



Registration Number: PPM-002-10-01052019

REGISTERED ADDRESS 46B, JALAN BOLATAMPAR 13/14, SECTION 13, 40100 SHAH ALAM, SELANGOR, MALAYSIA
TEL: 603-5513 6354 FAX: 603-5511 2263 E-MAIL: cihtmb2019@gmail.com

COMMITTEE MEETING NO.2 (2025 – 2027 TERM)

Date: 13 August 2025

**The Chartered Institution of Highways & Transportation Malaysian Branch 2019
(CIHTMB 2019)**

**Venue: Sg. Perak Meeting Room, Mezzanine Floor, Menara Corpora, Persada PLUS,
Persimpangan Bertingkat Subang KM15, New Klang Valley Expressway,
47301 Petaling Jaya, Selangor (Hybrid)**

The meeting was called to order by the Chairman, Datuk. Ir. Zakaria Ahmad Zabidi at 3.00 pm.

Attendees:

1. Datuk Ir. Zakaria Ahmad Zabidi (Chairman)
2. Dato' Ir. Wong Wai Ching (Vice Chairman)
3. Ir. Rabindranath S. Vethakkan (Hon. Secretary)
4. Ir. Lim Shiang Jie (Hon. Treasurer)
5. Dr. Teoh Jui Min
6. Dato' Seri Ir. Koe Peng Kang
7. Mr. Amir Shahid Bin Adnan
8. Mr. Owen Law Teck Onn
9. Dato' Ir Che Noor Azeman Bin Yusof

By Invitation:

1. Mr. Umeswaran A/L Letchumanan
2. Mr. Arevindharaj

Absent with Apologies

1. Dato' Sri Ir. Hj. Ismail Bin Md. Salleh
2. Mr. Loke Hoe Chiew
3. Ir. Mohd. Hadzmir Bin Yusoff



1.0 Chairman's Address

- 1.1 The CHITMB Committee Meeting No. 2 was called to order at 3:00pm by the Chairman, Datuk Ir. Zakaria Ahmad Zabidi, upon confirmation of a sufficient quorum.
- 1.2 The Chairman welcomed members and highlighted the need for innovative strategies to attract new members amidst limited resources and declining participation. Reference was made to successful membership practices from the UK branch, encouraging the committee to explore similar approaches. The Chairman also proposed engaging with CIHT Hong Kong during the upcoming Technical Tour in November 2025 to gain insights into how the organisation has successfully achieved and maintained institutional sustainability.
- 1.3 The committee was commended for successfully organising and delivering a well-executed visit by the CIHT UK delegation.
- 1.4 The Chairman noted that we are already in the third quarter of 2025, with limited time remaining to implement CIHT activities for the year. Two key events have been scheduled: the Technical Visit to the East Coast Rail Link (ECRL) in September 2025 and the Technical Tour to the Hong Kong–Zhuhai–Macao Bridge in November 2025.
- 1.5 The Chairman acknowledged the decline in both sponsorship and participant turnout for this year's CIHT Annual Golf Tournament compared to the previous year. In response, the committee proposed exploring more high-value and engaging event concepts to attract interest and support. Among the suggestions was a luxury car test-drive charity event along the PLUS Expressway and other innovative formats that could elevate member engagement and sponsorship appeal.

2.0 CIHT Annual Golf Championship 2025.

- 2.1 The Chairman stated that the CIHT Annual Golf Championship was a success with 128 participants.
- 2.2 Total Revenue was RM164,000.00, collected RM147,000.00 (Balance: RM 17,000.00 to be collected).



2.3 Actual Costs Incurred was RM83,193.60.

2.4 Net Income for CIHT was RM80,806.40

3.0 Secretarial Matters

- 3.1 The Hon. Secretary reported that the profiles and headshot photos of all CIHTMB committee members have been submitted to CIHT UK for the purpose of updating their website and the website would be updated within the next 2 weeks.
- 3.2 The Hon. Secretary reported that CIHTMB registration with the Registrar of Societies (RoS) has been updated and the Annual Statement has been submitted via the online e-ROSE system.
- 3.3 The Hon. Secretary reported CIHT UK has inquired about the Recruitment Officer for the Malaysian Branch, as they would like their Recruitment Officer, Mr. Bradley Rood, to engage in discussions with CIHTMB local counterpart, Ir Hadzmir.
- 3.4 CIHT UK has requested that CIHTMB submit their business plan and budget templates for the 2026 by mid-September 2025.
- 3.5 The Honorary Secretary informed the committee that the Assistant Secretary, Mr. Yuvan Yogeswaran, would be stepping down at the end of September 2025 due to work commitments. It was further announced that Ms. Veronica Kelly will assume the role of Assistant Secretary with effect from 1 October 2025.
- 3.6 The Honorary Secretary informed the committee that the audit by the Registrar of Societies (RoS) has been postponed. The RoS will advise on the new audit date in due course.
- 3.7 The Secretary Report can be found in **Attachment 1**.



4.0 Account Matters

- 4.1 The Honorary Treasurer presented the Treasurer's Accounts.
- 4.2 The Bank Balance as of 31 July 2025 is RM 253,857.80.
- 4.3 The Hon Treasurer updated the committee on the status of Maybank Registration for the New Signatories. Registration is expected to be completed by end August 2025.
- 4.4 It was proposed that the Committee explore the development of an automated Google Form to facilitate RM100 subscription rebate claims for CIHTMB members for the Year 2026.

The Treasurer Report can be found in **Attachment 2**.

- 4.5 An official letter shall be sent to AFA Prime Berhad (formerly known as Anih Bhd) requesting their bank account details for reimbursement of the excess payment of RM860.00 made during the CIHT Technical Tour to Pan Borneo Sarawak in 2023. The letter will remain valid for one (1) week from the date of issuance. If no response is received within this period, the outstanding amount will be forfeited into the CIHTMB2019 account.
- 4.6 RM350.00 flight cancellation fee which was supposed to be collected from Dato' Shuhaimi shall be cancelled and the cost to be borne by CIHTMB2019.
- 4.7 It was decided that RM100,000 from CIHTMB2019's account to be placed into Fixed Deposit (FD) in 2 tranches, RM50,000.00 each, depending on the rate of any bank.
- 4.8 The treasurer obtained signatures from existing Maybank signatories for Mandate and Instruction letters for the registration of new Maybank signatories.

5.0 CIHTMB 2019 Technical Study Tour

- 5.1 Dato' Seri Ir. Koe Peng Kang updated the committee on the impending Technical Study Tour to Hong Kong and Macao tentatively to be held from 23 to 28 November 2025.

5.2 CIHTMB CIHT Malaysia Branch (CIHTMB) has reached out to **CIHT Hong Kong** to request assistance in facilitating the upcoming **study tour to Hong Kong**, scheduled for **23–28 November 2025**. The following key activities have been included in the proposed itinerary:

- **23 November 2025 (Sunday):**

CIHT Hong Kong to host a welcome dinner for the CIHT Malaysia delegation.

- **24 November 2025 (Monday – Morning):**

*Technical Talk by the President of CIHT Hong Kong at the MTR Project Office. Topics include upcoming railway developments such as the **Tuen Mun East Extension** and the new **Hung Shui Kiu Station**, with a focus on planning and engineering challenges.*

- **24 November 2025 (Monday – Afternoon):**

*Technical Talk by the Immediate Past Chair of CIHT Hong Kong on **AECOM's contributions to major Hong Kong transport infrastructure projects**.*

- **25 November 2025 (Tuesday):**

*Site visit to the **Central Kowloon Route** – a significant project featuring a **3.9 km tunnel constructed within a complex urban environment**.*

- **26 November 2025 (Wednesday):**

*Site visit to the iconic **Hong Kong–Zhuhai–Macao Bridge**, a major cross-boundary infrastructure project.*

5.3 The committee requested that the tour agent provide pricing options for **4-star hotel accommodations** in addition to the existing 5-star options, in order to offer a more flexible and cost-effective package for participants.

5.4 The committee further proposed that **CIHTMB members be offered a rebate equivalent to one year's membership fee** as an incentive to participate in the tour. Additionally, it was suggested that **non-members be granted complimentary CIHT membership for the year 2026** as part of the tour package to encourage broader engagement.

6.0 ECRL Technical Visit

6.1 The **tentative date** for the **technical site visit** is proposed for either **10th or 24th September 2025**. The visit will include stops at the **Gombak and the Genting Tunnel** of the East Coast Rail Link (ECRL) project. In conjunction with the site visit, there will be **technical talks by two invited speakers**, offering insights into project challenges and innovations.



- 6.2 It was proposed that the visit be **free of charge (F.O.C.) for CIHTMB members**, while **non-members will be charged RM100 per person**. This initiative aims to encourage member participation and provide value-added engagement for the CIHT community.

The meeting was adjourned at 4.45pm.

Prepared by:

Ir. Rabindranath S. Vethakkan
Hon. Secretary CIHTMB 2025-2027

Approved by:

Datuk Ir. Zakaria Ahmad Zabidi
Chairman CIHTMB 2025-2027

Attachment 1

SECRETARY REPORT CIHT MALAYSIAN BRANCH 2019
COMMITTEE MEETING NO. 2 (2025/2027)

Date: 13 August 2025

Venue: Sg. Perak Meeting Room, Mezzanine Floor, Menara Korporat, Persada PLUS,
Persimpangan Bertingkat Subang KM15, New Klang Valley Expressway
47301 Petaling Jaya, Selangor (Hybrid)

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1. Minutes of last committee meeting (No.1 – 2025/2027) on 12 June 2025 to be accepted.
This is the 2nd committee meeting of the 2025/2027 term.

2. The meetings held are as follows:-

Meeting	Date	Venue
No. 1	12 June 2025	Gurun Meeting Room, Persada PLUS & Zoom (Video Conferencing)

3. **CIHTMB 2019 Annual General Meeting (AGM) & Golf Tournament 2025**

The Annual General Meeting (AGM) and Golf Tournament, both held on Saturday, 24 May 2025, at Kelab Golf Sultan Abdul Aziz Shah, were successful events. The AGM was well-attended with 32 members present, contributing to its positive outcome. Similarly, the Golf Tournament was also a great success, drawing 128 participants from various sectors.

4. **CIHT UK Presidential Visit**

The CIHT UK delegation (President and CEO) visited their Malaysian Chapter from 20 to 24 June 2025. A Summary of their itinerary is as follows:-

- a) **21 June 2025**

CIHTMB welcomed CIHT UK to Malaysia and brought them to their hotel at Sunway Putra Hotel

- b) **22 June 2025**

CIHTMB hosted CIHT UK to visit the MRT 1 & 2 OCC at Sg. Buloh Depot to have insight on operational management of Malaysia's Urban Rail System together with Dr. Prodyut Dutt, the Prasarana Group COO Strategy & Development, Ir. Azman Ariffin, the Rapid Rail COO of MRT and Ms. Sofiah Hussien, Head of Operations, MRT Kajang Line and Senior Officers.

CIHTMB later hosted CIHT UK with a welcoming dinner at Victoria Harbour Seafood, Kuala Lumpur Golf and Country Club (KLGCC) together with the past and current committee members. CIHT UK presented certificate of merits to Datuk Zakaria Ahmad Zabidi, Dato Wong Wai Ching and Ir. Sivaanathan. Letters of Appreciation were also presented by CIHTMB to “2023-2025” Committee Members.

c) **23 June 2025**

CIHTMB hosted CIHT UK to a collaboration talk at University Teknologi Mara (UiTM) as well as a meeting with the Road Engineering Association of Malaysia (REAM). UiTM presented their talk on the Faculty of Civil Engineering at UiTM and REAM presented the roles, functions, and contributions REAM has done for the Road Engineering Fraternity.

d) **24 June 2025**

CIHTMB said farewell to CIHT UK and helped to bring them to the airport from their hotel accommodation.

5. **CIHTMB 2019 Technical Study Tour**

The committee plans to have a Technical Study Tour to Hong Kong and Macau. The tentative dates for the tour is 23 to 28 November 2025.

6. **CIHTMB 2019 Technical Visit to the ECRL**

The committee plans to have a Technical Visit to the ECRL in September 2025.

This is the Hon. Secretary’s Report since the last meeting which was held on 12 June 2025.

Reported by:

Ir. Rabindranath S. Vethakkan

Hon. Secretary

Attachment 2

Agenda – Treasurer Matters

1. Treasurer Report No. 2
2. Status of Maybank Registration for New Checker and Maker
3. Signing of :
 - a) Mandate Letter
 - b) Instruction Letter
4. Outstanding Payments Summary as of 13th August 2025
5. Receipts of Payments for ROS Audit.
6. AOB
 - a) Confirmation of meeting allowance for non-committee members in committee meetings and AGM
 - b) Collection of flight cancellation fee of RM350.00 from Dato Shuhaimi
 - c) RM100.00 reimbursement for committee members without receipt

THE CHARTERED INSTITUTION OF HIGHWAYS & TRANSPORTATION
MALAYSIAN BRANCH 2019
AEON MALL SHAH ALAM BRANCH - NEW ACCOUNT
TREASURER REPORT NO.2 - AS AT 31 Jul 2025

	(RM)	(RM)	Note
Balance as per Cash Book			
Cash Balance as at 12 June 2025		-	
Bank Balance as at 12 June 2025		245,857.80	
(Credit): Receipts			
▪ Activities Collection			
1 Golf Tournament 2025 - Payment Received on 13/06/25	5,000.00		
2 Golf Tournament 2025 - Payment Received on 03/07/25	3,000.00		
		8,000.00	
(Less): Payments			
		-	
		-	
Cash Payment:		-	
Balance as at 31 Jul 2025		253,857.80	
Bank Balance per Bank Statement		253,857.80	
Total Balance as at 31 Jul 2025		253,857.80	
Bank Balance per Cash Book		253,857.80	
Cash Balance		-	
Fixed Deposit		-	

Status of Maybank Registration for New Checker and Maker

Procedure	Status
Step 1 Discuss & agree to change: - a) Checker b) Maker c) Authorized Person in committee meeting & recorded in Meeting of Minutes.	✓ Completed New Checker & Maker was appointed during Committee Meeting No.1 on 12 June 2025. New Maker: Ir. Lim New Checker: Ir. Rabind
Step 2 Documents needed to change Maybank Authorized Person: - a) Updated List of Committees (AJK) from ROS ✓ b) Minutes of Meeting ✓ c) CIHT Company Registration Certificate ✓ d) Maybank Customer Information ✓	✓ Completed Obtained from Secretary on 24 th July 2025 Obtained from Secretary on 28 th July 2025 Obtained from past term's Treasurer Obtained from past term's Treasurer
Step 3 Documents needed to change Checker & Maker: - a) Mandate Letter (sign by 5 authorized persons from previous board of committee) b) Instruction Letter (sign by 5 authorized persons from previous board of committee)	✓ On-going Letter is ready for signing off. Letter is ready for signing off.
Step 4 Bring all documents to Maybank for pre-consultation & checking	✓ On-going Visited Maybank AEON Shah Alam on 28/07/2025 and 11/08/2025 to meet PIC. Documents have been emailed to the PIC on 11/08/2025 for checking.
Step 5 Ir. Rabind and Ir. Lim to attend to Maybank Shah Alam for signature & thumb-print recording into Maybank system.	TBC after consultation with Maybank

Outstanding Payments Summary as of 13 August 2025

Year 2023

No	Name	Amount (RM)
1.	ANIH Berhad - Nik Fauzan bin Nik Faizul	860.00
2.	KT Law & Associates Sdn Bhd - Law Kok Tiong & Law Teck Juan	640.00
3.	Dato' Ir. Che Noor Azeman Bin Yusoff	300.00
4.	ROS Constitution Amendment Fee	32.00
5.	Social Media Marketing Expenditure	35.00
Total		1,867.00

Year 2024

No	Name	Amount (RM)
1.	Committee Meeting No. 9_2023/2025 (11 July 2024)	1,500.00
2.	Law Teck Onn - 5 nos. of pewter for Taiwan Technical Tour 2024	1,200.00
Total		2,700.00

Year 2025

No	Name	Amount (RM)
1.	Committee Meeting No. 10_2023/2025 (4 February 2025)	1,500.00
2.	Committee Meeting No. 11_2023/2025 (5 May 2025)	1,350.00
3.	Annual General Meeting 2025 (25 May 2025)	1,800.00
4.	Membership Subscription Reimbursement FY2025	4,100.00
5.	Monthly Rental (Jan 2025 – Aug 2025)	1,600.00
6.	Supporting Staff Allowance	3,000.00
7.	CIHT Presidential Visit Dinner on 22/06/2025	4,341.90
8.	CIHT Presidential Visit Breakfast on 23/06/2025	185.00
9.	CIHT Presidential Visit Lunch on 23/06/2025	392.90
10.	CIHT Presidential Visit Pewters	1,200.00
Total		19,469.80

GRAND TOTAL 24,036.80