

EXECUTIVE SUMMARY

TITLE	:	Go Digital: Online Regulatory Notification (RN), Online Regulatory Impact Statement (RIS) and Digitalise Regulatory Impact Analysis (RIA) Content
OBJECTIVE	:	To digitalise RIA work process
EXPECTED OUTCOMES	:	1. Enhance productivity and efficiency of RIA work process 2. Improve adoption of RIA by policy makers
DURATION		January – March 2021
TOTAL COST	:	RM70,000.00
BUDGET	:	RMK12 – Forging a Robust Ecosystem (2021)
RECOMMENDED BY	:	Productivity and Competitiveness Development (PCD) – National Competitiveness Section (NC)

MALAYSIA PRODUCTIVITY CORPORATION (MPC)

PROPOSAL FOR THE BOARD OF MANAGEMENT

1.0 Purpose

The purpose of this paper is to request for approval from the Board of Management (BOM) to undertake project on MPC's Go Digital: online RN, online RIS and digitalise RIA content.

2.0 Background

The COVID-19 pandemic has forced governments to quickly turn to digital technology in order to maintain and speed up the functioning of government services. MPC is one of the government agencies that quickly change their service delivery from traditional method to digital technology through MPC Go Digital initiative, which was launched in September 2020. To achieve this goal, MPC has started work on digitalise some of the RIA team services such as GRP webinar series, RIA Virtual Advisory Services, RIA video, etc. These works will continue in 2021 to further digitalise RIA system and content.

3.0 Objective

The main objective is to digitalise RIA work process which is aligned with MPC direction towards Go Digital.

4.0 Outputs

The expected outputs of the project will consist as follows:

- i. Online system for Regulatory Notification (RN)
- ii. Online system for Regulatory Impact Statement (RIS)
- iii. Digital content (Videos) related RIA/RIS

5.0 Outcomes

At the end of this project, the expected outcomes may include:

- i. Enhance productivity and efficiency of RIA work process; and
- ii. Improve adoption of RIA by policy makers

6.0 Project Proposed Planning

	Activities	KPIs	Duration
1	Digitalising RN <ul style="list-style-type: none">- Discussion with consultant- Setting up of Digital RN requirements- Test-run	1 online system	Jan – Feb 2021

	<ul style="list-style-type: none"> - Fine-tuning - Pilot testing - System go-live 		
2	Digitalising RIS <ul style="list-style-type: none"> - Discussion with consultant - Setting up of Digital RIS requirements - Test-run - Fine-tuning - Pilot testing - System go-live 	1 online system	Feb – March 2021
3	RIA Digital Content <ul style="list-style-type: none"> - Discussion with consultant - Setting up storyboard - Script writing - Video content development 	2 videos (1 on <i>Overview</i> & 1 on <i>7 elements of RIA</i>)	Jan – March 2021

7.0 Estimated Budget Summary

	Activities/Items	Cost (RM)
1	Online System for RN and RIS <ul style="list-style-type: none"> - System development - E-Results - E-certificates 	50,000.00
2	RIA Digital Content <ul style="list-style-type: none"> - Videos on RIA Training (1 on <i>Overview</i> & 1 on <i>7 elements of RIA</i>) 	20,000.00
	TOTAL	70,000.00

8.0 Project Team

Project Champion : En. Zahid Ismail
Deputy Director-General MPC

Project Advisor : Pn. Wan Fazlin Nadia Wan Osman
Director PCD/NC

Project Leader : Pn. Ati Djam Seri Montoi
Senior Manager PCD/NC/

Project Members :

1. En. Mohammed Alamin bin Rehan – Deputy Director PCD/NC
2. Pn Hjh Norliza Ahmad – Manager
3. Pn Hafizoh Md Aris – Manager
4. En Mohd Zulkifly Che Mohd Rawawi – Asst. Manager
5. Cik Rabiatal Hana Ishak – Asst. Manager
6. Pn. Cham Yin Hwa – Asst. Manager

9.0 Approval from BOM

The approval of the Board of Management (BOM) is sought to undertake the project on MPC's Go Digital: online RN, online RIS and digitalise RIA content with a total of **RM70,000.00**, utilizing RMK-12 Forging a Robust Ecosystem Budget.

Prepared By:

Cham Yin Hwa
Assistant Manager
PCD/NC

Date: 14 December 2020

Reviewed By:

Mohammed Alamin bin Rehan
Deputy Director
PCD/NC

Date: 14 December 2020

Reviewed By:

Pn. Wan Fazlin Nadia Wan Osman
Director
PCD/NC
Date: 15 December 2020