



**The Chartered
Institute of Logistics
and Transport**

BUSINESS PLAN 2018 – 2020

1. Overview

The Chartered Institute of Logistics and Transport (CILT) is the international professional body for all sectors of the transport industry. Founded in the United Kingdom in 1919 and granted a Royal Charter in 1926, it was established to promote knowledge of the science and art of logistics and transport and to provide a source of authoritative views for communication to government, industry and the community.

The International Institute's Patron is Her Majesty the Queen of England.

The Institute provides a forum for professionals and academicians engaged in every facet of the transport industry.

The Institute's Qualifying Examinations are internationally recognised professional transport and logistics qualification of a high educational standard. A member with a pass in the CILT Qualifying Examination is accepted as equivalent to a general degree. Together with appropriate work experiences, they lead to full Membership and the designatory letters of "CMILT" which is recognized by the Public Services Department in Malaysia as equivalent to an honours degree. Post-graduate studies in the logistics and transport field may be pursued at any local or overseas universities offering such courses.

The Chartered Institute of Logistics and Transport in Malaysia (CILTM) had its beginnings in 1965 with the formation of Malaysia Section. In October 1990, the Malaysia Section was upgraded to that of a National Council.

Internationally, the institute has about 33,000 members with about half the number residing outside the UK, mostly in the commonwealth countries. Malaysia has about 3,000 members of all grades. Membership of the CILT not only offers today's aspirants the breadth and depth of training through its demanding examination system, it also offers the opportunity to exchange valuable ideas and experiences with other logistics and transport professionals.

The Institute also constantly strives to keep up with the ever changing development in the Industry.

2. Vision

To be the first-choice professional body for matters concerning the Logistics, Transport and Supply Chain Industry

3. Mission

Growing Stronger Together by developing

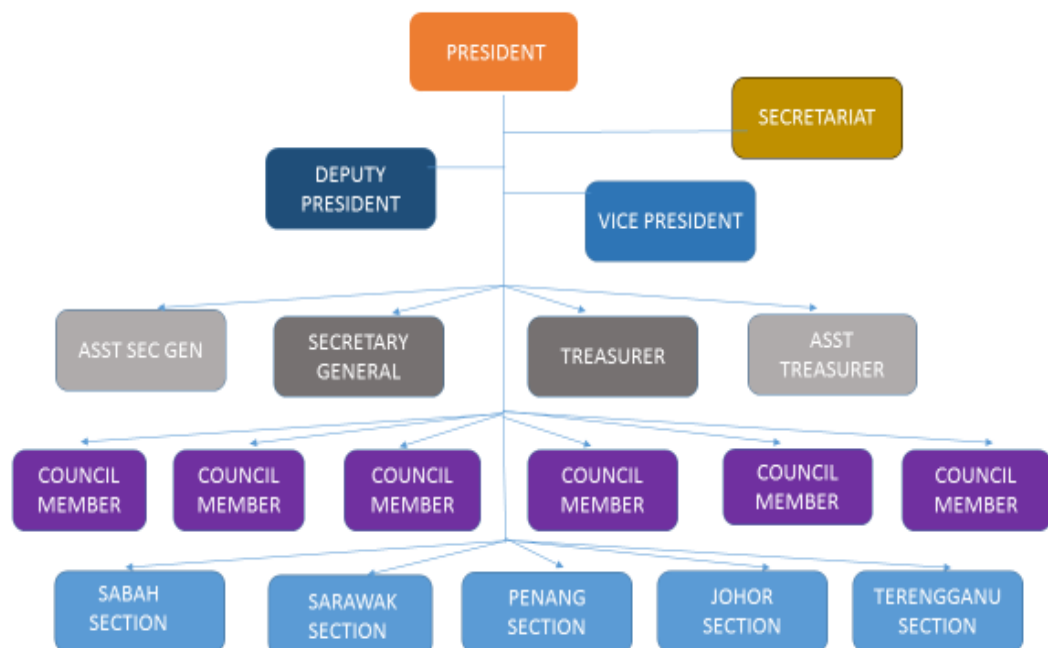
- Leadership
- Professionalism
- Diversity
- Unity

Among all members

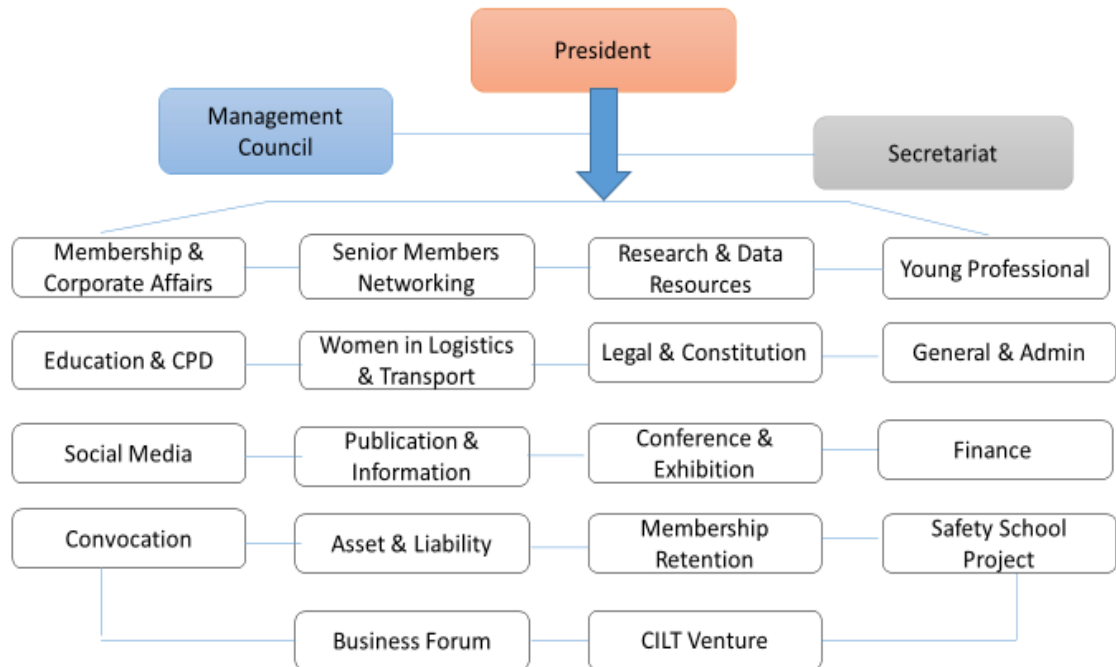
4. Scope

- Research, Study & Consultancy and Development of Education
- Investigation, research into best means, methods and appliances
- Disseminate knowledge and exchange information and ideas
- All practicable ways the development and implement
- Scheme which may elevate the status and advance the interests of the CILTM and industry
- Internship domestic and foreign

5. Management Council Structure



6. Portfolio Structure –



7. Portfolios

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|------------------------------------|---|
| 1. Membership & Public Affair | - Chairman: President |
| 2. Senior Members Networking | - Chairman: President |
| 3. CILT Venture | - Chairman: President |
| 4. Education & CPD | - Chairman: Deputy President |
| 5. Legal & Constitution | - Chairman: Deputy President |
| 6. Safety School Project | - Chairman: Vice President |
| 7. General & Admin | - Chairman: Secretary General |
| 8. Social Media | - Chairman: Secretary General |
| 9. Conference & Exhibition | - Chairman: Secretary General |
| 10. Finance | - Chairman: Treasurer |
| 11. Asset & Liability | - Chairman: Council – Hj Mohd Nasir |
| 12. Young Professional | - Chairman: Council – Prof Dato’ Dr Ahmad Mujahid |
| 13. Women in Logistics & Transport | - Chairman: Council – Pn Hj Zahiah Abdul Majid |
| 14. Publication & Information | - Chairman: Council – Cmdr Shahrir Hj Ahmad |
| 15. Convocation | - Chairman: Sarawak Section Chairman |
| 16. Business Forum | - Chairman: Sarawak Section Chairman |
| 17. Research & Data Resources | - Chairman: K. Terengganu Section Chairman |
| 18. Membership Retention | - Chairman: Penang Section Chairman |

8. Strategic Thrust

- Academic Qualification/Education
- Professional Development
- Research and Resource Development
- Stakeholders Engagement
- Leading Authority on Logistics and Transport
- Self-sustainable (commercial arm)

9. Strategic Objectives

- Provide opportunities for the attainment of the various levels of membership classification
- Promote, encourage and co-ordinate research to enhance education process
- Initiate, foster and maintain investigation and research into the best means, methods and appliances
- Promote and develop any scheme which may elevate the status and advance the interests of CILT-M
- To evaluate and facilitate the industry of Logistics & Transport and Supply Chain for all to the present and future generations.
- Towards achieving CILTM the ISO 9001:2015 organisation

10. Focus Area

- Academic Qualification/Education
- Professional Development
- Research and Resource Development
- Stakeholders Engagement
- Leading Authority on Logistics and Transport
- Self-sustainable (commercial arm)
- International engagement and networking
- Regional set up

11. Business Plan

As business continues to struggle in a sluggish economy globally, the situation in Malaysia is no exception. In addition the advance of E-Commerce as the new way of doing business, the impact on the Supply Chain, Logistics and Transport ecosystem cannot be emphasized enough. CILT Malaysia being one of the key stakeholders in the Industry is working very hard to provide the necessary assistance to all the stakeholders be it the industry players or the government agencies involved in policy decision making processes.

It view of this CILT Malaysia is gearing itself up to remain relevant and sustainable in scheme of thing. It is with this in mind that the Management Council has put in place a three year business plan 2018 – 2020 to be the guiding principle for all activities carried out under the purview of CILT Malaysia.

The Business Plan for the next three years will be founded on five main perspectives as follows;

Perspective	Scope	2018	2019	2020
Financial	Enhancing Revenue generating activities	<ol style="list-style-type: none"> Maintaining the existing revenue channel 100% Securing 5% new revenue channel Establishing Financial Authority Manual (FAM) To prepare annual budget linking to all identified activities 	<ol style="list-style-type: none"> Maintaining 100% existing revenue channel Securing 5% new revenue channel To prepare annual budget linking to all identified activities 	<ol style="list-style-type: none"> Maintaining 100% existing revenue channel Securing 5% new revenue channel To enhance budgeting as part of sustainability program for CILT M
Processes	Improve Governance and Quality	<ol style="list-style-type: none"> Implementation of ISO 9001:2015 for Certification Process and Issuance for Education System by August 2018 Improving compliance of all activities / practices including by all Sections according to the Constitution Holding AGM by June 2018 Submission of Quarterly Reports by Committees to Management Council 	<ol style="list-style-type: none"> Update the Standard Operating Procedures (SOP) of all key activities Ensuring all MoU, MoA or contracts entered into are in order and current 	<ol style="list-style-type: none"> Review and update key documents Establishing Key Result Areas to improve and monitor progress of key activities
Talent Development	Increasing Training Programs	<ol style="list-style-type: none"> Formulating programs for CPD by August 2018 Increasing short courses by approved training providers Organizing International Conferences and Symposiums Holding Members Networking Sessions 	<ol style="list-style-type: none"> Implementation of CPD framework for all trainers under CILT M accredited programs Organizing Conferences and Exhibitions on Logistics and Transport Formulating an exchange program for Affiliate Members 	<ol style="list-style-type: none"> Enhancing collaborations with the training providers and agencies involved in talent development in line with Government's TN50 Widening scope of development areas beyond the traditional Logistics and Transportation, such as e-commerce, driverless technology etc

Perspective	Scope	2018	2019	2020
			4. Establishing a platform to bridge the Affiliate Corporate Members and members for career development opportunities	
Members	Increasing No of Members	<ol style="list-style-type: none"> 1. Maintain current active members 100% 2. Increase new members by 10% 3. Roadshow on 'Members to Chartered Members Journey' by YP 4. Improving communication between the Management Council and the members via Section Committees 5. Organising Award Nite to recognize members contributions 6. Strengthening Section committees to increase members participation 7. Enhancing social media networks 8. WiLAT : <ul style="list-style-type: none"> - To offer itself as a platform for informal discussion, business networking, exchange ideas & views on matters of mutual interest. - To recognize & promote skills & 	<ol style="list-style-type: none"> 1. Maintain current active members 100% 2. Increase new members by 10% 3. Roadshow on 'Members to Chartered Members Journey' by YP 4. Improving communication between the Management Council and the members via Section Committees 5. Organising Award Nite to recognize members contributions 6. Consolidating Section committees relationship with members 7. Assisting Section to set up centre of Excellence – Southern Gateway 	<ol style="list-style-type: none"> 1. Maintain current active members 100% 2. Increase new members by 10% 3. Enhancing members roll and database to facilitate talent development programs 4. Regular sessions with members to get their feedback in addition to the existing communication lines

Perspective	Scope	2018	2019	2020
		<p>talent within the industry.</p> <p>- To honors individuals and companies that have excelled or achieved industry and national goals.</p>		
Sustainability	Developing a Business Arm	<ol style="list-style-type: none"> 1. Identifying opportunities to generate sustainable income for CILT M within the permissible parameters of the Institute 2. Establishing workable framework and mechanism for compliance 3. Setting up Digital Directory for industry stakeholders in the form of Apps for Android and IOS 	<ol style="list-style-type: none"> 1. Identifying opportunities to generate sustainable income for CILT M within the permissible parameters of the Institute 2. Formulating a long term plans to set up a permanent secretariat office for CILT M 3. Identifying target opportunities 	<ol style="list-style-type: none"> 1. A five year plan and road map for business activities 2. Securing long term contracts that could generate reasonable returns

12. Road Map

1. The business plan will be implemented as the year progresses.
2. The plan covers both for Young Professionals and WILAT and will be adjusted as necessary
3. The progress will be updated and monitored by the Management Council

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