

MINUTES OF MEETING 1/2016
CITP Initiative Working Group on National Construction Cost Centre
CITP-IWG12/P5a-N3C

Date : 22 April 2016 (Friday)
Time : 9.30 am – 12.15 pm
Venue : Bilik Resak, Tingkat 32
CIDB Malaysia
Menara Dato' Onn, PWTC
Chairman : Dato' Sr Sri Kandan Kanagaintiram
President, RISM

ATTENDANCE (Refer Attachment A)

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| 1. Dato' Sr Sri Kandan Kanagaintiram (Chairman) | Royal Institution of Surveyors Malaysia |
| 2. Sr Ratna Hj. Mahyuddin (Co-Chairman) | CKUB, Jabatan Kerja Raya |
| 3. Sr Abd Shukor Ibrahim | Board of Quantity Surveyors Malaysia |
| 4. Sr Husnan Hussin | CKUB, Jabatan Kerja Raya |
| 5. Sr Dr. Mahmudah Yahya | Jabatan Pengairan dan Saliran |
| 6. Datuk Ir. Abdul Kadir Mohd Din | Indah Water Consortium |
| 7. Sr Eddie Wong Weng Hong | Royal Institution of Surveyors Malaysia |
| 8. Sr Wan Ainon Zuraiha Wan Abdul Khalid | Royal Institution of Surveyors Malaysia |
| 9. Sr Umi Kalsum Zolkafli@Zulkifli | Royal Institution of Surveyors Malaysia |
| 10. Dr. Suraya Ismail | Khazanah Research Institute |
| 11. Mr. Kwan Foh Kwai | Sunway Construction Group Berhad |
| 12. Sr Gar Ti Wei | KPK Quantity Surveyors (Semenanjung) S/B |
| 13. Sr Amnah Mohammed Salleh | CIC-QS Services Sdn. Bhd. |
| 14. Sr Sariah Abd Karib | Corporate & Business Sector, CIDB Malaysia |
| 15. Pn. Zainora Zainal | Business Division, CIDB Malaysia |
| 16. Sr Noridah Shaffii | Programme Management Office, CIDB Malaysia |
| 17. En. Nazir Muhamad Nor | Business Division, CIDB Malaysia |

ABSENT WITH APOLOGIES

- | | |
|---------------------------|--|
| 1. Dato' Sr Aziz Abdullah | Lembaga Lebuhraya Malaysia |
| 2. Pn. Suhana Mohd Said | Corporate & Business Sector, CIDB Malaysia |

1. WELCOMING ADDRESS BY CHAIRMAN

- 1.1. Dato' Sr Sri Kandan welcomed and thanked all the committee members, initiative sponsor, initiative owner and secretariat for attending the meeting.

2. INTRODUCTION ON CITP

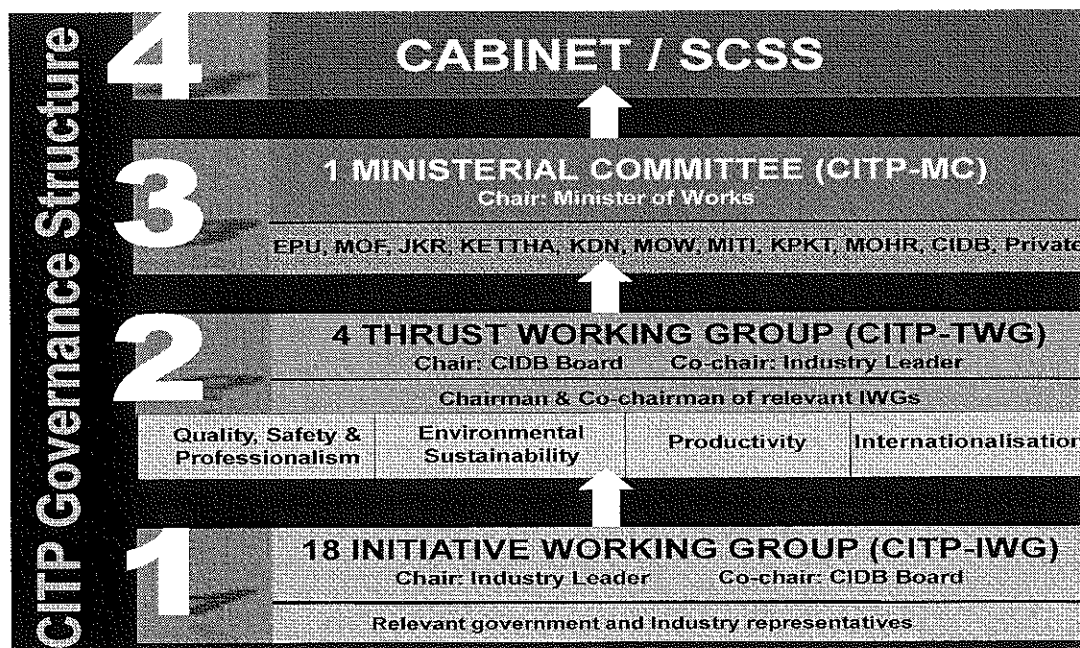
2.1. Pn. Zainora gave an overview of CITP

2.1.1. Construction Industry Transformation Programme (CITP)

- a. 5 year programme i.e. 2016 to 2020
- b. Tagline : Driving Construction Excellence Together
- c. 4 Thrust;
 - i. Quality Safety, Professionalism
 - ii. Environmental Sustainability
 - iii. Productivity
 - iv. Internationalisation
- d. Initiatives : 18
- e. Sub-initiatives : 24
- f. CITP Owners : 16
- g. CITP Sponsors : 4
- h. CITP KPIs : 111
- i. CITP Partners : 400+
- j. Launched by the Prime Minister on 10th Sept. 2015
- k. 155 key stakeholders have already pledged their support for CITP; many more to come, comprising of;
 - i. Private sector, including construction players
 - ii. Government agencies and Ministries
 - iii. Research and learning institutions
 - iv. Professional boards and associations
 - v. Over time, the number will increase; together, this collaboration will deliver the CITP
- l. CITP Enablers
 - i. Effective industry collaboration
 - ii. Robust Governance
 - iii. Strong coordination body

Action: Info

2.1.2. CIP Governance Structure



Action: Info

3. CONFIRMATION OF TERMS OF REFERENCE, MEMBERSHIP AND ROLES OF COMMITTEE

3.1. En. Nazir presented the terms of reference, membership and roles of this committee members

3.1.1. Name of Committee

CITP Initiative Working Group on National Construction Cost Centre

3.1.2. Reference Code of Committee

CITP-IWG12/P5a-N3C

3.1.3. Objective of Committee

- To steer the implementation of National Construction Cost Centre initiatives as prescribed under Initiative P5a of CIP including interfacing between public and private sector
- To address CIP implementation roadblocks or challenges under Initiative P5a of CIP
- To strive in achieving the implementation target (KPIs) as specified under Initiative P5a of CIP

3.1.4. Scope of Committee

All matters related to initiative P5a on enhancing price and cost information on construction industry resources.

3.1.5. Roles and Responsibilities

- a. Provide oversight on the implementation of Initiative P5a
- b. Assign members to monitor / support specific sub-activities as and when required
- c. Jointly facilitate implementation delivery of the Initiative P5a
- d. Monitor the overall Initiative P5a progress towards milestones
- e. Enhance cooperation and coordination; identify and recommend appropriate partners / stakeholders for Initiative P5as and when required
- f. Review issues and risks in implementation and resolve where possible
- g. Provide guidance on next steps for successful Initiative P5a implementation
- h. Progressively review implementation activities and timeline in consultation with Initiative P5a sponsor and owner as and when required
- i. Escalate unresolved issues and risks to CITP Thrust Working Group /PMO in a timely manner
- j. Ensure the delivery of Initiative P5a outcomes within the agreed timeline.

3.1.6. Initiative Sponsor

Sr Sariah Abd Karib, Senior General Manager, CIDB Malaysia

3.1.7. Initiative Owner

Pn. Zainora Zainal, General Manager, CIDB Malaysia

3.1.8. Secretariat

Business Division, CIDB Malaysia

Action: Info

4. INITIATIVE, KPI DAN MILESTONE

The relevant initiative, KPI and milestone for CITP Initiative Working Group (CITP-IWG12P5a-N3C):

4.1. Initiative

- 4.1.1 P5a - enhance price and cost information on construction industry resources
- 4.1.2 En. Nazir briefed the members on myN3C, a portal that can be used as a reference to get building materials price, labour wage rate, machinery rate, building material cost index and building labour cost index, through the link myn3c.cidb.gov.my.
 - a. To date, there are about 3000 unique registration
 - b. Feedback form is provided
 - c. Updating done frequently:
 - i. Material price – monthly
 - ii. Labour wage rate and machinery price – twice a year (Jan & June)
 - iii. Indexes – every month
- 4.1.3 Dr. Suraya commented that myN3C is a very useful portal and mentioned that Khazanah Research Institute has been using datas available in this portal in their policy making.

4.2. KPI

- 4.2.1. The KPIs were deliberated by the members and the following are the agreed KPIs
 - a. 10,000 registered users on N3C portal by Q4 2020
 - b. Construction Cost Information published by Q3 2017
 - c. Tender Price Indices introduced by Q4 2018
 - d. Lifecycle Costing published by Q4 2019
 - e. Labour and Plant Constant published by Q4 2019
- 4.2.2 The secretariat is requested to amend the Terms of Reference for CITP committee members based on the agreed KPI's and milestone charter.

Action: Secretariat

4.3. Milestone

P5a

KPIs

KPIs: Milestone

Initiative	2016	2017	2018	2019	2020
Enhance price and cost informati on on Industry resourc	<ul style="list-style-type: none"> • 3000 registered as users on N3C portal by Q4 2016 	<ul style="list-style-type: none"> • Construction Cost Information published by Q3 2017 	<ul style="list-style-type: none"> • Tender Price Indices introduced by Q4 2018 	<ul style="list-style-type: none"> • Lifecycle Costing published by Q4 2019 • Labour and Plant Constant published by Q4 2019 	<ul style="list-style-type: none"> • 10,000 registered as users on N3C portal by Q4 2020

Action: Info

4.4. Proposed Technical Committee

4.4.1 The committee members agreed to form the following Technical Committees:

Technical Committee	Proposed Chairman
1 Construction Cost Information	Chair - Sr Eddie Wong Co-Chair - Sr Ainon
2 Tender Price Index	Chair - Sr Husnan Co-Chair - Sr Gar Ti Wei
3 Lifecycle Costing	Chair - Dr. Suraya Co-Chair - Sr Umi
4 Labour & Plant Constant	Chair - JKR (to nominate a name) Co-Chair - MBAM (to nominate a name)

4.4.2 The secretariat is requested to draft the Terms of Reference for Technical Committee members.

Action: Secretariat

5. MEETING CALENDAR

Description	Date
MEETING NO. 1/2016	22/04/2016
MEETING NO. 2/2016	17/06/2016

Action: Info

6. OTHER MATTERS

6.1 Composition of members of CITP-IWG12/P5a-N3C

- 6.1.1. Dato' Sri Kandan mentioned members of this committee must be industry players who are substantial data providers and users. He felt that more representatives from RISM and JKR compared to other organizations is justified as RISM is a key partner with CIDB on strategic and collaborating programmes, whilst JKR is a key player in the construction industry. The meeting then agreed to invite SP Setia, ACEM and Dept. of Statistics to nominate their representative as committee members

Action: Secretariat

- 6.1.2 Pn Sariah suggested that those organizations that this committee feels should not be included as CITP-IWG12/P5a-N3C members can be invited as Technical Committee members e.g EPU.

Action: Secretariat

6.2 Collection of information/data

- 6.2.1 Mr Ramu mentioned that after the Roadshow on Amendment of CIDB Act explaining to contractors that CIDB is now empowered to collect data, about 600 BQs have been collected.

Action: Info

6.3 Appreciation

- 6.3.1 Dato' Sri Kandan cited a record of appreciation to Mr Ramu for all the support and work done prior to the formation of this IWG

Action: Info

7. CLOSING

- 7.1. The next meeting will be on Friday, 17 June 2016. Dato' Sri Kandan once again thanked all committee members and requested that the minutes to be circulated to IWG members prior to the next meeting.

Prepared by:



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(Nama: NAZIR MUHAMAD NOR)

Tarikh : 13 May 2016

Reviewed by:



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(Nama: ZAINORA ZAINAL)

Tarikh : 13 May 2016

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ATTENDANCE LIST

ITEM	NAME DESIGNATION ORGANIZATION	TEL: FAX: MOBILE: EMAIL:	1	2	3	4	5
			DATE 22 April 2016	DATE	DATE	DATE	DATE
1	Dato' Sr Sri Kandan Kanagaintiram (Chairman) President Royal Institution Of Surveyors Malaysia (RISM)	03-7955 1773/7956 9728/2166 8000 03-7955 0253/2166 8228 012-333 9332 srikandan@kpkqs.com	✓				
2	Sr Ratna Hj. Mahyuddin (Co-Chairman) Pengarah Kanan Jabatan Kerja Raya Cawangan Kontrak dan Ukur Bahan	03-2616 5318 03-2691 5602 019-261 5016 ratna@jkr.gov.my	✓				
3	Sr Abd Shukor Ibrahim Members of BQSM Board of Quantity Surveyors Malaysia	03-2616 5555 03-2693 8293 019-219 0357 abdshukor.jkr@1govuc.gov.my	✓				
4	Sr Husnan Hussin Ketua Penolong Pengarah Kanan Bahagian Pembangunan & Khidmat Kos Cawangan Kontrak dan Ukur Bahan Jabatan Kerja Raya	03-2614 1448 03-2691 0781 019-939 1906 husnan.jkr@1govuc.gov.my	✓				

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ITEM	NAME DESIGNATION ORGANIZATION	TEL: FAX: MOBILE: EMAIL:	1 DATE 22 April 2016	2 DATE	3 DATE	4 DATE	5 DATE
5	Sr Dr. Mahmudah Yahya Ketua Penolong Pengarah Kanan Bahagian Ukur Bahan dan Pengurusan Kontrak Jabatan Pengairan dan Saliran Malaysia	03-2616 1416 03-2693 5278 012-525 6776 mahmudah@water.gov.my	✓				
6	Dato' Sr Aziz Abdullah Timbalan Ketua Pengarah (Bishes) Lembaga Lebuhraya Malaysia	03-8738 3113 03-8736 1885 012-207 6032 aziz@lhm.gov.my	X				
7	Datuk Ir. Abdul Kadir Mohd Din Chief Executive Officer Indah Water Konsortium Sdn. Bhd. (IWK)	03-2780 1567 012-391 9754 03-2095 7005 akadimnd@iwk.com.my	✓				
8	Sr Eddie Wong Weng Hong Co-Opted Member, QS Division Royal Institution Of Surveyors Malaysia (RISM)	019-352 2840 eddiehwong@gmail.com	✓				
9	Sr Wan Ainon Zurailha Wan Abdul Khalid Vice President, QS Division Royal Institution Of Surveyors Malaysia (RISM)	012-234 0962 waz_2006@yahoo.com.my	✓				

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10	Sr Umi Kalsum Zolkafli@Zulkafli Chair Of BCIC Sub- Committee/Lecturer Royal Institution Of Surveyors Malaysia (RISM)	03-7955 1773/7956 9728 012-697 2946 03-7955 0253 umi@um.edu.cmy	✓				
11	Dr. Suraya Ismail Director of Research Khazanah Research Institute	03-2265 0015 03-2265 0088 suraya.ismail@krinstitute.org	✓				
12	Mr. Kwan Foh Kwai Non-Independent Non-Executive Director/Advisor Sunway Construction Group Berhad	03-5639 9232 03-5639 8032 kwanfk@sunway.com.my	✓				
13	Sr Annah Mohammed Salleh Director CIC-QS Services Sdn. Bhd.	03-7665 9001 03-7954 6864 010-366 3055 annahsalleh@yahoo.com	✓				
14	Sr Gar Ti Wei Technical Director KPK Quantity Surveyors (Semenanjung) Sdn. Bhd.	03-2166 8000 03-2166 8228 013-383 1633 twgar@kpkqs.com	✓				

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			DATE 22 April 2016	DATE	DATE	DATE	DATE
15	Sr Sariah Abd Karib Senior General Manager Corporate & Business Sector CIDB Malaysia	03-4047 7017 03-4047 7020 013-397 2679 sariah@cidb.gov.my	✓				
16	En. Nazir Muhamad Nor Manager Construction Business Division CIDB Malaysia	03-4047 7361 03-4047 7330 011-1231 5651 nazir@cidb.gov.my	✓				
17	Sr Noridah Shaffii Director Programme Management Office CIDB Malaysia	03-4047 7216 03-4047 7140 019-288 4659 pmo@cidb.gov.my	✓				
18	Pn. Zainora Zainal General Manager International Division CIDB Malaysia	03-4047 7047 03-4047 7030 016-233 8887 zainora@cidb.gov.my	✓				
19	Pn. Suhana Mohd Said Manager Corporate & Business Sector CIDB Malaysia	03-4047 7016 03-4047 7020 012-2745321 suhana@cidb.gov.my	X				