

MINUTES OF MANAGEMENT MEETING WITH SENIOR DIRECTORS AND DIRECTORS (NO.10/2023)

Date : 31 May 2023 (Wednesday)
Time : 09.00 a.m. – 11.05 a.m.
Venue : Bunga Raya Meeting Room, Level 31, MITI Tower
Chairperson : YBhg. Datuk Seri Isham Ishak
Secretary General, MITI
Attendance : As per **ANNEX I**

NO.	MATTERS DISCUSSED / DECISIONS		ACTIONS	MATTERS ARISING
1.	OPENING REMARKS			
	1.1	The Chair welcomed all Management Meeting members to the 10 th Management Meeting in 2023.	For Information	
	1.2	The Chair wished <i>Tadau Kaamatan</i> for those celebrating Hari Kaamatan.	For Information	
2.	CONFIRMATION OF MANAGEMENT MEETING MINUTES NO. 9/2023			
	2.1	The Minutes of the Management Meeting No. 9/2023 were adopted.	For Information	
3.	MATTERS FOR UPDATE			
	3.1	<u>Chain-of Command</u>	For Information	

NO.	MATTERS DISCUSSED / DECISIONS		ACTIONS	MATTERS ARISING
		The Chair reminded the Meeting of the importance of adhering to the MITI line of command.		
	3.2	<p><u>Serving the Government of the Day</u></p> <p>The Chair reminded the members of the importance of serving the ruling government of the day.</p>	For Information	
	3.3	<p><u>Briefing on the Comprehensive and Progressive Agreement for Trans-Pacific Partnership (CPTPP) and Regional Comprehensive Economic Partnership (RCEP)</u></p> <p>The Chair recommended that a briefing session on CPTPP and RCEP be conducted for Chambers of Commerce and anyone interested.</p>	BRS	The outreach session on CPTPP and RCEP is tentatively being planned for the third week of July 2023.
	3.4	<p><u>English Proficiency</u></p> <p>The Chair reminded members to enhance their English language skills.</p>	For Information	
	3.5	<p><u>Mentor-Mentee</u></p> <p>The Chair suggested that senior directors and directors begin coaching the subordinates, among others to cover:</p> <ul style="list-style-type: none"> i. communication skills; and ii. competencies. 	For Information	

NO.	MATTERS DISCUSSED / DECISIONS		ACTIONS	MATTERS ARISING
	3.6	<p><u>Scam Alert</u></p> <p>The Chair advised the members to be cautious and remains vigilant in the event of a scam.</p>	For Information	
	3.7	<p><u>Anugerah Inovasi Perdana Sektor Awam (AIPSA)</u></p> <p>The submission deadline for the AIPSA was extended to June 9, 2023, and the Chair encouraged members to participate. Administration Division informed the meeting that to date, there are 14 submissions.</p>	For Information	
	3.8	<p><u>Program Bual Bicara Bersama Presiden PPTD</u>, 1 June 2023</p> <p>The Chair encouraged the Member to participate in the <i>Program Bual Bicara Bersama Presiden PPTD</i> at the Ministry of Local Government Development (KPKT).</p>	For Information	
	3.9	<p><u>Employee Provident Fund (EPF) Scheme Subscription</u></p> <p>The Chair informed the meeting that in order to reduce the government financial burden, with effect from 2024, the new civil servants will be subscribing to the Employee Provident Fund (EPF) Scheme.</p>	For Information	
	3.10	<p><u>Health Insurance</u></p> <p>Similarly, government personnel may want to consider enrolling in the health insurance programme.</p>	For Information	

NO.	MATTERS DISCUSSED / DECISIONS		ACTIONS	MATTERS ARISING
	3.11	<p><u>Kafe MITI</u></p> <p><i>Kafe MITI</i> is currently closed until 6 June 2023 and will be fully operating by 1 July 2023.</p>	For Information	
	3.12	<p><u>Drug Abuse</u></p> <p>The Chair reminded members and closely monitor their subordinates not to engage in drug abuse.</p>	For Information	
	3.13	<p><u>MPC's Director General (DG) Retirement</u></p> <p>The Chair informed the Meeting on the MPC's DG retirement on 28 May 2023. The application has been submitted to JPA for the extension of contract.</p>	For Information	
	3.14	<p><u>MIDF-MBSB Merger</u></p> <p>The Chair provided an update to the Meeting on the merger of Malaysia Industrial Development Finance Bhd. (MIDF) and Malaysia Building Society Bhd. (MBSB), and requested for a:</p> <ul style="list-style-type: none"> i. review on all arrangements with MIDF; and ii. discussion be held with the Legal Advisor on the way forward. 	PUU	
	3.15	<p><u>Letter on Silterra</u></p> <p>The meeting was informed that a memo on Silterra's equity, along with the extraction of the minute, have been delivered to YBM's office on 25 May 2023, for consideration.</p>	BPI	

NO.	MATTERS DISCUSSED / DECISIONS	ACTIONS	MATTERS ARISING
3.17.2	<p>The meeting was also informed for:</p> <ul style="list-style-type: none"> i. MIDA to: <ul style="list-style-type: none"> a. come out with a Framework in reorganising MIDA's role on IPAs; b. work with JPA on the proposed Framework and timeline; and c. update NIC on the progress and cost. ii. the Ministry of Economy to hold the similar exercise for other IPAs. 	For Information	
3.17.3	<p>A Workshop with the relevant IPAs will be held mid-June 2023 and outcome of the workshop will be updated at the next NIC Meeting on 25 July 2023.</p>	BDPFP	
3.18	<p><u>Indonesia President visit to Malaysia</u> (07-08 June 2023)</p> <p>The Meeting was updated on the:</p> <ul style="list-style-type: none"> i. joint press release on the Malaysia-Indonesia Agreement to Deepen Cooperation on Digital Economy and Green Economy might not be materialised due to the procedural needs to go through AGC and Cabinet Paper; ii. proposal to the Indonesian counterpart a media release instead of investment agreement; iii. visit that will be held in PMO; and iv. for Indonesia to self-arrange for the meeting with the investor. 	For Information	

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	3.19	<p><u>Annual Ministerial Dialogue</u> (AMD), 14-15 June 2023</p> <p>The meeting was informed that the AMD will be held at St. Regis and that the Cabinet Paper tabling date has been moved from 9 June 2023 to 5 June 2023.</p>	For Information	
	3.20	<p><u>ASEAN Chairmanship 2025</u></p> <p>An MJM with an RM280 million budget has been prepared and is expected to be tabled by 20 June 2023.</p>	For Information	
	3.21	<u>Chemical Industrial Roadmap (CIR)</u>		
	3.21.1	The Cabinet Paper on CIR will be presented at the next cabinet Meeting. The meeting was updated on YBM's request to visit few CIR companies prior to CIR launching scheduled on 27 June 2023 during Energy Asia 2023.	For Information	
	3.21.2	The Chair requested for the incorporation of SME elements into the YBM's address.	BPI	
	3.22	<p><u>NIMP</u></p> <p>YBM requested to have a meeting with key ministers e.g.: the Minister of Finance, the Minister of Economy and the Minister of Human Resources to share on NIMP before the <i>Jawatankuasa Perancang Pembangunan Negara</i>.</p>	For Information	

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	3.23	<p><u>Courtesy Call by Viet Nam Company</u></p> <p>The meeting was updated on VinGroup and Vinfast's request to meet with YBM MITI and YBM Economy.</p>	For Information	
	3.24	<p><u>YAB PM's Official Visit to Viet Nam</u></p> <p>The Meeting was informed of the PMO's proposed date of 20 - 21 June 2023 for the YAB PM's Official Visit to Vietnam, subject to Viet Nam's confirmation.</p>	For Information	
	3.25	<p><u>Update on Visits by Singapore Officials to Malaysia</u></p> <p>The meeting was updated that various Singapore officials are actively visiting Malaysia, for example:</p> <ul style="list-style-type: none"> i. visit to Kuala Lumpur by Enterprise Singapore (EnterpriseSG)'s CEO from 22-25 June 2023, to meet his counterparts including CEOs' of MIDA, MATRADE and MPC. Joint EnterpriseSG and MPC games will also be held. EnterpriseSG has requested for a meeting with YBTM; and ii. recent visit to Kuala Lumpur by the new Permanent Secretary (Development) of Ministry of Trade and Industry Singapore, who had an impromptu meeting with YBTM on 16 May 2023. 	<p>BIEA</p> <p>For Information</p>	

NO.	MATTERS DISCUSSED / DECISIONS		ACTIONS	MATTERS ARISING
	3.26	<p><u>Updates on the WTO</u></p> <p>The Meeting was updated on the:</p> <ul style="list-style-type: none"> i. participation in the WTO Workshop on Fisheries Subsidies for the Asia Region on 23 – 25 May 2023 participated by 15 countries; ii. courtesy call by WTO's Deputy Director-General Angela Ellard on 24 May 2023; and iii. organisation of the National Workshop on the WTO's Agreement on Subsidies and Countervailing Measures (ASCM) from 11 – 13 July 2023 in Putrajaya. 	For Information	
	3.27	<p><u>Working in Silo</u></p> <p>The Chair informed the meeting on White Water Rafting Program will be held in Gopeng with Senior Directors and Directors soon. Members of the meeting were also encouraged to organise an informal session e.g.: teambuilding with the external parties in bridging the silos.</p>	For Information	
	3.28	<p><u>Report by State Offices</u></p> <p>All state directors were requested to submit weekly report to HQ.</p>	For Information	
4.	DISCUSSION / INFORMATION PAPER			
	4.1	The Discussion Paper on the i-ESG Framework, Just Transition was presented before the meeting for discussion.	For Information	

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		<ul style="list-style-type: none"> - what is Madani concept all about; - more equality in wealth distribution; and - challenges faced by the government and how public services should how to work together and not in silo. <p>The meeting was also informed on the MITI's gold-award rating in the Malaysia Government Performance Index.</p>	For Information	
	5.3	Matters Raised by YAB PM/ YAB TPM/ YBM/ KSN This agenda was not discussed.	-	
	5.4	Policy Announcement The Chairperson recalled the upcoming policy announcements as follows: <ul style="list-style-type: none"> - ESG; - NIMP; and - Chemical Industry Roadmap. <p>The Chair also requested that the officers understand and be well-versed in the policies.</p>	For Information	
	5.5	Monitoring of Performance and Achievement of Ministry's Core Business This agenda was not discussed.	-	
	5.6	Outstanding Tasks This agenda was not discussed.	-	
	5.7	Integrity Issues This agenda was not discussed.	-	

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	5.8	Late Payment Issue This agenda was not discussed.	-	
	5.9	Status of Application Approval from YBM's Office This agenda was not discussed.	-	
	5.10	Audit Report This agenda was not discussed.	-	
	5.11	Pre-council with top management for any session with the 3rd Parties / consultant This agenda was not discussed.	-	
	5.12	Administration and Finance Matters	For Information	
	5.12.1	<u>Circulation of the <i>Pekeliling Perbendaharaan Perolehan Kerajaan</i></u> The Meeting was told of the Ministry of Finance's (MoF) issuing of the <i>Pekeliling Perbendaharaan Perolehan Kerajaan</i> PK 4.2 dated 23 May 2023 to withdraw the necessity to submit copies of <i>Surat Setuju Terima</i> (SST) and contracts to the MoF's Procurement Division.		
	5.12.2	<u>Budget Expenditure</u> The meeting was kept up to date on the OE's current expenditure position, which is 50%. This low spending includes the final 50% disbursement, which was approved in January.		

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	5.12.3	<p><u>Budget Conversion request</u></p> <p>The SSDD's request to convert the DE to OE for several agencies, including MSI, NAICO, and MARii. SSDD was asked to consult with the Finance Division about the request.</p>	For Information	
	5.12.4	<p><u>Declaration on the Ending of COVID-19 as a Global Health Emergency</u></p> <p>The Chair delivered an update on the Ministry of Health's letter dated 11 May 2023, which declared COVID-19 was no longer a Global Health Emergency. The Chair however reminded the member to stay alert and observe the health requirements.</p>		
	5.12.5	<p><u>Application Process Streamlining for the Electrical Vehicle Charging Point</u></p> <p>The Chair provided information on PLANMalaysia's letter dated 15 May 2023 on the Application Process Streamlining for the Electrical Vehicle Charging Point, which allows the Charge Point Operator (CPO) to submit the Public Distribution Licence (PDL) for the Electrical Vehicle Charging to the Energy Commission (EC) without first obtaining approval from the local council. The PDL, on the other hand, requires the consent of both the EC and local authorities.</p>		

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	5.13	Updates on Improvement of Initiatives by Each Division/ Section/ Unit This agenda was not discussed.	-	
6.	OTHER MATTERS			
	6.1	<u>Haji Leave</u> The Chair informed the meeting that he is taking Hajj leave from 20 June – 20 July 2023. TKSUs will be taking turn covering KSU post during his absence and instructed for matters that require his approval to be furnished before 20 June 2023.	For Information	
	6.2	<u>Management Meeting's Representation</u> Aside from the senior directors, the Chair directed that each division be represented at the Management Meeting by only one (1) director.	For Information	

The Management Meeting with the Senior Directors and Directors was adjourned at 11.05 a.m.

Prepared by:

Name	: Mr. Mohd Fauzi Mohamad Kudong	Ms. Hanna Binti Md Yahaya
Designation	: Principal Assistant Director	Assistant Director
Division	: AKI, Outreach and Share	Industry and Trade Support
Telephone	: 03-6200 0464	03-6200 4707
Date	: June 2023	June 2023

Vetted by:

Name : Mr. Faizal Mohd Yusof

Designation: Senior Director

Division : BDPFP

Telephone : 03-6200 4661

Date : June 2023

Endorsed by:

Name : YBhg. Datuk Seri Isham Ishak

Designation: Secretary General

Date : June 2023

ATTENDANCE LIST
MANAGEMENT MEETING NO. 10/2023 WITH SENIOR DIRECTORS AND DIRECTORS

Date : 31 May 2023 (Wednesday)
Time : 9.00 a.m. – 11.05 a.m.
Venue : Bunga Raya Meeting Room
Level 31, MITI Tower
Chairperson : YBhg. Datuk Seri Isham Ishak
Secretary General
Ministry of Investment, Trade and Industry

No	Name	Designation	Attendance
TOP MANAGEMENT			
1.	YBhg. Datuk Hanafi Sakri	TKSU (I)	Not Attending
2.	Mr. Hairil Yahri Yaacob	TKSU (P)	Not Attending
3.	YBhg. Datuk Bahria Mohd Tamil	TKSU (PP)	Not Attending
MULTILATERAL TRADE POLICY & NEGOTIATIONS			
4.	Mr. Jaya Singam Rajoo	Senior Director	Attending
ASEAN ECONOMIC INTEGRATION			
5.	Dr. Sugumari A/P S. Shanmugam	Senior Director	Attending
SERVICES SECTOR DEVELOPMENT			
6.	Mr. See Chee Kong	Senior Director	Attending
INVESTMENT POLICY & TRADE FACILITATION			
7.	Mr. Faizal Mohd Yusof	Senior Director	Attending

No	Name	Designation	Attendance
STRATEGIC PLANNING			
8.	Ms. Siti Norlailasari Abdul Rahman	Senior Director	Attending
INDUSTRIAL ENVIRONMENT, SOCIAL AND GOVERNANCE			
9.	Dr. Jessica Meenachi A/P Muniandy	Senior Director	Attending
REGIONAL & INTERNATIONAL RELATIONS			
10.	Ms. Vimala A/P Murugan	Senior Director	Not Attending
LEGAL ADVISOR'S OFFICE			
11.	Ms. Noor Azzah Binti Abdul Aziz	Legal Advisor	Attending
BILATERAL ECONOMIC & TRADE RELATIONS			
12.	Ms. Nor Hasnah Badroddin	Senior Director	Not Attending
MANAGEMENT SERVICES			
13.	Mr. Muhazzib Harun	Senior Director	Attending
INDUSTRY & TRADE SUPPORT			
14.	Ms. Jamilah Haji Hassan	Senior Director	Attending
STRATEGIC TRADE SECRETARIAT			
15.	Ms. Ellyza Mastura Ahmad Hanapiah	Strategic Trade Controller	Attending
STRATEGIC NEGOTIATIONS			
16.	Ms. Sumathi Balakrishnan	Senior Director	Not Attending
LEGAL ADVISOR'S OFFICE			
17.	Mr. Al Muhammad Mukmin Abdul Ghani	Senior Federal Counsel	Not Attending
MULTILATERAL TRADE POLICY & NEGOTIATIONS			
18.	Mr. Ravi A/L Chakkara Kunki Raman	Director	Attending

No	Name	Designation	Attendance
19.	Ms. Arividya Arimuthu	Director	Not Attending
20.	Ms. Sabariah Mohd Sofian	Director	Attending
INDUSTRY DEVELOPMENT DIVISION			
21.	Mr. Zulhilmi Ahmad	Director	Not Attending
22.	Ms. Aedreena Reeza Alwi	Director	Attending
23.	Mr. Ezral Uzaimi	Director	Not Attending
ASEAN ECONOMIC INTEGRATION			
24.	Dr. Rashidi Said	Director	Attending
25.	Ms. Norazah Abdul Jabbar	Director	Virtual
INVESTMENT POLICY & TRADE FACILITATION			
26.	Mr. Syed Mohd Faizal Syed Mohd Dardin	Director	Attending
27.	Ms. Jamaliah Hamzah	Director	Attending
INDUSTRY & TRADE SUPPORT DIVISION			
28.	Mr. Ahmad Azrai Abd Mubin	Director, SKEI	Attending
29.	Mr. David Rowbin	Director, SKPI	Not Attending
TRADE & INDUSTRY RELATED EMERGING ISSUES DIVISION			
30.	Ms. Shireen Jasmin Ali	Director	Attending
STRATEGIC NEGOTIATIONS			
31.	Ms. Masita Binti Mat Isa	Director	Not Attending
32.	Mr. Subramaniam A/L Sandracasen	Director	Attending
33.	Mr. Ahmad Fazarajam Abdul Jalil	Director	Attending
34.	Ms. Rozieyanahayu Ab Rahman	Director	Not Attending

No	Name	Designation	Attendance
STRATEGIC TRADE SECRETARIAT			
35.	Ms. Azrilah Abd Aziz	Deputy Strategic Trade Controller	Not Attending
MANAGEMENT SERVICES			
36.	Mr. Kalithasan a/l Kaliappan	Director, Finance	Attending
37.	Mr. Lai Lung Kwang	Director, Administration	Attending
38.	Mr. Noor Izatul Hisham Ab.Rahim	Deputy Director, Accounts	Attending
39.	Ms. Nor Asma Abdul Rahman	Director, Human Resource	Attending
40.	Mr. Mohd Ezuwan Hassan	Human Resource	Attending
41.	Ms. Haslinda Kasim	Director, Knowledge Management & Digital Information	Attending
42.	Ms. Noor Aizan Mahidin	Senior Manager, Information Management	Attending
DIGITAL ECONOMY			
43.	Ms. Marweena Manan	Director	Virtual
BILATERAL ECONOMIC & TRADE RELATIONS DIVISION			
44.	Ms. Lim Mei Ying	Director	Attending
45.	Mr. Unny Sankar Ravi Sankar	Director	Not Attending
46.	Ms. Nadia Sapee	Director	Not Attending
AKI, OUTREACH & SHARES			
47.	Mr. Danny Al Jeffery Abdullah	Senior Principal Assistant Director	Attending
SERVICES SECTOR DEVELOPMENT			
48.	Ms. Wan Wadrina Wan Abdul Kadir	Director	Not Attending

No	Name	Designation	Attendance
INFORMATION MANAGEMENT DIVISION			
49.	Ms. Noor Aizan Mahidin	Senior Manager	Attending
STRATEGIC PLANNING			
50.	Mr. Desmond Wong	Director	Attending
51.	Ms. Umami Nasrah Othman	Director	Attending
SECRETARIAT MALAYSIA EXPO 2025 OSAKA			
52.	Ms. Shamilah Perumal	Director	Attending
INTEGRITY UNIT			
53.	Ms. Sharifah Nora Al-Idrus Syed Hussein	Head	Attending
KPI UNIT			
54.	Mr. Marwan Azizi Mahidin	Head	Attending
INTERNAL AUDIT UNIT			
55.	Ms. Nik Nur Aina Mardhiah Che Mohd Shukri	Auditor	Attending
STRATEGIC COMMUNICATIONS			
56.	Ms. Norazah Muhamad Azha	Public Relations Officer	Attending
MITI OVERSEAS OFFICE			
57.	Ms. Aida Safinaz Alias	Minister of Economic Affairs, MITI Washington	Not Attending
58.	Ms. Fadzilah Abu Hassan	Counsellor of Economic Affairs, MITI Bangkok	Not Attending
59.	Ms. Kavitha Mathuvay	Minister of Economic Affairs, MITI Singapore	Virtual

No	Name	Designation	Attendance
60.	Ms. Zaireen Omar	Minister of Economics Affairs, MITI Brussels	Not Attending
61.	Mr. Kiew Chia Meng	First Secretary (Economics), MITI Beijing	Virtual
62.	Mr. Syahril Syazli Ghazali	Ambassador to WTO, MITI Geneva	Not Attending
63.	Mr. Ahmad Zaidi Mohd Ilias	First Secretary (Economics), MITI New Delhi	Virtual
64.	Ms. Suhaili Ismail	Minister Counsellor (Economic), MITI Hanoi	Virtual
65.	Mr. Mohd Najeeb Abdullah	Minister Counsellor (Economy), MITI Jakarta	Virtual
MITI REGIONAL OFFICE			
66.	Ms. Azyyati Ibrahim	Director, MITI Kelantan	Virtual
67.	Mr. Ariffin Hamzah	Director, MITI Sabah	Virtual
68.	Mr. Lee Meng Tat	Director, MITI Pahang	Virtual
69.	Mr. Khalid Faesal Abdul Rahman	Director, MITI Perak	Attending
70.	Mr. Griffith Jones anak Goba	Director, MITI Sarawak	Not Attending
71.	Ms. Marhani Md Jelani	Director, MITI Johor	Virtual
72.	Ms. Vanitarani Rajasakaran	Senior Assistant Director, MITI Penang	Virtual
MINISTER'S OFFICE			
73.	Noah Azlan Ngah	Special Officer, YBM	Attending
74.	Khairul Annuar Mohd Yunos	SUSK, YBTM	Virtual
MANAGEMENT MEETING (JUNE) SECRETARIAT			
75.	Ms. Nurulaina Nadzeri	Principal Asst. Director, BDPFP	Attending
76.	Ms. Kamilia Mohd Jamin	Asst. Director, MTPN	Attending

