

TERMS OF REFERENCE FOR THE CITP COMMITTEES

1. Name of Committee

CITP Thrust Working Group on Internationalisation

2. Reference Code of Committee

CITP-TWG4/I

3. Objective of Committee

The objectives of the committee are as follows :

3.1 To address roadblocks and challenges for efficient implementation of initiatives I1, I2 and I3 within Thrust 4 of the CITP.

3.2 To report and update the CITP Ministerial Committee (CITP-MC) on the progress of initiatives under CITP Thrust 4 on Internationalisation.

4. Scope of Committee

All matters related to all 3 initiatives under CITP Thrust 4 on Internationalisation including interfacing with other relevant ministries and private sector.

5. Abbreviation

CIDB : Construction Industry Development Board.

CITP : Construction Industry Transformation Program

CITP-MC : CITP Ministerial Committee

CITP-TWG : CITP Thrust Working Group

CITP-IWG : CITP Initiative Working Group

G8 : Grade 8 (New Contractor registration category)

KPI : Key Performance Indicator

MSCESMM : Malaysian Standard civil engineering standard method of measurement

MyCESMM : Malaysian civil engineering standard method of measurement

PMO : Programme Management Office

SCORE : SME competitiveness rating for enhancement

TOR : Terms of Reference

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6. Definition

- Initiative Owners : CIDB division/unit heads responsible to implement and manage the relevant CITP initiatives
- Initiative Sponsors : CIDB sector heads responsible to oversee the implementation of the relevant CITP initiative
- Thrust Sponsors : CIDB sector heads responsible to report on the progress of the thrust outcome to the relevant CITP Thrust Committee

7. Roles and responsibilities

- 7.1 Provide oversight of the implementation of the thrust initiatives on Internationalisation.
- 7.2 Assign committee members to monitor/support specific initiatives as and when required.
- 7.3 Steer CITP implementation across all thrust initiatives on Internationalisation.
- 7.4 Monitor the overall progress towards thrust milestones on Internationalisation.
- 7.5 Enhance cooperation and coordination; identify and recommend appropriate partners / stakeholders for initiatives as and when required.
- 7.6 Resolve implementation and operational roadblocks escalated by the Initiative Working Groups (CITP-IWGs) on Internationalisation, including recommending ways to prioritise resources.
- 7.7 Review issues and risks in implementation of CITP Thrust 4 on Internationalisation and resolve where possible.
- 7.8 Provide guidance on next steps for successful implementation of CITP Thrust 4 on Internationalisation.
- 7.9 Progressively review direction of thrust initiatives of CITP Thrust 4 on Internationalisation in consultation with initiative sponsors as and when required.
- 7.10 Escalate unresolved issues and risks of CITP Thrust 4 on Internationalisation to CITP-MC in a timely manner.

8. Key Performance Indicators (KPIs)-tentative

Malaysian champions : leading the charge locally and globally :

- 8.1 10 companies achieve 5* SCORE rating :
- 8.2 50 Malaysian companies earn G8 status :
- 8.3 10 more construction-related companies export construction services in the global market :

(I1a):

- KPI I1-097 National Specification for Construction introduced and published by 2018
- KPI I1-098 National Specification for Construction adopted by 10 Major Clients by 2020

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KPI I1-099 50 projects adopt National Specification for Construction by 2020

(I1b):

KPI I1-103 Online system for certification of construction materials conformance to standards in Schedule 4 of CIDB Act 520 established by Q4 2017

KPI I1-104 100% notice (N1/N5/N6) issued for materials non-compliance to standard following verification at construction sites commencing 2017

KPI I1-105 100 verification officers trained and accredited based on category and products by Q4 2018

(I1c):

KPI I1-100 50 projects to adopt MSCESMM by Q4 2020

KPI I1-101 A circular issued by MOF to mandate the usage of MSCESMM for public projects by 2020

KPI I1-102 1,000 construction industry professionals trained on MSCESMM by 2020

(I2 & I3):

KPI I2-106 5 Enhanced Overseas Project Financing Scheme By 2020

KPI I2-107 Services Export Fund (SEF) Grant For 16 Projects Approved By 2020 (4 Projects Per Year beginning 2017)

KPI I2-122 40% increase in number of overseas projects financed by FIs and government scheme by 2020 (from 2015 baseline)

KPI I3-108 Minimum of 8 consortia to be formed and winning overseas projects by Q4 2020 in the amount of RM5 Billion

KPI I3-109 RM 5 Billion worth of overseas projects won through consortia by 2020

KPI I3-123 One-stop integrated source for construction service providers established by 2018 and annually updated

KPI I3-110 RM 8 Billion worth of overseas projects won by Malaysian companies and/or consortia by 2020

KPI I3-124 6 Malaysian players securing 10 overseas projects under multi-lateral development banks & agencies by 2020

KPI I3-125 10 SMEs & 2 mid-tier Malaysian construction related players going overseas assisted every year

(I4):

KPI I4-126 SCORE Version 2.0 rolled out by Q2 2018

KPI I4-127 Minimum 100 G7 contractors achieved 4 Star and above SCORE rating by 2020

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KPI I4-128	Minimum 300 Construction Project Managers certified by CIDB by 2020 (2016 baseline = 110)
KPI I4-129	4,000 G7 contractors' personnel trained in construction technical and management courses by 2020

9. Chairman

Chairman	:	Tan Sri Ir. Dr. Ahmad Tajuddin Ali Chairman CIDB Malaysia
Deputy Chairman	:	Dato Sri Zohari Haji Akob CIDB BOD

10. Membership of Committee

- 10.1 Refer to **Appendix A** for list of appointed committee members.
- 10.2 Appointed committee members shall personally attend committee meetings and shall not send representatives or alternate members.
- 10.3 Appointed committee members may make recommendations to appoint co-opted members from any organization or any person should they think the co-opted members can contribute or give expert opinion on specific issues. The appointment of this co-opted member shall be temporary in nature for the purpose they were appointed.
- 10.4 In the event that the chairman and co-chairman is not available for meetings, the committee shall nominate a member from the quorum to chair the said meeting.

11. Duration Of Membership

The duration of membership is for the period 2016-2020 effective from the date of appointment.

12. Meetings

- 12.1 Notification of meetings shall be issued via fax/ email/ letter or any other means of communication at least one (1) week prior to the meeting.
- 12.2 Frequency of the meeting shall be at least twice a year
- 12.3 The chairman/co-chairman and not less than half of total members shall constitute the quorum.

13. Honorarium

Chairman	:	RM 800.00
Members	:	RM 500.00

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14. Expenses

Members travelling expenses for transportation and accommodation will be borne by CIDB based on the current procedures.

15. Minutes of Meeting

Minutes of meeting will be prepared by the secretary appointed by the committee and circulated within 7 working days from the date of the meeting.

16. Vacancy

In the event of a vacancy among the members of a committee, the vacancy shall be filled by a person appointed in the same manner as the previous committee member.

17. Termination of Membership

A member will be dismissed automatically from the committee if:

17.1 the member fails to attend the committee meetings three consecutive times without leave of the Chairman;

17.2 the member no longer serves the organization of which he is representing

18. Dissolution of Committees

The committee will become automatically dissolved at the end of the CITP period (2020).

19. Confidentiality

All information shared and discussed during the CITP committees are confidential and shall never be disclosed to third parties in any manner without prior consent of the committee's Chairman.

20. Thrust Sponsor

Sr Sariah Abdul Karib
Senior General Manager
CIDB Malaysia

21. Secretariat

Corporate and Business Sector
CIDB Malaysia
Level 25, Menara Dato Onn
PWTC, Kuala Lumpur
Tel : 03-4047 7016
Fax : 03-4047 7020
Email : twg4@cidb.gov.my

Refer to **Appendix B** for duties of secretariat

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22. Programme Management Office (PMO)

Director
Programme Management Office
CIDB Malaysia
Level 24, Menara Dato Onn
PWTC, Kuala Lumpur
Tel : 03-4047 7216
Fax : 03-4047 7140
Email : pmo@cidb.gov.my
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