

LAMPIRAN 1

CADANGAN PROGRAM / AKTIVITI MEPERKASAKAN PRODUKTIVITI MELALUI PERLAKSANAAN RANGKAKERJA KECEMERLANGAN PERNIAGAAN MALAYSIA (MALAYSIA BUSINESS EXCELLENCE FRAMEWORK)

Bil	Program / Aktiviti	Mode		RM	
		Fizikal (Hari)	Online (Jam)	Kos	Hasil
FASA 1: KESEDARAN & KEFAHAMAN KECEMERLANGAN PERNIAGAAN (BE)					
1	Sesi Pengenalan MBEF - Apa itu BE? - Nilai teras dan Konsep BE - Model Malaysia Business Excellence Framework (MBEF) - Perkongsian Amalan Terbaik (daripada Syarikat di Sarawak / Semenanjung)		3 (20 peserta)	750	50 /peserta
2	Pemahaman Penilaian dan Pemarkahan MBEF - ADLI - LeTCI		2 (20 peserta)	500	50 /peserta
3	Pengamal BEF (BEF Practitioners)	2 (20 peserta)		5000 (fasi) 3600 (Pakej Seminar)	1500 /peserta
JUMLAH				9,850.00	32,000.00
FASA 2: PENINGKATAN KAPASITI KERANGKA KERJA MBEF					
(Meningkatkan kefahaman kepada Komuniti Kecemerlangan Perniagaan (BE) untuk mengenalpasti aktiviti dan proses utama di dalam organisasi mengikut kriteria BE.					
4	Modul 1: Perjelasan Kriteria - Organisational Management – Leadership - Focus on the Future – Strategic Planning - The Foundation – Information	2 (20 peserta)		5000 (fasi) 3600 (Pakej Seminar)	1500/peserta
5	Modul 2: Perjelasan Kriteria - What Comes First? – Customer Focus - HR Management – People Focus	2 (20 peserta)		5000 (fasi) 3600	1500/peserta

	- Adding Value through Processes - Organisational Results			(pakej seminar)	
	JUMLAH			17,200.00	60,000.00
FASA 3: PERSEDIAAN KE ARAH PENGANUGERAHAN					
6	Persediaan dalam menyediakan Organisational Profile (OP) - Setting the Scene	2 (10 syarikat)		5000 (fasi)	2000/syarikat
7	Program Penilaian Syarikat Penilaian keseluruhan aspek pengurusan organisasi berdasarkan kriteria BE bagi mengenalpasti kekuatan dan bidang-bidang yang memerlukan penambahbaikan dalam merealisasi hasrat organisasi (Pre & Post Assessment)	3 (10 syarikat)		7500 (fasi)	2000/syarikat
	JUMLAH			12,500.00	40,000.00
FASA 4: PROGRAM INTERVENSI / HANDHOLDING					
8	Program Intervensi Peningkatan Produktiviti di Syarikat (5S / Lean / ISO / BSC / KPI / Team Excellence (TE) Convention / CRM / dll) – Sesi Hand Holding				
9	Sesi Perkongsian Amalan Terbaik di Luar Negara				
	JUMLAH KESELURUHAN			39,550.00	132,000.00

PERINCIAN PROGRAM PENINGKATAN KAPASITI KERANGKA KERJA MBEF

Module 1
Organisational Management – Leadership In module 1, participants will learn about the key requirements of the Leadership dimension and its relationships to other dimensions, taking a “top-down” approach that aligns with the criteria for performance excellence. You will learn about your organisation’s managemnet and governance leadership profile and approaches and begin the documentation of this structure. Topics include: • Senior Leadership • Governance • Social Responsibilities
Focus on the Future – Strategic Planning Module 2 focuses on the key requirements of the Planning dimension and its relationships to other dimensions. In this module you will conduct a documentation of your organisation’s management approach to Planning. Topics include: • Development • Deployment
The Foundation – Information Module 3 focuses on the key requirement of the Information dimension and its relationships to other dimensions. You will commence the documentation of your organisation’s management approach to Information. • Management of Information & Knowledge
Module 2
What Comes First? – Customer Focus Module 4 focuses on the management philosophy of being “customer-driven”. This module covers key requirements of the Customer dimension and its relationships with other dimensions. You will learn how to document your organisation’s customer profile and key aspects of its customer focus. Topics include: • Voice of Customer • Customer Engagement and Satisfaction
HR Management – People Focus Module 5 will focus on the key requirements of People dimension and its relationship with other dimensions. You will commence the documentaion of your organisation’s human resource management approaches, as defined by the MBEF. Topics include:

- HR Planning
- Engagement Learning & Career Day
- Well Being & Satisfaction
- Benefits & Appraisal

Adding Value through Processes

In module 6, participants will learn the Process dimension with an in depth understanding of their organisation's core, and related value chains. You will commence your organisation's identification of its business processes as defined by MBEF.

- Work Processes
- Supply Chain Management

Organisational Results

Module 7, focuses on the key requirements of the final dimension – Result and how it aligns with other dimensions. You will commence the categorisation and documentation of all of your organisation's current collection of performance results, as defined by MBEF, covering the following areas:

- Financial & Market Result
- Customer Result
- People Result
- Process Result