



KEMENTERIAN
SUMBER MANUSIA



Laporan Tahunan **2014**
Annual Report



KEMENTERIAN
SUMBER MANUSIA

KANDUNGAN

- 2** PERUTUSAN
- 4** PENDAHULUAN KATA
- 6** PENERAJU UTAMA
- 10** CARTA ORGANISASI 2014
- 11** VISI, MISI & TERAS STRATEGIK
- 15** LAPORAN PRESTASI - BAHAGIAN / UNIT
 - Dasar-dasar Kementerian 2014
 - Pembangunan, Kewangan dan Sumber Manusia
 - Hal Ehwal Antarabangsa
 - Pengurusan Maklumat
 - Khidmat Pengurusan
 - Institut Maklumat dan Analisis Pasaran Buruh (ILMIA)
 - Penasihat Undang-Undang
 - Audit Dalam
 - Komunikasi Korporat
 - Kawalselia dan Penguatkuasaan
- 49** MEWUJUDKAN PELUANG PEKERJAAN DAN MENJAMIN HAK PEKERJA
- 57** MEMELIHARA SUASANA PERHUBUNGAN PERUSAHAAN YANG HARMONI, MENYELESAIKAN PERTIKAIAN PERUSAHAAN SECARA ADIL DAN SAKSAMA
- 73** MELAKSANAKAN AMALAN KESELAMATAN DAN KESIHATAN SECARA DINAMIK
- 85** MEMBANGUNKAN SUMBER MANUSIA NEGARA YANG BERDAYA SAING
- 107** MENYEDIAKAN JARINGAN KESELAMATAN SOSIAL

CONTENT

- 2** MESSAGE
- 4** FOREWORD
- 6** TOP MANAGEMENT
- 10** ORGANISATION CHART 2014
- 11** VISION, MISSION & STRATEGIC THRUST
- 113** PERFORMANCE REPORT - DIVISION UNIT
 - Ministry's Policies 2014
 - Development, Finance and Human Resources
 - International Affairs
 - Information Management
 - Management Service
 - Institute of Labour Market Information and Analysis (ILMIA)
 - Legal Advisor
 - Internal Audit unit
 - Corporate Communication
 - Supervision and Enforcement
- 147** CREATING EMPLOYMENT OPPORTUNITIES AND ENSURING EMPLOYEES' RIGHTS
- 155** MAINTAINING A HARMONIOUS INDUSTRIAL ENVIRONMENT, RESOLVE INDUSTRIAL DISPUTES IN A FAIR AND THOUGHT MANNER
- 171** IMPLEMENTING A DYNAMIC HEALTH AND SAFETY PRACTICES
- 183** DEVELOPING A NATIONAL COMPETITIVE WORKFORCE
- 205** PROVIDING SOCIAL SECURITY NETWORK
- 211** PERISTIWA TAHUN 2014 / EVENTS FOR YEAR 2104

Perutusan Message



YANG BERTHORMAT DATO' SRI RICHARD RIOT ANAK JAEM
Menteri Sumber Manusia

Kementerian Sumber Manusia (KSM) telah berjaya melaksanakan tanggungjawab yang diamanahkan sepanjang tahun 2014 yang didokumentasikan dalam Laporan Tahunan KSM 2014 ini. Tahun 2014 ini, kita dapat menelusuri pelbagai kejayaan membanggakan yang telah dicapai sama ada di peringkat nasional, serantau mahupun global, antaranya:

- Melatih lebih 15,000 peserta Program Pengiktirafan Terdahulu (PPT) yang merupakan perkongsian pintar agensi awam dan swasta. PPT adalah satu pendekatan unik bagi melahirkan lebih ramai tenaga kerja mahir bagi memenuhi keperluan ekonomi negara;
- Memenangi 9 pingat emas, 5 pingat perak dan 4 pingat gangsa dalam Pertandingan Kemahiran ASEAN (ASC) Ke-10 di Vietnam

Ministry of Human Resources (MOHR) once again has accomplished its responsibilities throughout the year 2014 which is documented in this Annual Report 2014. In 2014 we have various proud achievements whether at national, regional or global, among others:

- *Trained more than 15,000 participants in the Recognition of Prior Learning (RPL) which is a smart partnership of public agency with private sector. RPL is a unique approach to deliver more skilled workers to accomodate national economic requirement;*
- *Winning 9 gold, 5 silver and 4 bronze medals in 10th ASEAN Skills Competition in Vietnam which is the most successful achievement for*

yang merupakan pencapaian terbaik negara sejak ASC pertama pada tahun 1995; dan

- Memenangi tempat pertama di Pembentangan Festival Media Antarabangsa, Kongres Dunia dalam Keselamatan dan Kesihatan di Tempat Kerja kali ke-20 di Jerman serta Anugerah Perak dalam Pertandingan SGA Kaizen Stream kali pertama di Jepun.

KSM adalah sebuah agensi Kerajaan yang amat dekat di hati sanubari rakyat. Pada tahun 2014, KSM berjaya melaksanakan 286,718 penempatan pekerjaan berbanding sasaran sebanyak 248,000. Pemeriksaan berkanun pula mendapati 99 peratus majikan telah melaksanakan dasar gaji minimum yang sudah pasti memberi manfaat langsung dalam meningkatkan kualiti hidup pekerja dan keluarga mereka ke arah negara berpendapatan tinggi.

Kita perlu menguatkan iltizam untuk berkhidmat lebih gigih khususnya dalam mendepani cabaran pelaksanaan Rancangan Malaysia Kesebelas (RMKe-11) kelak. melalui budaya kerja prestasi tinggi dalam usaha merealisasikan inisiatif dasar transformasi negara yang diamanahkan kepada kita di bawah RMKe-11. Semoga dengan usaha jitu kita ini, nikmat kekayaan dan kemakmuran negara dapat dirasai oleh setiap rakyat Malaysia.

Terima kasih.

the country since the first ASC in 1995

- *Winning first place in the International Media Festival Presentation, 20th World Congress in Safety and Health in Workplace in Germany and Silver Award in 1st SGA Kaizen Stream Competition in Japan.*

MOHR is a government agency which is very close to people. In 2014, MOHR had achieved 286,718 job placements compared to its target of 248,000. Mandatory inspections have also indicate 99 per cent employers have adhere to minimum wage policy which has given direct benefit to workers and their families' quality of life towards high income nation.

We need to strive to work hard especially in facing challenges of Eleventh Malaysia Plan (11MP) through high performance work culture in realising national transformation policy related to our Ministry under the 11MP. We hope our endless effort will enable our people to share the country's wealth and peace.

Thank you.

Pendahuluan Kata Forward



YBHG DATUK SERI HJ. SARIPUDDIN HJ. KASIM
Ketua Setiausaha

Laporan Tahunan Kementerian Sumber Manusia (KSM) 2014 ini merupakan dokumen yang mencatatkan pencapaian KSM dalam memberi perkhidmatan kepada pemegang taruh dan pelanggan. Pelaksanaan program dan aktiviti KSM dipandu oleh Dasar Transformasi Negara khususnya melalui inisiatif-inisiatif Program Transformasi Kerajaan dan Program Transformasi Ekonomi.

Secara khusus, laporan ini memperincikan program dan aktiviti KSM dalam aspek-aspek berikut:

- *menggubal dan mengkaji undang-undang, peraturan dan dasar perburuhan dan dasar sumber;*
- *memelihara suasana perhubungan perusahaan yang harmoni;*
- *menyelesaikan pertikaian antara majikan dan pekerja serta pertikaian industri;*

MOHR Annual Report 2014 is a document that record the Ministry's services delivered to its stakeholders and overall clients. MOHR's programmes and activities is driven by the Government Transformation Policy especially through initiatives in Government Transformation Programme and Economic Transformation Programme.

This report outlined specifically the programmes and activities in the following aspects:

- *to ratify and review laws, regulations and policies on labour and human resources;*
- *to preserve harmonious industrial relations;*
- *to resolve disputes between employer and employee as well as industrial disputes;*

- *membangunkan tenaga kerja mahir;*
- *melaksanakan dasar keselamatan dan kesihatan pekerjaan; dan*
- *menyediakan jaringan keselamatan sosial.*

Saya mengucapkan syabas dan tahniah atas usaha dedikasi dan komitmen tinggi seluruh warga KSM dalam melaksanakan pelbagai dasar dan program dengan jayanya sepanjang tahun 2014. Semangat kerja berpasukan, berintegriti dan berkomitmen tinggi perlu dimantapkan lagi supaya kualiti perkhidmatan KSM dapat terus dipertingkatkan.

Terima kasih.

- *to develop skilled workforce;*
- *to execute occupational safety and health policy; and*
- *to facilitate social safety net.*

I would like to congratulate to all MOHR officials for their dedication and commitment in executing various policies and programmes throughout the year 2014. Team spirit, integrity and high commitment must be strengthen to ensure MOHR quality services.

Thank you.

PENGURUSAN TERTINGGI | TOP MANAGEMENT



Yang Berhormat
Dato' Sri Richard Riot Anak Jaem
Menteri Sumber Manusia
Minister of Human Resources



Yang Berhormat
Dato' Sri Hj. Ismail bin Hj. Abd Muttalib
Timbalan Menteri Sumber Manusia
Deputy Minister of Human Resources



Datuk Hj. Saripuddin Hj. Kasim
Ketua Setiausaha,
Kementerian Sumber Manusia
*Secretary General,
Ministry of Human Resources*



Dato' Hj. Mohd Shariff Bin Hussin
Timbalan Ketua Setiausaha
(Pengurusan) sehingga 17 April 2014
*Deputy Secretary General
(Management) until 17 April 2014*



Dato' Romli Bin Hassan
Timbalan Ketua Setiausaha
(Pengurusan)
*Deputy Secretary General
(Management)*



Mohd Sahar bin Darusman
Timbalan Ketua Setiausaha
(Dasar dan Antarabangsa)
*Deputy Secretary General
(Policy and International)*

KETUA PENGARAH DAN PENGARAH | DIRECTOR GENERAL AND DIRECTOR



Datuk Dr. Pang Chau Leong
Ketua Pengarah
Jabatan Pembangunan Kemahiran
Director General
Department of Skills Development



Chin Phaik Yoong
Ketua Pengarah
Jabatan Tenaga Manusia
Director General
Manpower Department



Mohd Jeffrey bin Joakim
Ketua Pengarah, Jabatan Tenaga Kerja
Semenanjung Malaysia
Director General, Department of Labour
Peninsular Malaysia



Dato' Ir. Dr. Johari bin Basri
Ketua Pengarah
Jabatan Keselamatan dan Kesihatan
Pekerjaan (Sehingga 10 Jun 2014)
Director General
Department of Occupational Safety
and Health (Until 10 June 2014)



Ir. Mohtar bin Musri
Ketua Pengarah, Jabatan
Keselamatan dan kesihatan Pekerja
(Mulai 1 September 2014)
Director General, Department of
Safety and Health (24 September 2014
- present)



Fong Khei Por
Ketua Pengarah
Jabatan Perhubungan Perusahaan
Director General
Industrial Relations Department



Datuk Hjh. Siti Aishah binti Mohd Asri
Pengaruh, Jabatan Tenaga Kerja
Sabah (sehingga 9 Jun 2014)
Director, Labour Department of Sabah
(until 9 June 2014)



August Anak Buma
Pengaruh
Jabatan Tenaga Kerja Sarawak
Director
Labour Department of Sarawak



Kamal bin Pardi
Pengaruh, Jabatan Tenaga Kerja
Sabah (mulai 15 Oktober 2014)
Director, Labour Department of Sabah
(25 Oct 2014 - present)



Mustafa bin Ali
Ketua Pengarah,
Jabatan Hal Ehwal Kesatuan Sekerja
*Director General,
Department of Trade Union Affairs*



Sritharan Kathirasan
Pendaftar, Mahkamah Perusahaan
Registrar of Industrial Court

KETUA EKSEKUTIF | CHIEF EXECUTIVE



Datuk Selvarajah a/l Kathiravellu,
Ketua Eksekutif
Pertubuhan Keselamatan Sosial
(PERKESO)
*Chief Executive of
Social Security Organisation (SOCSO)*



Ir. Hj Rosli bin Hussin
Pengarah Eksekutif
Institut Keselamatan dan Kesihatan
Pekerjaan Negara (NIOSH)
*Executive Director of National Institute
of Occupational Safety and Health
(NIOSH)*



Abdul Malik bin Adam
Ketua Eksekutif
Perbadanan Tabung
Pembangunan Kemahiran (PTPK)
*Chief Executive of
Skills Development Fund Corporation*



Amir bin Omar
Pengarah, Institut Maklumat dan
Analisis Pasaran Buruh (ILMIA)
*Director, Institute of Labour Market
Information and Analysis (ILMIA)*



CM Vignesvaran
Ketua Eksekutif, Pembangunan Sumber
Manusia Berhad (PSMB)
*Chief Executive of Human Resources
Development Fund (HRDF)*

SETIAUSAHA BAHAGIAN | UNDERSECRETARY



Kua Abun
Setiausaha, Bahagian Dasar
Undersecretary, Policy Division



Dato' Mohamed Elias bin Abu Bakar
Setiausaha Bahagian
Pembangunan, Kewangan dan
Sumber Manusia
Undersecretary
Development, Finance and Human
Resources Division



**Sharifah Jiamrah binti
Syed Harun**
Setiausaha
Bahagian Khidmat Pengurusan
Undersecretary
Management Services Division



Hj. Ishak bin Lebai Omar
Setiausaha
Bahagian Pengurusan Maklumat
Undersecretary
Information Management Division



Dr. Tan Awang Besar
Setiausaha
Bahagian Antarabangsa
Undersecretary
International Division

KETUA UNIT | HEAD OF UNIT



Nadhirah binti Hj. Abdul Wahab
Ketua Unit Audit Dalam
Head of Internal Audit Unit



Hj. Mohammad Kamal bin Mat Noor
Ketua Komunikasi Korporat
Head of Corporate
Communication Unit



T. Shanmugam
Setiausaha Majlis Perundingan Gaji
Negara
Secretary of National Wages
Consultative Council



Suzilla binti Ibrahim
Ketua Kawalselia dan
Penguatkuasaan
Head of Supervision and
Enforcement



Norakhmar binti Mohd Sani
Penasihat Undang-undang
Legal Advisor



CARTA ORGANISASI KEMENTERIAN SUMBER MANUSIA ORGANISATION CHART MINISTRY OF HUMAN RESOURCES

KEMENTERIAN
SUMBER MANUSIA

MENTERI
MINISTER

TIMBALAN MENTERI
DEPUTY MINISTER

KETUA SETIAUSAHA
SECRETARY GENERAL

TIMBALAN KETUA SETIAUSAHA
(DASAR & ANTARABANGSA)
DEPUTY SECRETARY GENERAL
(POLICY & INTERNATIONAL)

BAHAGIAN DASAR
POLICY DIVISION

DASAR SUMBER MANUSIA
HUMAN RESOURCES POLICY

DASAR PERBURUHAN
DASAR PERBURUHAN

BAHAGIAN ANTARABANGSA
INTERNATIONAL DIVISION

ATASE GENEVA
ATTACHE GENEVA

ATASE SINGAPURA
ATTACHE SINGAPORE

ATASE JAKARTA
ATTACHE JAKARTA

ATASE CHENNAI
ATTACHE CHENNAI

INSTITUT MAKLUMAT DAN ANALISIS
PASARAN BURUH (ILMIA)
INSTITUTE OF LABOUR MARKET
INFORMATION AND ANALYSIS (ILMIA)

SEKRETARIAT MAJLIS
PERUNDING GAJI NEGARA
NATIONAL WAGES
CONSULTATIVE COUNCIL

TIMBALAN KETUA SETIAUSAHA
(OPERASI)
DEPUTY SECRETARY GENERAL
(OPERATIONS)

BAHAGIAN PEMBANGUNAN,
KEWANGAN DAN SUMBER MANUSIA
DEVELOPMENT, FINANCIAL AND
RESOURCES DIVISION

PEMBANGUNAN DAN KEWANGAN
DEVELOPMENT AND FINANCIAL

PENGURUSAN SUMBER MANUSIA
HUMAN RESOURCES MANAGEMENT

BAHAGIAN KHIDMAT PENGURUSAN
MANAJEMEN PERKHIDMATAN
DIVISION

BAHAGIAN PENGURUSAN MAKLUMAT
INFORMATION MANAGEMENT
DIVISION

BAHAGIAN AKAUN
ACCOUNT DIVISION

CAWANGAN KAWAL SELIA DAN
PENGUATKUASAAN
INSPECTORATE AND
ENFORCEMENT SECTION

BAHAGIAN UNDANG-UNDANG
LEGAL DIVISION

UNIT AUDIT DALAM
INTERNAL AUDIT UNIT

UNIT KOMUNIKASI KORPORAT
CORPORATE COMMUNICATION UNIT

UNIT KPI
KPI UNIT

UNIT INTEGRITI
INTEGRITY UNIT

JABATAN
DEPARTMENT

JABATAN TENAGA KERJA
SEMENANJUNG MALAYSIA
LABOUR DEPARTMENT OF
PENINSULAR MALAYSIA

JABATAN KESELAMATAN DAN
KESIHATAN PEKERJAAN
DEPARTMENT OF OCCUPATIONAL
SAFETY AND HEALTH

JABATAN TENAGA
MANUSIA
MANPOWER DEPARTMENT

JABATAN PEMBANGUNAN
KEMAHIRAN
DEPARTMENT OF
SKILLS DEVELOPMENT

JABATAN PERHUBUNGAN
PERUSAHAAN
INDUSTRIAL RELATIONS
DEPARTMENT

JABATAN TENAGA KERJA SABAH
LABOUR DEPARTMENT OF SABAH

JABATAN TENAGA KERJA SARAWAK
LABOUR DEPARTMENT OF SARAWAK

JABATAN HAL EHWAL
KESATUAN SEKERJA
TRADE UNION AFFAIRS
DEPARTMENT

MAHKAMAH PERUSAHAAN
INDUSTRIAL COURT

BADAN BERKANUN / SYARIKAT
STATUTORY BODIES / COMPANIES

PERTUBUHAN KESELAMATAN SOSIAL
(PERKESO)
SOCIAL SECURITY ORGANISATION
(SOCCSO)

PERBADANAN TABUNG
PEMBANGUNAN KEMAHIRAN (PTPK)
SKILL DEVELOPMENT
FUND CORPORATION

PEMBANGUNAN SUMBER
MANUSIA BERHAD (PSMB)
HUMAN RESOURCES
DEVELOPMENT BERHAD (HRDF)

INSTITUT KESELAMATAN DAN
KESIHATAN PEKERJAAN (NIOSH)
NATIONAL INSTITUTE OF OCCUPATIONAL
SAFETY AND HEALTH

VISI / VISION

Menjadi peneraju dalam bidang pembangunan dan pengurusan sumber manusia bertaraf dunia.
To be the lead agency in the development and management of a world class workforce.

MISI / MISIION

Membangunkan masyarakat industri yang produktif, bermaklumat, berdisiplin, penyayang serta responsif kepada perubahan persekitaran perburuhan ke arah meningkatkan pertumbuhan ekonomi dan menambahkan peluang pekerjaan.

To develop a workforce that is productive, informative, disciplined, caring and responsive to the changing labour environment;

Menggalakkan dan mengekalkan perhubungan yang harmoni dan kondusif di antara majikan, pekerja dan kesatuan sekerja demi kemajuan ekonomi negara dan kesejahteraan rakyat.

To encourage and maintain conducive and harmonious industrial relations between employers, employees and trade unions;

Mendokong keadilan sosial dan mengekalkan perhubungan perusahaan yang harmoni melalui penyelesaian pertikaian di antara majikan dan pekerja dan pengiktirafan perjanjian kolektif.

To uphold social justice and ensure harmonious industrial relations;

Memastikan kesatuan sekerja beroperasi secara demokrasi, orderly dan bertanggungjawab bagi membantu mencapai objektif mewujudkan keharmonian perhubungan perusahaan.

To ensure trade unions practice democracy, is orderly and responsible to assist in achieving the objective of industrial harmony;

Untuk menjadi peneraju dalam pembangunan sumber manusia negara.

To be the leader in the development of the nation's skilled workforce;

Memastikan keselamatan dan kesihatan pekerja terjamin.

To ensure safety and health of workforce is assured;

Untuk membangunkan sumber tenaga kerja yang mahir, berpengetahuan dan kompetitif dalam persekitaran perhubungan perusahaan yang harmoni dan berlandaskan keadilan sosial.

To be the lead agency in the development and management of a world class workforce.

TERAS STRATEGIK/THRUST STRATEGIC

Mewujudkan peluang pekerjaan dan menjamin hak pekerja.
Creating employment opportunities and ensuring employees' rights.

Memelihara suasana perhubungan perusahaan yang harmoni.
Maintaining a harmonious industrial environment.

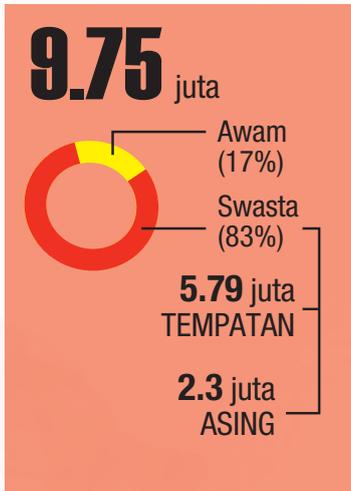
Menyelesaikan pertikaian perusahaan secara adil dan saksama.
Resolving industrial disputes in a fair and thorough manner.

Melaksanakan amalan keselamatan dan kesihatan pekerjaan yang dinamik
Implementing a dynamic health and safety practices.

Membangunkan sumber manusia negara yang berdaya saing.
Developing a national competitive workforce.

Menyediakan jaringan keselamatan sosial.
Providing social security network.

KUMPULAN SASAR



1.1 juta
MAJIKAN tempatan

4,623
MAJIKAN asing

436,000
pencari kerja berdaftar @

jobsmalaysia.gov.my
Gerbang Kerjaya Interaktif Anda

KESELAMATAN SOSIAL

1,000 kes maut + 62,000 kes hilang upaya
= **63,000** kes

PKS

0.65 juta majikan
3.7 juta pekerja

Institut Latihan Kemahiran

32 ILJTM

1,221 PUSAT BERTAULIAH

735 Kesatuan Sekerja

Kerajaan = **145**
Swasta = **485**
Badan Berkanun = **105**

Keselamatan & Kesihatan Pekerja

123,000 Pelatih di bawah NIOSH
167,000 Penguasaan

TABUNG KEMAHIRAN

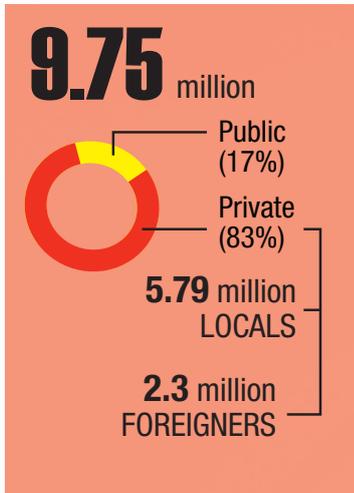
RM330 juta

Lepasan Sekolah WTTP - Keluarga Miskin Lepasan Sekolah
Pekerja INSEP - Graduan Menganggur

RAKAN TRIPARTITE

RAKAN STRATEGIK UTAMA ANTARABANGSA

MINISTRY'S TARGET GROUP



1.1 million
EMPLOYER locals

4,623
EMPLOYERS foreign

436,000
Job Seekers
registered @

Gerbang Kerjaya Interaktif Anda

SOCIAL SECURITY

1,000 death cases + 62,000 disability cases
= **63,000** cases

P
K
S

0.65 million employers
3.7 million employees

SKILLS TRAINING INSTITUTES

32 ILJTM
1,221 Accredited Centres

735 TRADE UNIONS

Government = **145**
Private = **485**
Statutory Bodies = **105**

Occupational Safety & Health

123,000 Trainees under NIOSH
167,000 Enforcements

SKILLS FUND

RM330 million

School leavers WTTP - Low Income Families School Leavers
Workers INSEP - Unemployed Graduates

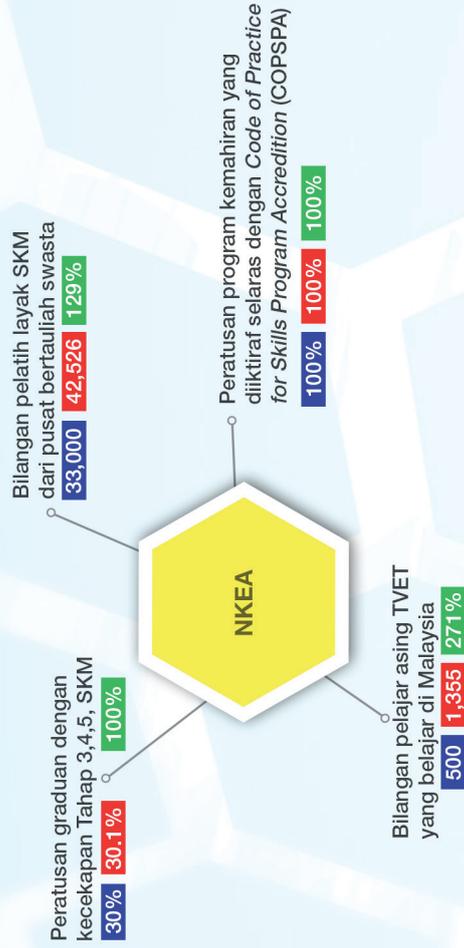
TRIPARTITE PARTNERS

INTERNATIONAL KEY STRATEGIC PARTNERS



KPI KEMENTERIAN

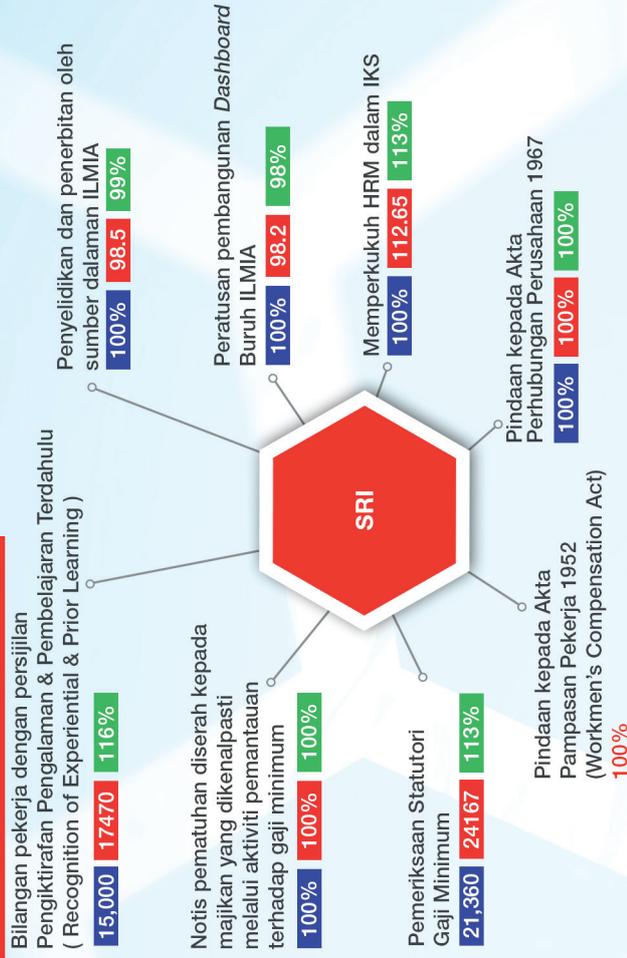
Bidang Ekonomi Utama Negara



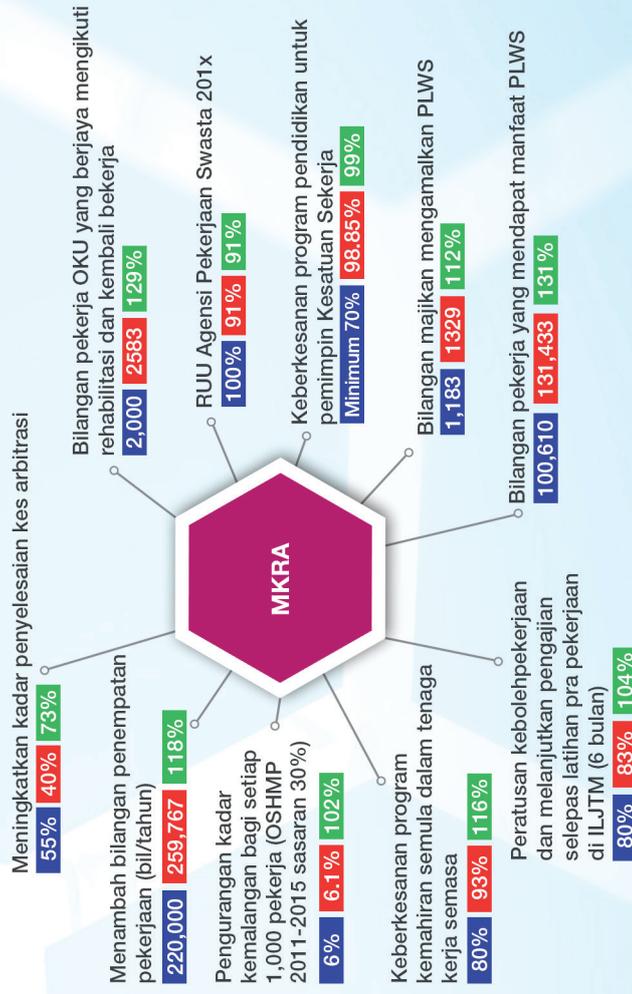
Bidang Keberhasilan Utama Negara



Inisiatif Pembaharuan Strategik



Bidang Keberhasilan Utama Kementerian



LAPORAN PRESTASI



» DASAR-DASAR KEMENTERIAN

Kementerian Sumber Manusia (KSM) bertanggungjawab untuk mentadbir dan menguatkuasakan 25 Akta seperti berikut:

PEKERJAAN & STANDARD PERBURUHAN

1. Akta Kerja 1955 (Akta 265)
2. Ordinan Buruh (Sabah Bab 67)
3. Ordinan Buruh (Sarawak Bab 76)
4. Akta Standard-Standard Minimum Perumahan dan Kemudahan Pekerja 1990 (Akta 446)
5. Akta (Sekatan) Kerja 1968 (Akta 353)
6. Akta (Penggajian) Kanak-kanak dan Orang Muda 1966 (Akta 350)
7. Akta Maklumat Pekerjaan 1953 (Akta 159)
8. Akta Agensi Pekerjaan Swasta 1981 (Akta 246)
9. Akta Anti Pmerdagangan Orang dan Anti Penyeludupan Migran 2007 (Akta 670)
10. Akta Hari Kelepasan Mingguan 1950
11. Akta Hari Kelepasan 1951
12. Holidays (Sabah) Cap. 56
13. Public Holidays (Sarawak) Cap. 8

PERHUBUNGAN PERUSAHAAN

14. Akta Perhubungan Perusahaan 1967 (Akta 177)
15. Akta Kesatuan Sekerja 1959 (Akta 262)

PEMBANGUNAN KEMAHIRAN

16. Akta Pembangunan Sumber Manusia Berhad 2001 (Akta 612)
17. Akta Pembangunan Kemahiran Kebangsaan 2006 (Akta 652)
18. Akta Tabung Pembangunan Kemahiran 2004 (Akta 640)

KESELAMATAN & KESIHATAN PEKERJAAN

19. Akta Keselamatan dan Kesihatan Pekerjaan 1994 (Akta 514)
20. Akta Kilang dan Jentera 1967 (Akta 139)
21. Akta Petroleum (Langkah Keselamatan) (Akta 302)

KESELAMATAN SOSIAL

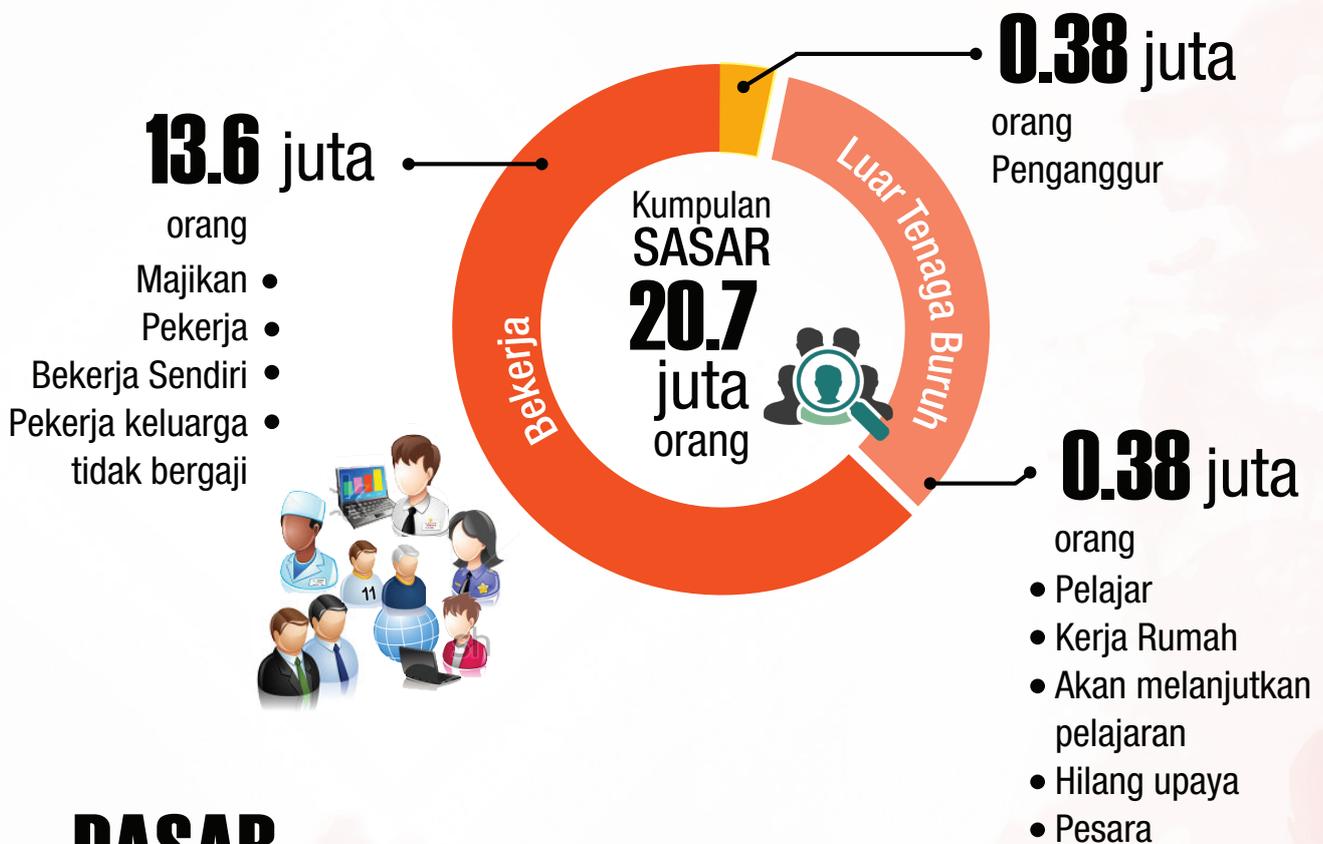
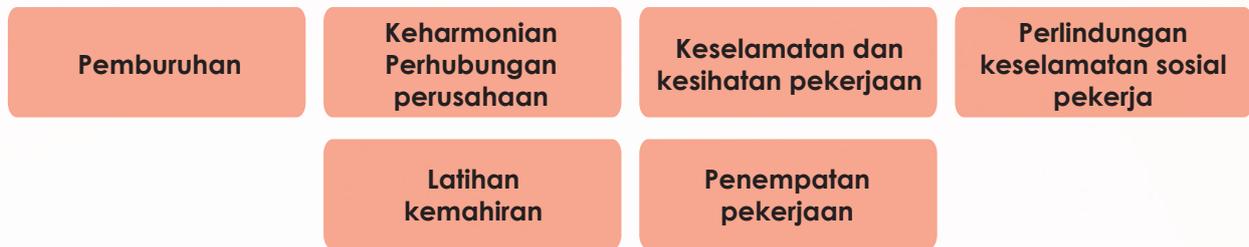
22. Akta Keselamatan Sosial Pekerja 1969 (Akta 4)
23. Akta Pampasan Pekerja 1952 (Akta 273)
24. Akta Majlis Perundingan Gaji Negara 2011 (Akta 732)
25. Akta Umur Persaraan Minimum 2012 (Akta 753)

Sedang dipinda

Gubal Semula

Kekal

SKOP LIPUTAN KSM



DASAR

- Dasar Gaji Minimum
- Dasar Umur Persaraan Minimum
- Dasar Buruh Negara
- Pelan Induk Latihan dan Pembangunan
- Kemahiran Pekerjaan Malaysia
- Pelan Induk Keselamatan dan Kesihatan Pekerjaan

25

AKTA

ditadbir dan dikuatkuasakan

4

MAJLIS

Majlis Penasihat Buruh Kebangsaan

Majlis Negara bagi Keselamatan Kesihatan Pekerjaan

Majlis Pembangunan Kemahiran Kebangsaan

Majlis Perundingan Gaji Negara

» PELAN TRANSFORMASI KEMENTERIAN SUMBER MANUSIA

17

Langkah Strategik

37

Inisiatif Strategik

TERAS

1

MENDAYA
UPAYA BAKAT

1. Memperkasakan kompetensi, daya kepimpinan dan keupayaan
 - Zero to Hero Programme SME/G40
 - Experiential Learning Programme
2. Membangunkan satu laluan kerjaya khas untuk *Subject Matter Expert*
 - NX Policy (Entry and Exit policy)
 - PTE Programme (Potential Talent Expert)
 - Fellow Advisors
 - Forget-me-not (Time Based Scheme)
3. Memantapkan organisasi dan agensi di bawah Kementerian supaya lebih dinamik dan berdaya saing seiring dengan perkembangan semasa
 - Mewujudkan Tribunal Rayuan Perusahaan
 - Memusatkan Penasihat Undang-Undang

2

MEREKAYASA
ORGANISASI

4. Memperkasakan pembangunan tenaga mahir negara yang kompeten dan berdaya saing *Centre of Skills Excellence (CoSE)*
 - Memperkukuhkan NIOSH sebagai *Centre of Excellence (CoE)* dalam bidang latihan dan kajian berkaitan keselamatan dan kesihatan pekerjaan
 - Mewujudkan ILMIA sebagai organisasi berkecuali (independent) di bawah KSM dengan bercirikan korporat
5. Memantapkan penyampaian perkhidmatan kepada pekerja dan majikan
 - DSR (Drop, Serve & Resolve)
6. Memperkukuhkan mekanisme pencegahan dan penyelesaian pertikaian di tempat pekerjaan
 - Speedy Dispute Resolution Programme
 - Sistem Perekodan Digital (SPD)
 - Electronic Labour Tribunal (eLT)
7. Memantapkan pelaksanaan undang-undang mesra industri
 - 1Visit-Policy
 - Self Regulatory Mechanism

3

MERAKYATKAN
PENYAMPAIAN
PERKHIDMATAN

8. Pemerkasaan Perlindungan Keselamatan Sosial
 - Meluaskan perlindungan kepada 30% informal sektor
 - Meluaskan perlindungan keselamatan sosial kepada penjawat awam (PencenPLUS) *Employment Insurance System*
9. Meningkatkan tahap keselamatan dan kesihatan pekerjaan (KKP) di projek MRT dan LRT
 - Meluaskan perlindungan kepada 30% informal sektor
 - Meluaskan perlindungan keselamatan sosial kepada penjawat awam (PencenPLUS) *Employment Insurance System*
10. Meningkatkan tahap KKP di sektor IKS
 - Menjalankan program *Compliance Support* terhadap sektor IKS

4

MERANGKUM &
SEPUNYA

11. Mengoptimalkan penggunaan ICT dalam penyampaian perkhidmatan
 - Menjalankan program *Compliance Support* terhadap sektor IKS
12. Meningkatkan kemahiran dan pengetahuan berkaitan dengan amalan-amalan terbaik perburuhan melalui kerjasama dengan *technical experts* dari badan-badan antarabangsa
 - *Labour Expertise Engagement Programme*
 - Kerjasama dengan badan profesional untuk meningkatkan bilangan pegawai yang mendapat pengiktirafan dalam bidang berkaitan
13. Meningkatkan kesedaran dan kefahaman masyarakat mengenai fungsi KSM melalui engagement yang lebih menyeluruh
 - Program *Outreach: "It Matters..."*
 - Mengadakan program kesedaran mengenai nilai-nilai pekerja dan berkesatuan

5

MEMBUDAYA
NILAI

14. Mengadakan kerjasama dengan badan kelayakan kekompetenan dalam dan luar negara bagi program *Professional Qualification (PQ) Certification* kepada pelajar dan tenaga pengajar ILJTM
 - *Professional Qualification (PQ) Certification - Tenaga Pengajar*
 - *Professional Qualification (PQ) Certification - Pelajar*
15. *Premium Service Delivery*
 - *Japanese Time.. "The Power of Now"*
 - *Program Everyday is "May Day!"*
16. *Integrity Infinity*
 - *Profiling of integrity best practices*
 - Semarak Integriti KSM
17. *Connecting the dots*
 - *KSM Teh Tarik Roti Canai Session*
 - *KSM Esprit De Corp*

» SERANTA & SUMBER RUJUKAN

LAMAN MIKRO UMUR PERSARAAN MINIMUM

Laman Mikro Umur Persaraan Minimum telah dibangunkan untuk kemudahan orang awam terutama golongan pekerja swasta bagi mendapatkan maklumat berkenaan Akta Umur Persaraan Minimum 2012 secara lebih pantas dan berkesan. Laman Mikro tersebut dimuatnaik untuk kegunaan umum mulai 11 Disember 2014.

KIT STATISTIK

Kit Statistik yang mengandungi data dan maklumat pekerjaan dan perburuhan disediakan sebagai sumber rujukan pegawai di Bahagian/ Jabatan / Agensi di bawah KSM. Kit tersebut dikeluarkan 4 kali setahun. i-Statistik turut dipaparkan di laman web KSM untuk rujukan orang awam.

Laporan Pendaftaran Pekerjaan dan Pemberhentian berdasarkan Statistik JobsMalaysia turut disediakan dan dikemukakan kepada agensi pusat setiap bulan.

MASCO

Buku Piawaian Pengelasan Pekerjaan Malaysia (MASCO) 2013 versi Bahasa Inggeris diterbitkan susulan daripada penerbitan buku MASCO 2013 versi Bahasa Melayu yang telah diedarkan kepada semua agensi awam dan swasta.

Penerbitan ini menjadi satu platform penyebaran maklumat pekerjaan yang dinamik, komprehensif dan berkualiti bagi mencerminkan perubahan dan perkembangan struktur guna tenaga negara. Ia juga digarap supaya menjadi rujukan kepada sektor awam dan swasta dalam merencana strategi pembangunan organisasi.

PROGRAM NBOS 1PESARA

Di bawah Program NBOS 1Pesara, Kementerian Sumber Manusia menerajui Jawatankuasa Kerja Teras Panduan Bekerja Semula bagi membantu pesara dan bakal pesara penjawat awam yang berminat untuk bekerja semula mendapatkan pekerjaan dalam pelbagai sektor. Pesara dan bakal pesara yang berminat untuk bekerja semula perlu mendaftar dalam Portal 1PESARA yang dikendalikan oleh JPA. Profil pemohon akan disalurkan kepada JobsMalaysia untuk pepadanan pekerjaan.

**Kesejahteraan Pesara
Panduan Bekerja Semula
Pembangunan
Keusahawanan
Pengurusan Kewangan
Kelangsungan Kesihatan**

www.1pesara.jpapencen.gov.my

Pepadanan pekerjaan adalah berdasarkan **kemahiran, pengetahuan, pengalaman dan bakat** sedia ada pesara dan bakal pesara.

Sekiranya mereka berminat untuk bekerja menggunakan kemahiran yang baharu, pesara dan bakal pesara boleh memilih bidang kemahiran tertentu yang ingin diceburi dan mereka akan ditawarkan mengikuti latihan di institusi latihan kemahiran awam yang terlibat dalam inisiatif ini.

DASAR PENEMPATAN PEKERJAAN GRADUAN INSTITUT LATIHAN JABATAN TENAGA MANUSIA (ILJTM)

Bertujuan memastikan graduan ILJTM mendapat pekerjaan setelah menamatkan latihan selaras dengan penetapan KPI Menteri Sumber Manusia iaitu sekurang-kurangnya 85% kadar kebolehpekerjaan Graduan ILJTM.

Bakal dilaksanakan di semua 23 Institut Latihan Perindustrian (ILP), 8 Pusat Latihan Teknologi Tinggi (ADTEC) dan Institut Teknikal Jepun Malaysia (JMTI) bagi semua program di semua peringkat pengajian iaitu peringkat Sijil, Diploma dan Diploma Lanjutan.

Dasar Penempatan Pekerjaan disediakan dengan kerjasama JTM, JTK (JobsMalaysia) dan JPK.



» PELAKSANAAN DASAR GAJI MINIMUM

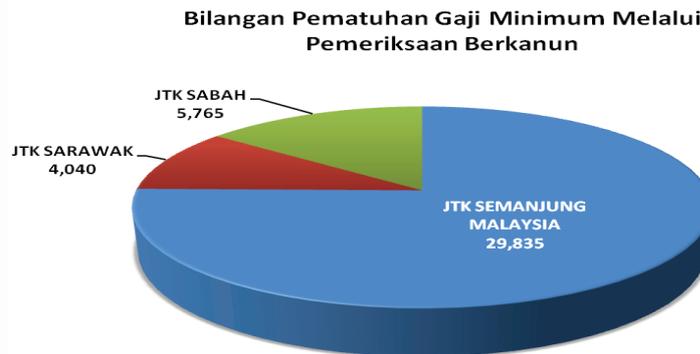
Dasar gaji minimum ialah satu daripada pelbagai instrumen dasar yang diperkenalkan oleh Kerajaan ke arah mencapai status sebuah negara maju yang ditunjangi oleh ekonomi berpendapatan tinggi, inklusif dan mampan menjelang tahun 2020. Dasar ini dilaksanakan melalui Perintah Gaji Minimum 2012 di bawah Akta Majlis Perundangan Gaji Negara 2011 dan berkuatkuasa mulai 1 Januari 2013 bagi majikan yang menggajikan 6 pekerja dan lebih. Manakala majikan yang menggajikan 5 pekerja dan kurang, Perintah tersebut mula dilaksanakan pada 1 Julai 2013. Perintah Gaji Minimum 2012 mengandungi, antaranya, kadar gaji minimum untuk Semenanjung Malaysia (RM900 sebulan/RM4.33 sejam) dan Sabah, Sarawak dan Labuan (RM800 sebulan/RM3.85 sejam).

» PENGUATKUASAAN DASAR GAJI MINIMUM

Perintah Gaji Minimum 2012 dikuatkuasakan oleh Jabatan Tenaga Kerja Semenanjung Malaysia, Jabatan Tenaga Kerja Sabah dan Jabatan Tenaga Kerja Sarawak. Kementerian Sumber Manusia dalam menjayakan Program Transformasi Ekonomi (ETP) di bawah agenda Memodenkan Undang-Undang Buruh dan Jaringan Keselamatan Sosial dalam SRI HCD (Pembangunan Modal Insan), memantau penguatkuasaan Dasar Gaji Minimum dengan mensasarkan pemeriksaan berkanun ke atas 21,360 tempat pekerjaan. Statistik pemeriksaan berkanun dan kes buruh sehingga akhir Disember 2014 adalah seperti berikut:

- (a) **Jabatan Tenaga Kerja Semenanjung Malaysia** telah menjalankan 30,163 pemeriksaan berhubung pematuhan gaji minimum. Daripada jumlah tersebut, 29,835 or 98.9 peratus majikan telah melaksanakan gaji minimum, 995 kes buruh telah difailkan oleh pekerja kerana kegagalan majikan membayar gaji minimum dan 148 kertas siasatan telah dibuka untuk tujuan pendakwaan.
- (b) **Jabatan Tenaga Kerja Sarawak** telah menjalankan 4,094 pemeriksaan berhubung pematuhan gaji minimum. Daripada jumlah tersebut, 4,040 atau 98.7 peratus majikan telah melaksanakan gaji minimum dan 51 kes buruh telah difailkan oleh pekerja kerana kegagalan majikan membayar gaji minimum.
- (c) **Jabatan Tenaga Kerja Sabah** telah menjalankan 5,934 pemeriksaan berkanun berhubung pematuhan gaji minimum di mana 5,765, or 97.2 peratus majikan telah melaksanakan gaji minimum manakala 65 kes buruh telah difailkan oleh para pekerja terhadap majikan.

Rajah 1: Bilangan pemeriksaan berkanun untuk pematuhan gaji minimum bagi tahun 2014



» KAJIAN SEMULA PERINTAH GAJI MINIMUM 2012

Perintah Gaji Minimum 2012 perlu dikaji semula sekurang-kurangnya sekali setiap dua tahun. Pada masa ini, Majlis Perundingan Gaji Negara sedang mengkaji semula Perintah Gaji Minimum tersebut.

» AKTA UMUR PERSARAAN MINIMUM 2012

Akta Umur Persaraan Minimum 2012 telah mula dilaksanakan pada 1 Julai 2013 ke atas semua majikan sektor swasta di seluruh Malaysia. Melalui Akta ini, umur persaraan minimum seseorang pekerja ditetapkan pada umur 60 tahun. Penetapan tersebut dijangka memanfaatkan seramai 7.98 juta pekerja dalam sektor swasta.

Bagi menjamin proses penguatkuasaan dan siasatan Akta yang lebih efisien, satu Peraturan di bawah Akta Umur Persaraan Minimum 2012 telah digubal untuk kegunaan para pegawai penguatkuasaan Jabatan Tenaga Kerja. Peraturan yang dinamakan Peraturan-peraturan Umur Persaraan Minimum (Siasatan) 2013, telah diwartakan pada 23 Disember 2013 dan berkuat kuasa mulai 1 Januari 2014.

Penggubalan Akta ini merupakan satu usaha untuk melanjutkan tempoh pekerjaan dan mengurangkan tempoh persaraan pekerja. Namun dalam masa yang sama, tidak menjejaskan peluang pekerjaan bagi golongan muda. Perlanjutan tempoh pekerjaan ini akan dapat mengekalkan pekerja-pekerja yang berpengalaman luas dalam bidang masing-masing serta menyumbang kepada matlamat negara untuk menjadi negara maju dan berpendapatan tinggi pada tahun 2020.

» SEMINAR DAN BENGKEL

Dalam usaha menambahkan baik Dasar gaji minimum negara, Kementerian telah menganjurkan tiga seminar dan dua bengkel sepanjang 2014 seperti berikut:

- (a) **Seminar Bersama Bank Dunia dan ILO mengenai Kajian Semula Perintah Gaji Minimum 2012 pada 25-26 Mac 2014 di Putrajaya Marriot Hotel, IOI Resort City.** Seminar ini bertujuan memberi pendedahan mendalam terutamanya parameter yang bersesuaian dalam mengkaji semula Perintah Gaji Minimum, kepada Majlis Perundingan Gaji Negara dan Jawatankuasa Teknikal Perundingan Gaji Negara. Seminar tersebut dihadiri oleh 80 peserta termasuk 20 anggota Majlis, 10 ahli Jawatankuasa dan 20 wakil dari pelbagai agensi Kerajaan.
- (b) **Seminar Pelaksanaan Gaji Minimum: Perkongsian Pengalaman dari Negara-negara Anggota ASEAN dan Rakan Dialog, 13-14 Oktober 2014 di Hotel Istana, Kuala Lumpur.** Seminar ini bertujuan mempelajari dan berkongsi pengalaman serta pandangan sesama negara ASEAN dan Jepun serta Korea Selatan dalam pelaksanaan dasar gaji minimum. Seminar tersebut dihadiri oleh lebih 100 peserta dari negara-negara ASEAN (Malaysia, Cambodia, Indonesia, Philippines, Vietnam dan Myanmar), ILO Bangkok, Qatar Foundation sebagai pemerhati, wakil-wakil dari Kementerian dan jabatan berkaitan serta anggota Majlis Perundingan Gaji Negara dan Jawatankuasa Teknikal Perundingan Gaji Negara.

(c) **Bengkel Pelaksanaan Gaji Minimum (Klinik Gaji Minimum).** Bengkel ini bertujuan untuk memaklumkan dan menasihati warga industri mengenai insentif, bantuan kewangan, geran dan rundingan perniagaan yang disediakan oleh pelbagai agensi dalam meringankan beban pelaksanaan gaji minimum. Ia juga sebagai platform untuk majikan berkongsi kaedah yang bersesuaian dalam perniagaan dalam memastikan pematuhan kepada Dasar Gaji Minimum. Inisiatif ini diterajui oleh Majlis Perundingan Gaji Negara dan PEMANDU bersama dengan sebilangan majikan dan 13 agensi lain (Kementerian Kewangan (MOF), Small Medium Enterprises Corporation (SME Corp.), Malaysia Investment Development Fund (MIDF), Perbadanan Produktiviti Malaysia (MPC), Credit Guarantee Corporation (CGC), Majlis Amanah Rakyat (MARA), Pembangunan Sumber Manusia Berhad (PSMB), SME BANK, Perbadanan Usahawan Nasional Berhad (PUNB), Jabatan Tenaga Manusia (JTM), Jabatan Pembangunan Kemahiran (JPK), German Malaysia Institute (GMI) dan Japan Malaysia Training Institute (JMTI)). Lapan bengkel telah diadakan seluruh negara merangkumi Kuala Lumpur, Pulau Pinang, Johor Bahru, Kuantan, Kuching, Kota Kinabalu, Miri dan Sandakan.

» DASAR PERBURUHAN

MAJLIS PENASIHAT BURUH KEBANGSAAN (NLAC). Majlis Penasihat Buruh Kebangsaan (NLAC) telah mengadakan sebanyak 2 kali mesyuarat bagi membincangkan isu-isu perburuhan dalam mengekalkan hubungan tripartite diantara stakeholder, majikan dan pekerja di Malaysia.

PERSIDANGAN PELAN STRATEGIK KSM 2014 – 2016

Cawangan Dasar Perburuhan telah berjaya mengadakan Persidangan Pelan Strategik KSM 2014-2016 di Damai Puri Resort & Spa, Kuching, Sarawak pada 25-28 April 2014. Dalam persidangan ini, sebanyak 6 kertas telah dibentangkan dan telah dirasmikan oleh YB Menteri Sumber Manusia.

JAWATANKUASA PEKERJAAN BAGI OKU

Jawatankuasa Pekerjaan Bagi OKU telah mengadakan sebanyak 2 kali mesyuarat bagi membincangkan perkembangan dan program bagi membantu OKU dalam mencari pekerjaan di Malaysia.



MESYUARAT PENYELARASAN DASAR, KSM

Cawangan Dasar Perburuhan sebagai urusetia telah berjaya mengadakan 9 kali Mesyuarat Penyelarasan Dasar bagi membincangkan perkembangan dan penggubalan dasar oleh Jabatan dan Agensi di bawah KSM.

PINDAAN/ MIGRASI AKTA

- Migrasi Akta Keselamatan Dan Kesihatan Pekerjaan Dan Akta Kilang & Jentera
- Rang Undang-undang Perhubungan Perusahaan (Pindaan) 2014
- Rang Undang-undang Agensi Pekerjaan Swasta 201X

MEMORANDUM PERSEFAHAMAN (MOU)

Pada tahun 2014, KSM telah menandatangani MOU dengan Negara Bangladesh berkaitan perluasan mekanisma G2G ke Sarawak.

PROGRAM KLINIK SOKONGAN BERSEPADU PELAKSANAAN GAJI MINIMUM



SEMINAR BERSAMA ILO DAN BANK DUNIA BERHUBUNG KAJIAN SEMULA PERINTAH GAJI MINIMUM 2012

Tarikh : 25- 26 Mac 2014

Tempat : Putrajaya Marriott Hotel, IOI Resort City



» PEMBANGUNAN, KEWANGAN DAN SUMBER MANUSIA

» PERUNTUKAN PERBELANJAAN



» PRESTASI PERBELANJAAN



PERATUSAN PERBELANJAAN KESELURUHAN 100%

» PRESTASI PERBELANJAAN

PERBADANAN TABUNG PEMBANGUNAN KEMAHIRAN

BIL. PROJEK 5

Peruntukan:
RM290,000,000
Peratusan Perbelanjaan : 100%

PEMBANGUNAN SUMBER MANUSIA BERHAD

BIL. PROJEK 3

Peruntukan:
RM18,200,000
Peratusan Perbelanjaan : 100%

JABATAN PERHUBUNGAN PERUSAHAAN

BIL. PROJEK 1

Peruntukan:
RM500,000
Peratusan Perbelanjaan : 100%

MAHKAMAH PERUSAHAAN

BIL. PROJEK 1

Peruntukan:
RM2,8500,00
Peratusan Perbelanjaan : 99.02%

JABATAN KESELAMATAN DAN KESIHATAN PEKERJAAN

BIL. PROJEK 5

Peruntukan:
RM5,681,000
Peratusan Perbelanjaan : 97.74%

JABATAN PEMBANGUNAN KEMAHIRAN

BIL. PROJEK 19

Peruntukan:
RM56,086,800
Peratusan Perbelanjaan : 89.77%

JABATAN TENAGA MANUSIA

BIL. PROJEK 47

Peruntukan:
RM146,485,850
Peratusan Perbelanjaan : 86.91%

JABATAN TENAGA KERJA SEMENANJUNG MALAYSIA

BIL. PROJEK 3

Peruntukan:
RM2,308,400
Peratusan Perbelanjaan : 85.63%

INSTITUT KESELAMATAN DAN KESIHATAN PEKERJAAN

BIL. PROJEK 2

Peruntukan:
RM3,500,000
Peratusan Perbelanjaan : 100%

INSTITUT MAKLUMAT DAN ANALISIS PASARAN BURUH

BIL. PROJEK 2

Peruntukan:
RM3,500,000
Peratusan Perbelanjaan : 65.44%

» STATUS PELAKSANAAN PROJEK

Bil.	Status	Bil. Projek
1	Ikut jadual	44
2	Dahului jadual	26
3	Sudah siap	17
4	Simpan dalam perhatian	1
5	Belum mula/lewat jadual	0

» PENCAPAIAN

ANUGERAH KECEMERLANGAN PENGURUSAN KEWANGAN BERDASARKAN INDEKS AKAUNTABILITI TAHUN 2013

Dalam majlis tersebut, Kementerian Sumber Manusia telah menerima Anugerah Penarafan 4 Bintang (96.99%) bagi sesi pengauditan Indeks Integriti yang telah dijalankan oleh Jabatan Audit Negara pada tahun 2013. Kejayaan tersebut secara tidak langsung membuktikan bahawa aspek pengurusan kewangan di Kementerian ini telah dikendalikan dengan cekap dan teratur.



YBhg. Datuk Seri Haji Saripuddin bin Haji Kasim, Ketua Setiausaha Kementerian Sumber Manusia menerima Anugerah Kecemerlangan Pengurusan Kewangan Berdasarkan Indeks Akauntabiliti Tahun 2013 daripada YBhg. Tan Sri Dr. Ali bin Hamsa, Ketua Setiausaha Negara

» PRESTASI PEMBAYARAN BIL DAN TUNTUTAN

Pada tahun 2014, semua 134 PTJ di bawah Kementerian Sumber Manusia telah memproses 113,758 bil berjumlah RM797,581,339.85. Secara keseluruhannya, sebanyak 102,096 bil telah diproses dalam tempoh hanya tujuh (7) hari (89.75%) berbanding tempoh sebenar iaitu empat belas (14) hari.

» PENGURUSAN SUMBER MANUSIA

Pengurusan Sumber Manusia (PSM) melibatkan pengurusan aspek-aspek berikut:



» PENGURUSAN PERKHIDMATAN DAN PRESTASI

PENGURUSAN PERKHIDMATAN

Pengurusan perkhidmatan, antara lain meliputi urusan seperti berikut:

1. Pengambilan, Penempatan dan Pertukaran
2. Pengesahan Lantikan, Pengesahan Dalam Perkhidmatan & Pemberian Taraf Berpencen
3. Pelantikan Secara Kontrak, Peminjaman dan Pertukaran Sementara

Ringkasan Urusan Pengurusan Perkhidmatan

URUSAN PERKHIDMATAN	KUMP. PENGURUSAN DAN PROFESSIONAL	KUMP. SOKONGAN
Pengambilan	40	23
Penempatan dan Pertukaran	227	530
Pengesahan Lantikan/ Pengesahan Perkhidmatan/ Pemberian Taraf Berpencen	98	45
Pelantikan Kontrak/Pinjaman/ Pertukaran Sementara	77	-
JUMLAH	442	598

PENGURUSAN PRESTASI

Pihak Kementerian mengiktiraf dan menghargai kakitangan berprestasi cemerlang melalui peluang kenaikan pangkat dan anugerah perkhidmatan seperti berikut:

KUMPULAN PERKHIDMATAN	PEMANGKUAN	NAIK PANGKAT	TBBK	KUP (13 Tahun)
Kump. Pengurusan dan Profesional	49	25	-	-
Kump. Pelaksana	25	32	20	15
JUMLAH	74	57	20	15

Anugerah Perkhidmatan Cemerlang 2013

Seramai 643 orang kakitangan Kementerian dikurniakan Anugerah Perkhidmatan Cemerlang berdasarkan Laporan Nilai Prestasi Tahunan (LNPT) 2013. Majlis tersebut telah diadakan di ADTEC Bintulu pada 24 Mac 2014 dan di Pusat Konvensyen Antarabangsa Putrajaya (PICC) pada 3 April 2014 dan disempurnakan oleh YB Menteri Sumber Manusia.



YB Menteri Sumber Manusia menyempurnakan Majlis Anugerah Perkhidmatan Cemerlang 2013 pada 24 Mac dan 4 April 2014

Pingat Perkhidmatan Cemerlang 2013

Dua pegawai Kementerian telah dianugerahkan Pingat Perkhidmatan Cemerlang (P.P.C) di atas prestasi dan sumbangan cemerlang pada satu majlis telah disempurnakan oleh YB Menteri Sumber Manusia pada 2 Disember 2014



YB Menteri Sumber Manusia menyempurnakan Majlis Jasamu Dikenang 2013 pada 2 Disember 2014

» PERANCANGAN TENAGA MANUSIA DAN PEMBANGUNAN ORGANISASI

Kementerian sentiasa memastikan kecekapan organisasi serta bilangan perjawatan yang optimum, selaras dengan matlamat strategik Kementerian.

Peratus Kekosongan Keseluruhan

Bil. Perjawatan	Pengisian	Kekosongan	Peratus (%)
8594	7940	654	7.6

Peratus Kekosongan Mengikut Jabatan

KUMPULAN	2014		2014	
	Perjawatan	Pengisian	Perjawatan	Pengisian
Anggota Pentadbiran	3	3	3	3
Pengurusan Tertinggi	54	51	54	51
Pengurusan dan Profesional	2,694	2,427	2,654	2,393
Pelaksana	5,843	5,459	5,871	5,462
JUMLAH	8,594	7,940	8,582	7,909

» PEMBANGUNAN SUMBER MANUSIA

Latihan dan pembangunan karier adalah elemen penting dalam meningkat dan memperkasa kemahiran, sikap dan pengetahuan pegawai dan kakitangan.

Program Latihan Tahun 2014

Sebanyak lapan puluh tiga (83) program kursus/latihan/seminar telah dilaksanakan pada tahun 2014.

Jenis Kursus	Pencapaian
<u>Kursus Mandatori</u>	
i) Program Transformasi Minda	4 program
ii) Kursus Pegawai Perhubungan Perusahaan	1 program untuk tempoh 2 bulan
<u>Kursus Pendek</u>	
i) Kursus ICT	7 kursus
ii) Kursus Tadbir Urus	10 kursus
iii) Kursus Generik	11 kursus
iv) Kursus Kewangan	10 kursus
Program Unit Integriti	22 program
Program Unit Psikologi	22 program

» SISTEM MAKLUMAT PENGURUSAN SUMBER MANUSIA (HRMIS)

HRMIS merupakan salah satu daripada aplikasi perdana Kerajaan bagi meningkatkan kecekapan pengurusan sumber manusia di dalam sektor awam.

Pihak JPA telah mengkategorikan KSM di dalam Kumpulan ST (Significantly Exceed Target) bagi pencapaian cemerlang KPI HRMIS 2013 yang telah dilaporkan pada tahun 2014.



YBhg. Dato' TKSU(Operasi) menerima anugerah pencapaian cemerlang KPI HRMIS pada 29 September 2014 daripada Ketua Pengarah Perkhidmatan Awam

» PENGURUSAN PSIKOLOGI

Pengurusan psikologi membantu Kementerian dalam membangunkan sumber manusia yang efektif dan efisien, melalui penerapan pelbagai kaedah kaunseling dan psikologi seperti aplikasi psikologi dalam penilaian personel, pembangunan personel, penyelidikan psikologi dan intervensi.

Di antara aktiviti yang telah dilaksanakan pada tahun 2014 termasuklah sesi kaunseling, kursus transformasi diri, Aktiviti Rakan Pembimbing Perkhidmatan Awam (AKRAB), pementoran dan kursus pembangunan personel.



Ahli-ahli AKRAB Kementerian ketika Majlis Pentauliahlan AKRAB ke-10 pada 11 Disember 2014 di Pulau Pinang

» INTEGRITI DAN TATATERTIB

Integriti dan tatatertib merupakan tonggak utama dalam memastikan kecemerlangan modal insan sesebuah organisasi. Pelbagai aktiviti telah dilaksanakan pada tahun 2014 dalam usaha menginstitusi dan menyemai nilai-nilai integriti di kalangan kakitangan Kementerian.



YB Menteri Sumber Manusia menyaksikan Majlis Menandatangani Ikrar Integriti Korporat Kementerian Sumber Manusia (KSM) dengan kerjasama Suruhanjaya Pencegahan Rasuah Malaysia (SPRM) pada 17 Jun 2014 bertempat di Pusat Konvensyen Antarabangsa Putrajaya (PICC).

» HAL EHWAL ANTARABANGSA

Bahagian Antarabangsa bertindak sebagai perantara di antara pihak Kementerian dengan negara luar khususnya dalam bidang perburuhan dan pembangunan sumber manusia negara. Bahagian Antarabangsa dibahagikan kepada Unit ASEAN, Unit Pelbagai Hala, Unit Tadbir Kewangan dan Pejabat Atase Buruh bagi melancarkan urusan berkaitan perburuhan dan sebagainya.

» UNIT ASEAN

Bahagian Antarabangsa, KSM selaku focal point bagi isu-isu perburuhan Malaysia di peringkat ASEAN telah terlibat secara aktif dalam penganjuran dan penyertaan pelbagai aktiviti yang dilaksanakan di bawah kerjasama ASEAN.

Mesyuarat ASEAN Committee On The Implementation Of The ASEAN Declaration On The Protection And Promotion Of The Rights Of Migrant Workers Drafting Team (ACMW-DT) Ke-14, 27-30 Oktober 2014, Pulau Pinang.

PENGANJURAN PROGRAM UTAMA

- ⚙️ *Seminar on Implementation of Minimum Wages: Lessons Learnt from the ASEAN Member States and Dialogue Partners, 13-14 Oktober 2015, Kuala Lumpur*
- ⚙️ *Mesyuarat ASEAN Committee On The Implementation Of The ASEAN Declaration On The Protection And Promotion Of The Rights Of Migrant Workers Drafting Team (ACMW-DT) Ke-14, 27-30 Oktober 2014, Pulau Pinang*

PENYERTAAN PROGRAM UTAMA

- ⚙️ *ASEAN Labour Ministers Meeting (ALMM) Ke-23, 17-23 Mei 2014, Nay Pyi Taw, Myanmar*
- ⚙️ *Senior Labour Official Meeting (SLOM) Ke-10, 19-20 Mei 2014, Nay Pyi Taw, Myanmar*
- ⚙️ *ASEAN Committee On The Implementation Of The ASEAN Declaration On The Protection And Promotion Of The Rights Of Migrant Workers (ACMW) Ke-7, 17-18 Mei 2014, Nay Pyi Taw, Myanmar*
- ⚙️ *Mesyuarat ASEAN Committee On The Implementation Of The ASEAN Declaration On The Protection And Promotion Of The Rights Of Migrant Workers Drafting Team (ACMW-DT)*
 - *ACMW-DT Ke-11, 12-14 Mac 2014, Jakarta, Indonesia*
 - *ACMW-DT Ke 12, 25-27 Jun 2014, Chiang Mai, Thailand*
 - *ACMW-DT Ke-13, 25-27 Jun 2014, Nay Pyi Taw, Myanmar*
 - *ACMW-DT Ke-15, 15-17 Disember 2014, Luang Prabang, Lao PDR*

» UNIT PELBAGAI HALA

Selaku *focal point* Kementerian kepada *International Labour Organization (ILO)*, Bahagian Antarabangsa bertanggungjawab menyelaras, melaksana dan memantau segala program dan aktiviti berkaitan. Antara program yang telah dilaksanakan pada tahun 2014:

- 1) *Technical Workshop with ILO on Convention 87: Freedom of Association and Protection of the Rights to Organise* pada 24 hingga 26 September 2014, bertempat di Hotel Pullman, Putrajaya Lakeside;
 - Bengkel ini bertujuan untuk memahami prinsip dan keperluan konvensyen tersebut dengan lebih mendalam termasuk mengenalpasti jurang yang wujud antara undang-undang perburuhan negara, terutamanya Akta Perhubungan Perusahaan 1967 dan Akta Kesatuan Sekerja 1959 dengan Konvensyen 87.



Peserta Technical Workshop with ILO on Convention 87, pada 24-26 September 2014

- 2) *Seminar To Review Minimum Wages Order 2012*, pada 25 dan 26 Mac 2014, bertempat di Hotel Marriott, Putrajaya;
 - Seminar ini bertujuan mendapatkan nasihat serta kepakaran teknikal daripada pihak ILO mengenai parameter-parameter dan methodologi yang bersesuaian untuk dijadikan panduan dalam mengkaji semula perintah gaji minimum. Penganjuran seminar ini juga secara tidak langsung membantu meningkatkan kefahaman di kalangan ahli-ahli Majlis Perundingan Gaji Negara berhubung proses dan parameter dalam membuat kajian semula Perintah Gaji Minimum 2012. Peserta seminar ini terdiri daripada Ahli-ahli Majlis Perundingan Gaji Negara, Ahli-ahli Jawatankuasa Teknikal Perundingan Gaji Negara, Pegawai-pegawai daripada Kementerian Sumber Manusia dan Jabatan yang berkaitan.
- 3) *Forum on ASEAN Community 2015: Managing Integration for Better Jobs and Shared Prosperity*, bertempat di Hotel Marriott, Putrajaya pada 18 November 2014;
 - Forum ini memberi mendedahan secara langsung mengenai perubahan perburuhan peringkat serantau kesan dari pembentukan *ASEAN Community 2015* dan memberi peluang kepada para peserta untuk berkongsi idea serta pendapat termasuk isu berhubung *free movement of skilled workers* di rantau ASEAN.

4) *International Labour Conference (ILC 2014)*, pada 28 Mei 2014 hingga 12 Jun 2014, di Geneva

➤ Persidangan kali ini dibahagikan kepada dua peringkat, iaitu Sidang Pleno dan Jawatankuasa Teknikal. YB Menteri terlibat dalam Sidang Pleno. Manakala Sidang Jawatankuasa Teknikal pula melibatkan pegawai-pegawai kanan Kementerian yang diketuai oleh YBhg. Datuk Seri Ketua Setiausaha. Antara jawatankuasa-jawatankuasa teknikal yang telah diadakan ialah:

- *Information And Reports On The Application Of Conventions And Recommendation*
- *Supplementing the Forced Labour Convention, 1930 (No. 29)*
- *Facilitating transitions from the informal to the formal economy*
- *A Recurrent Discussion On The Strategic Objective of Employment*

» PEJABAT-PEJABAT ATASE

Terdapat sebanyak empat (4) Pejabat Atase Buruh di luar negara yang bertindak antara lain sebagai pengantara kepada Malaysia iaitu Pejabat Atase Buruh Geneva, Pejabat Atase Buruh Singapura, Pejabat Atase Buruh Jakarta dan Pejabat Atase Buruh Chennai.

Sepanjang tempoh tahun 2014, terdapat banyak aktiviti/ program yang telah dilaksanakan oleh Pejabat-pejabat Atase Buruh ini.



Atase Buruh Bersama Menteri Tenaga Kerja Indonesia, Ketua Pangarah Badan Penempatan dan Perlindungan Tenaga Kerja Indonesia, Menteri Dalam Negeri Malaysia dan Duta Besar Malaysia dalam Acara Pertemuan Bilateral Antara Kedua-dua Menteri

» PENGURUSAN MAKLUMAT

PENCAPAIAN

Portal KSM Persijilan



5 BINTANG

- JKPP
- PSMB
- JTM
- PERKESO

4 BINTANG

JPK, MP, JTKSM, JTK SABAH, JTK SARAWAK, KSM, NIOSH & PTPK

ISMS



ISO/IEC 27001:2005
MS ISO/IEC 27001:2007
Sistem Pengurusan Keselamatan Maklumat bagi Pengurusan Pusat Data JobsMalaysia
• Audit Pemantauan Tahun 1

INFRASTRUKTUR

MEJA BANTU



03-8886 5177

PELAN PEMULIHAN BENCANA



Perkhidmatan pemulihan bencana pusat data KSM

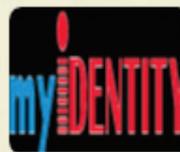
IGOVUC



Perkhidmatan emel IGovUC
5200 akaun

PEMBANGUNAN SISTEM

Daftar penyimpanan berpusat data peribadi apabila berurusan dengan agensi kerajaan



Sistem pengurusan kes-kes representasi pemulihan kerja di bawah Seksyen 20, APP 1967 Kes

Diselesaikan : **3074**

emsc Seksyen 20

Sistem pendaftaran pekerja asing dari Bangladesh

41 majikan

berjaya membuat permohonan



ePPA(G2G)

LATIHAN ICT

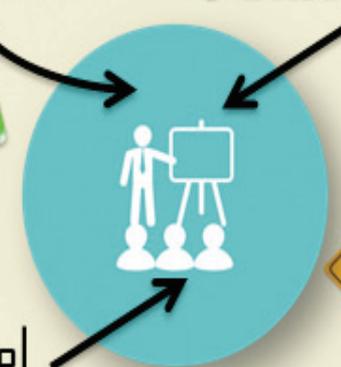
Microsoft Office 2010



Bengkel Laman Web **5 BINTANG**



Bengkel Keselamatan ICT



"Pekerja ICT Pemacu Agenda Transformasi Negara"

» KHIDMAT PENGURUSAN

Bahagian Khidmat Pengurusan (BKP) memainkan peranan utama dalam pengurusan Kementerian Sumber Manusia (KSM) meliputi segala urusan yang berkaitan dengan hal-hal pentadbiran, penyelarasan program-program tahunan kementerian, urusetia majlis-majlis rasmi, pemantauan dan kawalan penyelenggaraan bangunan serta keselamatan pejabat. Bahagian Khidmat Pengurusan juga terlibat secara langsung dalam semua urusan yang berkaitan dengan hal ehwal Parlimen dan secara langsung terlibat dalam Sambutan Hari Pekerja.

» SAMBUTAN HARI PEKERJA PERINGKAT KEBANGSAAN TAHUN 2014

Sambutan Hari Pekerja Peringkat Kebangsaan Tahun 2014 telah diadakan pada 21 Jun 2014 (Sabtu). Buat julung kali, Sambutan Hari Pekerja telah diadakan di Lembah Klang dan berjaya menarik 15,000 pengunjung hasil kerjasama Kerajaan Negeri Melaka. Bertemakan "Pekerja Berinovasi Pemacu Transformasi" sambutan pada kali ini telah dirasmikan oleh YAB Dato' Sri Najib Bin Tun Hj Abdul Razak, Perdana Menteri Malaysia.



» PERSIDANGAN PARLIMEN

Pada tahun 2014, Kementerian Sumber Manusia menerima 240 pertanyaan dari ahli-ahli parlimen. Sebanyak 163 Pertanyaan Dewan Rakyat merangkumi 123 soalan lisan dan 40 soalan bertulis manakala 77 pertanyaan Dewan Negara merangkumi 66 soalan lisan dan 11 soalan bertulis

» PERHIMPUNAN BULANAN

Sebanyak 10 kali perhimpunan bulanan telah diadakan pada tahun 2014. Antara pengisian program adalah seperti amanat dari YB Menteri Sumber Manusia dan YB Timbalan Menteri Sumber Manusia, laporan aktiviti setiap Jabatan dan Agensi, pengenalan pegawai baru dan makluman tentang persaraan dan pertukaran pegawai-pegawai.

» URUSETIA SAMBUTAN BULAN INOVASI KSM

Sambutan Bulan Inovasi diadakan sepanjang bulan Oktober 2014. Di antara aktiviti yang diadakan sempena Bulan Inovasi adalah lawatan, pameran inovasi, pertandingan fotografi, pertandingan laman web terbaik, pertandingan pejabat terbaik (Amalan 5S). Acara kemuncak sambutan adalah Konvensyen Kumpulan Inovatif dan Kreatif (KIK) yang diadakan pada 29 dan 30 Oktober 2015.



» INSTITUT MAKLUMAT & ANALISIS PASARAN BURUH (ILMIA)

» PELAKSANAAN PROGRAM TAHUN 2014

Pangkalan Data Maklumat Pasaran Buruh

Selaku penyedia maklumat pasaran buruh Malaysia yang utama, ILMIA menjalankan penyelidikan dan kajian berhubung dengan keperluan modal insan, isu dan peranan pasaran buruh, statistik kuantitatif, matematik analysis dalam pembangunan ekonomi Malaysia. Maklumat dan data yang dikumpul tersebut dikumpul seterusnya dan dianalisis menerusi program penyelidikan utama (*primary research*) dan penyelidikan sekunder (*secondary research*). Maka hasil dari kajian dan penyelidikan ini akan dimaklumkan dan diedarkan kepada semua pihak yang berkepentingan (*stake holder*).

Kajian seperti menganalisa jurang permintaan dan penawaran kemahiran, keperluan pekerjaan di pelbagai sektor, keperluan latihan dan tren kadar upah serta produktiviti pekerja. ILMIA bekerjasama badan penyelidikan dan jururunding tempatan serta antarabangsa seperti Bank Dunia dan Pertubuhan Buruh Antarabangsa yang mempunyai kepakaran telah banyak membantu dalam aspek pembangunan penyelidikan disamping negara dapat menerima manfaat dari *transfer of knowledge* kepada penyelidik di dalam negara termasuk penyelidik dari beberapa buah universiti tempatan.

Setelah kajian selesai dilaksanakan dan hasilnya perlu dihebahkan bagi memberikan manfaat yang lebih meluas sama ada menerusi *offline* dan *online*. Sehubungan dengan itu, untuk memastikan maklumat dapat dihebahkan menerusi pelbagai saluran maka ILMIA telah membangunkan Portal ILMIA yang dimasukkan semua hasil dapatan kajian dan penerbitan yang telah dilaksanakan. Ini bermakna bagi salah satu elemen yang menarik dalam portal ini adalah *Dashboard* dimana ianya mengandungi Maklumat Utama Pasaran Buruh (KILM) serta analisis pasaran buruh berdasar *key indicator* utama negara yang selari dengan kehendak Organisasi Buruh Antarabangsa (ILO).

» PROJEK KAJIAN 2014

- *A Study on Human Capital Requirement: East Coast Economic Region (ECER)*
- *A Study on Human Capital Requirement for Greater Kuala Lumpur*
- *A Study on Employment in the Informal Sector of Malaysia*
- *A Study on the Supply and Demand of Talent for Professional Occupations in Meeting the Need of a High Income Economy in 2020*
- *Impact of the Minimum Wage Review*
- *A Study on Labour Market Policies and Issues in Malaysia Moving Towards High Income Economy*
- *ILO - Green Job / DySAM*

» INPUT RMK11

Institut Maklumat dan Analisis Pasaran Buruh (ILMIA), Kementerian Sumber Manusia merupakan salah satu ahli Kumpulan Kerja Teknikal (TWG) Pasaran Buruh bagi penyediaan kertas strategi dan input untuk dokumen Rancangan Malaysia Ke 11 (RMKe-11). Di bawah Teras 3: Memanfaatkan bakat. Oleh itu, teras ini harus diberi perhatian memandangkan Malaysia ingin mencapai negara berpendapatan tinggi.

» SEMINAR SME

Pada tahun 2014, ILMIA dan PSMB telah menjalinkan kerjasama dalam aspek memberi latihan dalam bidang pengurusan sumber manusia kepada pengurus-pengurus sumber manusia khususnya di syarikat-syarikat industri kecil dan sederhana (SME). Seminar ini yang dinamakan *Seminar in Understanding Malaysian Employment Legislations and Practices (MELP)* diadakan bagi tujuan memberi pendedahan kepada peserta mengenai peruntukan-peruntukan penting di bawah Akta Kerja 1955, pelaksanaan undang-undang perburuhan yang baharu dan perbincangan mengenai isu-isu perburuhan semasa.

Seminar SME telah diadakan di Kuantan (24 November), Putrajaya (27 November), Subang (4 Disember) dan Sg. Petani Kedah (8 Disember).



FOCUS GROUP DISCUSSION: SKILLS GREEN JOBS PROJECT IN MALAYSIA

TARIKH : 28 OKTOBER 2014 TEMPAT : ILMIA, CYBERJAYA



WORKSHOP STUDY ON HUMAN RESOURCES MANPOWER REQUIREMENT, SKILLS COMPETENCIES AND STUDY ON CITIES AND CORRIDORS

TARIKH : 11 & 12 NOVEMBER 2014 TEMPAT : EVERLY HOTEL, PUTRAJAYA



» PENASIHAT UNDANG-UNDANG

» FUNGSI

- ⚙ Memberi nasihat perundangan kepada KSM, Jabatan serta Agensi di bawah KSM berpandukan peruntukan Perlembagaan Persekutuan dan Perlembagaan Negeri, di mana sesuai dan undang-undang yang berkuat kuasa.
- ⚙ Memberi nasihat dalam perkara-perkara yang menyentuh undang-undang antarabangsa dan perhubungan kontraktual di peringkat antarabangsa dengan mengambil kira triti dan konvensyen antarabangsa yang diratifikasikan oleh Malaysia.
- ⚙ Menggubal atau meminda perundangan utama dan perundangan subsidiari sekiranya timbul keperluan di pihak KSM, Jabatan dan Agensi di bawahnya.
- ⚙ Mengendalikan prosiding pendakwaan bagi kes-kes di bawah Akta seliaan KSM termasuklah menyemak kertas-kertas siasatan dan mewakili KSM, Jabatan atau Agensi di bawahnya sebagai plaintif dalam litigasi sivil di mahkamah.
- ⚙ Menyemak dokumen perjanjian dan dokumen perundangan lain termasuk memorandum persefahaman agar ianya teratur dari segi undang-undang dan menjaga kepentingan Kerajaan, khususnya KSM, Jabatan dan Agensi di bawahnya.

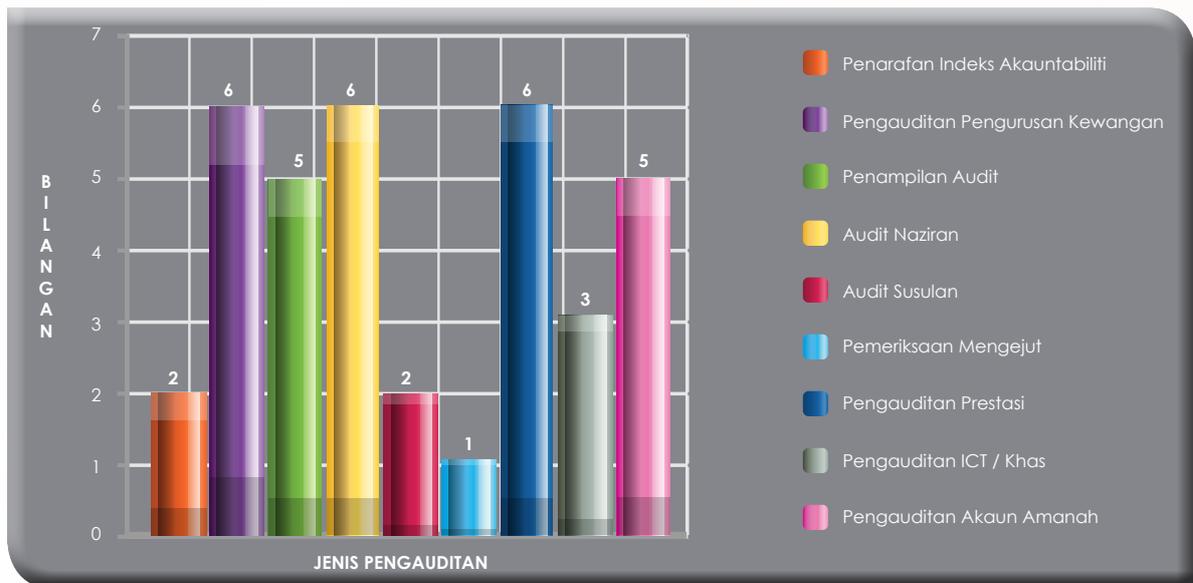
» AKTIVITI-AKTIVITI BAGI TAHUN 2014

- ⚙ menyemak dan meluluskan sebanyak 231 dokumen perjanjian bagi perolehan kerja dan perkhidmatan KSM, Jabatan dan Agensi di bawah KSM;
- ⚙ menyemak dan meluluskan sebanyak 23 Memorandum Persefahaman ("MOU") merangkumi MOU domestik dan antarabangsa;
- ⚙ memberi pandangan perundangan secara lisan dan bertulis sebanyak 100;
- ⚙ menggubal sebanyak 2 rang undang-undang, iaitu Rang Undang-Undang Keselamatan Sosial Pekerja (Pindaan) 2014 dan Rang Undang-undang Perhubungan Perusahaan 1967 (Pindaan) 2014;
- ⚙ menyemak dan menggubal sebanyak 20 perundangan subsidiari (Peraturan-Peraturan dan Kaedah-Kaedah)
- ⚙ menggubal sebanyak 31 Perundangan Subsidiari (Perintah), antaranya:
- ⚙ menggubal sebanyak 38 perintah pelantikan
- ⚙ menyemak sebanyak 341 kertas siasatan bagi KSM, Jabatan dan Agensi di bawahnya bagi tujuan pendakwaan ke mahkamah atau penganan kompaun;
- ⚙ menghadiri dan mengendalikan kes saman Jabatan di mahkamah sebanyak 4 kali;
- ⚙ menghadiri sebanyak 274 yang merangkumi mesyuarat dalaman atau luar Kementerian serta rundingan di luar negara; dan
- ⚙ menghadiri sebanyak 14 perbincangan bagi penyediaan dokumen kes sivil termasuk dengan Jabatan Peguam Negara.

AUDIT DALAM

Unit Audit Dalam (UAD) berperanan membantu pihak pengurusan atasan Kementerian/Jabatan mencapai matlamat yang ditetapkan melalui pendekatan menilai dan menentukan keberkesanan proses kawalan dan tadbir urus KSM secara keseluruhan. Sepanjang tahun 2014, UAD telah berjaya melaksanakan pengauditan di 36 pejabat, yang merangkumi pengauditan pengurusan kewangan, pengauditan prestasi dan pengauditan ICT dan khas seperti di carta berikut:

Ringkasan Aktiviti Pengauditan Tahun 2014



Pengauditan Pengurusan Kewangan Tahun 2014

JENIS PENGAUDITAN	BIL. PEJABAT	TAHAP PEMATUHAN
Pengauditan Penarafan Indeks Akauntabiliti	2	★ ★
Pengauditan Pengurusan Kewangan	6	★ ★ ★ ★ ★ ★
Audit Penampilan	5	★ ★ ★ ★ ★
Audit Naziran (Terimaan & Perbelanjaan Aset, Stor & Kenderaan)	6	★ ★ ★ ★ ★ ★
Audit Susulan	2	Tidak Berkenaan
Pemeriksaan Mengejut	1	★
Pengauditan Akaun Amanah	5	★ ★ ★ ★ ★

★ Satisfactory
 ★ Good
 ★ Excellent

Pengauditan prestasi pula dijalankan oleh UAD untuk menentukan sama ada program dan aktiviti Kementerian/Jabatan dirancang dan dilaksanakan secara cekap, ekonomi dan mencapai objektif yang ditetapkan. Pada tahun 2014, UAD telah berjaya melaksanakan pengauditan bagi 6 program/aktiviti seperti berikut:

Pengauditan Prestasi Sepanjang Tahun 2014

PROGRAM PENGAUDITAN PRESTASI

Pengurusan Kes Rundingan Damai di JPP

Pengurusan Kes Di Mahkamah Buruh JTKSM

Pengurusan Naik Taraf ILJTM

Pengurusan *A Study On Review Of The Minimum Wage Implementation And Impact Of Its Implementation To The Economy And Income Level Of The Workers* ILMIA.

Pengurusan Sewaan Mesin Fotostat Di KSM dan Jabatan

Pengurusan Perbadanan Tabung Pembangunan Kemahiran

» PENGAUDITAN ICT

Peningkatan penggunaan teknologi maklumat dalam urusan operasi Kementerian/Jabatan telah memesatkan pembangunan dan pelaksanaan sistem yang melibatkan perbelanjaan yang besar. Bagi memastikan pelaksanaan projek ICT dibuat secara cekap, berhemat dan menghasilkan *outcome* yang positif, UAD telah melaksanakan 3 program pengauditan ICT seperti berikut:

Pengauditan Ict Sepanjang Tahun 2014

PROGRAM PENGAUDITAN ICT

Keberkesanan *Training Management System* (Modul Pelajar) di JTM

Perolehan Peralatan Ipv6 dan Peningkatan LAN di KSM (Zon Timur)

Mengekstrak dan Menganalisis Data Aset KSM

» PENGESAHAN DATA BAKI AWAL ASET

Pelaksanaan perakaunan akruan bagi Kerajaan akan ditetapkan mengikut tarikh pewartaan undang-undang yang berkaitan dan selepas satu tempoh percubaan yang akan bermula pada tahun 2015 bagi Kerajaan Persekutuan. Unit Audit Dalam telah melaksanakan pengesahan data secara berterusan selaras dengan bilangan sampel dan tempoh yang ditetapkan oleh Jabatan Akauntan Negara serta mengikut data yang dikemukakan oleh pejabat auditi (PTJ/PK). Pada tahun 2014 Unit Audit Dalam telah mengesahkan 46 pejabat daripada 5 komponen seperti berikut:

Pengesahan Data Baki Awal Aset Tahun 2014

Komponen	Bil. Pejabat	PEJABAT
Aset Tak Alih	4	BKP KSM, JPK – CIAST, JTKSM & JTM
Aset Alih	26	BKP, DSM, PSM, KEW, AB, DP, ILMIA, BPM, JTKSM, JHEKS, JPP, JPK – CIAST, JKPP, Ibu Pejabat JTM, ADTEC Bintulu, ADTEC Jerantut, ADTEC Taiping, ILP Ipoh, ILP Selandar, PTK Kuantan & PTK Temerloh, PTK Butterworth, PTK Taiping, ADTEC Kemaman, ILP Kota Samarahan, ILP Marang & Adtec Shah Alam.
Akaun Belum Bayar	10	KEW & Pemb. KSM, Ibu Pejabat JTM, ILP Pedas, JTK WPKL, PTK Johor Bahru/Batu Pahat, ILP Kota Samarahan, PTK Subang/Pelabuhan Klang, PTK Taiping, PTK Butterworth dan PTK Pekan/PTK Temerloh/PTK Kuantan.
Akaun Belum Terima	4	BKP KSM, ILP Pedas, ILP Kota Samarahan & ILP Selandar.
Aset Dalam Pembinaan	2	JTM, KEW & Pemb. KSM.

» MESYUARAT JAWATANKUASA AUDIT

Bagi memastikan keberkesanan tindakan pencegahan dan pembetulan terhadap isu yang dilaporkan oleh UAD, empat mesyuarat Jawatankuasa Audit peringkat Kementerian telah diadakan sepanjang tahun 2014 dengan dipengerusikan oleh Ketua Setiausaha Kementerian. Kesemua minit tersebut telah dikemukakan kepada Bahagian Strategi Korporat Dan Komunikasi, Perbendaharaan Malaysia mengikut tarikh yang ditetapkan.

Mesyuarat Jawatankuasa Audit Sepanjang Tahun 2014

Mesyuarat	Tarikh	Tarikh Minit Mesyuarat Dikemuka Kepada Perbendaharaan
1/2014	10.04.2014	15.04.2014
2/2014	11.07.2014	15.07.2014
3/2014	24.09.2014	07.10.2014
4/2014	07.01.2015	14.01.2015

» KOMUNIKASI KORPORAT

Unit Komunikasi Korporat (UKK) diwujudkan selaras dengan hasrat kerajaan untuk memantapkan sistem penyampaian kerajaan secara efektif dan berkesan.

» PUBLISITI DAN PROMOSI

UKK bertanggungjawab merancang, menyelaraskan dan melaksanakan promosi dan publisiti bagi mempromosikan dasar, program dan acara-acara rasmi Kementerian serta Jabatan dan Agensi di bawahnya melalui media cetak dan elektronik.



» PENGURUSAN KHIDMAT PELANGGAN

Setelah semua Pegawai Khidmat Pelanggan (PKP) Kementerian Sumber Manusia (KSM) diletakkan secara berpusat di 1MOCC, Kementerian hanya mempunyai seorang sahaja PKP yang menguruskan panggilan sama ada dari luar dan dalam, serta melayan pelanggan yang berkunjung ke KSM. Dari jumlah panggilan dan kehadiran, Jabatan Tenaga Kerja (JTK) merupakan jabatan yang paling banyak mendapat pertanyaan dan aduan khususnya yang berkaitan dengan Akta Buruh dan permohonan kelulusan pekerja asing.



» PENGURUSAN ADUAN

Bagi tahun 2014, sebanyak 10,016 aduan diterima melibatkan keseluruhan jabatan/agensi di bawah Kementerian. Secara keseluruhannya sebanyak 9,567 (95.52%) berjaya diselesaikan. Bagi aduan yang dilaporkan melalui Biro Pengaduan Awam, sebanyak 131 aduan yang diterima dan kesemua aduan berjaya diselesaikan.

Prestasi Piagam Pelanggan Kementerian Sumber Manusia 2014

Piagam Pelanggan	Bilangan Lengkap Diterima	Bilangan Selesai (5 hari)	Pencapaian
1. Mengeluarkan taksiran pampasan pekerja di bawah Akta Pampasan Pekerja 1952 dalam tempoh 5 hari bekerja dari tarikh dokumen lengkap diterima.			
a) Hilang Upaya Sementara (HUS)	3281	3031	92.38
b) Hilang Upaya Kekal (HUK)	751	708	94.27
c) Maut	569	496	87.17
2. Memproses permohonan lesen di bawah Akta Agensi Pekerjaan Swasta 1981 dalam tempoh 14 hari bekerja dari tarikh permohonan lengkap diterima:			
a) Permohonan Lesen Baharu	50	50	100
b) Pembaharuan Lesen	342	342	100
3. Memastikan permohonan untuk pendaftaran Kesatuan Sekerja diproses dalam tempoh satu (1) bulan dari tarikh permohonan yang lengkap diterima.	38	38	100
4. Memproses permohonan kelulusan rekabentuk jentera berperakuan kelayakan:			
(a) Dandang stim dalam tempoh 60 hari	537	537	100
(b) Pengandung tekanan tak berapi dalam tempoh 20 hari	7354	7354	100
(c) Kelulusan pendaftaran sebagai Pegawai Keselamatan dan Kesihatan (Safety and Health Officer) bagi setiap permohonan yang lengkap dalam tempoh 30 hari.	1317	1293	98.2

Piagam Pelanggan	Bilangan Lengkap Diterima	Bilangan Selesai (5 hari)	Pencapaian
5. Memastikan proses permohonan geran latihan bagi skim-skim latihan dilaksanakan dalam tempoh 5 hari bekerja.	61,842	61,842	100%
6. Memastikan bayaran geran latihan dalam tempoh 8 hari dari tarikh tuntutan lengkap diterima.	56,861	56,780	99.86%
7. Membayar Faedah Hilangupaya Sementara (HUS) kepada pekerja yang terbencana dalam tempoh 7 hari selepas semua dokumen dan maklumat yang diperlukan lengkap diterima.	54,070	53,716	99.35
8. Membayar Faedah Pencen Ilat (ILT) kepada pekerja yang layak dalam tempoh 14 hari selepas semua maklumat dan dokumen yang diperlukan lengkap diterima.	5,627	5,610	99.70%
9. Mendaftar majikan dan pekerja baru serta memberi nombor kod majikan PERKESO dalam tempoh 1 hari selepas semua maklumat dan dokumen yang diperlukan lengkap diterima.	58,394	Nota 1: Angka tidak dapat dibekalkan buat sementara memandangkan Sistem PINTAR masih di peringkat prosesan.	-
10. Memastikan permohonan tenaga pengajar dan pakar industri (DPIN- Direktori Pakar Industri Negara) diproses dalam tempoh tiga puluh (30) hari.	4,217	4,217	100
11. Memastikan aduan awam yang diterima diberi maklumbalas dalam tempoh tiga (3) hari.	10,058	10,058	100
12. Memastikan bayaran bagi tuntutan bekalan dan perkhidmatan diuruskan untuk pembayaran dalam tempoh 14 hari dari tarikh dokumen lengkap diterima.	113,758	113,705	99.95%

» KAWALSELIA & PENGUATKUASAAN

» PENGUATKUASAAN AKTA PSMB 2001

Peraturan 4A – Pengemukaan Maklumat & Seksyen 13 – Kegagalan Majikan Untuk Berdaftar

Jadual 1 : Aduan Di Bawah Peraturan 4A & Seksyen 13

Perkara	Jumlah
Bil. Aduan (Tahun Semasa)	386
Jumlah Aduan Keseluruhan	1140
Kes Tutup (Selesai)	448
Dalam Tindakan	692

Seksyen 40 dan Seksyen 41 – Pengisytiharan tidak betul dan tuntutan palsu

Jadual 2 : Aduan Di Bawah Seksyen 40 & 41 - Pengisytiharan tidak betul dan tuntutan palsu oleh Majikan/ Penyedia Latihan kepada Pembangunan Sumber Manusia Berhad

Tahun	Bil. Aduan (Tahun Semasa)	Jumlah Keseluruhan Aduan	Kes Selesai	Dalam Tindakan	PENDAKWAAN
2014	0	11	1	10	10

» PEMBENTANGAN LAPORAN TAHUNAN DAN PENYATA KEWANGAN (TELAH DIAUDIT) PERKESO DAN PTPK

Laporan Tahunan dan Penyata Kewangan (telah diaudit) untuk PERKESO dan PTPK telah dibentangkan pada 24 November 2014 di Dewan Rakyat dan Dewan Negara pada 8 Disember 2014 (PERKESO) dan 9 Disember 2014 (PTPK).

» LAWATAN / SIASATAN KE PREMIS MAJIKAN BAGI PERATURAN 4A(1) DAN SEKSYEN 13 PSMB 2001

Bagi tahun 2014, sebanyak 290 lawatan/siasatan ke premis majikan telah dijalankan.



KERATAN AKHBAR



RIOT metawati pameran program Klinik Sokongan Bersepadu Pelaksanaan Gaji Minimum di Pusat Pencerahan Islam di Kuching, Sarawak semalam.

Gaji minimum disemak semula Julai depan

Oleh MULLER ASEN, [malaysia@beritaakron.com.my](#)

Agenda Pelaksanaan Gaji Minimum di sini seronok.

KUCHING – Semalam menjadi petubuhan gaji minimum bagi modul kesenipalan, pelaksanaan dan pengamalgaman di seluruh negara ini akan dilakukan pada Julai depan.

Menteri Sumber Manusia, Datuk Seri Richard Riot Jaem berkata pelaksanaan gaji minimum yang berkuat kuasa 1 Januari ini perlu disemak semula selaras dengan Akta Majlis Perundangan Gaji Negara (MPGN) 2011.

"Semakan ini penting bagi memastikan kesetiahan yang sesuai."

"Bermain majikan dan pekerja industri di seluruh negara diminta memastikan kandungan beberapa data-data terdapat kepada MPGN tidak terwatik dari 20 April ini sebelum sebarang persembahkisan dilakukan," katanya kepada penerbita di pejabat Program Klinik Sokongan Ber-

sepadu Pelaksanaan Gaji Minimum di sini seronok.

Ujarnya, di bawah Akta MPGN 2011, rangkain yang gaji minimum dan pelaksanaan gaji minimum telah dilaksanakan secara seragam RM10,000 bagi setiap pekerja dan secara seragam RM20,000 atau pekerja sehingga lima tahun bagi kes berbilang, jika sabit keseluruhan.

Mengatai lanjut, Riot memberitahu, buat masa ini masih bertela awal untuk pelaksana mengesahkan kesenipalan ini kerana ia baru akan dilaksanakan sepenuhnya awal tahun lalu.

Terdahulu ketika berucap pada majlis itu, beliau berkata, tidak ada minuman diadakan itu bertujuan memberi pendedahan kepada para pemain industri mengenai paku-paku insentif, bantuan kewangan, kemudahan geran autonomi dan khidmat neshat kepada majikan, Pengurusan Keselamatan dan Sederhana dalam memastikan perniagaan terbebas.

ILP lahir 210,00 pelatih pada 2015

BERITA AKHBAR (MAGAZINE) 24/9/14 P.14

Kuala Lumpur: Kerajaan bercadang melaksanakan pembelajaran dua sesi di Institut Latihan Perindustrian (ILP) seluruh negara bermula tahun depan.

Langkah itu diambil untuk memenuhi permintaan tinggi bagi masuk ke ILP, selain mencapai sasaran Kementerian Sumber Manusia melahirkan 210,000 pelatih berkemahiran tinggi dalam pelbagai bidang menjelang tahun 2015.

Menteri Sumber Manusia, Datuk Seri Richard Riot Jaem, berkata kementerian sudah menyediakan draf cadangan itu dan ia akan dibentangkan ke mesyuarat Kabinet dalam masa terdekat.

"Ketika ini, ILP mampu menampung seramai 800 pelajar bagi satu syif (sesi), jika dilaksanakan bagi

dua syif, jumlah graduan dapat digandakan sekurang-kurangnya seramai 1,600 pelajar.

Graduan berkemahiran

"Saya yakin dengan pelaksanaan ini, kita mampu mencapai sasaran dalam melahirkan lebih ramai graduan berkemahiran tinggi," katanya pada sidang media selepas merasmikan sambutan ulang tahun Jubli Emas ILP Kuala Lumpur (ILPKL), di sini, semalam.

Terdahulu, beliau turut melancarkan Koleksi Memoir 50 tahun ILPKL dan menyampaikan cenderahati kepada 12 bekas pengarah institut berkenaan sambil disaksikan kira-kira 500 hadirin.

Richard berkata, kaedah pelaksanaan dua sesi berkenaan akan dibincangkan kemudian selepas ia diluluskan Kabinet kelak.

Beliau berkata, ILP yang dahulunya dikenali sebagai Pusat Latihan Perindustrian (PLP) ketika awal penubuhannya, serba kekurangan dari segi kemudahan, tenaga pengajar, selain dilengkapi peralatan yang disumbangkan kerajaan Australia, Jepun dan Britain melalui program Colombo, manakala buku rujukan diperoleh dari Yayasan Ford dan Asia Foundation.

Penilai mahir

Dalam perkembangan lain, Richard berkata, kementeriannya menasasarkan kira-kira 1,000 penilai mahir yang tidak mempunyai kelulusan untuk mendapatkan sijil pengiktirafan berdasarkan pengalaman mereka menerusi program Pengiktirafan Pencapaian Terdahulu (RPL) tahun depan.



ISMAH (tiga dari kiri) bersama dengan kakitangan MARA yang menerima lagi mesra, semalam.

RM10 bilion kos latih pekerja baru

Kuala Lumpur: Kerajaan memperkirakan perbelanjaan hampir RM10 bilion setiap tahun bagi menampung kos untuk melatih pekerja baru di semua sektor awam dan swasta bagi menggalakan tugas kakitangan yang terlibat dalam pembangunan.

Jumlah itu termasuk perbelanjaan menggantikan komputer atau peralatan mesin yang rosak.

Tunai Menteri Sumber Manusia, Datuk Ismail Abd Mutalib berkata, angka itu lebih tinggi berbanding perbelanjaan yang diberikan kepada aliat kemahiran di tempat kerja daripada Pertubuhan Keselamatan Sosial (PERKESO).

Katanya, setiap tahun PERKESO menyalurkan kira-kira RM2 bilion men-

ghani perbelanjaan pekerja yang terlibat dengan kemahiran atau kemahiran sama ada dalam bentuk skem bonans pekerjaan dan Skem Kitaran.

"Berdasarkan rekod PERKESO pada 2012 dan 2013 sehingga November, jumlah perbelanjaan yang diayak adalah RM2 bilion setahun, ia pampungan perbelanjaan yang terpaksa negara keluarkan pada amuk melatit semasa pegawai baru meningkat sebanyak lima kali ganda."

"Negara keluarkan RM10 bilion setahun untuk itu termasuk kos menggantikan komputer atau peralatan mesin yang rosak," katanya dalam sidang media di Malis Pelantikan Bulan Keselamatan dan Kesihatan Pekerjaan

Malis Amanah Rakyat (MARA) di sini, semalam.

Hadis sama, Ketua Pengarah MARA, Datuk Ibrahim Ahmad dan Ketua Pengarah Jabatan Keselamatan dan Kesihatan Pekerjaan Malaysia (DOSH) Datuk Dr Johari Basri.

Menzuri bina, beliau kekal kerana lebarnya pekerja yang terlibat dengan kemahiran adalah mereka yang sedang produktif tetapi kemahiran menyebabkan mereka pula menjadi beban kepada negara.

Katanya, berdasarkan rekod DOSH, sektor swasta adalah lebih berkesan men dapat kemahiran berbanding awam disebabkan sias sara pekerjaan yang terdeda dengan lapan hari dan muncabir.

BERITA 2 - UTUSAN MALAYSIA

Album Hari Ini



ANUGERAH TANGAN EMAS

PERDANA Menteri, Datuk Seri Najib Tun Razak (belakang, lima dari kiri) bersama sebahagian penerima piagam serta perutusan kerahsiaan daripada pelbagai bidang sempena majlis persembahan Anugerah Tangan Emas Perdana Menteri di Pusat Doping Perutusan Malaysia Seragam (MPPS) di Serdang, dekat Kuala Lumpur, semalam. Turut hadir, Menteri Sumber Manusia, Datuk Seri Richard Riot Jaem (empat dari kiri) dan wakil-wakilnya, Datuk Ismail Abd Mutalib (tiga dari kiri) serta Menteri Kerja Raya, Datuk Padlihan Yusoff (enam dari kiri) - 24/9/2014

MEWUJUDKAN PELUANG PEKERJAAN DAN MENJAMIN HAK PEKERJA



» AZAM KERJA DAN PENEMPATAN PEKERJAAN

» PERKHIDMATAN PEKERJAAN

Fokus utama Jabatan Tenaga Kerja adalah menyelaras aktiviti-aktiviti penawaran dan permintaan pekerjaan yang pada dasarnya melalui penglibatan secara langsung antara dua pihak yakni majikan dan pencari kerja. Impaknya, pelaksanaan kedua-dua aktiviti tersebut menghasilkan padanan, lantas membawa kepada penawaran penempatan pekerjaan.



Petunjuk Utama Prestasi Menteri Bagi Tahun 2014

» PROGRAM PENEMPATAN PEKERJAAN

Secara tipikalnya, penglibatan JTKSM terus dipacu dengan variasi aktiviti dibawah Bahagian Perkhidmatan Pekerjaan iaitu salah satunya Program Penempatan Pekerjaan. Modus operandi program tersebut adalah untuk menyediakan serta menawarkan peluang pekerjaan yang lebih jelas khasnya kepada masyarakat Malaysia bagi mempertingkatkan penggunaan sumber tenaga tempatan. Antara aktiviti yang telah dilaksanakan adalah penyediaan Portal JobsMalaysia yang membantu secara total melibatkan padanan pekerjaan, penganjuran karnival pekerjaan, penganjuran temuduga terbuka dan penggunaan *Client Account*.

» FIESTA KERJAYA JOBSMALAYSIA, MIDVALLEY PADA 5-7 SEPTEMBER 2014



Lawatan Timbalan Ketua Setiausaha (Operasi) Ksm Ke Booth Majikan Fiesta Kerjaya JobsMalaysia, Midvalley Pada 5-7 September 2014

» AZAM KERJA 1MALAYSIA (AKHIRI ZAMAN MISKIN)

Program AZAM Kerja adalah inisiatif yang bermatlamat mengeluarkan golongan sasaran daripada kemiskinan melalui penawaran peluang pekerjaan. Selain menyediakan peluang latihan kemahiran kepada golongan sasaran bagi tujuan penempatan pekerjaan dan meningkatkan tahap kemahiran, dalam keadaan sama memberi alternatif pencarian sumber pendapatan kepada golongan sasaran untuk meningkatkan pendapatan isi rumah. Akhirnya, menerusi pelbagai program, perubahan minda dan memberi motivasi yang berterusan kepada golongan sasaran menghasilkan peningkatan kerjaya serta keupayaan untuk menjana pendapatan. Selain daripada sasaran AZAM Kerja yang terdiri daripada golongan miskin dan miskin tegar yang berdaftar dengan e-Kasih, golongan mudah terjejas (vulnerable group) yang berpendapatan rendah juga tidak terkecuali.

Pada Tahun 2014, Kementerian Sumber Manusia telah menetapkan sasaran untuk menarik penyertaan seramai 5,000 peserta. Selain itu, Program AZAM Kerja juga telah menyasarkan sekurang-kurangnya 3,100 peserta yang menyertai Program AZAM Kerja dan meningkatkan pendapatan sebanyak RM300 bagi 3 bulan. Berbeza dengan pendekatan yang telah diambil pada tahun 2010 - 2013, Program AZAM Kerja juga menyasarkan untuk mengadakan kerjasama dengan NGO dan juga korporat bagi membantu golongan sasar.



Projek Berkelompok AZAM Kerja 1Malaysia di Bengkel Latihan Daybreak Untuk Orang-orang Cacat, Kinta, Perak



Program Celik Kewangan Peserta AZAM Kerja di Pusat JobsMalaysia, Klang, Selangor



YB Menteri beramah mesra dengan pengunjung hari berkenaan



» PROGRAM PENEMPATAN PEKERJAAN (3P) AZAM KERJA PERINGKAT NEGERI SARAWAK

Tarikh : 27 & 28 September 2014.
Tempat : Stadium Perpaduan Petra Jaya Kuching Sarawak
Pengunjung : 14,432 orang dan 400 peserta e-KASIH

Penyertaan
i. 54 Majikan
ii. Agensi-Agensi KSM
iii. Peserta JAPI

Kekosongan Jawatan : 5842

Penempatan : 1,361

Program ini telah dirasmikan oleh Y.B. Menteri Sumber Manusia. Beliau turut menyerahkan barang bantuan Jana Pendapatan Azam Kerja kepada peserta program dan plak geran SBGP-OKU kepada 3 usahawan OKU semasa program ini.



YB Menteri menandatangani buku pelawat
Jabatan Tenaga Kerja Sarawak



YB Menteri merasmikan Program Penempatan Pekerjaan.



YB Menteri menyampaikan ucapan perasmian



Pencari kerja beratur untuk mengambil borang temuduga

»» PENCAPAIAN AZAM KERJA SARAWAK 2014

Bil.	Program Azam Kerja	Bil. Peserta
1	Program Penempatan & Latihan (2PL)	954
2	Jana Pendapatan Individu (JAPI)	530
3	Projek Komuniti	254
JUMLAH		1738

PROGRAM AZAM KERJA

Pada tahun 2014, Jabatan Tenaga Kerja Sabah telah melaksanakan Program – program seperti yang telah dirancang dan telah menempatkan seramai 951 orang. Antara program-program yang dijalankan seperti:



» KOLABORASI STRATEGIK DENGAN AGENSI KERAJAAN DAN SWASTA

Dalam usaha untuk menggalakkan minat dan penglibatan pencari kerja khususnya belia menceburi pasaran kerja, JTKSM telah menjalin kolaborasi strategik dengan agensi-agensi berkaitan seperti TLDM, TUDM, Unit Perancang Ekonomi Jabatan Perdana Menteri di bawah Skim Latihan 1Malaysia (SLIM) dan majikan-majikan di sektor swasta. Agensi kerajaan seperti TLDM dan TUDM menawarkan profesion dalam bidang pertahanan Negara. Manakala SLIM pula menawarkan pelbagai bidang pekerjaan daripada kebanyakannya adalah syarikat-syarikat berkaitan kerajaan (GLC). Kerjasama sebegini telah melakarkan kejayaan dalam memenuhi permintaan guna tenaga Negara.



Pemilihan Pengambilan Perajurit Udara TUDM di Pusat Jobsmalaysia Kota Bharu pada 10 September 2014

Sepanjang pelaksanaan program ini, JTKSM melalui JobsMalaysia telah memberi kerjasama dengan menyediakan medium pendaftaran di Portal JobsMalaysia sebagai pencari kerja. JobsMalaysia akan melakukan hebahan kepada graduan melalui sms dan emel blast berkaitan Program SLIM dan temuduga yang dijalankan. Hasil usahasama ini turut membuahkan kejayaan kepada Urusetia SLIM yang telah memenangi Anugerah Kecemerlangan dan Inovasi Jabatan Perdana Menteri pada tahun 2014.

» KARNIVAL KERJAYA SLIM-KEDAH 2014



Perasmian oleh YB Dato' Seri Hj Mukhriz Tun Mahathir



Proses Temuduga Terbuka

» KERJASAMA DENGAN MAJIKAN SWASTA

Dengan pembukaan Lapangan Terbang Antarabangsa Ke-2 (KLIA2) di Sepang, Selangor. JKSM telah menjalinkan kolaborasi dengan Malaysia Airport Holdings Berhad (MAHB) dalam pengambilan pekerja-pekerja baru. Kolaborasi yang terjalin telah menghasilkan kejayaan di mana temuduga yang dijalankan dapat memenuhi sasaran pengambilan pekerja MAHB pada masa itu.

START YOUR DREAM CAREER WITH US!



Open Interview 12 April 2014

09:00am - 04:00pm

VENUE
Pusat JobsMalaysia Cyberjaya, Unit W001, Tingkat Bawah, Blok 3440
Enterprise Building 1 (EB1), Jalan Teknorat 3, 63000 Cyberjaya, Selangor

BENEFITS

- * Salary from RM1300 - RM1550
- * Cost of Living Allowance (COLA) : RM140
- * Others Allowance i.e Dobby & Shift Allowance
- * EPF & SOCSO
- * Yearly increment for Permanent Staff (Base On Performance)

VACANCIES

<p>TECHNICIAN</p> <p>Roles and Responsibilities:</p> <ul style="list-style-type: none"> - Perform preventive, predictive, corrective and periodic maintenance. <p>Requirements:</p> <ul style="list-style-type: none"> - Certificate in Engineering (Electrical/Electronic/Civil/Mechanical) which recognized by Malaysian Education Institute with SPM. - Experience in Operations & Maintenance building services. 	<p>ADMIN/OPERATIONS ASSISTANT</p> <p>Roles and Responsibilities:</p> <ul style="list-style-type: none"> - Perform administrative task in related department i.e answering phone calls, filing, take notes and relaying messages. - Assist in typing documents, correspondence and memorandum. - Any other duties that may be assigned by the immediate superior. <p>Requirements:</p> <ul style="list-style-type: none"> - SPM with credit in Bahasa Malaysia, pass in Mathematics and English - Good attitude, hardworking, good communication skills and computer literate.
<p>ORDER/DELIVERY SWEETEN</p> <p>Roles and Responsibilities:</p> <ul style="list-style-type: none"> - Able to drive with care and efficient. - Ensure vehicles are in good condition at all time. - Ensure safe and smooth flight operations. <p>Requirements:</p> <ul style="list-style-type: none"> - PMR or at least completed Form Three. - Possess valid Driving License Class D, preferably with GDL. - Committed and able to work with minimum supervision. 	<p>INFORMATION ASSISTANT</p> <p>Roles and Responsibilities:</p> <ul style="list-style-type: none"> - Provide excellent customer services to all airport users. - Handle complaints and difficult customers. <p>Requirements:</p> <ul style="list-style-type: none"> - SPM with credit in Bahasa Malaysia, pass in English and Mathematics - Good written and spoken both in Bahasa and English. - Third language such as Mandarin and Arab is an added advantage. - Good personality and customer services oriented.

www.mhbsiasatiports.com.my



Temuduga Terbuka Malaysia Airport Holdings Berhad (MAHB) di Pusat JobsMalaysia, Cyberjaya pada 12 April 2014

» PROGRAM TURUN PADANG AGENSI-AGENSI KEMENTERIAN SUMBER MANUSIA DAN MAJLIS BERTEMU PELANGGAN SEMPENA GAWAI DAYAK 2014

Program ini telah dirasmikan oleh Menteri Sumber Manusia. Tujuan program ini adalah untuk memberi peluang kepada semua penduduk di sekitar daerah Serian bertemu dengan agensi-agensi di bawah Kementerian Sumber Manusia. Program telah dianjurkan pada 1 Jun 2015, bertempat di Kampung Pichin, Serian dan dihadiri oleh seramai 4,000 orang penduduk sekitar Daerah Serian.



Naziran Bersih Tahun 2014 (Jabatan Akauntan Negara)

* 6 PTJ telah mendapat tahap pengurusan kewangan CEMERLANG.



Ibu Pejabat



Kota Samarahan



Serian



Kapit



Bintulu



Lawas

**MEMELIHARA SUASANA PERHUBUNGAN
PERUSAHAAN YANG HARMONI, MENYELESAIKAN
PERTIKAIAN PERUSAHAAN SECARA ADIL DAN
SAKSAMA**



» LATIHAN KEPIMPINAN KESATUAN SEKERJA DAN RACONTUER (TUTELAR)

Program ini adalah bertujuan untuk melengkapkan Pemimpin Kesatuan Sekerja dengan Kemahiran Kepimpinan dan Komunikasi agar mereka dapat berunding dengan pihak Majikan masing-masing dengan lebih berkesan selain memberikan pendedahan kepada mereka mengenai Imperatif baru dalam komunikasi global.

Pelaksanaan program ini adalah mengikut zon, pada tahun 2014 sebanyak empat (4) program TUTELAR telah berjaya dilaksanakan mengikut zon seperti berikut;

▶ TUTELAR Zon Selatan

Program ini telah berlangsung pada 22 sehingga 24 April 2014 bertempat di Berjaya Water Front Hotel (The Zone) Johor Bahru, Johor. Ia telah disempurnakan oleh YBr. Encik Mohd Sahar bin Darusman, Timbalan Ketua Setiausaha (Dasar dan Antarabangsa) Kementerian Sumber Manusia.



YBr. Encik Mohd Sahar bin Darusman (TKSU Dasar & Antarabangsa) sedang melawat Booth pameran dan diiringi oleh En. Mustafa bin Ali (KP JHEKS) serta ketua-ketua Jabatan yang lain

▶ TUTELAR Zon Pantai Timur

Program TUTELAR bagi Zon ini telah diadakan di Hotel Primula, Kuala Terengganu, Terengganu pada 9 September 2014 hingga 11 September 2014 dan Majlis Perasmianya telah disempurnakan oleh YBhg. Dato' Romli bin Hassan, Timbalan Ketua Setiausaha (Operasi), Kementerian Sumber Manusia.



YBhg. Dato' Romli bin Hassan memberikan ucapan dan merasmikan Program TUTELAR Zon Pantai Timur





YBhg. Dato' Romli bin Hassan diiringi oleh En. Mustafa bin Ali melawat Booth Pameran JHEKS sempena Program TUTELAR Zon Pantai Timur di Terengganu.



TUTELAR Zon Tengah

Program TUTELAR kali ini telah dirasmikan oleh YB. Dato' Sri Haji Ismail bin Haji Abd. Muttalib, Timbalan Menteri Sumber Manusia dan berlangsung di Hotel Seri Pacific, pada 13-15 Oktober 2014.



YB Dato' Sri Haji Ismail bin Haji Abd. Muttalib memberikan ucapan Perasmian sempena Program TUTELAR Zon Tengah di Hotel Seri Pacific, Kuala Lumpur



Para Peserta sedang khusyuk mendengar ceramah yang disampaikan





Persembahan Kebudayaan oleh Penari dari Perkeso di Majlis Perasmian TUTELAR Zon Tengah di Hotel Seri Pacific, Kuala Lumpur.

▶ TUTELAR Zon Utara

Program TUTELAR Zon Utara yang berlangsung di Hotel Grand Alora, Alor Setar, Kedah pada 1-3 November 2014 merupakan Program TUTELAR yang terakhir dilaksanakan pada tahun 2014. Perasmian Program ini telah disempurnakan oleh YBhg. Dato' Seri Hj. Saripuddin bin Hj. Kasim, Ketua Setiausaha, Kementerian Sumber Manusia.



YBhg. Datuk Seri Hj. Saripuddin bin Hj. Kasim memberikan ucapan sebelum merasmikan Program TUTELAR Zon Utara di Hotel Grand Alora, Alor Setar, Kedah



⚙️ PROGRAM KLINIK KEWANGAN KESATUAN SEKERJA (P3K)

Faktor utama kegagalan sesetengah kesatuan sekerja dalam mengemukakan Penyata Tahunan dikesan berpunca daripada pengurusan rekod kewangan yang tidak teratur dan pegawai kesatuan tidak mempunyai kemahiran dalam merekod dokumen kewangan.

Sehubungan itu, bagi mengurangkan kadar ketidakpatuhan kepada kehendak Akta Kesatuan Sekerja 1959 dan merealisasikan keperluan pegawai kesatuan terhadap latihan rekod kewangan, program P3K telah dijadikan



Fasilitator sedang menyampaikan penerangan kepada ahli kumpulannya



sebagai satu aktiviti tahunan Jabatan Hal Ehwal Kesatuan Sekerja Malaysia. Pada Tahun 2014, Program P3K telah diadakan di Kota Kinabalu, Sabah pada 19 Jun 2014.

Seramai 130 orang peserta termasuk pegawai utama Kesatuan Sekerja Negeri Sabah telah menyertai program ini. Selain ceramah, peserta juga telah dibahagikan kepada beberapa kumpulan kecil dan setiap kumpulan diselia oleh seorang fasilitator yang berpengalaman dalam pengurusan kewangan Kesatuan.



Para peserta bersiap sedia untuk mendapatkan tunjuk ajar daripada fasilitator



BENGKEL PROSEDUR PEMILIHAN PEGAWAI KESATUAN SEKERJA (B3P)

Bengkel ini merupakan salah satu wadah pertemuan antara Kesatuan Sekerja dan pegawai JHEKS bagi membantu pemimpin kesatuan supaya mahir, faham dan patuh kepada segala prosedur yang ditetapkan di dalam Buku Perlembagaan Kesatuan dan Akta Kesatuan Sekerja 1959 semasa mengendalikan urusan Mesyuarat Agung dan pemilihan pegawai kesatuan.

Pada tahun 2014 Bengkel B3P ini telah diadakan di Hotel Merdeka Palace, Kuching Sarawak pada 25 November 2014.



Ketua Pengarah JHEKS beramah mesra dengan Peserta Program B3P dalam Majlis Perasmian Program tersebut



Peserta sedang berbincang dalam Sesi Bengkel secara kumpulan (B3P)

⚙️ KURSUS PENGURUSAN KESATUAN SEKERJA

JHEKS secara konsisten telah menjadikan penganjuran Kursus Pengurusan Kesatuan Sekerja ini sebagai aktiviti tahunan Jabatan. Sepanjang tahun 2014, sebanyak sembilan siri Kursus Pengurusan Kesatuan Sekerja telah berjaya diadakan.

Penganjuran Kursus ini adalah melalui pejabat Negeri & Wilayah, Jabatan Hal Ehwal Kesatuan Sekerja. Setiap siri kursus berlangsung selama dua hari dan tenaga penggerak adalah daripada pegawai-pegawai Ibu Pejabat dan pegawai Negeri yang terlibat. Seramai 425 orang peserta secara keseluruhan telah terlibat sepanjang sembilan siri Kursus Pengurusan Kesatuan Sekerja di seluruh Malaysia.



Para peserta sedang menyiapkan tugas yang diberi sebelum sesi pembentangan semasa Kursus Pengurusan Kesatuan Sekerja Di Kuching, Sarawak.



Peserta sedang khusyuk mendengar penerangan daripada Fasilitator semasa Kursus Pengurusan Kesatuan Sekerja anjuran JHEKS Johor



» STATISTIK KESATUAN SEKERJA DI MALAYSIA

Kesatuan Sekerja didaftarkan mengikut peruntukan yang ditetapkan di bawah Akta Kesatuan Sekerja 1959 (AKS 1959). Sehingga tahun 2014, terdapat sebanyak 735 buah kesatuan yang berdaftar dengan Jabatan Hal Ehwal Kesatuan Sekerja dengan keahlian seramai 930,512. Dalam tahun 2014, sebanyak 35 buah kesatuan baru yang didaftarkan.

Jadual 1

Bilangan Kesatuan Sekerja dan Keanggotaan Kesatuan Sekerja Dari Tahun 2010 to 2014

Tahun	Bilangan Kesatuan	Keanggotaan		Jumlah
		Lelaki	Perempuan	
2010	690	485,747	317,542	803,289
2011	697	482,653	317,518	800,717
2012	694	515,664	374,054	889,718
2013	706	522,209	392,468	914,677
2014	735	527,635	402,877	930,512

» STATISTIK KESATUAN SEKERJA MENGIKUT SEKTOR DI MALAYSIA

Kesatuan Sekerja dibahagikan kepada tiga pecahan utama iaitu Sektor Kerajaan, Sektor Badan Berkanun/ Penguasa Tempatan dan Sektor Swasta. Berdasarkan jadual dibawah, pada tahun 2014 keanggotaan tertinggi adalah dari Sektor Kerajaan iaitu seramai 471,751, Sektor Swasta seramai 376,362 dan Sektor Badan Berkanun/ Penguasa Tempatan seramai 82,399. Butiran terperinci adalah seperti di jadual 2.

	Bil.	Keanggotaan
Sektor Swasta	439	430262
Sektor Kerajaan	139	306176
Pekerja-Pekerja Badan Berkanun Dan Penguasa	98	66178
Jumlah	690	803289

2010

Bil.	Keanggotaan	
441	426856	Sektor Swasta
144	306499	Sektor Kerajaan
98	66143	Pekerja-Pekerja Badan Berkanun Dan Penguasa
697	800717	Jumlah

2011

	Bil.	Keanggotaan
Sektor Swasta	455	378188
Sektor Kerajaan	140	434105
Pekerja-Pekerja Badan Berkanun Dan Penguasa	99	77425
Jumlah	694	889718

2012

Bil.	Keanggotaan	
462	377938	Sektor Swasta
144	454679	Sektor Kerajaan
100	82060	Pekerja-Pekerja Badan Berkanun Dan Penguasa
706	914677	Jumlah

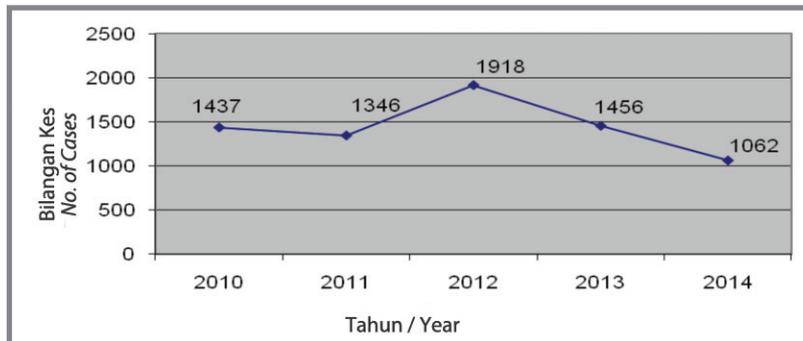
2013

	Bil.	Keanggotaan
Sektor Swasta	485	376362
Sektor Kerajaan	145	471751
Pekerja-Pekerja Badan Berkanun Dan Penguasa	105	82399
Jumlah	735	930512

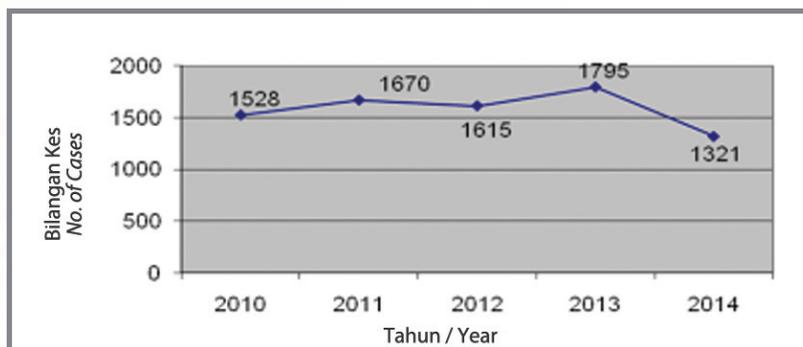
2014

» PENERIMAAN DAN PENYELESAIAN KES PERTIKAIAN PERUSAHAAN

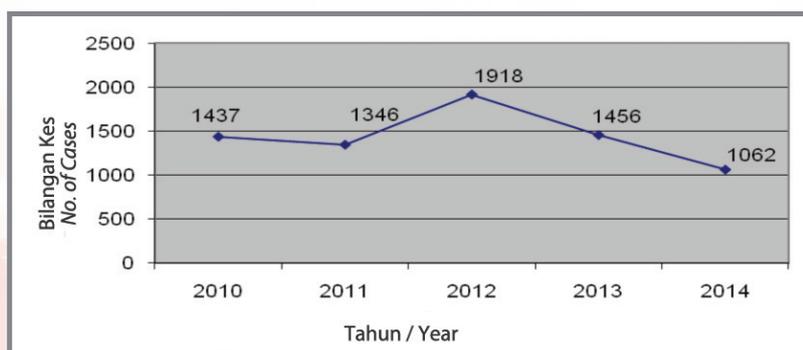
Pada tahun 2014, sebanyak 3,307 kes telah dikendalikan oleh Mahkamah Perusahaan. (Carta 1) dan sejumlah 1,321 kes telah berjaya diselesaikan (Carta 2).



Carta 1: Jumlah Kes Yang Dikendalikan (2010-2014)



Carta 2: Bilangan Kes Yang Diselesaikan (2010-2014)



Carta 3: Bilangan Kes Yang Diterima (2010-2014)

Sejumlah 1,062 kes baru didaftarkan di Mahkamah Perusahaan bagi tujuan penyelesaian melalui proses adjudikasi dan 8 kes dihidupkan semula di samping sebanyak 2,237 kes yang masih belum diselesaikan, telah dibawa ke hadapan dari tahun-tahun sebelumnya. Ini bermakna bahawa terdapat sebanyak 3,307 kes yang dikendalikan oleh Mahkamah Perusahaan pada tahun 2014.

Secara perbandingannya, terdapat pengurangan sebanyak 27% bagi kes baru yang diterima pada tahun 2014 berbanding tahun sebelumnya. (carta 3). Pengurangan ini berkemungkinan disebabkan oleh peningkatan penyelesaian kes diperingkat runding damai di Jabatan Perhubungan Perusahaan dan juga keadaan ekonomi negara yang stabil. Pengurangan penerimaan kes telah memberi ruang kepada Mahkamah Perusahaan untuk memberi lebih tumpuan kepada penyelesaian bagi kes-kes sedia ada

yang dirujuk. Mahkamah Perusahaan telah memainkan peranannya untuk memberikan keadilan sosial kepada golongan berkepentingan dalam pertikaian perusahaan sama ada majikan ataupun pekerja.

Bagi mengatasi bebanan kes yang dikendalikan, Mahkamah Perusahaan telah menggalakan pihak bertikai untuk melaksanakan kaedah Mediasi dan juga Penilaian Awal Kes bagi mempercepatkan penyelesaian kes selain daripada melalui proses perbicaraan. Kedua-dua kaedah ini adalah secara sukarela. Sebanyak 109 kes telah menjalani proses Penilaian Awal Kes pada 2014, dan 40.4% (44 kes) telah berjaya diselesaikan. Manakala bagi Mediasi pula sebanyak 187 kes telah dilaksanakan dan sebanyak 34.2% (64 kes) berjaya diselesaikan. Walaupun peratus kejayaannya adalah rendah namun kaedah ini telah dapat menyumbang kepada penyelesaian kes sebanyak 8.2 % (108 kes daripada 1,321 kes) daripada keseluruhan kes selesai.

Tahun 2014 telah mencatatkan penurunan dalam penyelesaian kes. Jumlah penyelesaian kes menurun kepada 59.8% (1,321 kes) berdasarkan (*Key Performance Index*) KPI: 2,210 kes setahun pada 2014 berbanding tahun 2013 iaitu 95.9 % (1,795 kes) dengan KPI: 1,872 kes setahun.

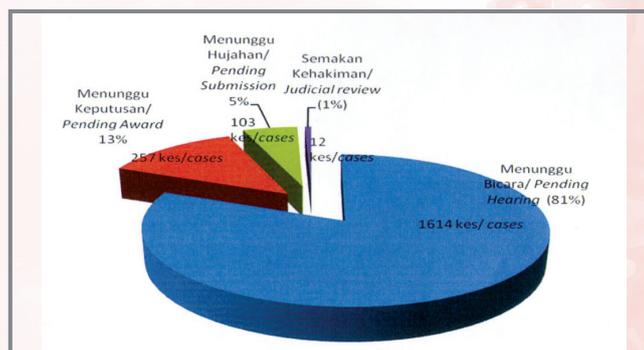
Disamping itu juga, sebanyak 1,452 award telah diperturunkan oleh Pengerusi Mahkamah Perusahaan bagi 2014. (Jadual 1)

Jadual 1: Jenis-Jenis Award Yang Diperturunkan Oleh Pengerusi

Jenis Award	Jumlah	
	2013	2014
Award bertulis dengan alasan	584	498
Award sama setuju	491	303
Award ditarik balik	603	459
Award Pembatalan	316	192
Jumlah	1994	1452

Merujuk kepada Jadual 1, 34.3% (498) award diturunkan adalah award bertulis dengan alasan, yang mana ianya merupakan keputusan dibuat setelah melalui proses perbicaraan penuh. Manakala selebihnya 65.7% adalah merujuk kepada kes-kes yang dapat diselesaikan tanpa melalui proses perbicaraan. Selain daripada itu sebanyak 13.2% kes menggambarkan bahawa perayu tidak berminat untuk hadir di Mahkamah Perusahaan bagi meneruskan kes sehinggalah kes dibatalkan.

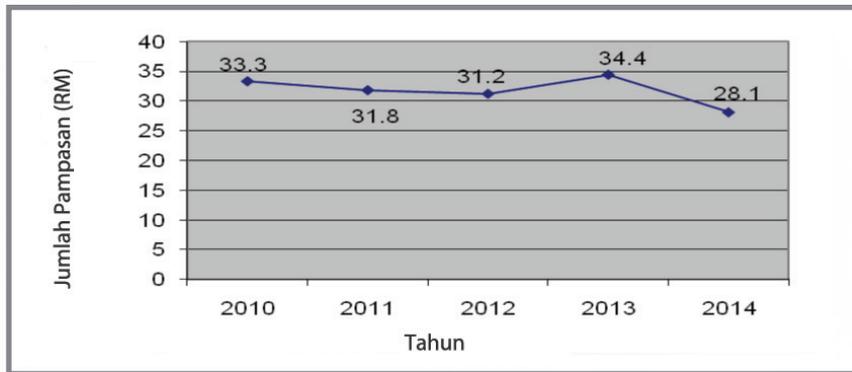
Pada akhir tahun 2014 sejumlah 1,986 baki kes dibawa ke tahun 2015 untuk dikendalikan oleh 24 orang Pengerusi. (masih terdapat 2 kekosongan jawatan yang belum diisi.) Sebanyak 1614 kes daripadanya adalah menunggu perbicaraan. Dimana sebanyak 39% (779 kes) daripadanya adalah kes-kes baru yang dirujuk dalam tahun semasa (2014), dan sebanyak 835 kes daripadanya adalah kes yang dirujuk melebihi setahun.



Carta 4 : Kedudukan baki kes pada 31 Disember 2014

Sebanyak 257 kes masih berstatus menunggu *award*. Daripada 257 kes, hanya 66.1% (170 kes) adalah menunggu *award* yang melebihi tempoh 3 bulan. Sebanyak 103 kes masih menunggu hujahan dan sebanyak 12 kes berstatus Semakan Kehakiman iaitu masih menunggu keputusan Mahkamah Tinggi.

Jumlah pampasan yang dibayar kepada pekerja melalui *award* yang diperturunkan iaitu 28,095,499.85 pada tahun 2014 berbanding tahun 2013 sebanyak RM 34,393,809.00(Carta 5)



Carta 5 : Jumlah Pampasan Yang Diperintahkan Pada Tahun 2010-2014

» PENGAMANAHAN DAN PENGIKTIRAFAN PERJANJIAN KOLEKTIF

Bagi tahun 2014 sejumlah 312 Perjanjian Kolektif telah diberi pengiktirafan oleh Mahkamah Perusahaan berbanding sebanyak 270 perjanjian pada tahun 2013.

Jadual 2 : Jumlah Pengamanahan dan Pengiktirafan Perjanjian Kolektif bagi tahun 2013 dan 2014

Status	2013	2014
Pengamanahan	317	284
Pengiktirafan	312	270

» PELAKSANAAN SISTEM PEREKODAN DIGITAL SEMASA PERBICARAAN KES

Mahkamah Perusahaan telah memperkenalkan sistem perekodan digital. Ia membawa maksud perbicaraan akan dilakukan melalui sistem elektronik. Keterangan saksi-saksi akan dirakam melalui sistem rakaman elektronik.. Rakaman tersebut boleh disalin di dalam *pendrive* yang dibekalkan oleh pihak-pihak yang mengendalikan kes di Mahkamah. Ia diperkenalkan bagi mempercepatkan proses perbicaraan di Mahkamah Perusahaan. Ini bermakna , pengenalan Mahkamah Teknologi ini akan mengubah cara pengendalian kes-kes di mahkamah. Segala soalan, jawapan, hujahan dan bantahan oleh wakil dan peguam akan direkod secara elektronik. Dalam ertikata lain, segala aksi dapat ditonton dan dinilai kerana tiada aksi yang terlindung dari pandangan kerana ia direkodkan melalui kamera yang dipasang di Mahkamah.

» PELAKSANAAN MODUL ePEMFAILAN DAN ePENYERAHAN DALAM PENGURUSAN KES

Pada 1 Julai 2014 Mahkamah telah melancarkan penggunaan modul ePemfailan dan ePenyerahan dalam pengurusan kes. Dokumen-dokumen boleh difailkan dan diserahkan secara elektronik. Para pengguna iaitu majikan dan pekerja serta wakil mereka yang bersetuju untuk menggunakan sistem pemfailan dan penyerahan secara elektronik perlu membuat permohonan untuk nama pengguna dalam laman web Mahkamah Perusahaan. Modul epemfailan dan epenyerahan dibangunkan bertujuan memudahkan urusan pihak-pihak kes untuk memfailkan dokumen tanpa hadir di Mahkamah serta mengurangkan kos bagi penyediaan dokumen.

» AKTIVITI-AKTIVITI BERGAMBAR SEPANJANG 2014



Bengkel Bajet berdasarkan Outcome (OBB) pada 5-8 Januari 2014



Kursus Penyelarasan & Penambahbaikan sistem eMahkamah Perusahaan 4-5 Oktober 2014.



Lawatan rasmi Ybng. Dato' Seri Haji Saripuddin Kassim untuk menyaksikan pelaksanaan Sistem Perikodan Digital di Mahkamah Cawangan Sabah pada 10 September 2014



Taklimat ePemfailan dan ePenyerahan kepada stakeholder pada 26 Jun 2014



Lawatan En Bernard Banks, Pengerusi Jawatankuasa Perundangan Pekerjaan LAWASIA pada 12 Februari 2014.

» SISTEM UPAH YANG DIKAITKAN DENGAN PRODUKTIVITI

Sistem Upah Yang Dikaitkan Dengan Produktiviti (PLWS) telah diperkenalkan oleh kerajaan mulai tahun 1996. Jabatan Perhubungan Perusahaan Malaysia (JPPM) telah diberi tanggungjawab untuk mempromosikan PLWS kepada majikan, kesatuan sekerja, pekerja dan umumnya kepada rakyat di negara ini mulai tahun 2007. Sepanjang tempoh tersebut, pelbagai program telah dianjurkan oleh JPPM seperti Bengkel PLWS dan Seminar PLWS.

Produktiviti merupakan salah satu faktor penting yang mempengaruhi pertumbuhan ekonomi dan taraf hidup rakyat dalam sesebuah negara. Oleh itu, JPPM telah membangunkan Portal dan Pangkalan Data MyPLWS yang menjadi rujukan kepada majikan dan pekerja mengenai PLWS.

Dengan adanya portal dan pangkalan data ini, ia akan memberi impak kepada keberkesanan promosi PLWS kepada semua. Ianya juga menjadi gerbang ilmu dan sumber rujukan utama kepada majikan-majikan, kesatuan sekerja dan semua orang kerana maklumat ini mudah diperolehi pada bila-bila masa. Selain itu, Portal dan pangkalan data ini adalah untuk memperkemas sistem maklumat jabatan agar ia dapat membantu jabatan untuk mengumpulkan serta menganalisa data mengenai PLWS bagi tujuan hala tuju JPPM di masa hadapan.

Setakat 31 Disember 2014 syarikat baru yang melaksanakan PLWS adalah berjumlah 77,352 dan bilangan pekerja yang menikmati faedah daripada pelaksanaan PLWS adalah seramai 3.25 juta orang. Perkembangan yang positif ini menggambarkan bahawa PLWS dapat dilaksanakan oleh syarikat dan ia secara langsung memberi petunjuk positif ke arah mewujudkan sebuah negara yang berpendapatan tinggi.

» MAJLIS PELANCARAN PORTAL DAN PANGKALAN DATA SISTEM UPAH YANG DIKAITKAN DENGAN PRODUKTIVITI (MyPLWS)

Jabatan Perhubungan Perusahaan Malaysia (JPPM) telah menganjurkan Majlis Pelancaran Portal dan Pangkalan Data Sistem Upah Yang Dikaitkan Dengan Produktiviti (MyPLWS) pada 6 Mac 2014 di Hotel Everly, Putrajaya. Majlis ini telah dirasmikan oleh YB Dato' Sri Richard Riot Anak Jaem, Menteri Sumber Manusia dan turut dihadiri oleh 400 orang peserta termasuk semua Ketua Jabatan di bawah Kementerian Sumber Manusia.

Majlis Pelancaran Portal dan Pangkalan Data PLWS telah diadakan untuk memperkenalkan dan menghebahkan mengenai Portal Khas MyPLWS yang pertama yang dibangunkan di Malaysia dan seterusnya di peringkat global.



Ketibaan YB Menteri Sumber Manusia diiringi oleh YBhg Ketua Setiausaha, Kementerian Sumber Manusia dan Ketua Pengarah JPPM.

» BENGKEL HASIL KAJIAN STUDY ON IMPLEMENTING PRODUCTIVITY-LINKED WAGE SYSTEM (PLWS) TOWARDS A HIGH INCOME ECONOMY

Jabatan Perhubungan Perusahaan Malaysia (JPPM) telah menganjurkan Bengkel Hasil Kajian *Study On Implementing (PLWS) Productivity-Linked Wage System Towards A High Income Economy* pada 20 hingga 21 Mei 2014 di *Sunway Carnival Convention Centre*, Seberang Prai, Pulau Pinang. Majlis ini telah dirasmikan oleh YB Dato' Sri Hj. Ismail Bin Hj. Abdul Mutallib, Timbalan Menteri Sumber Manusia dan turut dihadiri oleh 250 orang peserta termasuk kesemua Ketua Jabatan di bawah Kementerian Sumber Manusia.

Program ini dijalankan bertujuan untuk menghebahkan berkenaan hasil kajian dan analisa kajian serta impak pelaksanaan PLWS yang telah dinikmati oleh majikan-majikan yang telah melaksanakannya.



Timbalan Menteri Sumber Manusia bersama peserta bengkel



Pelancaran bengkel oleh Timbalan Menteri Sumber Manusia

» SIMPOSIUM KEBANGSAAN SISTEM UPAH YANG DIKAITKAN DENGAN PRODUKTIVITI (PLWS)

Jabatan Perhubungan Perusahaan Malaysia (JPPM) telah menganjurkan Simposium Kebangsaan Sistem Upah Yang Dikaitkan Dengan Produktiviti (PLWS) pada 25 hingga 27 Jun 2014 di Hotel Pullman, Kuching Sarawak. Majlis ini telah dirasmikan oleh YB Dato' Sri Richard Riot Anak Jaem, Menteri Sumber Manusia.

Simposium ini telah berjaya dilaksanakan dengan kerjasama daripada Perbadanan Produktiviti Malaysia (MPC). Penceramah telah menerangkan mengenai faedah pelaksanaan dan keuntungan amalan PLWS ke atas peningkatan produktiviti syarikat. Selain itu, peserta simposium juga didedahkan kepada perkongsian pengalaman *success story* daripada syarikat yang telah melaksanakan PLWS seperti Sarawak Shell Berhad, Unilever (Malaysia) Holdings Sdn. Bhd dan *Malaysian Employers Federation (MEF)*.



Sesi bergambar YB Menteri Sumber Manusia bersama Ketua Pengarah JPPM dan Urusefia.



Ketua Pengarah JPPM menyampaikan buku Kajian Study on Implementing Productivity-Linked Wage System (PLWS) Towards a High Income Economy kepada YB Menteri Sumber Manusia.



YB Menteri Sumber Manusia menyampaikan sijil penghargaan kepada syarikat yang mengamalkan PLWS.

» PERSIDANGAN PENGARAH-PENGARAH JPPM DAN MAJLIS MAKAN MALAM BERSAMA KETUA SETIAUSAHA KEMENTERIAN SUMBER MANUSIA

Jabatan Perhubungan Perusahaan Malaysia (JPPM) telah menganjurkan Persidangan Pengarah-Pengarah JPPM pada 27 hingga 30 November 2014 di Hotel Pullman, Kuching Sarawak. Majlis ini telah dirasmikan oleh YBhg. Datuk Seri Hj. Saripuddin Bin Hj. Kasim, Ketua Setiausaha Kementerian Sumber Manusia dan turut dihadiri oleh semua Ketua Jabatan di bawah Kementerian Sumber Manusia.

Objektif persidangan ini diadakan adalah untuk membincangkan mengenai prestasi tahunan JPPM sepanjang tahun 2014. Melalui persidangan ini, JPPM telah mendapatkan pandangan dan idea daripada semua Pengarah-Pengarah JPP di Ibu Pejabat dan juga di pejabat JPP Negeri mengenai pelan tindakan dan penambahbaikan yang perlu diambil dalam memantapkan prestasi JPPM.



Ucapan perasmian oleh YBhg Ketua Setiausaha, Kementerian Sumber Manusia.



Sesi Dialog Pegawai Kanan JPPM bersama YBhg Ketua Setiausaha, Kementerian Sumber Manusia.



» KRITERIA DALAM INDEKS PRESTASI UTAMA (KPI) YB MENTERI: MAINSTREAMING PLWS

PLWS iaitu Sistem Upah Yang Dikaitkan Dengan Produktiviti merupakan salah satu agenda negara ke arah mentransformasikan Malaysia kepada sebuah negara ekonomi berpendapatan tinggi menjelang tahun 2020 dalam Program Transformasi Ekonomi (ETP). Jabatan Perhubungan Perusahaan Malaysia (JPPM) dan Perbadanan Produktiviti Malaysia (MPC) telah diberi tanggungjawab bersama untuk mempromosi pelaksanaan PLWS kepada majikan-majikan di seluruh negara. PLWS juga merupakan salah satu daripada *Key Performance Indicator (KPI)* kepada YB. Menteri Sumber Manusia yang mana sasarannya adalah meningkatkan jumlah majikan yang melaksanakan PLWS setiap tahun.



Golongan miskin bandar dapat baucar RM35 sehari



RICHARD

PUTRAJAYA - Golongan miskin bandar yang berpendapatan RM3,000 ke bawah dan berdaftar dengan e-Kasih layak mendapat bantuan baucar RM35 sehari yang bakal dilaksanakan menerusi program Azam Kerja Malaysia mulai April ini.

Menteri Sumber Manusia, Datuk Seri Richard Riot Jaem berkata, projek perintis itu akan melibatkan keseluruhan 100 orang peserta yang tinggal di bandar besar lima buah negeri seperti Kuala Lumpur, Se-

langor, Negeri Sembilan, Perak dan Johor.

Menurutnya, setiap peserta dihad menunt baucar sebanyak 142 hari atau jumlah maksimum sebanyak RM5,000 setahun yang akan dibekalkan dalam bentuk elaun sama ada mingguan atau bulanan.

"Antara syarat program itu ialah golongan miskin bandar yang berpendapatan RM3,000 ke bawah dan berdaftar dengan e-Kasih.

"Mereka yang layak boleh memo-

terdapat di pejabat daerah atau Jabatan Pembangunan Negeri berhampiran," katanya dalam sidang akhbar di sini semalam.

E-Kasih merupakan pangkalan data keluarga miskin yang diwujudkan di peringkat nasional bagi membantu merancang, melaksana dan memantau program kemiskinan.

Richard Riot memberitahu, inisiatif program perintis itu yang dilaksanakan selama setahun akan diteruskan selepas melihat hasil pelaksanaannya dalam menghapuskan

golongan miskin tegar bandar.

Delau juga menjelaskan bahawa, program tersebut merupakan salah satu cadangan Unit Pengurusan Prestasi dan Pelaksanaan (Pemandu) sebagai salah satu langkah transformasi menjadikan negara berpendapatan tinggi menjelang 2020.

"Pelaksanaan ini dijangka memberikan impak positif kerana membantu peserta menajana pendapatan sampingan walaupun mereka tidak mempunyai kemahiran yang tinggi," katanya.

Kementerian Sumber Manusia beri amaran kepada lebih 1,000 syarikat

Patuhi arahan gaji minimum

Oleh **SUFIAN HADI MOHD. SOJAK**
pengarang@utusan.com.my

KUALA LUMPUR 21 Jan. - Kementerian Sumber Manusia memberi amaran keras kepada lebih 1,000 buah syarikat yang masih gagal mematuhi pelaksanaan gaji minimum yang berkuat kuasa pada 1 Januari lalu.

Timbalan Menteri, Datuk Ismail Abd. Muttalib berkata, pihaknya akan terus meningkatkan penguatkuasaan pada hujung bulan ini bagi mengenal pasti syarikat yang enggan mematuhi arahan pelaksanaan gaji minimum berkenaan.

Menurut beliau, penguatkuasaan secara intensif itu perlu memandangkan kebanyakan syarikat akan membayar gaji pekerja mereka pada setiap hujung bulan.

"Buat masa ini kementerian belum menerima sebarang aduan. Mungkin disebabkan syarikat akan membayar gaji pekerja pada hujung bulan ini.

"Untuk itu selepas hujung bulan ini, kita akan dapat mengenal pasti



ISMAIL ABD. MUTTALIB

sama ada majikan mematuhi peraturan atau sebaliknya," katanya dalam sidang akhbar di sini hari ini.

Beliau sebelum itu menandatangani memorandum persefahaman (MoU) antara Unilever Malaysia Holdings Sdn. Bhd. dengan Kesatuan Pekerja Kebangsaan Industri Petroleum dan Kimia (NUPCIW) serta Unilever Foods Malaysia Sdn. Bhd. bersama Kesatuan Pekerja Industri Makanan (FIEU).

Mengikut Akta Majlis Perundangan Gaji Negara 2011, mana-mana majikan yang disabitkan dengan kesalahan oleh mahkamah kerana gagal melaksanakan pemberian gaji minimum akan dikenakan denda maksimum RM10,000 bagi setiap pekerja dan denda tidak melebihi RM20,000 atau dipenjara tidak melebihi lima tahun untuk kesalahan berulang.

Di bawah Perintah Gaji Minimum 2012, majikan perlu membayar gaji minimum sebanyak RM900 sebulan bagi pekerja di Semenanjung dan RM800 untuk pekerja di Sabah dan Sarawak.

Bagaimanapun, kata Ismail, hu-

kuman terabit bukan suatu perkara yang perlu diberi perhatian, sebaliknya mengapa pelaksanaan gaji minimum dikuatkuasakan adalah lebih penting.

"Kita tidak mahu menekankan bentuk hukuman atau menakutkan mereka yang melanggar peraturan kerana tindakan tersebut merupakan langkah terakhir.

"Apa yang paling penting, pelaksanaan gaji minimum ini adalah bagi memupuk kesedaran majikan terhadap pekerja bawahan yang selama ini bekerja keras dalam usaha memajukan sesebuah syarikat," katanya.

UTUSAN MALAYSIA: DALAM NEGERI 22/1/2014 - 24

Mangsa MH17 terima pampasan Perkeso

KUCHING - Hampir semua anak kapal Penerbangan Malaysia (MAS) dan penumpang pesawat penerbangan MH17 yang mencarum dalam Pertubuhan Keselamatan Sosial (Perkeso) telah menerima bayaran pampasan masing-masing.

Menteri Sumber Manusia, Datuk Seri Richard Riot Jaem berkata, bayaran termasuk perbelanjaan pengebuan dan penempatan bulanan itu dibayar kepada waris mangsa nahas pesawat berkenaan.

"Pegawai Perkeso telah bekerja keras untuk mengenal pasti waris-waris mangsa sejak hari pertama tragedi berkenaan," katanya



ketika menutup bengkel Kewartawanan Video di sini malam kelmarin.

Bengkel dua hari itu dianjurkan Persatuan Wartawan Komanwel (CJA) Cawangan Sarawak.

Riot bagaimanapun berkata, proses sama tidak boleh dilaksanakan terhadap pencarum Per-

keso yang berada dalam pesawat MAS MH370 yang hilang sejak 8 Mac lepas.

"Belum ada pengakhiran untuk episod itu tetapi yakinlah, sebaik sahaja kami dapat memastikan status MH370, Perkeso akan melakukan yang perlu untuk menghubungi waris-waris mangsa yang dilindungi," katanya.

Pesawat MH17 ditembak jatuh di timur Ukraine pada 17 Julai lepas semasa dalam perjalanan dari Amsterdam, Belanda ke Kuala Lumpur dengan membawa 283 penumpang dan 15 anak kapal.

Sehingga kini, tiada pihak mengaku bertanggungjawab terhadap perbuatan kejatuhan itu.



PERKESO telah membayar pampasan kepada keluarga penumpang dan anak kapal pesawat MH17 yang membuat caruman dengan pertubuhan itu.

Sejumlah 43 rakyat Malaysia berada di dalam pesawat Boeing 777-200 itu dan setakat ini 36 jenazah warga Malaysia dibawa pulang ke tanah air secara berperingkat sejak 22 Ogos lalu.

1,000 belia hadir karnival pekerjaan

» Peluang tinjau 1,353 jawatan ditawarkan 20 syarikat

Oleh **Nor Amalina Alias**
bhk@bh.com.my

► Tumpat

Lebih 1,000 belia di daerah ini dan sekitar mengambil peluang menghadiri Karnival Pekerjaan dan Kemahiran Serta Program Keselamatan dan Kesihatan Pekerjaan di Dewan Bunga Raya, Pantai Seri Tujoh, di sini, semalam.

Mereka mengambil kesem-

patan itu untuk meninjau peluang pekerjaan melalui tawaran 1,353 jawatan kosong memabtkan 20 syarikat di karnival itu.

Timbalan Menteri Sumber Manusia, Datuk Seri Ismail Abd Muttalib berkata, tawaran pekerjaan itu meliputi kekosongan jawatan bagi semua peringkat kelulusan daripada pemegang Ijazah, Diploma, Sijil Kemahiran Malaysia (SKM) dan Sijil Pelajaran Malaysia (SPM).

Katanya, meskipun pengangguran dalam negara rendah iaitu 3.1 peratus tahun lalu, Kerajaan Pusat melalui Jabatan Tenaga Kerja Semenanjung Malaysia (JTJSM) melaksanakan

12 aktiviti bagi membasmi pengangguran dalam kalangan rakyat.

Antaranya penempatan pekerjaan melalui Portal Jobs Malaysia, karnival pekerjaan, temu duga terbuka, program kerjasama bersama agensi lain dan Program Azam Kerja.

Bukan pengangguran mutlak

"Itu pun, pengangguran dalam negara bukan pengangguran mutlak atau kerja langsung kerana mereka ada yang sedang bekerja, namun masih mencari kerja yang lebih sesuai, malah ada sesetengah mahu sambung

belajar, bukan kerana malas bekerja," katanya pada sidang media selepas merasmikan karnival berkenaan, di sini, semalam.

Ismail berkata, tahun ini sebanyak 170,000 pekerjaan diisi dan menyasarkan 230,000 penempatan pekerjaan akan dipenuhi menjelang akhir tahun ini.

Sementara itu, Mohd Nor Ariff Daud, 22, berkata, dia berkunjung ke karnival berkenaan kerana mahu mendapatkan pekerjaan tetap yang lebih memberi jaminan kerana kini hanya bekerja biasa di sebuah kedai membekalkan barangan elektronik.

"Sekarang susah nak dapatkan pekerjaan tetap, jadi saya selalu berkunjung ke karnival pekerjaan seperti ini dan tidak kisah jika dapat kerja di luar Kelantan,"



Ismail Abd Muttalib

katanya yang mempunyai kelulusan Sijil Tahap 3 daripada Institut Latihan Perindustrian (ILP) Pengkalang Chepa.

MELAKSANAKAN AMALAN KESELAMATAN DAN KESIHATAN SECARA DINAMIK



» PENETAPAN STANDARD DAN PEMBANGUNAN KAJIAN KKP

Pembangunan pesat Negara mendorong Jabatan Keselamatan dan Kesihatan Pekerjaan (JKKP) untuk bertindak secara proaktif dan berpandangan jauh demi mencapai matlamat untuk memastikan keselamatan dan kesihatan di tempat kerja. Demi mencapai matlamat ini, Jabatan telah menjalankan dan menerbitkan kajian-kajian dan bahan-bahan rujukan dalam usaha untuk mengenalpasti tahap pengamalan keselamatan dan kesihatan pekerjaan oleh majikan dan pekerja selain memanjangkan maklumat dan panduan kepada pihak tersebut.

1. PENYEDIAAN STANDARD BERKAITAN KESELAMATAN DAN KESIHATAN PEKERJAAN (KKP)

Kajian dan Penyelidikan

Selaras dengan hasrat Jabatan untuk mengurus perundangan KKP, pada tahun 2013/2014, terdapat sebanyak 17 Kajian KKP yang berjaya disiapkan di bawah Peruntukan Bajet Pembangunan RMKe-10. Kajian yang telah dibangunkan ini bertujuan untuk meningkatkan tahap pematuhan dan pembangunan KKP selain menurunkan kadar kemalangan dan penyakit pekerjaan di Malaysia. Kajian-kajian tersebut adalah seperti berikut:

COMPLIANCE SUPPORT DI SEKTOR PERUSAHAAN KECIL DAN SEDERHANA

No. Tajuk Kajian

1. Mengkaji, Mencadang, dan Menyediakan Pelan Tindakan Penambahbaikan KKP Di Sektor Pembuatan (Logam) di Malaysia
2. Pendedahan Bahan Kimia Berbahaya Kepada Kesihatan Di Kalangan Pesawah Padi Semenanjung Malaysia
3. Mengkaji, Mencadang, Dan Menyediakan Pelan Tindakan Penambahbaikan KKP di Sektor Perlombongan dan Penguraian di Malaysia
4. Mengkaji, Mencadang, Dan Menyediakan Pelan Tindakan Penambahbaikan KKP Di Sektor Kemudahan Di Malaysia
5. Mengkaji, Mencadang, Dan Menyediakan Pelan Tindakan Penambahbaikan KKP Di Sektor Pembinaan MRT di Lembah Klang

KAJIAN REGULATORY IMPACT ANALYSIS (RIA)

No. Tajuk Kajian

6. Kajian Impak Perundangan (RIA) Ke Atas Pemeriksaan Statutori Bagi Jentera Berperakuan Kelayakan Oleh Pihak Ketiga (*Licensed Person*)
7. Kajian Impak Perundangan (RIA) Terhadap *Potential Threats* Di Dalam *Integrity Management Plan* Dalam Sistem Talian Paip Petroleum Dan Penyeliaan Pihak Berkuasa Memeriksa Ketiga Terhadap Aktiviti-Aktiviti Rekabentuk, Pemasangan, Pemeriksaan, Pengujian Dan Pentauliahan Talian Paip Petroleum
8. Kelestarian Migrasi Akta Kilang Dan Jentera (1967) Dan Akta Keselamatan Dan Kesihatan Pekerja (1994)
9. Kajian Impak Perundangan (RIA) mengenai Kelestarian *Occupational Safety and Health (Control of Industrial Major Accident Hazards) Regulations 1996 (CIMAH 1996)*

KAJIAN OSH CALCULATOR (OSHACC)

No. Tajuk Kajian

10. Kajian Mengenai Kos Kemalangan Di Tempat Kerja Bagi Sektor Pembuatan
11. Kajian Mengenai Kos Kemalangan Di Tempat Kerja Bagi Sektor Perkhidmatan Utiliti
12. Kajian Mengenai Kos Kemalangan Di Tempat Kerja Bagi Sektor Pembinaan
13. Kajian Mengenai Kos Kemalangan Di Tempat Kerja Bagi Sektor Pertanian
14. Kajian Mengenai Kos Kemalangan Di Tempat Kerja Bagi Sektor Perkhidmatan Awam

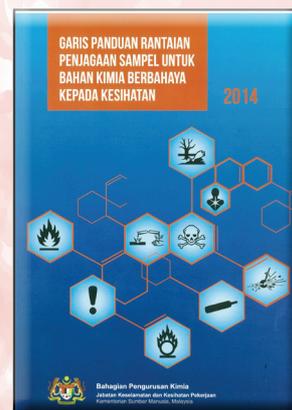
KAJIAN KIMIA DAN KESIHATAN PEKERJAAN

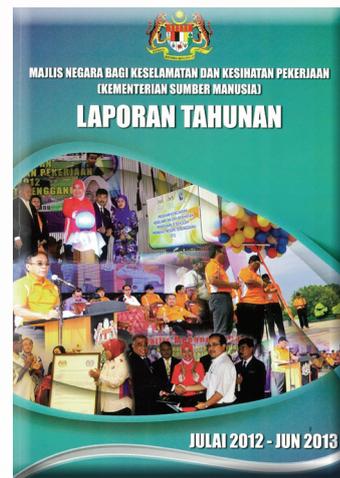
No. Tajuk Kajian

15. Membangunkan Sistem Pengurusan Dan Pengawalan Komprehensif Asbestos Serta Penyakit Yang Berkaitan Di Tempat Kerja
16. Kajian Pelaporan Penyakit Dan Keracunan Pekerjaan Oleh Pengamal Perubatan
17. Penetapan Paras Biomarker Yang Sesuai Dan Kriteria Diagnosis Bagi Tujuan Program Pengawasan Perubatan (*Medical Surveillance*) Di Kalangan Pekerja Di Malaysia

b) Penerbitan

1. Pamphlet Peraturan-Peraturan Kilang dan Jentera (Skim Pemeriksaan Khas) (Pemeriksaan Berasaskan Risiko) 2014
2. Pamphlet Pindaan Peraturan-Peraturan Kilang dan Jentera (Orang-Orang Menjaga) 2014
3. Tataamalan Industri Mengenai Pengelasan Bahan Kimia dan Komunikasi Hazard, 2014
4. Garis Panduan Peraturan-Peraturan Kilang dan Jentera (Skim Pemeriksaan Khas) (Pemeriksaan Berasaskan Risiko) 2014
5. Garis Panduan Rantaian Penjagaan Sampel untuk Bahan Kimia Berbahaya Kepada Kesihatan 2014
6. Buku Maklumat dan Ringkasan Data JKKP 2014
7. Buku Laporan Tahunan Majlis Negara bagi Keselamatan dan Kesihatan Pekerjaan 2013





⚙️ Impak Kepada Rakyat

Standard, kajian dan penerbitan yang disediakan oleh Jabatan dapat membantu rakyat Malaysia untuk membuat rujukan berkaitan keselamatan dan kesihatan pekerjaan. Hal ini membolehkan rakyat sama-sama mengenalpasti dan mengambil tindakan yang sewajarnya dalam menanggapi isu-isu KKP sama ada di tempat kerja atau di mana sahaja.

2. PENGUATKUASAAN UNDANG-UNDANG

Pemeriksaan berkanun adalah antara aktiviti utama pejabat negeri yang dijalankan pada setiap 15 bulan bagi memperbaharui tempoh sah Sijil Perakuan Kelayakan. Pemeriksaan meliputi pemeriksaan kilang dan pemasangan, pemasangan jentera-jentera dan jentera perakuan kelayakan seperti dandang stim, pengandung tekanan tak berapi dan mesin angkat. Pemeriksaan bertujuan untuk memastikan perundangan yang dikuatkuasakan dipatuhi bagi menjamin pengadaaan persekitaran tempat kerja dan jentera yang selamat serta tiada risiko kesihatan ke atas pekerja.

Di samping itu, Jabatan turut menjalankan penguatkuasaan terhadap Peraturan-Peraturan Timah Hitam, Proses Asbestos, Kendalian Bangunan dan Kerja-kerja Binaan Kejuruteraan, Pendedahan Bunyi Biseng dan Habuk Galian. Pematuhan kepada kehendak-kehendak di dalam Peraturan yang dikuatkuasakan ini diberikan penekanan bagi memastikan keselamatan dan kesihatan pekerja serta persekitaran tempat kerja adalah terkawal.



Bagi tempat kerja yang tidak mematuhi perundangan yang dikuatkuasakan oleh JKKP, tindakan akan diambil. Jadual berikut menunjukkan jumlah tindakan yang telah di ambil ke atas tempat kerja yang tidak mematuhi perundangan yang dikuatkuasakan oleh JKKP

500

Kompaun

309

Pendakwaan

7,468

Notis Akta 139

11,530

Notis Akta 514

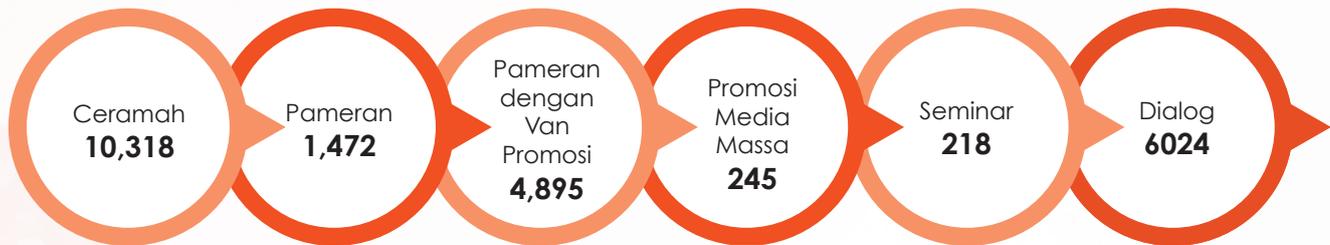
⚙️ Impak Kepada Rakyat

Perundangan yang dipatuhi oleh majikan dan pekerja yang dikuatkuasakan oleh JKKP dapat menjamin persekitaran yang selamat dan sihat sama ada di tempat kerja, tempat awam, serta kawasan yang terdedah dengan kerja-kerja yang sedang dijalankan. Pematuhan kepada perundangan ini jika mendapat kerjasama daripada rakyat Malaysia sama ada majikan, pekerja dan orang awam akan dapat mencapai objektif agenda negara dalam mengurangkan kadar kemalangan di tempat kerja.



3. PROMOSI DAN PENYEBARAN MAKLUMAT

Aktiviti promosi dijalankan oleh Jabatan dalam usaha untuk menyebarkan pelbagai maklumat berkaitan dengan aspek keselamatan dan kesihatan pekerjaan. Sepanjang tahun 2014, pelbagai aktiviti promosi seperti pameran, ceramah, seminar, bengkel dan kempen telah dianjurkan serta mendapat sambutan yang menggalakkan. Selain daripada itu juga promosi di media cetak dan elektronik turut giat dijalankan.



YB Menteri Sumber Manusia menyampaikan anugerah kepada pemenang di Majlis Anugerah Cemerlang Keselamatan dan Kesihatan Pekerjaan Kebangsaan 2014 di IOI Marriott Putrajaya



Tuan Ir. Mohtar Bin Musri, Ketua Pengarah Jabatan Keselamatan dan Kesihatan Pekerjaan (JKKP) merasmikan Seminar Keselamatan dan Kesihatan Pekerjaan (KKP) 2014 bagi Sektor Pembinaan di Pusat Konvensyen Antarabangsa Putrajaya (PICC)



YB Timbalan Menteri Sumber Manusia melawat pameran sempena Sambutan Hari Sedunia bagi Keselamatan dan Kesihatan di Tempat Kerja 2014 di Bangunan Lama DUN Sarawak, Kuching



YB Menteri Sumber Manusia menyampaikan jaket keselamatan dan topi kalendar sempena Hari Keselamatan dan Kesihatan Pekerjaan di Dunham Bush Industries, Kajang, Selangor

⚙️ Impak Kepada Rakyat

Dengan adanya promosi dan penyebaran maklumat berkaitan KKP ini, rakyat Malaysia lebih mudah mendapatkan maklumat dengan lebih dekat dan tepat.

» PELAN INDUK KESELAMATAN DAN KESIHATAN PEKERJAAN 2015

Peruntukan Pengurusan dan Operasi turut digunakan bagi menjalankan aktiviti di bawah strategi-strategi OSHMP 15. Matlamat utama pelaksanaan OSHMP15 adalah bagi memindahkan kebertanggungjawaban KKP daripada Kerajaan kepada pihak industri di mana bagi mencapai matlamat ini, JKKP telah merancang 3 fasa peralihan. OSH-MP15 merupakan fasa ke-2 yang bertujuan untuk mewujudkan modal insan yang selamat, sihat dan produktif serta meningkatkan fungsi kerajaan dan industri dalam melaksanakan KKP di Malaysia. Pelan pelaksanaan OSH-MP15 merangkumi 4 strategi utama; iaitu memperkasakan KKP di peringkat kerajaan, membudayakan budaya kerja selamat, menggalakkan penglibatan dan kepimpinan komuniti/industri, dan meningkatkan hubungan tempatan dan antarabangsa. Berikut senarai yang menunjukkan antara hubungkait pelaksanaan strategi yang direncanakan oleh JKKP sepanjang 2014 dan kesan kepada rakyat.

JKKP telah melibatkan diri dalam penyediaan standard dan piawaian berkaitan dengan keselamatan dan kesihatan pekerjaan. Pada tahun 2014, JKKP dibawah KSM telah berjaya mengeluarkan beberapa garis panduan yang amat berguna kepada pekerja dan majikan sebagai panduan untuk meningkatkan keselamatan dan kesihatan di tempat kerja. Garis panduan dan standard yang dibangunkan secara *smartpartnership* bersama industri telah meningkatkan kesedaran KKP pihak industri lain yang terlibat melalui pengamalan dan pematuhan garis panduan tersebut. Disamping itu, pihak JKKP telah membangunkan inisiatif baru dengan mengadakan kajian lapangan untuk mengenalpasti masalah KKP yang dihadapi oleh industri terutama EKS dan seterusnya menyediakan pelan tindakan bagi menangani masalah KKP yang dihadapi oleh industri. JKKP juga telah melakukan aktiviti penguatkuasaan yang berjaya mengurangkan kadar kemalangan industri dari 3.28 (kes/1,000 pekerja) pada tahun 2013 kepada 3.10 (kes/1,000 pekerja) pada 2014. Fakta ini menunjukkan keberkesanan JKKP dalam menjalankan penguatkuasaan dan pemeriksaan di industri. Aktiviti penguatkuasaan dan pemeriksaan ini berjaya meningkatkan kesedaran KKP dikalangan pekerja dan majikan dalam mematuhi perundangan berkaitan KKP.

Kepelbagaian aktiviti promosi JKKP berupaya menyalurkan maklumat dan pengetahuan berkaitan KKP kepada pihak industri terutamanya EKS. Diantara program promosi yang telah dilaksanakan oleh JKKP dengan berkesan adalah program ceramah, dialog, mentor mentee, *compliance support* dan *outreach*. JKKP telah turun ke padang untuk menjalankan aktiviti promosi di kawasan kerja agar promosi KKP dapat disalurkan dengan lebih berjaya disamping membantu industri melaksanakan KKP. Walaubagaimanapun bagi memantapkan lagi fungsi utama JKKP, JKKP melalui perancangan strategik Pelan Induk KKP telah berjaya mengintegrasikan aktiviti-aktiviti JKKP dibawah 4 strategi dan 29 program dibawahnya bagi meningkatkan kesedaran KKP kepada industri, majikan dan pekerja termasuk sektor awam. Semoga dengan pelaksanaan Pelan Induk KKP berkenaan mampu mewujudkan budaya 'pengaturan sendiri' berkaitan KKP di Malaysia.

» KETUA SETIAUSAHA KSM KE NIOSH

Pada 14 Mac 2014, YBhg Datuk Seri Hj. Saripuddin Hj. Kasim, Ketua Setiausaha Kementerian Sumber Manusia Malaysia telah membuat lawatan rasmi ke Ibu Pejabat NIOSH. Ketibaan YBhg Datuk Seri Ketua Setiausaha disambut oleh Pengarah Eksekutif NIOSH, Ir Haji Rosli Bin Hussin, Setiausaha Eksekutif NIOSH, Encik Ayop Salleh, Pengurus Besar Operasi NIOSH, Encik Fadzil Osman, Pengurus Kanan serta Pengurus-pengurus Bahagian NIOSH.

YBhg Datuk Seri Ketua Setiausaha telah diberi taklimat mengenai peranan dan fungsi NIOSH serta dibawa melawat ke Pusat Pameran NIOSH, Pusat Simulasi Ruang Terkurung, Makmal Higen Industri serta fasiliti yang lain. Objektif utama lawatan rasmi ini adalah bagi memperkenalkan fungsi dan peranan NIOSH kepada YBhg Datuk Seri Ketua Setiausaha berikutan daripada perlantikan beliau sebagai Ketua Setiausaha Kementerian Sumber Manusia.



YBhg Datuk Seri Hj. Saripuddin Hj. Kasim, Ketua Setiausaha Kementerian Sumber Manusia Malaysia dibawa melawat ke Pusat Pameran NIOSH, Pusat Simulasi Ruang Terkurung, Makmal Higen Industri serta fasiliti yang lain.

» PERSIDANGAN DAN PAMERAN KESELAMATAN DAN KESIHATAN PEKERJAAN KALI KE-17 (COSH2014)

Persidangan dan Pameran Keselamatan dan Kesihatan Pekerja kali ke-17 (COSH) telah diadakan di Pusat Konvensyen Kuala Lumpur (Kuala Lumpur Convention Centre) pada 25 - 27 Ogos 2014. COSH kali ke-17 berjaya mencatatkan seramai 1,957 bilangan peserta yang terdiri daripada pengamal OSH dari pelbagai industri, kakitangan kerajaan, tenaga pengajar, jurutera dan bidang perubatan.

Objektif utama persidangan kali ke-17 ini yang dianjurkan di peringkat nasional adalah sebagai medan perbincangan dan perkongsian maklumat di dalam aspek keselamatan dan kesihatan tempat kerja.

Tema COSH2014 adalah '*Innovative Transformation for OSH Sustainability*'. Perasmian COSH2014 telah disempurnakan oleh Menteri Sumber Manusia, YB Dato 'Sri Richard Riot Anak Jaem.



Upacara Perasmian COSH2014 telah disempurnakan oleh Menteri Sumber Manusia, YB Dato 'Sri Richard Riot Anak Jaem



YB Dato 'Sri Richard Riot Anak Jaem dibawa melawat ruang pameran COSH2014



» PERSIDANGAN SAINTIFIK BAGI KESELAMATAN DAN KESIHATAN PEKERJAAN KALI KE-3

Persidangan Sainifik bagi Keselamatan dan Kesihatan Pekerja kali ke-3 (SCI COSH) 2014 telah diadakan pada 15 - 16 Oktober 2014 di NIOSH Pejabat Wilayah Selatan yang bertemakan '*Gearing Towards Safe and Healthy Future*' dengan kerjasama Fakulti Pengurusan Universiti Teknologi Malaysia.

Majlis perasmian telah disempurnakan oleh Professor Dr Abu Hasan Bin Samad selaku Pengerusi Jawatankuasa Penyelidikan dan Pembangunan NIOSH. NIOSH mengambil peluang di persidangan ini melancarkan produk terbaru NIOSH Pejabat Wilayah Selatan iaitu 'Rostrum Mudah Laras' yang merupakan inovasi pertama hasil warga kerja Pusat Kecemerlangan Ergonomik (EEC). Produk ini terhasil daripada pengumpulan data dan maklumat berkaitan dengan Data Antropometric daripada kalangan rakyat Malaysia. Pekara paling utama berkaitan dengan Rostum Mudah Laras ini adalah para pengguna berkeupayaan untuk melaraskan ketinggian paras rostrum mengikut keselesaan pengguna.

Program yang dirancang ini telah menarik minat seramai 52 orang peserta untuk membentangkan hasil penyelidikan mereka di dalam SCI-COSH kali ini. Para peserta terdiri daripada pelajar, penyelidik, pensyarah daripada UTM, UKM, UTHM,UMP. Uniki, UUM serta terdapat juga seorang peserta daripada Parahyangan Catholic University Bandung Indonesia.



Majlis perasmian telah disempurnakan oleh Professor Dr Abu Hasan Bin Samad selaku Pengerusi Jawatankuasa Penyelidikan dan Pembangunan NIOSH



Professor Dr Abu Hasan Bin Samad dibawa melawat ruang pameran SCICOSH 2014

» LAWATAN DELEGASI BANGLADESH SEMPENA MESYUARAT 'JOINT WORKING GROUP' (JWG) KE-5 DI NIOSH, BANGI

Pada 4 Disember 2014, NIOSH telah menerima kunjungan lawatan delegasi daripada Bangladesh bersempena dengan mesyuarat *Joint Working Group (JWG)* ke-5 di antara Kerajaan Negara Malaysia dan Kerajaan Republik Bangladesh. Delegasi dari Republik Bangladesh ini diketuai oleh TYT Setiausaha Kementerian Ekspatriat, Kebajikan dan Pengajian Luar Negara.



Delegasi ini telah disambut oleh Pengarah Eksekutif NIOSH, Ir. Haji Rosli bin Hussin dan mereka telah dibawa untuk melawat ke Pusat Pameran OSH, Pusat Simulasi Ruang Terkurung dan Makmal. Diharap dengan lawatan yang singkat ini, NIOSH akan dapat menjalinkan hubungan kerjasama dengan Republik Bangladesh di dalam bidang Keselamatan dan Kesihatan Pekerjaan (KKP).



Bilangan Program Latihan Yang Dilaksanakan Oleh Niosh Dari Tahun 2009 Hingga 2014 Mengikut Jenis Program

Jenis Program	2009	2010	2011	2012	2013	2014
Program untuk Pengamal / Umum	400	420	428	407	403	501
Program Sijil / Kelayakan	591	846	1,100	1310	1,823	2,123
Program Jurulatih						
Persidangan/Seminar	19	32	33	39	40	49
Program Pasport Keselamatan Kontraktor	14	31	40	38	53	60
	2,398	2,301	2,737	2,861	2,851	3,045
JUMLAH	3,422	3,630	4,338	4,655	5,170	5,778

Bilangan Peserta Yang Telah Dilatih Dari Tahun 2009 Hingga 2014 Mngikut Jenis Program

Jenis Program	2009	2010	2011	2012	2013	2014
Program untuk Pengamal / Umum	6,619	8,886	8,243	7,816	7,796	9,197
Program Sijil / Kelayakan	11,519	13,141	17,121	20,170	29,450	33,681
Program Jurulatih						
Persidangan/Seminar	258	441	611	566	483	618
Program Pasport Keselamatan Kontraktor	3,380	3,738	5,936	4,614	5,462	5,722
	62,511	60,985	77,273	82,699	79,472	80,359
JUMLAH	84,287	87,191	109,184	115,865	122,663	129,577

Bilangan Aktiviti Perundingan Tahun 2012, 2013 dan 2014

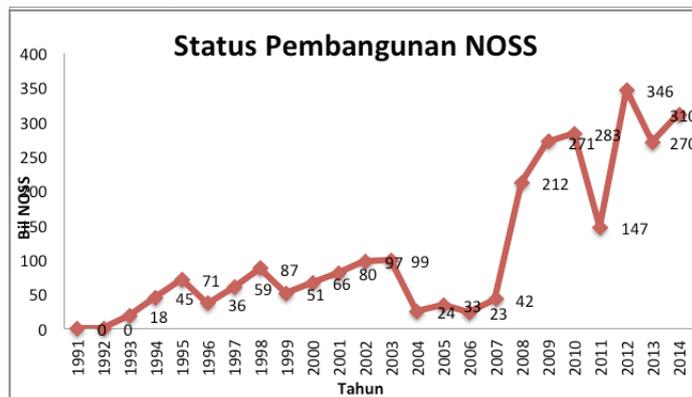
Katagori	2012	2013	2014
Pematuhan perundangan KKP (LC)	128 projek	95 projek	136 projek
Penyelesaian KKP (OS)	29 projek	129 projek	46 projek
Perkhidmatan Analisa Makmal/Teknikal (TS)	372 projek (5121)	316 projek (5111)	458 projek (5972)
Perkhidmatan khidmat Nasihat (AS)	169 projek	59 projek	153 projek
Jumlah Keseluruhan	698 projek	599 projek	793 projek

MEMBANGUNKAN SUMBER MANUSIA NEGARA YANG BERDAYA SAING



STANDARD KEMAHIRAN PEKERJAAN KEBANGSAAN (NOSS)

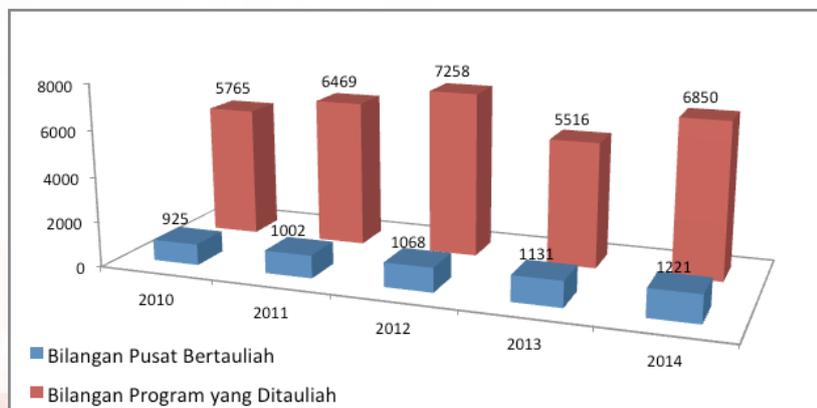
NOSS adalah dokumen rujukan yang menggariskan tahap kekompetenan dan kelayakan kemahiran yang diperlukan oleh industri. Ianya merupakan rujukan utama untuk mempersiapkan tenaga mahir di Malaysia dan seterusnya memastikan hasrat untuk memiliki sekurang-kurangnya 33% tenaga kerja mahir menjelang tahun 2015 tercapai. Carta 1 menunjukkan status pembangunan NOSS sehingga tahun 2014.



Carta 1: Statistik pembangunan NOSS dari tahun 1991 hingga 2014

PENTAULIAHAN PENYEDIA LATIHAN KEMAHIRAN

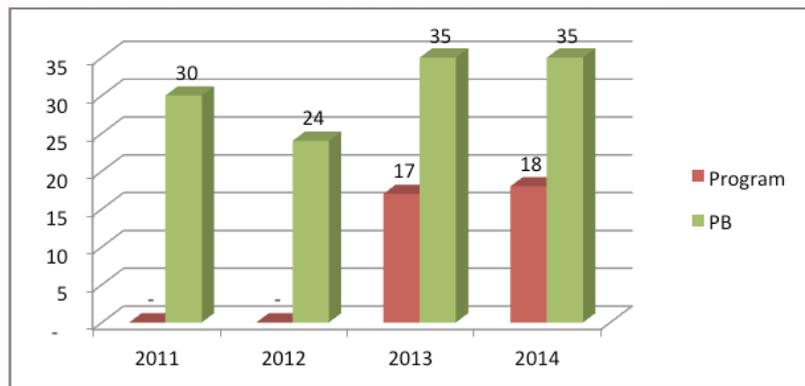
Aktiviti pentauliahan yang dijalankan adalah merangkumi pentauliahan untuk program berasaskan latihan di institusi melalui Pusat Bertauliah (PB) dan latihan di tempat kerja melalui Sistem Latihan Dual Nasional (SLDN). Di samping menawarkan program latihan kepada pelatih tempatan, PB juga turut menawarkan latihan kepada pelatih antarabangsa melalui program SkillsMalaysia INVITE.



Carta 2: Program dan Penyedia Latihan Kemahiran yang Ditaullahkan

Jadual 1: Penyertaan Industri dalam program SLDN

Tahun	Penyertaan Syarikat Unjuran	Penyertaan Pencapaian	Penyertaan Perantis Unjuran	Penyertaan Pencapaian
2014	194	1,083	5,500	11,271
2013	194	1,034	5,500	13,616
2012	165	249	4,700	6,127
2011	220	353	6,300	6,947



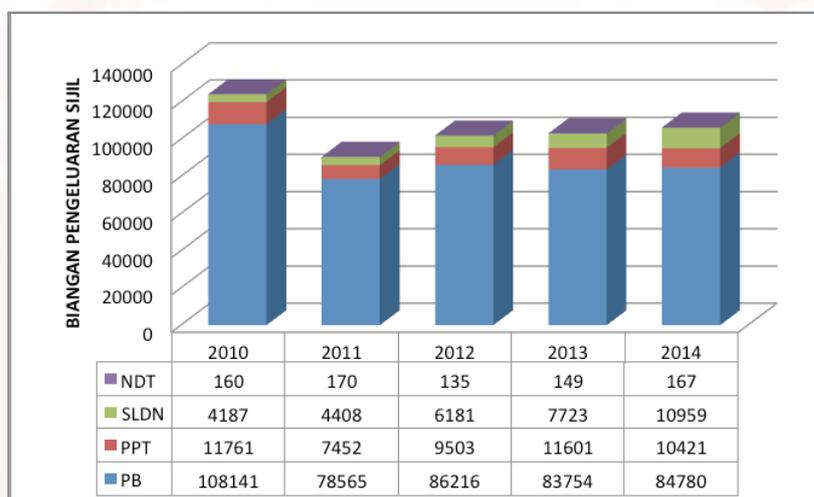
Carta 3: Statistik Pusat Bertauliah yang menjalankan program Antarabangsa

» PERSIJILAN SIJIL KEMAHIRAN MALAYSIA (SKM)

Penganugerahan Sijil Kemahiran Malaysia (SKM) dilaksanakan melalui empat kaedah utama iaitu melalui Pusat Bertauliah (PB), Pengiktirafan Pencapaian Terdahulu (PPT), Sistem Latihan Dual Nasional (SLDN) dan Ujian Tanpa Musnah (*Non Destructive Test -NDT*). Statistik pengeluaran sijil 2014 adalah seperti di Jadual 2 manakala jumlah pengeluaran sijil mengikut kaedah persijilan dari Tahun 2010 hingga 2014 adalah seperti di Carta 3.

Jadual 2 : Statistik pengeluaran sijil mengikut kaedah persijilan bagi tahun 2014

PENGELUARAN SIJIL KEMAHIRAN MALAYSIA 2014										
Tahap	Kaedah								Jumlah Pengeluaran Sijil Tahun 2014	
	Pentauliahan Pusat Bertauliah		Pengiktirafan Pencapaian Terdahulu (PPT)		Sistem Latihan Dual Nasional (SLDN)		Non Destructive Testing (NDT)			
	SKM	PC	SKM	PC	SKM	PC	SKM	PC	SKM	PC
1	28,015	96	1,182	13	3,631	172	122	0	32,950	281
2	33,275	0	2,621	6	5,450	0	40	0	41,386	6
3	18,868	487	5,847	112	1,613	0	5	0	26,333	599
4	3,999	0	441	0	93	0	0	0	4,533	0
5	40	0	199	0	0	0	0	0	239	0
Jumlah	84,197	583	10,290	131	10,787	172	167	0	105,441	886
Jumlah Keseluruhan	84,780		10,421		10,959		167		106,327	



Carta 3: Pengeluaran Sijil Mengikut Kaedah Persijilan Dari Tahun 2010 Hingga 2014

» PENDEKATAN LATIHAN KEMAHIRAN MELALUI NATIONAL BLUE OCEAN STRATEGY (NBOS)

Kerajaan telah memperkenalkan strategi NBOS bagi memantapkan sistem penyampaian kerajaan melalui pendekatan yang cepat dan berimpak tinggi pada kos yang rendah dengan mengoptimumkan sumber sedia ada melalui program *Rural Transformation Center (RTC)* dan Skim Kemahiran dan Kerjaya 1 Malaysia (SKK1M).



Salah satu inisiatif di bawah program RTC adalah memberi peluang latihan kepada masyarakat luar bandar.

Jadual 3 : Pencapaian RTC bagi tahun 2014

RTC	Bil. Pusat Bertauliah	Bil. Kursus	Bil. Peserta
RTC Perak	4	7	140
RTC Kelantan	5	8	160
RTC Pahang	4	6	120
RTC Kedah	5	7	140
RTC Terengganu	4	4	85
Jumlah	22	32	645



- Program SKK1M yang dijalankan oleh beberapa kementerian dan diselaraskan oleh JPK
- bertujuan membantu para pelatih lepasan institusi latihan kemahiran yang belum mendapat pekerjaan melalui penempatan di industri selama 1 hingga 2 bulan sebelum diserap untuk bekerja di syarikat berkenaan

Jadual 4: Pencapaian SKK1M bagi tahun 2014

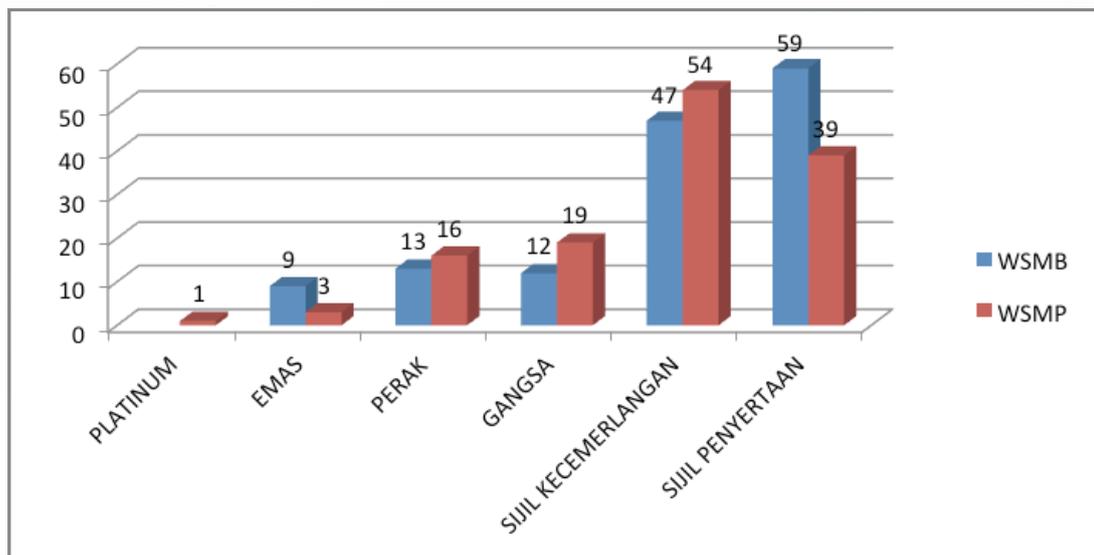
Kementerian	Pencapaian SKK1M 2014
Kementerian Sumber Manusia	970
Kementerian Pertanian dan Industri Asas Tani	100
Kementerian Belia dan Sukan	700
Kementerian Kemajuan Luar Bandar dan Wilayah	1550
Kementerian Pertahanan	200
Kementerian Pendidikan	1050
Kementerian Kerja Raya	400
Jumlah	4,970

» PERTANDINGAN KEMAHIRAN PERINGKAT NASIONAL DAN ANTARABANGSA

World Skills Malaysia Belia (WSMB) 2014 telah diadakan pada 11 hingga 17 Jun 2014 dengan mempertandingkan 28 bidang kemahiran di mana 17 bidang kemahiran yang dianjurkan oleh Jabatan Pembangunan Kemahiran (JPK), KSM manakala 9 bidang kemahiran di anjurkan oleh Kementerian Kerja Raya (KKR).

Pertandingan *World Skills Malaysia* Pengajar (WSMP) 2014 yang diadakan pada 14 hingga 17 Jun 2014 dengan mempertandingkan 21 bidang kemahiran pula merupakan platform kepada tenaga pengajar untuk bersaing di dalam pertandingan kemahiran peringkat kebangsaan.

Carta 4: Keputusan WSMB dan WSMP 2014



Malaysia menyertai *ASEAN Skills Competition (ASC)* buat kali ke-10 di Hanoi, Vietnam yang telah diadakan di *National Convention Centre* dari 19 hingga 29 Oktober 2014. Peserta Negara telah mempamerkan kemahiran mereka dalam 25 bidang kemahiran yang dipertandingkan merangkumi 2 bidang demonstrasi iaitu *CNC maintenance* dan *mobile robotics*. Pencapaian Negara Malaysia pada ASC 2014 adalah yang terbaik sejak penyertaannya dari tahun 1995. Statistik pencapaian Malaysia di ASC adalah seperti di jadual.

Jadual 5: Pencapaian Malaysia di ASC dari tahun 1995 sehingga tahun 2014

Tahun	Pungutan Pingat				Jumlah Pingat
	Emas	Perak	Gangsa	Medallion For Excellence	
1995	2	2	2	-	7
1996	4	-	-	-	7
2001	3	-	-	-	6
2002	1	2	2	-	4
2004	-	1	1	-	3
2006	3	-	-	-	8
2008	6	7	7	7	25
2010	1	2	2	7	15
2012	3	4	4	14	25
2014	9	4	4	17	34

» KERJASAMA STRATEGIK

Kerjasama strategik Jabatan dijalinkan melalui penubuhan *Industry Lead Body (ILB)* dan juga aktiviti yang dijalankan melalui *Skills Malaysia Partnership (SMP)*. ILB merupakan badan peneraju yang berperanan memastikan latihan dan pembangunan kemahiran dapat dilaksanakan dengan lebih berkesan melalui pendekatan *industry-driven*.

Jadual 7 : Senarai ILB

Bil.	ILB	Bil.	ILB
1.	<i>The Malaysian Textile Manufacturers Association (MTMA)</i>	12.	<i>Construction Industry Development Board (CIDB)</i>
2.	Jabatan Kebajikan Masyarakat (JKM)	13.	<i>Multimedia Development Corporation (MDEC)</i>
3.	<i>Asian Institute of Finance (AIF)</i>	14.	<i>Malaysian Biotechnology Corporation (BiotechCorp)</i>
4.	<i>Malaysian Oil & Gas Services Council (MOGSC)</i>	15.	<i>Malaysian Association of Hotel (MAH)</i>
5.	Tenaga Nasional Berhad (TNB)	16.	<i>National Agriculture Training Council (NATC)</i>
6.	<i>Malaysian Iron & Steel Industry Federation (MISIF)</i>	17.	<i>Association of Marine Industries (AMIM)</i>
7.	<i>Malaysian Institute of Human Resources & Management (MIHRIM)</i>	18.	<i>Malaysia Automotive Institute (MAI)</i>
8.	<i>Malaysian Society of Non-Destructive Testing (MSNT)</i>	19.	PRASARANA
9.	<i>The Electrical and Electronics Association of Malaysia (TEEAM)</i>	20.	<i>Malaysian Plastics Manufacturers Association (MPMA)</i>
10.	<i>Malaysian Timber Industry Board (MTIB)</i>	21.	<i>Malaysian Green Technology Corporation (GreenTech Malaysia)</i>
11.	<i>Malaysian Palm Oil Board (MPOB)</i>		

Melalui *Skills Malaysia Partnership (SMP)*, aktiviti hubungan dan kerjasama strategik Jabatan bersama industri dapat diselaras dan diperkukuhkan khususnya dalam aktiviti pembangunan sumber manusia mahir. Sepanjang tahun 2014, JPK telah menjalankan kerjasama strategik dengan organisasi berikut:

Bil	Organisasi	Bidang	Skop Kerjasama
1.	Persatuan Pakar Pengajar Dan Pakar Industri Negara Malaysia (Mandate)	Pertanian, Solar, Komposit	Rakan Strategik Industri
2.	Scomi Sdn Bhd	Pemesinan & Pengangkutan	Pengiktirafan & Persijilan
3.	Federal Power	Elektrikal	Pengiktirafan & Persijilan
4.	Icon Offshore	Pengangkutan	Pembangunan Noss Latihan & Persijilan
5.	Rapidbus	Kenderaan Perdagangan	Latihan & Persijilan
6.	Top Diversified	Automotif	Latihan & Persijilan

7. Fakulti Teknologi Kreatif Dan Warisan (UMK)	Bidang Kreatif	Artikulasi Pembangunan Noss Pengiktirafan & Persijilan
8. Lembaga Pelabuhan Johor (LPJ)	Pelabuhan	Persijilan Pekerja/ Mou
9. Dreamedge Sdn Bhd	Industrial Product Design	Latihan & Persijilan
10. Lembaga Getah Malaysia	Sumber Asas	Latihan dan Persijilan
11. Pemulihan Dalam Komuniti (PDK)	Penjagaan OKU	Persijilan Pekerja
12. Cosmopoint	Information Technology	Latihan & Persijilan
13. Persatuan Equestrian Malaysia (EAM)	Equestrian	Pengiktirafan & Persijilan Recognition and
14. Ecerdc	Agensi Negeri	Latihan dan Persijilan
15. Ifda	Floral	Pengiktirafan
16. Nibiru	Multimedia	Latihan & Persijilan
17. Federation University Australia	Persijilan	Persijilan
18. Federation Of Holistic Therapists (FHT)	Terapi alternative dan terapi sukan	Persijilan
19. Northport	Pelabuhan	Persijilan
20. Metro Driving Academy	Pengangkutan	Persijilan Secara SLDN
21. Rapid Bus	Pengangkutan	Perkongsian Kepakaran dan latihan kemahiran



Memorandum Persefahaman (MoU) antara Jabatan Pembangunan Kemahiran, Kementerian Sumber Manusia dan BACM Sdn Bhd bagi mewakili Federation Of Holistic Therapists (FHT).



Memorandum Persefahaman (MoU) antara Jabatan Pembangunan Kemahiran, Kementerian Sumber Manusia dan NORTHPORT (MALAYSIA) BHD



Kerjasama antara JPK dengan Rapid Bus Sdn Bhd

» INSTITUSI LATIHAN JABATAN TENAGA MANUSIA (ILJTM)

Program latihan jangka panjang Institusi Latihan Jabatan Tenaga Manusia (ILJTM) adalah untuk melahirkan tenaga kerja mahir melalui latihan kemahiran sepenuh masa kepada belia-belia lepasan sekolah di peringkat Sijil, Diploma dan Diploma Lanjutan. Latihan ini dijalankan di 32 buah ILJTM seluruh negara. Program latihan ini dijalankan dalam jangka masa dari 6 hingga 36 bulan bergantung kepada kursus yang ditawarkan.

SENARAI INSTITUT LATIHAN JABATAN TENAGA MANUSIA (ILJTM)



INSTITUT TEKNIKAL JEPUN-MALAYSIA (JMTI)

1. Seberang Perai

PUSAT LATIHAN TEKNOLOGI TINGGI (ADTEC)

1. Melaka
2. Shah Alam
3. Batu Pahat
4. Taiping
5. Kulim
6. Jerantut
7. Kemaman
8. Bintulu

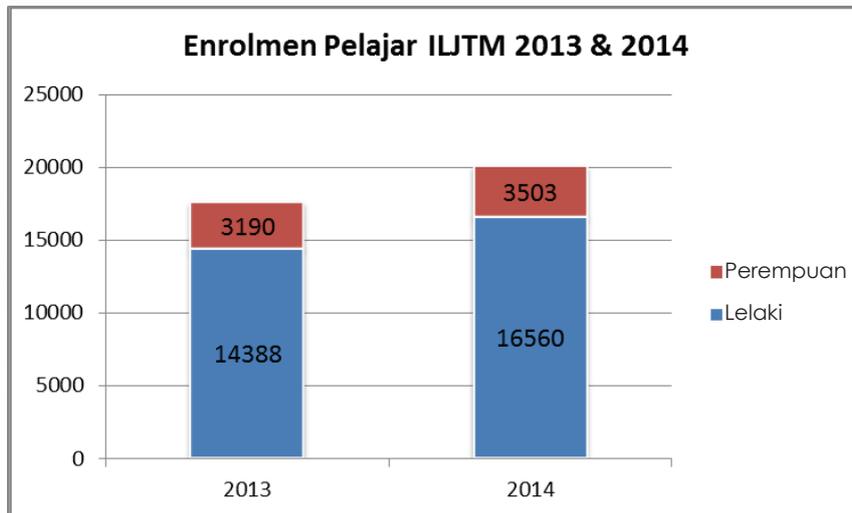
INSTITUT TEKNIKAL PERINDUSTRIAN (ILP)

1. Kuala Lumpur
2. Kuala Langat
3. Padas
4. Bukit Jalil
5. Ledang
6. Selandar
7. Pasir Gudang
8. Mersing
9. Ipoh
10. AP Nibong Tebal
11. Perai
12. Jitra
13. Kepala Batas
14. Kangar
15. Kuantan
16. Marang
17. Kuala Terengganu
18. Kota Bharu
19. Kota Kinabalu
20. Labuan
21. Sandakan
22. Kota Samarahan
23. Miri

» ENROLMEN TENAGA MAHIR

Pada tahun 2014, 32 buah ILJTM di seluruh negara beroperasi di mana seramai 10,573 orang pelajar baru telah mendaftar pada Sesi Januari dan Julai 2014 serta menjadikan enrolmen pelajar ILJTM adalah seramai 20,063 orang keseluruhannya.

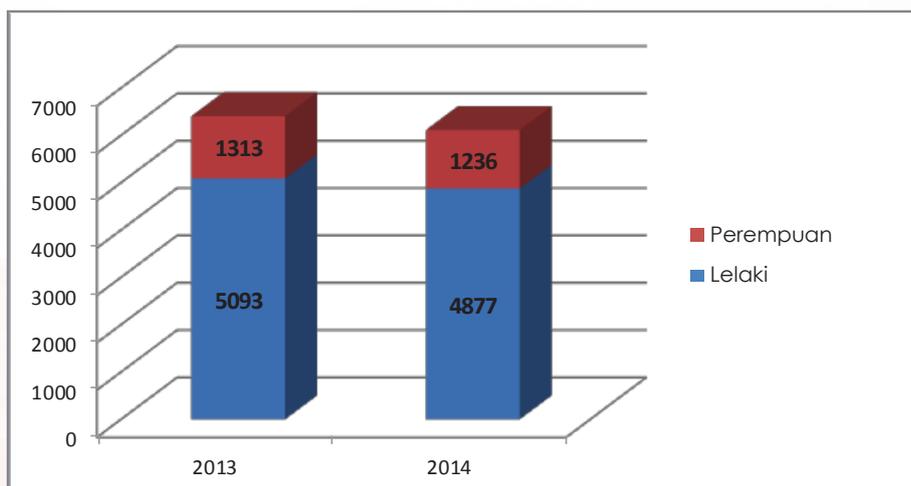
Carta 1 : Enrolmen Pelajar ILJTM Tahun 2013 dan 2014 Mengikut Pecahan Jantina



» KELUARAN TENAGA MAHIR

Pada tahun 2014, graduan ILJTM yang telah berjaya menamatkan program latihan kemahiran adalah seramai 6,113 orang pelajar. Carta 2 menunjukkan keluaran pelajar ILJTM mengikut pecahan jantina untuk tahun 2013 dan 2014.

Carta 2 : Keluaran Pelajar ILJTM Tahun 2013 dan 2014 Mengikut Pecahan Jantina

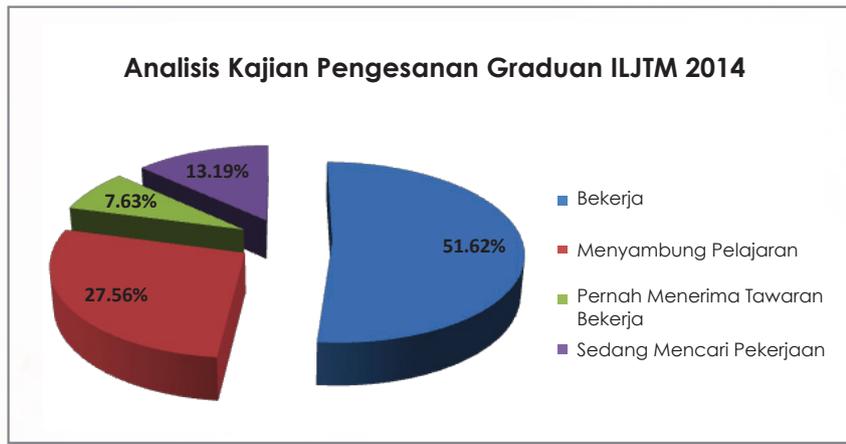


» KAJIAN PENGESANAN GRADUAN ILJTM 2014

Kajian Pengesanan Graduan ILJTM 2014 merupakan kajian tahunan yang dijalankan bertujuan untuk mengesan pelajar lepasan ILJTM dan seterusnya mengukur tahap kebolehkeraan graduan ILJTM. Sebanyak 5,048 maklum balas telah diterima daripada para graduan yang terlibat dalam Majlis Konvokesyen ILJTM kali ke 20 pada tahun 2014. Secara keseluruhannya, tahap kebolehkeraan graduan ILJTM mencapai 86.81%. Tiga kriteria yang menentukan tahap kebolehkeraan ini adalah:

1. Bekerja,
2. Menyambung Pelajaran; dan
3. Pernah Menerima Tawaran Bekerja

Carta 3 : Ringkasan Peratusan Kebolehkeraan Graduan ILJTM 2014



Graduan ILJTM menerima penganugerahan semasa Majlis Konvokesyen ILJTM 2014 di PICC, W.P. Putrajaya

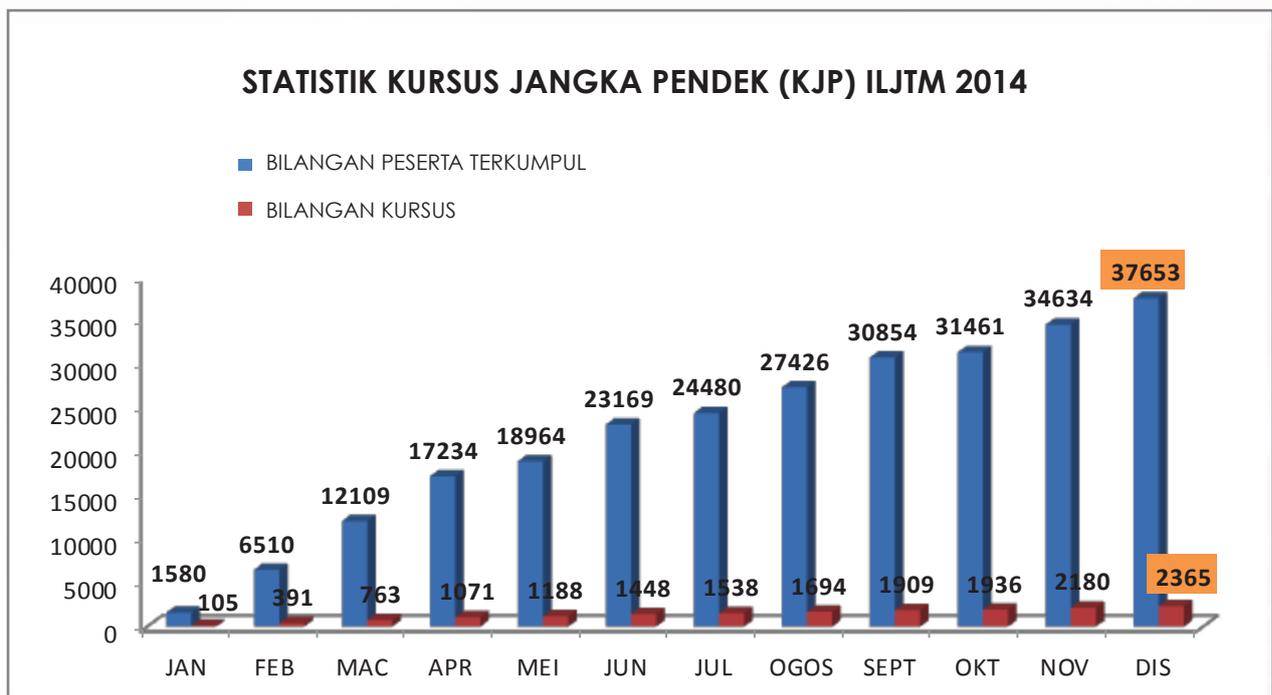
KEBOLEHKERJAAN ILJTM 2014

86.81%

» KURSUS JANGKA PENDEK (KJP) ILJTM 2014

Bagi merealisasikan hasrat kerajaan Malaysia untuk melahirkan 50% tenaga mahir negara menjelang tahun 2020, JTM menawarkan kursus jangka pendek dalam pelbagai bidang kejuruteraan dan teknikal kepada para pekerja industri dan juga orang awam seperti mekanikal, elektrik, ICT, elektronik, sivil dan lain-lain lagi. Kursus-kursus jangka pendek ini bertujuan untuk meningkatkan kemahiran para peserta di samping dapat meningkatkan pendapatan mereka. Pada tahun 2014, JTM telah berjaya melaksanakan 2,365 kursus jangka pendek dan telah melatih seramai 37,653 orang peserta yang terdiri daripada pelbagai lapisan masyarakat seperti pekerja industri, kakitangan awam, lepasan universiti dan pelajar lepasan sekolah.

Carta 4 : Statistik Kursus Jangka Pendek (KJP) ILJTM 2014



» JALINAN DAN KOLABORASI JTM & ILJTM

Bagi memastikan graduan ILJTM mempunyai kemahiran yang diperlukan, kerjasama strategik dengan pihak industri dan badan kerajaan di peringkat nasional dan antarabangsa telah dimeterai. Kerjasama erat ini adalah bagi memberi nilai tambah terhadap keboleherjaan graduan yang sekaligus dapat meningkatkan pengeluaran pekerja berkemahiran tinggi bagi memenuhi aspirasi kerajaan dalam mencapai status Negara Maju pada tahun 2020. Berikut adalah senarai kolaborasi ILJTM dan industri pada tahun 2014.

Jadual 1 : Kolaborasi ILJTM dengan Industri pada Tahun 2014

No	Syarikat	Bidang Kerjasama
1.	 TWI Technologies S.E. Asia	ADTEC Batu Pahat Program Kerjasama Persijilan The Welding Institute Certification Programme The Welding Institute
2.	 Munivac Sdn Bhd	ADTEC Batu Pahat Kerjasama Program Latihan Sambil Bekerja ILJTM

3.	 Samsung Malaysia Electronics (SME)	ILP Kuala Lumpur Akademi Samsung TECH
4.	 FELCRA Bhd.	ADTEC Kemaman Kerjasama Program Latihan Kemahiran dan Kerjaya (PLKK) di dalam Industri Minyak dan Gas
5.	 Serba Dinamik Sdn. Bhd.	ILP Labuan Kerjasama Latihan Kemahiran Teknikal dalam Industri Minyak dan Gas
6.	 Curtin Consultancy Services (M) Sdn. Bhd.	ILP Miri Kerjasama Program Untuk Memenuhi Keperluan Tenaga Pekerja Dalam Latihan Teknikal
7.	 Nagaoka National College of Technology (NNCT), Jepun	ADTEC Melaka Kerjasama Dalam Bidang Pengajaran Dan Pembelajaran Kejuruteraan Elektrik/Elektronik Dan Mekanikal di ADTEC Melaka dan NNCT
8.	 KoolMan International	ILP Kepala Batas Program Kerjasama Latihan Kemahiran Teknologi dan Bimbingan Khidmat Teknikal dalam Bidang Penyejukan dan Penyamanan Udara

» KEJAYAAN DAN PENCAPAIAN JTM 2014 PERINGKAT KEBANGSAAN DAN ANTARABANGSA

JTM telah menyertai pertandingan-pertandingan kemahiran yang dianjurkan oleh Jabatan Pembangunan Kemahiran iaitu Pertandingan *World Skill Malaysia* Belia 2014, Pertandingan *World Skill Malaysia* Pengajar 2014 dan Pertandingan *Asean Skills Competition (ASC)* Hanoi. Ketiga-tiga pertandingan ini memberi impak yang sangat besar kepada pelajar serta pengajar ILJTM. Di sinilah mereka dapat menonjolkan bakat kemahiran yang dimiliki seterusnya diiktiraf belia dan pekerja mahir yang mempunyai kemahiran yang unggul dan berdaya saing.

Seramai 62 orang pelajar ILJTM berjaya memasuki peringkat akhir Pertandingan *World Skills Malaysia (WSMB)* 2014 melalui 21 bidang kemahiran dan memenangi sebanyak 3 pingat Emas, 6 pingat Perak serta 5 pingat Gangsa.

Manakala, seramai 37 orang pensyarah ILJTM yang mewakili JTM telah berjaya ke peringkat akhir dalam Pertandingan *World Skill Malaysia* Pengajar 2014 dan memperolehi 2 pingat Emas, 4 pingat Perak dan 5 pingat Gangsa.

Seterusnya, seramai 14 orang peserta dari ILJTM telah terpilih mewakili Negara dalam 10 bidang yang dipertandingkan dan membawa pulang 3 pingat Emas, 3 pingat Perak, 1 pingat Gangsa dan 3 *Medallion Of Excellent*.



Pasukan ILJTM yang berjaya mengharumkan nama negara menunjukkan tanda bagus sewaktu pulang daripada menyertai World Skill ASEAN Hanoi 2014 di Hanoi, Vietnam.



ILJTM juga tidak melepaskan peluang dengan menyertai pertandingan-pertandingan inovasi di peringkat kebangsaan dan antarabangsa yang berprestij tinggi seperti Pertandingan MTE anjuran *Malaysian Association of Research Scientists (MARS)* dan Pertandingan ITEX anjuran *Malaysian Invention and Design Society (MINDS)*. Pertandingan seumpama ini memberi laluan dan platform kepada pereka-cipta untuk mengkomersilkan ciptaan atau penemuan baru kepada orang ramai.

» MALAYSIA TECHNOLOGY EXPO (MTE) 2014 THE LEADING INTERNATIONAL INVENTION & INNOVATION EXPO

Malaysia Technology Expo (MTE) 2014 telah diadakan pada 20 - 22 Februari 2014 di PWTC, Kuala Lumpur. Empat institut yang telah menyertai pertandingan ini berjaya membawa pulang pingat hasil dari persembahan projek mereka iaitu 2 pingat Perak dan 2 pingat Gangsa.

Jadual 4: Keputusan MTE 2014

Pingat	Institut	Projek
Perak	i. ILP Mersing	i. DC Grass Cutter
	ii. ADTEC Batu Pahat	ii. Tshirt Folding, Packing and Sealing Machine
Gangsa	i. JMTI	i. Perekod Data Suhu, Cahaya dan Kelembapan
	ii. ADTEC Kulim	ii. Compact Sink Filter System



Sepanjang Pertandingan MTE 2014

» PERTANDINGAN CITEC 2014 25TH INTERNATIONAL INVENTION, INNOVATION AND TECHNOLOGY EXHIBITION

Kecemerlangan pelajar dan pengajar ILJTM juga terserlah dengan kejayaan yang diperolehi melalui Pertandingan CITEC 2014 yang telah berlangsung pada 8 – 10 Mei 2014 di KLCC, Kuala Lumpur. Melalui pertandingan ini kesemua penyertaan telah memenangi sebanyak 3 pingat emas, 7 pingat perak dan 1 pingat gangsa.

Jadual 5: Keputusan CITEC 2014

Pingat	Institut	Projek
Emas	1. ILP Kuala Terengganu	1. Polish Lathe
	2. ILP Kota Kinabalu	2. Dust Catcher
	3. ADTEC Kulim	3. Intelligent Device For Standard Wheelchair
Perak	1. ILP Kota Bharu	1. Simple Water Filter
	2. ILP Kuantan	2. Manual Bar Bender
	3. ILP Miri	3. Jig For Alignment Flange And Pipe
	4. Ibu Pejabat JTM	4. ETOS (E Tracer Study Online System)
	5. ADTEC Shah Alam	5. Horizontal Axis Hydraulic Bending Test
	6. JMTI	6. Wififx Easy Way Communication
	7. ILP Kota Kinabalu	7. Golf Ball Dispenser Storage
Gangsa	JMTI	Majiku Supana



Sepanjang Pertandingan CITEC 2014

» PERTANDINGAN ANJURAN JABATAN TENAGA MANUSIA

1. PERTANDINGAN JTM ROBOT CHALLENGE 2014

JTM Robot Challenge (JTM RC) merupakan pertandingan robot peringkat dalaman JTM yang dianjurkan secara tahunan. JTM RC adalah merupakan platform bagi pasukan robot ILJTM menguji kemampuan pasukan masing-masing sebelum menyertai lain-lain pertandingan diperingkat kebangsaan. Pertandingan JTM RC 2014 telah dijalankan pada 22 hingga 24 September 2014 di ILP Kuala Lumpur dengan mempertandingkan sebanyak 3 kategori iaitu Robot Bumi Hijau, Roborumblez (Kategori Pengajar) dan Roborumblez (Kategori Pelajar).

Jadual 2 : Keputusan Pertandingan JTM RC 2014

Kategori	Tempat	ILJTM
	Johan	ILP Bukit Katil
	Naib Johan	ILP Kepala Batas
	Tempat Ke 3	ADTEC Shah Alam
	Tempat ke 4	ILP Mersing 2
	Johan	ILP Ledang
	Naib Johan	ILP Pasir Gudang
	Tempat Ke 3	ILP Kangar
	Tempat ke 4	ILP Pedas

Roborumblez (Pelajar)



Johan

Naib Johan

Tempat Ke 3

Tempat ke 4

ILP Bukit Katil

ILP Selandar

ADTEC Melaka

ILP Kepala Batas

2. PERTANDINGAN KREATIVITI DAN TEKNOLOGI INOVASI 2014

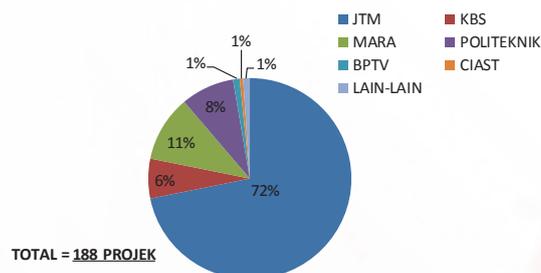
JTM telah berperanan dalam menggalak kreativiti dan inovasi melalui penganjuran Pertandingan Kreativiti & Inovasi peringkat jabatan. *Creativity And Innovative Of Technology Competition (CITEC)* diadakan untuk memupuk daya kreatif, ciptaan dan inovasi di kalangan pensyarah dan pelajar ILJTM. Ia juga sebagai platform kepada pelajar Institusi Latihan Kemahiran Awam (ILKA) dan Swasta (ILKS) bagi menyumbang idea dan inovasi dalam pelbagai bidang teknologi untuk menunjukkan kemampuan mereka mencipta atau menemui sesuatu yang baru. CITEC 2014 telah dilaksanakan pada 22 hingga 24 September 2014 di ILP Kuala Lumpur dengan mempertandingkan 4 kategori iaitu Mekanikal, Elektrik & Elektronik, ICT dan Sivill.

Jadual 3: Keputusan CITEC 2014

Kategori	Emas	Perak	Gangsa
MEKANIKAL	9	13	16
ELEKTRIK & ELEKTRONIK	6	20	24
ICT	4	5	9
SIVIL	2	2	3

Carta 5: Peratusan penglibatan agensi lain di CITEC 2014

BILANGAN AGENSI TERLIBAT DI CITEC 2014



Sepanjang Pertandingan CITEC 2014

» SKIM PENCAPAIAN PENGIKTIRAFAN TERDAHULU (PPT)

Diperkenalkan pada tahun 2009 dengan matlamat untuk mengiktiraf pekerja yang berpengalaman dan berkemahiran yang tidak mempunyai sebarang kelayakan formal.

Terdapat empat badan pengiktirafan yang diluluskan di bawah skim ini.

Tempat Latihan yang Diluluskan (2,982)		Bantuan Kewangan yang Diluluskan (RM3.1Juta)
2,609	DSD/JPK	782,700
360	GBCC	1,218,000
3	FEDUNI	141,900
10	IOSCM	976,210

*DSD/JPK - Department of Skills Developments
 FEDUNI - Federation of University Australia Institute of Supply Chain Management
 GBCC - United Kingdom and Great Britain Collage Consortium*

» PERSIDANGAN DAN PAMERAN HRDF 2014



YB Menteri Sumber Manusia, Dato' Sri Richard Riot Anak Jaem melawat pameran yang ada bersama Ketua Eksekutif PSMB

Borneo Convention Centre (BCCK)

4 November 2014

Disempurnakan Oleh

YB Dato' Sri Richard Riot Anak Jaem

Tema

"Innovative Workforce"

Peserta

1,056

» KONVENSYEN INOVATIF & KREATIF (KIK)

Team PRIME & NEW VENTURES

Tahap Emas - MFC
 Regional Team Excellence
 (ICC) Konvensyen 2014
 (Anugerah Emas 2
 Bintang)

Team UNIT

Anugerah Perak -
 Small Group Activities
 Kaizen Competition of
 International Conference
 on Quality di Tokyo, Jepun



Kumpulan KIK PSMB, PRIME menerima Anugerah Emas 2 Bintang daripada YB Menteri Sumber Manusia

» ANUGERAH SELANGOR EXCELLENCE BUSINESS 2014: KELAS INDUSTRI DALAM LATIHAN DAN PEMBANGUNAN

8 Disember 2014 - Anugerah kolaborasi di antara Dewan Perniagaan Melayu Malaysia Selangor dan *The Leaders Magazine* yang diterima oleh YBhg. Dato' Dr. Abdul razak Abdul, Pengerusi Ahli Lembaga Pengarah PSMB.



Sijil Penganugerahan & Trofi yang telah dimenangi oleh PSMB dalam kategori Kelas Industri dalam Latihan dan Pembangunan

» HOUSEWIVES ENCHANCEMENT AND REACTIVATE TALENT SCHEME (HEARTS)



Diwujudkan untuk meningkatkan peratusan wanita bekerja dalam pasaran buruh dari 47.8% ke 55% menjelang 2020.



» NATIONAL HUMAN RESOURCES STANDARDS

Diperkenalkan oleh PSMB dan Kementerian Sumber Manusia sebagai satu garis panduan kepada semua golongan profesional sumber manusia mengenai amalan terbaik dalam pengurusan sumber manusia

NHRS menyediakan satu rangka kerja yang menerangkan pengetahuan, amalan dan penglibatan profesional yang diperlukan dalam seluruh kerjaya pakar HR dan membolehkan institusi pendidikan dan juga penyedia latihan untuk mereka bentuk semula program bagi pembangunan sumber manusia.



Sijil Penganugerahan & Trofi yang telah dimenangi oleh PSMB dalam kategori Kelas Industri dalam Latihan dan Pembangunan

» NATIONAL HUMAN RESOURCES CENTRE



Berfungsi sebagai mempromosi dan memudahcara pengamalan sumber manusia yang moden dan progresif dalam kalangan PKS bagi menarik dan mengekalkan tenaga kerja yang berkualiti tinggi dan produktif.

LEVEL 1

- Soalan Lazim
- Informasi Statik
- Forum
- Live Chat
- Emel

LEVEL 2

- Pusat Panggilan
- Telefon/
- Walk in

LEVEL 3

- Rundingan Sumber Manusia
- Konsultansi TNA PKS
- Bengkel Penyelesaian HR
- Latihan TNA

Talian Bebas Tol
1-800-88-4800

» KAJIAN KEBERKESANAN KE ATAS PUSAT SUMBER MANUSIA KEBANGSAAN & KE ATAS PERUNTUKAN SKIM INTENSIF LATIHAN DI BAWAH PERUNTUKAN 2011 / 2012

Frost & Sullivan Sdn. Bhd telah menjalankan Kajian Keberkesanan terhadap Pusat Sumber Manusia Kebangsaan dan ke atas Skim Insentif Latihan di bawah Peruntukkan Tahun 2011 / 2012 bermula dari bulan Januari hingga September 2014.

Bagi kajian Keberkesanan Skim Insentif Latihan di bawah Peruntukkan Tahun 2011 / 2012, penemuan kajian menunjukkan bahawa program ini telah meningkatkan penggunaan levi majikan bagi majikan yang menerima insentif ini.

67%

Syarikat berdaftar dengan NHRC bagi mendapatkan maklumat terkini mengenai pengurusan sumber manusia.

Syarikat berdaftar bagi menjalankan latihan untuk pekerja mereka.

20%

71%

Majikan bersetuju bahawa terdapat peningkatan dari segi pengetahuan dan kemahiran.

Majikan bersetuju bahawa terdapat peningkatan dari segi productiviti.

68%

63%

Majikan bersetuju bahawa motivasi pekerja telah meningkat.

» SECTORIAL TRAINING COMMITTEES (STC)



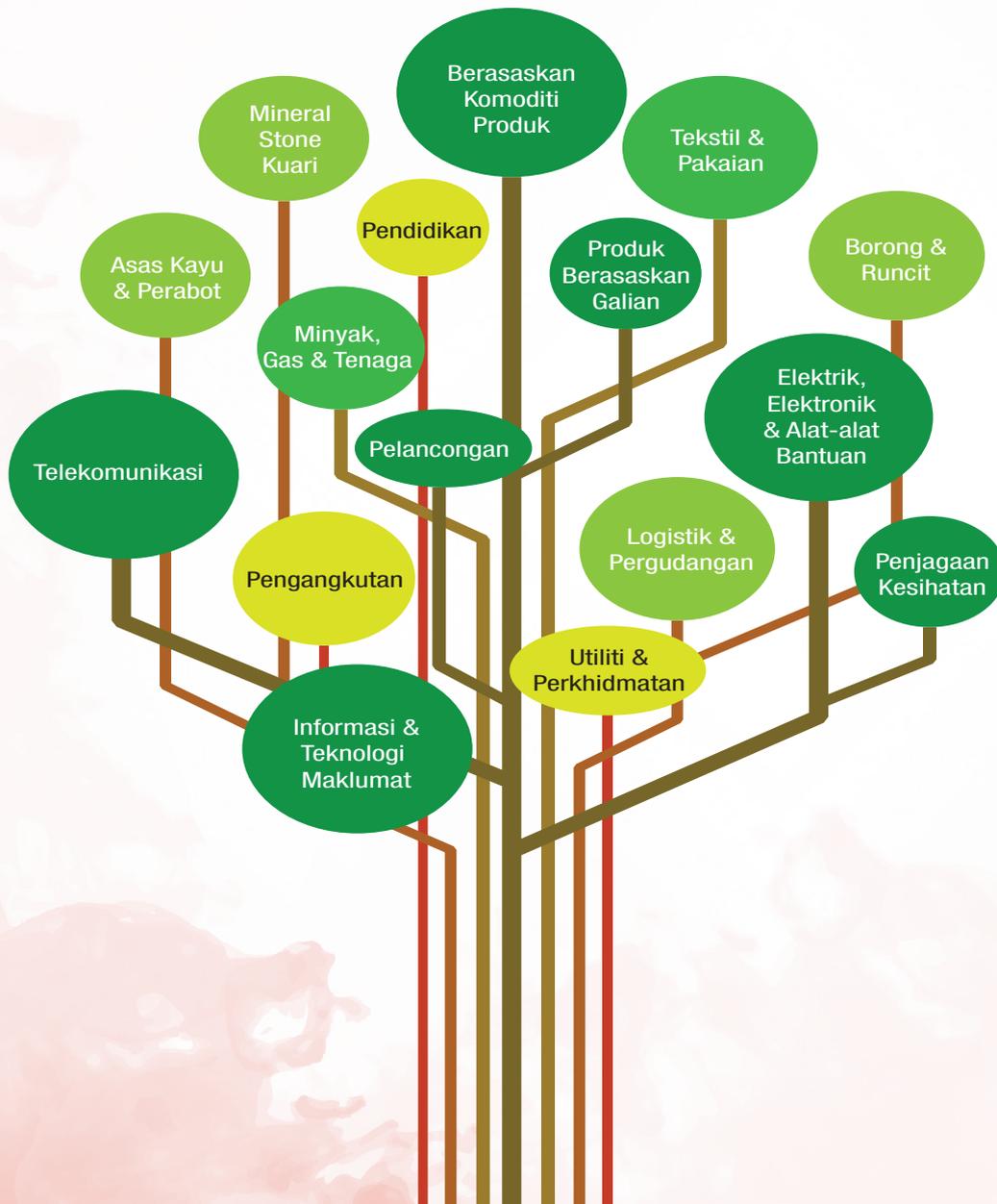
Bermula
pada 2014

Objektif :

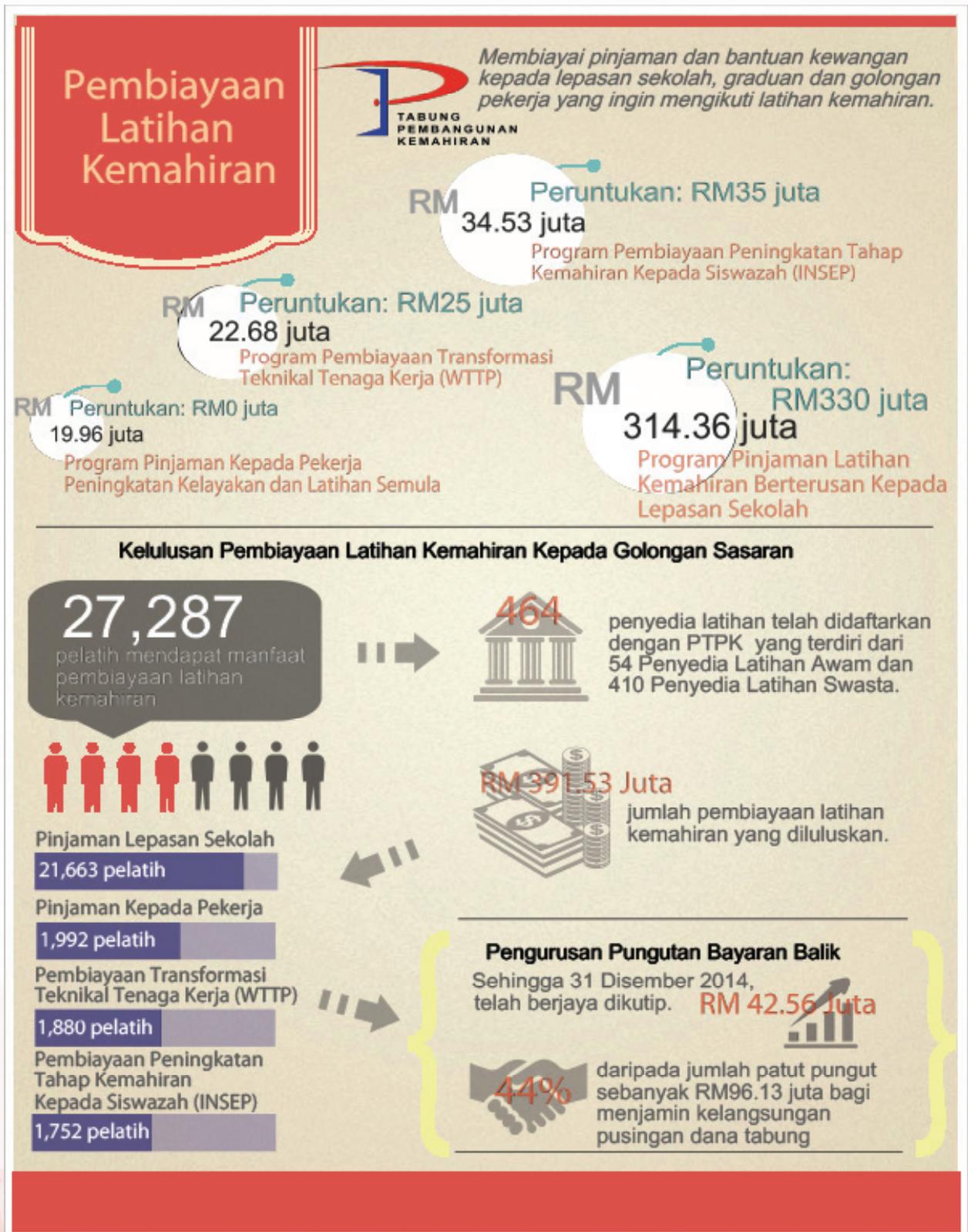
Mengenal pasti keperluan latihan yang selari dengan kemajuan teknologi, sistem dan proses bagi sub-sektor.

19
STCs

telah dikenal pasti yang merangkumi 63 sub-sektor



PEMBIAYAAN LATIHAN KEMAHIRAN



KERATAN AKHBAR

UTUSAN MALAYSIA: DALAM NEGARI: 27/ JAN/ 2014: MYKA 22 Jabatan Pembangunan Kemahiran latih 3,000 belia

PASIR PUTEH 26 Jan. - Jabatan Pembangunan Kemahiran, Kementerian Sumber Manusia menerima peruntukan sebanyak RM14 juta bagi melatih 3,000 belia mengikuti kursus dalam pelbagai bidang kemahiran yang membolehkan mereka mendapat peluang pekerjaan.

Pengarahnya, Mohamad Yacob berkata, antara bidang kursus yang ditawarkan adalah kemahiran jahitan, elektrik, automotif dan kimpalan, membabitkan 280 pusat latihan yang dilantik oleh kementerian berkenaan di seluruh negara.

Katanya, bidang kemahiran tersebut dikenal pasti menerima permintaan tinggi dengan pendapatan lumayan dan menjadi pemangkin kepada usaha melahirkan usahawan belia yang berdaya maju.

"Program ini memusatkan perhatian dalam membela belia yang terciric di peringkat Sijil Pelajaran Malaysia untuk menyertainya.

"Ia juga sebahagian langkah kerajaan mengengkapkan pengangguran dalam kalangan belia lelaki dan wanita yang gagal menyambung pelajaran ke peringkat yang le-

bih tinggi," katanya.

Beliau berkata demikian ketika ditemui pemberita dalam majlis Graduasi Perantis Latihan Dual Nasional (SLDN) di Institut Lembaga Kenaf dan Tembaku Negara di sini hari ini.

Seramai 120 peserta dari Kelantan dan Besut, Terengganu yang tamat latihan jahitan selama dua tahun menerima sijil masing-masing.

Mohamad berkata, peserta yang mengikuti kursus diberi elaun bulanan sebanyak RM300 seorang dalam tempoh tersebut.

"Semenjak 2005, seramai

47,000 golongan belia mendapat latihan yang membabitkan penguasaan ilmu secara teori dan amali.

"Ia berbeza dengan tempat-tempat lain yang hanya mengadakan siri teori di pusat-pusat latihan sahaja," katanya.

Tambahnya, antara 80 hingga 90 peratus pelatih yang mengikuti latihan di pusat itu mendapat pekerjaan di pelbagai sektor dengan gaji permulaan RM900 hingga RM2,000 sebulan.

"Sebilangan besar mereka pula berjaya membuka kedai jahitan dan kimpalan sendiri," katanya.



RIOT melawat pameran program Klinik Sokongan Bersepadu Pelaksanaan Gaji Minimum di Pusat Penerangan Islam di Kuching, Sarawak semalam.

Gaji minimum disemak semula Julai depan

Oleh MULLER ASEN
muller.ase@kom.com.my

KUCHING - Semakan semula peruntukan gaji minimum bagi melihat kesan pelaksanaan dan penguatkuasaan di seluruh negara ini akan dilakukan pada Julai depan.

Menyari Sumber Manusia, Datuk Seri Richard Riot Jaem berkata, pelaksanaan gaji minimum yang berkuat kuasa 1 Januari lalu perlu disemak semula selaras dengan Akta Majlis Perancangan Gaji Negara (MPGN) 2011.

"Semakan ini penting bagi mencari kaedah yang sesuai. Semua majikan dan pemain industri di seluruh negara diminta memberi pandangan beserta data-data terangkai ke pada MPGN tidak lewat dari 30 April ini sebelum sebarang penambahbaikan dilakukan," katanya kepada pemberita selepas Program Klinik Sokongan Ber-

sepadu Pelaksanaan Gaji Minimum di sini semalam.

Ujarnya, di bawah Akta MPGN 2011, majikan yang gagal melaksanakan pemberian gaji minimum boleh dikenakan denda sehingga RM10,000 bagi setiap pekerja dan denda sehingga RM20,000 atau penjara sehingga lima tahun bagi kes berulang jika sabit kesalahan.

Mengulas lanjut, Riot memberitahu, buat masa ini masih terlalu awal untuk pihaknya menganalisis kesan dasar itu kerana ia baru dilaksanakan sepenuhnya awal tahun lalu.

"Terdahulu ketika berucap pada majlis itu, beliau berkata, klinik gaji minimum diadakan itu bertujuan memberi pendedahan kepada para penjinak industri mengenai pakej-pakej insentif, bantuan kewangan, kemudahan geran autonomi dan khidmat nasihat kepada majikan Perusahan Kecil dan Sederhana dalam mematuhi perintah tersebut.

JTK tempatkan 170,000 dalam pelbagai bidang kerja

PULAU PINANG 22 Sept. - Jabatan Tenaga Kerja (JTK) menempatkan seramai 170,000 orang dalam pelbagai bidang pekerjaan di negara ini dari Januari hingga 15 September lalu.

Ketua Pengarahnya, Mohd. Jeffrey Joakim berkata, penempatan dalam pekerjaan itu dibuat menerusi pelbagai aktiviti yang dilaksanakan JTK seperti Portal Job Malaysia, Program 3P (Program Penempatan Pekerjaan), Temuduga Terbuka dan penempatan terus oleh majikan berdaftar serta Program 3P Khas Azam Kerja membabitkan golongan miskin.

Beliau berkata, pihaknya menyasarkan untuk menempatkan sehingga 230,000 orang dalam pekerjaan pada tahun ini.

"Kami yakin sasaran itu boleh dicapai berdasarkan pelbagai program dan aktiviti yang telah serta akan dijalankan dari semasa ke semasa.

"Sebanyak 232,000 penempatan dalam pekerjaan telah berjaya dibuat oleh JTK tahun lalu," katanya di sini selepas merasmikan Karnival Pekerjaan Azam Kerja 1 Malaysia Pulau Pinang di sini, semalam.

Mohd. Jeffrey berkata, 409,897 pencari kerja dicatatkan oleh data pencari



MOHD. JEFFREY

kerja melalui portal Job Malaysia atau JTK secara manual bukan merupakan jumlah pengangguran di Malaysia secara mutlak.

Tambahnya, ini kerana ada antara mereka yang didaftarkan melalui JTK tidak mengemaskinikan pendaftaran mereka walaupun mereka sudah bekerja secara tetap atau sambilan.

Katanya, jumlah itu merupakan mereka yang mendaftar dari Januari hingga 1 September lalu.

"Dalam tempoh itu kekosongan jawatan yang didaftarkan dengan JTK adalah sebanyak 731,355 pekerjaan yang melibatkan pelbagai bidang antaranya penguasaan, profesional, juruteknik, perkeranian dan perkhidmatan serta jualan.

"Bagi tempoh yang sama, majikan yang berdaftar dengan JTK adalah sebanyak 208,304," ujarnya.

Jelas Mohd. Jeffrey, berdasarkan statistik sehingga Jun lalu, kadar pengangguran negara adalah 2.8 peratus.

Sehubungan itu, beliau meminta sesiapa yang belum mempunyai pekerjaan boleh mendaftar di portal JobMalaysia atau hadir di mana-mana karnival kerja yang dianjurkan JTK untuk membolehkan pihaknya membuat padanan dengan majikan.

Latih 210,000 tenaga mahir tahun depan

MUKAH 23 Mac - Kementerian Sumber Manusia yakin dapat melatih 210,000 tenaga mahir bagi mencukupkan sasaran negara untuk memiliki 700,000 pekerja mahir menjelang tahun depan.

Menterinya, Datuk Seri Richard Riot Jaem berkata, kementerian mampu membantu mencapai matlamat tersebut.

Ketika ini, katanya, negara sudah memiliki 14 juta pekerja dengan 28 peratus daripadanya merupakan tenaga mahir.

"Kementerian kami bertanggungjawab untuk melahirkan sebanyak 30 peratus atau 210,000 da-

ripada 700,000 tenaga mahir yang disasarkan oleh kerajaan.

"Saya percaya sasaran ini dapat dicapai melalui program meningkatkan kemahiran pekerja ditambah kerjasama dengan Kumpulan Gazelle bagi mengiktiraf pekerja berkemahiran yang tidak mempunyai pengiktirafan," katanya.

Beliau berkata demikian kepada pemberita ketika ditemui semasa merasmikan program Hari Bertermu Pelanggan Kementerian Sumber Manusia Bersama Karnival Pekerjaan,



RICHARD RIOT JAEM

Kemahiran, Keselamatan dan Kesihatan Pekerjaan di Sekolah Kebangsaan (SK) Parish, Balingian di sini hari ini.

Seramai 51 penduduk tempatan berjaya mendapat pekerjaan yang ditawarkan terus oleh sembilan syarikat dalam karnival berkenaan.

Menurut Richard Riot, berdasarkan statistik penempatan pekerjaan, seramai 241 penduduk tempatan di bahagian itu mendapat pekerjaan hasil prasarana dan pembangunan yang dibuat oleh kerajaan

pada tahun lalu.

Kumpulan Gazelle terdiri daripada empat institusi latihan pendidikan kemahiran terkemuka di United Kingdom yang akan memberikan pengiktirafan kepada pekerja di negara ini.

"Mereka (kumpulan Gazelle) iaitu seramai lapan orang akan datang pada pertengahan April ini bagi memberi latihan kepada penilai kita (trakyal tempatan).

"Pada peringkat permulaan, disasarkan 10,000 orang akan mendapat pengiktirafan sebagai tenaga mahir setelah program ini dijalankan nanti," katanya.

MENYEDIAKAN JARINGAN KESELAMATAN SOSIAL



» FUNGSI DAN AKTIVITI UTAMA PERKESO



PERKESO mentadbir dua jenis skim keselamatan sosial iaitu Skim Bencana Pekerjaan dan Skim Keilatan. Skim Bencana Pekerjaan memberi perlindungan kepada orang berinsurans akibat bencana pekerjaan termasuk penyakit khidmat dan kemalangan semasa perjalanan berkaitan dengan pekerjaan. Skim Keilatan pula memberi perlindungan 24 jam kepada pekerja terhadap keilatan atau kematian akibat sebarang sebab.

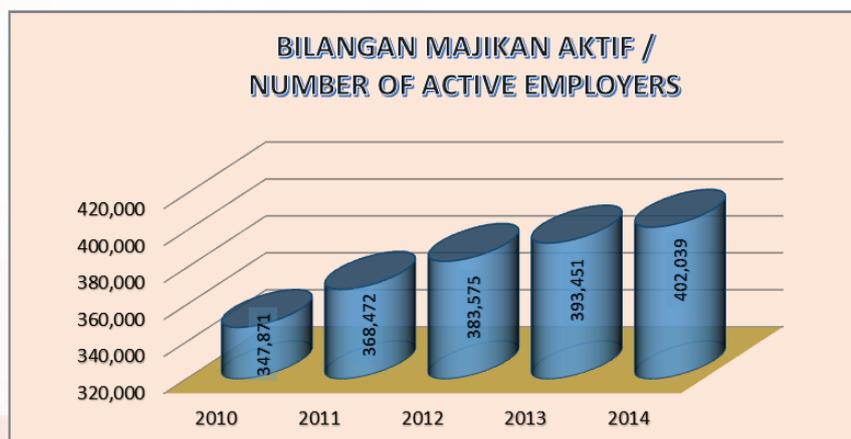
Objektif kedua-dua skim adalah untuk menjamin pembayaran faedah tunai kepada orang berinsurans dan tanggungannya apabila berlaku kejadian luar jangka. Di samping itu, perkhidmatan rawatan perubatan, pemulihan jasmani dan vokasional juga disediakan kepada orang berinsurans. Kemudahan pemulihan adalah bertujuan untuk membolehkan pekerja terbencana atau mengalami keilatan kembali aktif dalam kehidupan harian dan dapat kembali bekerja semula. PERKESO juga menjalankan aktiviti pencegahan kemalangan melalui program peningkatan kesedaran keselamatan dan kesihatan pekerjaan di kalangan pekerja dan majikan.

» PENCAPAIAN TAHUN 2014

1. Peningkatan Jumlah Pendaftaran Majikan dan Pekerja

Sehingga Disember 2014, pendaftaran majikan dan pekerja yang layak di bawah Akta Keselamatan Sosial Pekerja (AKSP) 1969 telah meningkat masing-masing sebanyak 4.62% kepada 948,218 majikan dan 2.50% kepada 15.25 juta pekerja berbanding tahun sebelumnya.

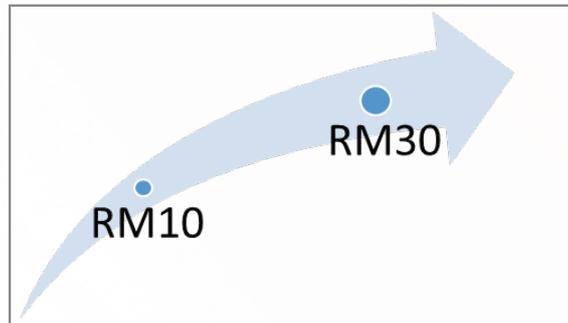
Jumlah bilangan majikan dan pekerja aktif juga turut meningkat masing-masing sebanyak 2.18% kepada 402,039 majikan dan 1.80% kepada 6,198,657 pekerja.



2. Kenaikan Kadar Harian Faedah Minimum

Selaras dengan dasar Kerajaan yang memperkenalkan Dasar Gaji Minimum Kebangsaan, kadar harian faedah minimum bagi Faedah Hilang Upaya Sementara, Faedah Hilang Upaya Kekal dan Faedah Orang Tanggungan dinaikkan daripada RM10 kepada RM30 sehari telah berkuatkuasa mulai 1 Januari 2014. Pindaan ini telah dibuat melalui Warta Kerajaan Persekutuan bertarikh 12 Disember 2013.

Kenaikan Kadar Harian Faedah Minimum



3. Peraturan-Peraturan (Am) Keselamatan Sosial Pekerja (Pindaan) 2013

Bagi tujuan menambah baik proses pentadbiran dan pengurusan berkaitan dengan aspek pendaftaran, caruman dan faedah seiring dengan pembangunan sistem teknologi maklumat PINTAR PERKESO, sebanyak 35 pindaan kepada Peraturan-Peraturan (Am) Keselamatan Sosial Pekerja, 1971 telah dibuat. Ianya telah dilaksanakan melalui Warta Kerajaan Persekutuan bertarikh 24 Disember 2013 dan mula berkuatkuasa 1 Januari 2014.



Majlis pelancaran telah diadakan di Mydin Hypermart, Seremban 2, Negeri Sembilan pada 12 April 2014 oleh YB Dato' Sri Hj Ismail B. Hj Abd Muttalib, Timbalan Menteri Sumber Manusia.

4. Program Saringan Kesihatan

Program Saringan Kesihatan PERKESO mula diperkenalkan pada Januari 2013 dengan peruntukan sebanyak RM200 juta. Program ini adalah pemeriksaan kesihatan PERCUMA yang diberikan kepada Orang Berinsurans PERKESO yang berumur 40 tahun ke atas yang aktif bekerja bagi mengenal pasti kumpulan berisiko Penyakit Tidak Berjangkit.

Bagi tempoh sehingga Disember 2014, sebanyak 412,052 pekerja telah menjalani pemeriksaan kesihatan yang melibatkan perbelanjaan berjumlah RM45.92 juta.



YB Dato' Sri Richard Riot Jaem, Menteri Sumber Manusia telah merasmikan Program Saringan Kesihatan PERKESO semasa Program Turun Padang di Genting International Convention Centre, Genting Highlands, Pahang pada 28 November 2014.

5. Program Return To Work

Program *Return To Work (RTW)* telah diperkenalkan oleh PERKESO pada 15 Januari 2007. Program ini merupakan kemudahan pemulihan fizikal yang disediakan kepada Orang Berinsurans yang mengalami hilang upaya akibat kecederaan atau penyakit bagi mengembalikan fungsi anggota badan dan mental seterusnya kembali semula ke alam pekerjaan lebih awal, sihat dan selamat. Bagi tahun 2014, seramai 2,583 Orang Berinsurans yang menyertai program ini telah berjaya dipulihkan melebihi sasaran yang telah ditetapkan (2,000 orang). Sejak program ini dilancarkan sehingga 31 Disember 2014, seramai 10,634 Orang Berinsurans telah berjaya dipulihkan dan kembali semula bekerja.



Persidangan Serantau Return To Work telah dirasmikan oleh YB Dato' Sri Richard Riot Jaem, Menteri Sumber Manusia di PWTC, Kuala Lumpur pada 24 Jun 2014.

6. Pusat Rehabilitasi PERKESO

Pusat Rehabilitasi PERKESO yang dibina di Bandar Hijau, Hang Tuah Jaya Melaka telah mula beroperasi pada 1 Oktober 2014. Sehingga Disember 2014, seramai 95 pesakit telah mendapatkan rawatan pemulihan melalui program rehabilitasi fizikal dan vokasional secara komprehensif bagi mengembalikan semula Orang Berinsurans PERKESO ke alam pekerjaan dan secara tidak langsung dapat meningkatkan taraf hidup mereka.

Pusat Rehabilitasi PERKESO kini mempunyai kapasiti tenaga kerja seramai 93 orang yang terdiri daripada tenaga kerja dalam bidang sains kesihatan bersekutu, pemulihan, perubatan, pengurusan hilang upaya dan pentadbiran.

7. Piagam Pelanggan

Pada tahun 2014, PERKESO telah berjaya mempertingkatkan prestasi piagam pelanggan berbanding tahun sebelumnya sebagaimana jadual di bawah.

Prestasi Prosesan Faedah (Purata Hari) 2014

Tahun	FHUS 7 Hari	FHUK 14 Hari	FOT 14 Hari	P.ILAT 14 Hari	P.PKT 14 Hari
2013	2.16	3.16	2.66	3.36	2.73
2014	2.10	2.95	2.60	2.77	2.61

Prestasi Prosesan Faedah (Peratusan) 2014

Pencapaian Piagam Pelanggan (Peratus)	FHUS 7 Hari	FHUK 14 Hari	FOT 14 Hari	P.ILAT 14 Hari	P.PKT 14 Hari
2013	99.21	99.77	99.90	99.55	99.86
2014	99.34	99.74	99.85	99.71	99.89

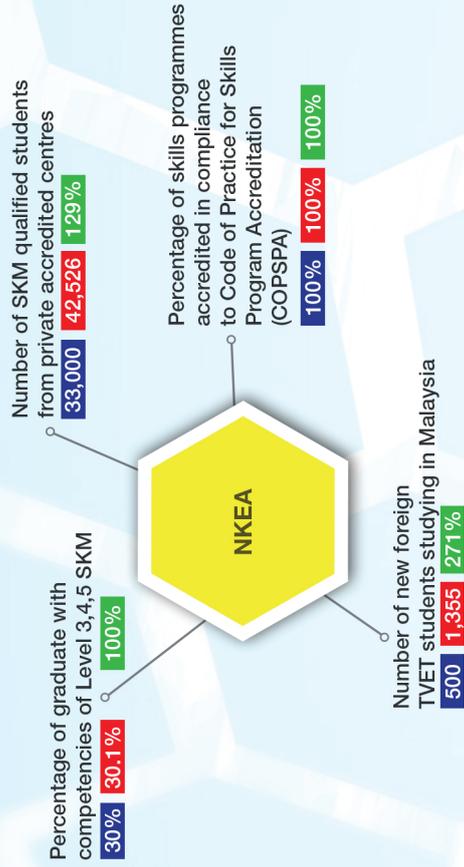
Mempertingkatkan kualiti penyampaian perkhidmatan, PERKESO telah menambahbaik Piagam Pelanggan (Pemprosesan Faedah) seperti jadual di bawah:-

Jenis Faedah	PIAGAM PELANGGAN Purata Hari	
	Semasa	Baru
FHUS	7 hari	5 hari
FHUK	14 hari	7 hari
FOT	14 hari	7 hari
PENCEN ILAT	14 hari	7 hari
PENCEN PENAKAT	14 hari	7 hari

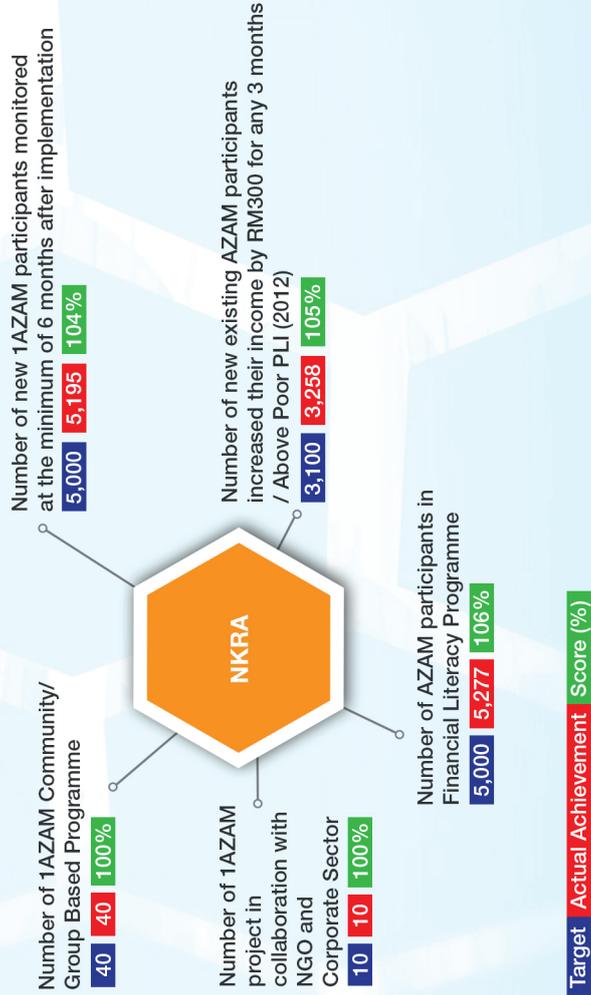
8. Pengiktirafan PERKESO sebagai ISSA Liaison Office.

PERKESO telah diberi pengiktirafan untuk menerajui Pejabat Perhubungan (Liaison Office) International Social Security Association (ISSA) untuk Asia Tenggara mulai September 2014. Peranan ini dapat memberi peluang kepada PERKESO terlibat secara langsung dalam pelaksanaan garis panduan ISSA dan meningkatkan pengetahuan dalam keselamatan sosial dan kemahiran sumber manusia ke tahap antarabangsa.

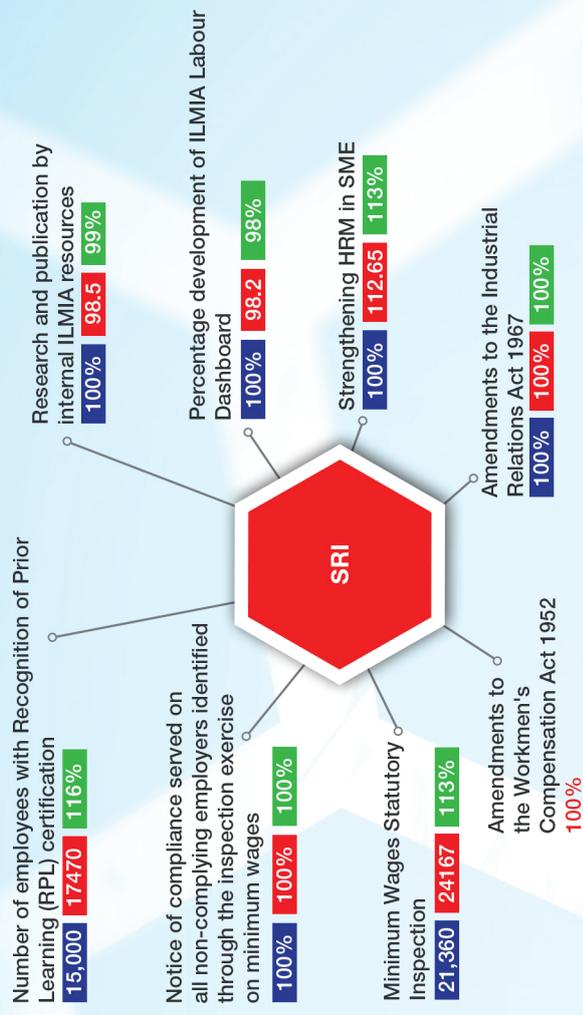
National Key Economic Areas



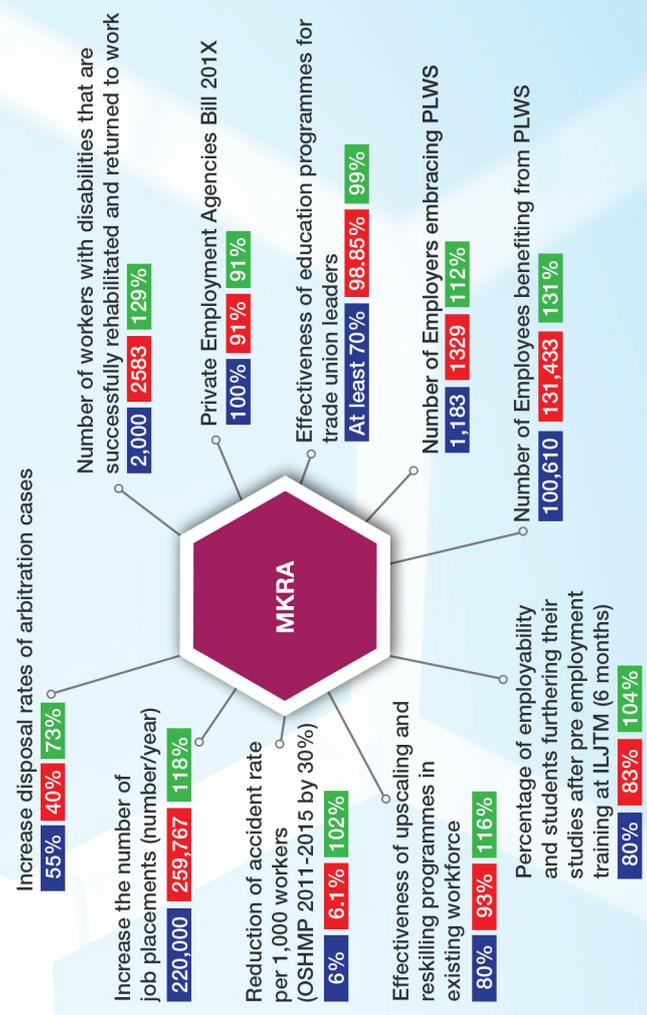
National Key Result Areas



Strategic Reform Initiatives



Ministerial Key Result Areas



PERFORMANCE REPORT



» MINISTRY'S POLICIES

Ministry of Human Resources (MOHR) is responsible in administering and enforcing 25 Acts as follow:

EMPLOYMENT & LABOUR STANDARD

1. Employment Act 1955 (Akta 265)
2. Labour Ordinance (Sabah Chapter 67)
3. Labour Ordinance (Sarawak Chapter 76)
4. Workers' Minimum Standards Of Housing And Amenities Act 1990 (Act 446)
5. Employment (Restriction) Act 1968 (Act 353)
6. Children and Young Persons (Employment) Act 1966 (Act 350)
7. Employment Information Act 1953 (Act 159)
8. Private Employment Agencies Act 1981 (Act 246)
9. Anti-Trafficking In Persons And Anti-Smuggling Of Migrants Act 2007 (Akta 670)
10. Weekly Holiday Act 1950
11. Holiday Act 1951
12. Holidays (Sabah) Cap. 56
13. Public Holidays (Sarawak) Cap. 8

INDUSTRIAL RELATIONS

14. Industrial Relations Act 1967 (Act 177)
15. Trade Union Act 1959 (Akta 262)

SKILLS DEVELOPMENT

16. Human Resources Development Act 2001 (Act 612)
17. National Skills Development Act 2006 (Act 652)
18. Skills Development Fund Act 2004 (Act 640)

OCCUPATIONAL SAFETY & HEALTH

19. Occupational Safety and Health Act 1994 (Act 514)
20. Factories and Machinery Act 1967 (Act 139)
21. Petroleum (Safety Measures) Act (Act 302)

KESELAMATAN SOSIAL

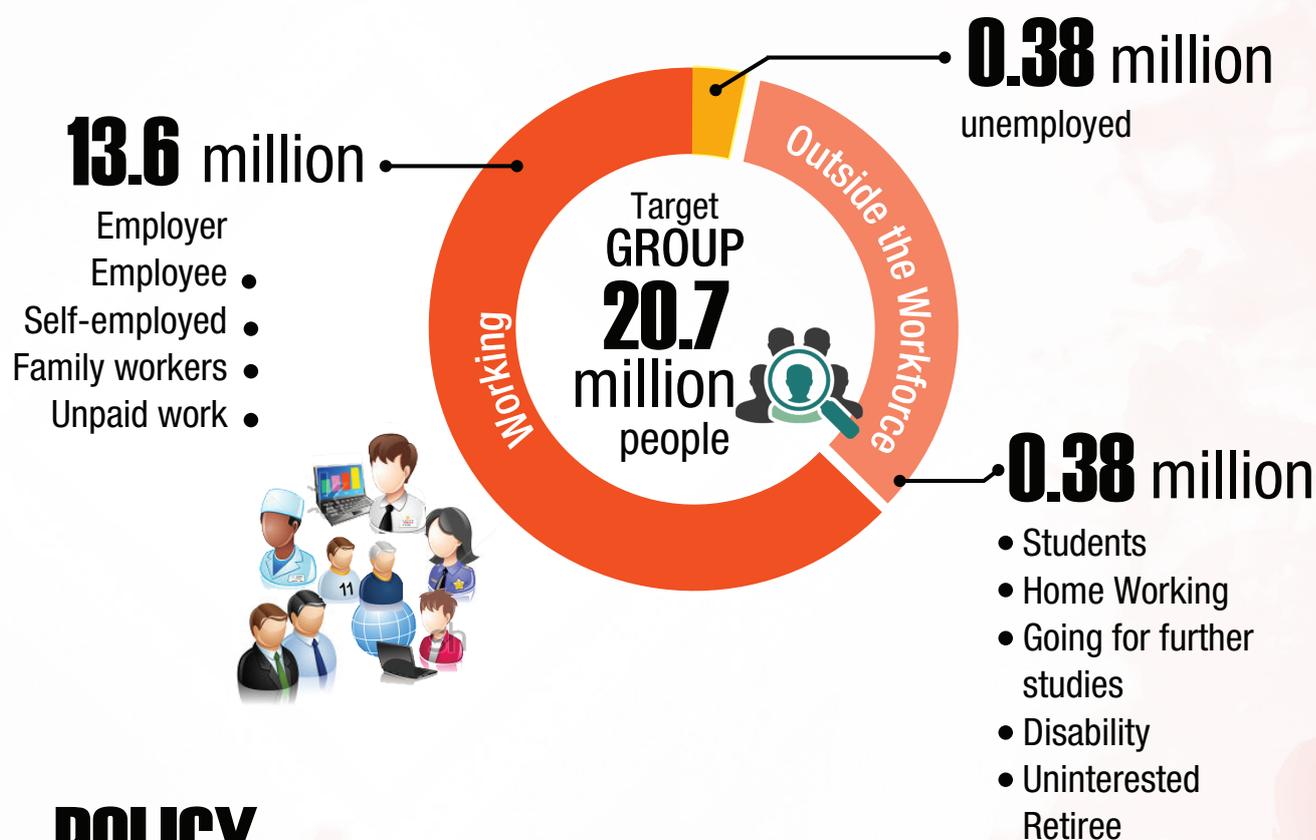
22. Employees' Social Security Act 1969 (Act 4)
23. Workmen's Compensation Act 1952 (Act 273)
24. National Wages Consultative Council Act 2011 (Act 732)
25. Minimum Retirement Age Act 2012 (Act 753)

Sedang dipinda

Gubal Semula

Kekal

MOHR SCOPE



POLICY

- Minimum Wage Policy
- Minimum Retirement Age Policy
- National Labour Policy
- Master Plan for Skills Development and Training
- Kemahiran Pekerjaan Malaysia
- Master Plan for Occupational Safety and Health

25
ACTS

Administered and enforced

4
COUNCILS

- National Labour Advisory Council
- National Council for Occupational Safety and Health
- National Skills Development Council
- National Consultative Wage Council

» PUBLIC SERVICE TRANSFORMATION PLAN

Ministry of Human Resources Public Service Transformation Plan has been developed during the Public Service Transformation Lab at INTAN Bukit Kiara on 16 to 19 July 2014. Subsequently, several discussions have been held to finalise the plan. The plan is being implemented according to the schedule.

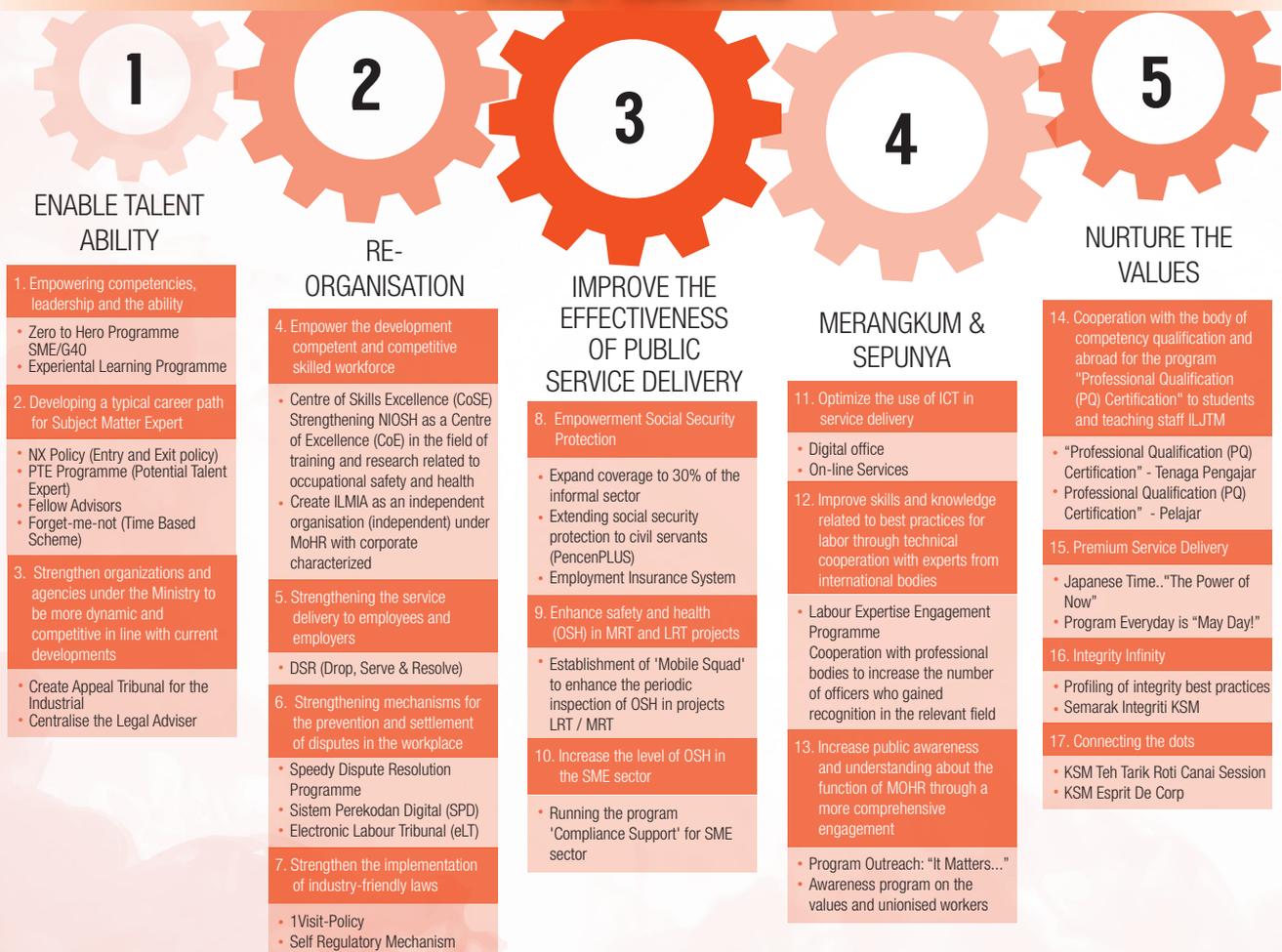
17

Strategic Moves

37

Strategic Initiatives

THE PILLARS



» OUTREACH & RESOURCES REFERENCES

MINIMUM RETIREMENT AGE MICROSITE

Minimum Retirement Age Microsite has been developed for the general public, especially the private sector workers to obtain information concerning the Minimum Retirement Age Act 2012 for faster and more effective. Microsite is uploaded for public use starting 11 December 2014.

STATISTICS KIT

Statistics Kit which contains data and information on employment and labor provided as a reference resource officers in the Division / Department / Agency under KSM. Kit is issued four times a year. i-Statistic also posted on the website for reference KSM public.

Registration of Employment and Dismissal Report based on statistics from JobsMalaysia is also prepared and submitted to central agencies each month.

MASCO

Standard Classification of Occupation (MASCO) 2013, English version is released in continuation of MASCO 2013, Malay version that was distributed to all public and private agencies. This publication has become a platform for information dissemination work dynamic, comprehensive and quality to reflect changes and developments in the structure of the national workforce. It also worked as a reference to the public and private sectors in dictating the development strategy of the organisation.

NBOS 1PESARA PROGRAMME

Under the 1Pesara NBOS programme, Ministry of Human Resources leads the Working Committee for the Labour Guide to help pensioners and retired civil servants who are keen to get back to work in various sectors. Retirees and prospective retirees who are interested to work need to sign in 1PESARA portal operated by the JPA. Profile applicant will be channeled to JobsMalaysia for job matching

Pensioners welfare
Labour Guide
Entrepreneurship Development
Financial Management
Health continuity

www.1pesara.jpapencen.gov.my



*Job matching is based on the **skills, knowledge, experience and existing talent** pensioners and future pensioners.*

If they want to work with new skills, retirees and prospective retirees can choose specific skills that they are interested in and they will be offered a training in various public training institutions involved in this initiative.

GRADUATES JOB PLACEMENT POLICY INSTITUT LATIHAN JABATAN TENAGA MANUSIA (ILJTM)

Aims to ensure that graduates get jobs after completing ILJTM training in line with the agreed Minister's KPS which is to achieve ILJTM graduates employability of at least 85%.

Will be implemented in all 23 Industrial Training Institute, 8 Advanced Technology Training Center (ADTEC) and Japan Malaysia Technical Institute (JMTI) for all study programmes at all levels of Certificate, Diploma and Advanced Diploma.

Job Placement Policy is prepared in collaboration with JTM, JTK (JobsMalaysia) and JPK.



» IMPLEMENTATION OF THE MINIMUM WAGES

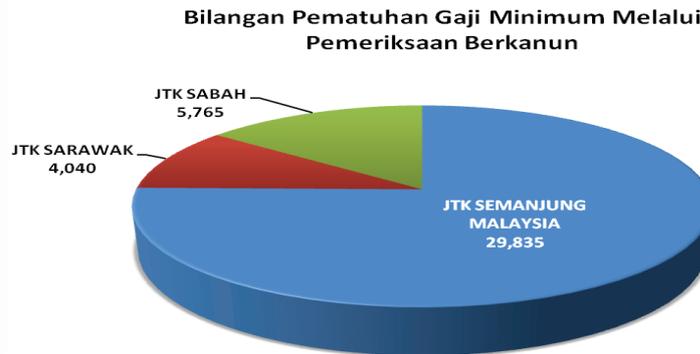
Minimum Wage Policy is one of the policy instrument introduced by the Government towards achieving a developed nation status anchored by high-income economy, inclusive and sustainable by year 2020. This policy is implemented through the Minimum Wage Order 2012 under the National Wages Consultative Council Act 2011 and effective from 1 January 2013 for an employer who employs 6 or more employees. While an employer who employs 5 or less employees, the Order was implemented on 1 July 2013. Minimum Wages Order 2012 contains, among others, minimum wage rates for Peninsular Malaysia (RM900 per month / RM4.33 per hour) and Sabah, Sarawak and Labuan (RM800 per month /RM3.85 per hour) .

» ENFORCEMENT OF THE MINIMUM WAGES POLICY

Minimum Wages Order 2012 is enforced by the Labour Department Peninsular Malaysia, Labour Department, Sabah and Labour Department, Sarawak. Ministry of Human Resources in ensuring the success of the Economic Transformation Programme (ETP) under the agenda of Modernising Labour Law and Social Safety Net in SRI HCD (Human Capital Development), monitors the enforcement of the Minimum Wages Policy by targeting statutory inspections on 21,360 places of employment. Statutory inspection statistics and labour cases until the end of December 2014 are as follows:

- (a) The Department of Labour, Peninsular Malaysia had conducted 30,163 inspections on compliance of minimum wages. Of these 29,835 or 98.9 per cent of employers have implemented minimum wages, 995 labour cases were filed by employees against their employers for failure to pay minimum wages and 148 investigation papers were opened for the purpose of prosecution.
- (b) The Department of Labour, Sarawak has conducted 4,094 inspections on compliance of minimum wages. Of these, 4,040 or 98.7 per cent of employers have implemented minimum wages while 51 labour cases were filed by employees against their employers for failure to pay the minimum wages.
- (c) Department of Labour, Sabah has conducted 5,934 inspections on compliance of minimum wages in which 5,765 or 97.2 per cent of employers have implemented minimum wages while 65 labour cases were filed by employees against their employers for failure to pay minimum wages.

Figure 1: Number of Minimum Wages Compliance based on Statutory Inspections, 2014



» THE REVIEW OF THE MINIMUM WAGES ORDER 2012

Minimum Wages Order 2012 shall be reviewed at least once every two years. At present, the National Wages Consultative Council is in the midst of reviewing the Minimum Wages Order.

» MINIMUM RETIREMENT AGE ACT 2012

The Minimum Retirement Age Act 2012 was enforced from 1st July 2013 to all private sector employers throughout Malaysia. The implementation of the minimum retirement age of 60 is expected to benefit a total of 7.98 million workers in the private sector.

A Regulation under the Minimum Retirement Age Act 2012 was enacted for efficient enforcement and investigation by the enforcement officers from the Labour Department. The Regulation, known as the Minimum Retirement Age (Inquiry) Regulations 2013 was gazetted on 23rd December 2013 and came into force from 1st January 2014.

The Act was enacted as an effort to extend the period of employment and reducing the duration of retirement for employees in the private sector. However, it does not affect the employment opportunities for young people. The extension will help to retain experienced to further contribute towards achieving Malaysia's aspiration of becoming a high-income nation by 2020.

» SEMINARS AND WORKSHOPS

In an effort to improve the nation's minimum wage policy, the Ministry had organized three seminars and two workshops in 2014 as follows:

- (a) Seminar With the World Bank and ILO on the review of the Minimum Wages Order 2012 on 25-26 March 2014 in Putrajaya Marriot Hotel, IOI Resort City. This seminar aimed to provide in-depth exposure to the National Wages Consultative Council (the Council) and the Technical Committee of the Council especially on the appropriate parameter in reviewing the Minimum Wages Order. The seminar was attended by 80 participants including 20 members of the Council, 10 Committee members and 20 representatives from various government agencies.
- (b) Seminar on the Implementation of the Minimum Wages: Sharing the experience of ASEAN Member Countries and Dialogue Partners, 13-14 October 2014 at Hotel Istana, Kuala Lumpur. The seminar was aimed at studying and sharing experiences as well as views among the ASEAN countries and Japan and South Korea in the implementation of the minimum wages. The seminar was attended by over 100 participants from ASEAN countries (Malaysia, Cambodia, Indonesia, Philippines, Vietnam and Myanmar), ILO Bangkok, Qatar Foundation as observers, representatives from relevant ministries and departments as well as members of the National Wages Consultative Council and the Technical Committee of the Council.

(c) Workshop on the Implementation of the Minimum Wages (Minimum Wages Clinics). This workshop was intended to inform and advise industry players on incentives, financial aid, grants and business consultation services provided by various agencies in the ease the burden of the implementation of the minimum wages. It also provides a platform for employers to share appropriate business measures in order to ensure compliance with Minimum Wage Policy. This initiative was led by the National Wages Consultative Council and PEMANDU together with a number of employers and 13 other agencies (the Ministry of Finance (MOF), Small Medium Enterprises Corporation (SME Corp.), Malaysia Investment Development Fund (MIDF), Malaysia Productivity Corporation (MPC), the Credit Guarantee Corporation (CGC), Majlis Amanah Rakyat (MARA), Pembangunan Sumber Manusia Berhad (PSMB), SME BANK, Perbadanan Usahawan Nasional Berhad (PUNB), Manpower Department (JTM), Department of Skills Development (DSD), German Malaysian Institute (GMI) and Japan Malaysia Training Institute (JMTI)). Eight workshops were held throughout the country including Kuala Lumpur, Pulau Pinang, Johor Bahru, Kuantan, Kuching, Kota Kinabalu and Miri.

» LABOUR POLICY

NATIONAL LABOUR ADVISORY COUNCIL (NLAC)
convened two meetings to discuss labour issues pertaining tripartite relationship among stakeholders, employers and workers in Malaysia.

MOHR STRATEGIC PLAN 2014 – 2016

LPB successfully organised MOHR 2014-2016 Strategic Plan in Damai Puri Resort & Spa, Kuching, Sarawak on 25 to 28 April 2014 which was inaugurated by the Minister of Human Resources.

POLICY COORDINATION MEETING

LPB was tasked as a secretariat for MOHR Policy Coordination Meeting. Nine meetings were held discussing and making decisions on variety of policy issues under purview of MOHR.

JAWATANKUASA PEKERJAAN BAGI OKU

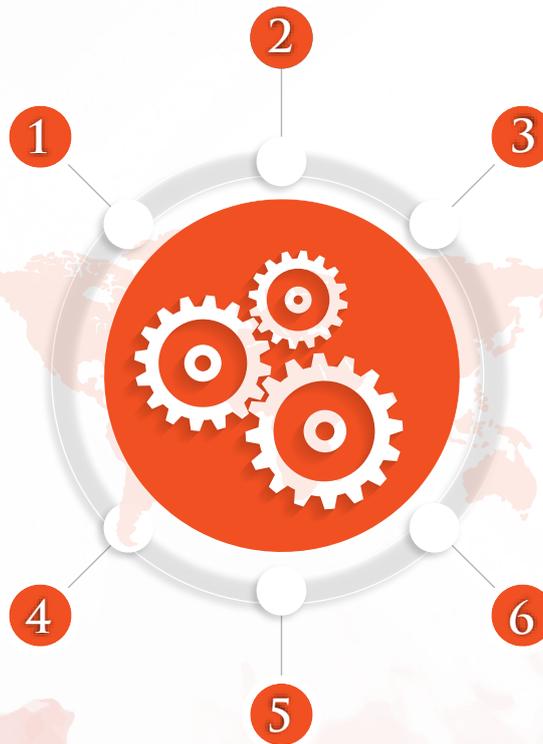
Two meetings were held to discuss the progress and programmes for assisting persons with disabilities (PWDs) with employment in Malaysia.

ACT AMENDMENT/ MIGRATION

- Migration of Occupational Safety and Health Act & Factories and Machinery Act
- Industrial Relations Act (Amendment) 2014
- Private Employment Agency Act 201X

MEMORANDUM OF UNDERSTANDING (MOU)

In 2014, MOHR signed an MOU with Bangladesh Government pertaining to the expansion G2G process to Sarawak.



SMEDEX 14 - SME'S ANNUAL SHOWCASE

Date : 4 - 6 June 2014

Venue : Kuala Lumpur Convention Centre

**WORKSHOP ON REVISION OF MINIMUM WAGES ORDER 2012**

Date : 23 - 25 June 2014

Venue : Concorde Hotel, Shah Alam

**SEMINAR ON IMPLEMENTATION OF MINIMUM WAGES: LESSONS LEARNT FROM THE ASEAN MEMBER STATES AND DIALOGUE PARTNERS**

Date : 13 - 14 October 2014

Venue : Istana Hotel, Kuala Lumpur



» DEVELOPMENT, FINANCIAL AND HUMAN RESOURCES

» EXPENDITURE ALLOCATIONS



» EXPENDITURE PERFORMANCE



OVERALL PERCENTAGE OF EXPENDITURE 100%

» PRESTASI PERBELANJAAN



» PROJECTS IMPLEMENTATION STATUS

No.	Status	No. of Project
1	On schedule	44
2	Ahead of schedule	26
3	Complete	17
4	Keep in view	1
5	Not yet started/behine schedule	0

» ACHIEVEMENTS

ANUGERAH KECEMERLANGAN PENGURUSAN KEWANGAN BERDASARKAN INDEKS AKAUNTABILITI TAHUN 2013

Ministry of Human Resources has been awarded 4 star (96.99%) by the National Audit Department for 2013 Integrity Index Auditing. Such achievement displays that the Ministry financial management was conducted efficiently and competently Congratulation and well done KSM.



YBhg. Datuk Seri Sharipuddin bin Haji Kasim, the Ministry of Human Resources' Secretary-General receiving "Anugerah Kecemerlangan Pengurusan Kewangan Berdasarkan Indeks Integriti" for the Year 2013 from YBhg. Tan Sri Dr. Ali bin Hamsa, Chief Secretary to the Government of Malaysia

» CLAIMS AND BILL PAYMENTS PERFORMANCE

For the Year 2014, Ministry of Human Resources' 134 PTJ have been processing 113,758 claims and bill payments amounted to RM797,581,339.85. In total, 102,096 claims and bill payments had been processed in just 7 days(89.75%) compared to fourteen (14) days actual period.

» HUMAN RESOURCES MANAGEMENT

Human Resource Management (HRM) involves managing the following aspects:



» SERVICE AND PERFORMANCE MANAGEMENT SECTOR

SERVICE MANAGEMENT

Service management includes but not limited to the following matters :

1. Appointment, Placement and Transfer
2. Confirmation of Appointment, Confirmation of Service and Pension Status Conferral
3. Contract Appointment, Secondment and Temporary Transfer

Summary of Service Management Matters

SERVICE EXERCISES	MANAGEMENT AND PROFESSIONAL GROUP	SUPPORT GROUP
Appointment	40	23
Placement and Transfer	227	530
Confirmation of Appointment, Confirmation of Service and Pension Status Conferral	98	45
Contract Appointment, Secondment and Temporary Transfer	77	-
TOTAL	442	598

PERFORMANCE MANAGEMENT

The Ministry recognizes and honors outstanding employees with the opportunities for promotion and service awards as follows :

SERVICE GROUPS	ACTING	PROMOTION	TBBK	KUP (13 Years)
Management and Professional Group	49	25	-	-
Support Group	25	32	20	15
TOTAL	74	57	20	15

Excellent Service Award 2013

A total of 643 Ministry's personnel were conferred with the Excellence Award 2013 for their outstanding performance based on the Annual Performance Appraisal Report 2013. The events took place at ADTEC Bintulu on 24 March 2014 and at PICC on 3 April 2014 and were officiated by The Honourable Minister of Human Resources.



The Honourable Minister of Human Resources officiating the Excellent Service Award Ceremony 2013, on 24 March and 4 April 2014

Excellent Service Medal 2013

Two Ministry's officers were awarded with the Excellent Service Medal for their outstanding performance and contribution, during a ceremony officiated by The Honourable Minister of Human Resources on 2 December 2014



The Honourable Minister of Human Resources officiating the Excellent Service Medal Ceremony 2013, on 2 December 2014

» MANPOWER PLANNING AND ORGANISATIONAL DEVELOPMENT

The Ministry always ensure the efficiency of it's organisational structures as well as the sufficient number of posts, in line with the Ministry's strategic goals.

Overall Vacancy Rate

No. Of Posts	Occupied Posts	Vacant Posts	Percentage (%)
8594	7940	654	7.6

Vacancy Rate according to Departments

GROUP	2014		2014	
	Post	Occupied Posts	Post	Occupied Posts
Administration	3	3	3	3
Senior Management	54	51	54	51
Management and Professional	2,694	2,427	2,654	2,393
Supporting	5,843	5,459	5,871	5,462
TOTAL	8,594	7,940	8,582	7,909

» PEMBANGUNAN SUMBER MANUSIA

Training and career development is an important element to improve and strengthen skills, attitudes and knowledge of officers and staff.

Training Programme 2014

A total of eighty-three (83) programmes/ courses/training/seminar were implemented in 2014.

Type Of Courses	Achievements 2014
<u>Mandatory Courses</u>	
i) Program Transformasi Minda	4 programmes
ii) Kursus Pegawai Perhubungan Perusahaan	1 programme in 2 months
<u>Short Courses</u>	
i) Kursus ICT	7 cources
ii) Kursus Tadbir Urus	10 cources
iii) Kursus Generik	11 cources
iv) Kursus Kewangan	10 cources
Program Unit Integriti	22 programme
Program Unit Psikologi	22 programme

» HUMAN RESOURCE MANAGEMENT INFORMATION SYSTEM (HRMIS)

HRMIS is one of the government's primary applications to increase the efficiency of human resource management in the public sector.

JPA has categorized KSM in the ST (Significantly Exceed Target) Grouping for its high-flying achievement for the 2013 HRMIS-related KPIs, reported in 2014 as follows :



YBhg. Dato' Deputy Secretary General (Operation) receiving the Excellent Award from Director General of Civil Service for KPI HRMIS on 29 September 2014

» PSYCHOLOGY MANAGEMENT

Psychology management helps the Ministry in producing effective and efficient human resources, through the application of various counseling and psychology methods in personnel assessment, personnel development, psychology investigation and intervention.

The activities held in 2014, include among others, counselling sessions, counselor friend activities (AKRAB), mentoring and personnel development courses.



The Ministry's AKRAB members during the 10th AKRAB Accreditation Ceremony, held on 11 December 2014 in Penang.

» INTEGRITY AND DISCIPLINE

Integrity and discipline are key milestones in ensuring human resources' excellence in any organization. Various activities were organized throughout 2014, in an effort to institute and cultivate integrity values among Ministry's personnel.



VIPs and participants of the Forum Perdana Hal Ehwal Islam, co-organized by the Ministry of Human Resources, Malaysian Institute of Integrity (MII) and CEUPACS, in conjunction with the Labor Day 2014 celebration.

» INTERNATIONAL AFFAIRS

International Division acts as an intermediary between the Ministry and the foreign countries, especially in the field of labour and human resource development of the country. The Division is divided into ASEAN Unit, Multilateral Unit, Financial and Administrative Unit, and the Labor Attache Office in order to launch labour-related affairs and so on.

» ASEAN UNIT

International Division of MoHR is the focal point for Malaysia's labour issues at ASEAN level and has been actively involved in organizing and participating in various activities implemented under the ASEAN cooperation.

The 14th ASEAN Committee On The Implementation Of The ASEAN Declaration On The Protection And Promotion Of The Rights Of Migrant Workers Drafting Team Meeting (ACMW-DT), 27-30 Oktober 2014, Penang

THE ORGANISING OF THE MAIN PROGRAMME

- ⚙ Seminar on Implementation of Minimum Wages: Lessons Learnt from the ASEAN Member States and Dialogue Partners, 13-14 Oktober 2015, Kuala Lumpur
- ⚙ Mesyuarat ASEAN Committee On The Implementation Of The ASEAN Declaration On The Protection And Promotion Of The Rights Of Migrant Workers Drafting Team (ACMW-DT) Ke-14, 27-30 Oktober 2014, Pulau Pinang

THE PARTICIPATION IN THE MAIN PROGRAMME

- ⚙ ASEAN Labour Ministers Meeting (ALMM) Ke-23, 17-23 Mei 2014, Nay Pyi Taw, Myanmar
- ⚙ Senior Labour Official Meeting (SLOM) Ke-10, 19-20 Mei 2014, Nay Pyi Taw, Myanmar
- ⚙ ASEAN Committee On The Implementation Of The ASEAN Declaration On The Protection And Promotion Of The Rights Of Migrant Workers (ACMW) Ke-7, 17-18 Mei 2014, Nay Pyi Taw, Myanmar
- ⚙ Mesyuarat ASEAN Committee On The Implementation Of The ASEAN Declaration On The Protection And Promotion Of The Rights Of Migrant Workers Drafting Team (ACMW-DT)
 - ACMW-DT Ke-11, 12-14 Mac 2014, Jakarta, Indonesia
 - ACMW-DT Ke 12, 25-27 Jun 2014, Chiang Mai, Thailand
 - ACMW-DT Ke-13, 25-27 Jun 2014, Nay Pyi Taw, Myanmar
 - ACMW-DT Ke-15, 15-17 Disember 2014, Luang Prabang, Lao PDR

» MULTILATERAL UNIT

As the Ministry's focal point for International Labour Organization (ILO), the International Division is responsible for coordinating, implementing and monitoring the program and related activities. Among the programs that have been implemented in 2014:

- 1) Technical Workshop with ILO on Convention 87: Freedom of Association and Protection of the Rights to Organise held on 24 to 26 September 2014, at Pullman Hotel, Putrajaya Lakeside;
 - This workshop aims to understand the principles and purposes of the convention more in depth and identify the gaps that exist in the national labour laws, especially the Industrial Relations Act 1967 and the Trade Unions Act 1959 with Convention 87.



Participants of Technical Workshop with ILO on Convention 87, on 24-26 September 2014

- 2) Seminar To Review Minimum Wages Order 2012, held on 25 and 26 Mac 2014, at Marriott Hotel, Putrajaya;
 - This seminar aims to seek advice and technical expertise of the ILO on the parameters and methodologies that are appropriate to be used as a guide in reviewing minimum wages order. Indirectly, the organisation of the seminar is also to increase the understanding among members of the National Wages Consultative Council on the process and parameters in reviewing the Minimum Wage Order, 2012. Participants of the seminar consisted of members of the National Wages Consultative Council, members of the Technical Committee National Wage Consultation, officials from the Ministry of Human Resources and the Department concerned.
- 3) Forum on ASEAN Community 2015: Managing Integration for Better Jobs and Shared Prosperity held in Marriott Hotel, Putrajaya on 18 November 2014;
 - This forum provides disclosure on the labour changes in regional level as the impact of the establishment of the ASEAN Community 2015, and to provide an opportunity for participants to share ideas and opinions, including issues relating to free movement of skilled workers in the ASEAN region.

4) International Labour Conference (ILC 2014), held on 28 Mei 2014 to 12 Jun 2014, in Geneva

► The session is divided into two stages, namely the Plenary and Technical Committee. Ministers involved in the Plenary Session whereas the senior officials of the Ministry, headed by the Secretary General involve in the Technical Committees session. Among the technical committees that have been held are:

- Information And Reports On The Application Of Conventions And Recommendation
- Supplementing the Forced Labour Convention, 1930 (No. 29)
- Facilitating transitions from the informal to the formal economy
- A Recurrent Discussion On The Strategic Objective of Employment

» THE ATTACHE OFFICES

There are a total of four Labour Attache Offices abroad that act as an intermediary between Malaysia and the foreign countries namely Geneva Labour Attache Office, Office of Labor Attache, Singapore, Jakarta Labor Attache Office and the Office of Labor Attache, Chennai.



Malaysia Day Celebration on 17 September 2015 at Shangri La Hotel, Singapore

» INFORMATION MANAGEMENT

ACHIEVEMENT

KSM Portal



5 STARS

- JKPP
- PSMB
- JTM
- PERKESO

4 STARS

JPK, MP, JTKSM, JTK SABAH, JTK SARAWAK, KSM, NIOSH & PTPK

ISMS

Certification



ISO/IEC 27001:2005
MS ISO/IEC 27001:2007
Information Security Management System for the Management of JobsMalaysia data Center
•Year 1 Surveillance Audit

SYSTEM DEVELOPMENT

Centralised personal data repository in doing transactions with government agencies



Claim for reinstatement under Section 20 Industrial Relation Act 1967

Solved Case :

3074

emsc Section 20

Foreign worker (Bangladesh) registration system

41

successful employer applicants



ePPA(G2G)

INFRASTRUCTURE

HELPPESK



03-8886 5177

DISASTER RECOVERY PLAN



Disaster recovery plan on MOHR data center

IGOVUC



1Gov UC email services **5200** accounts

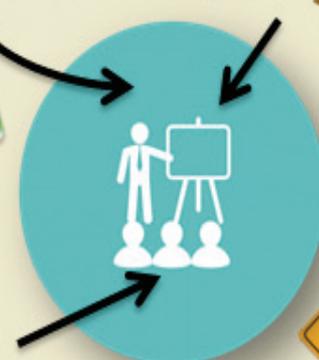
ICT TRAINING

Microsoft Office 2010



5 STARS

Lab



ICT SECURITY

Lab

"Pekerja ICT Pemacu Agenda Transformasi Negara"



» MANAGEMENT SERVICES

The Management Service Division plays an important role in managing matters related to administration, the ministry's annual programmes coordination, secretariat for ministry's formal events, as well as supervising and controlling the maintenance works and safety of the workplaces in the ministry. Apart from that, the Division is directly involved in matter related to parliament and the organising of Labours Day Assembly.

» SECRETARIAT OF LABOR DAY CELEBRATION 2014

The Labor Day Celebration 2014 in the national level was held on the 21st June 2014 (Saturday). The Labor Day Celebration which was held in the Klang Valley together with the cooperation from Malacca state government has successfully attracted 15,000 visitors. The celebration was officiated by the Prime Minister of Malaysia, YAB Dato' Sri Najib bin Tun Hj Abdul Razak with "Innovative Workers towards Transformation Driven" theme.



» PARLIAMENT SESSION

In 2014, The Ministry of Human Resources received 240 enquiries from the members of the parliament. There were 163 enquiries from the House of Representatives including 123 oral questions and 40 written questions. At the same time, there were also 77 enquiries from the House of Senate including 66 questions orally and 11 written questions.

» MONTHLY ASSEMBLY

The monthly assembly was held ten times throughout 2014. The purpose of the assembly was to inform to the rest of the Ministry of Human Resources staff on the Ministry's programs led by the Minister, Deputy Minister and the top management of the Ministry. Apart from that, it was also to introduce new officers and staffs, inform on latest promotions among staff in the Ministry within department and agencies.

» INNOVATION MONTH CELEBRATION

The celebration of the innovation month was held in the month of October. During the innovation month, there were activities such as exhibition, photography and website competition, and 5s. Among the highlights of the competition were The Innovative and Creative Convention (KIK) which was held on the 29th and 30th of October 2014.



» INSTITUTE LABOUR MARKET INFORMATION AND ANALYSIS (ILMIA)

» 2014 PROGRAMME

The Labour Market Information Database Warehouse

As a provider of main labour market information in Malaysia, ILMIA has conducted various research and studies relating to human capital needs and requirement, issues and the role of the labor market, statistic quantitative, mathematical analysis in the economic development of Malaysia. All the information and data is collected and then will be analyzed through a major research program like primary research and secondary research. So the results or findings of this research will be communicated and distributed to all interested parties (stakeholders) inside or outside the ministry.

These studies involve analyzing the gap in demand and supply of skills as well as employment needs in various sectors, training requirements and trends in wage rates and labour productivity. Moreover ILMIA also have collaborated through International and local consultant research agencies such as the World Bank and International Labour Organisation those who, having expertise in research fields will be received the same benefit from the transfer of knowledge and learning to researchers in the Ministry of Human Resources including researchers from several local universities.

Once the study is completed and the results should be disseminated to provide greater benefits either through offline and online publications. To ensure that information can be disseminated through various channels so ILMIA has developed it's Portal that included all findings of studies and publications that have been implemented. One interesting element in this portal is their Dashboard where it's contained key indicator of the Labor Market (KILM) and labor market analysis based on key indicators of major countries aligned with the International Labour Organisation (ILO).

» PROJECT REVIEW 2014

- A Study on Human Capital Requirement: East Coast Economic Region (ECER)
- A Study on Human Capital Requirement for Greater Kuala Lumpur
- A Study on Employment in the Informal Sector of Malaysia
- A Study on the Supply and Demand of Talent for Professional Occupations in Meeting the Need of a High Income Economy in 2020
- Impact of the Minimum Wage Review
- A Study on Labour Market Policies and Issues in Malaysia Moving Towards High Income Economy
- ILO - Green Job / DySAM

» INPUTS FOR ELEVENTH MALAYSIA PLAN (RMK11)

Ministry of Human Resources is one of the members of the Technical Working Group (TWG) on Labor Market for the preparation and strategy paper input to document, insert in the Eleventh Malaysia Plan (RMK-11), fall Under Pillar 3: Leveraging talent. Thus, this part of plan should be given full attention because Malaysia is ambitious to achieve high-income countries by 2020.

In 2014, ILMIA and HRDF has been cooperating in the aspect of providing training in the field of management and labor legislation and practice to human resource managers in companies, especially small and medium enterprises (SME). This seminar, which is named Understanding Malaysian Legislations and Employment Practices (ELP) held for the purpose of disclosure to participants about the important provisions under the Employment Act 1955, the implementation of labor laws and their amendments and discussions on current labor issues.

» SME SEMINAR

SME Seminar was held in Kuantan (24 November), Putrajaya (27 november), Subang (4 December) and Sg. Petani Kedah (8 December)



BENKEL PEMBENTANGAN CADANGAN POLISI BAGI KAJIAN DEVELOPING SKILLS FOR INNOVATION AND HIGH INCOME ECONOMY IN MALAYSIA OLEH BANK DUNIA DAN PENYEDIAAN INPUT RANCANGAN MALAYSIA KE-11
DATE : 27 MARCH 2014 VENUE: PUTRAJAYA INTERNATIONAL CONVENTION CENTRE



» LEGAL ADVISOR

» FUNCTIONS

- ⚙ Provide legal advice to MoHR, department and agencies under MoHR guided by the provisions of the Federal Constitution and the Constitution of the State, where appropriate and laws in force.
- ⚙ Give advice in matters affecting international law and contractual relationships at the international level with regard to treaties and international conventions ratified by Malaysia.
- ⚙ Enact or amend primary legislation and subsidiary legislation should the need arise in MoHR, Departments and Agencies underneath.
- ⚙ Controlling prosecution proceedings for cases under the supervision of MoHR includes checking and investigation papers represent KSM, Department or Agency thereunder as plaintiffs in civil litigation in court.
- ⚙ Reviewing documents and other legal documents agreements including a memorandum of understanding that it is organised in terms of law and protect the interests of the Government, especially MoHR, Departments and Agencies underneath.

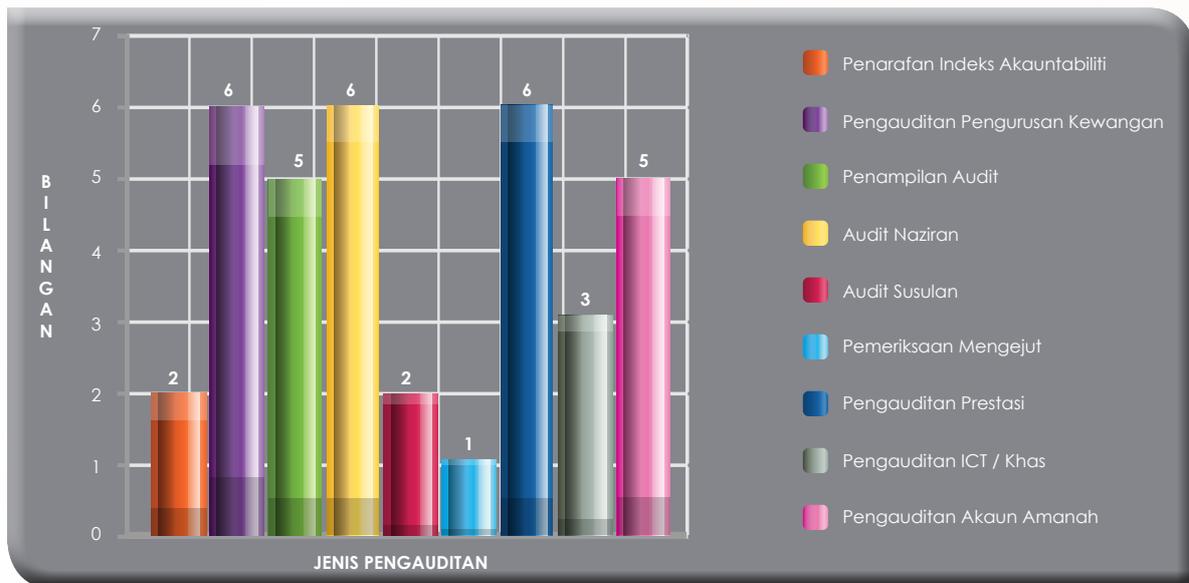
» ACTIVITIES IN 2014

- ⚙ review and approve the agreement of 231 documents for procurement of works and services for MoHR, Departments and Agencies under MoHR;
- ⚙ reviewed and approved by 23 Memorandum of Understanding ("MOU") covering domestic and international MOU;
- ⚙ provided 100 legal advices orally and in writing;
- ⚙ drafting of two bills, namely Employees' Social Security (Amendment) Bill 2014 and the Industrial Relations Act 1967 (Amendment) Act 2014;
- ⚙ review and formulation of 20 subsidiary legislations (Regulations and Rules)
- ⚙ formulation of 31 Subsidiary Legislations (Order)
- ⚙ formulation of 38 command appointments
- ⚙ review of 341 investigation papers for MoHR, departments and agencies under it for the purpose of prosecution to the court or the imposition of compounds;
- ⚙ attend and handle legal cases in the court of the Department of 4 times;
- ⚙ attended 274 internal or external meetings and negotiations abroad; and
- ⚙ the preparation of documents to the Attorney General.

INTERNAL AUDIT

Internal Audit Unit is responsible in independently assisting the Ministry and departments to improve the level of accountability and compliance with relevant laws and regulations and to evaluate the programs and activities whether had been carried out economically, efficiently and effectively. To accomplish the role, Internal Audit Unit had carried out 36 audits which cover financial management audit, performance audit, ICT audit and special audit during the year of 2014, summarized as follows:

Audit Achievement For The Year 2014



Financial Management Audit For The Year 2014

TYPE OF AUDIT	BIL. PEJABAT	TAHAP PEMATUHAN
Accountability Index Audit	2	★ ★
Financial Management Audit	6	★ ★ ★ ★ ★ ★
Audit Presence	5	★ ★ ★ ★ ★
Inspectorate Audit	6	★ ★ ★ ★ ★ ★
Follow-up Audit	2	Tidak Berkenaan
Surprise Check	1	★
Trust Account Audit	5	★ ★ ★ ★ ★

★ Satisfactory ★ Good ★ Excellent

Performance audit has been conducted on matters pertaining to the efficiency and effectiveness in the administration of resources on 6 types of programs and activities for the year 2014, as follows:

Performance Audit For The Year 2014

PERFORMANCE AUDIT PROGRAM

Conciliation Case Management under Industrial Relations Department

Labour Case Management In Labour Court

The Management of Upgrading in Manpower Department

The Management of 'A Study On Review Of The Minimum Wage Implementation And Impact Of Its Implementation To The Economy And Income Level Of The Workers' In ILMIA.

Rental Photostate Machine Management In MOHR and Departments

The Management of Skillfunds Development Corporation

» ICT AUDIT

ICT audit is carried out to evaluate the controls within an IT infrastructure to determine if the information systems are safeguarding assets, maintaining data integrity, and operating effectively to achieve the organization's objectives. Internal Audit Unit has conducted 3 types of ICT audit for the year 2014 as follows:

ICT Audit For The Year 2014

ICT AUDIT PROGRAM

Training Management System (Student Module) Effectiveness at Manpower Department

MOHR (East Zone) IPv6 Equipment Procurement and LAN Upgrading

MOHR Asset Data Extraction and Analysis

» DATA VERIFICATION FOR ASSETS AND LIABILITIES

The implementation of accrual accounting for Government will be determined according to the date of the proclamation on related law and after a period of trial that will start in 2015 for the Federal Government. The Internal Audit Unit has perform a continuous data validation in accordance with the number of samples and the period prescribed by the Accountant General and according to official data submitted by the auditee. In 2014 the Internal Audit Unit has verified 46 offices from five components as follows:

Pengesahan Data Baki Awal Aset Tahun 2014

Component	No. Of Offices	Offices
Fixed Asset (Land & Building)	4	BKP KSM, JPK – CIAST, JTKSM & JTM
Other Fixed Asset	26	BKP, DSM, PSM, KEW, AB, DP, ILMIA, BPM, JTKSM, JHEKS, JPP, JPK – CIAST, JKPP, Ibu Pejabat JTM, ADTEC Bintulu, ADTEC Jerantut, ADTEC Taiping, ILP Ipoh, ILP Selandar, PTK Kuantan & PTK Temerloh, PTK Butterworth, PTK Taiping, ADTEC Kemaman, ILP Kota Samarahan, ILP Marang & Adtec Shah Alam.
Account Payables	10	KEW & Pemb. KSM, Ibu Pejabat JTM, ILP Pedas, JTK WPKL, PTK Johor Bahru/Batu Pahat, ILP Kota Samarahan, PTK Subang/Pelabuhan Klang, PTK Taiping, PTK Butterworth dan PTK Pekan/PTK Temerloh/PTK Kuantan.
Account Receivables	4	BKP KSM, ILP Pedas, ILP Kota Samarahan & ILP Selandar.
Asset Under Construction	2	JTM, KEW & Pemb. KSM.

» AUDIT COMMITTEE MEETING

To ensure effectiveness in prevention and remedy action taken regarding the audit issue raised by Internal Audit Unit, the ministry has held four audit committee meetings for the year 2014. The relevant reports have been submitted to Treasury Malaysia within the stipulated date.

Audit Committee Meeting For The Year 2014

Meeting	Date	Minute Of Meeting Submitted To Treasury
1/2014	10.04.2014	15.04.2014
2/2014	11.07.2014	15.07.2014
3/2014	24.09.2014	07.10.2014
4/2014	07.01.2015	14.01.2015

» CORPORATE COMMUNICATION

The Corporate Communication Unit (CCU) was established with the government aspirations, assisting the Ministry of Human Resources (MoHR) by improving the efficiency and effectiveness of the delivery system of MoHR and agencies.

» PUBLICITY AND PROMOTION

CCU is responsible for planning, coordinating and implementing promotional and publicity to promote policies, as well as the programmes and formal events of the Ministry and the departments and agencies through printed and electronic media.

In 2014, CCU has developed media plan for the Ministry's major event which was National Labour Day Celebration. CCU had made good on its pledges to cooperate fully with RTM as the official broadcast partner to enable the event to be broadcasted live from RTM TV and radio stations.

For promotional and publicity activities, a total of 68 activities were carried out through printed and electronic media, and the new media. The amount involved interview segments and crawler/public announcement on TV and radio.

» MEDIA INVITATION AND PRESS CONFERENCE

CCU has issued a total of 71 Notes to Editor (NE) and coordinated, handled/monitored a total of 45 press conferences for MoHR and departments or agencies under it.



» VISITS

MoHR had received four (4) visits from public and private institution in 2014.

» CUSTOMER SERVICE MANAGEMENT

When all Customer Service Representative (BCP) at Ministry of Human Resources (MoHR) were placed centrally at 1MOCC, the Ministry has only one personnel who manages the calls and assist the customers who visit MoHR. The Labour Department (JTK) received most inquiries and complaints especially on areas related to the Labour Act and approval of foreign workers.



» COMPLAINTS MANAGEMENT

For 2014, a total of 10,016 complaints were received involving all departments/agencies under the Ministry. Overall, a total of 9,567 (95.52%) complains were successfully completed. For complaints reported through the Public Complaints Bureau, a total of 131 complaints were recorded and all complaints were solved.

Client's Charter and Performance Statistics of Ministry of Human Resources, 2014 (Januari 2014 - Desember 2014/ January 2014 – December 2015)

Client's Charter	Number of Cases Received	Number of Cases Settled (5 days)	Achievement (%)
1. Issuance of workmen compensations assessment under the Workmen's Compensation Act 1952 within 5 workig days from date of receipt of completed document:			
a) Temporary disablement	3281	3031	92.38
b) Permenant disablement	751	708	94.27
c) Death	569	496	87.17
2. Processing of application for license under Private Employment Agencies Act 1981 within 14 working days from date of receipt of completed document:			
a) Application for new license	50	50	100
b) Application for renewal of license	342	342	100
3. To ensure that the application for registration of trade unions are process within one month from the date the complete application received.	38	38	100
4. Processing of design approval for certificated machinery:			
(a) Steam Boiler in 60 days	537	537	100
(b) Unifired Pressure Vessel in 20 days	7354	7354	100
(c) Approval for registration of Safety and Health Officer (SHO) for complete application in 30 days	1317	1293	98.2
5. Processing of training grant application for the scheme within five working days from the date of complete application form received.	61,842	61,842	100%

Client's Charter	Number of Cases Received	Number of Cases Settled (5 days)	Achievement (%)
6. Reimbursement of training grant within eight working days from the date of completion form received.	56,861	56,780	99.86%
7. To pay Temporary Disablement Benefit (TDB) to injured employees within seven days of receipt of all necessary information and completed documents.	54,070	53,716	99.35
8. To Pay Invalidity Pension (IP) to eligible employees within 14 days of receipt of all necessary information and completed documents.	5,627	5,610	99.70%
9. To register new employers and employees and issue employer's SOCSO code number within one day of receipt of all necessary information and completed documents.	58,394	Nota 1: Angka tidak dapat dibekalkan buat sementara memandangkan Sistem PINTAR masih di peringkat prosesan.	-
10. Process all applications for Attestation and Certification of Training Personnel and National Industrial Experts within 30 days.	4,217	4,217	100
11. To respond to public complaint within three days from the date of complainit received.	10,058	10,058	100
12. To ensure all payments must be made within 14 days from the date of complete document received.	113,758	113,705	99.95%

» SUPERVISION & ENFORCEMENT

» ENFORCEMENT UNDER PSMB ACT 2001

Regulation 4A - Submission of Information & Section 13 - Employer's Failure to Register

Table 1: Total Complaints and Case Completed Under Regulation 4A & Section 13

Item	Total
No. Of Complaints (Current Year)	386
Total numbers of complaints	1140
Case closed (Completed)	448
Under Investigation	692

Section 40 and Section 41 – Incorrect Declaration and misleading Claims

Table 2 : Total Complaints and Cases Under Section 40 & 41

Year	No. Of Complaints (Current Year)	Total Numbers Of Complaints	Case Completed	Under Investigation	Impeachment
2014	0	11	1	10	10

» STATUTORY BODIES ANNUAL REPORT AND FINANCIAL STATEMENTS (AUDITED) PRESENTATION PERKESO AND PTPK

The Statutory Bodies Annual Report and Financial Statement (Audited) for SOCSO were tabled at the House of Representative and PTPK on 24 November 2014 and Upper House on 8 December 2014 (SOCSO) and 9 December 2014 (PTPK).

» PICTURES FOR VISITS / INVESTIGATIONS TO THE EMPLOYER'S PREMISES OF REGULATION 4A(1) AND SECTION 13 PSMB 2001

In 2014, 290 visits/investigations to the employer's premises had been carried out.



NEWSPAPER CUTTING

NEWS IN BRIEF

23/9/14 P18

220,000 job opportunities by year-end

MARAN — The Human Resources Ministry, through the Manpower Department, is looking to create 220,000 job opportunities by the end of the year through the JobsMalaysia portal and career carnival tour programmes. Its deputy minister, Datuk Seri Ismail Abd Muttalib, said 115,672 vacancies had been offered up to the middle of

this month. "As of September 1, 403,897 job-seekers have registered via JobsMalaysia and of the total, 231,169 are graduates," he said. Ismail said the ministry would continue to provide job opportunities, especially to youths, to enable them to choose suitable jobs on par with their qualifications. — Bernama

Ministry to consider review of minimum wage

Malay Mail (Top News) 23/9/14 P12

PETALING JAYA — The Human Resources Ministry will consider Malaysian Employers Federation's (MEF) call to review the Minimum Wage Scheme according to the type and size of a business or sector.

Its minister, Datuk Richard Riot Jaem, said he had requested that the National Wages Consultative Council (NWCC) to take on the federation's suggestion.

"The matter will be brought up during the mid-term review of the scheme by the NWCC council full meeting," he told *Malay Mail*.

Riot did not reveal when the review

By Ushar Daniele
ushar@mmail.com.my

would be conducted.

NWCC consists of representatives from the employers union, workers union and several government ministries including the Human Resources Ministry. The chairman is former high court judge Tan Sri Steve Shim.

MEF executive director Datuk Shamsuddin Bardan had suggested that NWCC review the scheme as the

organisation believed that more than 10,000 private companies, particularly smaller companies in remote areas, have yet to implement it.

He said micro-businesses did not have the capacity to fork out the cost, which could lead to them possibly shutting down because of the scheme.

Shamsuddin said that while he welcomed a review, he was concerned that it could lead to an increase in the minimum wage.

"When people say review, the public's expectation would be to increase. It is already difficult to pay the RM900, what if it is more than RM1,000?" he asked.

Shamsuddin said the ministry must be practical about the review by looking into the different levels of wages depending on sector, region and type of employment based on Section IV of the NWCC Act 2011.

The Act gives the council the power to make recommendations to the government on minimum wage rates and coverage.

"MEF from day one has been of the view that the authorities must not forget to take into consideration the sector, region and type of employment because not all employers have the capacity to pay the minimum wages," he said.

New Straits Times, Pg 2, 9-10-2014

'Safety training for MRT workers intensified'

SUNGAI BULOH: The stop-work order for the MRT construction site in Package VI (inside the former Rubber Research Institute of Malaysia) issued by Department of Occupational Safety and Health (DOSH) after the Aug 18 mishap was lifted on Sept 17.

However, MRT Corp is still waiting for the investigation report from DOSH on the incident.

Three contract workers — Mohammad Faruk Khan, 38, Mohammad Alaudin Mollik, 34, and Mohammad Elahi Hossain, 27 — killed in the 9pm incident when a parapet fell 38m on them.

The MRT Sungai Buloh-Kajang Line Project Delivery Partner (PDP), MMC-Gamuda KVMRT Sdn Bhd with the Works Package Contractor (WPC) for Package VI, Syarikat Muhibbah Perlagaaan & Pembinaan (SMPP) Sdn Bhd have given their assurance that the best safety measures are being taken at work sites during a media site visit recently.

Internal stop-work orders issued by MMC-Gamuda KVMRT are being lifted in stages when the WPC complies with safety mitigation measures and work-site practices.

"We're working closely with all WPCs to intensify safety training for MRT workers, particularly those involved in high-risk work."

"Tighter supervision, streamlined checks and approval procedures are being done to ensure work site efficiency and that safety compliance are met.



Stringent safety measures are being carried out at MRT construction sites. Pic by Mokhsin Abidin

"These include deployment of 60 experienced PDP Safety Superintendents across the elevated alignment to provide extra layers of policing."

"They are stationed at locations where high-risk activities are being carried out," said MMC-Gamuda KVMRT (PDP) deputy construction director Adil Farra Ahmad.

The Zero Tolerance Programme implemented earlier this year allows safety superintendents to halt works immediately if construction does

not comply with the method statement and safety measures.

Stop-work order and/or corrective action will be executed immediately to address non-conformance.

"SMPP has set up its own safety teams to work closely with PDP and supervising consultants since the Zero Tolerance Programme was implemented."

"SMPP's higher management is personally involved in regular Site Safety Walks to ensure workers fol-

low method statements," said SMPP managing director Ku Haris Ku Mahmud.

Among safety improvements are tighter supervision at the site by WPC and supervising consultants with greater involvement from the PDP senior management.

Spans are secured with either permanent or temporary support at all times, while overhanging structures over live traffic have debris catch nets.

"We are also eliminating mosquito breeding grounds around work sites," said MRT Corp Sdn Bhd strategic communications and public relations director Amir Mahmood Razak.

Amir said with the stop-work orders being lifted in stages, the MRT project would be able to meet its original deadline of December 2016.

He said the families of the Aug 18 incident victims each received RM80,000 in compensation.

Other debts incurred during the process of the three coming to Malaysia will be handled by MRT Corp. "We don't want the families to be burdened with debts after losing their loved ones," he said. By Fareza Hanum Rashid

CREATING EMPLOYMENT OPPORTNITIES AND ENSURING EMPLOYEES' RIGHT



» AZAM KERJA AND JOB PLACEMENT

» EMPLOYMENT SERVICES

JTKSM main focus is to coordinate the activities of supply and demand of work which basically through direct engagement between the two parties, namely employers and job seekers. The impact, the implementation of both of these activities resulted in a match, which has led to job placement offers.



Minister Key Performance Indicator 2014

» JOB PLACEMENT PROGRAM

Typically, continuity of JTKSM involvement was driven by varying activities under the Employment Services Division. One of them is the Job Placement Program. Modus operandi of the program is to provide and offer more employment opportunities to Malaysians to enhance the use of local energy resources. Among the activities that have been implemented is JobsMalaysia portal that helps in job matching, job carnival, organizing open interviews and the use of the Client Account.

» FIESTA KERJAYA JOBSMALAYSIA, MIDVALLEY PADA 5-7 SEPTEMBER 2014



Deputy Secretary General (Operation) MOHR visiting employers' booth

» AZAM KERJA 1MALAYSIA (END DAYS OF POVERTY)

Azam Kerja programme is an initiative that aims to remove the target group of poverty through creation of employment opportunities. In addition to providing opportunities for skills training for the target groups for the purpose of job placement and upgrading of skills, it also aims to search for alternative sources of income for the target group to increase household income. Finally, through various programmes such as mind changing and motivation have helped the target group to continued to produce career advancement and the ability to generate income. Apart from Azam Kerja which targeted on the poor and hardcore poor who are registered with e-Kasih, vulnerable groups (vulnerable group) low income is also no exception.

In 2014, the Ministry of Human Resources has set a target of attracting 5,000 participants. Moreover, Azam Kerja programme has also been targeted at least 3,100 participants to increase the revenue of RM300 for 3 months. In contrast to the approach taken in the year 2010 - 2013, Azam Kerja programme also aims to collaborate with NGOs and corporations to help the target group.



AZAM Kerja 1Malaysia Cluster Project in Daybreak Training Workshop for Disable, Kinta, Perak



Financial Literacy Education Program for AZAM Kerja Participants at JobsMalaysia Centre, Klang, Selangor



The Minister meeting the crowd at the programme

» JOB PLACEMENT PROGRAMME FOR AZAM KERJA, SARAWAK STATE LEVEL

Date : 27 & 28 September 2014.
Venue : Stadium Perpaduan Petra Jaya Kuching Sarawak
Visitors : 14,432 visitors and 400 e-Kasih Participants

Participants:

- i. 54 Employers
- ii. Agencies under Ministry of Human Resources
- iii. Participants of Income Generated Programme

Vacancies : 5842

Placement : 1,361

The programme was officiated by YB Dato' Sri Richard Riot Jaem, Minister of Human Resources. He also handed over the appliances to the participants of Income Generated Programme and the plaques to three disable entrepreneurs.



The Minister signing visitor's book



The Minister officiated the Job Placement Programme



Opening speech delivered by the Minister



Job seekers getting application forms before the interview

» **AZAM KERJA SARAWAK 2014 ACHIEVEMENT**

Bil	Azam Kerja Programme	No. of Participant
1	Train and Placement Programme	954
2	Generate Income for Individual	530
3	Community project	254
TOTAL		1738

AZAM KERJA PROGRAMME

In 2014, the Sabah Labour Department organized its planned programmes and succeeded in placing about 951 persons in various fields of employment.



» STRATEGIC COLLABORATION WITH GOVERNMENT AGENCIES AND PRIVATE SECTORS

In order to promote the interest and involvement of the youth in particular job seekers into the labour market, JTKSM have established a strategic collaboration with relevant agencies such as the Navy, Air Force, Economic Planning Unit, Prime Minister's Office under the 1Malaysia Training Scheme (SLIM) and employers in the private sector. Government agencies such as the Navy and Air Force offer a profession in the field of national defense. While SLIM also offers a wide range of occupations are mostly government-linked companies (GLCs). Such cooperation has been successful in meeting the demand of the State of employment.



Selection for TUDM Air Force Recruitment at JobsMalaysia Centre Kota Bharu on 10th September 2014

Sepanjang pelaksanaan program ini, JTKSM melalui JobsMalaysia telah memberi kerjasama dengan menyediakan medium pendaftaran di Portal JobsMalaysia sebagai pencari kerja. JobsMalaysia akan melakukan hebahan kepada graduan melalui sms dan emel blast berkaitan Program SLIM dan temuduga yang dijalankan. Hasil usahasama ini turut membuahkan kejayaan kepada Urusetia SLIM yang telah memenangi Anugerah Kecemerlangan dan Inovasi Jabatan Perdana Menteri pada tahun 2014.

» KARNIVAL KERJAYA SLIM-KEDAH 2014



Opening Ceremony by YB Dato' Seri Hj Mukhriz Tun Mahathir



Open Interview Process

» COOPERATION WITH THE PRIVATE EMPLOYERS

JTKSM has established collaborations with Malaysia Airport Holdings Berhad (MAHB) in hiring new employees. The collaboration has resulted in meeting recruitment targets of MAHB at that time.

START YOUR DREAM CAREER WITH US!




Open Interview 12 April 2014

09:00am - 04:00pm

VENUE

Pusat JobsMalaysia Cyberjaya, Unit W001, Tingkat Bawah, Blok 3440
Enterprise Building 1 (EB1), Jalan Teknokrat 3, 63000 Cyberjaya, Selangor

BENEFITS

- * Salary from **RM1300 - RM1550**
- * Cost of Living Allowance (COLA) : **RM140**
- * Others Allowance i.e Dobby & Shift Allowance
- * EPF & SOCSO
- * Yearly increment for Permanent Staff (Base On Performance)

VACANCIES

<p>TECHNICIAN</p> <p>Roles and Responsibilities:</p> <ul style="list-style-type: none"> - Perform preventive, predictive, corrective and periodic maintenance. <p>Requirements:</p> <ul style="list-style-type: none"> - Certificate in Engineering (Electrical/Electronic/Civil/Mechanical) which recognised by Malaysian Education Institute with SPM. - Experience in Operations & Maintenance building services. 	<p>ADMIN/OPERATIONS ASSISTANT</p> <p>Roles and Responsibilities:</p> <ul style="list-style-type: none"> - Perform administrative task in related department i.e answering phone calls, filing, take notes and relaying messages. - Assist in typing documents, correspondence and memorandum. - Any other duties that may be assigned by the immediate superior. <p>Requirements:</p> <ul style="list-style-type: none"> - SPM with credit in Bahasa Malaysia, pass in Mathematics and English - Good attitude, hardworking, good communication skills and computer literate.
<p>DRIVER / RUNWAY SWEEPER</p> <p>Roles and Responsibilities:</p> <ul style="list-style-type: none"> - Able to drive with care and efficient. - Ensure vehicles are in good condition at all time. - Ensure safe and smooth flight operations. <p>Requirements:</p> <ul style="list-style-type: none"> - PMR or at least completed Form Three. - Possess valid Driving License Class D, preferably with GDL. - Committed and able to work with minimum supervision. 	<p>INFORMATION ASSISTANT</p> <p>Roles and Responsibilities:</p> <ul style="list-style-type: none"> - Provide excellent customer services to all airport users. - Handle complaints and difficult customers. <p>Requirements:</p> <ul style="list-style-type: none"> - SPM with credit in Bahasa Malaysia, pass in English and Mathematics. - Good written and spoken both in Bahasa and English. - Third language such as Mandarin and Arab is an added advantage. - Good personality and customer services oriented.

www.malaysiaairports.com.my



Malaysia Airport Holdings Berhad (MAHB) Open Interview at JobsMalaysia Centre, Cyberjaya on 12th April 2014

» WALKABOUT AND MEETING CUSTOMER PROGRAMME

The program was inaugurated by the Minister of Human Resources. The purpose of this program is to provide opportunities for all residents of the surrounding area of Serian to meet the agencies under the Ministry of Human Resources. The programme was held on 1 June 2014 at kampung Pichin, Serian. It was attended by about 4,000 residents.



Inspectorate 2014, the Accountant General's Department

* 6 PTJ telah mendapat tahap pengurusan kewangan CEMERLANG.



Ibu Pejabat



Kota Samarahan



Serian



Kapit



Bintulu



Lawas

MAINTAINING A HARMONIOUS INDUSTRIAL ENVIRONMENT, RESOLVE INDUSTRIAL DISPUTES IN A FAIR AND THOROUGH MANNER



» TRADE UNION TRAINING ON LEADERSHIP AND RACONTEUR (TUTELAR)

This program is intended to groom the Trade Union Leaders with Leadership Skills and Communication to enable them to negotiate with the employer effectively and giving them exposure to the new imperatives of global communication.

In 2014 a total of four Tutelar program has been successfully implemented in accordance with the following zones;

▶ TUTELAR South Zone

The programme was held for from 22 until 24 April 2014 at Berjaya Water Front Hotel (The Zone) Johor Bahru, Johor. It was officiated by Encik Mohd Sahar bin Darusman, Deputy Secretary General (Policy and International) Ministry of Human Resources.



Encik Mohd Sahar bin Darusman, Deputy Secretary (Policy and International) visiting exhibition booths accompanied by Encik Mustafa bin Ali, Director General of JHEKS and the other Head of Departments

▶ TUTELAR East Coast Zone

The TUTELAR Programme for the Zone was held at the Primula Hotel, Kuala Terengganu, Terengganu on 9 September 2014 to 11 September 2014. The opening ceremony was officiated by Dato' Romli bin Hassan, Deputy Secretary General (Operations), Ministry of Human Resources.



VVIP entourage visited the booth during the exhibition at TUTELAR East Coast Zone Programme





Encik Mustafa bin Ali (Director General of JHEKS) accompanied Dato' Romli bin Hassan, Deputy Secretary General (Operations) to meet the participants outside the hall



TUTELAR Zon Tengah

The TUTELAR programme was officiated by Honorable Dato' Sri Haji Ismail bin Haji Abd. Muttalib, Deputy Minister of Human Resources. The programme was held at Seri Pacific Hotel, Kuala Lumpur from 13 to 15 October 2014.



Dato' Sri Haji Ismail bin Haji Abd. Muttalib, Deputy Minister of Human Resources were accompanied by the Head of Departments when visiting the exhibition booth at TUTELAR Central Zone Programme



Dato' Sri Haji Ismail bin Haji Abd. Muttalib, Deputy Minister of Human Resources was accompanied by Encik Mustafa bin Ali (Director General of JHEKS) when meeting the cultural dancers from SOCSO





Cultural performances by dancers from SOCSO at the Opening Ceremony of TUTELAR Central Zone at Seri Pacific Hotel, Kuala Lumpur

▶ TUTELAR North Zone

TUTELAR North Zone Programme held at Grand Alora Hotel, Alor Setar, Kedah on 1 to 3 November 2014 was the final TUTELAR Programme implemented in 2014. The opening ceremony of the programme was officiated by Dato 'Seri Hj. Saripuddin bin Hj. Kasim, Secretary General, Ministry of Human Resources



Datuk Seri Hj. Saripuddin bin Hj. Kasim, Secretary General, Ministry of Human Resources meeting the participants after the opening ceremony



⚙️ TRADE UNION FINANCIAL CLINIC PROGRAMME (P3K)

The major factors in the failure of some trade unions to file annual returns are the unorganised financial records management and the lack of skills in recording financial documents.

Therefore, in order to reduce the rate of non-compliance with the requirements of the Trade Unions Act 1959 and to meet the needs of the



Group discussion during the programme



officers to have training in maintaining financial records, P3K program has been recognised as one of the annual activities for the Department of Trade Union Affairs Malaysia. In 2014, the programme was held at in Kota Kinabalu, Sabah on 19 June 2014.

A total of 130 participants including officials of JHEKS Sabah have joined the P3K Programme supervised by an experienced facilitator in the financial management of the Union.

Group discussion during the programme



WORKSHOP ON PROCEDURE OF SELECTING TRADE UNIONS OFFICER (B3P)

This workshop is one in a place of meeting between the Union and JHEKS officer to assist union leaders to be competent, literate and adhere to the procedures set out in the Handbook of the Union Constitution and the Trade Unions Act 1959 in conducting the General Meeting and election of union officers.

In 2014, B3P Workshop was held at Merdeka Palace Hotel, Kuching Sarawak on 25 November 2014.

Director General of JHEKS meeting the participants of the B3P Programme



The facilitator was giving briefing to the participants



MANAGEMENT OF TRADE UNIONS COURSE

JHEKS consistently made the organising of the Management of Trade Unions Course as one of the annual activities of the Department. During 2014, a total of nine (9) courses has successfully held.

This course is organised by the state and regional offices of the Department of Trade Unions Affairs. Each series of the course lasts for two (2) days and is the driving force of officers from Headquarters and related State officials. A total of 425 participants overall were involved during the nine (9) series of the Management of Trade Unions Courses throughout Malaysia.



Some of the participants were listening to the briefing by JHEKS officer during the Management of Trade Unions Course in Kuching, Sarawak

JHEKS officer was giving a briefing to the participants



STATISTIC OF TRADE UNIONS IN MALAYSIA

Trade Unions are registered in accordance with the provisions set out under the Trade Unions Act 1959 (TUA 1959). Until 2014, there were 735 unions registered with the Department of Trade Union Affairs with a membership of 930,512. In 2014, a total of 35 new unions were registered.

Table 1

Numbers of Trade Unions and the Membership from year 2010 to 2014

Year	Number Of Union	Keanggotaan		Total
		Male	Female	
2010	690	485,747	317,542	803,289
2011	697	482,653	317,518	800,717
2012	694	515,664	374,054	889,718
2013	706	522,209	392,468	914,677
2014	735	527,635	402,877	930,512

» STATISTIC OF TRADE UNIONS ACCORDING TO SECTORS IN MALAYSIA

Trade Unions are divided into three (3) major sectors of the Government Sector, Statutory Bodies / Local Authorities Sector and Private Sector. Based on the chart below, in 2014 the highest membership is in Government Sector with total to 471,751, followed by Private Sector with total of 376,362 and Statutory Bodies / Local Authorities Sector with total of 82,399. Details are shown in Table 2.a

	Bil.	Membership
Private Sector	439	430262
Government Sector	139	306176
Workers In Statutory Bodies And Local Authorities	98	66178
Total	690	803289

2010

Bil.	Membership	
441	426856	Private Sector
144	306499	Government Sector
98	66143	Workers In Statutory Bodies And Local Authorities
697	800717	Total

2011

	Bil.	Membership
Private Sector	455	378188
Government Sector	140	434105
Workers In Statutory Bodies And Local Authorities	99	77425
Total	694	889718

2012

Bil.	Membership	
462	377938	Private Sector
144	454679	Government Sector
100	82060	Workers In Statutory Bodies And Local Authorities
706	914677	Total

2013

	Bil.	Membership
Private Sector	485	376362
Government Sector	145	471751
Workers In Statutory Bodies And Local Authorities	105	82399
Total	735	930512

2014

» TRADE DISPUTE CASES RECEIVED AND SETTLED

In the year 2014, a total of 3,307 cases have been handled by Industrial Court (Chart 1). During the year, a total of 1,321 cases have been successfully settled. (Chart 2)

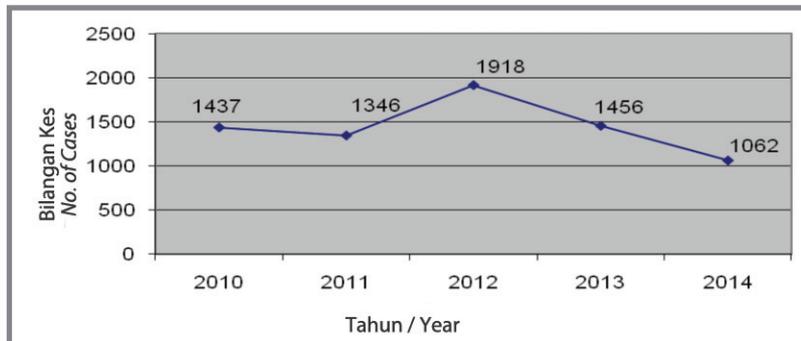


Chart 1: Total Number of Cases Handled by Industrial Court (2010 – 2014)

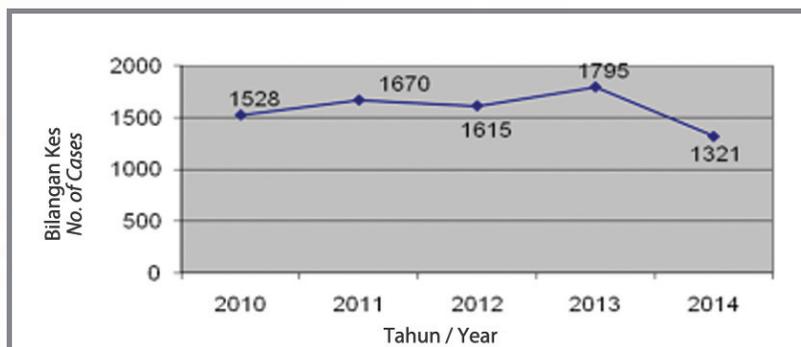


Chart 2: Number of Cases Settled

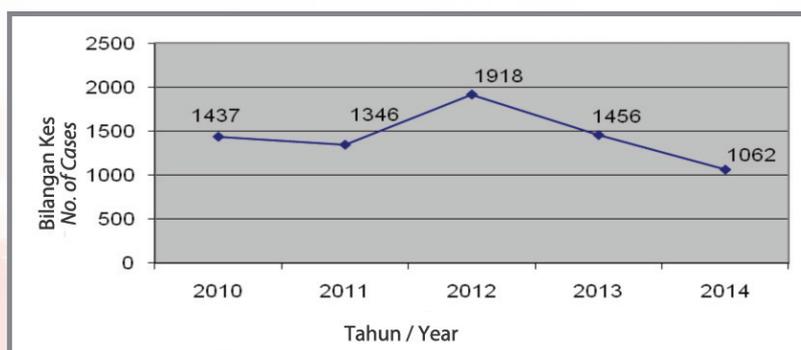


Chart 3 : Number of Cases Received (2010 – 2014)

Industrial Court has registered 1,062 new cases for the purpose of settlement through adjudication process, with 8 cases reinstated and 2,237 cases are still pending and have been brought forward from previous years. In total there were 3,307 cases handled by the Industrial Court in the year 2014.

In comparison, there was a decrease of 27% in the new cases received in 2014 compared to the previous year (Chart 3). The decrease is likely due to the increase in number of cases settled at the Department of Industrial Relations. Reduction of cases received has given space to the Chairmen of Industrial Court to focus on disposal of the remaining cases. The industrial Court has played its role to provide social justice to the interested parties in trade disputes either employer or employee.

In order to cope with the burden of handling cases and also to expedite its disposal, Industrial Court has encouraged the disputed parties to implement mediation and early evaluation of case, whereby it can save time, other than through the trial process. Both of these methods are on voluntary basis. In 2014, 109 cases have undergone early evaluation process and 40.4% (44) cases have been successfully solved. While 187 cases were undertaken for mediation and 34.2% (64) cases were disposed. Albeit the success rate is relatively low, this method has been able to contribute 8.2% (108 cases out of 1,321 cases) of the total settlement of cases.

The year 2014 witnessed a decrease in settlement of cases. The total case disposed decreased to 59.8% (1,321 cases) based on KPI (Key Performance Index); 2,210 cases per year in 2014 compared 2013 which was 95.9% (1,795 cases) with KPI: 1,872 cases per year.

In addition, a total of 1,452 award were handed down by the Industrial Court Chairmen in 2014 (Table 1)

Table 1: Type of Awards Handed Down by Chairmen

Type Of Award	Jumlah	
	2013	2014
Full Award (Written Judgement)	584	498
Consent Award	491	303
Withdrawn Award	603	459
Strike Off Award	316	192
Total	1994	1452

Refer to Table 1, about 34.3% (498) award handed down were with written judgement, where the cases only awarded after went through full hearing while 65.7% refer to cases settled without going through hearing process. The other 13.2% reflect the situation where claimants were not interested to proceed their cases till the cases were struck off by the court.

At the end of 2014, a total of 1,986 cases were carried forward to 2015 to be heard by 24 chairmen (2 vacancies to be filled). A total of 1,614 cases are pending for hearing whereby 39% (779 cases) were new referred cases from the current year (2014), and of that 835 cases were referred for more than a year.

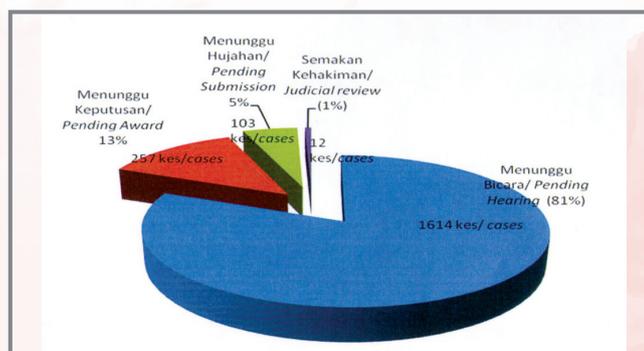


Chart 4 : Pending cases as at 31 Desember 2014

There are a total of 257 cases with the status of pending award. From a total of 257 cases, only 66.1% (170 cases) are pending award exceeding 3 months. A total of 103 cases are still pending for submission and about 12 cases are of status Judicial Review, which is still pending from High Court decision.

The total amount of compensation paid to workers through the handed down award is RM28,095,499.85 in 2014 compared to RM34,393,809.00. (Chart 5)

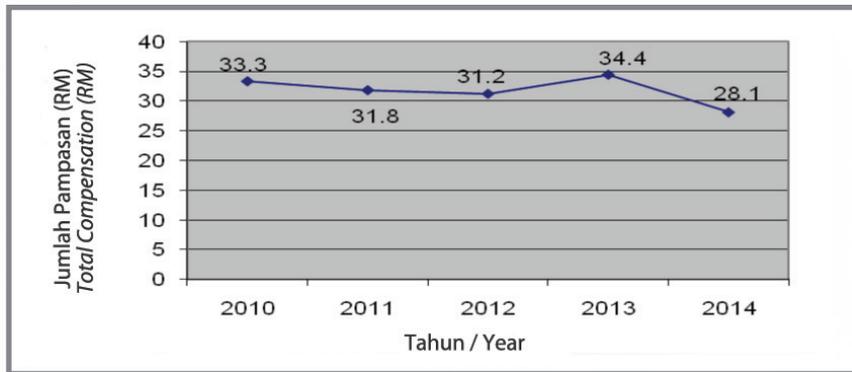


Chart 5 : Total of Compensation Awarded 2010 – 2014

» COLLECTIVE AGREEMENT DEPOSITED AND COGNIZANCE

In 2014, a total of 312 Collective Agreement Deposited have been given cognizance by Industrial Court compared to 270 in 2013.

Table 2 : Total Collective Agreement Deposited and Given Cognizance for the year 2013 and 2014

Item	2013	2014
Deposited	317	284
Cognizance	312	270

» IMPLEMENTATION OF DIGITAL RECORDING SYSTEM DURING CASE TRIAL

Industrial Court has introduced digital recording system. This means the trials will be conducted through electronic system, whereby the by the witnesses' testimony will be recorded through electronic recording system. The recording will be copied in the pendrive provided by those who conduct the court cases. The purpose of this implementation is to speed up the trial process in Industrial Court. In other words, the introduction of this technological court will hopefully bring some changes in the conduct of court cases. Questions, answers, arguments and objections by the representative or the lawyer will be recorded. All actions will be seen and assessed through the camera fixed in the court. Thus, no witness will be hidden from camera.

» IMPLEMENTATION OF eFILING AND eSERVICE MODULE IN CASE MANAGEMENT SYSTEM

On 1 July 2014, the court has launched the use of eFiling and eService module in the case management system. Documents can be filed and submitted via electronic system. Customers which include the employer, employee and representative who have agreed to use this system are required to apply through the Industrial Court web page. eFiling and eService module was developed to ease the process of document filing without having to attend the court. This too is more economical as it reduces the preparing document cost.

» PICTORIAL ACTIVITIES DURING 2014



Outcome Based Budgeting (OBB) Workshop
on 5 to 8 January 2014



Course on Enhancement of Industrial
Courts System, 4 and 5 October 2015 .





Taklimat ePemfailan dan ePenyerahan kepada stakeholder pada 26 Jun 2014



Honourable Dato' Seri Haji Saripuddin Kassim, Secretary General MoHR on viewing the implementation of Digital Recording System at Industrial Court, Sabah on 10 September 2014



Lawatan En Bernard Banks, Pengerusi Jawatankuasa Perundangh Pekerjaan LAWASIA pada 12 Februari 2014.



» PRODUCTIVITY-LINKED WAGES SYSTEM (PLWS)

Productivity-Linked Wages System (PLWS) was introduced by the Government in 1996. The Industrial Relations Department (IRD) was entrusted to promote PLWS to employers, trade unions, employees and generally to the workforce in Malaysia since 2007. In the effort of promoting and implementing PLWS, various programmes had been organized by IRD such as roadshows, workshops and seminars throughout the years.

Productivity is one of the key factors in influencing the economic growth and the well-being of the country. Therefore, IRD had developed a dynamic online mechanism, known as "MyPLWS Portal and Database" that can be easily accessed by employers and employees.

This Portal and Database will consequently have an impact to the effectiveness of the PLWS promotion. It is also the gateway of knowledge and source of reference for the employers, trade unions and employees as The Portal and Database are very friendly users and accessible at any time. Furthermore, the Portal and the Database will streamline the Department's information system so as to assist the Department in collecting and analyzing data on PLWS for IRD future direction.

By the year 2014, 77,352 companies have implemented PLWS and the total of employees obtaining benefits from the implementation of PLWS is 3.25 million. The constructive trend in response to the PLWS suggests that PLWS is a viable wages system model and this positive outlook is in line with the national agenda to become a High Income Economy.

» THE LAUNCH OF THE PRODUCTIVITY-LINKED WAGES SYSTEM PORTAL AND DATABASE (MyPLWS)

On 6 March 2014, Industrial Relations Department had organized the launch of the Productivity-Linked Wage System Portal and Database (MyPLWS) in Everly Hotel, Putrajaya. The prestigious ceremony was officiated by YB Dato' Sri Richard Riot Anak Jaem, Minister of Human Resources and the event was successfully attended by 400 participants including all Heads of Departments under the Ministry of Human Resources.

The objective of the event was to announce and promote of MyPLWS Portal that was first developed in Malaysia and also at the global level.



The arrival of the Minister of Human Resources accompanied by YBhg Secretary General Ministry of Human Resources and Director General of IRD.

» THE WORKSHOP OF THE STUDY ON IMPLEMENTING PRODUCTIVITY-LINKED WAGES SYSTEM (PLWS) TOWARDS A HIGH INCOME ECONOMY

The Industrial Relations Department (IRD) had organized a workshop of the Study on Implementing Productivity-Linked Wages System (PLWS) towards a High Income Economy on 20 to 21 May 2014 in Sunway Carnival Convention Centre Seberang Prai, Penang. The ceremony was officiated by YB Dato ' Sri Hj. Ismail Bin Hj. Abdul Mutallib, the Deputy Minister of Human Resources and whereby about 250 participants including all Heads of Departments under the Ministry of Human Resources had attended the workshop.

The primary objective is to announce the result and analysis of the study as well as the impact of the implementation of the PLWS which have benefited employers who have implemented it.



The Deputy Minister with participants



The Deputy Minister of Human Resources launching the workshop

» NATIONAL SYMPOSIUM ON PRODUCTIVITY-LINKED WAGES SYSTEM (PLWS)

The Industrial Relations Department (IRD) had organized a National Symposium on Productivity-Linked Wages Systems (PLWS) from 25 to 27 June 2014 at Pullman Hotel Kuching Sarawak. The ceremony was officiated by YB Dato ' Sri Richard Riot Anak Jaem, Minister of Human Resources

This symposium was successfully held in collaboration with the Malaysia Productivity Corporation (MPC). Speakers have interestingly briefed about the benefits of exercising and practising the implementation of PLWS as it helps towards a betterment of company's productivity and profits. The participants also had a fortunate chance to hear the remarkable experience of success stories from the companies that have adopted PLWS namely, Sarawak Shell Berhad, Unilever (Malaysia) Holdings Sdn Bhd and the Malaysian Employers Federation (MEF).



Photography session with Minister of Human Resources, Director General IRD and the Secretariat.



Director General DIRM presenting *The Book of Study on Implementing Productivity-Linked Wage System (PLWS) Towards a High Income Economy* to The Minister of Human Resources.



The Minister of Human Resources giving a certificate of appreciation to the companies that practice in PLWS.

» **IRD CONFERENCE AND DINNER WITH SECRETARY GENERAL OF THE MINISTRY OF HUMAN RESOURCES PRODUCTIVITY-LINKED WAGE SYSTEM (MyPLWS)**

The Industrial Relations Department (IRD) has organized IRD Conference from 27 to 30 November 2014 at Pullman Hotel Kuching, Sarawak. The ceremony was officiated by YBhg. Datuk Seri Hj Saripuddin Bin Hj. Kasim, Secretary General of the Ministry of Human Resources and also attended by all Heads of Departments under the Ministry of Human Resources.

The main objective of the conference was to discuss the annual performance of IRD throughout the year 2014. Through this conference, IRD has obtained the views and ideas from all Directors of the IRD concerning the action plan and the improvements that need to be taken in strengthening the performance of IRD.



Opening speech by The Secretary General, Ministry of Human Resources.

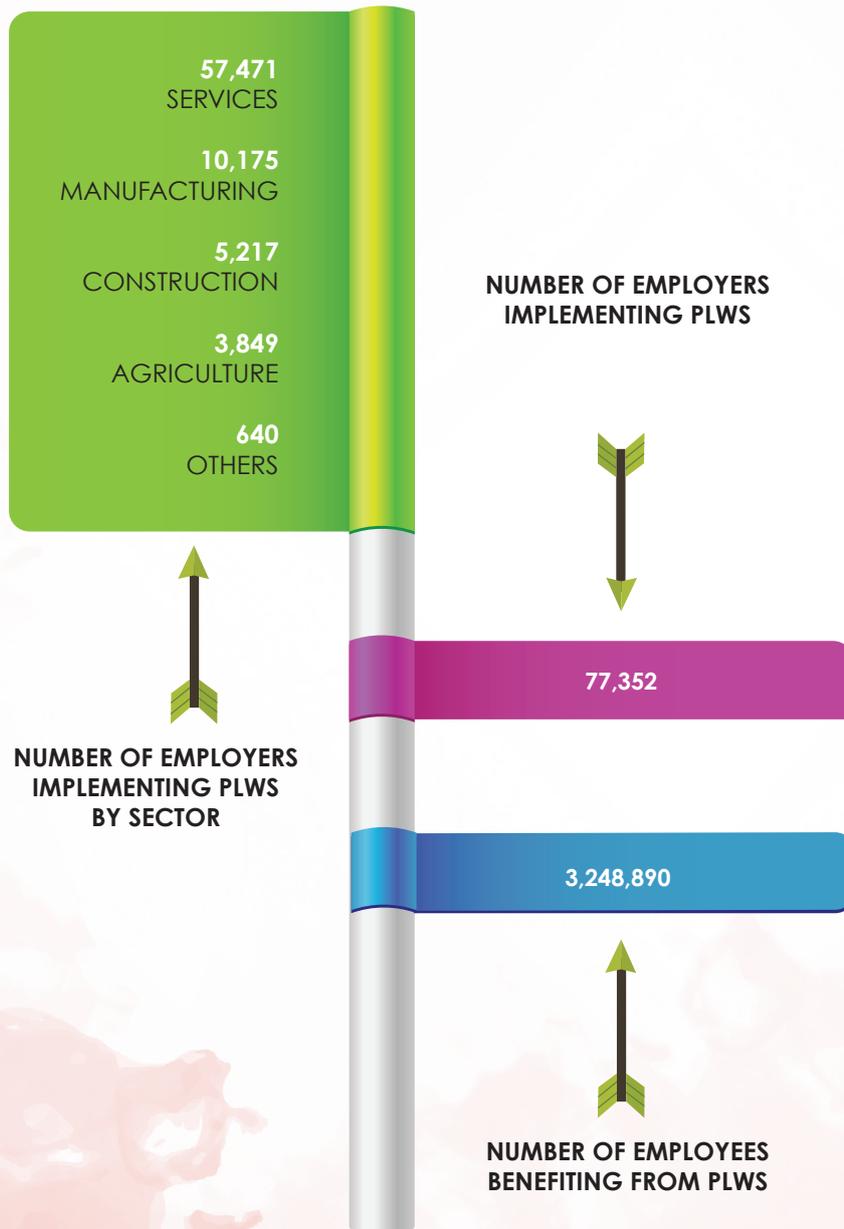


Dialogue session with the Secretary General, Ministry of Human Resources.



» **CRITERIA IN THE KEY PERFORMANCE INDEX (KPI) OF THE HONOURABLE MINISTER:
 MAINSTREAMING PLWS PRODUCTIVITY-LINKED WAGES SYSTEM (MyPLWS)**

Productivity-Linked Wages System is one of the nation's agenda to transform Malaysia into a high income economy by the year 2020 in the Economic Transformation Programme (ETP). The Industrial Relations Department (IRD) and Malaysia Productivity Corporation (MPC) has been given a joint responsibility in promoting the implementation of the PLWS to employers across the country. PLWS is also one of the Key Performance Indicator (KPI) for The Honourable Minister of Human Resources whereby the target is to increase the number of employers to implement PLWS every year.



IMPLEMENTING A DYNAMIC HEALTH AND SAFETY PRACTICES



» OSH STANDARD SETTING AND DEVELOPMENT STUDIES

The development of national has encouraged the Department of Occupational Safety and Health (DOSH) react proactively also foresight to achieve the goal of ensuring the safety and health at work in prompted the rapid development of State. The department has conducted and published research and reference materials in order to determine the level of occupational health and safety practices by employers and employees as well as extend the information and guidance to the parties to achieve the goal.

1. Occupational Safety and Health Standard Setting

a) Study and Research

In line with the Department's goal to mainstream OSH, in 2013/2014, there were 17 successful OSH study conducted under the provisions of the Development Budget under 10MP. This study was developed aiming to improve the level of compliance and the development of OSH in addition to lowering accident and occupational disease in Malaysia. These studies are as follows:

COMPLIANCE SUPPORT IN SNE SECTOR

No. Research

1. Reviewing, Recommending and Preparing Action Plans To Enhance OSH in The Metal Manufacturing Sector Within The Small and Medium Enterprises (SMEs) in Malaysia
2. Exposure of Hazardous Chemicals to Health Among Paddy Farmers in Peninsular Malaysia
3. Reviewing, Recommending and Preparing Action Plans To Enhance OSH in The Mining And Quarrying Sectors in Malaysia
4. Reviewing, recommending and Preparing Action Plans to Enhance OSH in The Utilities Sectors in Malaysia
5. Study, Propose and Provide An Improvement Action Plan For Occupational Safety And Health Construction Sector-A Case Study:Mass Rapid Transit Project.

REGULATORY IMPACT ANALYSIS (RIA)

No. Research

6. Regulatory Impact Assesment Of Statutory Inspection For Certificated Machinery by Third Party (Licensed Person)
7. Regulatory Impact Assesment for Supervision of Inspecting Authorities of Design, Installation, Inspection, Testing, Commissioning and Abandonment of Petroluem Pipeline
8. Sustainability of Migration for Factories and Machinery Act (1967) and the Occupational Safety and Health (1994)
9. Regulatory Impact Assesment for Sustainability of Occupational Safety and Health (Control of Industrial Major Accident Hazards) Regulations 1996 (CIMAH 1996)

OSH CALCULATOR (OSHACC)

No. Research

10. A Study On Accident Cost At Workplace For Manufacturing Sector
11. A Study On Accident Cost At Workplace For Utility Service Manufacturing Sector
12. A Study On Accident Cost At Workplace For Construction Sector
13. A Study On Accident Cost At Workplace For Agriculture Sector
14. A Study On Accident Cost At Workplace For Agriculture Sector

CHEMICAL AND OCCUPATIONAL HEALTH

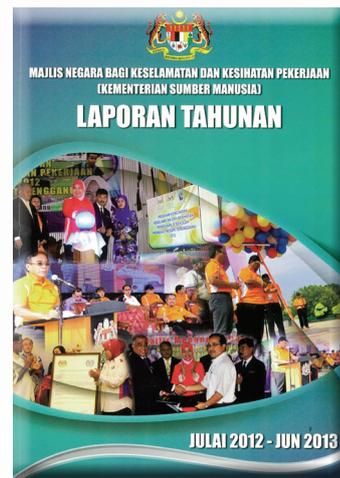
No. Research

15. Developing Comprehensive Management System and Control of Asbestos-related Diseases At Place of Work
16. Occupational Disease And Poisoning Reporting By Medical Practitioners
17. The Determination of Compatible Biomarkers And Diagnosis Criteria For The Purpose Of The Medical Surveillance Program (Medical Surveillance) among Workers in Malaysia

b) Publication

1. Phamplet for Factories and Machinery (Special Scheme of Inspection) (Risk-Based Inspection) Regulations 2014;
2. Amendments to the Regulations Factories and Machinery (Person In Charge) 2014
3. Industry Code of Practice On Chemicals Classification And Hazard Communication, 2014
4. Guideline for the Factories and Machinery (Special Scheme of Inspection) (Risk-Based Inspection) Regulations 2014
5. Guidelines for Chain of Custody Sample Chemical Substances Hazardous to Health 2014
6. Information Book and Data Summary 2014
7. Annual Report of the National Council for Occupational Safety and Health 2013





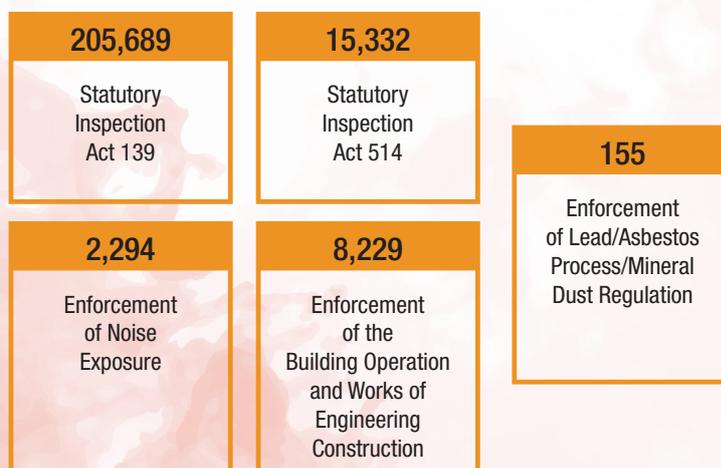
Impact On People

Malaysians can make reference relevant occupational safety and health using the standards, research and publications that provided by the Department. This allows people to identify and take appropriate action to tackle OSH issues together either in the workplace or anywhere else.

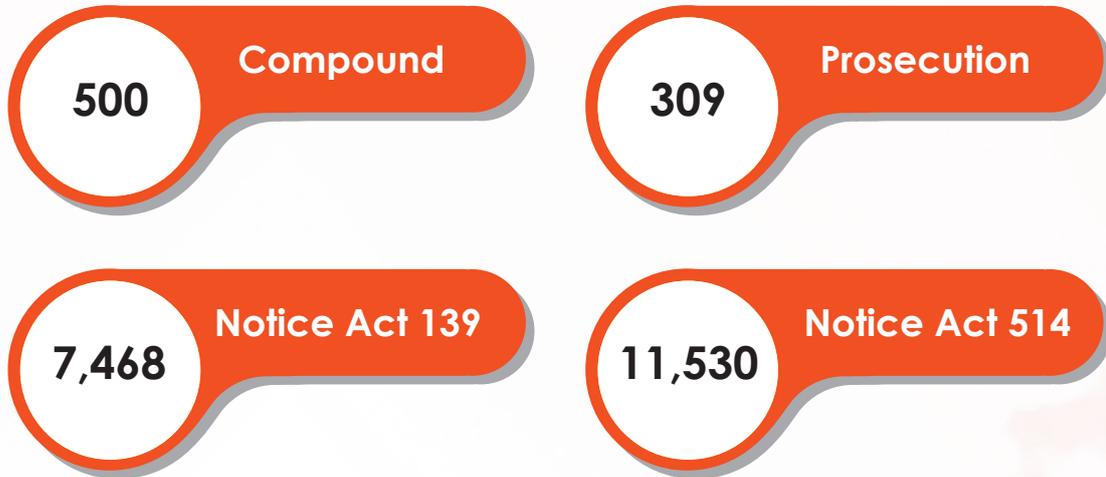
2. LAW ENFORCEMENT

Main activities that carried out by the state office are statutory inspections for every 15 months to renew the validity of the Certificate of Fitness. Inspection covers factory inspection and installation, installation of machinery and equipment of fitness such as steam boilers, unfired pressure vessels and hoisting machinery. Inspections aims to ensure that legislation complied with the provision of effective work environment and equipment safe and there is no health risk to the workers.

In addition, the Department also undertook the enforcement of the Lead, Asbestos Process, Building Operations and Works of Engineering Construction, Noise Exposure and Mineral Dust regulations. Enforcement of the compliance with these regulations is to ensure the safety and health of workers and the working environment are controlled



DOSH will take action at the workplace that does not comply with the legislation being enforced. The following table shows the number of actions taken by DOSH which does not comply with the legislation.



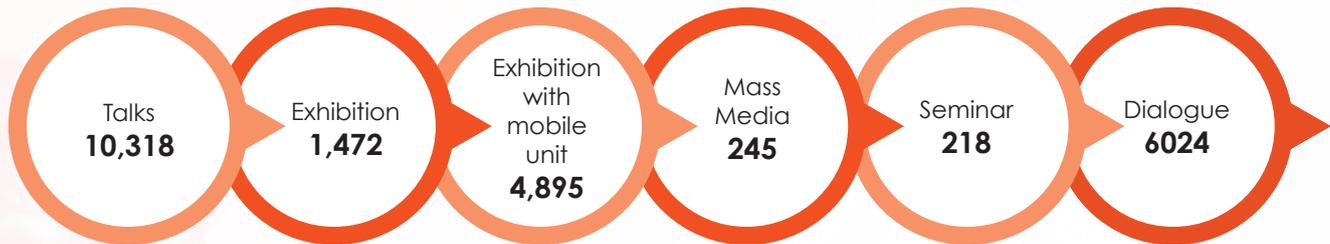
⚙️ Impact On People

Legal compliance by employers and workers enforced by DOSH can guarantee a safe and healthy environment, whether at work, public places, and areas exposed to the work being carried out. The support of the people to comply with the legislation will be able to reduce the rate of accidents at work.



3. PROMOTION AND DISSEMINATION OF INFORMATION

DOSH undertake promotional activities in order to information related to occupational safety and health aspects, disseminate. Employers and employee in this country is the main target to channel the OSH information through the promotional activities. During the year 2014, various promotional activities such as exhibitions, lectures, seminars, workshops and campaigns were organized and well received. DOSH also undertakes promotion in print and electronic media.



Minister of Human Resources presented the awards to the winners at the National Occupational Safety and Health Excellence Award 2014 ceremony at IOI Marriott Putrajaya



Director General, Department of Occupational Safety and Health (DOSH) officiated the Occupational Safety and Health Seminar 2014 at Putrajaya International Convention Centre (PICC)



Deputy Minister of Human Resources visited the exhibition in conjunction with the World Occupational Safety and Health Day 2014 in DUN Sarawak Old Building, Kuching



Minister of Human Resources handed over safety vests and helmets during the Occupational Safety and Health Day celebration in Dunham Bush Industries, Kajang, Selangor

Impact to People

With the advent information related to the promotion and dissemination of OSH, Malaysians have obtain information more easily and accurately

» BLUE PRINT FOR OCCUPATIONAL SAFETY AND HEALTH 2015

Management and Operations allocation is also used to carry out activities under the OSHMP 15 strategies. DOSH has planned three phase transitions to achieve the main goal of OSHMP15 which is to transfer the implementation OSH accountability of government to the industry. OSHMP15 is the second phase where aimed on creating a safe, healthy and productive human capital and improve the functions of government and industry in implementing OSH in Malaysia. OSHMP15 implementation plan includes four key strategies: that the empowerments of OSH in the government, safe working culture, promote community involvement and leadership / industry, and increase local and international relations. Here list shows the relationship Implementation of the strategy planned by DOSH during 2014 and the impact on the people.



The DOSH has been involved in the preparation of standards related to occupational safety and health. In 2014, DOSH under MOHR managed to produce some very useful guidelines for employees and employers as a guide to improve safety and health in the workplace. Guidelines and standards developed by 'smartpartnership' with the industry has been raising awareness of OSH other industries affected by the adoption of and compliance with the guidelines. In addition, DOSH has developed a new initiative by conducting field studies to identify occupational safety and health problems faced by the industry, especially SMEs, and then prepare an action plan for dealing with occupational safety and health problems faced by the industry. The DOSH has also done a successful enforcement activities to reduce industrial accidents from 3.28 (cases/1,000 workers) in 2013 to 3.10 (cases/1,000 workers) in 2014. This fact shows the effectiveness of the DOSH in the course of enforcement and inspection in the industry. Enforcement and inspection activities helped raise the OSH awareness among workers and employers in complying with relevant OSH legislation.

DOSH diversified promotion has able to disseminates information and knowledge on occupational safety and health to the industry, particularly SMEs. Among the promotional programs that have been implemented by the DOSH effectively is a program of lectures, dialogues, mentor, mentee, 'compliance support' and 'outreach'. DOSH has gone to the ground to carry out promotional activities in the work area of OSH campaign to be delivered more successfully as well as help the industry implement OSH. However, to further strengthen key functions of DOSH through strategic planning OSH Master Plan has been able to integrate the activities of the DOSH under 4 strategies and 29 programs under it to raise awareness of occupational safety and health industry, employers and employees, including the public sector. Hopefully, the implementation of the OSH had the potential to create a culture of 'self regulation' related to OSH in Malaysia.

» **DATUK SERI HJ. SARIPUDDIN HJ. KASIM, SECRETARY GENERAL OF MOHR VISITS TO NIOSH**

On March 14, 2014, Datuk Seri Hj. Saripuddin Hj. Kasim, Secretary General of the Ministry of Human Resources has made an official visit to NIOSH Headquarter, Bandar Baru Bangi. The arrival of the Honorable Datuk Seri Secretary General is welcomed by NIOSH Executive Director, Ir Haji Rosli Bin Hussin, NIOSH Executive Secretary, Mr. Ayop Salleh, NIOSH General Manager of Operations, Mr Fadzil Osman, Senior Managers and NIOSH Division Managers.

He was briefed on the roles and functions of NIOSH and visited NIOSH OSH Exhibition Centre, Confined Space Simulation Center, Industrial Hygiene Laboratory and other NIOSH facilities. The main objective of this visit was to introduce the functions and roles of NIOSH to the Honorable Datuk Seri Secretary General following his appointment as Secretary General of the Ministry of Human Resources.



Datuk Seri Hj. Saripuddin Hj. Kasim, Secretary General of the Ministry of Human Resources Malaysia visited NIOSH Exhibition Centre, Confined Space Simulation Center, the Industrial Hygiene Laboratory and other facilities

» **17TH CONFERENCE AND EXHIBITION ON OCCUPATIONAL SAFETY AND HEALTH (COSH) 2014**

The annual Conference and Exhibition on Occupational Safety and Health (COSH) was held at the Kuala Lumpur Convention Centre on 25th – 27th August 2014. It is the biggest information dissemination activity hold by NIOSH. It was the 17th COSH organized at the national level for those who were interested to know more about how to make their workplace safe and healthy. OSH practitioners from various industries and those who were involved in human resources as well as trainers, engineers and those in the medical field attended this event.

COSH 2014 theme was 'Innovative Transformation for OSH Sustainability'. It was officiated by the Ministry of Human Resources Minister, YB Dato' Sri Richard Riot Anak Jaem.



COSH2014 Opening Ceremony was officiated by the Minister of Human Resources, YB Dato' Sri Richard Riot Anak Jaem



YB Dato' Sri Richard Riot Anak Jaem visited the booth COSH2014

» 3RD SCIENTIFIC CONFERENCE FOR OCCUPATIONAL SAFETY AND HEALTH

The 3rd Scientific Conference on Occupational Safety and Health (SCI COSH) 2014 was held on 15 to 16 October 2014 in NIOSH Southern Regional Office with the theme "Gearing Towards Safe and Healthy Future" in collaboration with Faculty of Management, Universiti Teknologi Malaysia.

The conference was officiated by Professor Dr Abu Hasan Bin Samad, the Chairman of Research and Development Committee NIOSH. SRO has launched its first product invented by Ergonomics Excellence Center (EEC) which is "Adjustable Rostrum". The rostrum is design in accordance with Malaysians industrial workers anthropometric database. The most important thing about the Adjustable Rostrum is the ability to adjust the level of the rostrum to make the user able to work in comfortable posture.

A total of 54 presentations were presented at this conference involving academicians and researchers from local universities.



The ceremony was officiated by Professor Dr Abu Hasan Bin Samad, Chairman of the Research and Development, NIOSH



Professor Dr Abu Hasan Bin Samad visited the booth at SCICOSH 2014

» BANGLADESH DELEGATES VISIT AND 5TH JOINT WORKING GROUP MEETING (JWG) TO NIOSH HEADQUARTER, BANDAR BARU BANGI

The Bangladesh delegates have paid an official visit to NIOSH in conjunction with 5th Joint Working Group (JWG) meeting between the Government of Malaysia and the Government of Republic of Bangladesh on December 4, 2014. The Republic of Bangladesh delegates' led by the Expatriate Secretary of Ministry of Welfare and Overseas Studies.

The arrival of the delegates is welcomed by NIOSH Executive Director, Ir. Haji Rosli bin Hussin and has visited NIOSH OSH Exhibition Centre, Confined Space Simulation Center and Industrial Hygiene Laboratory. It is hoped that this short visit will able to establish a cooperative relations and to help the Republic of Bangladesh in the field of Occupational Safety and Health (OSH).



Number Of Training Programme Handled By Niosh From 2009 To 2014

Types Of Programme	2009	2010	2011	2012	2013	2014
Public Programmes	400	420	428	407	403	501
Certificate/Competency Programmes	591	846	1,100	1310	1,823	2,123
Trainers' Programme	19	32	33	39	40	49
Conference/Seminar	14	31	40	38	53	60
Contractors' Safety Passport Programmes	2,398	2,301	2,737	2,861	2,851	3,045
TOTAL	3,422	3,630	4,338	4,655	5,170	5,778

Number Of Participants Trained By Niosh From 2009 To 2014

Types Of Programme	2009	2010	2011	2012	2013	2014
Public Programmes	6,619	8,886	8,243	7,816	7,796	9,197
Certificate/Competency Programmes	11,519	13,141	17,121	20,170	29,450	33,681
Trainers' Programme	258	441	611	566	483	618
Conference/Seminar	3,380	3,738	5,936	4,614	5,462	5,722
Contractors' Safety Passport Programmes	62,511	60,985	77,273	82,699	79,472	80,359
TOTAL	84,287	87,191	109,184	115,865	122,663	129,577

Number Of Consultancy Services Provided By Niosh From 2012 To 2014

Category	2012	2013	2014
Legal Compliance	128 project	95 project	136 project
Osh Solution	29 project	129 project	46 project
Technical Services	372 project (5121)	316 project (5111)	458 project (5972)
Advisory Services	169 project	59 project	153 project
TOTAL	698 project	599 project	793 project

NEWSPAPER CUTTING

Work together to reduce commuting accidents

IN the wake of the rise in the number of road fatalities involving employees, it is essential for both employers and employees to collaborate and be committed to building a culture of commuting accident prevention.

While industrial accidents are generally on the decline, the number of commuting accidents involving employees has increased 25 per cent in the past three years. Out of the 22,036 accidents in 2010, 1,194 resulted in deaths while the 27,659 accidents in 2013 resulted in 933 deaths, as reported by Socso.

For the first seven months this year, a total of 16,203 commuting accidents, with 566 deaths, were reported.

While safety risks and resulting work accidents are diminishing, work-related commuting accidents are on the rise.

According to the International Labour Organisation, out of the 2.2 million work-related deaths each year, 350,000 were due to accidents at work, 1.7 million due to occupational diseases and 158,000 due to commuting accidents.

A major occupational safety and health issue in Malaysia is the one related to commuting accidents involving employees who commute from home to the workplace and vice versa.

The number of road fatalities in Malaysia is alarming.

There have been more than 6,000 fatalities annually for the last few years and that translates to 18 to 20 people killed every day.

Motorcyclists and pillion riders make up about 60 per cent of the fatalities. Most of them are young and in their prime.

The impact from commuting accidents is far greater than industrial accidents as commuting accidents normally involve multiple injuries and are far worse and more traumatic when compared to workplace accidents.

The problems related to the rising number of commuting accidents include a lack

of awareness among workers while on commute, a lack of comprehensive training programmes on commuting accidents, a lack of commuting safety management and a lack of road safety elements in occupational safety and health management systems.

Based on Socso's statistics, accidents happen on the way to work in the morning as employees rush to work. Other underlying factors are speeding, reckless driving, texting and lack of focus.

The National Institute of Occupational Safety and Health (NIOSH) is actively involved in encouraging employers to commit employees to defensive riding and driving training programmes as it works on improving the training module for future safe riding and defensive driving courses.

Employers have a moral obligation to adopt a proactive approach to managing occupational road risk as well as to implement the industrial code of practice on safety, health and the environment.

They can do much to change the driving attitude and behaviour of their employees by helping plan safer routes, using safer vehicles and providing driver training.

They also have a duty to protect their employees and other road users by managing road risk in order to control the very significant business losses which arise from "work" road accidents, including lost staff time, higher insurance premiums and poor public image.

Employers who take action to promote staff safety on commute will achieve major cost savings, improve their image and make a significant contribution to meeting road safety targets.

Both employers and employees have to collaborate and commit to help reduce commuting accidents on our roads.

TAN SRI LEE LAM THYE
CHAIRMAN
NIOSH

NEWS

MALAY MAIL
FRIDAY
NOVEMBER 14, 2014

Safety dept to investigate factory roof collapse



A crowd looking at the area where a roof collapsed and killed a man at Western Digital. — Picture by Sayuti Zainudin

GEORGE TOWN — The Penang Department of Occupational Safety and Health (DOSH) will investigate the integrity of the building at an electronic factory, where a roof collapse resulted in the death of an employee.

Its director Mohd Anuar Embi said initial investigations would focus on whether the Western Digital factory building in Bayan Lepas, was constructed with approval from the local authorities.

He said initial investigations revealed the building was not undergoing renovation when its concrete roofing collapsed at 6.50pm on Wednesday.

"We received a report regarding the incident at 8pm and our officers were immediately dispatched," he said in a statement.

"They instructed the factory authorities not to disturb the scene for investigation purposes."

Mohd Anuar said two DOSH officers had been assigned to investigate. "We are focusing on the building's integrity and if the authorities had issued an approval for the building to be erected."

The factory's store supervisor, Wan

By Sandeep Chawtry
sandeep@tribune.com.my

Ahmad Nazari Wan Mokhtar, 48, died when the concrete roof collapsed on him.

He was trapped under the rubble for an hour before his body could be removed by firemen.

Southwest district police chief Supt Lai Fah Hin said Wan Ahmad Nazari died because of head injuries.

"He was already dead when the firemen got him out of the rubble," Lai said.

Lai said police were still investigating the incident although initial investigations reveal the roof had collapsed following a downpour and strong winds.

An employee at the factory Harjinder Singh, 24, said he did not hear anything and was only aware of the incident when a colleague told him.

"I was shocked when I saw what happened," he said.

"I prayed for the victim trapped under the rubble to be found alive but sadly it was not the case."

Construction sites guilty of breeding mosquitoes



Fadillah inspects a construction site for potential breeding grounds of the Aedes mosquitoes. — Picture by Bernama

KUALA LUMPUR — Most construction sites in the country have been found guilty of breeding Aedes mosquitoes.

The Construction Industry Development Board (CIDB) found more than three-quarters of the 304 construction sites inspected between March and August to be either breeding grounds of the dengue-bearing Aedes mosquito or at risk of being so.

Works Minister Datuk Fadillah Yusof said 236, or 77.6 per cent, of the sites were found to be in such a condition requiring inspections carried out by the health department.

He said the health department and the

Department of Occupational Safety and Health had also instructed 86 sites to clean up.

Fadillah said inspections at construction sites in Selangor and Kuala Lumpur hotspots during the same period found 165 out of 213, or 77.5 per cent, of sites to be potential breeding ground for Aedes mosquitoes.

He said the ministry set up an action committee on May 8 to ensure construction sites adhered to health and safety aspects.

Fadillah said this after visiting Kuala Lumpur Hospital (HKL) yesterday which is currently being upgraded.

During the visit, officers also found the construction site at HKL at risk of being an Aedes breeding ground.

"The contractor was issued a seven-day stop-work order to ensure they clean up the site," Fadillah said.

A total of 3,070 dengue cases were recorded nationwide between August 10 to 16, with Kelantan topping the table with 1,334 cases, Selangor, with 978 cases and one death, was second.

A total of 62,680 cases and 126 deaths have been recorded in the country — an increase of 264 per cent over the same period last year, where 1,275 cases and 34 deaths were recorded.

Still shortchanging foreign workers

KUALA LUMPUR: Of the total 24,437 employers inspected nationwide until Aug 31 this year, 29% or 485 of them did not comply with the Minimum Wages Order 2012, said Human Resources Minister Datuk Seri Richard Riot Jaem.

The notice of compliance had been issued to the errant employers and legal action would be taken, he added.

The labour department has also started full enforcement since January this year, he said in his speech, read by his deputy Datuk Ismail Abdul Muttalib, at the opening of the Seminar on Implementation of Minimum Wages: Lessons Learnt from Asean Members States and Dialogue Partners here yesterday.

He said through the

implementation of the minimum wages, the government hoped it could be used as a base for calculating other payments including contributions to EPF and overtime pay.

The Minimum Wages Order was gazetted on July 16, 2012, and came into force on Jan 1 last year after the gazetting of the National Wages Consultative

Council Act 2011.

Currently, the minimum wages are set at RM900 a month for Peninsular Malaysia and RM800 for Sabah, Sarawak and Labuan.

Meanwhile, speaking to reporters, Ismail said the revision of the minimum wages scheme will be finalised by the end of this year after a thorough study. — Bernama

DEVELOPING A NATIONAL COMPETITIVE WORKFORCE



» NATIONAL OCCUPATIONAL SKILLS STANDARD (NOSS)

NOSS is a reference document that outlines the level of competencies and skills qualification required by the industry. It serves as a key reference for certifying Malaysia skilled workers in realising the aspiration to have at least 33% of skilled workforce by 2015. Chart 1 shows the number of NOSS developed until 2014.

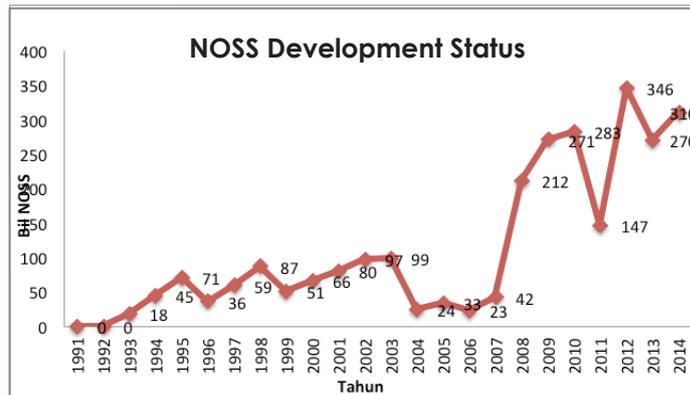


Chart 1: Statistic of NOSS development from 1981 to 2014

» ACCREDITATION OF SKILLS TRAINING PROVIDER

Activities related to accreditation consist of accreditation of institutional-based training programme through Accredited Centres (ACs) as well as workplace-based training programme (National Dual Training System – NDTs). Besides offering the training programmes to local trainees, ACs also extend their programmes to international trainees via SkillsMalaysia INVITE programme.

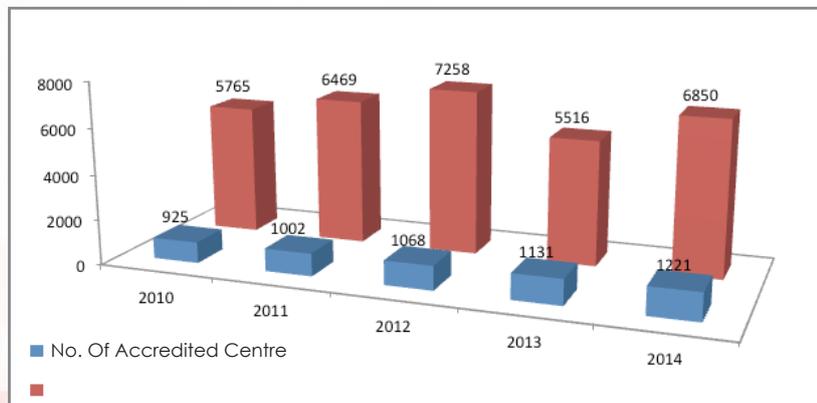


Chart 2: Number of programmes and accredited skills training providers.

Table 1: Industry participation in NDTs.

Year	Industry		Industry	
	Target	Participation	Target	Participation
2014	194	1,083	5,500	11,271
2013	194	1,034	5,500	13,616
2012	165	249	4,700	6,127
2011	220	353	6,300	6,947

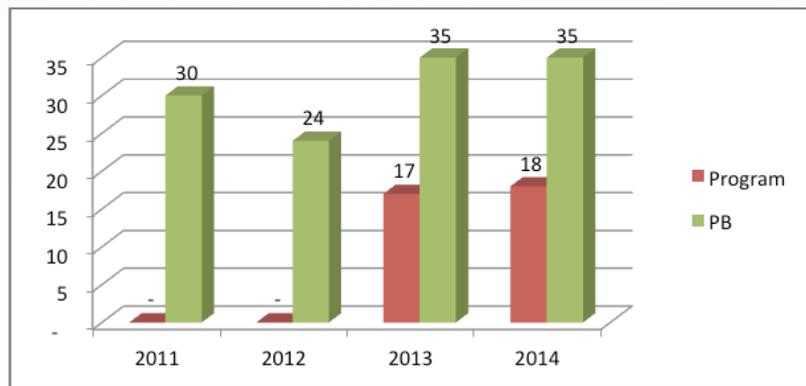


Chart 3: Number of ACs conducting training to international students.

» MALAYSIA SKILLS CERTIFICATION (MSC)

Malaysia Skills Certificate (MSC) is attainable via four modes of implementation which are through ACs, Recognition of Prior Achievement (RPA), NDTs as well as Non-Destructive Testing (NDT). Breakdown of certificates issued in 2014 according to the mode of implementation is as in Table 2 whereas number of certificates issued from 2010 until 2014 is as shown in Chart 3.

Table 2: Statistics of certificates issued in 2014 according to the mode of implementation

PENGELUARAN SIJIL KEMAHIRAN MALAYSIA 2014										
Level	No. Of Accreditation of Accredited Centre		Recognition of Prior Learning		Sistem Latihan Training System		Non Destructive Testing (NDT)		Total Certificate Issued 2014	
	SKM	PC	SKM	PC	SKM	PC	SKM	PC	SKM	PC
	1	28,015	96	1,182	13	3,631	172	122	0	32,950
2	33,275	0	2,621	6	5,450	0	40	0	41,386	6
3	18,868	487	5,847	112	1,613	0	5	0	26,333	599
4	3,999	0	441	0	93	0	0	0	4,533	0
5	40	0	199	0	0	0	0	0	239	0
Total	84,197	583	10,290	131	10,787	172	167	0	105,441	886
Total	84,780		10,421		10,959		167		106,327	

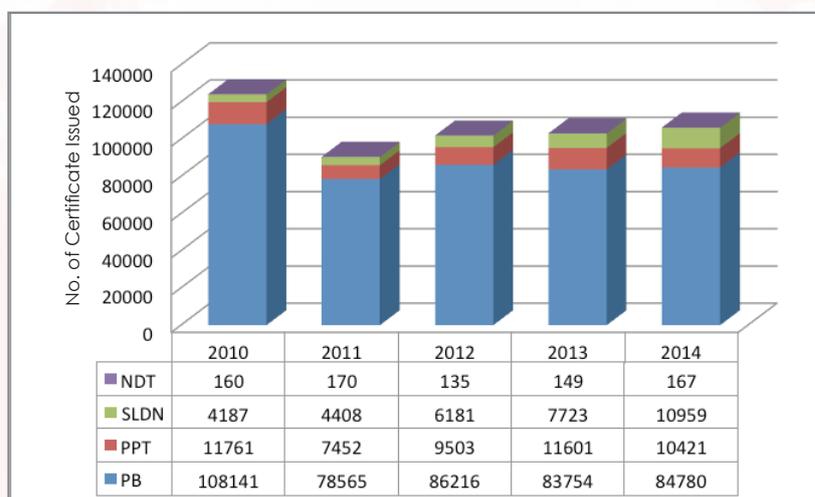


Chart 3: Issuance of Certificates by mode of implementation from 2010 until 2014.

» SKILLS TRAINING APPROACH VIA NATIONAL BLUE OCEAN STRATEGY (NBOS)

The Government has introduced NBOS to strengthen its delivery system via quick-win and high impact approach at lowest cost optimising available resources through Rural Transformation Center (RTC) programme and Skim Kemahiran dan Kerjaya 1 Malaysia (SKK1M).



One of the initiatives under RTC programme is to provide a training opportunity for rural communities.

Table 3: Implementation of RTC in 2014

RTC	No. of Accredited	No. of Courses	No. of Participants
RTC Perak	4	7	140
RTC Kelantan	5	8	160
RTC Pahang	4	6	120
RTC Kedah	5	7	140
RTC Terengganu	4	4	85
Total	22	32	645



- SKK1M is being implemented by few ministries and coordinated by Department of Skills Development.
- Intended to help graduates from skills training institutes to get an employment through industrial placement between 1 and 2 months before being employed as permanent staff.

Table 4: Achievement of SKK1M 2014

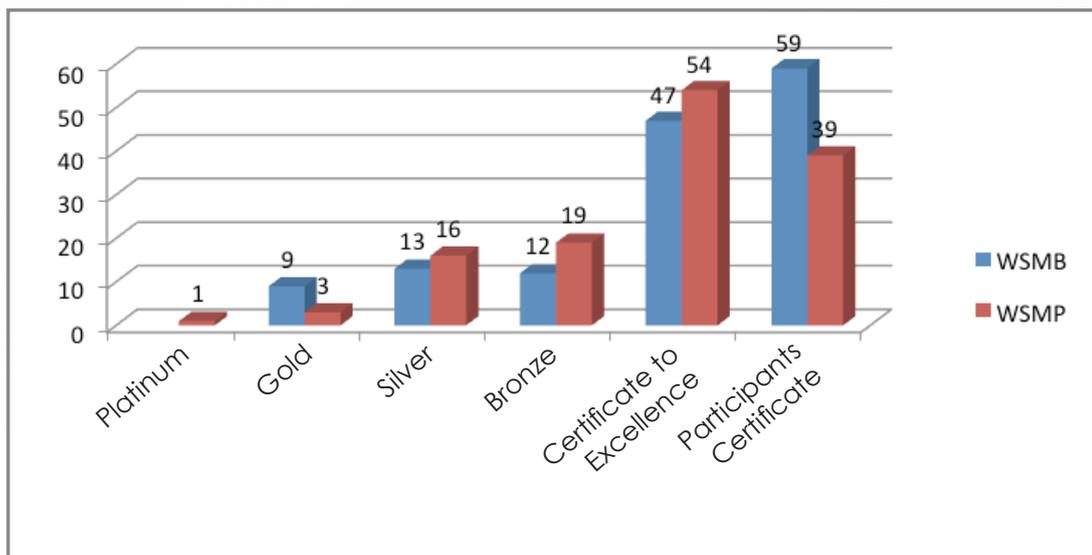
Ministry	Achievements SKK1M 2014
Ministry of Human Resources	970
Ministry of Agriculture and Agro-based Industry	100
Ministry of Youth and Sports	700
Ministry of Rural Department	1550
Ministry of Defence	200
Ministry of Education	1050
Ministry of Works	400
Total	4,970

» SKILLS COMPETITION AT NATIONAL AND INTERNATIONAL LEVEL

World Skills Malaysia Belia (WSMB) 2014 was held from 11 to 17 June 2014, contesting 28 skills areas which include 3 skills areas for demonstration. DSD was the organizer for 16 skill areas and the remaining 9 skill areas were organized by Ministry of Works (MOW).

World Skills Malaysia Pengajar (WSMP) 2014 was conducted from 14 to 17 June 2014. 21 skills areas were contested where trainers would be able to compete among them at national level.

Chart 4: Results of WSMB and WSMP 2014



Malaysia has participated in ASEAN Skills Competition (ASC) for the 10th time which was held at National Convention Centre, Hanoi, Vietnam from 19th to 20th October 2014. Our national team has demonstrated their skills in 25 contested areas together with 2 non-competitive areas which are CNC maintenance and mobile robotics. ASC 2014 recorded our best achievement ever since we participated in the ASC since 1995.

Table 5: Malaysia's achievement in ASC from 1995 to 2014

Year	Medal				Total Medal
	Gold	Silver	Bronze	Medallion For Excellence	
1995	2	2	2	-	7
1996	4	-	-	-	7
2001	3	-	-	-	6
2002	1	2	2	-	4
2004	-	1	1	-	3
2006	3	-	-	-	8
2008	6	7	7	7	25
2010	1	2	2	7	15
2012	3	4	4	14	25
2014	9	4	4	17	34

» STRATEGIC COLLABORATION

Strategic collaboration is implemented via the establishment of Industry Lead Body (ILB) and activities carried out under Skills Malaysia Partnership (SMP) programme. ILB is a leading body to ensure that training and skills development can be executed more effectively through industry –driven approach.

Table 7: List of ILBs

Bil.	ILB	Bil.	ILB
1.	The Malaysian Textile Manufacturers Association (MTMA)	12.	Construction Industry Development Board (CIDB)
2.	Jabatan Kebajikan Masyarakat (JKM)	13.	Multimedia Development Corporation (MDEC)
3.	Asian Institute of Finance (AIF)	14.	Malaysian Biotechnology Corporation (BiotechCorp)
4.	Malaysian Oil & Gas Services Council (MOGSC)	15.	Malaysian Association of Hotel (MAH)
5.	Tenaga Nasional Berhad (TNB)	16.	National Agriculture Training Council (NATC)
6.	Malaysian Iron & Steel Industry Federation (MISIF)	17.	Association of Marine Industries (AMIM)
7.	Malaysian Institute of Human Resources & Management (MIHRIM)	18.	Malaysia Automotive Institute (MAI)
8.	Malaysian Society of Non-Destructive Testing (MSNT)	19.	PRASARANA
9.	The Electrical and Electronics Association of Malaysia (TEEAM)	20.	Malaysian Plastics Manufacturers Association (MPMA)
10.	Malaysian Timber Industry Board (MTIB)	21.	Malaysian Green Technology Corporation (GreenTech Malaysia)
11.	Malaysian Palm Oil Board (MPOB)		

Department's strategic partnership and collaboration can be coordinated and enhanced particularly in activities related to human capital development via SkillsMalaysia Partnership (SMP) programme. Throughout the year, DSD has established strategic collaboration with the following organisations:

Bil	Organisation	Skills Area	Collaboration Area
1.	Persatuan Pakar Pengajar Dan Pakar Industri Negara Malaysia (Mandate)	Agriculture, Solar, Composite	Industrial Strategic Partnership
2.	Scomi Sdn Bhd	Machining & Transportation	Recognition and Certification
3.	Federal Power	Electrical	Training and Certification
4.	Icon Offshore	Transportation	NOSS Development Training and Certification
5.	Rapidbus	Trading Transportation	Training and Certification

6.	Top Diversified	Automotive	Training and Certification
7.	Fakulti Teknologi Kreatif Dan Warisan (UMK)	Creative	Artikulation NOSS Development Training and Certification
8.	Lembaga Pelabuhan Johor (LPJ)	Port	Certification / Mou
9.	Dreamedge Sdn Bhd	Industrial Product Design	Training and Certification
10.	Lembaga Getah Malaysia	Resource based	Training and Certification
11.	Pemulihan Dalam Komuniti (PDK)	Carer	Certification
12.	Cosmopoint	Information Technology	Training and Certification
13.	Persatuan Equestrian Malaysia (EAM)	Equestrian	Recognition and Certification
14.	Ecerdc	Regional Agensi	Training and Certification
15.	Ifda	Floral	Recognition
16.	Nibiru	Multimedia	Training and Certification
17.	Federation University Australia	Certification	Certification
18.	Federation Of Holistic Therapists (FHT)	Alternative Therapy and Sport Therapy	Certification
19.	Northport	Port	Certification
20.	Metro Driving Academy	Transportation	Certification through NDTs
21.	Rapid Bus	Transportation	Sharing Expertise and Skills Training



MoU between DSD and BACM Sdn. Bhd. representing Federation Of Holistic Therapists (FHT).



MoU between DSD and NORTHPORT (M) Bhd.



Collaboration between DSD and Rapid Bus Sdn Bhd.

» TRAINING INSTITUTE OF MANPOWER DEPARTMENT

The training programmes offered by ILJTM are focusing on producing skilled workers through formal full-time training catered for school leaving youths and it starts from certificate level to Diploma and even Advanced Diploma. These trainings are conducted at 32 ILJTM's throughout the nation. The time required to undertake a course depended on the offered courses as it can vary from 6 months until 36 months.

LIST OF TRAINING INSTITUTE OF MANPOWER DEPARTMENT



JAPAN-MALAYSIA TECHNICAL INSTITUTE (JMTI)

1. Seberang Perai

ADVANCE TECHNOLOGY TRAINING CENTRE (ADTEC)

1. Melaka
2. Shah Alam
3. Batu Pahat
4. Taiping
5. kulim
6. Jerantut
7. Kemaman
8. Bintulu

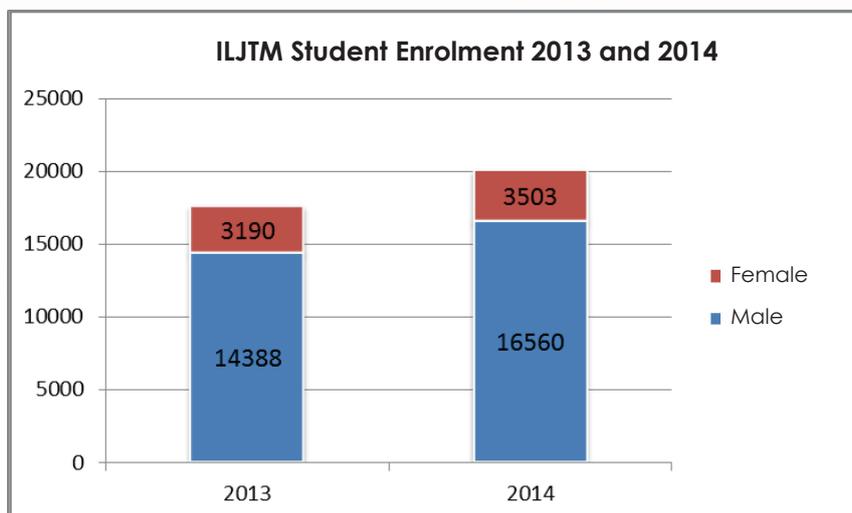
INDUSTRIAL TRAINING INSTITUTE

1. Kuala Lumpur
2. Kuala Langat
3. Pedas
4. Bukit Jalil
5. Ledang
6. Selandar
7. Pasir gudang
8. Mersing
9. Ipoh
10. AP Nibong Tebal
11. Perai
12. Jitra
13. Kepala Batas
14. Kangar
15. Kuantan
16. Marang
17. Kuala Terengganu
18. Kota Bharu
19. Kota Kinabalu
20. Labuan
21. Sandakan
22. Kota Samarahan
23. Miri

» ENROLMENT OF SKILLED WORKER

In 2014, 10,573 new students were registered during the January and July intake and that made the total enrolment for ILJTM's students involving all 32 institutes were 20,063 in total.

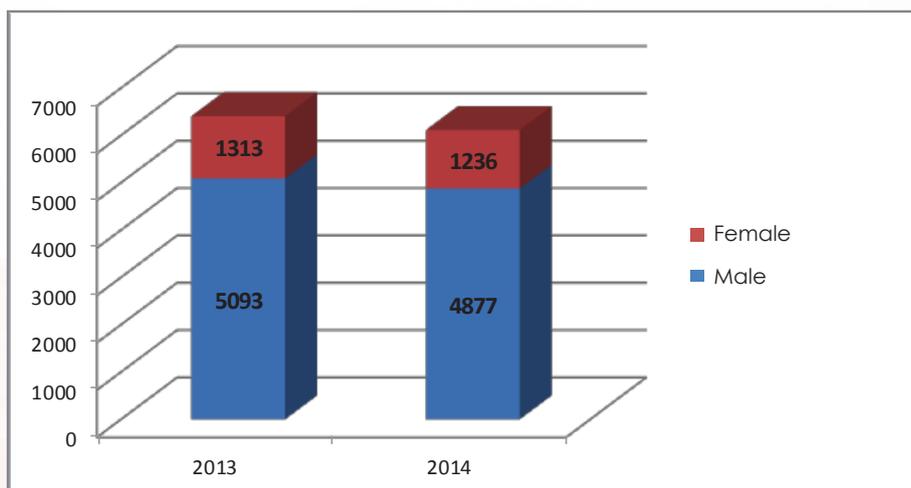
Chart 1 : ILJTM's Students Enrolment Year 2013 and 2014 According to Gender



» OUTPUT OF SKILLED WORKER

In the year 2014, 6,113 students have successfully completed their skilled training and graduated. Chart 2 shows ILJTM's graduates according to their respective gender for the year 2013 and 2014.

Chart 2 : ILJTM's Graduates Year 2013 and 2014 According to Gender

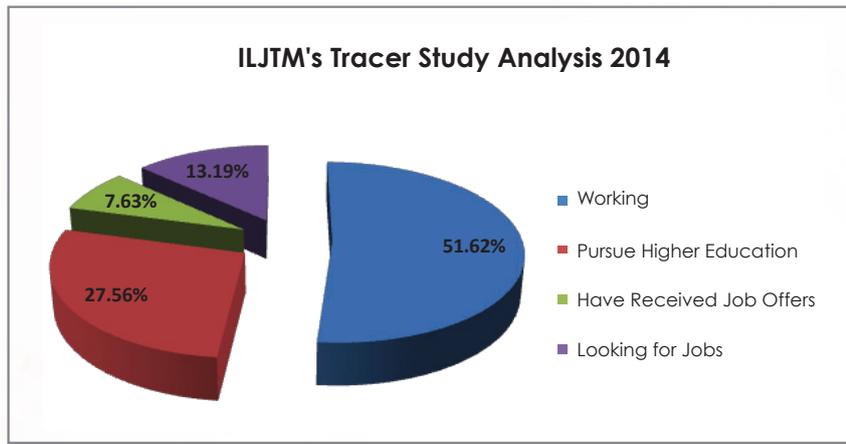


» ILJTM'S GRADUATES TRACER STUDY 2014

The Graduates Tracer Study is an annual programme that was done to trace the graduates and to evaluate on the effectiveness of the training and the quality of the graduates. Feedbacks from 5,048 graduates that attended the ILJTM's 20th Convocation Ceremony were compiled. Overall, the employability rate of the graduates reaches 86.81%. Three (3) criteria were used to measure the employability rate which are:

1. Working;
2. Pursue Higher Education; and
3. Have Received Job Offers

Chart 3 : Summary of ILJTM's Graduates Employability Percentage 2014



ILJTM's Graduates receiving their certificates during the ILJTM's 2014 Convocation Ceremony held at PICC, W.P. Putrajaya.

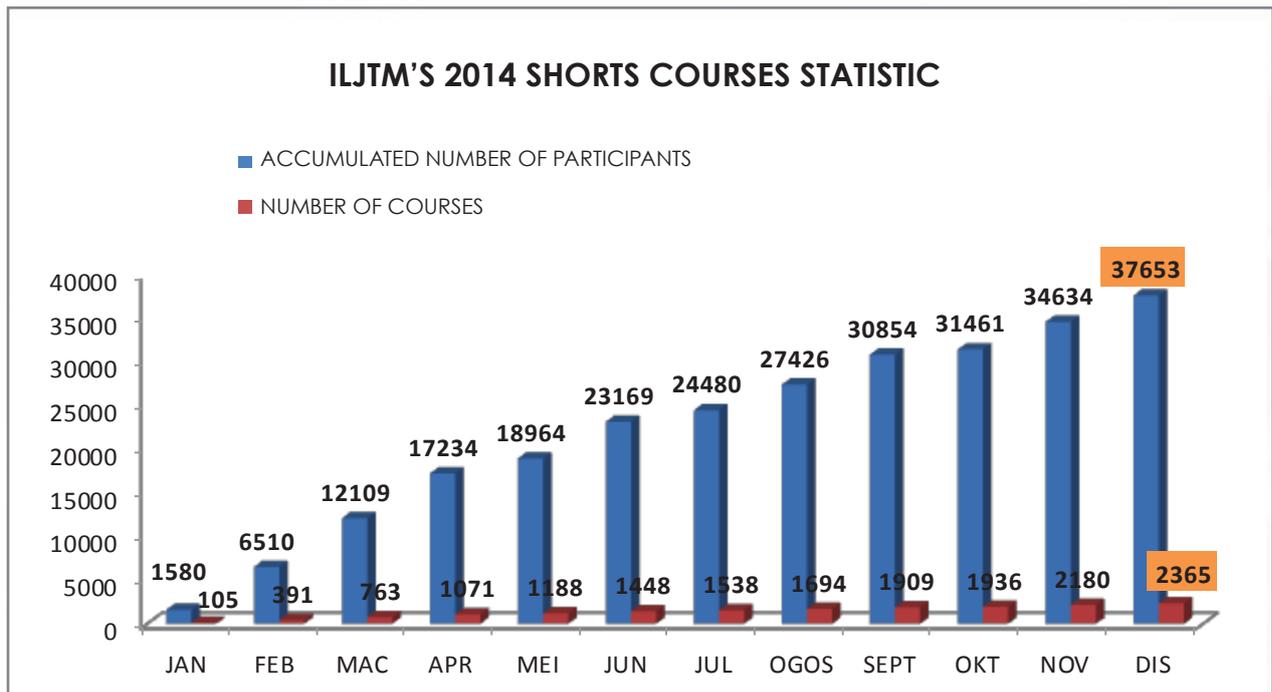
ILJTM'S EMPLOYABILITY 2014

86.81%

» ILJTM'S SHORT COURSES 2014

In accordance with the nation's vision of producing more skilled worker, JTM has offered short courses training on engineering and technical to industrial workers and the public as well. The courses covered are mechanical, electrical, ICT, electronic, civil engineering and other courses. These short courses are developed to increase the existing skills of the participants as well as increase their income. In 2014, JTM has conducted 2,365 short courses and trained 37,653 participants consisting of industrial workers, civil servants, university students and school leavers.

Chart 4 : ILJTM's 2014 Short Courses Statistic



» JTM & ILJTM'S WORKING COLLABORATION AND PARTNERSHIP

To ensure that ILJTM's graduates are equipped with needed skills, strategic collaborations with the industries and government agencies on national and international level were done. These symbiotic relationship were made to give added values towards the graduates' employability and increase the nation's skilled workforce production and achieve the developed country status on 2020.

Jadual 1 : Kolaborasi ILJTM dengan Industri pada Tahun 2014

No	Syarikat	Bidang Kerjasama
1.	 TWI Technologies S.E. Asia	ADTEC Batu Pahat Certification Scheme for Personal (TWI/CSWIP) Certification Scheme for Personal (TWI/CSWIP)
2.	 Munivac Sdn Bhd	ADTEC Batu Pahat ILJTM's Training and Working Programme

3.	 Samsung Malaysia Electronics (SME)	ILP Kuala Lumpur Samsung TECH Academy
4.	 FELCRA Bhd.	ADTEC Kemaman Skills and Careers Training in Oil and Gas Industries Programme
5.	 Serba Dinamik Sdn. Bhd.	ILP Labuan Technical Skills Training in Oil and Gas Industries Programme
6.	 Curtin Consultancy Services (M) Sdn. Bhd.	ILP Miri Filling Workforce Needs in Technical Training Programme
7.	 Nagaoka National College of Technology Nagaoka National College of Technology (NNCT), Jepun	ADTEC Melaka Collaboration in Teaching and Learning in Electrical/Electronic and Mechanical Field at ADTEC Melaka and NNCT
8.	 KoolMan International	ILP Kepala Batas Collaboration in Technology Skills Training and Technical Skills Guidance in Refrigeration and Air-Conditioning Programme

» JTM'S ACHIEVEMENTS 2014 NATIONAL AND INTERNATIONAL LEVEL

JTM has participated in skills competitions that were conducted by the Skills Development Department such as Malaysia's Youth Worldskill Competition 2014, Malaysia's Trainer Worldskill Competition 2014, and Asean Skills Competition (ASC) Hanoi. These competitions gave a major impact towards the participants and also their trainers. It was the platform for them to show their skills and be recognised as a skilled workforce that have specific skills and competitive enough to be in the industries.

62 of ILJTM's students managed to get to the final round of Worldskills Malaysia Youth Competition 2014 through 21 different technical field and they won 3 Golds, 6 Silvers and 5 Bronzes.

At the meantime, 37 of ILJTM's lecturers that represented JTM for the Worldskill Malaysia Trainer Competition 2014 went to the final round and score 2 Golds, 4 Silvers and 5 Bronzes.

14 participants from ILJTM were selected to represent the country for the Asean Skills Competition in 10 fields that were put for competition and they managed to bring home 3 Golds, 3 Silvers, 1 Bronze and 3 Medallion of Excellence.



ILJTM's team made Malaysia proud and showed the "BEST" sign after returning from the World Skills ASEAN 2014 Hanoi, Vietnam.



ILJTM had also participated in international level innovation competition that held high prestige such as the MTE competition organised by the Malaysian Association of Research Scientist (MARS) and the ITEX competition organised by the Malaysian Invention and Design Society (MINDS). Such competitions opens bigger paths and serve as a platform for the inventor to commercialised their design and creation to the public.

» MALAYSIA TECHNOLOGY EXPO (MTE) 2014 THE LEADING INTERNATIONAL INVENTION & INNOVATION EXPO

Malaysia Technology Expo (MTE) 2014 were held at 20th – 22nd of February 2014 at PWTC, Kuala Lumpur. 4 institutes that took part in it managed to bring back 2 Silvers and 2 Bronzes.

Table 4: MTE 2014 Results

Trophy	Institute	Project
Silver	i. ILP Mersing	i. DC Grass Cutter
	ii. ADTEC Batu Pahat	ii. Tshirt Folding, Packing and Sealing Machine
Bronze	i. JMTI	i. Perekod Data Suhu, Cahaya dan Kelembapan
	ii. ADTEC Kulim	ii. Compact Sink Filter System



Snippets during MTE Competition 2014

» CITEC COMPETITION 2014 25TH INTERNATIONAL INVENTION, INNOVATION AND TECHNOLOGY EXHIBITION

ILJTM's students and trainers showed their excellence through their success in the CITEC Competition 2014 that were held on 8th – 10th of May 2014 at KLCC, Kuala Lumpur.

Table 5: CITEC 2014 Results

Trophy	Institute	Project
Emas	1. ILP Kuala Terengganu	1. Polish Lathe
	2. ILP Kota Kinabalu	2. Dust Catcher
	3. ADTEC Kulim	3. Intelligent Device For Standard Wheelchair
Perak	1. ILP Kota Bahu	1. Simple Water Filter
	2. ILP Kuantan	2. Manual Bar Bender
	3. ILP Miri	3. Jig For Alignment Flange And Pipe
	4. Ibu Pejabat JTM	4. ETOS (E Tracer Study Online System)
	5. ADTEC Shah Alam	5. Horizontal Axis Hydraulic Bending Test
	6. JMTI	6. Wififx Easy Way Communication
	7. ILP Kota Kinabalu	7. Golf Ball Dispenser Storage
Gangsa	JMTI	Majiku Supana



Snippets during CITEC Competition 2014

» **COMPETITION ORGANISED BY JTM**
JTM ROBOT CHALLENGE COMPETITION 2014

JTM Robot Challenge (JTM RC) is an internal robotic competition organised annually. JTM RC is a platform for ILJTM's robotic team to test their team's capabilities before joining any national level competitions. JTM RC 2014 competition were held on the 22nd until 24th of September 2014 at ILP Kuala Lumpur with 3 categories; Green Robot, Roborumblez (Trainers) and Roborumblez (Students).

Table 2 : JTM RC 2014 Competition Results

Categories	Placing	ILJTM
	Champion	ILP Bukit Katil
	Runner-up	ILP Kepala Batas
	3rd Place	ADTEC Shah Alam
	4th Place	ILP Mersing 2
	Champion	ILP Ledang
	Runner-up	ILP Pasir Gudang
	3rd Place	ILP Kangar
	4th Place	ILP Pedas ILP Bukit Katil

Roborumblez (Pelajar)



Champion

Runner-up

3rd Place

4th Place

ILP Selandar

ADTEC Melaka

ILP Kepala Batas

» CREATIVITY AND INNOVATIVE TECHNOLOGY COMPETITION (CITEC) 2014

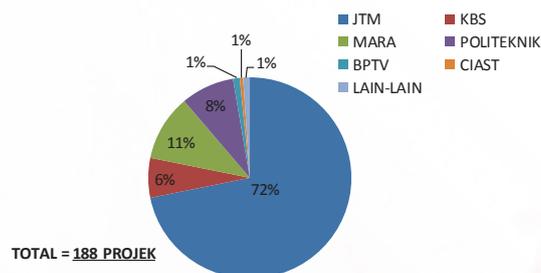
JTM holds an important task of encouraging creativity and innovation by organising the department's level Creativity and Innovation Competition. Creativity And Innovative Of Technology Competition (CITEC) were conducted to enhance creativity, creation and innovations among the lecturers and the students of ILJTM. It is a good platform for Institution of Public Skills Training students and Private Skills Training students to share their ideas and innovations in the technology field to show their abilities in creating or developing something new. CITEC 2014 was launched on the 22nd until 24th of September 2014 at ILP Kuala Lumpur involving 4 categories: Mechanical, Electrical & Electronic, ICT and Civil Engineering.

Table 3: CITEC 2014 Results

Categories	Gold	Silver	Bronze
MECHANICAL	9	13	16
ELECTRICAL & ELECTRONIC	6	20	24
ICT	4	5	9
SIVIL	2	2	3

Chart 5: Percentages of participation from other agencies in CITEC 2014

No. Agencies Involved in CITEC 2014



Snippets during CITEC Competition 2014

» RECOGNITION OF PRIOR LEARNING (RPL) SCHEME

Introduced in 2009 with the aim to recognise the experience and expertise of workers which do not have any formal qualification

There are four (4) certification bodies approved by PSMB under this scheme.

Approved Training Places		Approved Financial Assistance (RM3.1 Million)
2,609	DSD/JPK	782,700
360	GBCC	1,218,000
3	FEDUNI	141,900
10	IOSCM	976,210

DSD/JPK- Department of Skills Developments
 FEDUNI - Federation of University Australia Institute of Supply Chain Management
 GBCC - United Kingdom and Great Britain Collage Consortium

» HRDF CONFERENCE AND EXHIBITION 2014



The Honourable Minister of Human Resources, Dato' Sri Richard Riot Anak Jaem visiting the exhibition accompanied by PSMB Chief Executive, CM Vignaesvaran

Borneo Convention Centre (BCCK)

4 November 2014

Graced by

YB Dato' Sri Richard Riot Anak Jaem

Theme

"Innovative Workforce"

Participants

1,056

» INNOVATIVE AND CREATIVE CIRCLE (ICC)

Team PRIME & NEW VENTURES

Gold Level - MPC Regional Team Excellence (ICC) Convention 2014 (2 Star Gold Award)

Team UNIT

Silver Award - Small Group Activities Kaizen Competition of International Conference on Quality in Tokyo, Jepun



ICC Team, PRIME received the 2 Star Gold Award from The Honourable Minister of Human Resources

» SELANGOR EXCELLENCE BUSINESS AWARDS 2014: INDUSTRY CLASS IN TRAINING AND DEVELOPMENT

8 December 2014 - An Award of collaboration Dewan Perniagaan Melayu Malaysia Selangor and The Leaders Magazine received by YBhg. Dato' Dr Abdul razak Abdul, Chairman of the Board of Directors of PSMB



The Award Certificate & Trophy that received by PSMB for the category "Industry Class In Training & Development"

» HOUSEWIVES ENCHANCEMENT AND REACTIVATE TALENT SCHEME (HEARTS)



Created to increase the percentage of employable women in labour market from 47.8% to 55% by 2020.



» NATIONAL HUMAN RESOURCES STANDARDS

8 Disember 2014 - Anugerah kolaborasi di antara Dewan Perniagaan Melayu Malaysia Selangor dan The Leaders Magazine yang diterima oleh YBhg. Dato' Dr. Abdul razak Abdul, Pengerusi Ahli Lembaga Pengarah PSMB

8 December 2014 - An Award of collaboration Dewan Perniagaan Melayu Malaysia Selangor and The Leaders Magazine received by YBhg. Dato' Dr Abdul razak Abdul, Chairman of the Board of Directors of PSMB



The Award Certificate & Trophy that received by PSMB for the category "Industry Class In Training & Development"

» NATIONAL HUMAN RESOURCES CENTRE



To promote and facilitate the use of progressive and modern human resource practices amongst SMEs in attraction and retaining a high quality and productive workforce.

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- Static Information
- Forum
- Live Chat
- Email

LEVEL 2

- Contact Centre
- Telephone
- Walk in

LEVEL 3

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- SME TNA Consultancy
- HR Solution Workshop
- TNA Training

Free Toll Line

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» EFFECTIVENESS STUDY ON THE NATIONAL HUMAN RESOURCES CENTRE (NHRC) & TRAINING INCENTIVE SCHEME ALLOCATION UNDER THE YEAR 2011 / 2012

Frost & Sullivan Sdn. Bhd has conducted a Study on the Effectiveness of NHRC and the Training Incentive Scheme Allocation under the year 2011 / 2012 starting from January to September 2014.

For the study on Training Incentive Scheme Allowcation under the Year 2011 / 2012, the findings show that this programme has increased the use of employers levy utilisation for employers whom have received this incentive.

67% Companies registered with NHRC to get latest information on human resource management.

Companies registered to conduct training for their employees.

20%

71% Employers agreed that there was an increase in terms of knowledge and skills.

Employers agreed that there was an increase in terms of productivity.

68%

63% Employers agreed that motivation among workes have increase.

» SECTORIAL TRAINING COMMITTEES (STC)



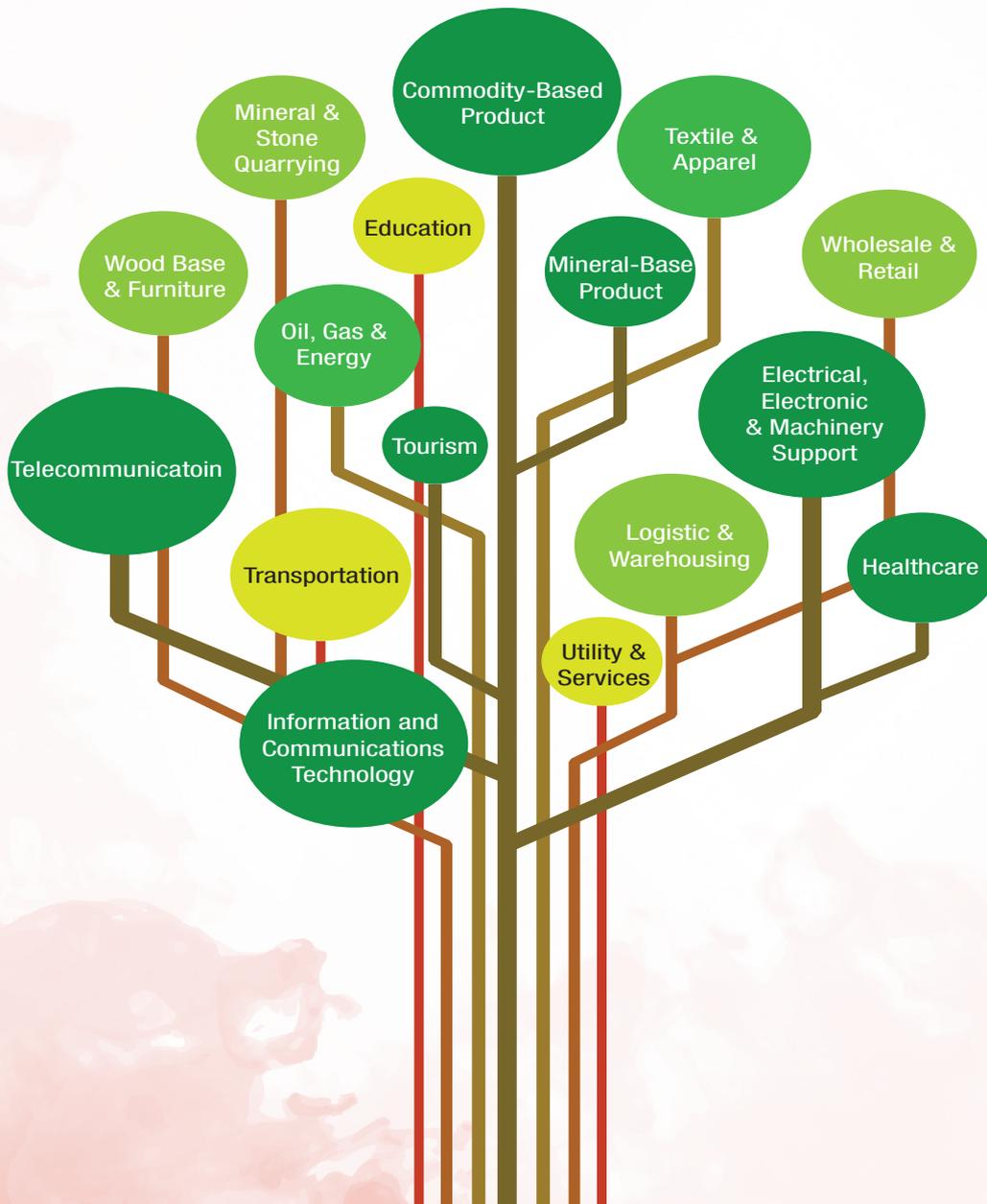
Started in 2014

Objective :

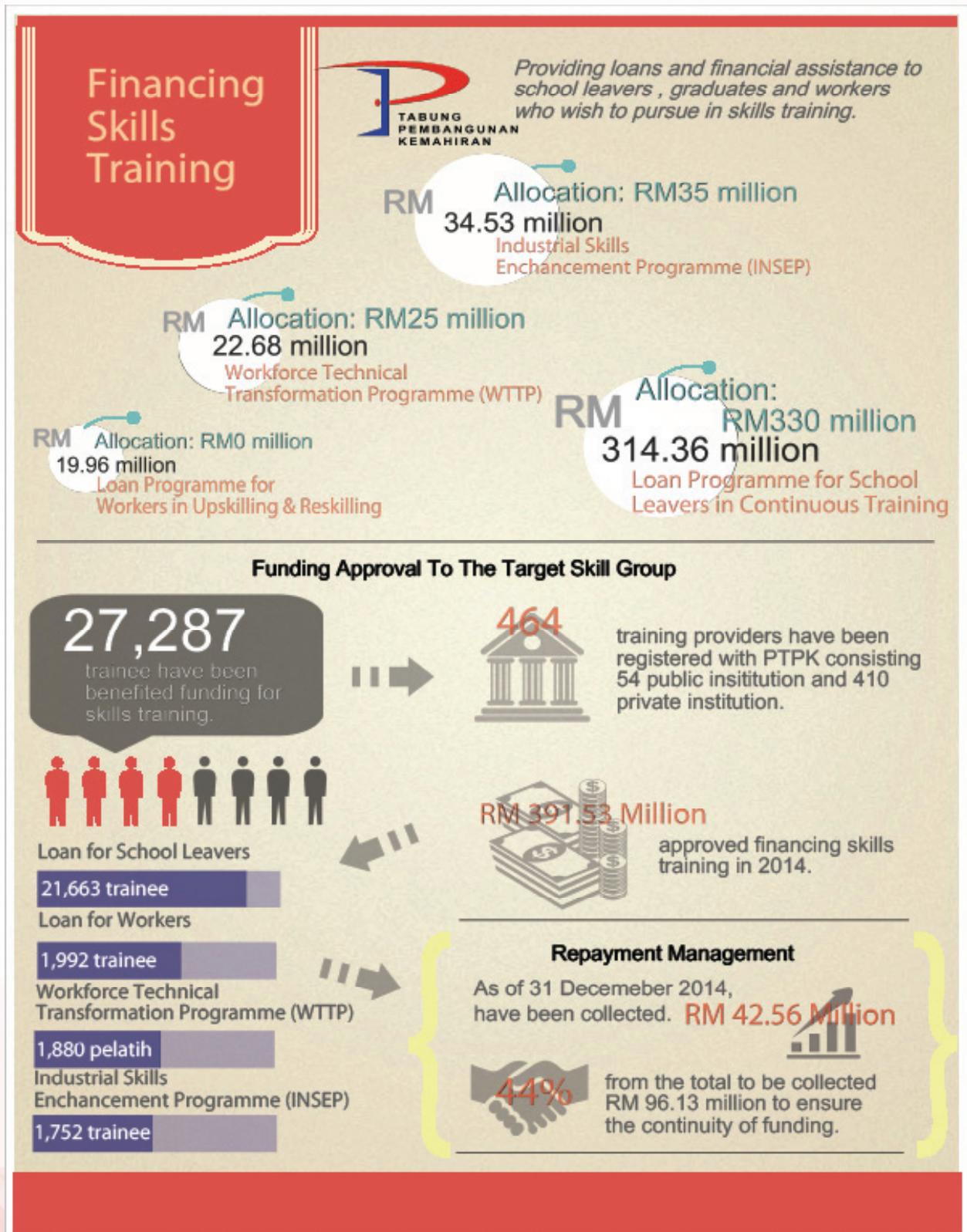
Identify training needs that corresponds with the advancement of the technology, system and process in the sub-sectors

19
STCs

have been identified which consist of 63 sub-sector



» FINANCING SKILLS TRAINING



NEWSPAPER CUTTING

Not compulsory for private sector to pay Cola

THERE are no moves by the Government to make it compulsory for the private sector to provide a fixed cost of living allowance (Cola) for employees.

"There is no proposal at the present moment to implement fixed cost of living allowance for local workers in the private sector," Deputy Human Resource Minister Datuk Seri Ismail Abdul Muttalib said when replying to a question from Normala Abdul Samad (BN-Pasir Gudang).

He said employers were given the discretion to provide allowances under their terms of employment.

"The Government does not have any power to force employers to provide Cola or similar allowances to employees," he added.

Although discretionary, he noted that there were employers who provided allowances for food, rent, travel and medical and telephone bills.

"For example, Samsung even provides an allowance for single mothers," he added.

Also taken into consideration, he said, was the implementation of the minimum wage of RM900 for workers in Peninsular Malaysia and RM800 for those in Sabah, Sarawak and Labuan.

He said the Government encouraged employers to hold discussions with their employees to see how best to safeguard their welfare.

He added that the Government was aware of the issue of cost of living and had taken steps under Budget 2015 to address it with several measures to assist those in the lower income group.

PAGE 20 | NEW SUNDAY TIMES

NEWS 31/12



Datuk Seri Richard Riot Jaem says Malaysia Airlines will take care of the welfare of its workers



Ismail Nasaruddin says the union hopes for smooth restructuring

Ministry to care for MAS workers

REVAMP PLAN: Help and smooth transition for those affected by job cuts, assures Riot

KOH KWE LEE
PUTRAJAYA
Malaypost.com.my

THE Human Resources Ministry will monitor Malaysia Airlines' recovery plan closely, especially on the welfare of its 6,000 employees who would be affected by job cuts, its minister, Datuk Seri Richard Riot Jaem, said.

He added that Khazanah Nasional had briefed the ministry on the airlines' workforce prior to announcing the RM4 billion recovery plan.

Riot said he was satisfied with the recommendations made in the discussions with Khazanah managing director Tan Sri Arman Mohdjar.

"There were three recommendations. The first is the Voluntary Separation Scheme (VSS). Secondly, workers will be notified to ensure that they can be employed in other companies, and lastly, a migration of workers to other government-linked companies," he said after presenting the Recognition of Prior Learning skills certificate to 140 workers from diverse career backgrounds.

Riot said the national carrier would take care of the welfare of the workers and ensure that their transition would be smooth.

The National Union of Flight Attendants Malaysia (Nuflam) said the 4,000 job cuts could not be achieved in a short period if the employees did not take the VSS.

Nuflam president Ismail Nasaruddin said the union did not want to see any retrenchment and hoped that the restructuring would be fruitful and could be settled amicably.

The 12-point recovery plan un-

wound on Friday entails the creation of a new company, NewCo, to house a rejuvenated MAS, which would see a 20 per cent reduction in workforce while being migrating to proper work practices and contracts.

Parliament's Public Accounts Committee chairman Datuk Mar Jalin, Mohamed, said the recovery plan would not be complete if it did not involve the restructuring of the airlines' operations and business. He said the plan only involved a financial restructuring.

Mar Jalin said the national aviation policy must be looked at holistically because, while it helped to strengthen MAS, it should not jeopardise other airlines operating in the country.

The Malay Business and Industrial Association of Malaysia (Perkasa) has backed the recovery plan and hoped that the strategy would reduce the national carrier to its former glory.

Perkasa vice-president Datuk Naim Mohamad said the association was pleased that a solid plan was in place but warned that it would not be successful without a complete analysis of the present aviation policy.

"The setting up of the Aviation Commission will be a right move to regulate and develop the aviation sector in line with international best practices."

He said the proposed Aviation Commission could look into productive planning of routes, adding that airlines should adhere to the regulations.

Meanwhile, the Malaysian Trades Union Congress hoped that MAS would consider retrenchment of contract and foreign workers first when cutting jobs.

Only 372,000 Socso health vouchers redeemed

THE STAR: NATION: 7/10/2014: 20
Over 1.6 million free screenings must be done by December

MARAN: Only 18.6% or 372,000 of the two million vouchers for free health screenings have been redeemed by Social Security Organisation (Socso) contributors as of last month.

Human Resources Deputy Minister Datuk Seri Ismail Abdul Muttalib urged Socso members who had yet to carry out the free health check not to delay as the voucher was valid only until the end of December.

"Socso issued two million free health screening vouchers to its contributors since January last year but most Socso members had not utilised the free service," he said.

Ismail was speaking to reporters after a Hari Raya Haji sacrificial ceremony at a market site in Chenor here yesterday.

He said based on that more than 320,000 screenings conducted, obesity was at 62%, high cholesterol (61%), high blood pressure (41%) and diabetes (16%).

Ismail said of the 103,652 women workers who underwent pap smear tests, the result for 343 turned out "abnormal".

As for mammograms performed on 108,000 workers, a total of 707 were found to be at risk while 124 were in the high risk category.

Ismail, who is Maran MP, said

Socso issued two million free health screening vouchers to its contributors since January last year.

— DATUK SERI ISMAIL ABDUL MUTTALIB

allocate RM200mil for free health screening at RM85 for men and RM215 for women.

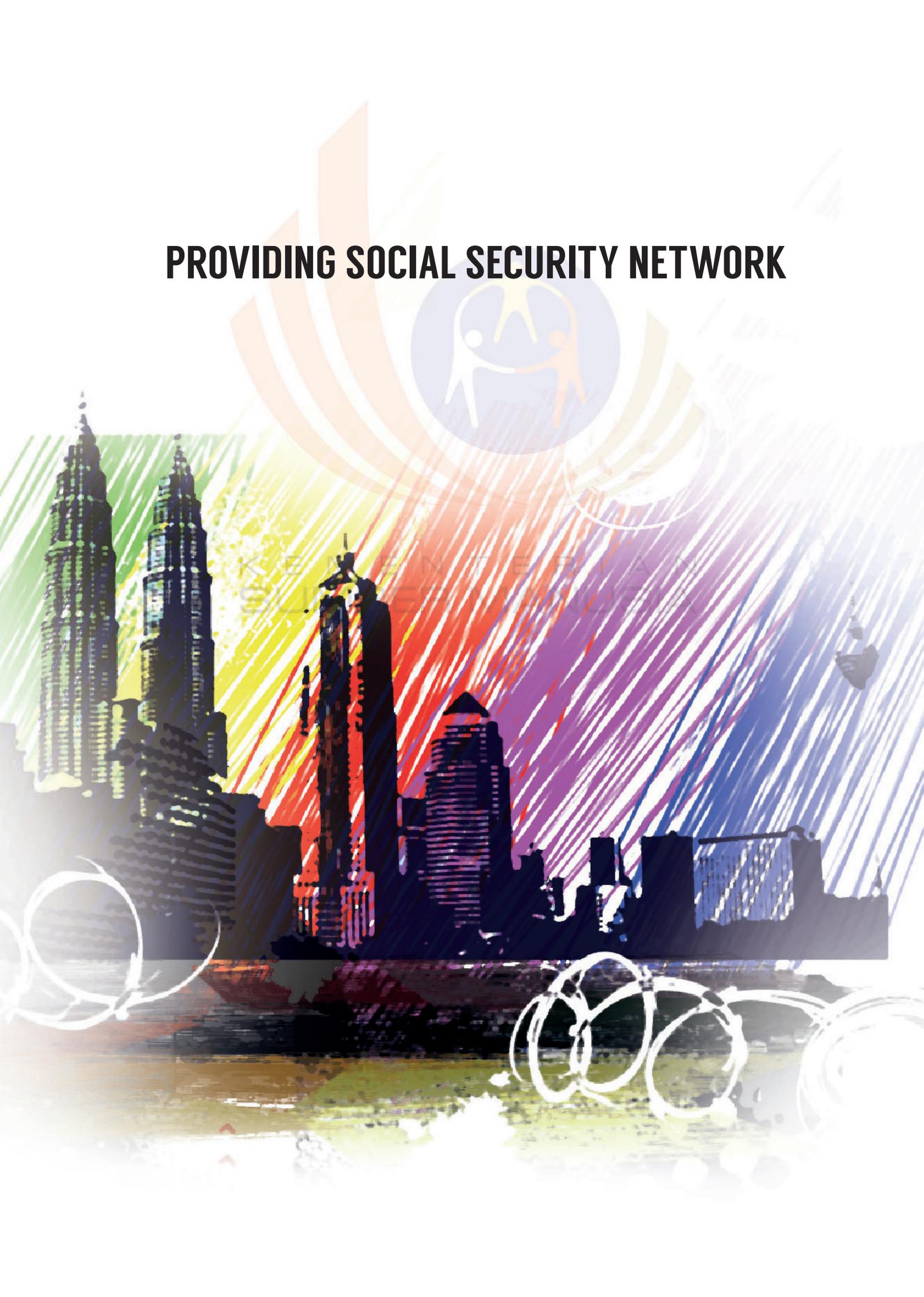
According to him, there are 3,185 clinics, 232 laboratories and 104 mammogram centres appointed under the screening panel nationwide.

Socso's Health Screening Programme is for workers aged 40 years and above to screen for non-communicable diseases, including cardiovascular diseases, diabetes and cancer, as these illnesses were found to be factors affecting the productivity of Malaysian workers.

There are two types of vouchers for eligible workers; the standard screening, comprising a physical examination, consultation, blood test, urine test and pap smear.

The second voucher is solely for mammogram screening.

PROVIDING SOCIAL SECURITY NETWORK



» FUNCTION AND MAIN ACTIVITIES OF SOCSO



SOCSO administers two types of social security schemes namely the Employment Injury Scheme and the Invalidity Scheme. The Employment Injury Scheme provides protection to the employees against industrial accidents, occupational diseases and commuting accidents related to work. The Invalidity Scheme provides employees with 24-hour protection against invalidity or death due to any cause beyond working hours.

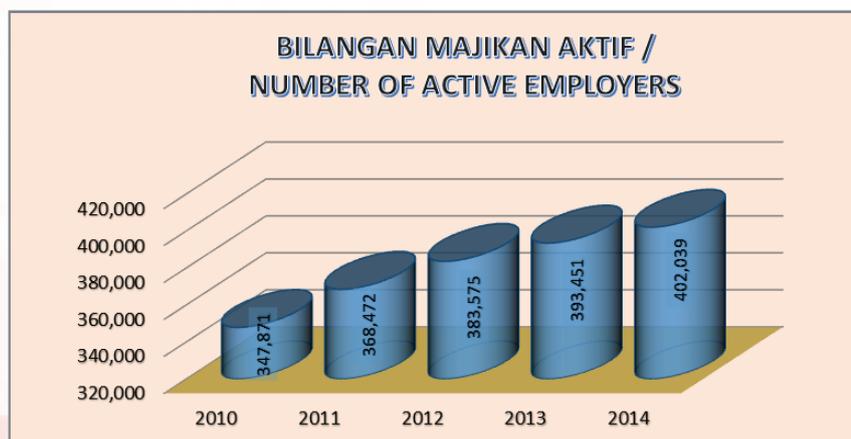
The objective of these schemes is to guarantee cash benefits for the employees and their dependants as a contingency in the event of any incident befalling the employees concerned as well as providing medical treatment, physical or vocational rehabilitation facilities to them. The aim of providing rehabilitation facilities is to help enable affected employees to become active in their daily lives again and return to work.

» 2014's ACHIEVEMENT

1. Increase in the number of Registered Employers and Employees

Throughout 2014, there was an increase in the number of registered employers and employees who were eligible under the Employees' Social Security Act 1969. The number of registered employers increased by 4.62% to 948,218 in comparison to the previous year. Correspondingly, the number of registered employees also increased by 2.50% to 15.25 million in comparison to 2013.

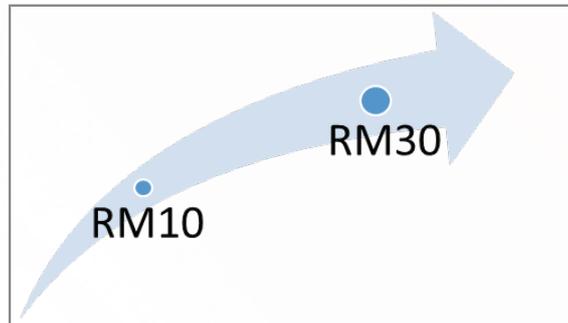
The number of active employers and employees also increased by 2.18% to 402,039 employers and 1.80% to 6,198,657 employees.



2. Increase in Minimum Daily Rate of Benefit

In line with the implementation of National Minimum Wages by the Government, SOCSO has raised the minimum daily rate for benefits under the Employment Injury Scheme from RM10 to RM30 per day, effective from 1st January 2014. This amendment was made through the Federal Government Gazette dated 12 December 2013.

Increase in Minimum Daily Rate of Benefit



3. Employees' Social Security (General) (Amendment) Regulations 2013

In order to improve the administration and management process related to registration, contributions and benefits in consistent with the development of the PINTAR (PERKESO Information Technology Automation Reformation), a total of 35 amendments were made to the Employees' Social Security (General) Regulations 1971 through Federal Government Gazette dated on 24th December 2013 and taking effect from 1st January 2014.



The launching ceremony was held at Mydin Hypermart, Seremban 2, Negeri Sembilan on 12 April 2014 by YB Dato' Sri Hj Ismail B. Hj Abd Muttalib, Deputy Minister of Human Resources.

4. Health Screening Programme

SOCSCO's Health Screening Programme was introduced on January 2013 with an allocation of RM200 million. This FREE Health Screening Programme is provided to all active insured person who attain 40 years of age and above with the purpose of identifying group at risk from Non-Communicable Diseases (NCDs).

As of December 2014, a total of 412,052 employees underwent the health screening programme involving a cost of RM45.92 million.



YB Dato' Sri Richard Riot Jaem, Minister of Human Resources officiated SOCSO's Health Screening Programme during the 'Turun Padang' programme at Genting International Convention Centre, Genting Highlands, Pahang on 28 November 2014.

5. Return To Work Programme

The Return To Work (RTW) Programme was launched by SOCSO on the 15 January 2007. This programme is a physical rehabilitation facility designed for Insured Persons with disabilities arising out of injuries or illnesses in order to restore the functions of their physical and mental capacity and thereby to return them to work earlier, healthier and safer. In 2014, a total of 2,583 Insured Persons have successfully been rehabilitated and returned to work. This achievement exceeds the target set for the year (2,000 Insured Persons). From the time this programme was launched until 31 December 2014, a total of 10,634 Insured Persons have successfully been rehabilitated and returned to work.



SOCSSO Regional Return To Work Conference was officiated by YB Dato' Sri Richard Riot Jaem, Minister of Human Resources at PWTC, Kuala Lumpur on 24 June 2014.

6. SOCSO's Rehabilitation Centre

SOCSSO's Rehabilitation Centre at Bandar Hijau, Hang Tuah Jaya Melaka has started its operation on 1 October 2014. As of December 2014, there were 95 patient who had received the rehabilitation treatment through a comprehensive vocational and physical rehabilitation program.

SOCSSO's Rehabilitation Centre is currently has capacity of 93 staff in various field such as allied health science, rehabilitation, medical, and disablement management as well as administration.

7. Client's Charter

In 2014, the client's charter achievement showed an improvement compared to the previous year as shown in the table below.

Benefit Processing Performance (Average Day) 2014

Year	FHUS 7 Days	FHUK 14 Days	FOT 14 Days	P.ILAT 14 Days	P.PKT 14 Days
2013	2.16	3.16	2.66	3.36	2.73
2014	2.10	2.95	2.60	2.77	2.61

Benefit Processing Performance (Percentage) 2014

Client Charter Achievement (Percentage)	FHUS 7 Days	FHUK 14 Days	FOT 14 Days	P.ILAT 14 Days	P.PKT 14 Days
2013	99.21	99.77	99.90	99.55	99.86
2014	99.34	99.74	99.85	99.71	99.89

To improve the quality of service delivery, SOCSO has enhanced the Client's Charter (Benefit Processing) as shown in the table below:-

Type of Benefits	CLIENT'S CHARTER Average Number of Days	
	Current	New
FHUS	7 days	5 days
FHUK	14 days	7 days
FOT	14 days	7 days
PENCEN ILAT	14 days	7 days
PENCEN PENAKAT	14 days	7 days

8. SOCSO's Recognition as the ISSA Liaison Office.

SOCSO was recognized to lead the International Social Security Association (ISSA) Liaison Office for South East Asia from September 2014. This role provides an opportunity for SOCSO to be directly involved in the implementation of the ISSA guidelines and to improve knowledge in social security and human resource skills towards international level.

NEWSPAPER CUTTING



Human Resources Minister Datuk Richard Riot Jaem (left) and Minister in the Prime Minister's Department Datuk Seri Wahid Omar launching the HRDF-SLIM scheme in Bangi yesterday. Pic by Rosela Ismail

'SLIM cuts grad unemployment'

TRAINEES: 42,000 have already benefited

THARANYA ARUMUGAM
BANGI
tharanyas.com.my

THE government has initiated a Human Resources Development Fund (HRDF)-Malaysia Training Scheme (SLIM) programme to reduce the country's unemployment rate and produce a pool of skilled workers in all sectors.

Human Resources Minister Datuk Richard Riot Jaem said the collaboration between SLIM and HRDF would provide avenues for unemployed graduates, especially those from low-income families, to be recruited as apprentices or trainees in companies registered with HRDF.

"Although there is no guarantee that these trainees will be absorbed permanently into participating companies, their placement will provide the necessary platform to showcase their talents that can determine their employability."

He said about 42,000 graduates had benefited from SLIM which is under the Economic Planning Unit (EPU) of the Prime Minister's Department.

Health head office here yesterday.

Wahid urged more companies, including those outside Klang Valley, to come forward and participate in the programme as a majority of unemployed graduates were from rural areas.

"As of January this year, the unemployment rate stood at 3.3 per cent. Of the 457,000 unemployed, 98,000 were graduates. Hence, we hope this programme will increase their employability and offer them a better future."

He said to date, 121 companies, including Media Prima Bhd, participated in SLIM while four companies had recently signed up for the programme. The four were Malaysia Airline System Bhd, Egitrex Marketing Sdn Bhd (Harvey Norman), UMW Holdings Bhd and Parkson Corporation Sdn Bhd.

Meanwhile, Media Prima Berhad Group Human Resources Department Talent manager, Aniza Zain, said the group applauded the initiative as it could help underprivileged students by uplifting their living standards and offering good training.

"We have shortlisted about 70 candidates to be trained in various department, namely

DOSH mulls heavier penalties against errant employers

Construction workers need reassurance that their safety was of paramount importance. — File picture

Occupational Accidents Statistics

Sector	Year	2014				2015 (until June)			
		Incidents	Number of victims	Percentage	Deaths	Incidents	Number of victims	Percentage	Deaths
Manufacturing	60	1,523	107	56	1,460	128	10	52	72
Mining and Quarrying	7	147	3	30	—	1	10	1	—
Construction	87	40	12	69	82	12	21	46	1
Agriculture, Forestry, Fishing and Hunting	39	388	26	33	488	24	21	190	3
Wholesale and Retail Trade	5	85	3	7	100	1	—	30	—
Transport, Storage and Information	22	68	5	8	84	1	8	26	2
Accommodation and Food Services	4	61	5	5	56	7	8	33	2
Arts and Entertainment	—	14	1	2	19	1	1	22	1
Professional, Scientific, Health and Social Activities	9	57	2	1	70	1	1	28	2
Public Administration and Management	6	49	1	2	67	—	3	7	—

By Vanessa de Lya Gomez and Norawati Adnan
romawati@real.com.my

PETALING JAYA — The Occupational Safety and Health Department (DOSH) is reviewing fines imposed on negligent employers.

The department's Safety officer, Zubain Osman, said the Occupational Safety and Health Act (OSHA) currently imposed a maximum fine of RM50,000 on employers convicted of violating safety rules and regulations, but he acknowledged that there had been concern the amount was too low.

"Many parties have complained about the fine being too low because it could be a matter of life and death, and lives have been lost," he said.

He was seen consulting on a call made

by the Malaysian Trades Union Congress (MTUC) to impose heavier penalties on employers who were found negligent over their workers' safety.

Severity three cases have been taken to court from January to August, compared to 42 for the whole of last year.

Abdul Halim reported yesterday DOSH was continuing its investigation into the incident at an M&T project work site in Kota Damansara on August 15 that killed three English-Indo workers.

DOSH director general Mohd Yusoff Yusoff said the investigation was similar to those being conducted by Man Rogot Transit Corporation Ltd (MRT Corp) and M&M Grupada KTMRT (POP) Sdn Bhd.

"That amounts to a total of almost 5.8 million foreign workers in the country," he said.

He advised locals, especially the younger generation, to not be too selective when looking for employment.

"We have more than 600,000 small and medium enterprises in the country. It is just a matter of you going and knocking on their doors."

350 tonnes, had stopped because of the absence of chains to support the structure as it was resting on temporary jacks.

M&T Corp chief executive officer Ronk Wan Awan Abdul Halim said action would only be taken by the government following the investigation by DOSH.

He said M&T Corp would also be taking action against those responsible by removing them from the project, including contractors and subcontractors from future projects, reviewing work process files and reviewing the effectiveness of the safety, health and environment enforcement unit.

National Consumer Complaints Centre director Mohd Yusoff Abdul Rahman said the call by MTUC was welcomed as employees should put their workers' safety as their main priority.

"They need to make sure that working environments are safe and those who failed to ensure this are penalised," he said.

Those with high-risk jobs, such as construction workers, needed particular attention as they dealt with danger on a daily basis.

They received reassurance that their safety was of paramount importance.

Mohd Yusoff said companies need not to show their reluctance about safety rules and regulations and also get their employees to cooperate.

"Although the workers themselves may take the rules lightly, the responsibility lies with the employer," he said.

Refederation of Malaysian Contractors Association president Datuk Prol Selvarajoo said there needed to be extensive education on safety regulations for both workers and employers.

"Both parties need to understand the working risks but if there is negligence on the employer's end, then serious action has to be taken," he said.

PRIME NEWS

Nation to increase number of skilled workers by 2020

CERTIFICATION: Human Resources Ministry to double intake of vocational training institutes

LAWANYA LINGAN
PUTRAJAYA
news@nst.com.my

THE Human Resources Ministry is working towards increasing the number of skilled workers in the country by 2020.

Its minister, Datuk Seri Richard Riot Jaem, said only 28 per cent of Malaysia's 14 million workforce were skilled, far below Singapore, of which 58 per cent of its workforce was considered skilled workers.

"We are targeting an increase to 33 per cent (of the workforce) by 2015, and 50 per cent by 2020. It is not easy, but we are confident that we can achieve our target."

Riot said the government had tasked 11 ministries to increase the percentage of skilled workers in the country, with the ministry spearheading the mission.

Richard said the ministry already has 32 vocational training institutes operating under its wing, with two institutes offering advanced certificates.

"The ministry, he said, would be doubling the intake of its 16 vocational training institutes to produce more skilled workers, adding that the ministry had also introduced the Recognition of Prior Learning certification, which hands out accreditation to workers who do not have paper qualifications, but have skills in hand.

"The certification will be given by the government, through Sijil Kemahiran Malaysia."

"The certificate will increase a worker's chances of employment

and will also help them negotiate better pay," he said, adding that the government was also working towards reducing the country's dependence on foreign workers.

"We cannot afford to be over-dependent on foreign labour. The upskilling of our workforce, will, hopefully, help reduce their numbers," he said. There are 2.9 million registered foreign workers in the country.

"We estimate that the ratio of legal to illegal workers is one to one."

"That amounts to a total of almost 5.8 million foreign workers in the country," he said.

He advised locals, especially the younger generation, to not be too selective when looking for employment.

"We have more than 600,000 small and medium enterprises in the country. It is just a matter of you going and knocking on their doors."



Datuk Seri Richard Riot Jaem says certification will increase chances for employment

PERISTIWA TAHUN 2014 EVENTS FOR YEAR 2014



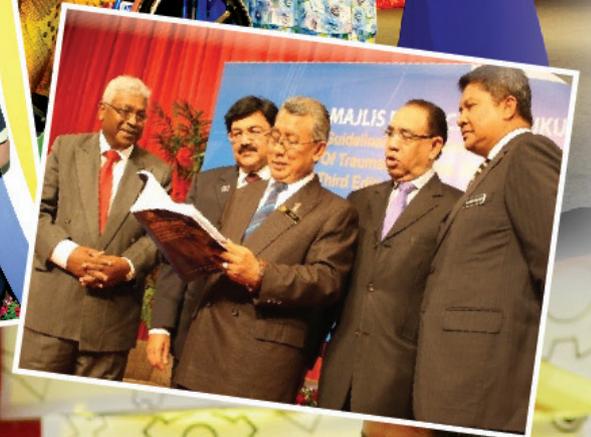
Peristiwa Tahun
Events For Year

2014

PEKAN HARI PEKERJA 2014 NOVASI PEMACU TRANSFORMASI

DUN TUN HJ ABDUL RAZAK

Pada:
21 JUN 2014
MELAKA INTERNATIONAL TRADE CENTRE (MITC)



HRDF Conference & Exhibition 2014

4 - 5 NOVEMBER 2014

CONVENTION CENTRE
KUCHING, SARAWAK



worldskills ASEAN

Kuala Lumpur 2016





KEMENTERIAN SUMBER MANUSIA
HARI BERTEMU PELANGGAN
Karnival Pekerja, Kemahiran,
Keselamatan & Kesihatan Pekerja
Dirasmikan Oleh:
DATO' SRI RICHARD RIOT ANAK JAEM
MENTERI SUMBER MANUSIA
23 Mac 2014 (Ahad)
Dewan Seri Parish
(Sekolah Kebangsaan Parish)
Balingian, Mukah



near Malaysian students bagged 9
WorldSkills Competition 2013,
from cooking to fashion.



U61

Maybank
Sambutan Hari Pekerja 2014
**PEKERJA BERINOVASI
PEMACU TRANSFORMASI**



*Sidang Redaksi
Editorial Team*

2014

BIL.	NAMA	BAHAGIAN/JABATAN/AGENSI
1	DATO' HAJI ROMLY BIN HAJI HASSAN	PENGERUSI
2	TUAN HAJI MOHAMMAD KAMAL BIN MAT NOOR	UKK
3	ENCIK AHMAD ASRI BIN ZAKARIA	UKK
4	PUAN LALY HAIZAN BINTI BAHARI	UKK
5	ENCIK KAMARUL HAKIM BIN ROSLI	BPKSM
6	ENCIK AHMAD AFIQ BIN JOHARI	BPKSM
7	ENCIK NOR AZMIL BIN MOHD NOR SHAMSURI	BKP
8	PUAN FAUZIAH BINTI ZAINAL	BD (DSM)
9	ENCIK NOR RODZAM BIN OTHMAN	BD (DP)
10	ENCIK SIPULIZAN BIN HARUN	AB
11	PUAN NORMALA BINTI ALIAS	AB
12	PUAN NOR AZWIN BINTI SANI	BPM
13	PUAN NURAKMAR BINTI ZUBIR	BPM
14	PUAN YASINNISA BEGAM BINTI SEENI MOHIDEEN	PUU
15	ENCIK ZAIDATUL BIN ALWI	UAD
16	ENCIK MOHAMAD FAIZAL BIN MOSOT	UAD
17	PUAN AIDA BINTI BAKAR	MPGN
18	PUAN JURAINAH BINTI OTHMAN	KSP
19	ENCIK ABDUL RAZAK BIN OTHMAN	ILMIA
20	PUAN FAIZAH BINTI HARUN	JTM
21	PUAN INTAN SHARFINAS BINTI MOHD NASIR	JTM
22	PUAN JUNAIDAH BINTI TUKIMAN	JTKSM
23	PUAN MUNIRA BALKIS BINTI MOHD BAKRI	JTKSM
24	PUAN SARINAH BINTI SAMIUN	JTK SABAH
25	ENCIK MOHD AZAMI MD ZAIN	JTK SABAH
26	PUAN FLORENCE YONG HUI LING	JTK SARAWAK
27	PUAN TAN HUI MIEN	JTK SARAWAK
28	ENCIK SUHAIDY BIN LATIP	JKKP
29	ENCIK MOHD NAPIAH BIN HARIS	JPP
30	PUAN AZIZA BINTI HJ MOHD ZAIN	JPP
31	PUAN NOR FARIDAH BINTI ZULKIFLI	JPP
32	PUAN NOR ASMAM BINTI DAUD	JPK
33	PUAN ROZIYATI BINTI ABDULLAH	JPK
34	ENCIK MOHD REDZUAN BIN ABDULLAH	JHEKS
35	ENCIK ANDI SABILAH RAZAK BIN NURDIN	JHEKS
36	PUAN MAZIAH BINTI MAON	MP
37	ENCIK MOHD FAHMI BIN JAFFAR	MP
38	DATIN AZLAILY BINTI ABD RAHMAN	PERKESO
39	ENCIK ILIAS BIN NASIR	PERKESO
40	ENCIK MD SHAHRIZAL BIN ITHNIN	PTPK
41	ENCIK ZAHRIM MOHD SARIM	PTPK
42	PUAN SERI AZRIANA BINTI MISTOIL	PSMB
43	ENCIK MUHAMMAD KHAIRI HAFIZI BIN WAN IBRAHIM	PSMB
44	PUAN SITI BADARIAH BINTI ABU BAKAR	NIOSH
45	PUAN NURMARIAH BINTI MUSA	NIOSH

