



**PERBADANAN PRODUKTIVITI MALAYSIA (MALAYSIA PRODUCTIVITY CORPORATION)**

Peti Surat 64, Jalan Sultan, 46904 Petaling Jaya, Selangor D.E Malaysia

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Lorong Produktiviti, Off Jalan Sultan, 46200 Petaling Jaya, Selangor D.E. Malaysia

<http://www.mpc.gov.my>



(Badan Berkanun di bawah Kementerian Perdagangan Antarabangsa dan Industri – MITI)

MPC (DMO) 600-3/2/18

15 Februari 2021

Elliance Sdn Bhd  
The CEO, 31-13A-17, Lebuh Nipah 5  
11950 Bayan Lepas,  
Pulau Pinang

***Dear Sir,***

**APPOINTMENT AS MENTOR FOR ELECTRICAL AND ELECTRONICS TECHNOLOGY  
ADOPTION MENTORING (EETAM)**

Malaysia Productivity Corporation in collaboration with the Electrical and Electronics Productivity Nexus (EEP) are conducting the Electrical & Electronics Technology Adoption Mentoring (EETAM). EETAM is an initiative to assist businesses to kick start their journey in Industry 4.0

2. As such, EEP would like to appoint your good self to be one of our EETAM mentor in 2021. If you are interested, please complete the acceptance form (*refer Appendix 2*) and email it back to us together with your resume.

3. Attached together is the term of reference (*refer Appendix 1*) for your reference. Should you have further enquiries please do not hesitate to contact En. Aiman Zakwan (014-2700260/aiman@mpc.gov.my) or Puan Lee Wan Wei (012-2955105/wanwei@mpc.gov.my).

Thank you.

**“DRIVING PRODUCTIVITY OF THE NATION”**

Yours sincerely

**(SUHAIMI HAMAD)**

Director

Productivity Growth Division for Director General  
Malaysia Productivity Corporation (MPC)

## **Appendix 1: Terms of Reference**

### **TERMS OF REFERENCE (TOR)**

#### **MENTORS FOR ELECTRICAL AND ELECTRONICS TECHNOLOGY ADOPTION MENTORING (EETAM)**

##### **1.0 Purpose of the Assignment**

The purpose of this assignment is to appoint as mentor for Electrical and Electronics Technology Adoption Mentoring (EETAM)

##### **2.0 Scope of Work**

- 2.1** Work with Secretariat to schedule mentoring session
- 2.2** Conduct actual mentoring session with Company
- 2.3** Work with Company to prepare I4.0 Implementation blueprints and roadmaps
- 2.4** Prepare and submit mentoring reports & recommendations
- 2.5** Submit completed I4.0 Implementation blueprints and roadmaps

##### **3.0 Document Formatting**

- 3.1** The document must be written in English Language.
- 3.2** Format of document must be referred to MPC.

##### **4.0 Project Duration**

- 4.1** The duration for this programme is on February to April 2021

##### **5.0 Payment Terms**

- 5.1** The mentor will be paid RM400 per hour/session

**Prepared by:**

**Malaysia Productivity Corporation (MPC)**

## **Appendix 2: Acceptance Form**

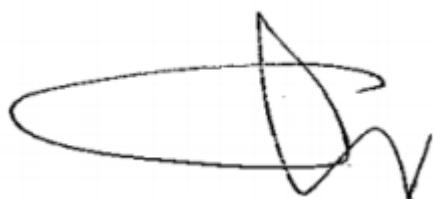
Director General  
Malaysia Productivity Corporation (MPC)  
P.O. Box 64, Lorong Produktiviti  
off Jalan Sultan 46904  
Petaling Jaya, Selangor  
**(Attention: Puan Lee Wan Wei)**

### **ACCEPTANCE AS MENTOR FOR ELECTRICAL AND ELECTRONICS TECHNOLOGY ADOPTION MENTORING (EETAM)**

With regards to the above matter, I agree to be the mentor for EETAM, as offered by Malaysia Productivity Corporation (MPC).

Name	CHENG BOON SENG
Designation	DIRECTOR
I.C. Number	710901-08-6099
Email Address	CBS@ELLIANCESYSTEM.COM
Mobile Number	012-4816099
Bank Name	PUBLIC BANK BHD
Account Number	4507193622

Thank you.



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Name: CHENG BOON SENG  
Date: 18 February 2021