

EXECUTIVE SUMMARY

TITLE	:	STRATEGIC PLANNING SESSION FOR NATIONAL COMPETITIVENESS SECTION, PCD
DATE	:	9 – 11 NOVEMBER 2020
BUDGET/COST	:	DEVELOPMENT BUDGET – RM 70,000.00 (BEHAVIOURAL INSIGHTS) OPERATIONAL BUDGET – RM 8,750.00 TOTAL – RM 78,750.00
OBJECTIVES	:	<ul style="list-style-type: none"> i. To strengthen and re-formulate objectives of all units under the section for year 2021 towards overall national competitiveness; ii. To discuss, plan and set the KPIs and budget streamlining for 2021 in accordance to RMK12 direction and aspiration; and iii. To discuss issues and suggest areas for improvements for section's activities.
EXPECTED DELIVERABLES	:	<ul style="list-style-type: none"> i. Strategic Workplan 2021 to strengthen national competitiveness; and ii. Section's action plans, KPIs and budget planning
UNIT/DEPARTMENT	:	NATIONAL COMPETITIVENESS SECTION/ PCD
COMMENTS/ SIGN. OF ACCOUNTANT	:	
COMMENTS/ SIGN. OF PCT MANAGER	:	

STRATEGIC PLANNING SESSION FOR NATIONAL COMPETITIVENESS SECTION, PRODUCTIVITY & COMPETITIVENESS DEVELOPMENT (PCD) DIVISION

1.0 PURPOSE

The purpose of this proposal is to inform and seek approval from the Board of Management (BOM) to conduct a Strategic Planning Session for National Competitiveness Section, PCD on 9 to 11 November 2020.

2.0 BACKGROUND

- 2.1 National Competitiveness is a newly established section and approved by MPC Management on 4th August 2020. The section comprises four (4) units namely National Competitiveness Strategy, Good Regulatory Practices/RURB, Regulatory Impact Assessment (RIA) and Behavioural Insights, and a special team conducting #MyMudah Programme.

- 2.2 The main functions of the Section are as follows:
 - i. Strengthen national competitiveness by formulating strategic recommendations through innovative collaborations between policy makers and industries by using Malaysia's performance in the International Competitiveness Report and feedback from industry as an entry point.
 - ii. Promoting Good Regulatory Practice (GRP) and conducting review on regulations using tools namely Regulatory Impact Assessment (RIA), Reducing Unnecessary Regulatory Burden (RURB) and Behavioural Insights (BI), to create a more competitive business environment.
 - iii. Implement the MalaysiaMudah (#MyMudah) initiative to reduce unnecessary regulatory burden on businesses and report to Economic Action Council (EAC) from time to time.
 - iv. Implement initiative to establish a more transparent mechanism in the process of issuing licensing through guidelines development, and report to Special Cabinet Committee on Anti-Corruption (JKKMAR).

3.0 OBJECTIVES

3.1 The objectives of the session are:

- i. To strengthen and re-formulate objectives of all four units under the section for year 2021 towards overall national competitiveness;
- ii. To discuss, plan and set the KPIs and budget streamlining for 2021 in accordance to RMK12 direction and aspiration; and
- iii. To discuss issues and suggest areas for improvements for section's activities.

4.0 EXPECTED DELIVERABLES

4.1 The expected deliverables are:

- i. Strategic Workplan 2021 to strengthen national competitiveness; and
- ii. Section's action plans, KPIs and budget planning

5.0 DATE & VENUE

The session is tentatively set on 9-11 November 2020 outside of Klang Valley.

6.0 PROPOSED AGENDA

The proposed agenda for the session is shown in Appendix 1.

7.0 PARTICIPANTS

The participants for the session are shown in Appendix 2.

8.0 COST

The total estimated costs for the session is RM78,750.00, where RM70,000.00 extracted from the Behavioural Insights Development Budget and RM8,750.00 from the Operational Budget, as shown in Appendix 3.

9.0 APPROVAL FROM BOM

The approval from the Board of Management (BOM) is sought for the implementation of Strategic Planning Session for National Competitiveness Section tentatively scheduled on 9 to 11 November 2020 with an **estimation costs of RM78,750.00**; RM70,000.00 utilising the Behavioural Insights Development Budget and RM8,750.00 from the Operational Budget.

Prepared by:

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BI Unit, PCD
9 October 2020

Reviewed by:

Mariatul Af-Ida
Mohd Tajul Ariffin
Senior Manager
BI Unit, PCD
9 October 2020

Approved by:

Wan Fazlin Nadia
Wan Osman
Director
PCD
9 October 2020

**PROPOSED AGENDA FOR
NATIONAL COMPETITIVENESS SECTION STRATEGIC SESSION**

Time	Programme
DAY 1	
3.00pm – 6.00pm	Registration of Participants/Check-in
6.00pm – 8.30pm	Dinner
8.30pm – 8.45pm	Opening Remarks by KP/TKP
8.45pm – 9.15pm	Briefing by Facilitator
9.15pm – 10.30pm	Presentation by Unit – Progress Report of current KPIs <ul style="list-style-type: none"> • BI • RIA • RURB • NCS
10.30pm	End of session
DAY 2	
7.00am - 9am	Breakfast
9.00am - 10.30am	RMK-12 Planning Session
10.30am – 10.45am	Morning Break
10.45am - 1.00pm	Breakout Session <ul style="list-style-type: none"> • BI • RIA • RURB • NCS
1.00pm - 2:30pm	Lunch Break
2.30pm - 5.00pm	Breakout Session (continued) <ul style="list-style-type: none"> • BI • RIA • RURB • NCS
5.00pm	End of session
6.00pm – 8.00pm	Dinner
8.30pm – 10.30pm	Presentation <ul style="list-style-type: none"> • BI • RIA
10.30pm	End of session
DAY 3	
7.00am - 9am	Breakfast
9.00am - 10.30am	Presentation <ul style="list-style-type: none"> • RURB • NCS
10.30am – 10.45am	Break
10.45am - 1.00pm	Conclusion
1.00pm	Check-out & Lunch

PARTICIPANTS LIST

No.	Name	Unit
1	Dato' Abdul Latif Hj Abu Seman	-
2	En. Zahid Ismail	-
3	Pn. Wan Fazlin Nadia Wan Osman	PCD
4	Pn. Hjh Sawiah Abdul Samad	BI
5	Pn. Mariatul Af-Ida Mohd Tajul Ariffin	BI
6	Pn. Nuraizah Harun	BI
7	En. Izzul Ikhwan Ishak	BI
8	En. Mohammed Alamin Rehan	RIA
9	Pn. Lee Wan Swanee	RIA
10	Pn. Cham Yin Hwa	RIA
11	Pn. Ilyana Norsaidah Ab Rahman	RIA
12	Pn. Nurul Farahaton Najihan Jusoh	RIA
13	Pn. Hafizoh Md Aris	UPC
14	En. Mohamad Azrol Mohamad Dali	RURB
15	Pn. Norhaniza Hamir	RURB
16	Pn. Norliza Ahmad	RURB
17	En. Ahmad Harris Abdullah	RURB
18	En. Mohd Hilmi Mohd Idris	RURB
19	Pn. Shanthini Tamadoram	RURB
20	Pn. Anis Marina Abd Wahab	RURB
21	Cik Rabiatul Hana Ishak	RURB
22	En. Khidzir Ahmad	MyMudah
23	Pn. Vimala R. Muniandy	MyMudah
24	En. Mohd Zulkifly Che Mohd Rawawi	MyMudah
25	En. Mohd Aizuddin Noor Azman	MyMudah
26	En. Mohamad Muzaffar Abdul Hamid	NCS
27	Pn. Ati Djam Seri Montoi	NCS
28	Dr. Noor Aishah Hj Hassan	NCS
29	En. Jerry Shahnizal Ab. Aziz	NCS
30	En. Muhd Adha Abd Hamid	NCS
31	En. Mohammad Khairul Hakimin Zainoor	NCS
32	Cik Khalidatul Asrin Abdul Aziz	NCS
33	Pn. Haslizayanti Othman	NCS
34	Pn. Hanisah Mohd Ramli	NCS
35	Moderator	-
36	Fasilitator 1	-
37	Fasilitator 2	-
38	Fasilitator 3	-
39	Fasilitator 4	-

ESTIMATED COSTS

No.	Item	Source of Budget	Details	Total
1.	Residential Package	DE	40 pax x RM450 x 2 nights	RM 36,000.00
2.	Facilitator Fee	DE	4 pax x RM 2,000 x 2 days	RM 16,000.00
3.	Moderator Fee	DE	1 pax x RM 2,000 x 3 days	RM 6,000.00
4.	Additional Expenses (Mics, Flip Charts, Breakout rooms etc)	DE	RM 2,000 x 2 days x 3 rooms	RM 12,000.00
TOTAL DE				RM 70,000.00
5.	Administrative Cost (Mileage, Tolls etc)	OE	35 pax x RM250.00	RM 8,750.00
TOTAL OE				RM 8,750.00
OVERALL TOTAL (DE + OE)				RM 78,750.00