

**KERTAS CADANGAN UNTUK PERTIMBANGAN  
LEMBAGA PENGURUSAN MPC (BOM)**

<b>TAJUK</b> <p><b>Keterangan:</b> Tajuk Projek/Cadangan</p>	Applied Regulatory Impact Analysis (RIA) Training Course to Enhance Productivity and Competitiveness
<b>TARIKH/ GARIS MASA</b> <p><b>Keterangan:</b> Jadual mula dan akhir pelaksanaan projek/ cadangan</p>	16-20 October 2023 at LUISS Guido Carli University, Rome, Italy
<b>TUJUAN &amp; LATAR BELAKANG</b> <p><b>Keterangan:</b> Tujuan dan penerangan ringkas mengenai projek</p>	<p><b>The objectives</b> of the training course are as follows:</p> <ol style="list-style-type: none"> <li>1. To strengthen assessors and regulators competency, knowledge, concept &amp; application of RIA and evidence-based policy analysis towards the ease of doing business in Malaysia;</li> <li>2. To strengthen the analytical method used in RIA (Cost Benefit Analysis, Cost-effectiveness Analysis and Standard Cost Model); and</li> <li>3. To study on data collection techniques and consultation for RIA.</li> </ol> <p><b>Background</b></p> <p>Malaysian Government mandated MPC as the national oversight body for Good Regulatory Practices (GRP) to promote, facilitate and support GRP implementation by Ministries and Agencies in improving quality of design and delivery of regulation to reduce unnecessary regulatory burden to businesses without compromising public policy to goals to protect safety, health, environment and public goods.</p> <p>The operation of Regulatory Impact Analysis (RIA) is to ensure that better policy options are chosen by establishing a systematic and consistent framework for assessing the potential impacts of government action.</p> <p>This course supports the national aspiration to ease of doing business by enabling regulators/assessors to raise their competencies, skills and knowledge to develop new regulation with sound analysis, evidence based and will provide well informed to decision makers.</p> <p>Proposed list of participants :</p> <ol style="list-style-type: none"> <li>i. En. Mahadi Abdullah, Deputy Director, PCD, MPC</li> <li>ii. Pn. Nurul Farahaton Najihan Binti Jusoh, Manager, PCD, MPC</li> <li>iii. 3 selected active Regulatory Coordinators from Ministry/Agency.</li> </ol>

	<b>Estimated Cost as per Attachment 1.</b>
<b>JUSTIFIKASI</b>  Keterangan: Penjelasan yang menyokong kepada pelaksanaan projek/ cadangan	<p>The training course will provide the assessors/regulators exposures on RIA from problem definition to communication of the final's result and its recommendation to ministers and the public. RIA very important tool for the efficiency, transparency and accountability of policymaking.</p> <p>This course also will support capacity building needs for government officials in dealing with RIA to improve quality of designing regulations.</p>
<b>KAEDAH PELAKSANAAN</b>  Keterangan: Kaedah yang perlu dilakukan bagi melaksanakan projek	RIA training course presented by Jacobs, Cordova & Associates and LUISS Campus.
<b>STAKEHOLDERS/ PIHAK BERKEPENTINGAN</b>  Keterangan: Pihak atau kumpulan yang menerima kesan positif maupun negatif daripada projek yang dijalankan	<ul style="list-style-type: none"> <li>i. Regulatory Coordinator (RC) from Ministries / Agencies</li> <li>ii. MPC Officials</li> </ul>
<b>JANGKAAN HASIL/ OUTCOME</b>  Keterangan: Apa yang MPC perlu capai/ faedah-faedah jangka pendek dan jangka panjang hasil dari intervensi projek/ cadangan	<ul style="list-style-type: none"> <li>i. Enhancing knowledge on RIA</li> <li>ii. Improving quality of assessment RIS and advisory tecniques</li> <li>iii. Conduct training on RIA by applying the information learned from the course</li> </ul>
<b>JANGKAAN OUTPUT</b>  Keterangan:Output ketara dan tidak ketara yang dihasilkan daripada aktiviti projek/ cadangan.	<ul style="list-style-type: none"> <li>i. Guidance notes on RIA Concept and Process</li> <li>ii. Interactive Case Study of RIA</li> <li>iii. RIA Examination of a Complete RIA</li> </ul>
<b>KUMPULAN SASAR</b>  Keterangan: Individu/ kumpulan yang menerima faedah daripadaprojek/ cadangan	<ul style="list-style-type: none"> <li>i. Government Officials – Regulatory Coordinators</li> <li>ii. Ministries / Agencies</li> </ul>

<b>SUMBER BAJET/ KOS</b>  Keterangan: Sumber bajet / jumlah kos yang terlibat.	<b>BUDGET ALLOCATION</b>	<b>RM</b>
	<b>Development (DE)</b>	139,229.85
	<b>FORE</b>	
	<b>Operation (OE), PCD</b>	6,918.67
	<b>TOTAL</b>	<b>146,146.52</b>
<b>HASIL (RM) – SEKIRANYA ADA</b>  Keterangan: Pendapatan yang diterima daripada projek	-	
<b>SYOR</b>  Keterangan: Keputusan yang diperlukan daripada Lembaga Pengurusan MPC	The approval of the Board of Management (BOM) is sought for Applied Regulatory Impact Analysis (RIA) Training Course to Enhance Productivity and Competitiveness amounting RM139,229.85 (DE) and budget (OE) amounting RM 6,918.67.	
<b>UNIT/ BAHAGIAN</b>	NCS/ PCD	

\*\*Sila lampirkan maklumat-maklumat lain yang berkaitan sekiranya perlu.

(Contoh: Agenda program, perincian kos, pelan risiko, gambar rajah, lakaran pelan, senarai nama, carta Gantt, dll.)

Hanya untuk permohonan yang menggunakan Bajet Pembangunan dari Unit/Bahagian lain.

Kolumn ini boleh diabaikan sekiranya tidak berkaitan.

## **DISOKONG OLEH:**

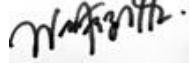
## NAMA PEGAWAI PENJAGA BAJET PEMBANGUNAN

## Jawatan:

Nama

Bajet:

Tarikh:

**Wajib diisi	**Wajib diisi	Permohonan memadai disemak sehingga peringkat Penyelia. Kolumni ini boleh diabaikan sekiranya tidak berkaitan
<b>Disediakan oleh:</b>  <b>NURUL FARAHATON NAJIHAN JUSOH</b> Manager NCS, PCD 15 May 2023	<b>Disemak oleh:</b>  <b>MAHADI ABDULLAH</b> Deputy Director NCS, PCD 15 May 2023	<b>Diluluskan oleh:</b>  <b>WAN FAZLIN NADIA WAN OSMAN</b> Director NCS, PCD 19 May 2023

## ESTIMATED COST

Code	Item	Cost per unit (RM)	No. of unit (man-hour/pax)	Total cost (RM)
P21201	Return Air Ticket (Full Fare)	RM10,000 x 5 participants	50,000.00	FORE
P21201	Ground transportation	RM5,000 x 5 participants	15,000.00	
P21201	Travel Insurance and Covid19	RM 500 x 5 participants	1,500.00	
P29117	Course Registration Fee *including Accommodation	Euro 2,975.00 x 5 participants Euro 1 = RM 4.8894 (as of 11 May 2023)	72,729.85	
<b>TOTAL</b>			139,229.85	
P15102	<i>Elaun Baju Panas (MPC)</i>	1,500 x 2 officers	3,000.00	Operational Budget PCD
P21202	Meal Allowance	<u>E52</u> RM 270 x 6 days = 1,620.00 <u>E44</u> RM 255 x 6 days = 1,530.00	3,150.00	
P21201	Claim mileage (mileage including toll/ERL/e-hailing)	(0.85 x 70km x 2 ways x 2 officers) + (RM20 tol)	258.00	
P21202	Foreign currency loss claims (3% x total meal allowance claim and tips)	3% x 1,350.00	108.67	
P15103	Passport renewal	200x 2 officers	400.00	
<b>TOTAL</b>			6,918.67	
<b>ESTIMATED TOTAL COST</b>			<b>146,146.52</b>	

**AGENDA**  
**Applied Regulatory Impact Analysis (RIA) Course**  
**to Enhance Productivity and Competitiveness**  
**16 – 20 October 2023**

<b>15 OCTOBER 2023 (SUNDAY)</b> Depart from KLIA to Rome	
<b>16 OCTOBER 2023 (MONDAY)</b>	
<b>Registration</b>	08:45 – 09:00
<b>Official opening of the RIA training course by LUISS and introduction of the participants</b>	09:00 – 09:15
<b>Session 1. Introduction to the RIA Course: Goals and Methods</b>	09:15 – 09:30
<b>DEFINING RIA AND ITS RESULTS</b>	
<b>Session 2. What is RIA? An Overview of RIA, Goals, and Results</b>  Why is good regulation important to modern economies? We will examine the context for “better regulation” reforms, and then define RIA, review results seen in countries that have applied RIA, and identify the main features of a RIA system – dividing the RIA process into several steps, from problem definition to communication of the final results to ministers and the public.	09:30 – 11:00
<b>Coffee break</b>	11:00 – 11:15
<b>THE FIRST STEPS OF RIA</b>	
<b>Session 3. Getting It Right From the Beginning: Defining the Problem and Setting the Baseline.</b>  The single most important step in RIA is correctly defining the policy problem. Regulators and law-makers often make mistakes at this stage that result in regulatory failure later on. We will review the most common reasons why regulations fail to achieve their goals, and discuss how such failures can be reduced through RIA based on better problem identification and identification of the baseline. Based on several real examples of costly regulatory failures, we will discuss how regulators can correctly identify the problem and its underlying causes. The second step is defining the baseline, that is, what would happen without government action. Mistakes can be avoided by applying some concepts.	11:15 – 12:30
<b>Lunch</b>	12:30 – 13:30
<b>Session 3 continued</b>	13:30 – 14:45

<b>Coffee break</b>	14:45 – 15:00
<b>Session 4. Basic RIA Concepts</b>  We will review basic concepts important to understanding the application of RIA. Concepts to be covered include: <ul style="list-style-type: none"><li>• What are regulatory costs and benefits? How do we know them when we see them? How do we measure them? What does value mean in RIA?</li><li>• What happens when benefits and costs are asymmetric?</li><li>• What are opportunity costs? And why do we care?</li><li>• How do we deal with dynamic effects that cannot be quantified?</li><li>• How do we deal with time?</li></ul>	15:00 – 17:00

17 OCTOBER 2023 (TUESDAY)	
<b>Session 4. Basic RIA Concepts (continued)</b>	9:00 – 10:00
<b>Session 5. Putting RIA into Practice: Putting RIA into Practice: Choosing the Analytical Methods and Presenting the Analysis</b>  We will examine the three most common analytical methods used in RIA, their strengths and weaknesses, and the kinds of problems and situations to which each is suited.  <ul style="list-style-type: none"><li>• Cost-Benefit Analysis (CBA)</li><li>• Cost-effectiveness Analysis (CEA)</li><li>• Standard Cost Model (SCM)</li></ul> We will also discuss some common methods of partial analysis, including <ul style="list-style-type: none"><li>• Business (or small business) impact analysis</li><li>• How can the distribution of impacts be included in RIA?</li></ul> We will also show how the impacts of each option are compared in the RIA to enable decision-makers to make relevant policy decisions.	10:00 – 11:00
<b>Coffee break</b>	11:00 – 11:15
<b>Session 5. Putting RIA into Practice: Choosing the Analytical Methods and Presenting the Analysis (continued)</b>	11:15 – 13:00
<b>Lunch</b>	13:00 – 14:00
<b>THE PRACTICE OF RIA</b>	
<b>Session 5. Putting RIA into Practice: Choosing the Analytical Methods and Presenting the Analysis (continued)</b>	14:00 – 15:30
<b>Coffee break</b>	15:30 – 15:45
<b>Session 6. Administrative burdens and the use of the Standard Cost Model: Concepts and interactive case study</b>  Administrative burdens on businesses and citizens are increasingly becoming a concern for competitiveness and job creation. Many governments have committed to measuring and reducing the administrative burden using a method called the “Standard Cost Model” (SCM), which is a bottom-up method of measuring the time needed to comply with administrative requirements and extrapolating from firms to entire economies. We will examine the use of the SCM – its strengths and limits – in this session.  In the interactive case study, participants will break into smaller working groups and develop an administrative cost assessment as part of a RIA. Each group will present its cost assessment to the entire class. The session will end with a presentation on how the case was actually conducted and its conclusions, including a commentary by the instructors and participants.	15:45 – 17:15

18 OCTOBER 2023 (WEDNESDAY)	
<b>Session 7. Examination of a Complete RIA on Road Safety</b>	09:00 – 12:00
This session will examine a complete RIA prepared by the European Commission, examining each step and discussing its strengths and weaknesses. Participants will see how each element of the RIA is presented, leading up to the conclusions and recommendations.	
<b>Session 8. Assessing Alternatives to Traditional Regulation</b>	12:00 – 13:15
A vital but difficult part of RIA is the assessment of alternative policy instruments and different regulatory designs. We will examine how such alternatives can be systematically assessed and compared. Alternatives to be discussed include: <ul style="list-style-type: none"> <li>• Information disclosure and education campaigns (labelling, quality marks, public campaigns)</li> <li>• Self-regulation and co-regulation (codes of practice, technical standards)</li> <li>• Third party regulation (mandatory inspections/audits by non-government parties)</li> <li>• Performance-based rules rather than means-based, including variants such as the Open Method of Co-ordination and Framework Directives</li> <li>• Market based instruments (taxes, subsidies, user charges, risk payments, insurance)</li> <li>• </li> </ul>	
<b>Lunch</b>	13:15
<b>Free period. Participants may tour Rome, or meet with instructors to discuss individual questions and review course materials</b>	13:15 -

19 OCTOBER 2023 (THURSDAY)	
<b>Session 9. Consultation and data collection techniques for RIA</b>	09:00 – 11:00
Stakeholder consultation is an important strategy for quality control and data collection. We will discuss the means of consulting and communicating with stakeholders as part of carrying out the RIA, and how to avoid the pitfalls of poor consultation. Consultation is one method of collecting data for the RIA. One of the most costly and time-consuming RIA activities is the collection of data for the analysis. Data are scarce, costly, and never sufficient. Jacobs, Cordova & Associates has developed a set of good data collection practices that will save time and money, and improve the quality of data. We will examine these practical techniques to collect data for RIA.	
<b>Coffee Break</b>	11:00 – 11:15
<b>Session 10. Mainstreaming RIA in the Policy Process: Institutional Strategies</b>	11:15 – 13:00
Governments need a clear RIA strategy aimed at the institutionalization of capacities and the creation of incentives within the machinery of government. Success which can only be assessed after 5-10 years rests on the choice of a proper implementation strategy, the setting up of effective institutions and procedures, as well as the use of a series of good RIA practices. We will examine each of these three dimensions, including: <ul style="list-style-type: none"> <li>• Choosing institutional strategies to implement RIA</li> <li>• The need for common standards and quality control mechanisms</li> <li>• Transparency, accountability and other central principles for RIA deployment</li> <li>• Communication and the building of a political constituency for RIA</li> <li>• Institutional learning and evolution of RIA over time.</li> <li>• Training strategies</li> </ul>	
<b>Lunch</b>	13:00 – 14:00
<b>Session 11. Second Interactive Case Study: Labelling of Transfat in Food by the Food and Drug Administration, United States.</b>	14:00 – 17:30
In this interactive case study, participants will break into smaller working groups and develop the core elements (the problem definition, problems facing the analysts, choice of method, data collection, and presentation of benefits and costs) of a RIA for a regulation that would require labelling of transfat on foods to reduce consumption of this dangerous substance. Each group will present its RIA to the entire class. The session will end with a presentation on how the case was actually conducted and its conclusions, including a commentary by the instructors and participants.	
<b>Coffee Break</b>	Coffee served from 15:30

**Session 12. Stock-taking of the Course**17:30 –  
17:45

We will discuss the content of the course as it has met the expectations of participants and identify any issues that require more discussion or clarification on Friday.

<b>20 OCTOBER 2023 (FRIDAY)</b>	
<b>Session 13. Course examination</b>	09:00 – 09:30
Participants will respond to a written examination of key concepts and issues covered by the course. The exam will assist each participant in identifying where additional study on RIA might be useful.	
<b>Session 14. Third Interactive Case Study on RIA on the revision of the EU regulatory framework for the private production of alcoholic beverages</b>	9:30 – 13:00
In this interactive Case study, participants will break into smaller working groups and develop the core elements [the problem definition, problems facing the analysts, choice of method, data collection and presentation of costs and benefits] of a RIA developed by the European Commission.	
<b>Coffee Break</b>	Served from 11:00
<b>Lunch</b>	13:00 – 14:00
<b>Session 15: Discussion of the Examination Answers</b>	14:00 – 14:30
We will review the answers to the examination and discuss any points that are not sufficiently clear.	
<b>Session 16: Response to Participant Requests: Discussion of Specific Issues Identified in Session 12</b>	14:30 – 15:30
The instructors will prepare additional materials or presentations to clarify issues identified in the course as particularly important or requiring further discussion by participants, or which the course examination shows as being insufficiently understood by participants.	
<b>Coffee Break</b>	15:30 – 15:45
<b>Session 17. Course Evaluation and Presentation of Certificates</b>	15:45 – 16:15
<b>21 OCTOBER 2023 (SATURDAY)</b> Depart from Rome to KLIA	