Epic SBC Quest Guide

HELPING YOU CHOOSE YOUR OWN ADVENTURE,
AND COME OUT OF IT VICTORIOUS.

VERSION: MARK XII
- UPDATED E.P.P.O.T WORLD CALENDAR
- UPDATE NAMES OF QUESTERS

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x
Not for circulation.
In the event of emergency, pass to Hulk and whisper code: 'Hulk Smash.'

Foreword

You are now going on a quest. An epic quest that will lead you through the perilous, occasionally disaster-filled, yet fulfilling and possibly revolutionary, world of doing SBC projects.

You already have the power and knowledge within to complete the quest, triumphantly of course. Hence the intent of this guide is simple: **to offer additional resources that will accelerate the sweet victory of your quest.** These resources are placed in the (fantasy) 'E.P.P.O.T world' that can only be accessed by the ones who possess this guide.

Within the pages of this guide, you will find a map with six realms; each primed with different resources that seek to level up your XP[1], reward coins, provide wisdom to navigate through tight spots, and assist you a trusty wing-man. In Olaf's words: "All good things".

Remember: All heroes become heroes not through legacy, but through the journey of doing the quest. If you undertake it for the right reasons, the experience is its own reward.

Your journey is about to begin, Players. And on that journey, we wish you luck.

[1] Experience points: A unit of measurement for improvement or achievements that contributes to growth in the desired area of your life.

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Part 1 – Introduction

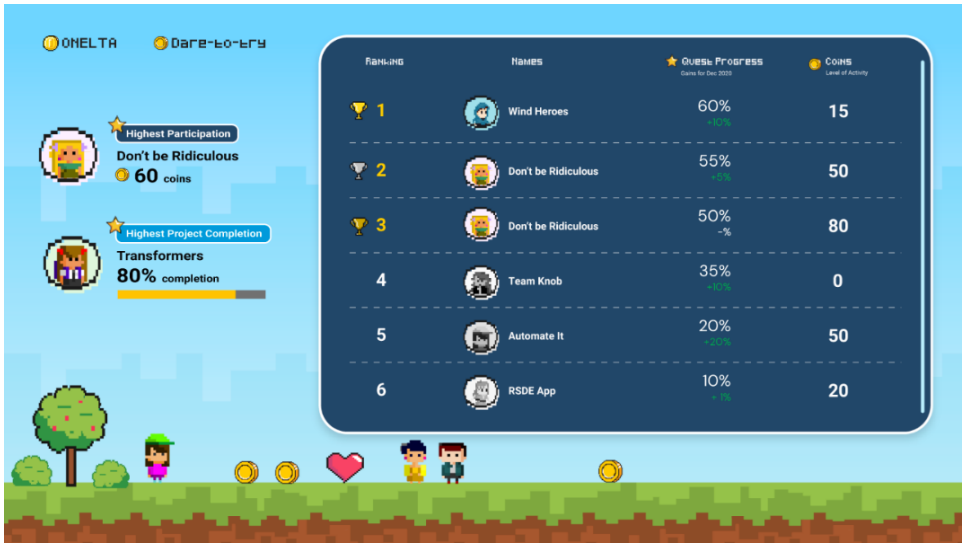
We have 15 teams on different SBC projects. These projects can be categorised as either OneLTA (top down) or Dare-to-try (grounds up). Each project here is identified as a quest. And you, my friend, is a hero to be, a player. The premise of your quest is simple: complete it.

By the way

- See the full list of the quest and questers here.
- What's the difference between OneLTA and Dare-to-try projects?

Quest board

In the spirit of questing, we have a quest board to show the progress of your team's quest and the coins your team accumulated. The coins are awarded each time the team participates in community activities.



Quest board is updated monthly. Ranking is solely based on the quest progress. **Progress**: Shows the % of the project completed by the team. Bottom number shows the progress achieved for the month. **Coins**: Total accumulated based on the level of activity of the teams. The amount of coins awarded for participation of activities varies.

Putting it out there… By using these metrics, we are explicitly stating, "This is what is most important to us." That's because it is. We think these metrics offer a good enough understanding to how each team is progressing in the areas which mean the most to us and the organisation. The intent of the quest board is to allow quick and concrete insights on the level of progress and contribution of each team, serve as an accountability platform, give recognition to the teams who are going off on the quest faster than Sonic the hedgehog.

By the way:

- Both metrics that will be gathered monthly, during your check-ins with your TO steward.This quest board will be shared regularly with all quest teams, CTO, DCEs and CE.
- See the coins? The top winning teams will have their accumulated coin converted into real dollars and cents, that contributes via a donation to a charity of your team's choice. You can learn more about how to earn coins here and here.

Quest loots

Every team will commence their quest with an allocation of $5,000 for use in FY20/21. *For OneLTA: additional allocation of $20,000 for FY 21/22.* As a general rule of thumb: the how/what on the usage will be entirely up for the team to decide as long as the outcome(s) builds on your team's efforts and project purposes. If you are still not sure, we have prepared a simple litmus test for players to use to decide on the suitability of the intended use. You can refer to it here. To access the $5000, drop a line to your TO steward.

Contribution appraisal

What happens in SBC quests does not stay in SBC quest land. Players may include the work in SBC projects as one of the KRAs in your annual and mid-year appraisal via HR Link.

For questers in OneLTA project: Due to the bigger team size and longer project cycle, there will be an additional level of feedback gathered from respective project members and leads for OneLTA teams only. This feedback gathering will be carried out at the end of the project cycle via the 'performance scroll' provided to Project Leads. TO will work closely with HR to ensure that the inputs received from all platforms will be collated and play a form of valuation during the annual staff ranking exercise.

By the way:

- Keeping to the primary purpose of providing people with information to help them grow, the best quality feedback is brutal honesty, and intended to be put to use by the person feedbacked on.

Part 2 – Six Realms of E.P.P.O.T World

➢ The team is wearing the best armour. You are now ready to go on a quest.

(To be read using Jeff Goldblum's Jurassic Park voice) Nestled in the uncharted backwaters of galaxies, lies an insignificant flatland called E.P.P.O.T world. So non-descript was it that a pedestrian interstellar-traveller exclaimed "what a God forsaken place!" in a fortuitous landing *(thus coining the figure of speech)*. The world remained unvisited, yet unbeknownst to many, the E.P.P.O.T world has six (!) realms carrying all that is needed to set players of the remarkable SBC quest, for success.

Obviously, you can't find the place in Google map. Lucky for you, we have the full map here:

For clearer view with description, click here.

What you see is a boring moorland like landscape: some with uninteresting concrete facade, while some have a coin shaped edifice. Don't be fooled as each carry an interesting function of its own (hint is in the name).

> ***Putting it out there….*** The realms are not crafted to run like 'Hunger Games[2]'. Rather, think of it like "Choose your own adventure" story. It is entirely up to you and your team to decide how much you want 'stop by these realms' and tap on these resources.

Remember how Elsa in Frozen 2 raised her palm into the misty fog and immediately, the fog magically lifted to uncover the beautiful enchanted forest? We liken the approaching of each realm to be something like that for you. When doing so, all we ask for you is to sing it like Elsa did (with full gusto): "into the UNKNOWN!!"

[2] Hunger games: A competition set in dystopian world, in which representatives from twelve resource and food starved districts compete for their life and the winner hails a bounty of food for their district.

Characters you will meet

You will meet different characters who will engage and help you in different ways. Here are the quest-worthy ones who might be able to lower the difficulty level of your quest:

	Top Abilities	Realms in residence
TO Steward, Change Pacers (Designed by JohnMartz)	**Vulcan mind meld**: telepathic link between different parties/technology. Useful for figuring what is troubling you or predicting new trends – mostly fashion related. **Interdimensional communication:** Radioing to other dimensions/realms to communicate peace. Useful for finding who else in the universe has access to vibranium. **Jack-of-all-stats:** Try to be good at everything, but not the best in anything. Reliable for helping figure out solutions for day-to-day issues.	E.P.P.O.T Guild
E.P.P.O.T Advisor	**Split second decision making:** Quick and decisive skills to land upon the best way forward. Useful for avoiding panic ordering of a cheeseburger when you want a lasagne. **Strong internal compass:** Great sense of direction to point which is the right direction/place to go. Useful for figuring out the path to home run. **Power Boost:** Offers new arsenal and information to enhance your XP and skills. Useful for strengthening morale and providing fresh resources.	E.P.P.O.T Advisors
Project Sponsor (CE, DCEs)	**The Force:** Particularly the 'Force-empathy' which when used, reveals deeper motivations at subconscious level to the wielder. Useful for one to attain understanding on the difficulties of another. **Jedi mind trick:** Get strong buy-in and influence on the mission. Useful for telling	*Not known* *Last seen in* E.P.P.O.T Sharing *and* E.P.P.O.T Celebrations

	a stormtrooper to release restraints and set you free. **Telekinesis:** Generate movement to something purely through the mind. Useful for removal of heavy roadblocks or when you need to execute a flawless drift around a tight corner.	
 HR Team (designed by Freepik)	**Clairvoyance:** Able to perceive things, person or events in the future in the most accurate form. Useful for deriving essential truths and develop trust and faith to one another.	Unknown whereabouts. (Reach them via your TO steward)

By the way

- Quick guide to help you figure out who to look for during your quest

Your most important role

As players in your own quest, you and your team are the protagonists. The protagonists run the show, period. This means, all players in the team will:

- Initiate partnerships (e.g. with line units), discussions (e.g. with TO steward, EPPOT advisor), work (e.g., roadmap, prototyping, etc.) required to support your project.
- Exercise integrity for the usage of the project funds, and all resources extended to you.
- Be open and collaborative. One good way: if you see opportunities to improve the way we do, share them. We will all do better if everyone seeks to encourage and inspire each other.

Part 3 – Gain XP, Earn Coins

Image credits to Nintendo

There are two realms that hold activities for quick levelling up of one's heroic strengths. Coins will be rewarded to the team each time one of their player partakes in the activities. The amount of coins the team has, is therefore a good metric to how much XP you are investing in yourself and in your team!

Realm of E.P.P.O.T Learnings

➢ Level up and lower the quest difficulty level.

Always wanted to attend the Coursera course by Yale? Or to learn Machine learning? Now you can. Best part: there is full sponsorship (with no string attached) for just that.

All players will be able to tap into a **common pool of $25,000** to sign up for learning programmes[3]. Usage will be on a first come, first serve basis. To apply for the learning programmes, drop a droid line[4] to your TO steward.

You can earn coins in this realm:

- 10 coins awarded to the team for each quester who registers for any course.
- Additional 10 coins awarded to the team with more than ½ of the team questers partaking in the same course, in the same session.
- Higher coins will be awarded for courses listed in the 'Scroll of Masterclasses'
- For questers who are involved in more than one quests, coins will be awarded to quests you are involved in.

[3] Includes, but not confined to: Workshops, Seminars, Conferences, Working Attachments, Briefing / Sharing Sessions (e.g., webinars, Computer-based Learning (e.g., coursera)
[4] Droid-line: An email.

Learning programmes that are eligible for tapping into the $25,000 common pool may be:

- Picked from the 'Scroll of Masterclasses' (a list of specially curated workshops on process improvement tools very suited for SBC quests).
- (Self-identified) public-run courses with project-related or self-development related teaching.

On the latter category, the easiest way for you to assess the suitability of the course is through asking yourself the following questions:

- Will this power up my individual strengths or help me overcome my weaknesses and engineer me into an awesome, unstoppable machine?
- Do the learning outcomes have a positive impact on the quality of work delivered in your quest or core work?
- Will it bring you to be the path of becoming a supervillain or superhero? (We will only approve the one that puts you in the superhero route. Obviously.)

By the way:

- The "Scroll of Masterclasses": specially curated list of public run courses with teachings that will provide immense XP boost to the player.
- Players are to exercise own discretion in seeking respective RO's approval for attending any course.

Realm of E.P.P.O.T Inspires

➢ In the words of G.I. Joe, "Knowing is half the battle."

In this case, knowing what's going on in the world around you.

In this realm, we have invited special speakers, who have been heroes in their own quest and will share on how they have overcome their own quest challenges to bring about an impact bigger than themselves. Their sharing seeks to help you get more inspired, expand your knowledge and perhaps gain new perspectives and possibly uncover new opportunities in your own quest.

You can earn coins in this realm:

- 10 coins awarded to the team for each quester who registers for any E.P.P.O.T Inspires activity
- Additional 10 coins awarded to the team with more than ½ of the team questers partaking in the same activity.
- For questers who are involved in more than one quests, coins will be awarded to quests you are involved in.

Speaker and Event Line ups

Topic	When / mode	Why you should attend this, Blurbs (may or may not have been contributed by fictional characters)
What do Tom Sawyer and B.E. Hive have in common? By LTA B.E. Hive *(An Internal sharing)*	Dec20/ 1Q21 Keynote (Virtual sharing)	Attend this if you want to pick up tips on how to nudge and sludge people for better outcomes. *"To those who never asked their friend to paint the fence and earn money for it, I heartily recommend that you listen to this"* – Tom Sawyer
How EDB "young punks" won over doubters – including their bosses – to realise industry tool honed over breakfast. By EDB *(An external sharing)*	2Q21 Keynote (Virtual sharing)	Attend this if you want to hear of how fellow officers conceptualised and launched an industry tool using a game plan drawn over a McDonald's breakfast. "*Such (mc)nuggets of wisdom*" – Ronald McDonald
How Agile can a public organisation be? By GovTech *(An external sharing)*	2Q21 Keynote (Virtual sharing)	Attend this if you want to hear GovTech's not-so-secret sauce on how agile is used in the delivery of apps such the 'Moments of Life', 'Maskgowhere' "A think isn't beautiful because it last. It's a privilege to be among them." – Vision, Avengers "*Puts to shame whatever I am doing*." – Batman, while chasing after bandits.

Side note: We are trying to engage Batman to share on how he cut down Gotham's criminal rates by 99%; Link on how he rescued the kingdom of Hyrule; and Mario with his very own tips and tricks to coin farming. So do stay tune to this realm!

By the way:

- TO stewards will send a droid line to players as and when there are new additions to the line-ups (who knows, we might just have Batman).
- Learning visits and in-physical activities are put on hold in compliance to pandemic curbing measures.

Part 4 _ The Allies: TO Stewards, Advisors

- **Ready to help you with any problem, at any time.**

While there are no coins awarded in the two realms mentioned here, it is accurate to say that resources that you find here will be of value beyond measure of all coins and XP one can ever get. **Pro-tip:** It is recommended for players to schedule landing to the two realms, at the minimum, on a monthly basis and not wait till harvest moon rolls around.

Realm of E.P.P.O.T Guild

- **You hear a voice say: "Live long and Prosper".**

Here you will meet the TO steward – your trusty wind-man and dependable sidekick.

To put things into perspective on what TO stewards can do for you and your crew, players may look to Spork from Star Trek.

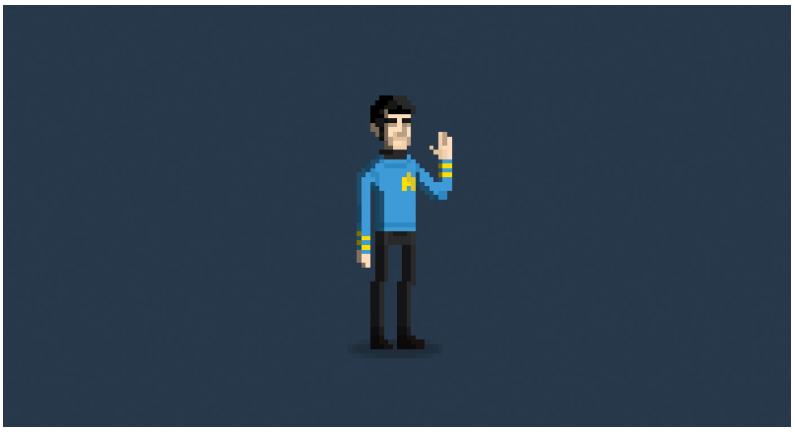


Image designed By Piero Borgo, 'Live Long and Prosper'. Link to Dribbble portfolio

This half human half Vulcan character is part of the trio captaining the starship *Enterprise*. Present in every era of the star trek series, Spork[5] is the go-to man for all sorts: an ambassador for interstellar conflict to a mediator across the ship's chain of command[6].

In a similar manner, TO steward seeks to play the role of bridging the needs of the you and your quest, with LTA's.

> ***Putting it out there….*** TO Steward role includes having good sensing of the quest progress to ensure that team is on track with goals, milestones and expectations and to keep team accountable over project cycle. This is always because we have your best interest at heart and want to be there to help you succeed in your quest as much as we can.

[5] Barack Obama described Spork as a "cool, logical, big-eared and level-headed, the centre of Star Trek's optimistic, inclusive vision of humanity's future. I love Spork" in his tribute to Leonard Nimoy.
[6] Some examples are the peace negotiation with the Federation with the Klingons, and unifications of the Vulcans and the Romulans.

Star Trek pixel art small print, By myPixelfriends, Etsy shop

Not sure when or what to ping your TO steward for? You can look to TO steward for anything. Seriously. Here are some examples on what for/when you can turn to your TO steward:

YES	• Access team's entitlement to project loots of $5,000. • Assist questers' landing to neighbouring realms for participation of realm activities, under conditions of equality • Tap into the J.A.R.V.I.S for Starfleet manuals and data sheets that might aid your quest • Provide voice delivered or droid transmitted accounts of the quest status regularly • Bridge intra-galactic cooperation with other life-forms to encourage the progressive development of quest • Seek peaceful adjustment to any situation that is deemed likely to impair the general welfare of friendly relations of any kind or threaten interplanetary cooperation and quest progress
NO	• Ask to visit Millennium Falcon (In case you are wondering, that's from Star Wars[7])
MAYBE	• A shoulder to cry on

By the way:

- Not sure what is your meeting with TO steward be like? Check out our cheat codes section: First contact, and beyond.
- Talk to your TO steward to arrange a consultation session with LTA B.E Hive and walk away with simple behavioural nudges to increase the social impact of your own team quest.

[7] As a Quora answer aptly put it: Star Trek is science fiction and Star Wars, on the other hand, is space opera.

Realm of E.P.P.O.T Advisors

Applicable for Dare-to-try projects only

- The person to look for when stuck in the recesses of Misty Mountains.

"SHARE IN AN ADVENTURE" BY TAYLOR ROSE

Here, you find the E.P.P.O.T advisor – the Gandalf, if you are Frodo. In the movies 'Lord of the Rings', Gandalf[8] is the tutelary or wisdom figure, and less of a participant – an all-important one nevertheless. Sometimes called a last-minute saviour, Gandalf turns up offering either (1) simple but powerful words of comfort, or (2) bringing reinforcements of the most unlikely crew (Dwarves, Elves, Eagles, Men of Dale, and Hobbits) with a crack of cavalry charge.

Not going to lie. While your advisor may not be white haired or hangs out with the middle earth creatures every Friday evening; it is safe to say that your advisor would be able to tap on his/her extensive connections to people outside your social circle, to lend a helping hand to your quest. With almost wizard level expertise, you can trust your advisor to lead your team

[8] One example: in the book The Hobbit, Gandalf insisted on the inclusion of Bilbo Baggins, a plain and quiet hobbit who would be the last to be described as adventurous, as a member of a dangerous expedition when every member disapproved. Eventually, Gandalf's immense wisdom became apparent as Bilbo proved to be very wise and brave, and even saved the lives of all his companions on multiple occasions.

out of sticky situations (hopefully not as climatic as one in the Battle of Five Armies, or like that with dragon Smaug) and get back into the fray as soon as possible.

Examples on what for/when you can turn to your E.P.P.O.T advisor:

YES	• Apprise your E.P.P.O.T Advisor the ongoing of your quest • Seek new views and validation on the path charted for your quest • Establish relationships with other communities in Middle Earth
NO	• Intentionally ignore the multiple war cries and eagle-sent messages from your Advisor • Intentionally wear the One Ring to become invisible and hide from your E.P.P.O.T advisor • Send a snarky "you shall not pass" message • Send orcs and trolls into another team's path
MAYBE	• Invite Sauron to the meeting • Get a ride on his trusty steed, Shadowfox (the lord of horses and greatest equine in Lord of the Rings)

Part 5 – Wii Are The Champions!

- **The ending of a wild ride; all are heroes in their own right.**

In spirit of collective sportsmanship and contribution to transformation efforts, there are two realms dedicated for recognising and celebrating the successes and efforts of everyone.

Image credits to Nintendo

Realm of E.P.P.O.T Celebration

- **It's Christmas morning, weekends, and the sight of surprise fireworks.**

Here, we hold opening and closing get-togethers to celebrate the collective and individual efforts for completing the quest. The get-togethers, graced by CE and DCEs, occur at the start (new beginning!) and end (efforts and accomplishments!) of your SBC quest.

Credits to 9gag, Panda musk

By the way:

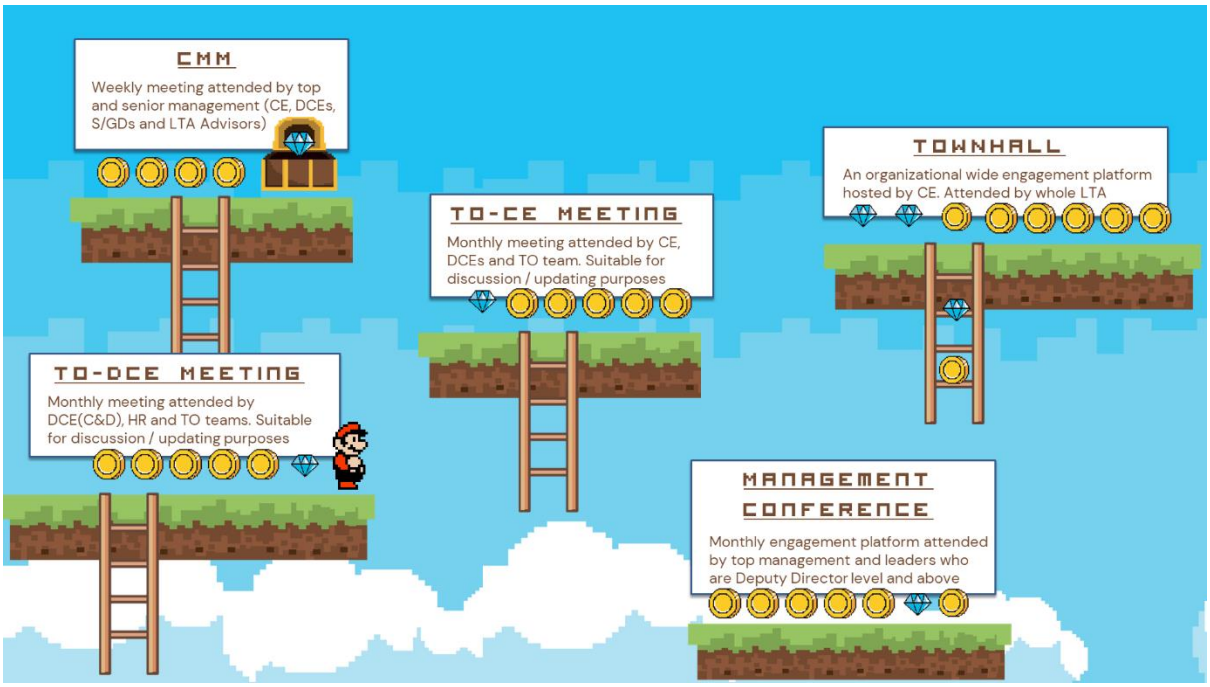
- The scheduled dates of these get-together can be viewed in E.P.P.O.T Calendar.

Realm of E.P.P.O.T Sharing

➢ Spawn new players to go on their own quests.

So you and your team have dogged past krakens, quested with Link, shot fireballs with Mario and finished your quest! Now it's time to go up the podium, share your level-ups and the experiences of own quest journey. **The goal is to inform and share your knowledge to LTA's real-life Jedi Master**[9] **and amplify the growth of our innovation (or in this context, adventurous questing).**

You and your team will be offered opportunity to showcase your work and effort quarterly. The platform and audience offered will be depending on the availability of the platform and appropriateness of the content. The type and format of the platforms available:



Credits to Nintendo for Mario character

By the way:

- See E.P.P.O.T Calendar for the dates to the possible showcase opportunities.

[9] that will be our DDs, Ds, DyGDs, GDs, LTA Advisors, DCEs, CE

Annexes

It's kinda like the Cheat Codes, really.

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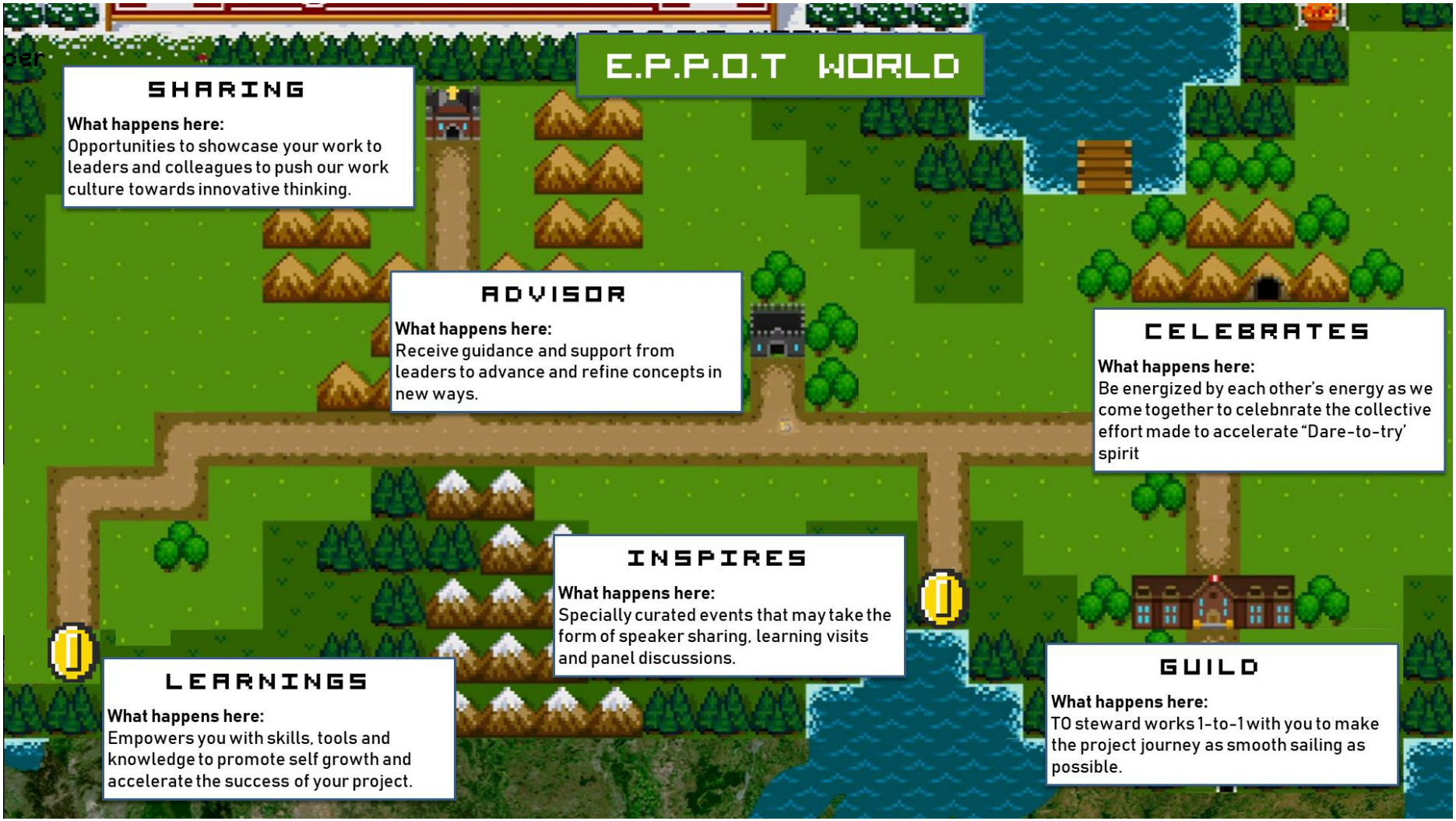
Not for circulation.
In the event of emergency, pas s to Hulk and whisper code: 'Hulk Smash.'

Map of E.P.P.O.T World



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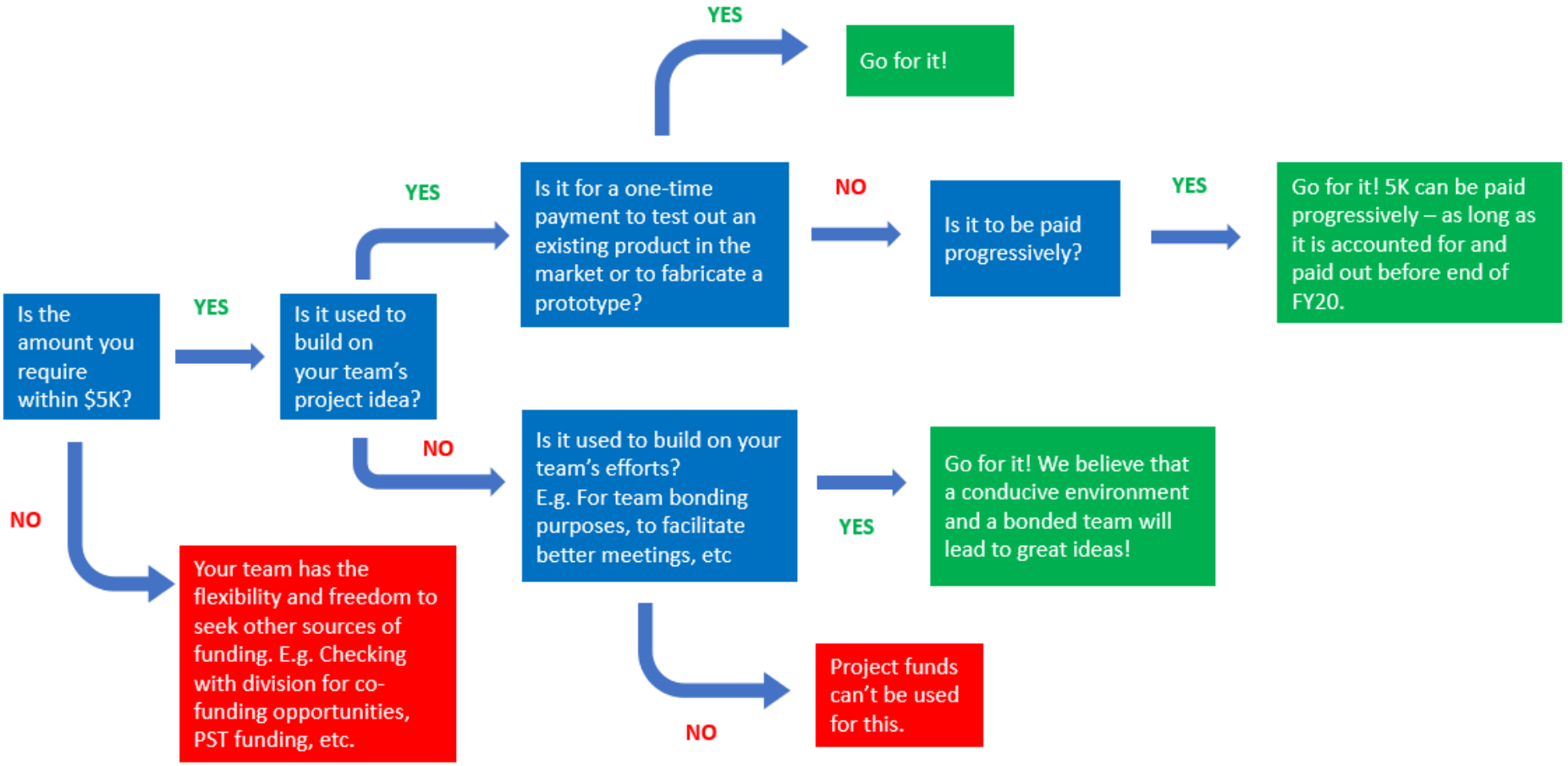
Litmus test for using quest loots



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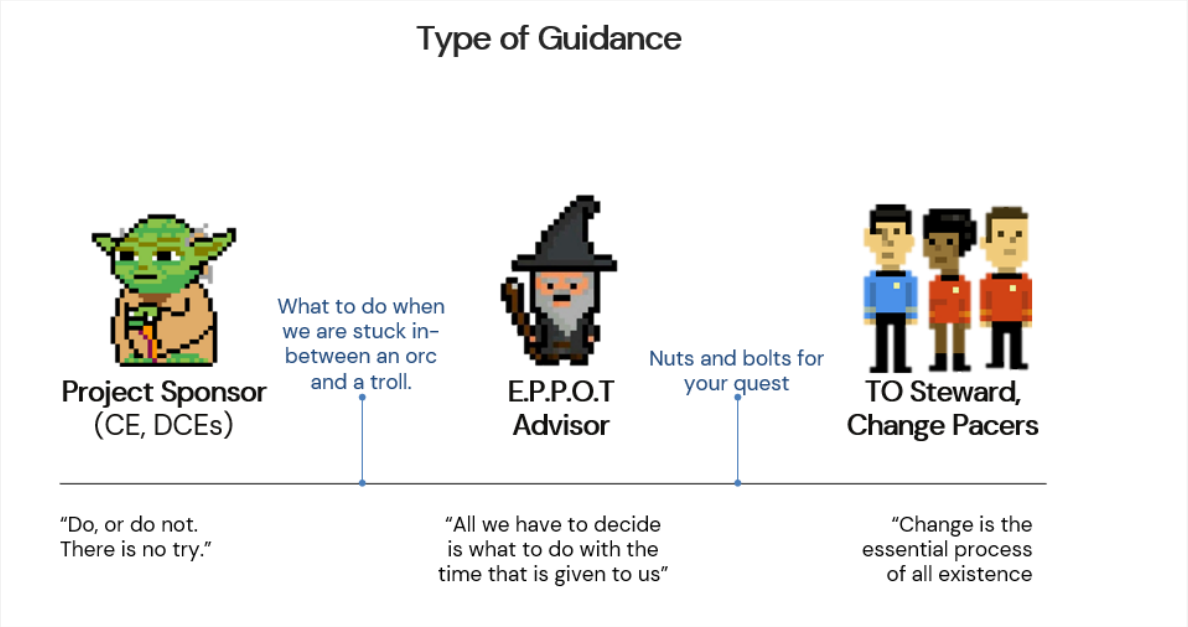
Who to look for? Your Advisor or TO steward? Gandalf or Vulcan?



Credits to JohnMartz for star trek characters

Scroll of Masterclasses

The Scroll of Masterclasses contains a list of recommended learning programmes that meet one or more criteria as follow:

1. Course is accredited by an industry / internationally recognised certification
2. Training is provided by well-known institutions
3. Duration last up to 3 days
4. Teaches on process improvement methodology

Inform your TO steward on the interest to any learning programme. Sign-ups on request.

Name / Trainer / Cost (w/ gst)	Why you should take it / How it will help you.	Brochure / Link / Dates
Agile Scrum Workshop Civil Service College, 3 days S$739.20 per participant	• Agile methodology helps achieve swifter decision making on complex projects within a volatile and uncertain operating environment (much like SBC projects).	Link Dates**: • Run 1: 28 -29 Dec 2020, 13 Jan 2021 • Run 1: 18 -19 Jan 2020, 1 Feb 2021
Agile Professional ICAgile certified, 2 days		Link

S$1595 per participant		
Professional Scrum Master PSM I certified, 2 days	• Principles and (empirical) process theory underpinning the Scrum framework, and the role of the Scrum Master in a project.	Link Note: Course syllabus focuses on software development
Lean Six Sigma (Green Belt) SMU certified, 45 hours S$1444.50 per participant	• Eliminate problems, remove waste and inefficiency, and improve working conditions to maximise efficiency in your work processes	Link Note: Classes are taught in 3 runs: each run runs on the evening of Thursday and Friday, and Saturday (full day)
Solving Problems with Lean: The Fundamentals (*No certification)* Civil Service College, 2 days S$777.70 per participant		Link
Innovating through Design Thinking: The fundamentals SMU certified, 2 days	• Structured tools ('why', 'what' and 'how' of Design Thinking) to reframe nebulous problems in human-centric ways to generate creative and empathetic solutions.	Link
Innovating through Human Centred Design: Advanced Level SMU certified, 3 days S$770.401 per participant		Link
Design Thinking for Building Innovation NUS certified, 3 days S$963.00/participant		Link
Joyful Effective Meetings Public Service Division, 2 hours Free	• Advocated by PSD across the whole centre of government levels. • Methodology promotes efficiency for the planning, organising and holding of formal, day-to-day meeting.	*TBC*
Enterprise Risk Management (ERM) In house ERM team, 2 hours. Free	• Fundamentals on identifying risk and assessing the health of an enterprise.	*TBC*

*Prices indicated are for participants that are <40 years old. All prices include GST.
**Dedicated sessions for SBC members

J.A.R.V.I.S: access the not-so-secret secrets

A poor replica to the one Tony Stark has, the J.A.R.V.I.S we have here behaves less as a sentient-like artificial intelligence, and functions more as a utility bag for holding on not-so-secret secrets to being better in the way we work, in our everyday lives.

Stored In J.A.R.V.I.S Repository	When you should tap on it / How it will help you.
On Change Management + Organisation Development	
Module 1 : "Why Change Management" approaches and Preparation Phase	• Useful for: implementing a change to the way people work • Prosci's methodology (which includes the Prosci® ADKAR® Model) has been adopted by more than 80% of the world's largest organisations • Methodology prepares, supports, and helps individuals, teams, and organizations in making organizational change (culture, technology adoption, infrastructure, internal processes)
Module 2: Prosci ADKAR model and Planning (Change Management) Phase	
Module 3: Change Concepts, Prosci PCT model, Planning and Implementing Phases	
On Lean + Design Thinking	
Module 1 : SBC and the methodologies used	• Useful for: Streamlining work flow in the spirit of Kaizen • Eliminate problems, remove waste and inefficiency, and improve working conditions to maximise efficiency in your work processes • Structured tools ('why', 'what' and 'how' of Design Thinking) to reframe nebulous problems in human-centric ways to generate creative and empathetic solutions
Module 2: Project identification and Scoping	
Module 3: Current State Mapping	
Module 4: Gap Analysis + Ideal State Mapping + Future State Mapping	
Facilitation Skills	
Tips on how to better facilitate, and plan for meetings and workshops	• Useful for: Holding effective focus group discussions • Actionable resource to provide structure start-to-end: bringing people together, initiating discussions, good flow in exchanges, to closing off
Useful phrases for facilitators	
Overcoming typical challenges during facilitation	
Quality of Conversations	

Engage! First contact, and beyond with TO steward

A General Contact Checklist –

First (few) meeting – Discovery & Initiation

- ☐ **(COMPULSORY)** Set and establish 3 team-oriented goals achievable based on the project cycle (6 or 12mnths)
- ☐ **(COMPULSORY)** Develop a project charter (objectives, how it will be carried out who the stakeholders are, priorities of project)
- ☐ **(COMPULSORY)** Establish the desired outcome and project milestones (to be used for quest board)
- ☐ Assess and plan for project risk through scenario planning
- ☐ **(COMPULSORY)** Do budgeting of project loots
- ☐ Define the team and individual's strengths and weaknesses. Establish individual's role and responsibilities through that knowledge

Subsequent meetings – Planning & Execution

- ☐ Gain clarity of the gaps between the nearest milestone and current progress
- ☐ Communicate the interdependencies across each other's work
- ☐ Establish and modify product specifications
- ☐ Monitor your progress and constantly seek feedback
- ☐ Establish steps for implementing and scaling up your product

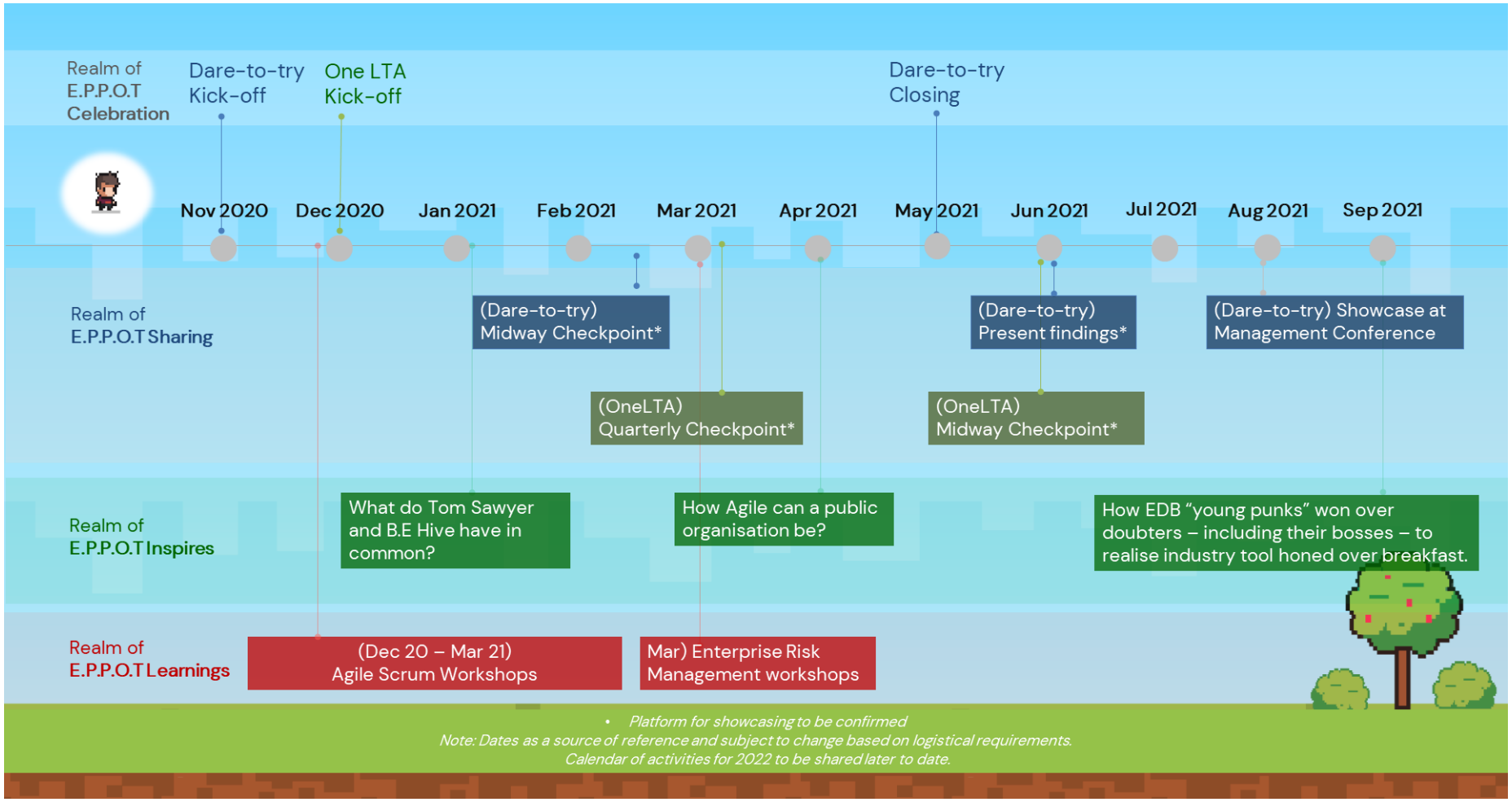
Quest Completion: Closing

- ☐ Take inventory of all deliverables and tie up loose ends
- ☐ Perform post-mortem to discuss and document any learnings
- ☐ Communicate success to stakeholders
- ☐ Hand project off to appropriate teams for full implementation and scaling up
- ☐ Celebrate project completion

E.P.P.O.T Calendar

A full view of all the activities in E.P.P.O.T World

For reference purposes only. Subject to changes. Talk to your TO steward for further details.



Navigation cheat-code: Click here to go to Contents page.

Farm Coins

Navigation cheat-code: Click here to go to Contents page.

Glossary

E.P.P.O.T

Stands for 'Experimental. Prototype. People of Tomorrow'. A nod to Walt Disney's EPCOT (Google it!): 'Experimental Prototype Community of Tomorrow', a conceptual utopian town aspired to be a "real city that would 'never cease to be a living blueprint of the future'. In similar manner, EPPOT carries the same aspiration for the members: as ones who will improve and continue to inspire the greater community.

Questers –

The SBC project members in SBC quests, both OneLTA and Dare-to-try.

Hulk Smash –

A signal code to Incredible Hulk on destructing this guide to prevent it from going into wrong hands.

Experience Points (xp) –

Unit of measure to quantify the player's experience and progression through the quest. When sufficient amount of XP is collected, player "levels up".

Level Up –

The act/intention of increasing your character strengths point by point until you reach a specific milestone. These milestones typically come with new abilities and opportunities.

Coins –

Unit of measure to quantify the player's participation for community activities. Indirectly attributed to XP. Award amount varies based on the type of the activities.

Challenge –

Anything that provokes our desire to test our strengths and abilities, to improve them.

Quests –

The journey of towards a specific mission or goal (in this case: executing, completing and achieving the desired outcomes of your SBC project.)

Droid line –

To send an email.

J.A.R.V.I.S –

Stands for Just a rather very intelligent system that is also seen in the movie Iron Man. Over here, it is basically a cloud-based storage for use to store all the work we did for knowledge management purposes.

Differences between OneLTA and Dare-to-try

	OneLTA	Dare-to-try (DTT)
Nature of projects	Addresses organisation needs and strategic challenges	Contributes to the growth of innovation culture and change activism
Source	"Top down"	"Ground up"
Development opportunities	• Learn with a multi-disciplinary team in solving a complex, mission critical challenge • Develop ownership in organisational strategies • Develop ownership and engagement by "taking charge" and strive towards beyond "business as usual". • Contributes towards building a collaborative culture	
Commitment	12 months	6 months
Funding	$25k = $5k (FY20/21) + $20k (FY21/22)	$5k (FY20/21)
Mode of Contribution Appraisal	To be included in Adhoc section in HR Link's Appraisal Project Lead to provide separate feedback using performance scroll.	To be included in Adhoc section in HR Link's Appraisal

Full list of quest and questers

(DTT) Quest name and details	Questers	Advisor	TO Steward
1. Name of Quest: Smart Glass Details: How might we utilise a wearable smart glass solution so as to allow for safer and more convenient remote on-site supervision?	**DD(RSD), Jason Mok (Lead)** 1. Mckenzie Tann 2. Tan Nur Shafik 3. Xun Haitao	DyGD(RAOM) Chia Choon Poh	Jewelle Koh
2. Name of Quest: Automate it Details: How might we streamline site activity tracking by automating the manual processes so as to minimise the time spent on updating?	**PE(RI&E), Garry Fung (Lead)** 1. Mak Qi En 2. Thevakumaren N Morgaya	DEFS Goh-Chin Soo Keow	Yiliang Chee
3. Name of Quest: RSDE Mobile Application Details: How might we develop a mobile application to provide a platform for staff to quickly access information and engineering details?	**EE(RAOM), Shawn Laight (Lead)** 1. John Yang 2. Elmar Koentarjo 3. Benedict Lim 4. Victor Lee 5. Gilbert Low	DDDS Jonah Ong	Jolene Wong
4. Name of Quest: Transformers Details: How might we develop retractable covered linkways so as to eliminate the need to have high covered linkways and optimise sheltering against rain?	**PRPM(RCID), Tong Kum Kong (Lead)** 1. Tan Peng Heng 2. Abdul Razak Ahmad 3. Nona Eng 4. Lim Zhan Quan 5. Heng Chun Seng 6. Lim Chong Teik 7. Asri Bin Kamis 8. Kandaswamy Kumar	DRCFD Muhammad Najib Bin Jaafar	Edison Phang
5. Name of Quest: Don't be Ridiculous Details: How might we reduce unnecessary car trips through an awareness campaign so as to control carbon emissions?	**CTECM, Leong Wai Yan (Lead)** **1.** Jonathan Ng **2.** Karenza Mosquera 3. Chong Wen Wei 4. Melvin Kwok	CTECM Leong Wai Yan *(Double-hat as a member)*	Grace Soh
6. Name of Quest: Automated Visual Inspection System (AVIS)	**M(RAOM), Wee Shen Wen (Lead)** 1. Shawn Laight 2. John Yang	DAESRS Tham Kok Yong	Jolene Wong

Navigation cheat-code: Click here to go to Contents page.

Details: How might we perform visual inspections on trains automatically so as to reduce time and effort taken?	3. Simon Tan 4. Fauzy Amir		
7. Name of Quest: Train/Depot Enhancement Details: How might we install temperature and humidity sensors at depots to increase convenience and safety of staff?	**EE(RSE), John Yang (Lead)** 1. Shawn Laight 2. Gilbert Low 3. Ben HQ Lim	DyGD(RAOM) Chia Choon Poh	Jewelle Koh
8. Name of Quest: A-Team Details: How might we create an automated door access system to log visitor temperature efficiently?	**M(IGSO) Ryan Wee (Lead)** 1. Mo Guangquan 2. Thomas Khoo	DADM Gan Choon Kiat	Grace Soh
9. Name of Quest: Hand Guardians Details: How might we develop a simple product that can be fitted to Elevated Work Platforms so as to reduce the risk of hand injuries?	**PM(RI&E), Mark Smith (Lead)** 1. Nevin Deng 2. Goh Jin De 3. Sheron Lee 4. Manuel Almanzor	D(RLE)C1 Lim Kian Peng, PRPM Jeffrey De Silva	Nooriya Fathima
10. Name of Quest: Par-Ke-Mon "Catch them all" Details: How might we develop rapid, mobile and cost-effective enforcement solutions as alternative options to meet increasing request for permanent CCTV enforcement cameras?	**M(AMU)ENF, Gary Seah (Lead)** 1. Amanda Loh 2. Gin Tan 3. Loo Ying Siang 4. Shermaine Cheng 5. Bryan Pore	DECM Calvin Ng	Nooriya Fathima
11. Name of Quest: Optimizers Details: How might we develop and maintain a cost-effective CCTV system for operations by streamlining the procurement approach and maintenance regime.	**SM(TT) Lee Ming Goh (Lead)** **1.** Andy Quek 2. Kevin Tok 3. Lee Ren Huan 4. Alexei Ninan Mathew 5. Chan Song Chuan 6. Lim Youxiang 7. Chong Shao Soon 8. Siti Fareeza Binte Mohamed Yusoff 9. Desmond Lua 10. Aw Ee Ling 11. Tan Sin Fong 12. Loke Guo Liang	CERT Dr Chin Kian Keong, DDTECH Grace Ong	Edison Phang

OneLTA projects

OneLTA Quest	Questers	TO Steward
1. How might we better serve our customers whilst ensuring productive use of resources?	**DYCQSC2, Lim Bee Khim (Lead)** 1. Tay Jia Qi 2. Diana Nai 3. Yong Jenn Haur 4. Jason BP Lee 5. Quah Zong You 6. Tay Mui Joo 7. Melvin Wah 8. Kelvin Goh 9. Huang Gejia 10. Estelle Heng 11. Lin Ee Lee (Yili) 12. John Chang 13. Lim Shuang Ying 14. Ng Yun Fang 15. Gan Choon Kiat 16. Isabelle Chan	Edison Phang
2. How might we streamline our processes related to commuter facilities and road infrastructure, and leverage on commonalities to improve work efficiency and productivity?	**1DYGDTRO, Nedumaran Ramasamy (Lead)** 1. Lim Yeow Hoo 2. Roger Soon 3. Tan Hui Fang 4. Chua Jie Ying 5. Wen Yusi 6. Ziyard Muzni 7. Wee Kim Hwee 8. Natalie Lim	Jewelle Koh
3. How might we improve information sharing and exchange of ideas to improve work efficiency	**DYGDITCDCYS, Huang Shao Fei (Lead)** 1. Yumo Pan 2. Edmund Chia 3. Tan Jia Hao 4. Linda Neo 5. Jazli Jumain 6. Tan Min Yee 7. Janice Tan 8. Gan Hui Shi 9. Eddie Lim 10. Thomas Khoo	Nooriya Fathima
4. How might we empower our workforce to be productive, mobile and connected?	**DYCFO, Yong Yenn Leng (Lead)** 1. Manfred Lim 2. Rachel Lim 3. Timothy Toh 4. Keith Ng 5. Gill Wong 6. Michael Poh 7. Derrick Goh 8. Cheng Wei 9. Emelyne Fok	Yiliang Chee
5. How might we balance the needs of stakeholders and commuters while achieving our Walk Cycle Ride SG Vision?	**DYGDIDE(DD), Ho Pui Ming (Lead)** 1. Derrick Wee 2. Ou Qianwen 3. Beatrice Lau 4. Elwin Chua 5. Joni Ong 6. Teng Wei Ling 7. Benjamin Soh 8. Tresa Foo 9. Leslie Tan 10. King Chau Huei	Grace Soh

Performance Scroll for OneLTA Projects

There will be two levels of inputs required: self-assessment and from your project lead. For reference only.

TO BE FILLED AT THE START OF THE PROJECT	
Overall Objectives of the SBC Project:	
Outcomes to be achieved by the Team Member:	• What is the team member leading, working, supporting, or participating in? • What is the extent of involvement from the team member? • Milestones/targets

YEAR-END APPRAISAL (TO BE COMPLETED BY NOVEMBER 2021)	
Contributions within the SBC Project: (self-assessment)	• What outcomes were achieved? • Milestones/targets met • Time spent on the initiatives • What has improved / changed as a result of my work within the SBC project? • How would I rate the quality of my work within the SBC project? • Where are some areas I could learn and grow in?
Assessment by Project Lead	• What outcomes were achieved? • What has improved / changed as a result of the team member's work within the SBC project? • How would I rate the quality of the team member's work within the SBC project? • Where are some areas the team member could learn and grow in? • What capabilities can be developed further in them?
DEVELOPMENT AREAS FOR THE OFFICER (SUBJECT TO MODIFICATION)	
Based on LTA Leadership Competencies (to select a maximum of 3)	
1.. Leads with Courage & Tenacity` (Example)	• What are some of the behaviors or examples of action that officer has displayed during the project period based the selected Leadership Competencies? • Where are some areas the officer could learn and grow in?
6 Inspires towards LTA Strategy (Example)	• What are some of the behaviors or examples of action that officer has displayed during the project period based the selected Leadership Competencies? • Where are some areas the officer could learn and grow in?
7. Builds Strong Teams & Relationships (Example)	• What are some of the behaviors or examples of action that officer has displayed during the project period based the selected Leadership Competencies? • Where are some areas the officer could learn and grow in?

ACKNOWLEDGEMENT

THE HIGHEST GLORY AND PRAISE TO THE FATHER ABOVE, FOR WITHOUT HIM, THIS GUIDE WOULD NOT BE POSSIBLE.

THE SUPPORT LIFE-FORMS AT TRANSFORMATION OFFICE

THE ORATORS FROM B.E. HIVE

THE LEGENDARY CARTOGRAPHER OF E.P.P.O.T WORLD - MANFRED LIM, HERE'S TO YOU.

*

End

In every job that must be done,
there is an element of fun.

- Mary Poppins