

EXECUTIVE SUMMARY

TITLE	:	Agrolink Malaysia Lab Series
OBJECTIVE	:	<ul style="list-style-type: none">• To evaluate and scrutinize the current development of the Agrolink Malaysia portal; and• To develop a way forward plan for Agrolink Malaysia activities.
PROPOSED DATE	:	January & February 2021 (The date will be re-scheduled depending on the current situation)
TOTAL COST	:	RM13,000.00
BUDGET	:	MPB – AFPN
RECOMMENDED BY	:	
COMMENT/ SIGNATURE BY PCT	:	

MALAYSIA PRODUCTIVITY CORPORATION (MPC)
PROPOSAL FOR BOARD OF MANAGEMENT

AGROLINK MALAYSIA LAB SERIES

1.0 Purpose

The purpose of this paper is to inform and seek approval from Board of Management (BOM) to organized Agrolink Malaysia Lab Series with the total estimated cost of RM13,000.00 using the MPB-AFPN budget.

2.0 Background

To reduce the gap within the agro-food value chain, there is a need for better compilation and dissemination of information within the subsector. Thus one of the initiative under the Agro-Food Productivity Nexus (AFPN) aims to address this information asymmetry by establishing Agrolink Information Toolbox (Agrolink Malaysia) which gives us a knowledge-sharing platform to help agriculture businesses to access information and provide assistance in term of productivity development and building connectivity within the Agro-food value chain. Through Agrolink Malaysia, gaps within the value chain can also be identified and subsequently, players can be enabled and supported to move into 'white spaces' within the value chain. It also enables users to develop interactive linkage among their institutional or commercial fraternities. The soft launched for the Agrolink Malaysia was held on 29 August 2020 and a series of roadshow was organised to get the feedback from the industry players as well as the government representatives. Thus, to continue the activities related to Agrolink Malaysia for the year 2021, AFPN will be organizing lab series to evaluate and scrutinize its current development.

3.0 Objective

- i. To evaluate and scrutinize the current development of the Agrolink Malaysia portal; and
- ii. To develop way forward plan for Agrolink Malaysia.

4.0 Proposed date

The proposed date are as follows:

i. Lab series 1	18 January 2021
ii. Lab series 2	25 January 2021
iii. Lab series 3	27 January 2021
vi. Lab Series 4	8 February 2021
v. Lab Series 5	15 February 2021

**(The date will be re-scheduled depending on the current situation)*

5.0 Proposed agenda

Date	Agenda
18 January 2021 (9.00am – 12.30pm)	i. Welcoming remarks by MPC ii. Discussion on Malaysia NEST and Agro-food Value Chain
25 January 2021 (9.00am – 12.30pm)	i. Welcoming remarks by MPC iii. Discussion on Agro-food Food Bank and Food Security
27 January 2021 (3.00pm - 5.00pm)	i. Welcoming remarks by MPC ii. Presentation on current performance of Agrolink Malaysia iii. Discussion on way forward for Agrolink Malaysia
8 February 2021 (9.00am – 12.30pm)	Discussion on implementation Plan for Malaysia NEST and Agro-food Value Chain
15 February 2021 (9.00am – 12.30pm)	Discussion on implementation Plan for Agro-food Food Bank and Food Security

*Note:

- i. All the discussion is related to Agrolink Malaysia portal
- ii. The participants attended may be different from each group
- iii. The lab will be organized through online platform
- iv. The date will be re-scheduled depending on the current situation

6.0 Output

- i. A detail way forward plan/action item for Agrolink Malaysia

7.0 Estimated total cost

#	ACTIVITY	COST PER UNIT (RM)	TOTAL (RM)
1.	Facilitator (4hours x 5 sessions) + (Payment include 2.5hours pre and 2.5hours post work for 5 session) = 25hours	RM250/hour x 25hours x 1 facilitator	6,250.00
2.	Technical expert (Payment include pre and post work)	RM1,000/man-days x 1.5 man-days x 1 expert	1,500.00
3.	Rapporteur	RM150/pages x 5 pages x 5 sessions	3,750.00
4.	Food Voucher	RM15/half-day x 5day x 20 pax	1,500.00
TOTAL ESTIMATED COST			13,000.00

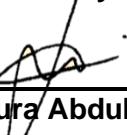
10.0 Approval from BOM

The consideration and approval from the Board of Management (BOM) is sought to organize Agrolink Malaysia Lab Series with the total estimated cost of RM13,000.00 using the using the MPB-AFPN budget.

Prepared by:


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 13 January 2021

Checked by:


Safura Abdul Malek
 Manager
 13 January 2021

Checked by:


Dr. Mohamad Norjayadi Tamam
 Deputy Director
 13 January 2021

Approved by:


Tn. Hj. Suhaimi Hamad
 Director
 13 January 2021