-		(350)
Amount due to CIHT Taiwan Technical Tour 2024		1,200		-
Net increase / (decrease) in cash and cash equivalents		78,266		(31,588)
Cash and cash equivalents at the beginning of the financial year		90,121		121,710
Cash and cash equivalents at the end of the financial year		<u>168,388</u>		<u>90,121</u>

