

MINUTES OF MEETING NO.5/ 2023

DIVISION MEETING – STRATEGIC NEGOTIATIONS DIVISION (BRS)

Date: : 16 August 2023 (Wednesday)
Time : 4. 30 pm – 6. 00 pm
Venue : WEF Discussion Room, Level 15, MITI Tower
Chairperson : Ms Sumathi Balakrishnan (PKRS)
Attendance : As per **Annex 1**

NO.	MATTERS DISCUSSED	ACTION	DECISION/ FOLLOW-UP ACTION/ FEEDBACK
1.	Chair's Opening Remarks		
(a)	The Chairperson recorded her appreciation to BRS team for the hard work and successful organizing the Outreach Session.	For Information	
2.	Updates on Management Meeting		
(a)	<p>The Chairperson shared the outcomes of the Management Meeting held on 16 August 2023:</p> <p>i. KSU acknowledges and thanks to all Administrative, Finance and other people who participated in Penilaian Hari Merdeka.</p> <p>ii. YBhg. Dato' Sri Reezal Merican Naina Merican is still the Chairman of MATRADE till a YB Minister makes a decision.</p>	For information	

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	<p>iii. KSU also thanked to all participated on programme Tun Dr. Ismail.</p> <p>iv. The Prime Minister Datuk Seri Anwar Ibrahim is scheduled to introduce the New Industrial Master Plan (NIMP) on 22 August 2023. There are particularly two events scheduled for that day. The Prime Minister's briefing on NIMP is followed by a meeting of the National Committee on Investment (NCI)</p> <p>v. KSU additionally included a mention of retaining SMEs, but in BRS are exempt from this need because the level officer in this division is M48 and above.</p>		
3.	Updates on Post-Cabinet Meeting		
(a)	<p>The Post-Cabinet Meeting No. 12/2023 was conducted on 16 August 2023, and the following are the outcomes that the Chairperson shared:</p> <p>i. The Chairperson announced that YDP Agong will travel to Abu Dhabi on Sunday.</p>	For information	

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	<p>ii. The Chairperson reported that the YAB Prime Minister pointed out the importance of cooperation between the Halal Development Corporation (HDC), JAKIM, and KPDN on the Halal Issue matter, in particular with regard to the providing of Halal Certification.</p> <p>iii. During the Cabinet meeting, YB Minister mentioned that the Ministry of Foreign Affairs (MOFA) had brought up the matter of the World Islamic Economic Forum (WIEF), which is now under the Ministry's purview. The meeting, which was previously planned for earlier this year, had to be postponed due to financial constraints.</p> <p>iv. The chairperson stated that the YB Minister had taken note of the meeting on the 11th of August 2023 on the transmission of renewable energy to Peninsular via underwater cable from Sarawak. As a result, the YB Minister had asked MITI to work with NRECC as a follow-up.</p>		

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	v. The Chairperson informed that YB Minister has confirmed that the Budget will be tabled on 13 October 2023		
4.	Comprehensive and Progressive for Trans – Pacific Partnership (CPTPP)		
(a)	Invitation as a panel	Mr Fajar/ Mr Salihin	<ul style="list-style-type: none"> • IDEAs requested TKSUP/ BRS to be a panel on 29 August 2023 (10.00 am-12.30 pm) at Aloft, Kuala Lumpur. • To contact IDEAs to get information about: <ul style="list-style-type: none"> i To check others invited panels or stakeholders who will be attending the forum. ii To ask about the question need to be answer. • The objective of the session is to examining the benefit and challenging during post ratification of CPTPP and exploring new potential partner.
(b)	Speakers on ILKAP Programme	Ms Rozie	<ul style="list-style-type: none"> • On 28 August 2023 the speakers are :

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			<ul style="list-style-type: none"> i Ms Rozieyanahayu Ab Rahman ii Mr Nik Mohd Salihin Nik Mustafa iii Ms Sara Hani Mohd Zin <ul style="list-style-type: none"> • On 29 August 2023 the speakers are : <ul style="list-style-type: none"> i Mr Ahmad Fajarazam Abdul Jalil ii Ms Masita Mat Isa
(c)	Meeting with Mexico Embassy	Mr Fajar	<ul style="list-style-type: none"> • To meet with Mexico on 25th August 2023 to discuss strategies to expand the commercial benefits of the CPTPP for both Malaysia and Mexico. • To make contact with a statistician to obtain Investment and Service analysis data both before and after CPTPP implemented.
5.	FTA Coordination Meeting/ Cluster Meeting		
(a)	Minute FTA Coordination Meeting	Datin Ennie/ Ms Sara Hani	<ul style="list-style-type: none"> • The meeting noted that the following urgent issues should be highlight at the Post-Cabinet Meeting:

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			<ul style="list-style-type: none"> i Based on the discussion PKRS with MEEPA team, they agreed to follow the guidance provided at the FTA Coordination Meeting which to adopt Self Certification Scheme. ii To arrange a meeting between KSU MITI and KSU NRECC to discuss on trade and sustainable development. iii To produce an AV format training which will be deposited to the FTA Repository. iv The updated on Homepage and FTA portal write up for Coordinators can assess the relevant documents efficiently.
(b)	TIG Cluster Meeting	Mr Fajar	<ul style="list-style-type: none"> • To arrange TIG Cluster Meeting to discuss the ATIGA upgrade proposals, in particular the proposal for Auto-MFN regarding TIG and Streamlining.

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(c)	Investment Cluster Meeting	Ms Rozie/ Datin Ennie	<ul style="list-style-type: none"> • To arrange Investment Cluster Meeting to discuss on Investment Package under Malaysia-EFTA EPA (MEEPA). • To find out and comprehend whether other operations like mining, quarrying and forestry are covered by the list of reservations for land
(d)	Services Cluster Meeting	Mr Zahin	<ul style="list-style-type: none"> • To arrange training on services with all negotiators and coordinator should be participate.
(e)	New and Emerging Issues Cluster Meeting	Mr Subra	<ul style="list-style-type: none"> • To arrange training on New and Emerging Issues with all negotiators and coordinator should be participate.
6.	Stakeholder/ Agency Engagements		
(a)	National Road Show	Mr Fajar	<ul style="list-style-type: none"> • To conduct a brainstorming session with all officer regarding the work and type of engagement for this programme. Starting from September until November.

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			<ul style="list-style-type: none"> The implementation of FTAs has received a budget allocation of around RM1.9 billion, according to NIMP.
(b)	<i>Hari Eksport 2023 Peringkat Negeri</i>	Mr Salihin	<ul style="list-style-type: none"> MITI will participate in <i>Hari Eksport</i> as panellists for second session. For states that do not have MITI office, MITI HQ will do the presentation with divided the session between BRS, SKPI and ASEAN division. To schedule a virtual meeting with the director of the MITI state to go through the slides they will be using to present on the panel.
(c)	Meeting with KUSKOP <ul style="list-style-type: none"> PKRS will Chair this Meeting 	Mr Hazrul	<ul style="list-style-type: none"> To engage with KUSKOP and work on a survey to get information about SMEs export involvement at the moment.

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			<ul style="list-style-type: none"> To determine a time for a brainstorming session with KUSKOP to discuss the survey.
(d)	Meeting with Dagang Net Technologies Sdn Bhd <ul style="list-style-type: none"> PKRS will Chair this Meeting 	Mr Salihin	<ul style="list-style-type: none"> To schedule and confirm the session with SKEI and Dagang Net. The objective of the session is to better understanding and improve data collection.
(e)	Meeting with Chinese Embassy	Mr Fajar	<ul style="list-style-type: none"> To attend welcome reception for a new Minister Council announcement.
7.	FTA Documentations/ Information		
(a)	FTA Homepage on MITI's Portal	Mr Subra/ Mr Danial	<ul style="list-style-type: none"> The Team presented the progress of FTA Homepage where the UK CPTPP write up have launch it into the portal. Need to do the amendment and delete the previous write up.
8.	Administrative, Human Resource and Finance Matters		
(a)	Administrative		

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	<p>(i) <i>Sasaran Kerja Utama (SKU) dan Laporan Penilaian Prestasi Tahunan (LNPT)</i></p> <p>(ii) <i>Cilik Digital</i></p> <p>(iii) <i>Ekosistem Kondusif Sektor Awam (EKSA)</i></p> <p>(iv) Attendance and performance</p>	<p>For information/ all BRS</p> <p>For information/ all BRS</p>	<ul style="list-style-type: none"> The Meeting noted that the SKU for every Clusters is now being prepared and in progress. As this is part of KSU's KPI, the Chairperson reminded all officers to complete both <u>SKU</u> and <u>LNPT 2023</u> by <u>25th December 2023</u>. By September, all My Performance and Job Description M54 must be finished. The Meeting was updated that completing the <i>Cilik Digital</i> will count as <u>one hour of training</u> for that person. Everyone is compulsory to do the assessment. The meeting noted the annual auditor visit by MAMPU will take place on <u>4th – 11th September 2023</u>. The Chairperson reminded all BRS to be accountable for keeping workstations clean and orderly. The Chairperson highlighted the BRS Division's performance:

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			<p>i. It is essential to obtain PKRS approval before taking any kind of leave, including medical or emergency leave.</p> <p>ii. Everyone in the office are responsible for their own work in division and organization according to their classification.</p> <p>iii. Complete the assignment and task with transparently and honestly.</p> <p>iv. Division Meetings should be held every Monday morning or just after Post-cabinet and Management Meetings.</p>
(b)	PKRS inputs	Ms Afiqah	<ul style="list-style-type: none"> To print all the incoming emails, letters or memo for PKRS minute and discussion.
(c)	Human Resource (i) <i>Tanggung Kerja</i>	For information	<ul style="list-style-type: none"> The Chair updated that the following officers will be covered vacant posts:

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			i. Mr Hazrul Imran Azahar – Services Cluster ii. Ms Sara Hani Mohd Zin – Investments Cluster
(d)	Finance Matters (i) BRS budget balance	For information	<ul style="list-style-type: none"> • The meeting noted that to date, BRS has budget balance of RM50,000 under OA29000. • The meeting agreed that Ms Sara Hani will be utilising BRS's budget of RM20,000 for medical expenses in order to support her insulin pump and glucose monitoring.

The meeting was adjourned at **6:00 pm** with a note of thank you from Chairperson.

Prepared by :

Verified by :

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Nor Fadhilah Mohd Razali
Executive Officer (MyStep)

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Sumathi Balakrishnan
PKRS

LIST OF ATTENDANCE

ANNEX 1

1. **Ms Sumathi Balakrishnan**
Senior Director

2. **Ms Masita Mat Isa**
Director
3. **Mr Subramaniam A/L Sandracasen**
Director
4. **Ms Roziyanahayu Ab Rahman**
Director
5. **Mr Ahmad Fajarazam Abdul Jalil**
Director
6. **Mr Hazrul Imran Azahar**
Senior Principal Assistant Director
7. **Mr. Nik Mohd Salihin Nik Mustafa**
Principal Assistant Director
8. **Ms Sara Hani Mohd Zin**
Senior Assistant Director
9. **Datin Ennie Salina Roseli**
Senior Assistant Director
10. **Mr Muhammad Zahin Karim Md Ziaul Karim**

Executive Officer (MyStep 41)

11. **Ms Nor Fadhilah Mohd Razali**
Executive Officer (MyStep 41)
12. **Mr Muhammad Danial Roslee**
Executive Officer (MyStep 41)
13. **Ms Cheah Fee Lian**
Administrative Officer
14. **Ms Afiqah Azemi**
PA to PKRS