



PERSATUAN PENGGERUDIAN BERARAH MALAYSIA
(MALAYSIA HORIZONTAL DIRECTIONAL DRILLING ASSOCIATION)
(MYHDD)
PPM-042-01-08092025
No. 69A, Jalan Teratai 7, Taman Johor Jaya, 81100 Johor Bahru, Johor.

MINUTES OF COMMITTEE MEETING NO. 2/2025

MINUTES OF THE 2ND (2/2025) MEETING OF THE MALAYSIA HORIZONTAL DIRECTIONAL DRILLING ASSOCIATION (MYHDD) COMMITTEE HELD ON FRIDAY, OCTOBER 5, 2025 AT 2.30PM AT MEETING ROOM, NO 69A, JALAN TERATAI 7, TAMAN JOHOR JAYA, 81100 JOHOR BAHRU, JOHOR

AGENDA

1. Welcome Remarks by President.
2. Confirmation on the minutes of meeting held on May 5, 2025.
3. Announcement of the approval of the Association.
4. Announcement of the MYHDD Committee Member 2025/2026.
5. Discussion & confirmation of the opening bank account for the association.
6. Discussion & confirmation of the 1st Annual General Meeting (AGM).
7. Any other matters.

MEETING ATTENDEES

1. Datuk Dr. Ting Kok Hwa (TKH)
2. Mr. Ting Wei Hau Adrain (ADRAIN)
3. Dr. Aiman Bin Supawi (AIMAN)
4. Mr. Toh Jick Hui (TOH)
5. Puan. Norsuria Binti Jamaludin (SURIA)
6. Ms. Sim Biow Siong (SIM)
7. Ms. Gan Yee Keng (KEOL)

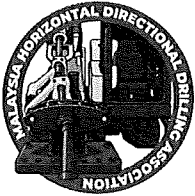
IN ATTENDANCE

1. Mr. Affendy Bin Masran (AFFENDY)
2. Ms. Lin Xue Li (LIN)



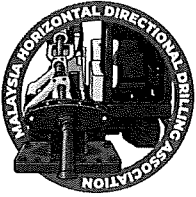
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No	Discussion	PIC	Remark
1.	<p><u>Welcome Remarks by President</u></p> <p>Datuk Dr. Ting extended a warm welcome to all attendees and expressed his pleasure in announcing the successful of registration of the PERSATUAN PENGGERUDIAN BERARAH MALAYSIA (Malaysia Horizontal Directional Drilling Association) (MYHDD), which had finally come through after a process that had taken some time.</p>	TKH	
2.	<p><u>Confirmation on the Minutes of Meeting held on May 5, 2025</u></p> <p>The minutes of the meeting held on May 5, 2025 were confirmed as the official record.</p>	SURIA	
3.	<p><u>Announcement of the Approval of the Association</u></p> <p>The approved registration of the Association as issued by the Registrar of Societies (ROS) Malaysia on September 8, 2025 was formally tabled for reference during the meeting.</p>	SURIA	
4.	<p><u>Announcement of the MYHDD Committee Member 2025/2026</u></p> <p>The following committee members, whose appointments have been approved by the Registrar of Societies (ROS), were formally announced during the meeting.</p> <ul style="list-style-type: none"> • Datuk Dr. Ting Kok Hwa (PENGERUSI) • Encik Ting Wei Hau Adrain (TIMBALAN PEGERUSI) • Doktor Aiman Bin Supawi (AHLI JAWATANKUASA) • Encik Toh Jick Hui (BENDAHARI) • Puan Norsuria Binti Jamaludin (SETIAUSAHA) • Puan Sim Biow Siong (PENOLONG SETIAUSAHA) • Cik Gan Yee Keng (AHLI JAWATANKUASA) 	SURIA	



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	<p>Note: Encik Affendy Bin Masran and Cik Lin Xue Li had been updated in the ROS system; however, their names were not included in the official record. Puan Suria shall liaise with ROS to seek further clarification.</p>		
5.	<p><u>Discussion & Confirmation of the Opening Bank Account for the Association</u></p> <p>It was unanimously agreed during the meeting to proceed with opening the Association's account at Alliance Bank.</p> <p>The meeting also confirmed the following Office Bearers:</p> <ul style="list-style-type: none"> • Datuk Dr. Ting Kok Hwa (President) • Mr. Ting Wei Hau Adrain (Vice President) • Puan Norsuria Binti Jamaludin (MAKER) • Mr. Toh Jick Hui (CHECKER) <p>It was agreed that only the President and Vice President shall be empowered to approve and sign all cheques/payments on behalf of the Association.</p>	SURIA & TOH	
6.	<p><u>Discussion & Confirmation of the 1st Annual General Meeting (AGM)</u></p> <p>The meeting discussed and confirmed the proceedings of the 1st Annual General Meeting (AGM), including the following matters:</p> <ul style="list-style-type: none"> • <u>Agenda of the first MYHDD AGM</u> <p>To include the signing of a Memorandum of Understanding (MoU) with Corridor Utilities in the States of Pahang and Selangor, aimed at formalising collaborative engagements with the Horizontal Directional Drilling (HDD) industry.</p>	ALL	



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No	Discussion	PIC	Remark
	<ul style="list-style-type: none"> • <u>Date, time and venue of the AGM</u> Proposed date of AGM: December 2025 Time: To be confirmed Venue: Hotel located in Johor Bahru & to be confirmed • <u>VIP list</u> The list of proposed VIPs shall be discussed at a later date. • <u>Appointment of PIC's in handling the AGM</u> It was agreed that the appointment of Persons-in-Charge (PICs) would be coordinated via the MYHDD WhatsApp group. 		
7.	<p><u>Any other matters</u> The meeting discussed and decided the following matters:</p> <ul style="list-style-type: none"> • <u>Membership categories, registration and fee structure</u> • <u>Ordinary Members</u> The annual membership fee is set at RM5,000.00. Pioneer members who join within the first year are entitled to a discounted rate of RM3,800.00. • <u>Associate Members</u> The meeting agreed to eliminate this category from the current framework. • <u>Affiliate Members</u> The annual membership fee is set at RM3,000.00. Pioneer members who join within the first year are entitled to a discounted rate of RM2,500.00. 	SURIA	



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	<ul style="list-style-type: none"> • <u>Honorary Members</u> <p>It was proposed that invitations be extended to representatives from PIAM, CIDB, DOSH, NIOSH and other relevant agencies with NO ADMISSION FEE required.</p> <ul style="list-style-type: none"> • <u>Student Members</u> <p>The annual membership fee is set at RM100.00. Pioneer members who join within the first year are entitled to a discounted rate of RM50.00.</p> <ul style="list-style-type: none"> • <u>Approval of financial procedures and record-keeping templates</u> <p>Mr Toh will share the proposed financial procedures during the next meeting.</p> <ul style="list-style-type: none"> • <u>Planning of upcoming activities and events</u> <p>Datuk advised initiating recruitment activities by contracting the MYHDD portal and proceeding with the printing of the membership registration form and corporate flyer. The registration form design should be submitted for Datuk's prior approval.</p> <ul style="list-style-type: none"> • <u>Any other matters arising</u> • <u>Personal Data Protection Act (PDPA) compliance form</u> <p>It was agreed that Puan Suria shall prepare the Personal Data Protection Act (PDPA) compliance form, which is to be signed by all committee members to ensure adherence to personal data protection requirements.</p>	<p>TOH</p> <p>KEOL</p>	



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No	Discussion	PIC	Remark
8.	Adjournment There being no further business, the meeting concluded at 3:40PM with a vote of thanks extended to the President and all committee members in attendance.		

Prepared by,

Norsuria Binti Jamaludin
Secretary-General

Approved by,

Datuk Dr. Ting Kok Hwa
President

SU/SIM/DTKH

Prepared on: October 09, 2025

Approved on: October 09, 2025