

EXECUTIVE SUMMARY

TITLE	:	EEPN Meetings for 1 st half of 2020
PROPOSED DATE	:	Jan-Jun 2020
BUDGET/COST	:	RM 84,000.00 [MPB-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 for 1st half of 2020

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 5 EEPN GC meetings and strategic planning will be held at various places in 2020, 3 meetings for 1st half of 2020.

There will be 4 meetings held for each Key Strategy 1-4 meetings:-

Key Strategy #1: Enhance Higher Value-Added Activities

Key Strategy #2: Nurture Talent Development

Key Strategy #3: Creating Value towards Industry 4.0 Ecosystem

Key Strategy #4: Strengthening SME Development

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

EEPN Meetings in 2020		
Meeting/Program/Event	Date	Venue
GC Meeting 1/2020	20-Jan-20	AMCHAM KL
GC Meeting 2/2020	25-Mar-20	Penang
GC Meeting 3/2020	8-Jun-20	KL
GC Meeting 4/2020	26-Aug-20	Penang
GC Meeting 5/2020	2-Nov-20	KL

4.0 Cost

The estimated cost are as follows:

PROJECT		Cost breakdown (RM)	Total (RM)
A	Secretariat logistics (2 pax) * Meeting outside Klang Valley 2 meetings per month	2 meetings 6 months 2 pax RM1,000	24,000
B	Travelling Expenses of EEPN Chairman, EEPN Nexus Coordinator & KS1 Head are based in Penang & Ipoh (3 pax) *	2 meetings 6 months 3 pax RM1,000	36,000
C	Meeting's F&B i. Meetings in KL & Penang (35 pax)	RM50 35 pax 2 meetings 4 KS	14,000
	ii. Meeting & Planning Session in one of the hotel (40 pax)	RM190 each 40 pax	7,600
D	Publication		2,400
ESTIMATED EXPENDITURE (RM)			84,000

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

6.0 Conclusion

The approval of BOM is sought to approve the Budget of **RM 84,000.00** for EEPN Meetings in 2020.

Prepared by:



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Date: 15 Jan 2020

Reviewed by:



Mohd Yazid Abdul Majid
Deputy Director
Date: 15 Jan 2020

Approved by:



Suhaimi Hamad
Director DMO
Date: 15 Jan 2020