



BUILDING SURVEYING DIVISION

2016-2017 SESSION

11th DIVISIONAL MINUTES OF MEETING

Date of Meeting : 4th May 2017

Time of meeting : 11.00 am

Venue : RISM Resource Centre, Bangunan Jurukur PJ

Present					
	1.	Sr Hj Mohd Amin Mohd Din	MAMD	Chairman	10/11
	2.	AP Sr Dr Syahrul Nizam Kamaruzzaman	SNK	Vice Chairman	7/11
	3.	Prof. Sr Dr. Azlan Shah Ali	ASA	Secretary	10/11
	4.	Prof. Sr Dr. Ahmad Ramly	AR	Ex-Officio	9/11
	5.	Sr Hassan Suray	HS	Treasurer	10/11
	6.	Sr Mohd Zahry Shaikh Abdul Rahman	MZSAR	MyRBS Chairman	7/11
	7.	Sr Isaac Sundarajan	IS	Committee	4/11

Absent	1.	Sr Mohd Dali Mohd Alias	MDMA	Committee	9/11
with	2.	AP Sr Dr Adilfan Che Ani	AICA	Committee	9/11
Apologies	3.	Sr Dr Mohamad Sufian Hasim	MSH	Committee	7/11
	4.	Sr Norizan Sulaiman	NS	Committee	6/11
	5.	Sr Muhammad Navil Mahmood	NM	Committee	2/11
	6.	Sr Mohd. Fathi A. Rahman	MFR	Northern Rep	1/11
In Attendance	1.	Mohd. Razi Zainal Ariffin	MRZA	RISM Secretariat	11/11

AGENDA		DELIBERATION	ACTION
1.0		WELCOMING ADDRESS	
	1.1	The Chair thanked and welcomed everyone who made the effort to attend this 11 th BS Divisional Meeting which is the last BSDiv meeting for this session 2016-17.	Info
	1.2	The Chairman requested all the Sub-Committee Chairmen to enclose a written report in case of no one in the Committee is able to attend and report in the subsequent BSDiv meeting.	Info

AGENDA		DELIBERATION	ACTION																								
2.0		CONFIRMATION OF THE PREVIOUS MINUTES OF MEETING																									
	2.1	The 10 th BSDiv minutes of meeting was read through, appropriate matters raised, reported, explained and unanimously confirmed with corrections. It was proposed by AP Sr Dr. SNK and seconded by Sr IS.	Info																								
3.0		STATEMENT OF ACCOUNT																									
	3.1	<p>HLB current account as at 30/04/2017 is believed similar to the last month's, since the bank statement was unable to obtain and it is recorded as follows.</p> <table border="1" data-bbox="486 607 1098 815"> <thead> <tr> <th>Month</th> <th>30/04/2017</th> </tr> </thead> <tbody> <tr> <td>Cash-in-bank</td> <td>RM 8,144.54</td> </tr> <tr> <td>Fixed deposit MBB</td> <td>RM 7,630.24</td> </tr> <tr> <td>Fixed Deposit HLB</td> <td>RM 30,000.00</td> </tr> <tr> <td>TOTAL</td> <td>RM 45,523.82</td> </tr> </tbody> </table>	Month	30/04/2017	Cash-in-bank	RM 8,144.54	Fixed deposit MBB	RM 7,630.24	Fixed Deposit HLB	RM 30,000.00	TOTAL	RM 45,523.82	Info														
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	3.2	The meeting was informed that the RM 30K BS Grant from DBKL has yet to be relocated in Bank Rakyat that offers better interest rate at 3.1%.	Treasurer & BSD Secretariat																								
	3.3	IBCC 2016 ACCOUNT																									
	3.3.1	The Secretariat reported that IBCC 2016 proceeds and advance have yet to be credited into BS Account. Sr Dr. SNK is to assist the BSDiv Secretariat to pursue payment from UM.	SNK & BSD Secretariat																								
	3.4	GRANT 2016/17																									
	3.4.1	The meeting was informed that BSDiv received RM 7K for the Annual Grant . It is agreed that BSDiv sponsors RM 2K to pay one (1) student leaders from UM and UiTM respectively, one (1) from BSDiv Committee and one (1) partial subsidise for MyRBS Committee to attend 19 th ISC.	MSH, SNK, ASA & MZSAR																								
	3.5	TPC & CPD TALKS - BCA SERIES																									
	3.5.1	<p>The Secretariat is to ensure all collections are recorded accordingly and updated as follows:</p> <table border="1" data-bbox="424 1456 1225 1693"> <thead> <tr> <th>No</th> <th>Date</th> <th>Participants</th> <th>Collection</th> </tr> </thead> <tbody> <tr> <td>BCA Series 1</td> <td>21/01/2017</td> <td>12</td> <td>1,630.00</td> </tr> <tr> <td>BCA Series 2</td> <td>24/02/2017</td> <td>14</td> <td>360.00</td> </tr> <tr> <td>BCA Series 3</td> <td>25/03/2017</td> <td>16</td> <td>900.00</td> </tr> <tr> <td>BCA Series 4</td> <td>28/04/2017</td> <td>14</td> <td>360.00</td> </tr> <tr> <td>BCA Series 5</td> <td>29/07/2017</td> <td>?</td> <td>?</td> </tr> </tbody> </table>	No	Date	Participants	Collection	BCA Series 1	21/01/2017	12	1,630.00	BCA Series 2	24/02/2017	14	360.00	BCA Series 3	25/03/2017	16	900.00	BCA Series 4	28/04/2017	14	360.00	BCA Series 5	29/07/2017	?	?	Info
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	3.5.2	The 5 th series of CPD talk was collectively agreed to be postponed after raya celebration, tentatively on 29th July 2017 .	Info																								
	3.5.3	BSD Secretariat informed that there are 2 outstanding payments have yet to be paid for CPD talks. There were 4 and 2 participants from UiTM and Sunway respectively with Undertaking Letters . Secretariat to follow up.	BSD Secretariat																								

AGENDA		DELIBERATION	ACTION																																
	3.5.4	The meeting acknowledged that Sr DrAR will prepare another few CPD talks on CP BS 102, 103 and CoC for next session. He was requested to forward to the Secretariat the tentative dates before next BSD meeting.	AR																																
4.0		MATTERS ARISING																																	
	4.1	BS ACT																																	
	4.1.1	<p>The Secretariat is to update on the following courtesy calls:</p> <table border="1"> <thead> <tr> <th>No</th> <th>Agency</th> <th>PIC</th> <th>Remarks</th> </tr> </thead> <tbody> <tr> <td>1</td> <td>KPKT</td> <td>Pn. Rafeah</td> <td>Ministry's LA to decide dates.</td> </tr> <tr> <td>2</td> <td>KKR</td> <td>En. Qayyum</td> <td>Proposed earlier dates lapsed. New dates requested.</td> </tr> <tr> <td>3</td> <td>JWN</td> <td>Pn. Shariza</td> <td>New dates requested.</td> </tr> <tr> <td>4</td> <td>JAS</td> <td>Pn. Sakiah</td> <td>New dates requested.</td> </tr> <tr> <td>5</td> <td>NIOSH</td> <td>Mrs Lim</td> <td>New letter was resent to the Tropicana's Office</td> </tr> <tr> <td>6</td> <td>MHB</td> <td>Pn Liza</td> <td>Under consideration</td> </tr> <tr> <td>7</td> <td>YWJ</td> <td>En Farhan</td> <td>Latest proposed date 8thApril 2017</td> </tr> </tbody> </table>	No	Agency	PIC	Remarks	1	KPKT	Pn. Rafeah	Ministry's LA to decide dates.	2	KKR	En. Qayyum	Proposed earlier dates lapsed. New dates requested.	3	JWN	Pn. Shariza	New dates requested.	4	JAS	Pn. Sakiah	New dates requested.	5	NIOSH	Mrs Lim	New letter was resent to the Tropicana's Office	6	MHB	Pn Liza	Under consideration	7	YWJ	En Farhan	Latest proposed date 8 th April 2017	BSD Secretariat
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	4.2	COURTESY VISIT TO YAYASAN WARISAN JOHOR (YWJ)																																	
	4.2.1	Chairman will be accompanied tentatively by Sr Dr AR, Sr MZSAR, Sr Dr ASA and Sr IS to YWJ on Monday 8th May 2017 . The Chairman encouraged carpooling. A claim of RM 0.70 per km (whichever is lower) is set. Sr Dr AICA and Sr MZSAR will provide materials for presentation.	MZSAR, AR, ASA, IS																																
	4.3	COURTESY VISIT TO KEMENTERIAN KERJARAYA (KKR)																																	
	4.3.1	Secretariat is to follow up on the appointment with KKR as soon as possible. Sr IS is to assist for an appointment with KSU KKR.	IS & BSD Secretariat																																
	4.4	BOARD OF VALUERS, APPRAISERS AND ESTATE AGENTS MALAYSIA																																	
	4.4.1	BSDiv Secretariat is to write to MOF stating BSDiv requests to be involved on Property matters that concerns BS, BOVEA amendment or similar issues.	BSD Secretariat																																
5.0		MEMBERSHIP																																	
	5.1	<p>APPLICATIONS submitted for the month of April 2017.</p> <table border="1"> <thead> <tr> <th>No.</th> <th>Class</th> <th>April 2017</th> </tr> </thead> <tbody> <tr> <td>1.</td> <td>Fellow</td> <td>0</td> </tr> <tr> <td>2.</td> <td>Member</td> <td>2</td> </tr> <tr> <td>3.</td> <td>Graduate</td> <td>0</td> </tr> <tr> <td>4.</td> <td>Probationer</td> <td>0</td> </tr> <tr> <td>5.</td> <td>Student</td> <td>0</td> </tr> <tr> <td></td> <td>Total:</td> <td>2</td> </tr> </tbody> </table>	No.	Class	April 2017	1.	Fellow	0	2.	Member	2	3.	Graduate	0	4.	Probationer	0	5.	Student	0		Total:	2	Info											
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	5.1.1	<p>There were 2 candidates attending today's interview session:</p> <ul style="list-style-type: none"> i. Nik Hanif Muzammil Nik A. Aziz ii. Ridzuan Yacob <p>The secretariat was requested to issue invitation letter as interviewers.</p>	ASA																																

AGENDA	DELIBERATION		ACTION																					
	5.2	<p>BS MEMBERSHIP STATUS as at 30thApril 2017 states;</p> <table border="1"> <thead> <tr> <th>No.</th> <th>Class</th> <th>April 2017</th> </tr> </thead> <tbody> <tr> <td>1.</td> <td>Fellow</td> <td>19</td> </tr> <tr> <td>2.</td> <td>Member</td> <td>185</td> </tr> <tr> <td>3.</td> <td>Graduate</td> <td>95</td> </tr> <tr> <td>4.</td> <td>Probationer</td> <td>38</td> </tr> <tr> <td>5.</td> <td>Student</td> <td>610</td> </tr> <tr> <td colspan="2">Total:</td> <td>947</td> </tr> </tbody> </table>	No.	Class	April 2017	1.	Fellow	19	2.	Member	185	3.	Graduate	95	4.	Probationer	38	5.	Student	610	Total:		947	Info
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6.0	REPORT FROM SUB-COMMITTEES																							
	6.1	MyRBS MATTERS																						
	6.1.1	BSDiv Secretariat has received copies of drafted CP BS 102, 103 and CoC from Sr DrAR on 4thMay 2017 . Revised CP BS 101 has been drafted by Sr Dr. AICA and pending revision by Sr Dr. ASA. It was requested to forward those copies to all committees for a final view and they have to return them by Tuesday 9th May 2017 .	All																					
	6.2	LAUNCH OF REVISED CP BS101, CP BS102, CP BS102 AND COC																						
	6.2.1	Sr Dr ASA has to finally scrutinize, prepare all COP documents for the soft launch at AGM on Friday 19thMay in Istana Hotel . The drafted copies have been agreed to be displayed during AGM if time does not permit for printing.	ASA																					
	6.2.2	The meeting approved the sum of 5K for the whole printing of CPs.	Treasurer																					
	6.2.3	Dr Sr AICA who has been assigned to take up the process of registration of copyright of all COPs, COC and T&C under MyPO. BSD Secretariat is to assist.	AICA & BSD Secretariat																					
	6.3	5thIBCC 2017: 11thSeptember 2017																						
	6.3.1	It is scheduled on 11th September 2017 at Royale Chulan Bukit Bintang, KL . Paper submission is scheduled on the following: <ul style="list-style-type: none"> • Abstract Submission 30 March 2017 • Full Paper Submission 30 August 2017 • Early Bird Payment 28 July 2017 • Last Payment 30 September 2017 	BSD Secretariat & MSH																					
	6.3.2	Dr Sr MSH was requested to update matters regarding 5thIBCC in the next BSDiv meeting.	MSH																					
	6.4	QLASSIC COURSE																						
	6.4.1	The meeting took notice on the postponement of QLASSIC course . Sr DrAICA will update on the latest schedule.	AICA																					
	6.5	COUNCIL OF HEAD OF BS SCHOOL & RISM ACCREDITATION																						
	6.5.1	Sr DrMSH was requested to update the committees on proposed USM BS program accreditation from RISM and the outcome of the Council of Head of BS Program meeting held in March 2017.	MSH																					
	6.6	19th ISC & 56th ANNUAL DINNER 2017: 18th - 20thMay2017																						
	6.6.1	Chairman informed that the Council has no objection to our request to hold BSDiv AGM in the later morning on Friday 19 th May 2017. The proposed revised schedule for BSDiv AGM is shown below.	Info																					

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	6.6.2	<table border="1"> <thead> <tr> <th>No.</th> <th>Date</th> <th>Items</th> <th>Time</th> </tr> </thead> <tbody> <tr> <td>1.</td> <td>18th May 2017 Istana Hotel</td> <td>ISC Plenary Session</td> <td>9am – 5pm</td> </tr> <tr> <td rowspan="3">2.</td> <td rowspan="3">19th May 2017 Istana Hotel</td> <td>BSDiv Parallel Session</td> <td>9am – 11pm</td> </tr> <tr> <td>BS Divisional AGM</td> <td>11am – 1 pm</td> </tr> <tr> <td>RISM AGM</td> <td>3pm – 5pm</td> </tr> <tr> <td>3.</td> <td>20th May 2017 Majestics Hotel</td> <td>56th Annual Dinner</td> <td>8pm – 11pm</td> </tr> </tbody> </table>	No.	Date	Items	Time	1.	18 th May 2017 Istana Hotel	ISC Plenary Session	9am – 5pm	2.	19 th May 2017 Istana Hotel	BSDiv Parallel Session	9am – 11pm	BS Divisional AGM	11am – 1 pm	RISM AGM	3pm – 5pm	3.	20 th May 2017 Majestics Hotel	56 th Annual Dinner	8pm – 11pm	All
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	6.7	EXAMINATION BOARD																					
	6.7.1	Exam Board has appointed the various examiners papers for this year's examination. Chairman will seek clarification on Chairmanship of Exam and all other Boards terms of tenure.			Chairman																		
	7.0	CORRESPONDENCE																					
	7.1	INCOMING																					
	7.1.1	<ul style="list-style-type: none"> Reply from YWJ on the Courtesy Visit scheduled on Monday 8th May 2017. 			Info																		
	7.1.2	Sr MZSAR is to conclude the presentation slides to take account of the heritages practices for the YWJ visit. BSDiv Secretariat is to forward him Sr Dr AICA slides on BS disciplines and scope of work by Friday 5th May 2017. Sr Dr AR is to assist Sr MZSAR on the presentation.			MZSAR, AR & BSD Secretariat																		
	7.2	OUTGOING																					
	7.2.1	<ul style="list-style-type: none"> to MOF for BS participation in meetings and discussion on Property related issues. 			BSD Secretariat																		
	8.0	OTHER MATTERS																					
	8.1	BS COUNCILLORS FOR 2017-18 SESSION																					
	8.1.1	After deliberation, the meeting recorded an appreciation to AP Sr Dr Syahrulnizam Kamaruzzaman who is willing to give way for Sr Mohd Zahry Shaikh Abdul Rahman to be in the Council for 2017-18 session. Chairman will take it up to MCM and RISM Secretariat.			Chairman																		
	8.2	COURT HEARING																					
	8.2.1	Dr AR informed that he was called as an expert witness to the High Court on behalf of the Dependent who received challenges lodged by the Plaintiff on damages occurred due to renovation work at the adjacent property.			Info																		
	8.2.2	Sr MZSAR also mentioned that he had experienced in dealing on common property issues that can be shared to all interested BS members			Info																		
	8.2.3	The meeting took notice both above and proposed to hold a forum of discussion or series of CPD talks in the next session once the court cases have resolved. Both and others who have experiences as expert witnesses are called to participate.			AR & MZSAR,																		
	8.3	JUNIORS PARTICIPATION IN SUB COMMITTEES																					
	8.3.1	AP Sr Dr SNK suggested that to identify new potential junior members to be appointed in the Sub-Committees.			Info																		

AGENDA		DELIBERATION	ACTION
	8.3.2	The meeting unanimously agreed that all Chairmen of the Sub Committees are to identify those potential BS members to be invited to sit as committees in the next session of 2017-18.	All
	8.3.3	The chairman requested that each Sub-Committee prepares its tentative programs of activities such as sports and visits, that includes proposed budget and table them in first BSDiv meeting of next session.	All
9.0		NEXT MEETING	
	9.1	The meeting was adjourned at 2.00 pm with a vote of thanks to The Chairman.	Info
	9.2	The Chairman mentioned special thanks and appreciation to all committees for the session 2016-17 for their supports and assistance throughout the year. He is looking forward for another term of working forward in pursuing greater success especially on the materialization of the BS Act.	
	9.3	The first meeting of the next session 2017-18 is scheduled on upcoming MCM that is tentatively on 6th July 2017 at 11.00 am.	All

1st draft as at 5thMay, 2017 by the Chairman.

Prepared by:

Mohd. Razi Zainal Ariffin
BS Divisional Secretariat

Date: 5thMay 2017

Checked by:

Prof. Sr Dr. Azlan Shah Ali
BS Divisional Secretary 2016-17

Date: 5th May 2017

Confirmed by :

BS Divisional Chairman 2016-17

Date: 5thMay 2017

Attachment1 : List of BS & RISM Sub Committees panel members.

Attachment1 : List of BS & RISM Sub Committees panel members

A.	SUB-COMMITTEES	PERSON IN CHARGE
1	Registered Building Surveyors (RBS)	Sr Mohd Zahry b Shaikh Abd.I Rahman Assoc. Prof. Sr Dr. Adi Irfan Che Ani
2	Code of Practice (CoP)	Prof. Sr Dr. Azlan Shah Ali Prof. Sr Dr. Ahmad Ramly Assoc. Prof. Sr Dr. Adi Irfan Che Ani
3	TPC & CPD	Assoc. Prof. Sr Dr. Adi Irfan Che Ani Assoc. Prof. Sr Dr. Syahrul Nizam Kamaruzzaman Prof Sr Dr Azlan Shah Ali Sr Hafsa Yahaya
4	Professional Practice Special Task - Building Control (BCPP) DBKL Conference	Prof. Sr Dr. Ahmad Ramly Sr Norizan Sulaiman Sr Hassan Suray Sr Mohd Zahry Shaikh Abdul Rahman Sr Dr. Mohamad Sufian Hasim
5	Professional Practice	Prof Sr Dr Azlan Shah Ali Assoc. Prof. Sr Dr. Syahrul Nizam Kamaruzzaman Prof. Sr Dr. Ahmad Ramly Assoc. Prof. Sr Dr. Adi Irfan Che Ani Sr Hassan Suray Sr Mohd Zahry Shaikh Abdul Rahman Sr Dr. Mohamad Sufian Hasim Sr Isaac Sunderajan Sr Steven Pang Ching Chooi
6	Council Of Head Of BS School	Sr Dr. Mohamad Sufian Hasim
7	Malaysia Heritage & Conservation Committee	Sr Mohd Zahry Shaikh Abdul Rahman Prof. Sr Dr. Ahmad Ramly
8	Insurance (Professional Indemnity)	Sr Mohd Dali Mohd Alias Assoc. Prof. Sr Dr. Adi Irfan Che Ani Sr Mohd Zahry Shaikh Abdul Rahman (MyRBS)
9	Property Management	Prof. Sr Dr. Azlan Shah Ali Sr Hj Mohd Amin B. Mohd Din
10	Legal Committee	Sr Isacc Sunder Rajan s/o Packianathan Prof. Sr Dr. Ahmad Ramly

As at 5thMay, 2017

B.	RISM INTERNAL & EXTERNAL COMMITTEE	BS REPRESENTATIVES
1.	RISM Council	Sr Hj. Mohd. Amin Mohd. Din Sr Mohd. Zahry Shaikh Abdul Rahman Prof. Sr Dr. Md Najib Ibrahim
2.	Membership Review and Qualification	Prof Sr Dr. Azlan Shah Ali Assoc. Prof. Sr Dr. Adi Irfan Che Ani
3.	Examination Board	Assoc. Prof. Sr Dr. Adi Irfan Che Ani Prof. Sr Dr. Md. Najib Ibrahim
4.	Education & Accreditation Board	Assoc. Prof. Sr Dr. Syahrul Nizam Kamaruzaman Sr Dr Mohamad Sufian Hasim
5.	Editorial Board	Assoc. Prof. Sr Dr. Adi Irfan Che Ani Assoc. Prof. Sr Dr. Syahrul Nizam Kamaruzaman
6.	Board of Building Management	Sr Mohd. Dali Mohd. Alias Sr Dr. Mohamad Sufian Hasim Sr Navil Mahmood
7.	Junior Organization	Sr Dr Mohamad Sufian Hasim Sr Dr. Farid Wajdi Akashah
8.	Sports & Social	Sr Mohd. Dali Mohd. Alias Sr Steven Pang Ching Chooi Sr Hafez Haron
9.	RISM Excellence Award	Sr Hj. Mohd. Amin Mohd. Din Prof. Sr Dr. Ahmad Ramly
10.	Young Achiever's Award (YAA)	Assoc. Prof. Sr Dr. Syahrul Nizam Kamaruzaman Sr Dr Mohamad Sufian Hasim
11.	IT & Library Committee	Sr Mohd. Kamal Ariffin Abd. Rahman Assoc. Prof. Sr Dr. Adi Irfan Che Ani
12.	External, Liberation & Globalisation	Sr Hj. Mohd. Amin Mohd. Din Sr Hassan Suray
13.	Surveyors' Congress Organizing Committee	Sr Hj. Mohd. Amin Mohd. Din Prof. Sr Dr. Azlan Shah Ali Assoc. Prof. Sr Dr. Adi Irfan Che Ani
14.	Green Building Initiative Taskforce (BGI)	Sr Mohd. Zahry Shaikh Abdul Rahman Sr Hj. Mohd. Amin Mohd. Din Sr Hafsah Yahaya Sr Steven Pang Ching Chooi Sr Zamharira Sulaiman Sr Dr Abdul Mutalib Aman Shah
15.	Partnering University	Prof. Sr Dr Azlan Shah Ali Sr Dr. Farid Wajdi Akashah
16.	Scholarship and Education Board	Assoc. Prof. Sr Dr. Syahrul Nizam Kamaruzzaman Sr Dr Mohamad Sufian Hasim
17.	Investment and Financial Committee	Sr Hassan Suray Sr Adnan Mahmood
18.	Promotion and Publicity	Sr Mohd. Kamal Ariffin Abd. Rahman Sr Norizan Sulaiman
19.	RISM Academy	Sr Hj. Mohd. Amin Mohd. Din Assoc. Prof. Sr Syahrul Nizal Kamaruzzaman Prof. Sr Dr Azlan Shah Ali

