



MEMO

Tarikh : Rabu, 18 November 2020

Kepada : **YBhg. Dato' Abdul Latif bin Haji Abu Seman**
Ketua Pengarah, MPC

Daripada : **Encik Khidzir bin Ahmad**
Pengurus, Bahagian PCD, MPC

Perkara : **MEMOHON KELULUSAN PERMOHONAN
PEMBAYARAN (RO) KEPADA ENCIK KABIR AHMAD
MOHD JAMIL UNTUK PERKHIDMATAN TENAGA
PAKAR DALAM PENYEDIAAN INPUT BERKAITAN ISU
#MyMudah UNTUK DIBENTANGKAN KEPADA
MESYUARAT PEMUDAH**

YBhg. Dato',

Adalah saya dengan hormatnya merujuk kepada perkara di atas,

1. Memo ini bertujuan untuk mendapatkan kelulusan YBhg. Dato' KP untuk penghantaran RO yang dibuat selepas tarikh akhir yang dibenarkan disebabkan perkara yang tidak dapat dielakkan. RO ini adalah untuk tujuan permohonan pembayaran kepada Encik Kabir Ahmad Mohd Jamil bagi menyampaikan perkhidmatan sebagai tenaga pakar dalam penyediaan input berkaitan isu #MyMudah untuk dibentangkan kepada Mesyuarat PEMUDAH.
2. Untuk makluman YBhg. Dato', pada 12 November 2020 (Khamis), sekretariat #MyMudah telah dimaklumkan oleh sekretariat PEMUDAH bahawa isu berkaitan Permit Export MAQIS telah dipilih untuk dibentangkan di Mesyuarat PEMUDAH pada 23 November 2020 secara maya.
3. Sekretariat #MyMudah dengan persetujuan Pengarah Seksyen Daya Saing bercadang menggunakan khidmat tenaga pakar Encik Kabir Ahmad Mohd Jamil untuk membantu penyediaan input isu tersebut. Pemilihan tenaga pakar adalah berdasarkan pengalaman dan pengetahuan beliau berdasarkan penglibatan secara langsung di dalam isu permit eksport MAQIS ini sejak tahun 2013.

4. Perbincangan dan lantikan telah dilaksanakan dan tenaga pakar telah mengembalikan surat setuju terima kepada MPC pada 13 November 2020.
5. Sehubungan dengan itu, pertimbangan kelulusan permohonan RO daripada YBhg. Dato' KP adalah dipohon untuk tujuan pembayaran perkhidmatan tenaga pakar kepada Encik Kabir. Pertimbangan dan kelulusan dari pihak YBhg. Dato' amatlah diharap agar proses pembayaran dapat diteruskan.

Sekian, terima kasih.

Disediakan oleh:



.....
(Khidzir Ahmad)
Pengurus
Bahagian Pembangunan Produktiviti &
Daya Saing (PCD)
Perbadanan Produktiviti Malaysia (MPC)

Disokong oleh:



.....
(Wan Fazlin Nadia Wan Osman)
Pengarah
Bahagian PCD
MPC

Diluluskan oleh:



.....
(Dato' Abdul Latif bin Haji Abu Seman)
Ketua Pengarah
MPC

KERATAN MINIT MESYUARAT LEMBAGA PENGURUSAN MPC

Bil. : 878/2020
Tarikh: 09/10/2020

MOHD ZULKIFLY CHE MOHD RAWAWI

INFORMATION PAPER: #MyMUDAH Programme: An Effort to Reduce Unnecessary Regulatory Burdens on Business [approved on 5 September 2020 (No. 784/2020)].

KOS: RM 0.00

Mesyuarat telah menimbangkan kertas cadangan di atas dan mengambil keputusan berikut:

KEPUTUSAN	KOD	CATATAN
DILULUSKAN	5 (878)	Ulasan Dato KP: Setuju

Disediakan oleh:

(Roseleena Hashim)

Setiausaha

Lembaga Pengurusan MPC

s.k 1. KETUA AKAUNTAN

2. Wan Fazlin Nadia Wan Osman



MPC.600-4/1/9

12 November 2020

Mr. Kabir Ahmad Mohd Jamil
No. 62, Jalan Ungu U9/36,
Sunway Kayangan
40150 Shah Alam
Selangor Darul Ehsan

Sir,

APPOINTMENT AS TECHNICAL EXPERT FOR MALAYSIAMUDAH (#MyMUDAH)

The government recently agreed on MalaysiaMudah or #MyMudah Programme on 20 July 2020 in its efforts to assist industries/ businesses from being burdened by unnecessary regulations and reduce the cost of doing business. Through this programme, the policy makers or regulators will be recommended to temporarily or permanently abolish, modify, waive or exempt any unnecessary regulations imposed on business. Business concerns are submitted through the Unified Public Consultation (UPC) Portal to be validated and analysed by Malaysia Productivity Corporation (MPC).

2. In relation to the matter above, MPC would like to appoint you as Technical Expert and to provide advisory role to the secretariat of #MyMudah. Details of the project are as follows:

Title	: Technical Expert for #MyMUDAH
Duration	: November – December 2020
Scope of Work	: As per Term of Reference (ToR)
Fee	: As per Term of Reference (ToR)

3. Should you accept the offer, please complete and return the Acceptance Letter as per attachment to MPC latest by 13th November 2020. Any inquiry regarding this matter please do not hesitate to contact Mr. Khidzir Ahmad at 012-6641144 (khidzir@mpc.gov.my).

Thank you.

DRIVING PRODUCTIVITY OF THE NATION

Yours sincerely,

(WAN FAZLIN NADIA WAN OSMAN)
for Director General
Malaysia Productivity Corporation (MPC)

LETTER OF ACCEPTANCE

APPOINTMENT AS TECHNICAL EXPERT FOR MALAYSIAMUDAH (#MyMUDAH)

To:

Director General
Malaysia Productivity Corporation (MPC)
P.O. Box 64, Jalan Sultan
46904 Petaling Jaya, Selangor.
(Attn: Mr. Khidzir Ahmad – khidzir@mpc.gov.my)

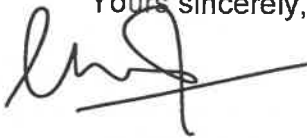
**RE : APPOINTMENT AS TECHNICAL EXPERT FOR MALAYSIAMUDAH
(#MyMUDAH)**

I hereby confirm and accept the terms stated in your Letter of Appointment (MPC.600-4/1/9) dated 12 November 2020 and the Term of Reference (TOR) as Technical Expert for the above-mentioned project.

Details of payment are as follows:

NRIC	:	600101025303
Account Number	:	114160086127
Bank	:	Maybank, Petaling Jaya
E-mail	:	kabir60jamil@gmail.com

Yours sincerely,



Name : Kabir Ahmad Mohd Jamil
Date : 13/11/2020

INFORMATION PAPER

TITLE	: #MyMUDAH Programme: An Effort to Reduce Unnecessary Regulatory Burdens on Business [approved on 5 September 2020 (No. 784/2020)].
PROJECT TIMELINE	: August – December 2020
PURPOSE	: To inform and seek for approval from MPC Board of Management (BOM) on the amendment to the project estimated cost for #MyMudah programme (Appendix 1).
RATIONALE	: 1. #MyMudah approach in engaging industry/business is conducted through online meeting with the objective of obtaining and sharing information. 2. However, as the initiative progresses, there is a need to conduct series of workshops to validate issues with industry and regulators, with a total of participants usually between 15 to 20. 3. #MyMudah meeting chaired by YBhg. Prof. Tan Sri Dato' Seri Dr. Noor Azlan Ghazali, Executive Director of Economic Action Council (EAC), has also instructed MPC to conduct validation workshops with industry to firm up the case and to involve regulators at the early stage of developing the recommendation.
TOTAL COST	: 1. Total budget approved by BOM on 5 September 2020 = RM335,000.00 2. Proposed revised project cost breakdown as in Appendix 1. 3. Not involving any additional cost.
DIVISION	Productivity and Competitiveness Development Division (PCD)
CONCLUSION	: BOM to approve on the revised project cost breakdown.

Table 1: #Mymudah programme (Revised project cost breakdown)

Items	No. of Unit/ Pax/ Pages	Cost Per Unit (RM)	Original Cost		Revised Cost	
			No. of Hrs/ Days/ Months/ Sessions	Cost (RM)	No. of Hrs/ Days/ Months/ Sessions	Cost (RM)
Panel of Experts (Technical Expert/ Advisor/ Facilitator/ Moderator) (Revised)	10	200	120 hours	240,000	30 hours	60,000
Secretariat	1	3,000	5 months	15,000	5 months	15,000
Report Writer/ Document Reviewer/ Editorial/ Proofread	200	100	1	20,000	1	20,000
Workshop / Residential Meeting package (New)	20	450	-	-	10 Sessions x 2 days	180,000
Publications (Reports/ Articles/ Media release)	30	2,000	1	60,000	1	60,000
TOTAL				335,000		335,000