



MPC.600-7/3/47 PCD

25 January 2021

Muhammad Hanif Bin Che Wan Naman  
D2-20-3A, Parklane OUG,  
No 1, Jalan 1/152,  
Taman OUG Parklane,  
58200, Kuala Lumpur.

**APPOINTMENT AS A COORDINATOR FOR 10 SESSIONS OF NCS WEBINAR SERIES 2021**

With reference to the subject mentioned above, we are pleased to inform that Malaysia Productivity Corporation (MPC), a statutory body under the Ministry of International Trade and Industry (MITI), would like to appoint you as the coordinator for ten (10) webinar sessions which will focus mainly on the subject of National Competitiveness Series. Details of the webinar sessions are as follows:

<b>Project</b>	<b>: NCS WEBINAR SERIES 2021</b>
<b>Fee</b>	<b>: RM500 per session</b>
<b>Scope of work</b>	<b>: Coordinator</b>
<b>No. of Webinar session</b>	<b>: 10 Sessions</b>

2. Should you agree to accept this appointment and Terms of Reference (ToR), please fill out the acceptance form as attached in Appendix 1 and return to MPC by 30 January 2021.

3. If you require any further information, please do not hesitate to contact En. Edward Binti at 013-8793417 or email at [edward@mpc.gov.my](mailto:edward@mpc.gov.my). Your kind support and participation in this matter are highly appreciated.

Thank you.

“DRIVING PRODUCTIVITY OF THE NATION”

Yours sincerely,

**(MOHAMAD MUZAFFAR ABDUL HAMID)**  
Deputy Director General  
Malaysia Productivity Corporation (MPC)