



2011 & 2012

LAPORAN TAHUNAN

ANNUAL REPORT



•• PENGERTIAN INTEGRITI

Integriti adalah sifat yang perlu ada pada seseorang untuk membentuk peribadi yang sempurna. Integriti merangkumi aspek keikhlasan, keterbukaan, ketelusan, amanah, benar, berpegang kepada prinsip dan tidak mudah dipengaruhi. Integriti juga adalah satu garis panduan, penanda aras, titik rujukan atau matlamat yang digunakan untuk membuat keputusan yang bergantung kepada ketepatan dan kejujuran.

ISI KANDUNGAN

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SURUHANJAYA INTEGRITI AGENSI PENGUATKUASAAN

••
Bahagian
Section

1

PENGENALAN
INTRODUCTION

PENGENALAN

INTRODUCTION

Suruhanjaya Integriti Agensi Penguatkuasaan adalah sebuah Badan Berkanun Persekutuan yang ditubuhkan melalui Akta Parlimen, di bawah seksyen 3 Akta Suruhanjaya Integriti Agensi Penguatkuasaan 2009 (*Akta 700*). Akta 700 telah diwartakan pada 3 September 2009 dan kemudiannya dikuatkuasakan pada 1 April 2011. Akta 700 ini menggantikan Rang Undang-undang Suruhanjaya Aduan Khas dan Salah Laku Polis 2005. Penubuhan Suruhanjaya ini adalah selaras dengan sasaran Kerajaan bagi memastikan budaya integriti dalam pemeliharaan dan pengendalian penguatkuasaan yang wajar dan adil oleh agensi penguatkuasaan, sekaligus dengan komitmen untuk membangunkan amalan penguatkuasaan terbaik, pencegahan daripada kecuaiian serta pendidikan masyarakat, justeru memperkukuhkan keyakinan orang ramai terhadap mereka.

The Enforcement Agency Integrity Commission is a Federal Statutory Body established by Act of Parliament, under section 3 of the Enforcement Agency Integrity Commission Act 2009 (Act 700). This Act was gazetted on 3 September 2009 and came into force on 1 April 2011. It replaced the Independent Police Complaints and Misconduct Commission Bill 2005. The establishment of this Commission is in line with the Government's effort in ensuring the culture of integrity in the maintenance and management of proper and just enforcement, by law enforcement agencies, together with a commitment to develop best enforcement practices, default prevention and community education, thereby strengthening the public's confidence in them.

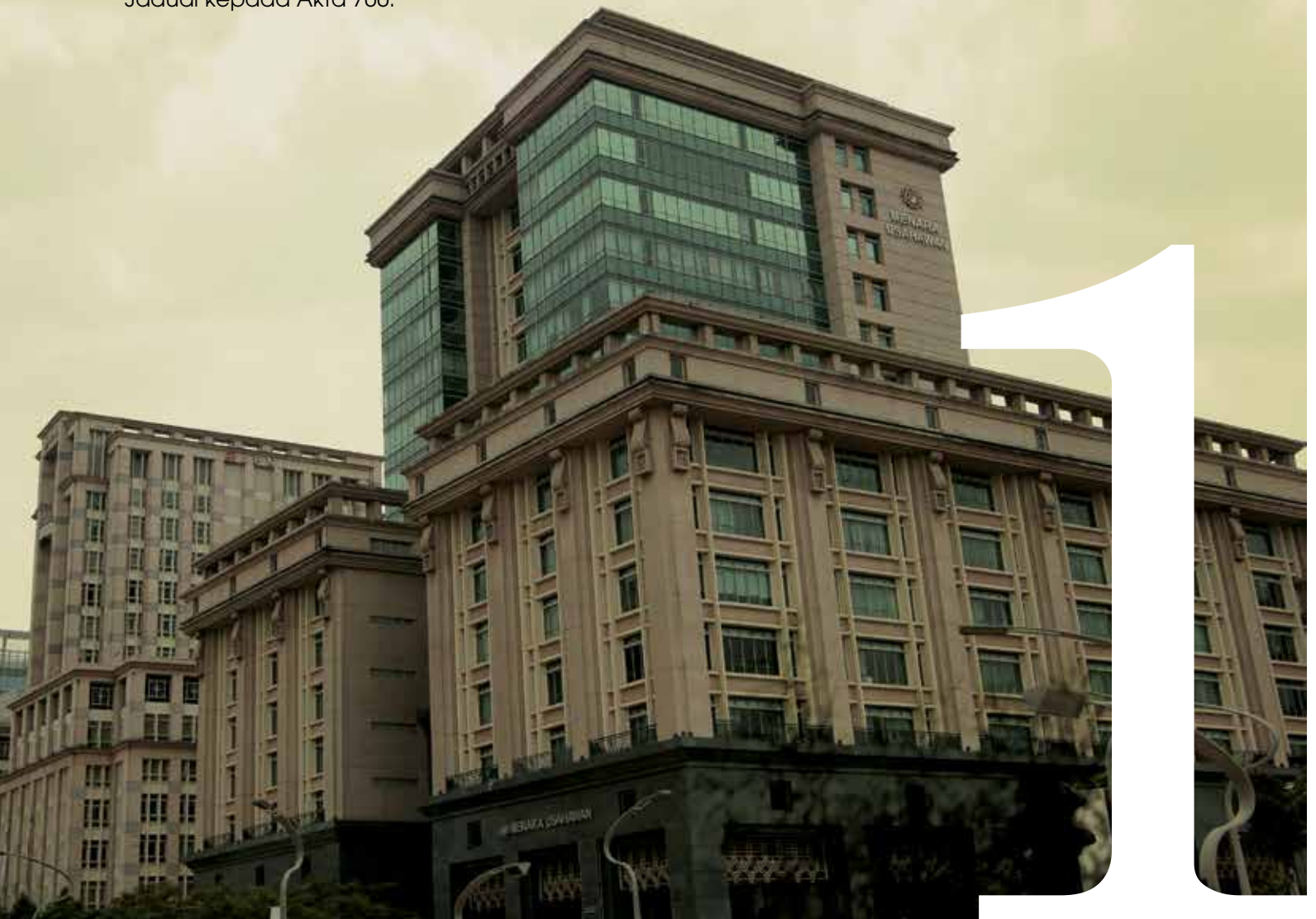
Sejak Akta 700 dikuatkuasakan, Suruhanjaya ini telah mula melaksanakan fungsi-fungsi seperti yang diperuntukkan di dalam seksyen 4 Akta 700. Fungsi utama Suruhanjaya ini adalah menerima aduan salah laku daripada orang ramai terhadap seseorang pegawai penguat kuasa atau terhadap sesuatu agensi penguatkuasaan secara amnya dan menyalasat serta mengadakan pendengaran berhubung dengan aduan yang diterima. Oleh yang demikian, aktiviti-aktiviti penguatkuasaan akan sentiasa dipantau dan sekiranya terdapat salah laku, tindakan susulan yang sewajarnya akan disyorkan.

Since the Act came into force, the Integrity Commission has executed its functions as provided for under the provision of section 4 of the Act. The main function of this Commission is to receive complaints of misconduct from the public against an enforcement officer or against an enforcement agency in general and to investigate into and conduct hearings on such complaints. As such, enforcement activities will constantly be monitored or supervised and appropriate action could be taken by the Commission in addressing such misconduct.



Selain melaksanakan fungsinya, Suruhanjaya ini juga menumpukan usahanya dalam mengadakan jalinan kerjasama dengan semua organisasi, individu, agensi Kerajaan, badan bukan Kerajaan dan masyarakat awam. Jalinan dan pengukuhan kerjasama ini adalah penting bagi merealisasikan peranan dan fungsi Suruhanjaya sepertimana yang telah diperuntukkan dalam Akta 700. Di samping itu, Suruhanjaya ini juga berusaha untuk menjalinkan kerjasama dan perkongsian pintar bersama agensi-agensi yang disenaraikan di bawah Jadual kepada Akta 700.

Other than carrying out its functions, the Integrity Commission also concentrates on its collaboration with all organisations, individuals, Government agencies, Non-Governmental Organisations (NGOs), civil society and public at large. Such approach is crucial as it will ensure the effectiveness of the role and function of the Commission as provided for under the Act. In addition, the Commission also embarks on establishing co-operation and smart partnership with the agencies listed under the Schedule of the Act.





••
Bahagian
Section
2

MAKLUMAT
KORPORAT
CORPORATE INFORMATION

•• VISI VISION

Peneraju dalam penguatkuasaan, transformasi dan pembudayaan integriti di kalangan Agensi Penguatkuasaan Malaysia berteraskan profesionalisme dan amalan terbaik.

Pioneer in enforcing, transforming and inculcating integrity amongst the Malaysian Enforcement Agencies based on professionalism and best practices.

•• MISI MISSION

Memperkasakan sistem penyampaian perkhidmatan yang berintegriti di kalangan Agensi Penguatkuasaan Malaysia melalui pengendalian aduan dan siasatan secara telus, berani dan profesional.

*Strengthening the service delivery system with integrity amongst the Malaysian Enforcement Agencies through the management of complaints and investigations in a transparent, **dutiful/bold** and professional manner.*

•• MOTO MOTTO

Tegas, Telus, Efisien

Assertive, Transparent, Efficient

LOGO



Penerangan logo:

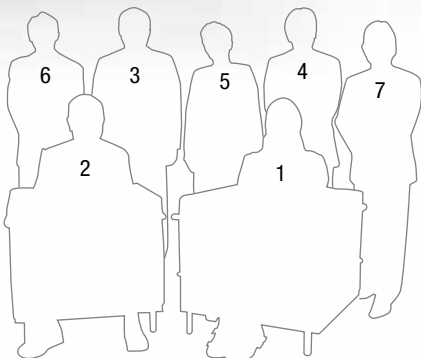
- a) 3 bentuk yang diolah daripada kuku harimau menunjukkan keberanian melindungi kepentingan orang ramai. Pertindihan antara 3 bentuk tersebut menunjukkan semangat saling membantu dalam memupuk integriti antara Suruhanjaya ini, orang ramai dan agensi-agensi penguatkuasaan;
- b) 3 warna iaitu merah, emas dan hitam adalah simbolik kepada Suruhanjaya ini;
- c) Warna merah melambangkan ketegasan dan keteguhan Suruhanjaya dalam memperkasakan integriti di kalangan agensi penguatkuasaan;
- d) Warna emas melambangkan keseriusan Suruhanjaya ini memikul setiap fungsi yang diamanahkan kepadanya;
- e) Warna hitam melambangkan keberanian Suruhanjaya ini bertindak tanpa rasa takut atau memihak pada mana-mana pihak; dan
- f) 3 bucu tepat bertembung menunjukkan Suruhanjaya ini mengamalkan ketegasan, ketelusan dan efisien dalam melaksanakan tugasnya.

Explanation on the logo:

- a) *The tiger claw's figuration in the logo symbolise the Commission's intrepidity in protecting the public interest. These shapes which intersect each other reflect the co-operation amongst the Commission, the public at large and the enforcement agencies in inculcating integrity;*
- b) *The 3 colours which are red, gold and black symbolize the Commission;*
- c) *The red colour reflects the assertiveness and firmness of the Commission in forging integrity amongst the enforcement agencies;*
- d) *The gold colour reflects the Commission's seriousness in executing its function;*
- e) *The black colour reflects the Commission's **dutifulness/ boldness** in acting without fear or favour; and*
- f) *The edge of the tiger claws that meet each other reflects the Commission's assertiveness, transparency and efficiency in carrying out its duties.*

SURUHANJAYA

COMMISSION



Pengerusi/Chairman

1 Datuk Heliliah Mohd. Yusof

Timbalan Pengerusi/Deputy Chairman

2 Datuk Paul Low Seng Kuan

Pesuruhjaya / Commissioners

3 Tan Sri Dr. Zulkefli A. Hassan

4 Dato' Sri Robert Jacob Ridu

5 Profesor Tan Sri Dato' Seri Dr. Sharifah Hapsah Syed Hasan Shahabudin

6 Vinayak Prabhakar Pradhan

7 Dato' Salehuddin Saidin

FUNGSI SURUHANJAYA FUNCTIONS OF THE COMMISSION

Fungsi Suruhanjaya yang diperuntukkan di bawah seksyen 4(1) Akta Suruhanjaya Integriti Agensi Penguatkuasaan 2009 (Akta 700) adalah:

- a) menerima aduan salah laku daripada orang ramai terhadap seseorang pegawai penguat kuasa atau terhadap sesuatu agensi penguatkuasaan secara amnya dan menyiasat serta mengadakan pendengaran mengenai aduan sedemikian;
- b) merumuskan dan mengadakan mekanisme bagi mengesan, menyiasat dan mencegah salah laku oleh seseorang pegawai penguat kuasa;
- c) melindungi kepentingan orang ramai dengan mencegah dan menangani salah laku seseorang pegawai penguat kuasa;
- d) mengadakan pengauditan dan pemantauan mengenai aspek tertentu operasi dan tatacara sesuatu agensi penguatkuasaan;
- e) menggalakkan kesedaran tentang, penambahbaikan mengenai, dan pendidikan berhubung dengan, integriti di dalam sesuatu agensi penguatkuasaan dan mengurangkan salah laku di kalangan pegawai penguat kuasa;
- f) membantu Kerajaan dalam merumuskan perundangan, atau mengesyorkan langkah pentadbiran kepada Kerajaan atau sesuatu agensi penguatkuasaan, demi menggalakkan integriti dan menghapuskan salah laku di kalangan pegawai penguat kuasa;
- g) mengkaji dan menentusahkan apa-apa pelanggaran tatacara penguatkuasaan dan membuat apa-apa syor yang perlu berhubung dengannya; dan
- h) membuat lawatan ke premis sesuatu agensi penguatkuasaan, termasuk melawat balai polis dan lokap mengikut tatacara di bawah mana-mana undang-undang bertulis, dan membuat apa-apa syor yang perlu yang berhubungan dengannya.

Seksyen 4(2) Akta 700 memperuntukkan bahawa Suruhanjaya hendaklah mempunyai kuasa untuk melakukan semua perkara yang suai manfaat atau yang semunasabahnya perlu bagi, atau yang bersampingan dengan, pelaksanaan fungsinya.

The functions of the Commission as provided under section 4(1) of the Enforcement Agency Integrity Commission Act 2009 (Act 700) are:

- a) *to receive complaints of misconduct from the public against an enforcement officer or against an enforcement agency in general and to investigate into and conduct hearings on such complaints;*
- b) *to formulate and put in place mechanisms for the detection, investigation and prevention of misconduct by an enforcement officer;*
- c) *to protect the interest of the public by preventing and dealing with the misconduct of an enforcement officer;*
- d) *to provide for the auditing and monitoring of particular aspects of the operations and procedures of an enforcement agency;*
- e) *to promote awareness of, enhancement of, and education in relation to, integrity within an enforcement agency and to reduce misconduct amongst enforcement officers;*
- f) *to assist the Government in formulating legislation, or to recommend administrative measures to the Government or an enforcement agency, in the promotion of integrity and the abolishment of misconduct amongst enforcement officers;*
- g) *to study and verify any infringement of enforcement procedures and to make any necessary recommendations relating thereto; and*
- h) *to make site visits to the premises of an enforcement agency, including visiting police stations and lockups in accordance with the procedures under any written law, and make any necessary recommendations relating thereto.*

It is also provided in section 4(2) of the Act that the Commission shall have power to do all things expedient or reasonably necessary for, or incidental to, the performance of its functions.

STRUKTUR ORGANISASI

ORGANISATIONAL STRUCTURE

Akta 700 telah memberi kuasa kepada Suruhanjaya ini untuk menubuhkan beberapa bahagian utama bagi tujuan membantu pelaksanaan fungsi-fungsi yang telah diperuntukkan di dalam seksyen 4 Akta 700.

The Act empowers the Commission to establish various divisions within the Commission in order to assist the Commission in discharging its functions effectively and efficiently and for the purpose of carrying into effect the provisions of the Act.

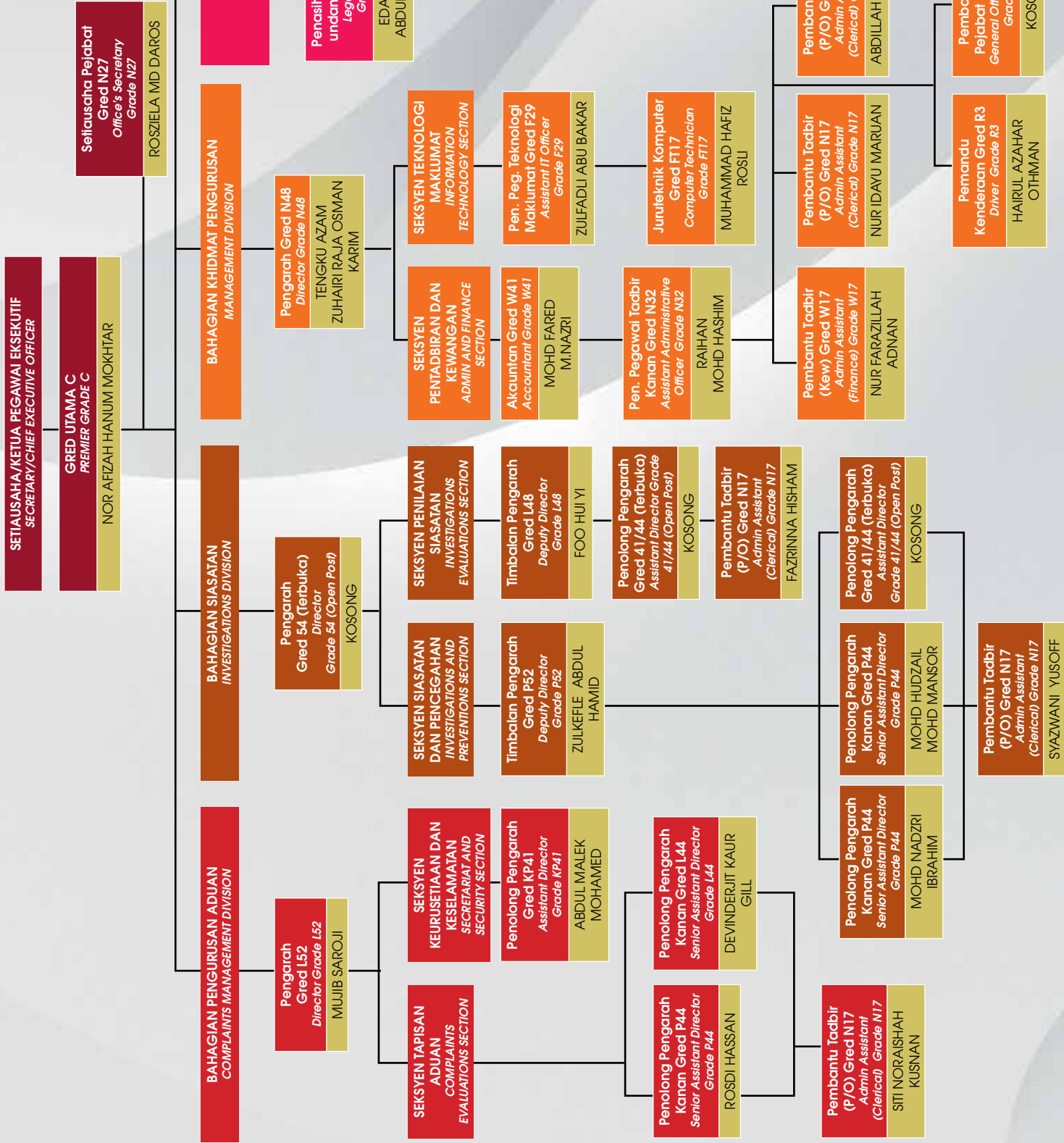
Bahagian-bahagian utama yang dimaksudkan ialah:

- a) Bahagian Khidmat Pengurusan;
- b) Bahagian Pengurusan Aduan;
- c) Bahagian Siasatan; dan
- d) Bahagian Undang-undang dan Komunikasi Korporat.

The main divisions established by the Commission are as follows:

- a) Management Division;*
- b) Complaints Management Division;*
- c) Investigations Division; and*
- d) Legal and Corporate Communication Division.*





FUNGSI BAHAGIAN

FUNCTIONS OF THE DIVISIONS

Bahagian Khidmat Pengurusan *Management*

- Mengurus pelantikan, perkhidmatan, kompetensi serta kebajikan pegawai dan kakitangan
- Melaksanakan perolehan aset dan inventori serta pentadbirannya
- Menyelenggara ruang pejabat

- *Managing appointment, service, competency as well as welfare of officers and staff*
- *Executing acquisition of assets and inventory as well as its management*
- *Maintaining office space*

Seksyen Pentadbiran *Administration*

Seksyen Kewangan *Financial*

Seksyen Teknologi Maklumat *Information Tehcnology*

- Mengurus pembayaran gaji serta emolumen pegawai dan kakitangan
- Mengurus segala pembayaran dan penyelenggaraan akaunnya
- Melaksanakan perbelanjaan mengurus dan pembangunan serta penyediaan laporannya

- *Managing payment of salary as well as emoluments to officers and staff*
- *Managing all payments and maintain its accounts*
- *Executing operation and development expenses as well as its reports preparations*

- Mengurus pentadbiran pangkalan data dan kemudahan "Disaster Recovery Centre"
- Memantau kemudahan bilik pelayar seperti penghawa dingin, kad akses dan sistem anti-kebakaran
- Membangun dan menyelenggara Laman Web Rasmi

- *Managing database and Disaster Recovery Centre*
- *Monitoring infrastructures of server room such as air-conditioner, access card and anti-fire system*
- *Developing and maintaining the Official Website*

Bahagian Undang-undang dan Komunikasi Korporat *Legal and Corporate Communication*

Unit Undang-undang *Legal*

Unit Komunikasi Korporat *Corporate Communication*

- Memberi nasihat perundangan kepada Suruhanjaya dan mewakili Suruhanjaya dalam prosiding Mahkamah, jika ada.
- Menggubal dan meminda undang-undang, jika perlu.
- Membantu Suruhanjaya dalam pendengaran seperti diperuntukkan dalam seksyen 34(4) Akta 700.

- *Providing legal advice to the Commission and representing the Commission in Court proceedings, if any*
- *Drafting and amending laws, if required.*
- *Assisting the Commission in hearings as provided under section 34(4) of the Act*

- Menyalurkan maklumat rasmi mengenai Suruhanjaya.
- Mengadakan kempen publisiti, menjalankan tugas perhubungan (liaison) dengan pihak luar.
- Mengesan, mengumpul dan menterjemah berita dan isu penting yang disiarkan.

- *Providing official information about the Commission*
- *Conducting publicity campaigns, carrying out liaisons with other agencies*
- *Media monitoring*

**Bahagian
Pengurusan
Aduan
Complaints
Management**

**Seksyen
Tapisan Aduan
Evaluations of
Complaints**

- Menerima dan mengurus aduan salah laku di bawah seksyen 23 Akta 700
- Menjalankan siasatan awal di bawah seksyen 25 serta menyediakan laporan dan syornya untuk tindakan Suruhanjaya di bawah seksyen 27 Akta 700
- Memantau pematuhan dan maklum balas agensi penguatkuasaan di bawah seksyen 27 Akta 700

- *Receiving and managing complaints of misconduct in accordance with section 23 of the Act*
- *Conducting preliminary investigation under section 25 as well as preparing reports and making recommendations for action by the Commission under section 27 of the Act*
- *Monitoring the compliance and feedback of the enforcement agency under section 27 of the Act*

**Seksyen
Keurusetiaan dan
Keselamatan
Secretariat and
Security**

- Urus setia kepada Mesyuarat Suruhanjaya yang diadakan di bawah seksyen 9 dan pendengaran di bawah seksyen 34 Akta 700
- Menjaga keselamatan pejabat, dokumen terperingkat, pegawai dan kakitangan serta bilik kebal
- Menjalankan pemantauan keselamatan selaras dengan peraturan-peraturan yang berkuat kuasa

- *Secretariat of Commission Meetings hold under section 9 of the Act and of hearings under section 34*
- *Ensuring security of the office, classified documents, officers and staff as well as strong room*
- *Monitoring security compliance with the relevant rules in force.*

**Bahagian
Siasatan
Investigations**

**Seksyen Siasatan
dan Pencegahan
Investigations and
Preventions**

- Menjalankan siasatan penuh di bawah Bahagian V Akta 700
- Menjalankan aktiviti pencegahan dengan salah satu caranya mengadakan seminar kesedaran
- Merumuskan dan mengadakan mekanisme bagi mengesan, menyiasat dan mencegah salah laku

- *Conducting full investigations under Part V of the Act*
- *Conducting prevention activities one of which is to hold awareness seminars*
- *Formulating and putting in place mechanisms for the detection, investigation and prevention of misconduct*

**Seksyen
Penilaian
Siasatan
Evaluations of
Investigations**

- Menilai dan mengkaji aktiviti siasatan yang telah selesai serta mengumpulkan laporannya
- Merumuskan hasil siasatan penuh untuk keputusan Suruhanjaya di bawah seksyen 30 Akta 700
- Memantau pematuhan dan tindakan agensi penguatkuasaan di bawah seksyen 30 Akta 700

- *Evaluating and assessing completed investigations and compiling the report*
- *Formulating the outcome of the full investigations for the Commission's decisions under section 30 of the Act*
- *Monitoring the compliance and action of the enforcement agency under section 30 of the Act*



••
Bahagian
Section
3

PASUKAN
NUKLEUS
NUCLEUS TEAM

PASUKAN NUKLEUS

NUCLEUS TEAM

Setelah Rang Undang-undang Suruhanjaya Integriti Agensi Penguatkuasaan 2009 diluluskan di Parlimen dan diwartakan pada 3 September 2009, satu Pasukan Nukleus telah ditubuhkan pada bulan Mei 2010 melalui Waran Perjawatan Bil. A75 Tahun 2010. Tujuan pewujudan Pasukan Nukleus ini adalah untuk melakukan kerja-kerja operasi penubuhan Suruhanjaya Integriti bagi membolehkannya beroperasi dengan sempurna sebagai sebuah Badan Berkanun.

After the Enforcement Agency Integrity Commission Bill 2009 was passed in Parliament and gazetted on 3 September 2009, the Nucleus Team was established in May 2010 through the Waran Perjawatan Bil. A 75 Tahun 2010. The objective of the establishment of the Nucleus Team is to embark on the setting up of the Integrity Commission and to enable the Commission to operate as a statutory body.

Pasukan Nukleus dianggotai oleh En. Azman Ahmad selaku Setiausaha/Ketua Pegawai Eksekutif yang dilantik secara kader daripada Jabatan Peguam Negara (AGC). Beliau dibantu oleh 6 orang pegawai dan 9 orang kakitangan yang telah melapor diri secara berperingkat mulai 10 Mei 2010 hingga bulan Jun 2012. Keenam-enam orang pegawai yang telah melapor diri di Pasukan Nukleus ialah pegawai skim Pegawai Tadbir Diplomatik (PTD), iaitu:

- a) Mohd Shah Abdul Rahman;
- b) Ahmed Syam Che Kub;
- c) Khairul Azam Saroni;
- d) Mohd Azhar Mohd Daud;
- e) Intan Nurul Azlina Ahmad Kamil; dan
- f) Shahirah Fauzia Mohamed Shari.

Pejabat Pasukan Nukleus adalah bertempat di Aras 9, Blok Menara, Bangunan Menara Usahawan. Antara kerja-kerja operasi penubuhan Suruhanjaya yang telah dijalankan oleh Pasukan Nukleus termasuklah:

- i) Pewartaan Tarikh Kuat Kuasa Akta Suruhanjaya Integriti Agensi Penguatkuasaan 2009 (Akta 700)
- ii) Pelantikan Pesuruhjaya
- iii) Pembangunan Maklumat Korporat
- iv) Sistem Aduan Atas Talian - iSPAAA (iNTEGRATED Sistem Pemantauan Aduan Agensi Awam)
- v) Permohonan Ruang Pejabat
- vi) Permohonan Perjawatan

The Nucleus Team was led by Mr. Azman Ahmad as the Secretary/Chief Executive Officer who was appointed on kader basis from the Attorney-General's Chambers (AGC). He was assisted by 6 officers and 9 staff who reported duty in stages commencing from 10 May 2010 until June 2012. The officers who have reported for duty are officers from the Administrative and Diplomatic Officer service (PTD), and they are:

- a) Mohd Shah Abdul Rahman;
- b) Ahmed Syam Che Kub;
- c) Khairul Azam Saroni;
- d) Mohd Azhar Mohd Daud;
- e) Intan Nurul Azlina Ahmad Kamil; and
- f) Shahirah Fauzia Mohamed Shari.

The Nucleus Team office was operating from Level 9 of Blok Menara, Bangunan Menara Usahawan. Tasks taken by Nucleus Team are as follows:

- i) *Gazetting the Date of Commencement of The Enforcement Agency Integrity Commission Act 2009 (Act 700)*
- ii) *Appointment of Commissioners*
- iii) *Corporate Information Development*
- iv) *Online Complaint System - iSPAAA (iNTEGRATED Sistem Pemantauan Aduan Agensi Awam)*
- v) *Application for Office Space*
- vi) *Application for Posts*

PEWARTAAN TARIKH KUAT KUASA AKTA SURUHANJAYA INTEGRITI AGENSI PENGUATKUASAAN 2009 [AKTA 700] GAZETTING THE DATE OF COMMENCEMENT OF THE ENFORCEMENT AGENCY INTEGRITY COMMISSION ACT 2009 [ACT 700]



Satu perbincangan berkenaan dengan status pelaksanaan Akta Suruhanjaya Integriti Agensi Penguatkuasaan 2009 (Akta 700) telah diadakan di pejabat Dato' Seri Mohamed Nazri Abdul Aziz, Menteri di Jabatan Perdana Menteri pada Disember 2010. Selain daripada wakil Pasukan Nukleus, turut hadir bersama di dalam perbincangan tersebut adalah wakil daripada Kementerian Dalam Negeri (KDN).

Rentetan daripada perbincangan tersebut, tarikh kuat kuasa Akta 700 berjaya diwartakan melalui *Appointment of Date of Coming Into Operation Of The Enforcement Agency Integrity Commission Act 2009 (P.U. (B) 148/2011)* oleh Yang di-Pertuan Agong pada 31 Mac 2011 dan seterusnya telah dikuatkuasakan pada 1 April 2011.

Discussion in relation to the status of the implementation of the Enforcement Agency Integrity Commission Act 2009 (Act 700) was held at the office of Dato' Seri Mohamed Nazri Abdul Aziz, Minister in the Prime Minister's Department, in December 2010. Besides the representative of the Nucleus Team, the discussion was also attended by representative from the Ministry of Internal Affairs (KDN).

As a result of the discussion, the date of the commencement of the Act was successfully gazetted through the Appointment of Date of Coming Into Operation Of The Enforcement Agency Integrity Commission Act 2009 (P.U. (B) 148/2011) by the Yang di-Pertuan Agong on 31 March 2011 and was subsequently came into operation on 1 April 2011.

PELANTIKAN PESURUHJAYA APPOINTMENT OF COMMISSIONERS

Pasukan Nukleus telah menjalankan proses mengenal pasti calon Pesuruhjaya, menguruskan pelaksanaan Tapisan Keselamatan dan Semakan Keutuhan untuk memastikan pelantikan Pesuruhjaya berjalan lancar.

Selaras dengan seksyen 5(1) Akta 700, Yang di-Pertuan Agong, Tuanku Mizan Zainal Abidin, telah memperkenankan pelantikan 7 orang Pesuruhjaya untuk tempoh 3 tahun berkuat kuasa mulai 1 April 2011 seperti berikut:

- a) Datuk Heliliah Mohd. Yusof - Pengerusi;
- b) Datuk Paul Low Seng Kuan - Timbalan Pengerusi;
- c) Tan Sri Dr. Zulkefli A. Hassan - Pesuruhjaya;
- d) Dato' Sri Robert Jacob Ridu - Pesuruhjaya;
- e) Profesor Tan Sri Dato' Seri Dr. Sharifah Hapsah Syed Hasan Shahabudin - Pesuruhjaya;
- f) En. Vinayak Prabhakar Pradhan - Pesuruhjaya; dan
- g) Dato' Salehuddin Saidin - Pesuruhjaya.

Pemakluman melalui Kenyataan Media juga telah dilakukan selepas lantikan berkuat kuasa. Selain daripada itu, permohonan juga telah dibuat berkenaan saraan dan kemudahan lain yang layak bagi semua Pesuruhjaya yang dilantik.

The Nucleus Team has embarked on the process of identifying potential candidates for the Commissioners as well as submitting for the necessary Security and Integrity Vetting with the relevant agencies to ensure smooth appointment of the Commissioners.

In accordance with section 5(1) of the Act, the Yang di-Pertuan Agong, Tuanku Mizan Zainal Abidin, has appointed the 7 Commissioners for a period of three years effective from 1 April 2011:

- a) *Datuk Heliliah Mohd. Yusof – Chairman;*
- b) *Datuk Paul Low Seng Kuan – Deputy Chairman;*
- c) *Tan Sri Dr. Zulkefli A. Hassan – Commissioner;*
- d) *Dato' Sri Robert Jacob Ridu – Commissioner;*
- e) *Professor Tan Sri Dato' Seri Dr. Sharifah Hapsah Syed Hasan Shahabudin – Commissioner;*
- f) *Mr. Vinayak Prabhakar Pradhan – Commissioner; and*
- g) *Dato' Salehuddin Saidin – Commissioner.*

Media Statement was released to announce the appointment of the Commissioners. Besides that, applications were also made with regard to remuneration and other benefits eligible for all Commissioners.



PEMBANGUNAN MAKLUMAT KORPORAT CORPORATE INFORMATION DEVELOPMENT

Maklumat korporat iaitu merangkumi Visi, Misi, Moto dan Objektif Suruhanjaya Integriti telah dibangunkan oleh Pasukan Nukleus hasil beberapa sesi "brainstorming" dengan pelbagai pihak yang berkenaan. Maklumat korporat yang diwujudkan adalah berlandaskan fungsi-fungsi yang dijalankan Suruhanjaya ini.

Pada bulan Ogos 2011, suatu pertandingan reka cipta logo telah dianjurkan dan tarikh tutup pertandingan tersebut adalah pada 1 Disember 2011. Sepanjang tempoh tersebut sebanyak 44 penyertaan telah diterima. Salah satu daripada penyertaan tersebut telah dipilih oleh Suruhanjaya sebagai logo rasmi Suruhanjaya.

Corporate information including the Vision, Mission, Motto and Objectives of the Commission was developed by the Nucleus Team as a result of several brainstorming sessions with the relevant parties. The corporate information was developed based on the functions of the Commission.

In August 2011, a logo designing contest was launched by the Commission with 1 December 2011 as the closing date. During the contest period, 44 entries were received and one of the entries was chosen as the Commission's official logo.



SISTEM ADUAN ATAS TALIAN - ISPAAA (INTEGRATED SISTEM PEMANTAUAN ADUAN AGENSI AWAM) ONLINE COMPLAINT SYSTEM – ISPAAA (INTEGRATED SISTEM PEMANTAUAN ADUAN AGENSI AWAM)

Pasukan Nukleus telah memulakan kerjasama dengan Biro Pengaduan Awam (BPA) untuk mengubah suai dan menambah baik iSPAAA agar ia boleh digunakan oleh Suruhanjaya ini dalam menjalankan fungsi menerima aduan secara atas talian. Beberapa sesi konfigurasi dan perbincangan telah diadakan sejak pertengahan tahun 2011 di pejabat BPA, Putrajaya.

Pada awal tahun 2012, iSPAAA mula digunakan oleh Suruhanjaya ini sebagai saluran alternatif kepada mereka yang ingin membuat aduan kepada Suruhanjaya ini. Aduan pertama melalui iSPAAA diterima pada 8 Mac 2012. Dalam tahun 2012, jumlah aduan yang diterima melalui iSPAAA adalah sebanyak 22 aduan.

The Nucleus Team in collaboration with the Public Complaints Bureau (PCB) has configured iSPAAA to enable complaints be made online to the Commission. To this effect, several discussions were held at the PCB office in Putrajaya since middle of the year 2011 to configure iSPAAA.

iSPAAA was introduced in early 2012 by the Commission as an alternative channel for the public to lodge complaints and the first complaint was received on 8 March 2012. In the year of 2012, a total number of 22 complaints were received.



Pasukan Nukleus telah memulakan kerjasama dengan Biro Pengaduan Awam (BPA) untuk mengubah suai dan menambah baik iSPAAA agar ia boleh digunakan oleh Suruhanjaya ini dalam menjalankan fungsi menerima aduan secara atas talian.

The Nucleus Team in collaboration with the Public Complaints Bureau (PCB) has configured iSPAAA to enable complaints be made online to the Commission.

••
8 Mac
March
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Aduan pertama melalui iSPAAA diterima

The first complaint made through iSPAAA was received



PERMOHONAN RUANG PEJABAT APPLICATION FOR OFFICE SPACE

Pasukan Nukleus telah mengenal pasti beberapa ruangan pejabat yang bersesuaian untuk dijadikan sebagai pejabat Suruhanjaya Integriti. Pada awalnya, ruangan pejabat yang dikenal pasti adalah di Presint 4 dan Presint 15, Putrajaya serta NeoCyber, Cyberjaya. Walau bagaimanapun, Pasukan Nukleus dinasihatkan bahawa kadar sewaan di lokasi-lokasi tersebut adalah tinggi. Oleh itu, permohonan ruangan pejabat tambahan di Aras 5, 8 dan 11 Bangunan Menara Usahawan telah dibuat kepada Bahagian Pengurusan Hartanah (BPH), Jabatan Perdana Menteri (JPM) pada 24 September 2010. Pada ketika itu, aras-aras tersebut masih diduduki oleh Majlis Penasihat Ekonomi Negara (MPEN).

Pada 16 Jun 2011, BPH, JPM telah meluluskan permohonan Pasukan Nukleus untuk menduduki ruang pejabat tambahan di Aras 5, 8 dan 11 di Bangunan Menara Usahawan selepas MPEN dibubarkan pada 1 Jun 2011. Permohonan juga telah dibuat kepada Pentadbiran Am, Jabatan Perdana Menteri (PAJPM) untuk mengubah suai aras-aras tersebut mengikut kesesuaian fungsi Suruhanjaya Integriti di setiap aras terutamanya Aras 8 dan 11.

PAJPM telah meluluskan permohonan untuk menjalankan kerja-kerja pengubahsuaian ruang pejabat di aras-aras yang berkenaan. Pengubahsuaian telah bermula pada 7 Disember 2011 hingga 31 Disember 2011. Kos perbelanjaan bagi pengubahsuaian ini adalah RM142,304.60 dengan menggunakan peruntukan PAJPM. Pelaksanaan projek pengubahsuaian tersebut dipantau dan diuruskan oleh PAJPM dan Jabatan Kerja Raya.

Several suitable premises were identified to be used as the Commission office. Initially, few premises were identified in Precint 4 and 15 in Putrajaya as well as in NeoCyber, Cyberjaya. However, the idea to rent at these places were abandoned by the Nucleus Team due to high rental rates. As such, application for additional office space at Level 5, 8 and 11 of Bangunan Menara Usahawan was made on 24 September 2010 to Bahagian Pengurusan Hartanah (BPH) of the Prime Minister's Department (JPM). At the material time, the said floors were still occupied by the National Economic Advisory Council (MPEN).

The application was approved by BPH, JPM on 16 June 2011 after MPEN was dissolved on 1 June 2011. An application had also been made to General Administration of the Prime Minister's Department (PAJPM) to renovate the floors to suit the functions of the Commission in particular Level 8 and 11.

The application was subsequently approved by PAJPM and the renovation took place from 7 December 2011 until 31 December 2011. The renovation which costs RM142,304.60 were paid by PAJPM. The renovation works were monitored and managed by PAJPM as well as the Public Works Department.



PERMOHONAN PERJAWATAN APPLICATION FOR POSTS

Permohonan perjawatan telah dibuat oleh Pasukan Nukleus kepada Bahagian Pembangunan Organisasi (BPO), Jabatan Perkhidmatan Awam (JPA). Pada peringkat awal, sebanyak 282 perjawatan pelbagai gred telah dipohon beserta justifikasi dan senarai tugas setiap perjawatan yang dipohon tersebut. Jumlah tersebut kemudiannya dinasihatkan untuk dikurangkan kepada 80 selepas mesyuarat diadakan dengan BPO, JPA. Jumlah yang dipohon kemudiannya dikurangkan lagi kepada 52 dan 46 selepas beberapa siri mesyuarat diadakan bersama BPO, JPA.

Akhirnya, pada 20 Mei 2011, sebanyak 29 perjawatan pegawai dan kakitangan pelbagai gred telah diluluskan melalui Waran Perjawatan Bil. A19 Tahun 2011. Pecahan mengikut Kumpulan Perkhidmatan adalah seperti berikut:

Application was made by Nucleus Team to the Organisational Development Division (BPO) of the Public Service Department (JPA). Initially, a total number of 282 posts of various grades were applied for with justifications and job specifications for each post. The number of posts were advised to be subsequently reduced to 80 after meeting was held with BPO, JPA. The number of posts applied for was further reduced to 52 and later to 46 after series of meetings with BPO, JPA.

Finally, on 20 May 2011, 29 posts of various grades were approved through the Waran Perjawatan Bil. A19 Tahun 2011. The breakdown according to Groups is as follows:

KUMPULAN PERKHIDMATAN GROUPS	BILANGAN NUMBER
Pengurusan Tertinggi <i>Top Management</i>	1
Pengurusan dan Profesional <i>Management and Professional</i>	15
Sokongan I <i>Support Group I</i>	11
Sokongan II <i>Support Group II</i>	2
JUMLAH TOTAL	29

Daripada 29 perjawatan tersebut, Suruhanjaya telah memutuskan agar 18 perjawatan dibuka kepada orang ramai untuk dilantik terus oleh Suruhanjaya di bawah seksyen 14(1) Akta 700. Manakala 11 perjawatan yang lain diputuskan untuk dilantikan secara pinjaman daripada AGC dan Suruhanjaya Pencegahan Rasuah Malaysia (SPRM) selaras dengan seksyen 14(2) dan (3) Akta 700.

18 out of 29 posts, were open to the public for direct appointment by the Commission under section 14(1) of the Act. The remaining 11 posts were to be appointed on secondment basis from the AGC and Malaysia Anti-Corruption Commission (MACC) in line with section 14(2) and (3) of the Act.



Hasil usaha Pasukan Nukleus ini, Suruhanjaya Integriti mula beroperasi pada bulan September 2011 dan telah menerima aduan salah laku yang pertama pada 6 September 2011.

Due to the Nucleus Team's efforts, the Integrity Commission commenced its operations in September 2011 and received the first complaint of misconduct on 6 September 2011.

Oleh itu, pada bulan Ogos 2011, beberapa sesi temu duga telah diaturkan oleh Pasukan Nukleus bagi melantik pegawai dan kakitangan. Permohonan lantikan pegawai secara pinjaman juga dibuat kepada AGC dan SPRM. Ekorannya:

- a) Sebanyak 18 pegawai dan kakitangan lantikan Suruhanjaya telah melapor diri secara berperingkat pada 15 September 2011 dan 3 Oktober 2011; dan
- b) Pegawai Undang-undang dan Pegawai Penyiasat daripada AGC dan SPRM masing-masing yang dilantik secara pinjaman mula melapor diri pada bulan November 2011. Proses ini masih berterusan hingga ke hari laporan ini ditulis bagi mengisi semua kekosongan.

Dalam pada tempoh yang sama, permohonan penempatan semula pegawai dan kakitangan Pasukan Nukleus telah dibuat kepada Ketua Perkhidmatan masing-masing iaitu AGC, JPA dan JPM atas alasan:

- a) Tugas-tugas awal penubuhan Suruhanjaya Integriti telah selesai; dan
- b) Perjawatan mereka akan diisi oleh pegawai dan kakitangan lantikan baru Suruhanjaya.

Oleh itu, mulai bulan September 2011, Pasukan Nukleus mula terubur apabila pegawai dan kakitangan Pasukan Nukleus mula bertukar keluar daripada Suruhanjaya ini secara berperingkat digantikan dengan pegawai dan kakitangan lantikan baru Suruhanjaya. Hasil usaha Pasukan Nukleus ini, Suruhanjaya Integriti mula beroperasi pada bulan September 2011 dan telah menerima aduan salah laku yang pertama pada 6 September 2011.

The Nucleus Team held several interviews in August 2011 for the purposes of filling in the posts for direct appointment. Applications for the appointment of officers on secondment basis were also made to the AGC and MACC. As a result of which:

- a) 18 officers and staff who were appointed by the Commission through direct appointment have reported for duty on 15 September 2011 and 3 October 2011; and*
- b) Legal Officers and Investigation Officers who were appointed on secondment basis from AGC and MACC have reported for duty in November 2011. At the time of writing, this process was still in progress to fill in all the vacant posts.*

Meanwhile, applications were made to the respective Head of Service namely the AGC, JPA and JPM to relocate the officers and staff of the Nucleus Team on the following reasons:

- a) The initial tasks of setting up the Commission have been completed; and*
- b) The posts of the Nucleus Team will be filled up by the newly appointed officers and staff of the Commission.*

As a result of that, the Nucleus Team was dissolved on September 2011 when they were being replaced in stages by the newly appointed officers and staff of the Commission. Due to the Nucleus Team's efforts, the Integrity Commission commenced its operations in September 2011 and received the first complaint of misconduct on 6 September 2011.



••
Bahagian
Section
4

SURUHANJAYA
THE COMMISSION

SURUHANJAYA

THE COMMISSION

Penubuhan dan fungsi Suruhanjaya diperuntukkan di dalam Bahagian II Akta Suruhanjaya Integriti Agensi Penguatkuasaan 2009 (*Akta 700*). Pada 1 April 2011, Yang di-Pertuan Agong telah melantik 7 orang Pesuruhjaya menurut seksyen 5(1) Akta 700. Keanggotaan Suruhanjaya yang telah dilantik terdiri daripada seorang Pengerusi dan seorang Timbalan Pengerusi serta 5 orang Pesuruhjaya.

The establishment and functions of the Commission is provided under Part II of the Enforcement Agency Integrity Commission Act 2009 (Act 700). On 1 April 2011, the Yang di-Pertuan Agong appointed 7 Commissioners in accordance with section 5(1) of the Act. The Commission consists of a Chairman, a Deputy Chairman and 5 Commissioners.



KEANGGOTAAN SURUHANJAYA CONSTITUTION OF THE COMMISSION

Keanggotaan Suruhanjaya seperti yang terkandung di muka surat 10.

Semua Pesuruhjaya ini dilantik berdasarkan pengetahuan dan pengalaman dalam pelbagai bidang, latar belakang serta kedudukan dalam masyarakat. Seksyen 5(2) Akta 700 memperuntukkan bahawa tiada seorang pun boleh layak dilantik sebagai Pesuruhjaya jika dia ialah/pernah menjadi seorang pegawai penguat kuasa. Jumlah saraan dan elaun yang diterima oleh seseorang Pesuruhjaya ditentukan oleh Yang di-Pertuan Agong menurut seksyen 6 Akta 700.

The constitution of the Commission is on page 10.

The Commissioners were appointed based on their knowledge and experience in various fields, background as well as position in society. Section 5(2) of the Act provides that an individual shall not be eligible to be appointed as a Commissioner if he/she is or was an enforcement officer. The remuneration and allowances paid to a Commissioner is determined by the Yang di-Pertuan Agong in accordance with section 6 of the Act.



PELAKSANAAN FUNGSI EXECUTION OF FUNCTIONS

Demi melaksanakan fungsinya, beberapa siri Mesyuarat Suruhanjaya telah diadakan selaras dengan seksyen 9 Akta 700. Sehingga laporan ini ditulis, Mesyuarat Suruhanjaya dijadualkan secara bulanan iaitu sekali dalam sebulan. Walau bagaimanapun, Mesyuarat Suruhanjaya secara *ad hoc* diadakan dari semasa ke semasa sekiranya ada isu-isu berbangkit yang perlu dibincangkan dan diputuskan oleh Suruhanjaya.

Mesyuarat dipengerusikan oleh Pengerusi Suruhanjaya menurut seksyen 9(2) Akta 700 dan kuorum mesyuarat ialah 4 orang seperti diperuntukkan oleh seksyen 9(3) Akta 700. Urus setia kepada Mesyuarat Suruhanjaya ini ialah Seksyen Keurusetiaan dan Keselamatan.

Mesyuarat Suruhanjaya yang pertama iaitu Bilangan 1 Tahun 2011 telah diadakan pada 25 April 2011. Sebanyak 7 Mesyuarat Suruhanjaya telah diadakan sepanjang tahun 2011 dan 11 dalam tahun 2012 bertujuan untuk melaksanakan fungsi Suruhanjaya. Pelbagai perkara telah dibincangkan, dipertimbangkan dan diputuskan dalam Mesyuarat Suruhanjaya, dan antaranya:

- a) Penubuhan Jawatankuasa Aduan, keahlian dan kuorumnya di bawah seksyen 16 Akta 700;
- b) Penubuhan Pasukan Petugas di bawah seksyen 17 Akta 700;
- c) Cara pengurusan aduan seperti perlindungan identiti pengadu apabila sesuatu aduan dirujuk di bawah seksyen 27(1) dan (2) Akta 700;
- d) Pelantikan Setiausaha di bawah seksyen 13, pegawai dan kakitangan di bawah seksyen 14 Akta 700 termasuk lantikan secara pinjaman;
- e) Pentadbiran termasuk pengurusan dan pembangunan sumber manusia serta kewangan;
- f) Kerjasama rasmi dengan agensi-agensi luar terutamanya agensi penguatkuasaan di bawah seliaan Suruhanjaya;
- g) Pemakaian "Standard Operating Procedure" (SOP) seperti berikut:
 - i. SOP Menerima Aduan Daripada Orang Ramai;
 - ii. SOP Mengendalikan Aduan;
 - iii. SOP Jika Suruhanjaya Tidak Bersetuju Dengan Hasil Siasatan Awal;
 - iv. SOP Jika Suruhanjaya Merujuk Aduan Kepada Pihak Berkuasa Tatatertib Yang Berkenaan/Suruhanjaya Pencegahan Rasuah Malaysia (SPRM);

In executing its functions, a series of Commission Meetings were held in accordance with section 9 of the Act. At the time of writing, meetings of the Commission were scheduled on a monthly basis. However, ad hoc meetings were also held from time to time to address any issue arising that required immediate attention by the Commission.

Commission Meetings were presided by the Chairman in accordance with section 9(2) of the Act and the quorum of the Commission Meetings is 4 as provided by section 9(3) of the Act. The Secretariat and Security Section were given the task to be the secretariat of the Commission Meetings.

The Commission held its first Commission Meeting on 25 April 2011. 7 Commission Meetings were held in the year 2011 and 11 were held in the year 2012. Various matters were discussed and considered by the Commission before making its decisions, among others:

- a) *The establishment of Complaints Committee, the committee member and its quorum pursuant to section 16 of the Act;*
- b) *The establishment of Task Force under section 17 of the Act;*
- c) *Approach taken in managing complaints such as the need to protect the identity of the complainant whenever a complaint is referred to under section 27(1) and (2) of the Act;*
- d) *Appointment of the Secretary under section 13, officers and staff under section 14 of the Act including appointments on secondment basis;*
- e) *Administrative matters including the management and development of human resource as well as finance matters;*
- f) *Collaboration with other agencies particularly enforcement agencies under the purview of the Commission;*
- g) *The adoption of Standard Operating Procedure (SOP) as follows:*
 - i. *SOP On Receiving Complaints From Public;*
 - ii. *SOP On Managing Complaints;*
 - iii. *SOP If The Commission Does Not Agree With The Finding Of Preliminary Investigation;*
 - iv. *SOP If The Commission Refers The Complaint To The Appropriate Disciplinary Authority/Malaysian Anti-Corruption Commission (MACC);*
 - v. *SOP If The Commission Rejects A Complaint After Preliminary Investigation;*



Sebanyak 7 Mesyuarat Suruhanjaya telah diadakan sepanjang tahun 2011 dan 11 dalam tahun 2012 bertujuan untuk melaksanakan fungsi Suruhanjaya

7 Commission Meetings were held in the year 2011 and 11 were held in the year 2012

- v. SOP Jika Suruhanjaya Menolak Aduan Selepas Siasatan Awal;
 - vi. SOP Menerima Kes Untuk Siasatan Penuh Oleh Suruhanjaya;
 - vii. SOP Pengurusan Dan Pengendalian Ekshibit;
 - viii. SOP Diari Penyiasatan Di Bawah Seksyen 17(4) Akta Suruhanjaya Integriti Agensi Penguatkuasaan 2009 (Akta 700) Dibaca Bersama Seksyen 119 Kanun Tatacara Jenayah (Akta 593);
 - ix. SOP Penggeledahan Dan Penyitaan Dengan Waran;
 - x. SOP Penggeledahan Dan Penyitaan Tanpa Waran;
 - xi. SOP Rakaman Pernyataan Orang Yang Diadu (OYDA)/Saksi Di Bawah Seksyen 32 Akta Suruhanjaya Integriti Agensi Penguatkuasaan 2009 (Akta 700) Dibaca Bersama Seksyen 112 Kanun Tatacara Jenayah (Akta 593); dan
 - xii. SOP Waran Tangkap Di Bawah Seksyen 31 Akta Suruhanjaya Integriti Agensi Penguatkuasaan 2009 (Akta 700).
- h) Laporan hasil siasatan awal daripada Jawatankuasa Aduan di bawah seksyen 26 dan membuat keputusan di bawah seksyen 27 Akta 700;
 - i) Laporan hasil siasatan oleh Pasukan Petugas dan membuat keputusan di bawah seksyen 30 Akta 700;
 - j) Pengurusan komunikasi korporat;
 - k) Hala tuju Suruhanjaya; dan
 - l) Isu-isu berbangkit dari semasa ke semasa.
- vi. *SOP On Commencing Full Investigation;*
 - vii. *SOP On Managing And Handling Of Exhibits;*
 - viii. *SOP On Investigation Diary Under Section 17(4) Of The Enforcement Agency Integrity Commission Act 2009 (Act 700) Read Together With Section 119 Of The Criminal Procedure Code (Act 593);*
 - ix. *SOP On Search And Seizure With Warrant;*
 - x. *SOP On Search And Seizure Without Warrant;*
 - xi. *SOP On Recording Statements Of Individuals Complained Of/Witnesses Under Section 32 Of The Enforcement Agency Integrity Commission Act 2009 (Act 700) Read Together With Section 112 Of The Criminal Procedure Code (Act 593); and*
 - xii. *SOP On Warrant Of Arrest Under Section 31 Of The Enforcement Agency Integrity Commission Act 2009 (Act 700).*
- h) *Report on the finding of the Complaints Committee under section 26 and its decision under section 27 of the Act;*
 - i) *Report on the outcome of the investigations by the Task Force and its decision under section 30 of the Act;*
 - j) *Management of corporate communication;*
 - k) *The Commission's way forward; and*
 - l) *Other issues arising from time to time.*

Attendance of Commissioners in Commission Meeting for 2011 as in "APPENDIX 1" and 2012 as in "APPENDIX 2".

Senarai kehadiran Pesuruhjaya dalam Mesyuarat Suruhanjaya pada tahun 2011 adalah seperti di "LAMPIRAN 1" dan tahun 2012 di "LAMPIRAN 2".

AKTIVITI ACTIVITIES

LAWATAN KERJASAMA

Lawatan kerjasama ini telah disasarkan kepada agensi-agensi penguatkuasaan di bawah seliaan Suruhanjaya di samping pihak-pihak yang berkepentingan dengan fungsi dan peranan penubuhan Suruhanjaya.

Matlamat utama lawatan-lawatan ini diadakan di kalangan agensi di bawah seliaannya adalah untuk mengetahui fungsi dan peranan agensi-agensi tersebut dengan lebih mendalam. Ia juga bertujuan menjelaskan peranan dan fungsi Suruhanjaya Integriti sebagai sebuah Badan Berkanun Persekutuan yang bertanggungjawab menerima aduan serta menyiasat salah laku pegawai penguat kuasa atau agensi penguatkuasaan yang tersenarai di bawah Akta 700.

Selain daripada itu, terdapat juga lawatan kepada pihak-pihak berkepentingan yang lain untuk membincangkan usaha sama yang boleh dijalankan oleh kedua-dua pihak.

Lawatan-lawatan ini telah dihadiri oleh Pengerusi dan Pesuruhjaya serta pegawai Suruhanjaya. Berdasarkan maklum balas yang diterima semasa sesi-sesi perbincangan bersama agensi di bawah seliaan Suruhanjaya, Suruhanjaya mendapati masih terdapat agensi yang belum memahami tujuan penubuhan dan fungsinya.

Sehubungan dengan itu, Suruhanjaya ini merasakan adalah perlu untuk meneruskan sesi lawatan kerjasama sedemikian terutamanya kepada semua agensi di bawah seliaannya bagi menerangkan dengan lebih lanjut tujuan penubuhannya dengan tepat dan jelas. Di samping itu, Suruhanjaya ini boleh mendapatkan maklum balas berkenaan program-program peningkatan dan pemantapan integriti yang dilaksanakan oleh agensi penguatkuasaan di bawah seliaannya.

COLLABORATION VISITS

The visits were focused on enforcement agencies under the purview of the Commission and the relevant stakeholders.

The main purpose for such visits with the enforcement agencies is to understand in detail the functions and role of the agencies. It is also meant to explain the role and functions of the Commission as a Federal Statutory Body in receiving complaints as well as investigation of misconduct by the enforcement officers or enforcement agencies listed under the Act.

Besides that, visits were also made to the relevant stakeholders to discuss possible collaboration that can be embarked on by both parties.

All these visits were attended by the Chairman and Commissioners as well as officers of the Commission. Based on the feedback received during these visits, it is safe to conclude that there are in fact agencies who have yet to understand the main purpose and functions of the Commission.

As such, it is necessary for the Commission to continue its effort in conducting these visits in particular, to all the agencies under its purview in order to explain in detail the purpose and functions of the Commission. With these visits, the Commission will also be able to get the necessary feedback on actions and programme taken by the said agencies in inculcating and enhancing its officers' integrity.





Matlamat utama lawatan-lawatan ini diadakan di kalangan agensi di bawah seliaannya adalah untuk mengetahui fungsi dan peranan agensi tersebut dengan lebih mendalam

The main purpose for such visits with the enforcement agencies is to understand in detail the functions and role of the agencies

Lawatan kerjasama yang telah diadakan sepanjang tahun 2011 dan 2012 adalah seperti berikut:

The agencies or stakeholders visited throughout 2011 and 2012 are as follows:

BIL. No.	AGENSI YANG DILAWAT VISITED AGENCY	TARIKH DATE	TEMPAT VENUE
1.	Suruhanjaya Pencegahan Rasuah Malaysia (SPRM) <i>Malaysian Anti-Corruption Commission (MACC)</i>	22 Jun / June 2011	Putrajaya
2.	Institut Integriti Malaysia <i>Malaysian Institute of Integrity</i>	29 November 2011	Kuala Lumpur
3.	Jabatan Kastam Diraja Malaysia <i>Royal Customs Department of Malaysia</i>	14 Disember / December 2011	Putrajaya
4.	Urus Setia Ketua Polis Negara (Tatatertib), Polis Diraja Malaysia <i>Inspector General Police Secretariat (Disciplinary Department) of Royal Malaysia Police</i>	15 Disember / December 2011	Kuala Lumpur
5.	Agensi Antidadah Kebangsaan <i>National Anti-Drugs Agency</i>	26 Mac / March 2012	Kajang, Selangor
6.	Jabatan Pengangkutan Jalan <i>Road Transport Department</i>	19 April 2012	Putrajaya
7.	Ikatan Relawan Rakyat Malaysia (RELA)	17 Mei / May 2012	Putrajaya
8.	Jabatan Pendaftaran Negara <i>National Registration Department</i>	29 Mei / May 2012	Putrajaya
9.	Jabatan Pengangkutan Jalan <i>Road Transport Department</i>	18 Jun / June 2012	Padang Jawa, Selangor
10.	Kementerian Perumahan Kerajaan Tempatan <i>Ministry of Housing and Local Government</i>	1 Oktober / October 2012	Putrajaya



SESI DIALOG

Sejajar dengan matlamat untuk menggalakkan kesedaran dan meningkatkan integriti di kalangan agensi penguatkuasaan, Suruhanjaya ini telah mempraktikkan amalan 'turun padang' dengan menganjurkan sesi dialog bersama agensi-agensi di bawah seliaannya, Badan-badan Bukan Kerajaan (NGO) dan juga orang ramai di beberapa buah negeri.

Selain daripada mempromosikan Suruhanjaya ini kepada orang ramai, sesi dialog juga dijadikan platform untuk mendapatkan maklum balas berkenaan aduan salah laku yang diterima oleh Suruhanjaya ini. Sesi dialog sedemikian juga dapat membincangkan usaha dan kerjasama kedua-dua pihak dalam membanteras salah laku di kalangan pegawai penguat kuasa.

Setiap sesi dialog dimulakan dengan taklimat ringkas berkenaan Suruhanjaya Integriti yang disampaikan oleh pegawai Suruhanjaya bagi memberi gambaran sebenar mengenai peranan dan fungsi Suruhanjaya. Ia kemudian diikuti dengan sesi dialog dan soal jawab bersama Pengerusi dan Pesuruhjaya lain.

DIALOGUES

In line with the objective of promoting awareness and enhancing integrity within the enforcement agencies, the Commission had held several dialogues with agencies under its purview as well as Non-Governmental Organisations (NGO) and the public at large in several states.

Apart from promoting the Commission to the public, these dialogues also served as a platform for the Commission to get feedback in relation to complaints of misconduct received by the Commission. In addition, such move would also enable discussion and collaboration by both parties in combating misconduct amongst enforcement officers.

During these sessions, short briefings were given by the officer of the Commission to explain the role and functions of the Commission. Thereafter, it proceeded with dialogue and question & answer (Q&A) session presided by the Chairman and other Commissioners.

Setakat 31 Disember 2012, Suruhanjaya Integriti telah menganjurkan 5 sesi dialog di beberapa buah negeri seperti berikut:

The 5 dialogues held in several states as at 31 December 2012 are as follows:

BIL. No.	DIALOG DIALOGUE	TARIKH DATE	TEMPAT VENUE
1.	Agensi-agensi Penguatkuasaan Pulau Pinang <i>Penang Enforcement Agencies</i>	16 April 2012	Georgetown, Pulau Pinang / Penang
2.	Agensi-agensi Penguatkuasaan dan NGO Selangor <i>Selangor Enforcement Agencies and NGO</i>	19 Jun / June 2012	Shah Alam, Selangor
3.	Agensi-agensi Penguatkuasaan dan NGO Johor <i>Johor Enforcement Agencies and NGO</i>	17 - 18 Julai / July 2012	Johor Bharu, Johor
4.	Agensi-agensi Penguatkuasaan dan NGO Sarawak <i>Sarawak Enforcement Agencies and NGO</i>	16 - 17 Oktober / October 2012	Kuching, Sarawak
5.	Sesi Dialog bersama Orang Awam <i>Dialogue with the Public</i>	20 Disember / December 2012	Petaling Jaya, Selangor

Berdasarkan soal jawab dan kaji selidik yang telah dijalankan dalam sesi-sesi dialog tersebut, Suruhanjaya ini mendapat maklum balas berikut:

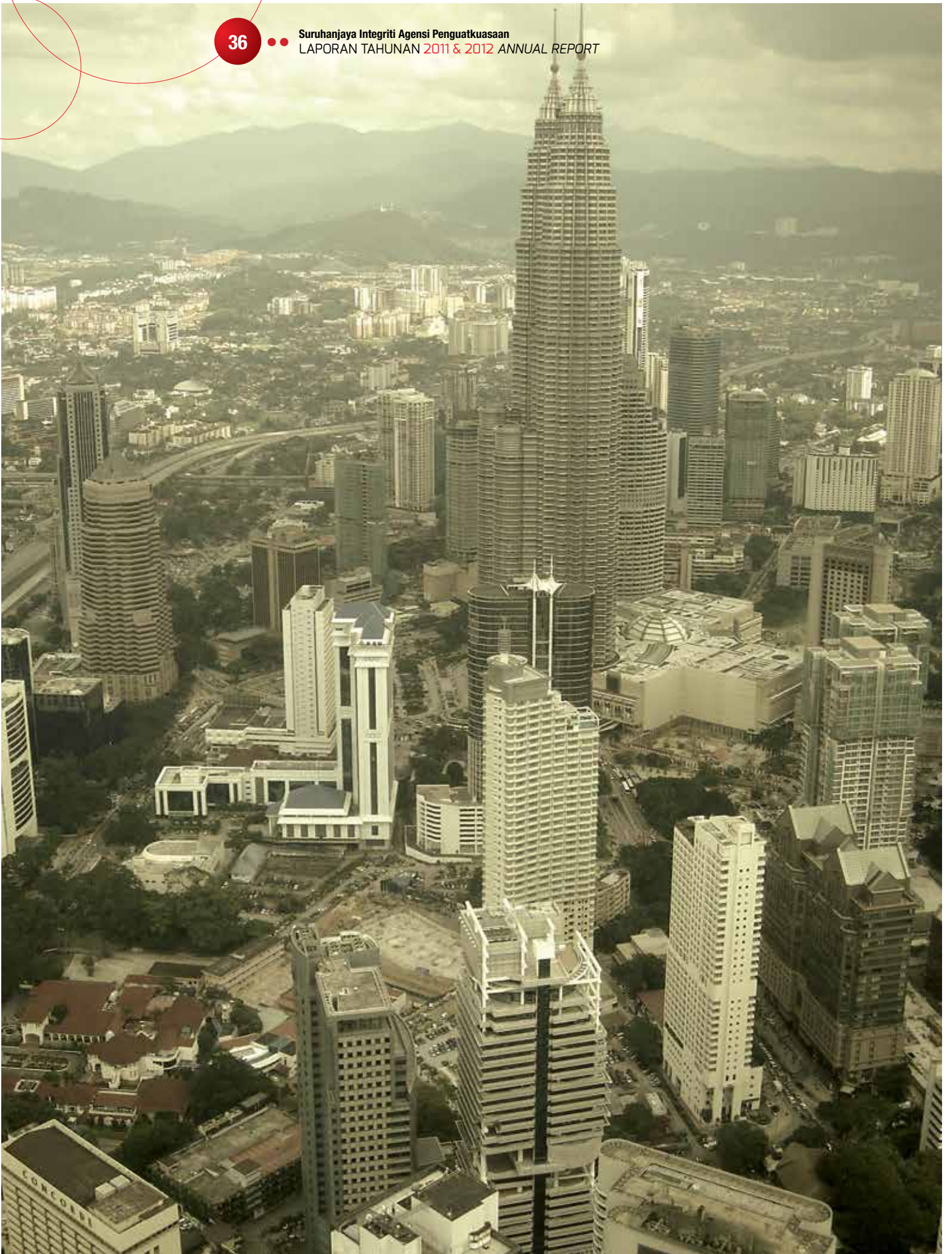
- Promosi mengenai Suruhanjaya Integriti perlu digiatkan kerana maklumat berkenaannya masih belum tersebar luas di kalangan orang awam. Suruhanjaya Integriti diminta untuk terus mengadakan sesi dialog di kampung, daerah dan negeri di seluruh Malaysia;
- Senarai agensi di bawah seliaan Suruhanjaya diperluaskan bagi merangkumi Suruhanjaya Pengangkutan Awam Darat (SPAD), SPRM, Biro Pengaduan Awam (BPA), Pihak Berkuasa Tempatan dan Pejabat Tanah;
- Calon-calon Pesuruhjaya Suruhanjaya Integriti dipilih daripada ahli-ahli Majlis Peguam Malaysia, NGO, Jawatankuasa Kemajuan dan Keselamatan Kampung (JKKK) dan Ketua Kaum;
- Pegawai penguat kuasa diberi latihan atau kursus bagi memastikan integriti mereka di tahap yang tertinggi; dan
- Jumlah pegawai Suruhanjaya Integriti yang sedia ada perlu ditambah dan ditubuhkan cawangan di setiap bandar besar dan negeri di seluruh Malaysia.

Based on the Q&A and survey conducted during the dialogues, the following feedbacks were received:

- As the Commission is not widely known among the public at large, the Commission was requested to continue on holding more dialogues in villages, districts and states all over Malaysia;*
- The number of agencies listed under the Schedule of the Act need to be expanded so as to include other relevant agencies such as the Land Public Transport Commission (SPAD), MACC, Public Complaints Bureau (PCB), Local Authorities and Land Offices;*
- Candidates of the Commissioner to be selected from members of the Malaysia Bar Council, NGO, Jawatankuasa Kemajuan dan Keselamatan Kampung (JKKK) and Ketua Kaum;*
- The need for the relevant officers of the enforcement agencies to be given the appropriate training to ensure their integrity; and*
- The need to increase the numbers of current officers of the Commission and establishing more branches in major cities as well as at state level.*

●●
Sesi dialog juga dijadikan platform untuk mendapatkan maklum balas berkenaan aduan salah laku yang diterima oleh Suruhanjaya ini

These dialogues also served as a platform for the Commission to get feedback in relation to complaints of misconduct received by the Commission



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Bahagian
Section
5

PENTADBIRAN
ADMINISTRATION

PENTADBIRAN ADMINISTRATION

Pentadbiran Suruhanjaya ini dianggotai oleh Setiausaha/Ketua Pegawai Eksekutif yang dilantik oleh Suruhanjaya di bawah seksyen 13 Akta Suruhanjaya Integriti Agensi Penguatkuasaan 2009 (*Akta 700*). Setiausaha/Ketua Pegawai Eksekutif dibantu oleh Bahagian Khidmat Pengurusan dalam hal-hal pentadbiran Suruhanjaya ini.

Administration of the Commission comprises of the Secretary/Chief Executive Officer appointed by the Commission under section 13 of the Enforcement Agency Integrity Commission Act 2009 (Act 700). The Management Division is responsible for assisting the Secretary/Chief Executive Officer in managing administrative matters of the Commission.



Peranan dan tanggungjawab Setiausaha/Ketua Pegawai Eksekutif menurut Surat Pekeliling Am Bil. 3 Tahun 1998 bertajuk "Garis Panduan Mengenai Peranan Dan Tanggungjawab Kementerian, Lembaga Pengarah Dan Ketua Eksekutif Dalam Pengurusan Badan Berkanun Persekutuan" adalah:

- a) Melaksanakan dasar Kerajaan yang berkaitan dengan Badan Berkanun dan yang ditetapkan oleh Suruhanjaya;
- b) Melaksanakan peraturan Mesyuarat Suruhanjaya;
- c) Menggubal dan merancang sistem dan peraturan pengurusan yang berkesan serta dipersetujui oleh Suruhanjaya;
- d) Merancang program dan projek mengikut dasar Suruhanjaya dan dasar Kerajaan;
- e) Mengawal belanjawan dan kewangan Suruhanjaya;
- f) Memastikan semua urusan/hal-ehwal Suruhanjaya ditadbirkan dengan cara yang ekonomik, cekap dan berkesan;
- g) Menyelenggara rekod akaun Suruhanjaya; dan
- h) Menyediakan dan membentangkan akaun-akaun untuk pertimbangan Suruhanjaya dan seterusnya mengemukakannya untuk diaudit dalam tempoh yang ditetapkan.

Setiausaha/Ketua Pegawai Eksekutif yang pertama Suruhanjaya ini ialah En. Azman Ahmad. Beliau dilantik pada 1 April 2011 secara pinjaman daripada Jabatan Peguam Negara (AGC). Perjawatan tersebut kemudian diambil alih oleh Cik Nor Afizah Hanum Mokhtar mulai 1 Januari 2012 selepas En. Azman Ahmad bertukar ke Pejabat Ketua Pendaftar Mahkamah Persekutuan, Putrajaya.

In accordance with Surat Pekeliling Am Bil. 3 Tahun 1998 titled "Garis Panduan Mengenai Peranan Dan Tanggungjawab Kementerian, Lembaga Pengarah Dan Ketua Eksekutif Dalam Pengurusan Badan Berkanun Persekutuan", the role and responsibilities of the Secretary/Chief Executive Officer are as follows:

- a) To implement the relevant Government's policy in relation to Statutory Bodies as well as policy decided by the Commission;*
- b) To implement the rules in conducting Commission Meetings;*
- c) To formulate and plan effective management system and rules as agreed by the Commission;*
- d) To plan programme and projects in line with the Commission and Government's policy;*
- e) To monitor the expenses and financial matters of the Commission;*
- f) To ensure the Commission is administered in economical, efficient and effective manner;*
- g) To maintain records of the Commission's accounts; and*
- h) To prepare and present the accounts for the Commission's consideration and subsequently presenting it for auditing within the time prescribed.*

The first Secretary/Chief Executive Officer of the Commission was Mr. Azman Ahmad who was appointed on 1 April 2011 on secondment basis from the Attorney-General's Chambers (AGC). He was replaced by Ms. Nor Afizah Hanum Mokhtar on 1 January 2012 when Mr. Azman Ahmad was transferred to the Chief Registrar's Office Federal Court in Putrajaya.

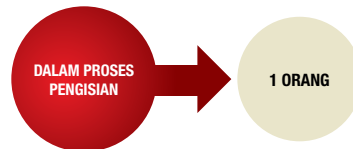
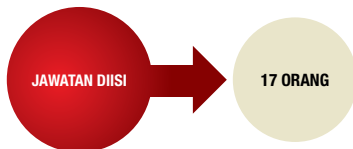
PERJAWATAN POSTS

Sebanyak 29 perjawatan pelbagai gred telah diluluskan kepada Suruhanjaya ini pada 20 Mei 2011. Sehingga 31 Disember 2011, jumlah perjawatan Suruhanjaya yang telah diisi adalah seramai 25 orang dengan 12 orang pegawai dan 13 orang kakitangan. Daripada jumlah tersebut, terdapat 4 orang pegawai yang dilantik secara pinjaman daripada Suruhanjaya Pencegahan Rasuah Malaysia (SPRM) dan 3 orang daripada AGC.

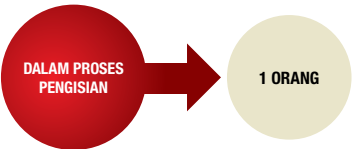
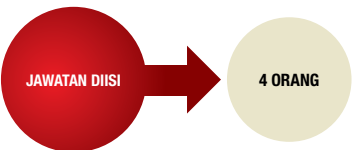
Untuk tahun 2012, sehingga 31 Disember 2012, jumlah perjawatan yang telah diisi adalah seramai 25 orang iaitu 13 orang pegawai dan 12 orang kakitangan.

Daripada jumlah tersebut, pecahan mengikut kategori jenis lantikan adalah seperti berikut:

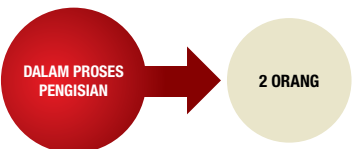
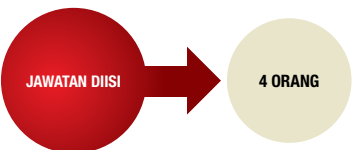
a) LANTIKAN SURUHANJAYA



b) LANTIKAN SECARA PINJAMAN Daripada AGC



Daripada SPRM

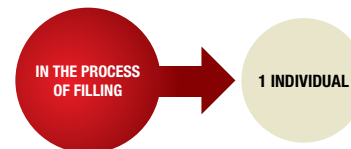
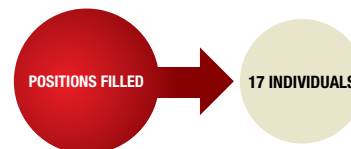


A total number of 29 posts of various grades were approved to the Commission on 20 May 2011. As at 31 December 2011, the number of posts filled in the Commission were 25. It consists of 12 officers and 13 staff where 4 officers were appointed on secondment basis from Malaysian Anti-Corruption Commission (MACC) and another 3 officers were seconded from the AGC.

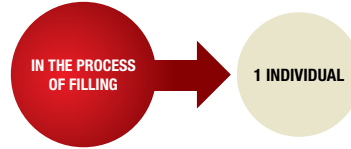
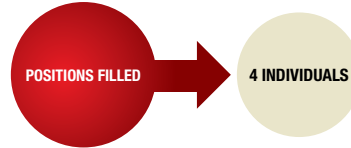
For the year 2012, the number of posts filled as at 31 December 2012 were 25, consisting of 13 officers and 12 staff.

The breakdown according to category of appointment is as follows:

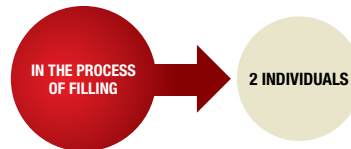
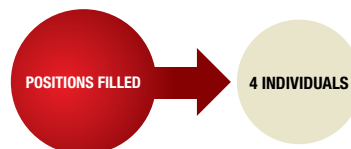
a) APPOINTMENT BY THE COMMISSION



b) APPOINTMENT ON SECONDMENT From the AGC



From the MACC



PREMIS PREMISE

Bermula tahun 2012, Suruhanjaya ini beroperasi sepenuhnya di Aras 5, 8, 9 dan 11 Bangunan Menara Usahawan. Pembahagian aras telah dilakukan berdasarkan fungsi-fungsi tertentu iaitu:

- a) Aras 5 - Pentadbiran;
- b) Aras 8 - Siasatan dan Bilik Kebal;
- c) Aras 9 - Pengurusan Aduan; dan
- d) Aras 11 - Bilik Pendengaran serta Urus Setia Suruhanjaya.

Beginning the year 2012, the Commission was fully operational at Level 5, 8, 9 and 11 of Bangunan Menara Usahawan. The division of levels was made based on the specific functions of the Commission which are as follows:

- a) Level 5 - Administration;*
- b) Level 8 - Investigations and Strong Room;*
- c) Level 9 - Complaints Management; and*
- d) Level 11 - Hearing Room and the Commission's Secretariat.*



KESELAMATAN PEJABAT DAN DOKUMEN TERPERINGKAT OFFICE SECURITY AND CLASSIFIED DOCUMENTS

Tanggungjawab keselamatan pejabat serta dokumen terperingkat ini dibantu oleh Seksyen Keurusetiaan dan Keselamatan Suruhanjaya ini. Susulan daripada lawatan pasukan Unit Kelengkapan Fizikal, Pejabat Ketua Pegawai Keselamatan Kerajaan (KPKK) pada 5 April 2012, Suruhanjaya telah mengambil tindakan pembetulan dan pencegahan terhadap keselamatan fizikal, dokumen dan peribadi. Pemantauan secara berterusan dijalankan selaras dengan Buku Arahan Keselamatan dan peraturan-peraturan yang sedang berkuat kuasa.

Seorang Pegawai Keselamatan Jabatan (PKJ) telah dilantik oleh Setiausaha/Ketua Pegawai Eksekutif berkuat kuasa pada 15 Ogos 2012. PKJ bertanggungjawab terhadap pengurusan keselamatan Suruhanjaya bagi melaksanakan Arahan Keselamatan Kerajaan. Beliau juga perlu sentiasa merujuk dan mendapat khidmat nasihat dari Pegawai Keselamatan Kerajaan (PKK) berkenaan hal-hal keselamatan Suruhanjaya ini.

Beberapa Pegawai Pengelas telah dilantik oleh Menteri di Jabatan Perdana Menteri, Dato' Seri Mohamed Nazri Abdul Aziz di bawah peruntukan seksyen 2B Akta Rahsia Rasmi 1972 (Akta 88). Lantikan ini berkuat kuasa 27 Mac 2012 dan bertujuan untuk membolehkan Suruhanjaya ini membuat pengelasan dokumen-dokumen bersifat rahsia.

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Pegawai Keselamatan Jabatan bertanggungjawab terhadap pengurusan keselamatan Suruhanjaya bagi melaksanakan Arahan Keselamatan Kerajaan

The Pegawai Keselamatan Jabatan who is responsible for the management of security in line with the Arahan Keselamatan Kerajaan

The Secretariat and Security Section of the Commission is responsible for the office security and the safety of classified documents. Following a visit on 5 April 2012 by the Unit Kelengkapan Fizikal of the Chief Government Security Office (CGSO), the Commission took corrective and preventive measures towards the implementation of physical, documentation and personal safety. In accordance with the Buku Arahan Keselamatan and other rules in force, continuous monitoring is carried out.

On 15 August 2012, the Secretary/Chief Executive Officer appointed an officer to be the Pegawai Keselamatan Jabatan (PKJ) who is responsible for the management of security in line with the Arahan Keselamatan Kerajaan. The PKJ is also responsible for communicating and seeking advice from the Pegawai Keselamatan Kerajaan (PKK) in matters regarding the safety of the Commission.

A number of Pegawai Pengelas were appointed by the Minister in the Prime Minister's Department, Dato' Seri Mohamed Nazri Abdul Aziz, under section 2B of the Official Secrets Act 1972 (Act 88). The appointment took effect on 27 March 2012 to enable the Commission to classify secret documents.



LAMAN WEB RASMI OFFICIAL WEBSITE

Demi memperkenalkan Suruhanjaya ini kepada orang ramai dan memudahkan orang ramai membuat aduan salah laku melalui laman web, Laman Web Rasmi Suruhanjaya ini mula dibangunkan pada bulan Oktober 2011.

Laman web ini mula dipaparkan secara dalaman pada bulan Disember 2011 untuk tujuan percubaan dan penambahbaikan. Susulan daripada itu, pengubahsuaian dan konfigurasi lanjut telah dilakukan bagi memenuhi kriteria-kriteria yang digariskan oleh Suruhanjaya.

Pada 29 Februari 2012, Laman Web Rasmi Suruhanjaya ini telah dilancarkan dalam Majlis Pelancaran Laman Web Rasmi. Selepas pelancaran tersebut, maklumat-maklumat di dalam laman web ini sentiasa dipantau dan dikemas kini oleh Seksyen Teknologi Maklumat. Ini bertujuan untuk memastikan mereka yang melayari laman web tersebut mendapat maklumat yang tepat dan terkini.

The Commission's Official Website was developed in October 2011 with the aim to introduce the Commission to the public as well as to facilitate the public in making complaints of misconduct through the website.

In December 2011, the website was internally put on trial run for the purpose of making necessary improvements. Following this, amendments and further configurations were made to the website to fulfill the criterias as required by the Commission.

On 29 February 2012, the website was launched officially. The Official Website was monitored and updated from time to time by the Information Technology Section to ensure the information given to the public is accurate and updated.



29 Februari
February
2012

Laman Web Rasmi
Suruhanjaya telah
dilancarkan

The Commission's Official
Website was launched



Bahagian
Section
6

PENGURUSAN
ADUAN
DEALING WITH COMPLAINTS

PENGURUSAN ADUAN DEALING WITH COMPLAINTS

Selaras dengan peruntukan seksyen 4(1)(a) Akta Suruhanjaya Integriti Agensi Penguatkuasaan 2009 (*Akta 700*), salah satu fungsi utama Suruhanjaya ini adalah menerima aduan salah laku daripada orang ramai terhadap seseorang pegawai penguat kuasa atau terhadap sesuatu agensi penguatkuasaan secara amnya dan menyiasat serta mengadakan pendengaran mengenai aduan sedemikian. Pengurusan Aduan diperuntukkan di dalam Bahagian IV Akta 700 dan carta alirannya adalah seperti dalam "LAMPIRAN 3".

In accordance with section 4(1)(a) of the Enforcement Agency Integrity Commission Act 2009 (Act 700), one of the main functions of the Commission is to receive complaints of misconduct from the public against an enforcement officer or against an enforcement agency in general and to investigate into and conduct hearings on such complaints. The Dealing with Complaints is provided for under Part IV of the Act and its flowchart is shown in "APPENDIX 3".



PENERIMAAN ADUAN SALAH LAKU RECEIPT OF COMPLAINTS OF MISCONDUCT

Fungsi menerima aduan salah laku terletak pada Bahagian Pengurusan Aduan. Bahagian ini juga bertanggungjawab untuk menilai dan mengkaji setiap aduan atau maklumat yang diperolehi menurut seksyen 23 Akta 700. Aduan boleh dibuat kepada Suruhanjaya ini melalui pelbagai saluran. Berikut adalah pecahan jumlah aduan yang diterima oleh Suruhanjaya ini sepanjang tahun 2011 dan 2012 mengikut saluran:

The function of the Complaints Management Division is to receive complaints of misconduct. This division is also responsible for assessing and evaluating each complaint or information received by the Commission under section 23 of the Act. Complaints of misconduct can be lodged to the Commission through various channels. The number of complaints received by the Commission according to its channel throughout 2011 and 2012 are as follows:

SALURAN CHANNEL	TAHUN YEAR		JUMLAH TOTAL
	2011	2012	
PENGADU HADIR WALK-IN	1	99	100
SURAT RASMI OFFICIAL LETTER	7	73	80
E-MEL E-MAIL	0	80	80
SURAT LAYANG ANONYMOUS COMPLAINT LETTER	8	32	40
DIRUJUK OLEH AGENSI LAIN REFERRED BY OTHER AGENCIES	2	21	23
i-SPAAA i-SPAAA	0	22	22
TELEFON TELEPHONE	0	2	2
JUMLAH TOTAL	18	329	347



● ●
Bahagian Pengurusan Aduan bertanggungjawab untuk menilai dan mengkaji setiap aduan atau maklumat yang diperolehi menurut seksyen 23 Akta 700

This Complaints Management Division is responsible to assess as well as to evaluate each complaint or information received by the Commission under section 23 of the Act

Berikut adalah pecahan jumlah aduan yang diterima dan didaftarkan oleh Suruhanjaya sepanjang tahun 2011 dan 2012 mengikut bulan:

The number of complaints received and registered by the Commission on a monthly basis throughout the years of 2011 and 2012 are as follows:

BULAN MONTH	TAHUN YEAR		JUMLAH TOTAL
	2011	2012	
JANUARI JANUARY	-	13	13
FEBRUARI FEBRUARY	-	11	11
MAC MARCH	-	45	45
APRIL APRIL	0	31	31
MEI MAY	0	44	44
JUN JUNE	0	27	27
JULAI JULY	0	25	25
OGOS AUGUST	0	19	19
SEPTEMBER SEPTEMBER	4	23	27
OKTOBER OCTOBER	3	34	37
NOVEMBER NOVEMBER	4	25	29
DISEMBER DECEMBER	7	32	39
JUMLAH TOTAL	18	329	347

Diperhatikan bahawa walaupun Suruhanjaya ini ditubuhkan pada 1 April 2011, aduan yang pertama hanya diterima pada bulan September 2011. Ini adalah disebabkan oleh kekurangan kesedaran daripada orang ramai mengenai kewujudan Suruhanjaya ini pada awal penubuhan. Jumlah aduan yang diterima oleh Suruhanjaya sepanjang tahun 2012 meningkat secara mendadak berbanding tahun sebelumnya. Punca utama peningkatan ini adalah kerana keberkesanan aktiviti-aktiviti promosi yang telah dijalankan oleh Suruhanjaya ini sepanjang tahun.

From the statistic, although the Commission was established on 1 April 2011, the first complaint was only received in September 2011. This was due to the lack of awareness of the Commission's existence by the public in its early establishment. The number of complaints received by the Commission in the year 2012 dramatically increased as compared to the previous year. This indicates the effectiveness of the promotion activities conducted by the Commission throughout the year.

Berikut adalah pecahan jumlah aduan mengikut agensi penguatkuasaan yang disenaraikan dalam Jadual kepada Akta 700 sepanjang tahun 2011 dan 2012:

The number of complaints according to enforcement agency listed under the Schedule of the Act throughout the years of 2011 and 2012 are as follows:

AGENSI AGENCY	TAHUN YEAR		JUMLAH TOTAL
	2011	2012	
AGENSI ANTIDADAH KEBANGSAAN <i>NATIONAL ANTI-DRUGS AGENCY</i>	0	1	1
AGENSI PENGUATKUASAAN MARITIM MALAYSIA <i>MALAYSIAN MARITIME ENFORCEMENT AGENCY</i>	0	2	2
IKATAN RELAWAN RAKYAT MALAYSIA (RELA) <i>IKATAN RELAWAN RAKYAT MALAYSIA (RELA)</i>	0	1	1
JABATAN ALAM SEKITAR <i>DEPARTMENT OF ENVIRONMENT</i>	0	1	1
JABATAN IMIGRESEN MALAYSIA (IMIGRESEN) <i>IMMIGRATION DEPARTMENT OF MALAYSIA (IMMIGRATION)</i>	0	17	17
JABATAN KASTAM DIRAJA MALAYSIA (KASTAM) <i>ROYAL CUSTOMS DEPARTMENT OF MALAYSIA (CUSTOMS)</i>	0	7	7
JABATAN KESELAMATAN DAN KESIHATAN PEKERJAAN <i>DEPARTMENT OF OCCUPATIONAL SAFETY AND HEALTH</i>	0	1	1
JABATAN PENDAFTARAN NEGARA (JPN) <i>NATIONAL REGISTRATION DEPARTMENT (NRD)</i>	0	4	4
JABATAN PENERBANGAN AWAM <i>CIVIL AVIATION DEPARTMENT</i>	0	0	0
JABATAN PENGANGKUTAN JALAN (JPJ) <i>ROAD TRANSPORT DEPARTMENT (RTD)</i>	0	12	12
JABATAN PERHUBUNGAN PERUSAHAAN <i>INDUSTRIAL RELATIONS DEPARTMENT</i>	0	0	0
JABATAN PERIKANAN <i>FISHERIES DEPARTMENT</i>	0	0	0
JABATAN PERLINDUNGAN HIDUPAN LIAR DAN TAMAN NEGARA <i>DEPARTMENT OF WILDLIFE AND NATIONAL PARKS</i>	0	0	0
JABATAN TENAGA KERJA <i>LABOUR DEPARTMENT</i>	0	0	0
KEMENTERIAN KESIHATAN (BAHAGIAN PENGUATKUASAAN) <i>MINISTRY OF HEALTH (ENFORCEMENT DIVISION)</i>	0	3	3
KEMENTERIAN PELANCONGAN MALAYSIA (UNIT PENGUATKUASAAN BAHAGIAN PELESENAN) <i>MINISTRY OF TOURISM MALAYSIA (ENFORCEMENT UNIT OF LICENSING DIVISION)</i>	0	0	0
KEMENTERIAN PERDAGANGAN DALAM NEGERI, KOPERASI DAN KEPENGGUNAAN (BAHAGIAN PENGUATKUASAAN) (KPDNKK) <i>MINISTRY OF DOMESTIC TRADE, CO-OPERATIVES AND CONSUMERISM (ENFORCEMENT DIVISION) (MDTCC)</i>	0	2	2

KEMENTERIAN PERUMAHAN DAN KERAJAAN TEMPATAN (BAHAGIAN PENGUATKUASAAN) <i>MINISTRY OF HOUSING AND LOCAL GOVERNMENT (ENFORCEMENT DIVISION)</i>	0	9	9
LEMBAGA PELESENAN KENDERAAN PERDAGANGAN <i>COMMERCIAL VEHICLES LICENSING BOARD</i>	0	0	0
PENDAFTAR PERNIAGAAN <i>REGISTRAR OF BUSINESSES</i>	0	0	0
POLIS DIRAJA MALAYSIA (PDRM) <i>ROYAL MALAYSIA POLICE (RMP)</i>	17	253	270
LAIN-LAIN AGENSI <i>OTHER AGENCIES</i>	1	44	45
* JUMLAH * TOTAL	18	357	375

* Jumlah keseluruhan 375 aduan adalah berbeza dengan jumlah 347 aduan yang didaftarkan mengikut bulan kerana terdapat aduan melibatkan lebih daripada satu agensi yang diadakan

** The total number of 375 complaints dealt with differed from the number of 347 complaints registered on a monthly basis, were due to the involvement of multiple agencies subject to the complaints*

Diperhatikan PDRM merupakan agensi yang paling banyak diadakan. Faktor penyebab adalah PDRM merupakan agensi yang paling banyak berhubungan dengan orang awam. Dalam kebanyakan aduan terhadap PDRM, didapati pengadu pada awalnya tidak berpuas hati dengan pihak lain dan kemudiannya membuat laporan polis. Apabila pengadu merasakan tiada/lambat diambil tindakan oleh PDRM ke atas laporan polis tersebut, mereka akan membuat aduan di Suruhanjaya ini.

Didapati juga, masih terdapat segelintir masyarakat yang tidak begitu mengetahui bidang kuasa Suruhanjaya ini kerana aduan kedua terbanyak adalah terhadap agensi-agensi yang tidak tertakluk di bawah seliaan Suruhanjaya ini.

From the statistic, it can be seen that the RMP has the most number of complaints. This is due to the fact that the RMP is an agency who has the most direct contact with the public. In most complaints made against the RMP, it was found were due to initial dissatisfaction of complainant towards another party and police reports were made subsequently. The complainant will then lodge a complaint to the Commission when the complainant felt that there was a delay or failure of the RMP to act on their police reports.

Based on the number of complaints made against other agencies which are not listed under the Act, it is evident that public awareness of the commission's functions and jurisdiction is rather low.

PENYIASATAN AWAL ADUAN SALAH LAKU PRELIMINARY INVESTIGATION OF COMPLAINTS OF MISCONDUCT

Setiap aduan salah laku yang diterima oleh Bahagian Pengurusan Aduan akan dijalankan siasatan awal oleh Jawatankuasa Aduan di bawah seksyen 25 Akta 700. Jawatankuasa Aduan kemudiannya akan membuat pengesyoran kepada Suruhanjaya seperti diperuntukkan di dalam seksyen 26 Akta 700.

Pengesyoran Jawatankuasa Aduan terhadap setiap aduan tersebut akan dibentangkan dan dipertimbangkan di dalam Mesyuarat Suruhanjaya yang diadakan menurut seksyen 9 Akta 700. Semua keputusan ke atas setiap aduan yang diterima terletak pada Suruhanjaya di bawah seksyen 27 Akta 700 iaitu sama ada untuk menyiasat sepenuhnya, menolak aduan itu atau merujuk aduan tersebut kepada Pihak Berkuasa Tatatertib (PBT)/Suruhanjaya Pencegahan Rasuah Malaysia (SPRM).

Secara ringkasnya, terdapat 3 lapisan tindakan sehingga sesuatu aduan diputuskan oleh Suruhanjaya ini di bawah seksyen 27 Akta 700, iaitu:

The Complaints Committee conducts preliminary investigation in accordance with section 25 of the Act on each complaint received by the Complaints Management Division. Recommendation will then be made by the Complaints Committee to the Commission according to section 26 of the Act.

Recommendation of the Complaints Committee is to be presented to the Commission Meeting under section 9 of the Act for its consideration. The Commission then decides on each complaint received in accordance with section 27 of the Act as to whether the Commission should commence full investigation, reject the complaint or refer such complaint to the appropriate Disciplinary Authority/ the Malaysian Anti-Corruption Commission (MACC).

In short, until a complaint is decided by the Commission under section 27 of the Act, 3 steps of action need to be adhered to as follows:

BIL. No.	LAPISAN STEP	TINDAKAN ACTION
1.	Bahagian Pengurusan Aduan <i>Complaints Management Division</i>	Menerima, menilai dan mengkaji aduan salah laku di bawah seksyen 23 Akta 700 <i>To receive, assess and evaluate complaints of misconduct under section 23 of the Act</i>
2.	Jawatankuasa Aduan <i>Complaints Committee</i>	Menjalankan siasatan awal di bawah seksyen 25 dan membuat pengesyoran di bawah seksyen 26 Akta 700 untuk pertimbangan Suruhanjaya <i>To carry out preliminary investigation under section 25 and to make recommendation under section 26 of the Act for the Commission's consideration</i>
3.	Suruhanjaya <i>Commission</i>	Membuat pertimbangan ke atas pengesyoran Jawatankuasa Aduan tersebut dan membuat keputusan di bawah seksyen 27 Akta 700, iaitu sama ada: a) Merujuk aduan itu kepada PBT atau SPRM di bawah seksyen 27(1) dan (2) Akta 700; b) Memulakan penyiasatan sepenuhnya mengenai aduan itu di bawah seksyen 27(4) Akta 700; atau c) Menolak aduan itu di bawah seksyen 27(5) atas alasan dalam seksyen 26(4) Akta 700 <i>To consider the recommendation made by the Complaints Committee and to make decision under section 27 of the Act to either:</i> a) <i>Refer the complaint to the appropriate Disciplinary Authority or MACC under section 27(1) and (2) of the Act;</i> b) <i>Commence full investigation on such complaint under section 27(4) of the Act; or</i> c) <i>Reject such complaint under section 27(5) based on a ground set out in section 26(4) of the Act</i>

Berikut adalah pecahan aduan mengikut keputusan yang dibuat oleh Suruhanjaya di bawah seksyen 27 Akta 700 sepanjang tahun 2011 dan 2012:

The number of complaints according to the decision made by the Commission under section 27 of the Act throughout 2011 and 2012 are as follows:

KEPUTUSAN SURUHANJAYA <i>COMMISSION'S DECISION</i>	TAHUN YEAR		JUMLAH ADUAN <i>NUMBER OF COMPLAINTS</i>
	2011	2012	
DITOLAK <i>REJECT</i>	8	102	110
DIRUJUK KEPADA SPRM <i>REFER TO MACC</i>	3	6	9
DIRUJUK KEPADA PBT <i>REFER TO THE APPROPRIATE DISCIPLINARY AUTHORITY</i>	2	13	15
DIRUJUK KEPADA PBT DAN SPRM <i>REFER TO THE APPROPRIATE DISCIPLINARY AUTHORITY AND MACC</i>	1	3	4
SIASATAN PENUH <i>COMMENCE FULL INVESTIGATION</i>	0	60	60
SIASATAN AWAL LANJUT <i>FURTHER PRELIMINARY INVESTIGATION</i>	4	145	149
JUMLAH <i>TOTAL</i>	18	329	347

Semua keputusan ke atas setiap aduan yang diterima terletak pada Suruhanjaya di bawah seksyen 27 Akta 700 iaitu sama ada untuk menyiasat sepenuhnya, menolak aduan itu atau merujuk aduan tersebut kepada Pihak Berkuasa Tatatertib (PBT)/Suruhanjaya Pencegahan Rasuah Malaysia (SPRM)

The Commission then decides on each complaint received in accordance with section 27 of the Act as to whether the Commission should commence full investigation, reject the complaint or refer such complaint to the appropriate Disciplinary Authority/the Malaysian Anti-Corruption Commission (MACC)



Daripada jumlah keseluruhan 347 aduan, sebanyak 110 aduan telah ditolak oleh Suruhanjaya atas alasan-alasan yang dinyatakan di dalam Akta 700. Secara khususnya, sebab/seksyen yang berkenaan adalah seperti berikut:

From the total number of 347 complaints, 110 were rejected by the Commission based on the grounds stated under the Act. In particular, the grounds/sections are as follows:

SEBAB/SEKSYEN GROUND/SECTION	TAHUN YEAR		JUMLAH ADUAN NUMBER OF COMPLAINTS
	2011	2012	
Salah laku yang diadukan berlaku sebelum kuat kuasa Akta 700 Seksyen 1(3) <i>Misconduct complained of occurred before the commencement of the Act</i> Section 1(3)	2	18	20
Agensi yang diadukan di luar bidang kuasa Suruhanjaya Seksyen 1(4) <i>Agency complained against is not within the Commission's jurisdiction</i> Section 1(4)	2	32	34
Aduan menjadi mustahil atau tidak mungkin dapat dinilai kerana tiada butiran atau perincian pengadu/aduan yang berkaitan Seksyen 23(3) <i>The complaint becomes impossible or impracticable to be assessed without the relevant particulars or details of the complainant/complaint</i> Section 23(3)	4	18	22
Aduan tidak termasuk di dalam ruang lingkup salah laku yang dinyatakan dalam seksyen 24 Akta 700 Seksyen 26(4)(a) <i>The complaint does not fall within the scope of misconduct under section 24 of the Act</i> Section 26(4)(a)	0	19	19
Aduan bersifat remeh, menyusahkan atau tidak dibuat dengan suci hati Seksyen 26(4)(b) <i>The complaint is of a frivolous or vexatious nature, or it was not made in good faith</i> Section 26(4)(b)	0	2	2
Hal perkara aduan itu kecil Seksyen 26(4)(c) <i>The subject matter of the complaint is trivial</i> Section 26(4)(c)	0	0	0
Salah laku telah berlaku terlalu lama dahulu untuk mewajarkan suatu penyiasatan Seksyen 26(4)(d) <i>The misconduct complained of occurred too remote a time to justify an investigation</i> Section 26(4)(d)	0	0	0
Terdapat atau telah tersedia suatu cara tebus rugi alternatif dan memuaskan bagi pengadu Seksyen 26(4)(e) <i>There is or was available to the complainant an alternative and satisfactory means of redress</i> Section 26(4)(e)	0	6	6
Hal perkara telah diputuskan secara muktamad atau masih dalam prosiding di mana-mana Mahkamah, termasuk prosiding rayuan Seksyen 26(4)(f) <i>The subject matter of the complaint has been finally determined or pending in any court, including appeal proceedings</i> Section 26(4)(f)	0	7	7
JUMLAH TOTAL	8	102	110

Berdasarkan peruntukan seksyen 30(1) Akta 700, keputusan Suruhanjaya untuk menolak aduan yang dibuat berlandaskan alasan di atas telah dimaklumkan kepada semua pengadu.

Daripada jumlah keseluruhan 347 aduan juga, sejumlah 28 aduan telah dirujuk kepada PBT agensi berkenaan dan SPRM menurut kuasa Suruhanjaya di bawah seksyen 27 Akta 700. Dalam kes-kes aduan yang dirujuk tersebut, PBT agensi berkenaan dan SPRM hendaklah menjalankan penyiasatannya sendiri dan menyampaikan dapatan kepada Suruhanjaya dalam masa 30 hari dari tarikh penerimaan aduan itu menurut seksyen 27(3) Akta 700. Statistik berkenaan tempoh masa yang diambil oleh PBT agensi berkenaan dan SPRM menjalankan siasatan dan menyampaikan dapatan mereka dari tarikh penerimaan aduan itu adalah seperti berikut:

In accordance with section 30(1) of the Act, decisions of the Commission to reject the complaint based on the above grounds were communicated to all the complainants.

From the total number of 347 complaints also, 28 complaints were referred to the relevant Disciplinary Authority as well as MACC pursuant to section 27 of the Act. The relevant Disciplinary Authority and MACC is obliged to carry out its investigations and such findings on the said investigations must be communicated to the Commission within the period of 30 days from the date the complaint was received in accordance with section 27(3) of the Act. The statistic in relation to the time frame on the action taken by the relevant Disciplinary Authority and MACC are as follows:

TEMPOH (HARI) TIME FRAME (DAYS)	JUMLAH KES NUMBER OF COMPLAINTS		
	SPRM MACC	PIHAK BERKUASA TATATERTIB DISCIPLINARY AUTHORITY	
		PDRM RMP	IMIGRESEN IMMIGRATION
0 – 30	-	-	-
31 – 60	-	5	-
61 – 90	-	4	-
91 – 120	-	1	-
120 – 150	-	1	-
151 – 180	-	1	-
Belum menyampaikan dapatan <i>Pending Findings</i>	12	7	1
JUMLAH TOTAL	12	19	1



Sejumlah 28 aduan telah dirujuk kepada PBT agensi berkenaan dan SPRM menurut kuasa Suruhanjaya di bawah seksyen 27 Akta 700

28 complaints were referred to the relevant Disciplinary Authority as well as MACC pursuant to section 27 of the Act

Jumlah keseluruhan 32 aduan adalah berbeza berbanding statistik mengikut keputusan Suruhanjaya iaitu 28 aduan yang dirujuk kerana terdapat 4 aduan yang dirujuk kepada kedua-dua PBT dan SPRM. Keputusan sedemikian dicapai apabila sesuatu aduan menzahirkan kedua-dua kesalahan tatatertib dan kesalahan di bawah Akta Suruhanjaya Pencegahan Rasuah Malaysia 2009 (Akta 694).

From the statistic above, it can be seen that a total number of 32 complaints were referred to the relevant Disciplinary Authority and MACC although it is shown in the previous statistic that the Commission has only referred 28 complaints. The discrepancy was caused by the fact that 4 complaints were referred to both Disciplinary Authority and MACC. Such finding was made when a complaint discloses both disciplinary offence as well as offence under the Malaysian Anti-Corruption Commission Act 2009 (Act 694).

Seperti yang dapat diperhatikan daripada statistik tersebut, adalah sukar bagi PBT dan SPRM memberi maklum balas dapatan dalam tempoh masa 30 hari seperti yang ditetapkan di bawah seksyen 27(3) Akta 700. Biasanya PBT dan SPRM akan memberi surat maklum balas yang pertama dalam tempoh masa 30 hari menyatakan bahawa aduan telah diterima dan akan diambil tindakan sewajarnya.

Malah, dalam perbincangan yang pernah diadakan bersama Urus Setia Ketua Polis Negara (Tatatertib) PDRM, wakil-wakilnya telah menyuarakan adalah sukar untuk mereka mematuhi peruntukan Akta 700 contohnya menyampaikan dapatan dalam tempoh 30 hari. Hal ini kerana terdapat prosedur-prosedur yang perlu dipatuhi di bawah Peraturan-Peraturan Pegawai Awam (Kelakuan dan Tatatertib) 1993 (P.U.(A)395/1993) dan ia memakan masa. Contohnya Peraturan 37, dalam prosiding tatatertib yang bertujuan buang kerja atau turun pangkat, untuk tunjuk sebab sahaja, pegawai yang diadukan mesti diberi masa 21 hari untuk berbuat demikian.

Berikut adalah statistik mengikut jenis dapatan oleh PBT dan SPRM selepas sesuatu aduan yang dirujuk kepada mereka untuk siasatan:

From the statistic, it can be concluded that it is difficult for the relevant Disciplinary Authority and MACC to give their findings within 30 days as stipulated under section 27(3) of the Act. The usual practice taken by the relevant Disciplinary Authority and MACC is to give a letter within the stipulated period of 30 days informing the Commission that such complaint has been received and appropriate action will be taken in due course.

In fact, during the discussions held with the Inspector General Police Secretariat (Disciplinary Department) of RMP, the Commission was informed that it would be difficult for them to adhere with the time frame stipulated under the Act for example to communicate its finding within 30 days. Reason cited was due to the need to comply with the procedures provided for under the Public Officers (Conduct and Discipline) Regulations 1993 (P.U.(A)395/1993) which usually will take time. For example under Regulation 37, in disciplinary cases with a view to dismissal or reduction in rank, the officer complained of must be given 21 days to make his written representation.

The type of findings by the relevant Disciplinary Authority and MACC after complaint is referred for their action are as follows:

JENIS DAPATAN TYPE OF FINDING	JUMLAH ADUAN NUMBER OF COMPLAINTS		
	SPRM MACC	PIHAK BERKUASA TATATERTIB DISCIPLINARY AUTHORITY	
		PDRM RMP	IMIGRESEN IMMIGRATION
Aduan adalah tidak berasas <i>The misconduct complained of is not substantiated</i>	-	9	-
Tindakan tatatertib telah diambil di bawah Peraturan-Peraturan Pegawai Awam (Kelakuan dan Tatatertib) 1993 <i>Disciplinary action was taken under the Public Officers (Conduct and Discipline) Regulations 1993</i>	-	1	-
Pegawai diadukan telah diberi surat teguran <i>Warning was given to the officer complained of</i>	-	2	-
Belum menyampaikan dapatan <i>Pending Findings</i>	12	7	1
JUMLAH TOTAL	12	19	1

PENYIASATAN PENUH ADUAN SALAH LAKU FULL INVESTIGATION OF COMPLAINTS OF MISCONDUCT



Seperti telah diperjelaskan sebelum ini, bukan semua aduan yang diterima akan disiasat sepenuhnya oleh Suruhanjaya. Hal ini kerana semua aduan yang diterima akan dijalankan siasatan awal oleh Jawatankuasa Aduan di bawah seksyen 25 dan 26 Akta 700 serta diputuskan oleh Suruhanjaya di bawah seksyen 27 Akta 700.

Menurut seksyen 26(3) dibaca bersama seksyen 27(4) Akta 700, penyiasatan sepenuhnya mengenai sesuatu aduan hendaklah dimulakan jika Suruhanjaya berpuas hati bahawa suatu salah laku yang dinyatakan dalam seksyen 24 Akta 700 telah dizahirkan dan bahawa terdapat asas bagi Suruhanjaya memulakan suatu penyiasatan sepenuhnya.

Fungsi menyiasat aduan sedemikian terletak pada Pasukan Petugas yang ditubuhkan di bawah seksyen 17 Akta 700. Menurut seksyen 17(4) Akta 700, anggota Pasukan Petugas ini mempunyai semua kuasa penyiasatan sebagaimana yang terkandung dalam Kanun Tatacara Jenayah (Akta 593) dan kuasa sedemikian hendaklah sebagai tambahan kepada kuasa yang diperuntukkan di bawah Akta 700. Pada 12 April 2012, Kad Kuasa telah dikeluarkan di bawah seksyen 19 Akta 700 kepada semua ahli Pasukan Petugas yang telah dilantik.

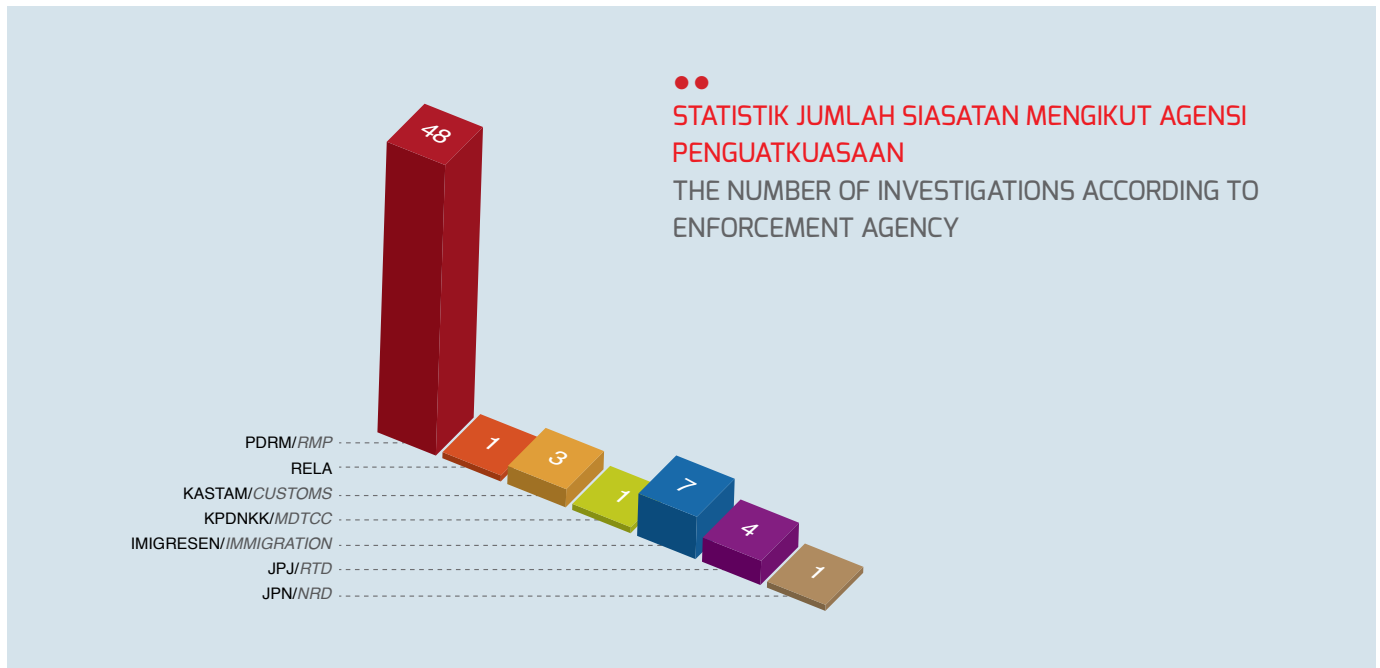
As explained, the Commission will not commence full investigation on every complaint received because preliminary investigation will be conducted on each complaint by the Complaints Committee in accordance with section 25 and 26 of the Act. The Commission will then make its decision under section 27 of the Act.

In accordance with section 26(3) and 27(4) of the Act, the Commission shall commence full investigation in relation to a complaint if the Commission is satisfied that a misconduct as specified in section 24 of the Act is disclosed and if there is a basis for the Commission to commence full investigation.

The Task Force established under section 17 of the Act will be responsible to carry out the investigation. According to section 17(4) of Act 700, members of the Task Force shall have all the powers of investigation as contained in the Criminal Procedure Code (Act 593) and such powers shall be in addition to the power provided under the Act. On 12 April 2012, Authority Cards were issued under section 19 of the Act to all Task Force members.

Pada tahun 2012, sebanyak 60 kes aduan salah laku telah diputuskan oleh Suruhanjaya di bawah seksyen 27(4) Akta 700 untuk siasatan penuh. Statistik jumlah siasatan mengikut agensi penguatkuasaan adalah seperti berikut:

In 2012, the Commission has decided that it should commence full investigation into 60 complaints under section 27(4) of the Act. The number of investigations according to enforcement agency are as follows:



* Jumlah keseluruhan 65 berbeza dengan jumlah 60 siasatan yang didaftarkan kerana terdapat siasatan yang melibatkan lebih daripada satu agensi yang diadakan

* The total number of 65 investigations differed from the number of 60 investigations registered in 2012, were due to the involvement of multiple agencies subject to the investigations

Secara puratanya, seorang Pegawai Penyiasat menyiasat 20 Kertas Siasatan (KS) dalam satu-satu masa yang sama. Setakat 31 Disember 2012, terdapat 3 siasatan yang telah berjaya diselesaikan. Dalam ketiga-tiga KS tersebut, Suruhanjaya ini mendapati wujud kesalahan tata tertib di pihak pegawai yang diadakan iaitu pegawai PDRM, Kastam dan RELA.

On average, an Investigation Officer conducts 20 Investigation Paper (IP) simultaneously. As at 31 December 2012, 3 investigations have been successfully completed. All 3 IP were found to be disciplinary offence by the officer from RMP, Customs and RELA.



••
Bahagian
Section
7

KEWANGAN
FINANCIAL

KEWANGAN FINANCIAL



Pada awal penubuhan iaitu tahun 2011, segala perbelanjaan Suruhanjaya Integriti mulai April 2011 hingga Disember 2011 adalah menggunakan peruntukan Pentadbiran Am, Jabatan Perdana Menteri (PAJPM).

Bagi tahun 2012, Suruhanjaya ini diperuntukkan bajet sebanyak RM7 juta iaitu merangkumi perbelanjaan emolumen, perkhidmatan dan bekalan, harta modal serta pemberian dan kenaikan bayaran tetap. Sepanjang tahun 2012, Suruhanjaya ini bertindak sebagai pusat kos di mana segala urusan kewangan ditadbir urus secara sementara oleh PAJPM. Hal ini kerana dalam perjawatan yang diluluskan Jabatan Perkhidmatan Awam (JPA) sebelum ini, tiada jawatan akauntan diperuntukkan. Oleh itu, Suruhanjaya ini tidak boleh mengurus dan mengawal selia serta tadbir urus kewangan sebagai sebuah Badan Berkanun.

During early establishment in the year 2011, the Commission's expenses were provided by the General Administration of the Prime Minister's Department (PAJPM).

In the year 2012, a sum of RM7 million was allocated to the Commission for emoluments, services and supplies, capital assets as well as grants and fixed charges. In 2012, all financial matters were administered temporarily by PAJPM and the Commission acted as Pusat Kos. This is due to the fact that there was no accountant post approved by Public Service Department (JPA) previously. As such, the Commission was not able to manage and regulate as well as govern its own financial matters as a Statutory Body.

Implikasinya, segala urusan kewangan ditadbir urus secara sementara oleh PAJPM. Oleh itu, setiap permohonan perolehan yang memerlukan kelulusan daripada Kementerian Kewangan perlu mendapatkan sokongan daripada PAJPM terlebih dahulu sebelum ianya dikemukakan kepada Kementerian Kewangan.

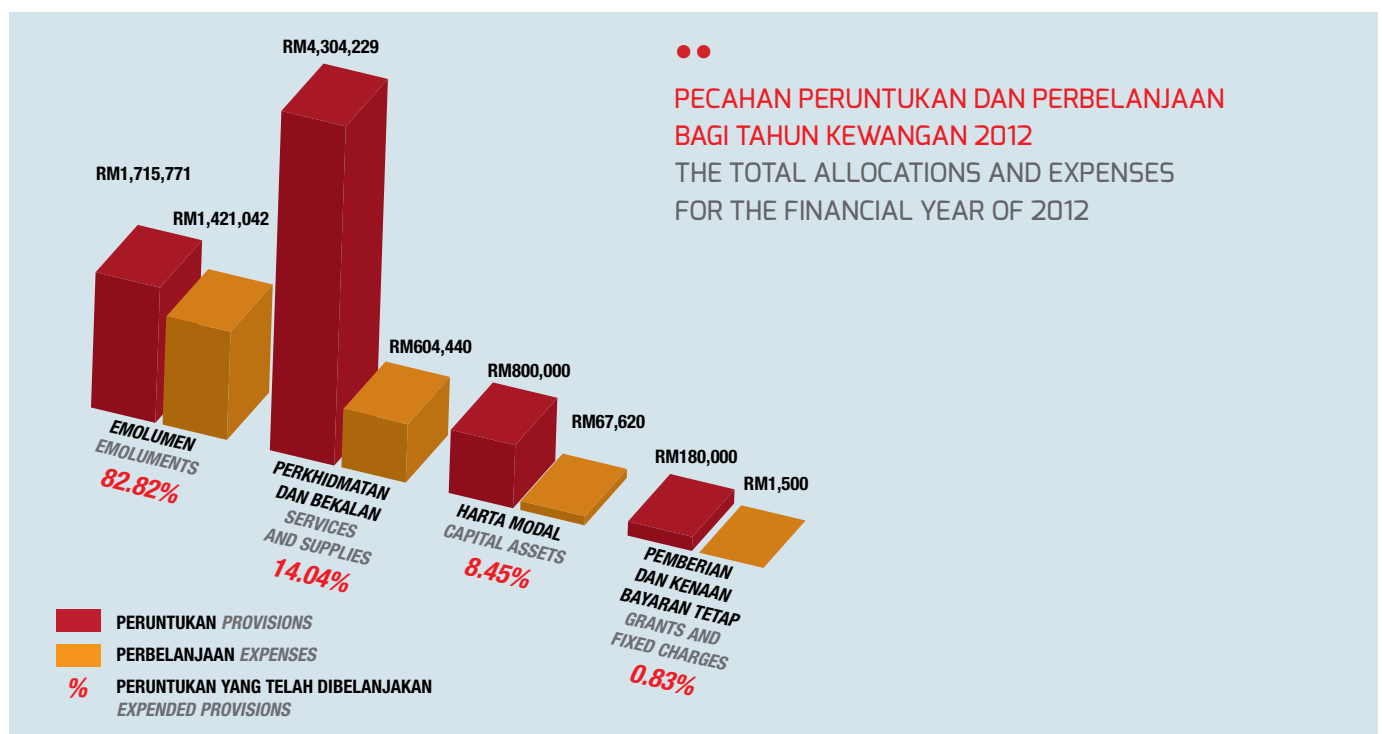
Pada 20 Februari 2012, Suruhanjaya ini telah membuat permohonan untuk "trade-off" 1 perjawatan terbuka di Seksyen Penilaian Siasatan bagi mewujudkan perjawatan akauntan. Permohonan tersebut kemudiannya telah diluluskan oleh PAJPM dan seorang Akauntan lantikan Suruhanjaya di bawah seksyen 14 Akta Suruhanjaya Integriti Agensi Penguatkuasaan 2009 (Akta 700) telah melapor diri pada 1 November 2012. Selepas itu, pelbagai inisiatif telah diambil dengan kerjasama agensi-agensi Kerajaan yang berkenaan untuk memastikan pengurusan kewangan dapat ditadbir urus oleh Suruhanjaya ini sendiri menjelang 2013.

Bagi tahun kewangan berakhir 2012, anggaran perbelanjaan keseluruhan Suruhanjaya adalah sebanyak RM2,094,602.00 atau pada kadar 29.92 peratus daripada jumlah peruntukan semasa Suruhanjaya ini. Pecahan jumlah peruntukan semasa dan perbelanjaan adalah seperti berikut:

Therefore, all financial matters were administered temporarily by the PAJPM. Every acquisition by the Commission required endorsement from the PAJPM before the application can be submitted to the Ministry of Finance for approval.

On 20 February 2012, the Commission applied to trade-off 1 open post in the Evaluations of Investigations Section in order to have an accountant post. The application was then approved by PAJPM and an Accountant was appointed by the Commission under section 14 of the Enforcement Agency Integrity Commission Act 2009 (Act 700) and reported for duty on 1 November 2012. Subsequently, collaboration initiatives with the relevant government agencies were taken in enabling the Commission to manage its own financial matters by 2013.

For the financial year of 2012, the overall expenses of the Commission is RM2,094,602.00 or 29.92 percent from the total allocation of the Commission. Breakdown of the total allocations and expenses are as follows:



Daripada rajah, dapat diperhatikan Suruhanjaya Integriti mengalami defisit perbelanjaan berbanding peruntukan yang diberikan kepada Suruhanjaya ini. Bagi perbelanjaan Emolumen, defisit perbelanjaan sebanyak 17.18 peratus berbanding peruntukan semasa. Hal ini kerana masih terdapat 3 perjawatan Pengurusan dan Profesional yang tidak diisi iaitu 1 gred 54 (terbuka) dan 2 gred 41/44 (terbuka). 3 perjawatan tersebut adalah lantikan secara pinjaman daripada Jabatan Peguam Negara (AGC) dan Suruhanjaya Pencegahan Rasuah (SPRM). Perjawatan gred 54 (terbuka) pinjaman daripada AGC tidak pernah diisi sejak penubuhan Suruhanjaya ini. Manakala bagi 2 perjawatan gred 41/44 (terbuka) pinjaman daripada SPRM, telah dikosongkan pada 1 Oktober 2012 kerana 2 pegawai berkenaan telah bertukar balik ke SPRM. Sehingga laporan ini disediakan, AGC dan SPRM masih belum menghantar pegawai untuk pengisian.

Di samping itu, Suruhanjaya ini turut mengalami defisit perbelanjaan Perkhidmatan dan Bekalan sebanyak 85.96 peratus berbanding peruntukan semasa. Kekurangan kepakaran dan kefahaman berkaitan prosedur kewangan adalah punca utama kepada defisit perbelanjaan keseluruhan Suruhanjaya Integriti.

Antara perbelanjaan yang tidak dapat diselesaikan pada tahun 2012 yang merupakan faktor penyumbang kepada defisit perbelanjaan Suruhanjaya pada tahun semasa berserta ulasannya adalah seperti berikut:

i) Sewaan Dewan dan kelengkapan bagi Konvensyen Integriti Nasional 2012 bertempat di Pusat Konvensyen Antarabangsa Putrajaya (PICC)

Program ini adalah anjuran bersama antara Suruhanjaya Integriti, Institut Integriti Malaysia (IIM) dan SPRM yang telah berlangsung pada 6 November 2012. Rundingan awal antara Suruhanjaya bersama IIM dan SPRM, telah sebulat suara dipersetujui bahawa Konvensyen tersebut akan diadakan di PICC. Jumlah tanggungan keseluruhan untuk membiayai Konvensyen tersebut adalah RM135,550.00. Selepas beberapa siri perbincangan bersama IIM dan SPRM, telah dipersetujui bahawa Suruhanjaya Integriti akan membiayai RM58,300.00 daripada jumlah tanggungan tersebut iaitu meliputi sewaan dewan PICC dan kelengkapan audio serta keperluan yang berkaitan.

From the chart, there was a deficit in expenses compared to the allocations provided to the Commission. For emoluments, 17.18 percent of deficit compared to the allocations. This is due to the reason that there are 3 Management and Professional posts which have not been filled, that is 1 grade 54 (open post) and 2 grade 41/44 (open post). Three of the said posts are to be appointed on secondment basis from the Attorney General's Chambers (AGC) and Malaysian Anti-Corruption Commission (MACC). The post of grade 54 to be seconded from the AGC has never been filled since the establishment of the Commission. Whereas the 2 posts of grade 41/44 seconded from MACC were vacated on 1 October 2012 as the 2 officers concerned were transferred back to MACC. At the time of writing, the posts have yet to be filled by the AGC and MACC.

Additionally, there is also a deficit of 85.96 percent in the expenses of Service and Supply in comparison to the allocations. The lack of expertise and understanding of the financial procedure is the main cause of the deficit in the overall expenditure of the Commission.

The expenses which could not be made that constituted contributing factor to the deficit of expenses of the Commission and its reasonings are as follows:

i) Rental of Putrajaya International Convention Centre (PICC) hall and its facilities for the National Integrity Convention 2012

The Convention held on 6 November 2012 was jointly organised by the Commission, the Malaysian Institute of Integrity and the MACC. In the early discussion between the Commission, the Malaysian Institute of Integrity and MACC, it was agreed unanimously that the Convention would be held at the PICC. The total expenses to hold the Convention was RM135,550.00. After series of discussions with Malaysian Institute of Integrity and MACC, it was agreed that the Commission would fund RM58,300.00 from the total expenses for the rental of PICC hall and its audio facilities as well as other facilities.

Memandangkan pegawai-pegawai Suruhanjaya yang terlibat kurang arif mengenai prosedur kewangan, mereka telah meminta khidmat nasihat daripada pihak kewangan PAJPM mengenai prosedur pembayaran yang sepatutnya. Dimaklumkan bahawa memandangkan pengurusan kewangan bagi Suruhanjaya ini dan PICC adalah di bawah tabdir urus PAJPM, maka pembayaran sewaan dewan PICC tersebut tidak memerlukan sebarang prosedur pembayaran yang terpakai tetapi hanya dibayar melalui pindahan peruntukan Suruhanjaya ke akaun PICC selepas Konvensyen tersebut berlangsung.

Namun selepas Konvensyen tersebut berlangsung, proses pembayaran tersebut tidak dapat dilakukan kerana Suruhanjaya ini dimaklumkan oleh PAJPM bahawa berikutan jumlah tanggungan sewaan dewan melebihi RM50,000.00 maka ia tertakluk di bawah SPP Bil. 5 Tahun 2009 Perkara 3.1 (a) iaitu hendaklah dipelawa secara sebut harga sebelum Konvensyen tersebut berlangsung. Ini bercanggah dengan apa yang dimaklumkan oleh wakil kewangan pihak PAJPM kepada pegawai Suruhanjaya sebelum ini.

Pada masa itu, proses sebut harga tidak boleh dijalankan kerana Konvensyen tersebut telah berlangsung dan khidmat dewan PICC telah digunakan. Hasil daripada perbincangan bersama pegawai kewangan PAJPM, alternatifnya ialah Suruhanjaya ini perlu memperoleh kelulusan rundingan terus daripada Kementerian Kewangan bagi membolehkan proses pembayaran dibuat.

Namun demikian, setelah permohonan tersebut disediakan oleh Suruhanjaya, permohonan tersebut tidak mendapat sokongan daripada PAJPM untuk menyalurkan permohonan tersebut ke Kementerian Kewangan. Alasan yang diberikan dalam tidak menyokong permohonan tersebut adalah permohonan tersebut dibuat selepas Konvensyen berlangsung.

Oleh itu, memandangkan Konvensyen tersebut telah dijalankan dan Suruhanjaya Integriti telah bersetuju untuk menanggung kos sewaan PICC, kos tersebut hanya boleh dibayar pada tahun 2013 dan ini telah dipersetujui oleh pihak pengurusan PICC.

As the relevant officers of the Commission were not familiar with the financial procedure in force in regards to the payment involved, they sought advice of the appropriate payment procedure from the Financial Section in PAJPM. They have been informed that the payment for the rental of the PICC hall does not involve any payment procedure instead the payment can be made by transferring the sum from the Commission's account to the PICC's account after the Convention take place. This is because both the Commission and the PICC financial affairs are managed by PAJPM.

However, after the Convention was held, payment could not be made to PICC. This is because the PAJPM had informed the Commission that as the sum of payment exceeds RM50,000.00 thus its procurement is governed under paragraph 3.1(a) Lampiran kepada Surat Pekeliling Perbendaharaan Bil.5 Tahun 2009. According to the provision, the Commission should have had quotation process before the Convention take place. This is contradict with the previous advice given to the Commission by the PAJPM.

At the time, the quotation process could not be carried out as the Convention had been held and the PICC hall was used. After discussion with the relevant officer from PAJPM, it is found that an alternative to settle the payment is to obtain approval from the Ministry of Finance for direct negotiation.

However, after the application was prepared by the Commission, it did not receive appropriate endorsement from the PAJPM. Thus, the application could not be channeled to the Ministry of Finance. The reason given for the non-endorsement was that the application was made after the Convention took place.

As the Convention had been held and the Commission had agreed to bear the costs of renting the PICC hall, the costs would only be paid in 2013. This arrangement was agreed upon by the PICC management.

ii) Perolehan Baju Korporat Pegawai dan Kakitangan Suruhanjaya Integriti

Bagi melancarkan program dan sesi dialog bersama orang awam di masa hadapan, Suruhanjaya Integriti bercadang untuk menyediakan baju korporat bagi menampilkan imej korporat, keseragaman dalam pemakaian, serta mencerminkan budaya berintegriti di dalam acara dan majlis-majlis rasmi yang dianjurkan.

Selaras dengan cadangan tersebut, kajian pasaran dan permohonan kelulusan perolehan sebanyak RM5,700.00 melalui Kementerian Kewangan telah dibuat pada 14 September 2012. Permohonan tersebut telah diluluskan oleh Kementerian Kewangan bertarikh 24 Oktober 2012 tetapi tertakluk kepada jumlah peruntukan semasa mencukupi dan mematuhi segala peraturan kewangan yang berkuat kuasa.

Kelulusan Kementerian Kewangan tersebut kemudiannya telah dipanjangkan kepada PAJPM melalui surat bertarikh 14 November 2012. Namun proses perolehan tidak dapat dijalankan kerana PAJPM tidak meluluskannya di atas alasan seperti berikut:

- Perolehan tersebut tidak diperuntukan dalam bajet tahun 2012;
- Mematuhi Pekeliling Perbendaharaan Bil. 7 dan 9 tahun 2008 dengan memastikan perbelanjaan secara berhemah.

Walau bagaimanapun, Suruhanjaya ini berpendapat bahawa perolehan tersebut boleh dilakukan memandangkan peruntukan semasa mencukupi dan mendapat kelulusan daripada Kementerian Kewangan walaupun perolehan tersebut tidak diperincikan di dalam bajet tahun 2012.

ii) Procurement of Corporate Shirt for Officers and Staff of the Commission

For upcoming program and dialogue with the public, the Commission proposed to have corporate shirt to reflect corporate image, uniformity as well as the culture of integrity in its official event and function.

Market research and application of RM5,700.00 for the procurement was made accordingly to the Ministry of Finance on 14 September 2012. The application was then approved by the Ministry of Finance on 24 October 2012 provided that the current allocations of the Commission were sufficient and in compliance with the financial rules in force.

The approval from the Ministry of Finance was subsequently extended to PAJPM through a letter dated 14 November 2012. However, the procurement could not be carried out as it was not approved by the PAJPM on the following reasons:

- *The procurement was not budgeted for in 2012; and*
- *Compliance with the Treasury Circular No. 7 and 9 of 2008 to ensure prudent expenditure.*

However, the Commission is of the opinion that the procurement could be carried out as there were sufficient allocations and it was approved by the Ministry of Finance even though the procurement was not budgeted for in 2012.

iii) Perolehan Pembekalan Barangan Korporat bagi Program Rasmi Suruhanjaya Integriti

Dalam mempromosikan Suruhanjaya Integriti kepada orang awam, Suruhanjaya bercadang untuk menyediakan beg dan "fridge magnet" bagi kegunaan program-program rasmi yang akan diadakan di masa hadapan. Sehubungan dengan itu, permohonan kelulusan kadar bagi perolehan bernilai RM30,000.00 telah diluluskan oleh Kementerian Kewangan pada 6 November 2012 dengan tertakluk kepada perkara seperti berikut:

- Peruntukan semasa yang mencukupi;
- Kelulusan berbelanja diperolehi daripada Pegawai Pengawal;
- Mematuhi Pekeliling Perbendaharaan Bil. 7 dan 9 tahun 2008 dengan memastikan perbelanjaan secara berhemah; dan
- Membuat kajian pasaran dan rundingan harga pada kadar yang munasabah.

Kelulusan tersebut telah dipanjangkan kepada Pegawai Pengawal iaitu PAJPM berserta kajian pasaran dan rundingan harga yang telah dijalankan. Namun PAJPM telah tidak meluluskan permohonan perolehan tersebut tanpa sebarang alasan diberi melalui surat bertarikh 18 Disember 2012. Ini secara langsung telah membatalkan proses perolehan tersebut.

iii) Acquisition of Corporate Item for Official Program of the Commission

In promoting the Commission to the public, the Commission proposed to purchase bag and fridge magnet for official use in upcoming program. Application of RM30,000.00 for the purpose of the said acquisition was approved by the Ministry of Finance on 6 November 2012 but subjected to the following:

- *The current allocations were sufficient;*
- *The approval for expenditure is obtained from the Pegawai Pengawal;*
- *Compliance with the Treasury Circular No. 7 and 9 of 2008 to ensure prudent expenditure; and*
- *Conduct market research and price negotiation in ensuring reasonable rate.*

The approval was extended to the Pegawai Pengawal that is the PAJPM together with the market research and negotiation of price conducted. However, the PAJPM did not approve the application through a letter dated 18 December 2012 without any reason. This directly ended the acquisition process.

iv) Perkhidmatan Memasang Sistem Kamera Litar Tertutup (CCTV) dan "Video Interview Room" (VIR) di Pejabat Suruhanjaya Integriti

Suruhanjaya bercadang untuk memasang Sistem Kamera Litar Tertutup (CCTV) dan "Video Interview Room" (VIR) di Pejabat Suruhanjaya Integriti. Cadangan ini adalah bagi memperkukuhkan sistem kawalan Suruhanjaya dalam proses menerima aduan orang awam dan siasatan.

Sehubungan dengan itu, proses sebut harga bagi bekalan tersebut bermula pada bulan Julai 2012. Pada 18 September 2012, Mesyuarat Jawatankuasa Sebut Harga telah bersetuju untuk melantik Syarikat Abadi Ria Sdn. Bhd. bagi membekal perkhidmatan memasang CCTV dan VIR dengan nilai perolehan sebanyak RM282,148.00. Permohonan pesanan tempatan telah dikemukakan kepada pihak PAJPM pada 2 November 2012, namun telah ditolak oleh PAJPM berikutan dokumentasi yang tidak lengkap. Dokumen yang tidak lengkap ialah surat setuju terima yang ditandatangani oleh syarikat pembekal dan keputusan Mesyuarat Jawatankuasa Sebut Harga.

Memandangkan pegawai-pegawai terlibat kurang memahami keperluan-keperluan dokumentasi, perbincangan telah diadakan bersama Seksyen Kewangan dan Seksyen Perolehan PAJPM. Susulan perbincangan tersebut, dokumen-dokumen yang berkaitan telah dilengkapkan dan dikemukakan kepada PAJPM pada 29 November 2012.

Pada masa itu, adalah terlalu lewat untuk PAJPM mengeluarkan pesanan tempatan kerana syarikat pembekal menjangkakan tarikh selesai pemasangan CCTV dan VIR adalah pada penghujung Januari 2013 atas faktor kekurangan masa. Menurut peraturan kewangan terpakai, pesanan tempatan yang dikeluarkan pada tahun 2012 perlu diselesaikan pada tahun semasa dan tidak boleh dibawa ke tahun berikutnya.

Oleh itu, hasil perbincangan bersama PAJPM adalah bekalan tersebut boleh dibawa ke tahun 2013 tertakluk kepada tiada sebarang perubahan harga pada sebut harga yang telah dipersetujui oleh kedua-dua pihak pada tahun sebelumnya iaitu RM282,148.00.

iv) Installation of Closed-Circuit Television (CCTV) and Video Interview Room (VIR) in the Commission's Premise

The Commission proposed to install CCTV and VIR in the Commission's premise. This is to strengthen the supervision system of the Commission in the process of receiving complaints from the public and its investigation.

Quotation process for installation began in July 2012. On 18 September 2012, the Jawatankuasa Sebut Harga in the meeting had agreed to appoint Syarikat Abadi Ria Sdn. Bhd. to install CCTV and VIR with value of RM282,148.00. An application for local order was submitted to the PAJPM on 2 November 2012. However, it was rejected due to incomplete documentations which were the letter of acceptance signed by the supply company and the decision of the meeting by Jawatankuasa Sebut Harga.

As the relevant officers involved were not familiar with the necessary documentations required, discussion was held with the Financial Section and Procurement Section of the PAJPM. As a result of the discussion, the relevant documents were completed and submitted to the PAJPM on 29 November 2012.

At the time, it was too late for the PAJPM to issue a local order due to shortage of time as the expected date of completion for the installation of CCTV and the VIR by the supply company was end of January 2013. According to the applicable financial rules, local order issued in 2012 have to be settled in the same year and cannot be carried forward to the next year.

As a result of discussions with the PAJPM, it was agreed that the installation could be carried forward to 2013 subject to there are no changes to the price in the quotation agreed upon by both parties in the previous year which is RM282,148.00.

v) Pembekalan Pintu Keselamatan, “Tempered Glass” dan “Ceiling Grille” bagi tujuan keselamatan pejabat Suruhanjaya Integriti.

Dalam memastikan keselamatan dokumen terperingkat Suruhanjaya Integriti dikawal dengan baik, Suruhanjaya telah membuat permohonan perolehan untuk memasang pintu keselamatan, “tempered glass” dan “ceiling grille” di beberapa kawasan Pejabat Suruhanjaya Integriti. Sistem keselamatan ini adalah bertujuan bagi mengelakkan dokumen terperingkat Suruhanjaya Integriti diakses oleh orang yang tidak berkenaan.

Setelah semua dokumentasi permohonan perolehan dikemukakan kepada PAJPM, Suruhanjaya ini telah dimaklumkan oleh PAJPM bahawa prosedur perolehan yang diguna pakai adalah tidak tepat. Dalam surat PAJPM bertarikh 17 Oktober 2012, Suruhanjaya ini dimaklumkan bahawa bekalan tersebut adalah di bawah kategori kerja-kerja pembaikan bangunan dan ianya tertakluk kepada Arahan Perbendaharaan (AP180.2 c). Ini bermakna prosedur pelawaan yang sepatutnya adalah secara sebut harga dan bukannya pembelian terus seperti yang telah dikemukakan oleh Suruhanjaya.

Disebabkan pegawai Suruhanjaya kurang memahami prosedur kewangan yang ditetapkan serta kekurangan masa untuk melengkapkan proses sebut harga, pemasangan pintu keselamatan, “tempered glass” dan “ceiling grille” tidak dapat dilaksanakan pada tahun 2012. Oleh yang demikian, Suruhanjaya ini bercadang untuk membawa perbelanjaan tersebut ke tahun 2013. Keputusan ini dibuat berdasarkan perbincangan bersama pegawai bertanggungjawab dengan merujuk kepada peraturan kewangan terpakai Suruhanjaya Integriti.

v) Supply of Security Door, Tempered Glass and Ceiling Grille for the security of the Commission Premise

In ensuring the security of the classified documents, the Commission made an application to install security door, tempered glass and ceiling grille in several locations in the Commission office. The purpose of installing the security features is to avoid the classified documents of the Commission being accessed by irrelevant individuals.

After all the documentations for procurement were completed and submitted to the PAJPM, the Commission was informed by the PAJPM that the procurement procedure adopted was incorrect. In a letter from the PAJPM dated 17 October 2012, the Commission was informed that such a supply is under the category of building renovation and is therefore subjected to the Arahan Perbendaharaan (AP180.2 c). Thus the appropriate procurement procedure is by way of quotation, not direct purchase as submitted by the Commission.

Due to the officers of the Commission involved were not familiar with the financial procedures as well as shortage of time to complete the quotation process, the installation of security door, tempered glass and ceiling grille could not be carried out in 2012. Therefore, the Commission decided to bring forward the expenditure to 2013. The decision was made based on discussions with responsible officers with reference to the applicable financial rules.

vi) Perolehan Kenderaan Rasmi Pejabat (Bas Mini) untuk kegunaan rasmi Suruhanjaya Integriti

Suruhanjaya Integriti bercadang untuk memiliki Kenderaan Rasmi Pejabat (Bas Mini) untuk kegunaan rasmi. Ini bagi memudahkan perjalanan anggota Suruhanjaya untuk setiap program dan majlis rasmi yang akan diadakan di masa hadapan di samping dapat mengurangkan kos tuntutan perjalanan anggota Suruhanjaya. Perbincangan dalam di peringkat pengurusan telah bersetuju bahawa perolehan ini dibuat dan kajian pasaran bagi pembekalan tersebut telah dilaksanakan dengan nilai persetujuan perolehan adalah sebanyak RM248,000.00 iaitu daripada Hino Motors (M) Sdn Bhd pada 28 September 2012.

Perolehan tersebut telah dipersetujui oleh PAJPM dengan pengeluaran Pesanan Tempatan kepada pihak pembekal bertarikh 8 Oktober 2012. Walau bagaimanapun, Suruhanjaya ini menghadapi masalah di Jabatan Pengangkutan Jalan (JPJ) untuk mendaftar Kenderaan Rasmi Pejabat untuk kali pertama dan tempoh pemasangan yang terlalu lama merupakan punca utama kepada halangan perolehan bekalan tersebut di mana tempoh bekalan perlu diselesaikan sebelum berakhir tahun 2012. Bekalan dijangka dapat diselesaikan pada pertengahan Januari 2013. Sehubungan dengan itu, Suruhanjaya bercadang untuk membawa perbelanjaan tersebut ke tahun 2013 dan ianya telah mendapat persetujuan PAJPM memandangkan urusan pemasangan dan dokumentasi telah diselesaikan hampir 90 peratus.

vi) Procurement of Office Car (Mini Bus) for Official Use by the Commission

The Commission proposed to procure an office car (Mini Bus) for official use. This is to facilitate the travelling of Commissioners, officers and staff in every upcoming program and official function as well as to reduce the costs in travelling claims. In a discussion at the administrative stage on 28 September 2012, it was agreed for the procurement to be carried out with the cost of RM248,000.00 from Hino Motors (M) Sdn. Bhd.

The procurement was agreed by the PAJPM and Local Order dated 8 October 2012 was issued to the supplier. However, the problem in registering the Mini Bus for the first time in Road Transport Department and the long period taken up for its installation were the main reasons the procurement could not be completed by the end of 2012. Thus, the Commission proposed to bring forward the expenditure to 2013 and it was agreed by PAJPM as the installation and documentation were completed 90 percent.



Bahagian
Section
8

PROMOSI DAN
PERHUBUNGAN LUAR
PROMOTION AND PUBLICITY

PROMOSI DAN PERHUBUNGAN LUAR

PROMOTION AND PUBLICITY



Suruhanjaya Integriti menerusi fungsinya di bawah seksyen 4(1)(e) Akta Suruhanjaya Integriti Agensi Penguatkuasaan 2009 (*Akta 700*), iaitu untuk menggalakkan kesedaran tentang penambahbaikan dan pendidikan berhubung dengan integriti di dalam sesuatu agensi penguatkuasaan seterusnya mengurangkan salah laku di kalangan pegawai penguat kuasa, telah menganjurkan pelbagai aktiviti serta program kesedaran bukan sahaja kepada agensi penguatkuasaan dan juga pegawai penguat kuasa tetapi juga kepada orang awam secara amnya.

Antara aktiviti dan program yang telah dijalankan oleh Suruhanjaya Integriti sepanjang tahun 2011 dan 2012 termasuklah:

The Commission in executing its functions under section 4(1)(e) of the Enforcement Agency Integrity Commission Act 2009 (Act 700) that is to promote awareness of, enhancement of, and education in relation to, integrity within an enforcement agency and to reduce misconduct amongst enforcement officer, has held various awareness activities and programme not only with the enforcement agencies and enforcement officers but also with the general public.

The activities and programme held by the Commission throughout 2011 and 2012 are as follows:

PROGRAM KERJASAMA BERSAMA AGENSI LUAR COLLABORATION PROGRAMME WITH OTHER AGENCIES

Suruhanjaya ini telah menganjurkan seminar bagi memberi penerangan tentang peranan dan bidang kuasanya kepada agensi-agensi penguatkuasaan, pihak-pihak berkepentingan dan orang awam.

a. Seminar Akta Suruhanjaya Integriti Agensi Penguatkuasaan 2009 (Akta 700)

Seminar ini telah diadakan di Institut Latihan Kehakiman dan Perundangan (ILKAP), Bangi pada 14 Julai 2011. Forum ini telah dihadiri oleh 177 orang peserta daripada agensi Kerajaan dan badan berkanun.

Seminar ini dimulakan dengan sesi pengenalan kepada Akta 700 oleh Cik Junaidah Abdul Rahman, Bahagian Gubalan, Jabatan Peguam Negara (AGC). Manakala, fungsi dan skop pemantauan Suruhanjaya pula telah diterangkan oleh En. Azman Ahmad iaitu mantan Setiausaha/Ketua Pegawai Eksekutif Suruhanjaya.

Pada sesi sebelah petang, suatu forum telah diadakan dengan barisan panel iaitu En. Lim Chee Wee, Presiden Majlis Peguam Negara, Dato' Hj. Omar Hj. Osman, Presiden Kongres Kesatuan Pekerja-pekerja Di Dalam Perkhidmatan Awam (CUEPACS), En. Anselm Charles Fernandes, Bahagian Pendakwaan, AGC, ACP Marzupi Abdul Rahman, Bahagian Siasatan Jenayah, Polis Diraja Malaysia (PDRM) dan Datuk Heliliah Mohd Yusof, Pengerusi Suruhanjaya Integriti.

The Commission had organised seminars with the enforcement agencies, stakeholders and public to provide information on its role and jurisdiction.

a. Seminar on Enforcement Agency Integrity Commission Act 2009 (Act 700)

The seminar was held on 14 July 2011 at the Judicial and Legal Training Institute, Bangi. It was attended by 177 participants from Government agencies and statutory bodies.

The session started with a briefing on the Act 700 by Ms. Junaidah Abdul Rahman from the Drafting Division of the Attorney-General's Chambers (AGC). Whereas the Commission's function and scope of jurisdiction were explained by Mr. Azman Ahmad, former Secretary/Chief Executive Officer of the Commission.

In the afternoon session, a forum was held with panel members of Mr. Lim Chee Wee, President of the Malaysian Bar Council, Dato' Hj. Omar Hj. Osman, President of Congress of Unions of Employees in the Public and Civil Services (CUEPACS), Mr. Anselm Charles Fernandes from the Prosecution Division in the AGC, ACP Marzupi Abdul Rahman from the Criminal Investigations Department in Royal Malaysia Police (RMP) and Datuk Heliliah Mohd Yusof, Chairman of the Commission.

Suruhanjaya ini telah menganjurkan seminar bagi memberi penerangan tentang peranan dan bidang kuasanya kepada agensi-agensi penguatkuasaan, pihak-pihak berkepentingan dan orang awam

The Commission had organised seminars with the enforcement agencies, stakeholders and public to provide information on its role and jurisdiction



b. Konvensyen Integriti Nasional 2012

Dalam usaha mengukuh dan membudayakan integriti di kalangan masyarakat Malaysia, Suruhanjaya telah bekerjasama dengan Institut Integriti Malaysia (IIM) dan Suruhanjaya Pencegahan Rasuah Malaysia (SPRM) untuk menganjurkan Konvensyen Integriti Nasional 2012.

Konvensyen ini telah dianjurkan pada 6 November 2012 bertempat di Pusat Konvensyen Antarabangsa Putrajaya (PICC). Dengan tema "Menangani Persepsi Rakyat Terhadap Integriti Agensi Penguatkuasaan", Konvensyen ini dihadiri oleh hampir 900 orang peserta daripada agensi-agensi penguatkuasaan dari seluruh negara.

Konvensyen ini bermula dengan forum yang bertajuk "Penguatkuasaan Berintegriti: Halangan dan Cabaran". Ahli-ahli panel yang telah membuat pembentangan adalah Bekas Datuk Bandar Kuala Lumpur, Tan Sri Ahmad Fuad Ismail, Ketua Pengarah Jabatan Kastam Diraja Malaysia, Dato' Khazali Ahmad dan Naib Pengerusi Yayasan Pencegahan Jenayah Malaysia, Tan Sri Lee Lam Thye.

Resolusi/Syor yang telah dicapai dalam Konvensyen ini adalah:

1. Anggota penguat kuasa memerlukan latihan "multitask" bagi membolehkan anggota melaksanakan peranan dan fungsi selain daripada tugas hakiki secara profesional.
2. Meningkatkan jalinan kerjasama dan pengetahuan mengenai hal-hal perundangan dan tugas di antara agensi penguatkuasaan bagi meningkatkan keberkesanan penguatkuasaan.
3. Mewujudkan sistem komunikasi perkongsian pintar di antara semua agensi penguatkuasaan bagi membolehkan pertukaran dan perkongsian maklumat dimanfaatkan secara "online".
4. Menubuhkan "Majlis Koordinasi Penguat Kuasa" bagi membolehkan penyeragaman dan penjajaran tugas-tugas penguatkuasaan yang berkaitan antara agensi penguatkuasaan.

b. The National Integrity Convention 2012

In strengthening and inculcating integrity amongst the Malaysian community, the Commission in collaboration with the Malaysian Institute of Integrity and Malaysian Anti-Corruption Commission (MACC) had organised the National Integrity Convention 2012.

The Convention was held on 6 November 2012 at the Putrajaya International Convention Centre (PICC). Themed "Dealing with the People's Perception of the Integrity on the Enforcement Agencies", the Convention was attended by nearly 900 participants from enforcement agencies from the whole country.

The Convention started with a forum titled "Enforcement with Integrity: Obstacles and Challenges". Members of the panel were the Former Mayor of Kuala Lumpur, Tan Sri Ahmad Fuad Ismail, the Director General of the Royal Customs Department of Malaysia, Dato' Khazali Ahmad and Vice Chairman of the Malaysia Crime Prevention Foundation, Tan Sri Lee Lam Thye.

The resolutions/recommendations concluded in the Convention are as follows:

- 1. To provide multitask trainings for the enforcement members in carrying out roles and functions professionally other than their job scope.*
- 2. To enhance collaboration and knowledge in regards to legal matters and tasks amongst enforcement agencies in order to strengthen its effectiveness.*
- 3. To establish smart partnership communication system amongst all enforcement agencies to exchange and share information through online.*
- 4. To establish an "Enforcement Coordination Council" to standardise and regulate enforcement duties amongst enforcement agencies.*

5. Mengadakan "Standard Operating Procedure" (SOP) bagi urusan pemantauan dan pengauditan yang lebih komprehensif bertujuan mengelakkan pertindihan tugas penguatkuasaan antara agensi.
 6. Arahan dan pembatalan arahan hendaklah secara bertulis.
 7. Memperketatkan SOP dengan mengadakan mekanisme pemantauan bertujuan memberi perlindungan kepada pegawai-pegawai yang melaksanakan tugas dengan berdedikasi berdasarkan undang-undang dan peraturan.
 8. Mengambil inisiatif untuk memperbetulkan persepsi negatif pelanggan ke atas agensi penguatkuasaan melalui proses pendidikan.
 9. Membudayakan sikap "sense of urgency" dan semangat kekitaan dalam melaksanakan tugas
 10. Memastikan tiada campur tangan pihak luar semasa penguatkuasaan undang-undang dilaksanakan.
 11. Sokongan padu daripada pihak pengurusan atasan semasa penguatkuasaan undang-undang dilaksanakan.
 12. Memperkenalkan "Integrity Testing" bagi meningkatkan lagi kewibawaan dan integriti anggota penguatkuasa.
 13. Mewujudkan kurikulum pendidikan mengenai rasuah dan integriti bermula dari sekolah sehingga ke Institusi Pengajian Tinggi.
5. *To create a comprehensive monitoring and auditing Standard Operating Procedure (SOP) to avoid overlapping duties of the enforcement agencies.*
 6. *To put in written form all directives and its cancellation.*
 7. *To review SOP by creating monitoring mechanism to provide protection to enforcement officers who perform their duties in accordance to law and regulations.*
 8. *To initiate effort to eliminate negative perception towards enforcement agencies through constant education.*
 9. *To inculcate sense of urgency and sense of belonging in carrying out duties.*
 10. *To ensure no interference by external parties during enforcement of law.*
 11. *To gain full support from the higher management during enforcement of law*
 12. *To introduce 'Integrity Testing' to further enhance the honorability and integrity of enforcement members.*
 13. *To create an education curriculum regarding bribes and integrity starting from school until higher learning institutes.*



14. Menyemak semula saraan anggota penguat kuasa supaya lebih mampan dan berdaya tahan bagi menghadapi cabaran persekitaran yang semakin kompleks.
15. Program ini dirancang sebagai salah satu usaha bagi memperkasakan nilai, etika dan integriti kakitangan agensi penguatkuasaan di negara ini yang sering terdedah kepada pelbagai persepsi rakyat yang negatif.

Resolusi-resolusi yang diterima hendaklah dipanjangkan kepada agensi-agensi yang berkenaan untuk dipertimbangkan, diberi perhatian dan diambil tindakan-tindakan yang sewajarnya.

c. Seminar Suruhanjaya Integriti Agensi Penguatkuasaan

Pada 28 November 2012, Suruhanjaya Integriti dengan kerjasama ILKAP telah menganjurkan suatu seminar bertajuk "The Enforcement Agency Integrity Commission: The Way Forward." Seminar ini adalah kesinambungan daripada "Seminar Akta Suruhanjaya Integriti Agensi Penguatkuasaan 2009 (Akta 700)" yang telah diadakan pada tahun 2011.

Ia bertujuan untuk membincangkan keberkesanan Suruhanjaya Integriti di samping menetapkan hala tuju serta mengadakan penambahbaikan dalam meningkatkan nilai-nilai integriti dalam sesuatu agensi penguatkuasaan.

Taklimat berkenaan Suruhanjaya telah disampaikan oleh En. Mujib Saroji, Pengarah Bahagian Pengurusan Aduan. Manakala forum perbincangan selepas itu telah dijayakan oleh Pengerusi Suruhanjaya, Datuk Heliliah Mohd Yusof, Ahli Pertubuhan Persatuan Promosi Hak Asasi Manusia, Datuk K.C Vohrah dan Ahli Suruhanjaya Diraja Penambahbaikan Pengurusan dan Perjalanan PDRM, Datuk Khutubul Zaman Bukhari.

Seminar ini telah dihadiri oleh hampir 90 orang peserta daripada agensi-agensi penguatkuasaan di bawah seliaan Suruhanjaya, Badan Bukan Kerajaan (NGO) dan agensi-agensi lain yang berkaitan.

14. To review a sustainable and competitive remuneration package of enforcement members as the surrounding challenges become more complex.

15. To establish effort in strengthening the value, ethics and integrity of enforcement members who are constantly being perceived negatively by public.

The adopted resolution shall be forwarded to the relevant agencies for their consideration, attention and appropriate action.

c. Seminar of Enforcement Agency Integrity Commission

On 28 November 2012, the Commission and the ILKAP have co-organised a seminar titled "The Enforcement Agency Integrity Commission: The Way Forward". The seminar is a continuity of the "Seminar on Enforcement Agency Integrity Commission Act 2009" held in 2011.

The objective was to discuss the effectiveness of the Commission and to set a direction as well as inculcating integrity amongst enforcement agencies.

The briefing about the Commission was delivered by Mr. Mujib Saroji, the Director of the Complaints Management Division. Subsequently, a forum was held with panel members of the Commission's Chairman, Datuk Heliliah Mohd Yusof, Member of the Association for Promotion of Human Rights, Datuk K.C Vohrah and Member of the Royal Commission to Enhance the Operation and Management of the RMP, Datuk Khutubul Zaman Bukhari.

The seminar was attended by nearly participants from the enforcement agencies under the purview of the Commission and Non-Governmental Organisations (NGO) as well as other relevant agencies.

MAJLIS JALINAN PERHUBUNGAN NETWORKING

a. Jalinan Integriti

Majlis Jalinan Integriti antara ahli Suruhanjaya bersama agensi penguatkuasaan dan pihak-pihak berkepentingan telah diadakan pada 29 Oktober 2012 di Bangunan Menara Usahawan, Putrajaya. Majlis ini telah dihadiri oleh ahli-ahli Suruhanjaya dan wakil-wakil daripada agensi penguatkuasaan di bawah seliaan Suruhanjaya serta beberapa agensi Kerajaan yang lain seperti AGC dan Biro Pengaduan Awam (BPA).

Majlis ini bertujuan untuk memperkukuhkan jalinan integriti dan kerjasama di antara ahli Suruhanjaya dengan agensi penguatkuasaan dan pihak-pihak berkepentingan.

Selaras dengan aspirasi Ketua Setiausaha Negara, Dato' Sri Dr. Ali Hamsa, iaitu "Merakyatkan Perkhidmatan Awam", Suruhanjaya berharap melalui majlis sebegini kedua-dua pihak akan dapat memahami dengan lebih jelas peranan dan perkhidmatan satu sama lain. Ia juga memberi ruang kepada ahli Suruhanjaya dan agensi untuk berkongsi pandangan ke arah usaha dan kerjasama dalam membanteras salah laku di kalangan agensi penguatkuasaan/pegawai penguat kuasa serta meningkatkan mutu integriti dan perkhidmatan kepada rakyat.

a. Jalinan Integriti

A networking event titled "Majlis Jalinan Integriti" between the Commission and enforcement agencies as well as stakeholders was held on 29 October 2012 at Bangunan Menara Usahawan, Putrajaya. The event was attended by Commissioners and the representatives from the enforcement agencies under the Commission's purview as well as other Government agencies such as the AGC and the Public Complaints Bureau (PCB).

The event was aimed to strengthen collaboration between the Commission and the enforcement agencies as well as stakeholders.

In line with the aspiration of the Chief Secretary to the Government of Malaysia, Dato' Sri Dr. Ali Hamsa, that is "Merakyatkan Perkhidmatan Awam", the Commission hopes the relevant parties could understand each other's role and functions better through such event. Such event would also provide opportunity for the Commission and the agencies to exchange views on efforts and collaborations to prevent misconduct amongst enforcement agencies/enforcement officers as well as enhancing the quality of integrity and their services to public.



b. Majlis Bersama Ketua Setiausaha Negara (KSN)

Majlis bersama Dato' Sri Dr. Ali bin Hamsa telah diadakan pada 30 Oktober 2012 dengan dihadiri oleh Pengerusi Suruhanjaya Integriti, Datuk Heliliah Mohd Yusof, Setiausaha/Ketua Pegawai Eksekutif, Cik Nor Afizah Hanum Mokhtar bersama semua pegawai dan kakitangan Suruhanjaya.

Majlis ini dimulakan dengan pembentangan taklimat mengenai Suruhajaya yang disampaikan oleh Setiausaha/Ketua Pegawai Eksekutif. Manakala isu berkenaan aktiviti, pencapaian dan kekangan yang dihadapi oleh setiap bahagian utama Suruhanjaya ini telah disampaikan oleh wakil-wakil bahagian tersebut.

Di dalam Majlis itu juga, Dato' Sri KSN telah menyampaikan amanatnya berhubung amalan dasar kepimpinan terbuka, "Blue Ocean Strategy", pemupukan sikap positif dan keprihatinan penjawat awam. Majlis juga telah membuka ruang bagi kedua-dua pihak untuk memberi maklum balas berkenaan isu-isu pentadbiran yang timbul dan sedang dihadapi oleh Suruhanjaya.

b. Meeting with the Chief Secretary to the Government of Malaysia (KSN)

A meeting with Dato' Sri Dr. Ali Hamsa was held on 30 October 2012 and attended by the Chairman of the Commission, Datuk Heliliah Mohd Yusof, Secretary/Chief Executive Officer, Ms. Nor Afizah Hanum Mokhtar as well as all officers and staff of the Commission.

The meeting started with briefing about the Commission delivered by the Secretary/Chief Executive Officer. Issues in relation to activities, achievements and obstacles of each division in the Commission were presented by the respective representatives.

In the said meeting, Dato' Sri KSN had also conveyed his message regarding the policy of "kepimpinan terbuka", "Blue Ocean Strategy" and instilling the positive as well as caring attitude in civil servants. The meeting also enabled both parties to exchange feedback pertaining to administrative issues of the Commission.



TAKLIMAT / CERAMAH ADVOCACY PROGRAMME

Sepanjang tahun 2012, Suruhanjaya telah menerima beberapa jemputan dari agensi-agensi Kerajaan dan NGO untuk menyampaikan ceramah dan taklimat penerangan berkenaan isu-isu integriti dalam penguatkuasaan. Ini dilihat sebagai satu perkembangan positif tentang kesedaran umum terhadap kewujudan dan objektif penubuhan Suruhanjaya ini.

Ceramah dan taklimat yang telah dijalankan adalah seperti berikut:

a. Taklimat Khas Akta Suruhanjaya Integriti Agensi Penguatkuasaan 2009 (Akta 700) Dan Sesi Dialog yang dianjurkan oleh PDRM

Taklimat ini telah dianjurkan oleh PDRM pada 17 Ogos 2011. Ia telah diadakan di Maktab PDRM Cheras, Kuala Lumpur. Taklimat berkenaan Suruhanjaya Integriti telah disampaikan oleh mantan Setiausaha/Ketua Pegawai Eksekutif Suruhanjaya iaitu En. Azman Ahmad. Taklimat ini telah dihadiri oleh pegawai-pegawai daripada pelbagai pangkat di dalam PDRM.

b. Taklimat Integriti Dalam Penguatkuasaan anjuran Agensi Penguatkuasaan Maritim Malaysia (APMM)

Taklimat yang bertajuk "Integriti dalam Penguatkuasaan" telah disampaikan oleh Cik Nor Afizah Hanum Mokhtar, Setiausaha/Ketua Pegawai Eksekutif Suruhanjaya Integriti. Ia telah diadakan pada 24 April 2012 di Cameron Highlands, Pahang. Jemputan sebagai penceramah ini adalah bersempena dengan perisytiharaan APMM yang sebagai "Agensi Penguatkuasaan Maritim Tunggal" mulai Ogos 2011 dan juga Mesyuarat Penyelarasan Operasi Wilayah APMM Bil. 1/2012.

Throughout 2012, the Commission received several invitations from Government agencies and NGO to deliver speeches and briefings on integrity issues in the area of enforcement. It signified a positive progress towards raising awareness of the Commission's existence and the objectives of its establishment.

Speeches and briefings delivered are as follows:

a. Special Briefing on the Enforcement Agency Integrity Commission Act 2009 (Act 700) and Dialogue held by the RMP

The briefing was held by the RMP on 17 August 2011. It was held at the Maktab PDRM in Cheras, Kuala Lumpur. The briefing about the Commission was presented by the former Secretary/Chief Executive Officer, Mr. Azman Ahmad. The briefing was attended by the RMP officers of various ranks.

b. Briefing to the Malaysian Maritime Enforcement Agency on the Integrity in Enforcement (MMEA)

The briefing titled "Integrity in Enforcement" was presented by Secretary/Chief Executive Officer, Ms. Nor Afizah Hanum Mokhtar. It was held on 24 April 2012 in Cameron Highlands, Pahang. Invitation to present the briefing was in conjunction with the declaration of MMEA as the "Agensi Penguatkuasaan Maritim Tunggal" commencing August 2011 as well as the Mesyuarat Penyelarasan Operasi Wilayah of MMEA No. 1/2012.



c. Taklimat Penerangan Fungsi dan Peranan kepada Gabungan Industrialis Pengilang-Pengilang Bumiputera (GIPB), Kedah

Taklimat mengenai fungsi dan peranan Suruhanjaya ini telah diadakan atas permintaan daripada GIPB, Kedah. Ia telah diadakan pada 23 September 2012 dan dihadiri oleh kira-kira 50 orang pengilang bumiputera. Taklimat berkenaan Suruhanjaya telah disampaikan oleh Cik Nor Afizah Hanum Mokhtar, Setiausaha/Ketua Pegawai Eksekutif Suruhanjaya Integriti dan sesi soal jawab telah diadakan sejurus kemudian di mana semua peserta dapat mengajukan soalan secara terus kepada wakil Suruhanjaya.

d. Taklimat Peranan Suruhanjaya Integriti Agensi Penguatkuasaan di Seminar Integriti anjuran Jabatan Imigresen Malaysia, Johor

Taklimat untuk Jabatan Imigresen Malaysia, Johor telah disampaikan oleh En. Mujib Saroji, Pengarah Bahagian Pengurusan Aduan pada 8 November 2012 di Auditorium Kompleks Kementerian Dalam Negeri (KDN), Johor. Peserta yang hadir terdiri daripada pegawai dan kakitangan Kementerian berkenaan. Objektif taklimat tersebut adalah untuk memberi pendedahan dan meningkatkan pengetahuan berkenaan integriti dalam menjalankan tugas harian.

e. Taklimat Perisikan Taktikal Lanjutan 2012 anjuran Bahagian Penguat Kuasa Kementerian Perdagangan Dalam Negeri, Koperasi dan Kepenggunaan (KPDNKK), Kelantan

Taklimat ini telah diadakan pada 23 November 2012 di Kelantan dan telah disampaikan oleh En. Mohd Hudzail Mohd Mansor, Penolong Pengarah Kanan, Seksyen Siasatan dan Pencegahan. Ia telah dihadiri oleh pegawai-pegawai KPDNKK dan bernaam untuk meningkatkan ilmu pengetahuan serta mewujudkan jaringan kerjasama dan perkongsian maklumat daripada agensi-agensi yang berkaitan dengan tugas mereka.

c. Briefing to Gabungan Industrialis Pengilang-pengilang Bumiputera (GIPB), Kedah on the Functions and Roles of the Commission

Following a request from the GIPB, Kedah, a briefing on functions and roles of the Commission took place on 23 September 2012. It was attended by nearly 50 bumiputera manufacturers. The briefing was delivered by the Commission's Secretary/Chief Executive Officer, Ms. Nor Afizah Hanum Mokhtar, and subsequently the question & answer (Q&A) session was held to enable the participants to raise questions to the Commission representatives.

d. Briefing on the Roles of the Enforcement Agency Integrity Commission in the Integrity Seminar held by the Immigration Department of Malaysia, Johor

The briefing was presented by Mr. Mujib Saroji, the Director of the Complaints Management Division on 8 November 2012 at the Auditorium Complex, Ministry of Home Affairs in Johor. Attended participants were officers and staff from the Ministry. The objective of the briefing was to render and enhance knowledge relating to integrity in carrying out their daily tasks.

e. Briefing in Seminar on Advanced Tactical Intelligence 2012 held by the Enforcement Department of the Ministry of Domestic Trade, Co-Operative and Consumerism (MDTCC), Kelantan

The briefing was held on 23 November 2012 and was presented by Mr. Mohd Hudzail Mohd Mansor, Senior Assistant Director of the Investigations and Preventions Section. It was attended by MDTCC's officers to enhance their knowledge as well as to establish collaboration and information sharing related to their tasks.



f. Ceramah Kursus Undang-undang Tinggi Pelatih Asas Pegawai Penguat Kuasa Maritim anjuran Agensi Penguatkuasaan Maritim Malaysia (APMM)

Ceramah ini telah disampaikan oleh En. Mujib Saroji, Pengarah Bahagian Pengurusan Aduan pada 29 November 2012 di Kuantan, Pahang. Ceramah ini telah dihadiri oleh pegawai berpangkat Leftenan dan ke atas sebagai salah satu slot di dalam kursus induksi yang dijalankan oleh agensi ini. Ceramah ini adalah suatu langkah untuk memberi pengetahuan kepada pegawai-pegawai APMM berkenaan undang-undang yang terpakai kepada agensi berikut.

f. Briefing in Course on Advanced Law to the Enforcement Officers held by the Malaysian Maritime Enforcement Agency (MMEA)

The briefing was delivered by Mr. Mujib Saroji, Director of the Complaints Management Division on 29 November 2012 in Kuantan, Pahang. The briefing was attended by officer rank of Lieutenant and above. The briefing was one of the slots in the induction course held by the agency. The briefing was to impart knowledge to the officers of MMEA on the applicable laws relevant to the agency.



TEMU RAMAH / WAWANCARA MEDIA RELATIONS

Aktiviti-aktiviti promosi dan publisiti Suruhanjaya di dalam media cetak dan media elektronik telah dijalankan sepanjang tahun 2012, di mana Suruhanjaya telah membincangkan pelbagai isu berkaitan dengan amalan integriti di kalangan agensi penguatkuasaan/agensi Kerajaan dan orang awam. Promosi-promosi ini juga adalah selaras dengan matlamat Suruhanjaya Integriti untuk mempromosikan fungsi dan peranannya kepada orang awam.

Temu ramah/wawancara yang telah dijalankan sepanjang tahun 2012 adalah seperti berikut:

The Commission had conducted various promotion and publicity activities in mass media throughout 2012 whereby the Commission discussed various issues in relation to the practice of integrity amongst enforcement agencies/Government agencies and the public. These activities are in line with the effort of the Commission to promote its roles and functions to the public.

Interviews which were held throughout 2012 are as follows:

BIL. No.	TEMURAMAH/WAWANCARA INTERVIEW/DEBRIEFING	TARIKH DATE
1.	Akhbar China Press <i>China Press Newspaper</i>	15 Mac <i>March</i>
2.	Radio24 - Bernama	9 April
3.	Meja Rencana Bernama	9 April
4.	Radio Mutiara FM (Pulau Pinang)	12 April
5.	Meja Berita Bernama	3 Mei <i>May</i>
6.	Radio UFM (UiTM)	7 Mei <i>May</i>
7.	Radio BFM (The Business Station)	8 Mei <i>May</i>
8.	Rancangan TV Hello On Two (RTM2)	28 Mei <i>May</i>
9.	Meja Rencana Malaysiakini	30 Mei <i>May</i>
10.	Radio IKIM FM	12 Jun <i>June</i>
11.	Radio Selangor FM	22 Jun <i>June</i>
12.	Radio Johor FM	16 Julai <i>July</i>
13.	Astro Awani – Laporan Khas bersama Pengerusi Suruhanjaya – <i>Exclusive Report with the Commission Chairman</i>	1 Ogos <i>August</i>
14.	Rancangan TV Selamat Pagi Malaysia (RTM1) <i>TV Programme Selamat Pagi Malaysia (RTM1)</i>	27 Ogos <i>August</i>
15.	Rancangan TV 9 Soalan (TV9) <i>TV Programme 9 Soalan (TV9)</i>	20 September
16.	Akhbar Borneo Post <i>Borneo Post Newspaper</i>	14 September
17.	Rancangan TV Malaysia Hari Ini (TV3) <i>TV Programme Malaysia Hari Ini (TV3)</i>	18 September
18.	Akhbar Harakah (English Section) <i>Harakah Newspaper (English Section)</i>	1 Oktober <i>October</i>
19.	Radio Sarawak FM	15 Oktober <i>October</i>
20.	Rancangan TV Selamat Pagi Malaysia bersama Pengerusi Suruhanjaya <i>TV Programme Selamat Pagi Malaysia with the Commission Chairman</i>	3 November
21.	Rancangan Dialog bersama Pengerusi Suruhanjaya <i>Dialogue with the Commission Chairman</i>	28 November

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Bahagian
Section
9

CABARAN DIHADAPI
CHALLENGES

CABARAN DIHADAPI CHALLENGES

Di peringkat awal pewujudan Suruhanjaya, dikenal pasti bahawa tugas Suruhanjaya adalah memberi pengenalan dan menyebarkan maklumat mengenai tugas dan fungsinya di bawah Akta Suruhanjaya Integriti Agensi Penguatkuasaan 2009 (Akta 700) kepada agensi-agensi penguatkuasaan yang diliputi Akta 700. Suruhanjaya Integriti merupakan peneroka dalam bidang ini memandangkan fungsi utama adalah penerimaan aduan daripada individu berhubung dengan salah laku mana-mana pegawai penguat kuasa yang berkenaan.

During its early establishment, the Commission's tasks were to introduce and spread information on its roles and functions under the Enforcement Agency Integrity Commission Act 2009 (Act 700) to the enforcement agencies under its purview. The Commission was pioneer in this field as its main function is to receive complaints from individual in relation to misconduct against an enforcement officer.



Suruhanjaya mengatitkan lawatan, sesi suai kenal serta dialog dengan agensi penguatkuasaan (sila lihat Aktiviti di bawah tajuk "Suruhanjaya" di atas). Daripada sesi-sesi tersebut, didapati ada agensi yang tidak berpengetahuan bahawa wujudnya Suruhanjaya. Ada juga agensi yang kurang faham dengan tugas-tugas Suruhanjaya. Secara keseluruhan, pendekatan telah diambil untuk menghuraikan secara terperinci skop tugas di bawah Akta 700 untuk menjelaskan bahawa tiadanya pertindihan tugas dengan Suruhanjaya Pencegahan Rasuah Malaysia (SPRM).

Perkataan "penguatkuasaan" sering dikaitkan dengan perkara negatif. Dengan itu, di peringkat awal Suruhanjaya berusaha untuk menyemai fahaman aspek positif di dalam agensi penguatkuasaan demi mendirikan kebenaran.

Didapati melalui sesi dialog yang diadakan dengan agensi-agensi penguatkuasaan, reaksi mereka adalah bercampur seperti berikut:

- i. Bersikap dingin;
- ii. Bersikap geram;
- iii. Menunjukkan kesangsian;
- iv. Menjelas keinginan untuk bekerjasama; dan
- v. Bersikap positif untuk menangani persepsi negatif.

Di peringkat perjumpaan dengan agensi penguatkuasaan, didapati Suruhanjaya perlu menjelaskan bahawa ia tiada hasrat untuk campur tangan dalam urusan pentadbiran. Namun, didapati di peringkat laporan ini disediakan masih ada agensi yang keberatan bekerjasama untuk memajukan "Standard Operating Procedure" (SOP) walaupun dipohon beberapa kali. Selain itu, didapati perlu juga menyakinkan agensi penguatkuasaan bahawa Suruhanjaya tiada hasrat untuk membuat sebarang perbandingan antara suatu agensi penguatkuasaan dengan suatu yang lain sejauh mana mereka efektif atau tidak dalam melaksanakan penguatkuasaan. Suruhanjaya telah menekankan betapa pentingnya fokus diberi kepada soal integriti. Sungguhpun SPRM telah meliputi soal integriti namun soal integriti bukan setakat menghapuskan rasuah. Rasuah memang melibatkan tiadanya integriti. Namun, salah laku yang ditakrif di bawah Akta 700 skopnya adalah lebih luas dan elemen-elemen wajar diterima untuk difahami.

The Commission had organised various visits and dialogues with the enforcement agencies (please refer to Activity under the subject of "The Commission"). From the sessions held, it was discovered that there were agencies who are unaware of the Commission's existence as well as lack of understanding on the Commission's function. Based on that reason, approaches were taken to explain in depth the functions of the Commission as stipulated under the Act that there is no overlapping of duties with the Malaysian Anti-Corruption Commission (MACC).

The word "enforcement" is often associated with negative connotation. Therefore, the Commission is determine to cultivate positive aspect in the enforcement agencies so that the truth can be established.

Through the dialogues held with the enforcement agencies, it was observed that they have mix reactions such as:

- i. Cold;*
- ii. Resentment;*
- iii. Suspicion;*
- iv. Showing intention to collaborate; and*
- v. Being positive in order to eliminate negative perception.*

The Commission had to explain that it had no intention in interfering with the enforcement agencies' administration affairs in its meeting with the enforcement agencies. However, it was observed at the time that although the Commission had requested the agencies' Standard Operating Procedure (SOP) on several occasions, they were still reluctant to collaborate. Besides that, the Commission needs to convince the enforcement agencies that it has no intention to make any comparison on their effectiveness in carrying out their duties. The Commission emphasised on the need to focus on integrity. Although MACC had been monitoring on the integrity issue, nevertheless, integrity does not only covers eradicating bribery although bribery indicates lack of integrity. Therefore, the misconduct defined under the Act has wider scope and its elements should be accepted as well as understood.

Suatu soal yang menjadi tanda tanya ialah sejauh manakah suatu agensi itu akan mengambil tindakan dalaman untuk menyerap aspek-aspek integriti kepada agensi penguatkuasaan. Sehubungan ini, wajar suatu mekanisme diwujudkan untuk memastikannya.

Suatu lagi tindakan yang dilaksanakan ialah memperkenalkan Suruhanjaya pada awam. Mekanisma yang diambil ialah "two fold" iaitu melalui:

- a) Media radio/televisyen; dan
- b) Mengaturkan dialog dengan wakil-wakil Badan Bukan Kerajaan (NGO) dan yang terkini dengan mengaturkan perjumpaan dengan individu.

Dialog diadakan juga dengan tujuan menjelaskan secara terperinci matlamat serta tugas-tugas Suruhanjaya.

Melalui sesi dialog terdapat maklum balas yang berikut:

- i. Masih banyak ruang lagi untuk menyebarkan publisiti berhubung dengan kewujudan Suruhanjaya.
- ii. Di antara mereka yang hadir di sesi dialog, ada segelintir yang memberi pendapat bahawa mereka tidak yakin Suruhanjaya dapat berfungsi dengan efektif tanpa campur tangan dari pihak atasan.
- iii. Ada yang menyatakan bahawa kewibawaan pihak penguatkuasaan adalah disangsi.
- iv. Ada yang menyatakan bahawa mereka kurang yakin tindakan yang diambil oleh Suruhanjaya boleh berkesan disebabkan tindakan terakhir terhadap pegawai penguatkuasaan adalah terletak di dalam kuasa agensi penguatkuasaan yang berkenaan.

The question to be asked is that to what extent an agency would take internal measures to integrate integrity aspects into its agency. As such, effective mechanisms to ensure its implementation have to be created.

Other steps taken were to introduce the Commission to the public. The mechanism taken was of two-fold, which was through:

- a) *Radio/Television; and*
- b) *Organising dialogues with representatives of Non-Governmental Organisations (NGO) and organising meetings with individuals.*

Dialogues were also held to explain in detail the objective as well as the duties of the Commission.

Feedback received during the dialogues are as follows:

- i. *There is still room for more publicity in order to promote the Commission's existence.*
- ii. *Amongst those who attended the dialogues, there were a few who expressed that they are lack of confident that the Commission can function effectively.*
- iii. *There were those who stated that they have doubt on the enforcement's authority.*
- iv. *There were those who stated that they were not confident on the Commission's effectiveness as the last action will be taken by the enforcement agencies itself.*

- v. Ada pandangan yang diberi bahawa mana-mana peraturan yang hendak dilaksanakan oleh pegawai penguatkuasaan tidak dapat dipatuhi sepenuhnya memandangkan adanya campur tangan dari pegawai atasan dan pihak berkuasa atasan.
- vi. Ada persepsi bahawa soal integriti tidak diamalkan di pihak pemerintahan termasuk pihak-pihak pembangkang. Mereka menyatakan integriti hendaklah dilihat diamalkan di seluruh peringkat iaitu di institusi kekeluargaan, di peringkat sekolah mahupun institusi pengajian tinggi, di peringkat badan-badan korporat dan juga pihak pemimpin.
- vii. Adalah wajar Akta 700 diperluaskan kepada agensi lain seperti Pejabat Tanah dan pihak berkuasa tempatan.
- viii. Subjek integriti hendaklah dimasukkan sebagai suatu mata pelajaran di sekolah rendah, sekolah menengah ataupun di peringkat pengajian tinggi.

Suruhanjaya akan terus mengusahakan sesi-sesi dialog untuk memberi tekanan betapa pentingnya isu integriti diambil kira dalam peranan penguatkuasaan. Kesedaran mengenai integriti perlu disemai bagi keseluruhan entiti atau organisasi. Dengan itu, aspek-aspek meningkatkan ilmu dan latihan yang sesuai bagi pegawai-pegawai dan kakitangan juga perlu dipertimbangkan.

Isu sejauh mana Suruhanjaya boleh menjadi lebih efektif ada hubung kaitnya bagaimana perhubungan dengan NGO boleh ditingkatkan. Hal ini kerana isu integriti juga perlu difahamkan oleh individu dan sektor bukan Kerajaan.

- v. *There are opinions that some rules which is to be implemented by the enforcement officers could not be fully complied with due to interference from their superior and higher authority.*
- vi. *There is a perception that integrity are not practiced by the governing party including the opposition. They stated that integrity must be seen practiced by all levels even from the family institution, at the school level and higher learning institutes, corporate levels as well as leaders.*
- vii. *It would be appropriate if the Act is to be expanded to other agencies such as the Land Office and local authorities.*
- viii. *Integrity is to be included as a subject in primary school, secondary school or higher learning institution.*

The Commission would continue its effort in organizing dialogues to emphasise on the importance of integrity issue in enforcement role. Integrity awareness is to be inculcated in the whole entity or organisation. Thus the aspects of enhancing appropriate knowledge and training for officers and staff need to be considered as well.

Good relation between the Commission and NGO could enhance the effectiveness of the Commission. This is because integrity issue needs to be appreciated by individual and non-governmental sector.



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Section

10

USAHA/CADANGAN
PENAMBAHBAIKAN
EFFORTS/ACTIONS TAKEN

USAHA/CADANGAN PENAMBAHBAIKAN EFFORTS/ACTIONS TAKEN



Seperti agensi-agensi lain yang baru ditubuhkan, Suruhanjaya ini yang masih dalam "infant stage" tidak terkecuali daripada cabaran. Berikut adalah cabaran dikenal pasti dan cadangan/ usaha untuk mengatasinya:

Like other newly established agencies, the Commission is still in its infant stage and thus faces challenges. The identified challenges and the proposals/efforts taken to overcome them are as follows:

1. Kekurangan Pegawai dan Kakitangan

Perjawatan yang telah diluluskan untuk Suruhanjaya ini hanyalah 29 orang daripada perjawatan Setiausaha/ Ketua Pegawai Eksekutif sehingga pemandu kenderaan pejabat. Hanya 2 orang Pegawai Tapisan Aduan sahaja yang bertanggungjawab untuk menerima aduan daripada orang ramai dan menjalankan kerja-kerja yang berkaitan dengannya termasuklah menjadi urus setia kepada Mesyuarat Jawatankuasa Aduan. Untuk menjalankan fungsi siasatan pula, hanya terdapat 3 orang Pegawai Penyiasat sahaja yang menjalankan kerja-kerja siasatan. Secara puratanya, seorang Pegawai Penyiasat menyiasat sebanyak 20 Kertas Siasatan (KS) pada satu-satu masa yang sama.

Selain daripada tugas hakiki masing-masing, pegawai di Suruhanjaya Integriti juga terpaksa "multitask" akibat kekurangan sumber manusia di Suruhanjaya ini. Secara amnya, semua pegawai adalah terlibat menjadi pegawai bertugas di Parlimen, penceramah, urus setia kepada program-program yang dijalankan seperti dialog, lawatan rasmi dan seminar. Selain daripada itu, pegawai juga banyak terlibat dengan hal-hal pentadbiran Suruhanjaya ini seperti merangka "Outcome Based Budgeting" dan tugas pentadbiran yang lain.

Kekurangan sumber manusia sedemikian secara langsung menjejaskan kualiti perkhidmatan yang disampaikan oleh Suruhanjaya ini terutamanya dalam melaksanakan fungsi menerima dan menyiasat aduan salah laku. Oleh yang demikian, perjawatan perlu ditambah untuk membolehkan Suruhanjaya ini menjalankan fungsinya dengan lebih efisien dan justeru penyampaian perkhidmatan yang bermutu tinggi kepada rakyat.

2. Kurang Kerjasama daripada Agensi

Agensi penguatkuasaan kurang memberi kerjasama kepada Pegawai Penyiasat dalam proses siasatan penuh yang dijalankan oleh Suruhanjaya ini. Salah satu punca utama yang telah dikenal pasti adalah kerana agensi-agensi bawah seliaan Suruhanjaya ini masih tidak memahami pelaksanaan fungsi Suruhanjaya ini. Agensi-agensi ini juga tidak memahami peruntukan-peruntukan dalam Akta Suruhanjaya Integriti Agensi Penguatkuasaan 2009 (*Akta 700*) yang perlu dipatuhi oleh mereka semasa siasatan yang dijalankan oleh Suruhanjaya ini.

1. Shortage of Officers and Staff

Only 29 posts approved for the Commission ranging from the Secretary/Chief Executive Officer to office driver. There are only 2 officers in the Evaluations of Complaints Section. They are responsible in receiving complaints from the public and carrying out other crucial works including being the secretariat to the Complaints Committee meetings. There are only 3 Investigation Officers to carry out investigations. On average, an Investigation Officer handles as many as 20 Investigation Papers (IP) at one point of time.

Other than their respective job scope, officers of the Commission have to multitask due to the shortage of manpower. In general, all officers are involved as officer on duty in Parliament, speaker, secretariat to programme held by the Commission such as dialogues, official visits and seminars. Other than that, officers are also involved with administration of the Commission such as planning for Outcome Based Budgeting and other administrative matters.

Such shortage could directly affect the quality of services delivered by the Commission particularly in carrying out its function in receiving and investigating complaints of misconduct. As such, the number of posts shall be increased in order for the Commission to carry out its functions more efficiently and to deliver high quality services to the public at large.

2. Lack of Co-operation from Agencies

Enforcement agencies were reluctant to co-operate with the Investigation Officers in the course of carrying out their investigations. One of the main reasons identified is that the agencies under the Commission's purview have yet to understand the functions of the Commission and the mandatory provisions in Enforcement Agency Integrity Commission Act 2009 (Act 700) which need to be complied with.

Ekoran daripada itu, Suruhanjaya ini telah mengadakan pelbagai lawatan kerjasama dan dialog untuk menjalinkan kerjasama dengan agensi-agensinya yang berkenaan. Contohnya, perbincangan telah diadakan oleh Bahagian Siasatan Suruhanjaya dengan Dato' Hj. Nordin Hassan, Timbalan Ketua Bahagian Pendakwaan (Polisi), Bahagian Pendakwaan, Jabatan Peguam Negara (AGC) untuk tujuan mendapatkan dokumen terperingkat yang penting dalam siasatan Suruhanjaya ini.

Mesyuarat dan perbincangan berterusan dengan agensi-agensi penguatkuasaan yang berkenaan telah dan akan diadakan dari semasa ke semasa untuk menyelesaikan sebarang masalah yang timbul bagi menjamin kelancaran fungsi di bawah seksyen 4 Akta 700.

3. Pengurusan Kewangan sebagai sebuah Badan Berkanun

Memandangkan perjawatan yang telah diluluskan sebelum ini tidak memperuntukkan perjawatan akauntan, Suruhanjaya ini terpaksa "trade-off" satu perjawatan terbuka sedia ada untuk mendapatkan seorang akauntan. Ini adalah untuk membolehkan Suruhanjaya ini mentadbir urus kewangan sendiri. Akibat tidak boleh mentadbir urus kewangan sendiri, ia menyulitkan urusan perolehan dan urusan pentadbiran Suruhanjaya ini.

Akauntan lantikan Suruhanjaya telah melapor diri pada 1 November 2012. Dijangkakan menjelang awal tahun 2013, Suruhanjaya ini akan mentadbir urus kewangan sendiri secara keseluruhan.

4. Kurangnya Kesedaran Awam

Dari perspektif perhubungan awam, Suruhanjaya Integriti masih berhadapan dengan isu kurangnya kesedaran awam mengenai kewujudan, kefahaman terhadap objektif penubuhan serta fungsi/peranan Suruhanjaya. Oleh itu, adalah dalam perancangan Suruhanjaya ini untuk mempertingkatkan penganjuran aktiviti promosi dan publisiti pada tahun 2013 bagi mencapai objektif dan sasaran tersebut.

As a result, the Commission held several visits and dialogues to establish collaboration with the relevant agencies. For example, a discussion in obtaining crucial classified documents for the Commission's investigations was held by the Investigations Division with Dato' Hj. Nordin Hassan, Deputy Head of Prosecution Division (Policy) of the Attorney General's Chambers (AGC).

Meetings and continuous discussions with the relevant enforcement agencies were held and will be continued from time to time to resolve any arising issues to ensure the smooth operations of the Commission as provided under section 4 of the Act.

3. Administration of Finances as a Statutory Body

As the posts approved previously did not provide for an accountant, the Commission had to trade-off an open post to secure an accountant post so that the Commission is able to manage its own financial affairs. Due to the fact that the Commission could not manage its own finances, the acquisition process and administrative matters of the Commission became complicated.

An accountant appointed by the Commission reported for duty on 1 November 2012. It is expected that in early 2013, the Commission will be able to manage its own financial affairs entirely.

4. Lack of Public Awareness

From the perspective of public relations, there is still lack of public awareness in relation to the existence, understanding the objectives of the establishment as well as the functions/role of the Commission. As such, the Commission plans to organise more promotion and publicity activities in 2013 to reach its objectives and targets.

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Section

11

LAMPIRAN
APPENDICES

LAMPIRAN 1

APPENDIX 1

KEHADIRAN PESURUHJAYA DALAM MESYUARAT SURUHANJAYA TAHUN 2011

ATTENDANCE OF COMMISSIONERS IN THE COMMISSION MEETING FOR 2011

BIL. NO.	BIL. MESYUARAT MEETING NO.	TARIKH DATE	HADIR PRESENT	TIDAK HADIR ABSENT	DENGAN KEBENARAN WITH LEAVE	TANPA KEBENARAN WITHOUT LEAVE
1.	Mesyuarat Pertama <i>First Meeting</i>	25 April	Datuk Heliliah Mohd Yusof Datuk Paul Low Seng Kuan Tan Sri Dr. Zulkefli A. Hassan Dato' Sri Robert Jacob Ridu Profesor Tan Sri. Dato' Seri Dr. Sharifah Hapsah Syed Hasan Shahabudin Vinayak Prabhakar Pradhan Dato' Salehuddin Saidin			
2.	Mesyuarat Ke-2 <i>2nd Meeting</i>	23 Mei <i>May</i>	Datuk Heliliah Mohd Yusof Datuk Paul Low Seng Kuan Tan Sri Dr. Zulkefli A. Hassan Dato' Sri Robert Jacob Ridu Profesor Tan Sri. Dato' Seri Dr. Sharifah Hapsah Syed Hasan Shahabudin Vinayak Prabhakar Pradhan	Dato' Salehuddin Saidin	✓	
3.	Mesyuarat Ke-3 <i>3rd Meeting</i>	27 Jun <i>June</i>	Datuk Heliliah Mohd Yusof Datuk Paul Low Seng Kuan Dato' Sri Robert Jacob Ridu Vinayak Prabhakar Pradhan Dato' Salehuddin Saidin	Tan Sri Dr. Zulkefli A. Hassan Profesor Tan Sri. Dato' Seri Dr. Sharifah Hapsah Syed Hasan Shahabudin	✓ ✓	
4.	Mesyuarat Ke-4 <i>4th Meeting</i>	8 Ogos <i>August</i>	Datuk Heliliah Mohd Yusof Datuk Paul Low Seng Kuan Tan Sri Dr. Zulkefli A. Hassan Dato' Sri Robert Jacob Ridu Profesor Tan Sri. Dato' Seri Dr. Sharifah Hapsah Syed Hasan Shahabudin Vinayak Prabhakar Pradhan Dato' Salehuddin Saidin			

BIL. NO.	BIL. MESYUARAT MEETING NO.	TARIKH DATE	HADIR PRESENT	TIDAK HADIR ABSENT	DENGAN KEBENARAN WITH LEAVE	TANPA KEBENARAN WITHOUT LEAVE
5.	Mesyuarat Ke-5 <i>5th Meeting</i>	28 September	Datuk Heliliah Mohd Yusof Datuk Paul Low Seng Kuan Dato' Sri Robert Jacob Ridu Profesor Tan Sri. Dato' Seri Dr. Sharifah Hapsah Syed Hasan Shahabudin Vinayak Prabhakar Pradhan	Tan Sri Dr. Zulkefli A. Hassan Dato' Salehuddin Saidin	✓ ✓	
6.	Mesyuarat Ke-6 <i>6th Meeting</i>	24 Oktober <i>October</i>	Datuk Heliliah Mohd Yusof Datuk Paul Low Seng Kuan Tan Sri Dr. Zulkefli A. Hassan Dato' Sri Robert Jacob Ridu Profesor Tan Sri. Dato' Seri Dr. Sharifah Hapsah Syed Hasan Shahabudin Dato' Salehuddin Saidin	Vinayak Prabhakar Pradhan	✓	
7.	Mesyuarat Ke-7 <i>7th Meeting</i>	5 Disember <i>December</i>	Datuk Heliliah Mohd Yusof Datuk Paul Low Seng Kuan Dato' Sri Robert Jacob Ridu Profesor Tan Sri. Dato' Seri Dr. Sharifah Hapsah Syed Hasan Shahabudin Vinayak Prabhakar Pradhan Dato' Salehuddin Saidin	Tan Sri Dr. Zulkefli A. Hassan	✓	

LAMPIRAN 2

APPENDIX 2

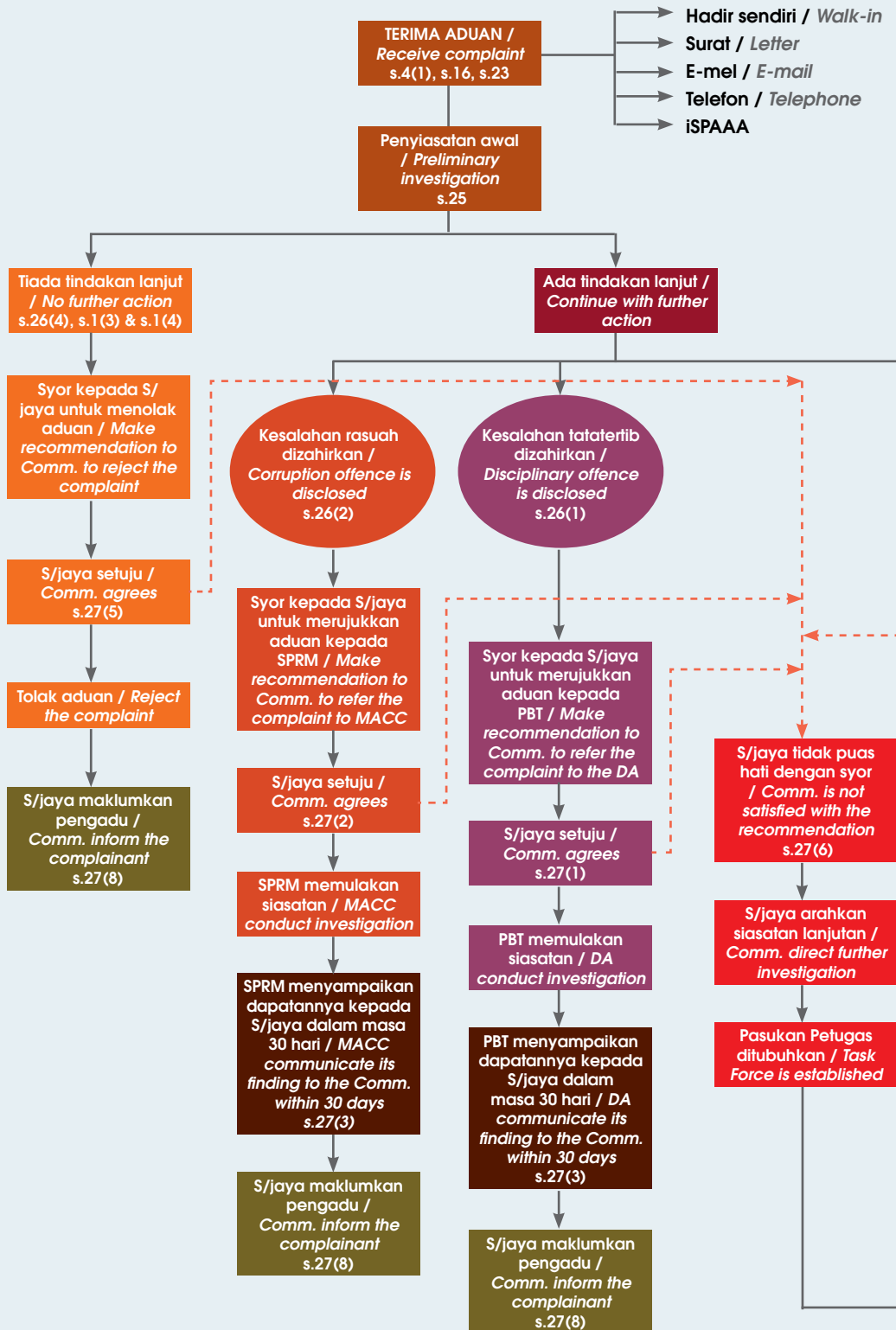
KEHADIRAN PESURUHJAYA DALAM MESYUARAT SURUHANJAYA TAHUN 2012

ATTENDANCE OF COMMISSIONERS IN THE COMMISSION MEETING FOR 2012

BIL. NO.	BIL. MESYUARAT MEETING NO.	TARIKH DATE	HADIR PRESENT	TIDAK HADIR ABSENT	DENGAN KEBENARAN WITH LEAVE	TANPA KEBENARAN WITHOUT LEAVE
1.	Mesyuarat Pertama <i>First Meeting</i>	11 Januari <i>January</i>	Datuk Heliliah Mohd Yusof Datuk Paul Low Seng Kuan Tan Sri Dr. Zulkefli A. Hassan Dato' Sri Robert Jacob Ridu Profesor Tan Sri. Dato' Seri Dr. Sharifah Hapsah Syed Hasan Shahabudin Vinayak Prabhakar Pradhan	Dato' Salehuddin Saidin	✓	
2.	Mesyuarat Ke-2 <i>2nd Meeting</i>	8 Februari <i>February</i>	Datuk Heliliah Mohd Yusof Datuk Paul Low Seng Kuan Tan Sri Dr. Zulkefli A. Hassan Dato' Sri Robert Jacob Ridu Vinayak Prabhakar Pradhan	Profesor Tan Sri. Dato' Seri Dr. Sharifah Hapsah Syed Hasan Shahabudin Dato' Salehuddin Saidin	✓ ✓	
3.	Mesyuarat Ke-3 <i>3rd Meeting</i>	7 Mac <i>March</i>	Datuk Heliliah Mohd Yusof Datuk Paul Low Seng Kuan Tan Sri Dr. Zulkefli A. Hassan Dato' Sri Robert Jacob Ridu Vinayak Prabhakar Pradhan Dato' Salehuddin Saidin	Profesor Tan Sri. Dato' Seri Dr. Sharifah Hapsah Syed Hasan Shahabudin	✓	
4.	Mesyuarat Ke-4 <i>4th Meeting</i>	4 April	Datuk Heliliah Mohd Yusof Datuk Paul Low Seng Kuan Dato' Sri Robert Jacob Ridu Vinayak Prabhakar Pradhan Dato' Salehuddin Saidin	Tan Sri Dr. Zulkefli A. Hassan Profesor Tan Sri. Dato' Seri Dr. Sharifah Hapsah Syed Hasan Shahabudin	✓ ✓	
5.	Mesyuarat Ke-5 <i>5th Meeting</i>	28 Mei <i>May</i>	Datuk Heliliah Mohd Yusof Datuk Paul Low Seng Kuan Tan Sri Dr. Zulkefli A. Hassan Dato' Salehuddin Saidin	Dato' Sri Robert Jacob Ridu Profesor Tan Sri. Dato' Seri Dr. Sharifah Hapsah Syed Hasan Shahabudin Vinayak Prabhakar Pradhan	✓ ✓ ✓	
6.	Mesyuarat Ke-6 <i>6th Meeting</i>	11 Jun <i>June</i>	Datuk Paul Low Seng Kuan Tan Sri Dr. Zulkefli A. Hassan Dato' Sri Robert Jacob Ridu Profesor Tan Sri. Dato' Seri Dr. Sharifah Hapsah Syed Hasan Shahabudin Vinayak Prabhakar Pradhan Dato' Salehuddin Saidin	Datuk Heliliah Mohd Yusof	✓	

BIL. NO.	BIL. MESYUARAT MEETING NO.	TARIKH DATE	HADIR PRESENT	TIDAK HADIR ABSENT	DENGAN KEBENARAN WITH LEAVE	TANPA KEBENARAN WITHOUT LEAVE
7.	Mesyuarat Ke-7 <i>7th Meeting</i>	9 Julai <i>July</i>	Datuk Heliliah Mohd Yusof Datuk Paul Low Seng Kuan Dato' Sri Robert Jacob Ridu Vinayak Prabhakar Pradhan Dato' Salehuddin Saidin	Tan Sri Dr. Zulkefli A. Hassan Profesor Tan Sri. Dato' Seri Dr. Sharifah Hapsah Syed Hasan Shahabudin	✓ ✓	
8.	Mesyuarat Ke-8 <i>8th Meeting</i>	6 Ogos <i>August</i>	Datuk Heliliah Mohd Yusof Datuk Paul Low Seng Kuan Tan Sri Dr. Zulkefli A. Hassan Dato' Sri Robert Jacob Ridu Profesor Tan Sri. Dato' Seri Dr. Sharifah Hapsah Syed Hasan Shahabudin Vinayak Prabhakar Pradhan	Dato' Salehuddin Saidin	✓	
9.	Mesyuarat Ke-9 <i>9th Meeting</i>	8 Oktober <i>October</i>	Datuk Heliliah Mohd Yusof Datuk Paul Low Seng Kuan Dato' Sri Robert Jacob Ridu Vinayak Prabhakar Pradhan	Tan Sri Dr. Zulkefli A. Hassan Profesor Tan Sri. Dato' Seri Dr. Sharifah Hapsah Syed Hasan Shahabudin Dato' Salehuddin Saidin	✓ ✓ ✓	
10.	Mesyuarat Ke-10 <i>10th Meeting</i>	23 November	Datuk Heliliah Mohd Yusof Tan Sri Dr. Zulkefli A. Hassan Dato' Sri Robert Jacob Ridu Vinayak Prabhakar Pradhan Dato' Salehuddin Saidin	Datuk Paul Low Seng Kuan Profesor Tan Sri. Dato' Seri Dr. Sharifah Hapsah Syed Hasan Shahabudin	✓ ✓	
11.	Mesyuarat Ke-11 <i>11th Meeting</i>	10 Disember <i>December</i>	Datuk Heliliah Mohd Yusof Datuk Paul Low Seng Kuan Tan Sri Dr. Zulkefli A. Hassan Dato' Sri Robert Jacob Ridu Dato' Salehuddin Saidin	Profesor Tan Sri. Dato' Seri Dr. Sharifah Hapsah Syed Hasan Shahabudin Vinayak Prabhakar Pradhan	✓ ✓	

LAMPIRAN 3
APPENDIX 3



Petunjuk:

S/jaya - Suruhanjaya Integriti Agensi Penguatkuasaan
PBT - Pihak Berkuasa Tatatertib yang berkenaan
SPRM - Suruhanjaya Pencegahan Rasuah Malaysia

Indicator:

Comm. - Enforcement Agency Integrity Commission
DA - appropriate Disciplinary Authority
MACC - Malaysian Anti-Corruption Commission

