

EXECUTIVE SUMMARY

TITLE	:	EEPN Meetings 2019
PROPOSED DATE	:	Jan – Dec 2019
BUDGET/COST	:	RM 40,000.00 [Sectoral Productivity Nexus-SPN for Electrical and Electronics Productivity Nexus (EEPN)]
OBJECTIVES	:	a) To deliberate EEPN initiatives b) To monitor implementation of EEPN initiatives c) To get feedback from industry
DEPARTMENT	:	DMO / Electrical and Electronics (E&E) Productivity Nexus
COMMENTS/ SIGNATURE OF ACCOUNTANT		
COMMENTS/ SIGNATURE OF PCT MGR		

PAPER FOR BOARD OF MANAGEMENT APPROVAL

EEPN Meetings Budget 2019

1.0 Purpose

The purpose of this paper is to seek the approval of MPC's Board of Management (BOM) to EEPN meetings budget.

2.0 Background

A total of 7 EEPN meetings and strategic planning held at various places in 2018:

- a) Klang Valley
 - i. Matrade (21 Mar 18)
 - ii. New World Hotel (1 Aug 18)
 - iii. Hilton PJ (24-25 Oct 18)
 - iv. MIDA EESC-EEPN (26-27 Nov 18)
- b) Penang
 - i. Inari Amertron (23 Jan 18)
 - ii. Keysight (7 June 18)
 - iii. Motorola (3 Oct 18)

3.0 Objectives of the paper

- a) To promote EEPN initiatives
- b) To monitor EEPN initiatives
- c) To get feedback from industry

4.0 EEPN Governing Committee Meeting & Planning Sessions

Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec
EEPN 1/2019 16 Jan (Matrade) 10am- 1pm		EEPN 2/2019 21 Mar (Silterra Kulim)		EEPN 3/2019 15 May (Flex, Johors)			EEPN 4/2019 + Planning Session 15 Aug (KL)		EEPN 5/2019 23 Oct (Penang)		

4.0 Cost

The estimated cost are as follows:

PROJECT		Cost breakdown (RM)	Total (RM)
A	Secretariat logistics (5 pax) * Meeting outside Klang Valley		
	i. Meeting in Kulim – travelling	1000 each	5,000
	ii. Meeting in Johor – travelling	1000 each	5,000
	iii. Meeting in Penang – travelling	1000 each	5,000
B	EEPN Chairman, EEPN Nexus Coordinator & KS1 Head are based in Penang & Ipoh		
	i. Meeting in KL – travelling	1000 each	3,000
	ii. Meeting in Kulim – travelling	400 each	1,200
	iii. Meeting in Johor - travelling	1500 each	4,500
C	Meeting's F&B		
	i. Meeting in Matrade (35 pax)	45 each	1,600
	ii. Meeting & Planning Session in one of the hotel (40 pax)	150 each	6,000
D	Publication		8,700
ESTIMATED EXPENDITURE (RM)			40,000

*includes accommodation and return flight or by car (km and toll)

Please insert Meeting dates

6.0 Conclusion

The approval of BOM is sought to approve the Budget of **RM 40,000.00** for EEPN Meetings in 2019.

Prepared by:



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Assistant Manager
Date: 14 Jan 2019

Reviewed by:



Mohd Yazid Abdul Majid
Deputy Director
Date: 14 Jan 2019

Approved by:



Zahid Ismail
Director DMO
Date: 17 Jan 2019