

ELECTRICAL SERVICES BY CONSULTANTS - LESSONS LEARNT BY CKE

	ISSUES	Impact	Suggestion
A	Internal JKR		
1.	No standard format prepared for submission of payment of fees	Repetitive and abortive work	Urusetia Perlantikan Perunding JKR CKUB (UPP) prepare standard format and share online. As it is each Caw Pakar has their own version. Does not show unity or standardization in JKR as a whole.
2.	No standard formats for JTKP	Repetitive and abortive work by each Cawangan Pakar	UPP prepare standard format and share online. As it is each Caw Pakar has their own version. Does not show unity or standardization in JKR as a whole.
3.	The process from application for consultancy services to decision of successful firm reaching Caw Pakar take too long	Uncertainty and stress. For urgent jobs HODT has to resort to in-house design thus less time and manpower	UPP should request for PTM to cater for internal online application similar to SKALA system
4.	Circular issued by previous KPKR no more applicable but has not been rescinded.	Causing confusion to new applicants	UPP should gather all best practices by Caw Pakar and prepare a JKR Manual pertaining to selection of consultants and all necessary forms associated. Distribute as a KPKR circular to all. (<i>Ongoing for CKE</i>)
5.	No KPI's prepared to evaluate consultants	No basis for performance reporting	Each Caw should prepare KPIs for consultants and place in manual (<i>Ongoing for CKE</i>)
6.	Insufficient norms	JTKP sitting very subjective depending on who attends meeting	Norms should be set by each Caw Pakar and distributed to all who SBUs and to all who represent JKR in Tender Boards of other ministries(<i>Ongoing for CKE</i>)

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7.	Nomination by CKE rejected by LPA and / or Treasury. Up to 4Feb08 only 20 out of 100 application agreed by Board.	Understaffed and incompetent or unqualified consultants get big / complex projects	Provide reasons for rejection so that mistakes are not repeated
8.	Non access to e-Perolehan and e-beban not up-to-date with e-perolehan	Slows down checking of consultants profile and workload. Profile / workload of consultants recommended about two weeks outdated therefore often rejected by Tender Board	Get e-perolehan access. Allow a two week grace period between data by JKR and data checked by Tender Board on line during meeting or else waste of time for Caw Pakar to name. – will always not be up to date. <i>(Received on 14January08i – superceded by events)</i>
9.	Duration from JTKP to HOPT to UPP takes too long. HOPT does not submit to UPP the documents already sent by HODT .	Delay, repetitive works.	HODT send direct to UPP with copy to HOPT
10.	UPP does not include SBU in discussions.	SBU not in the know of decisions made.	Update online for all to access.
B	Electrical Consultants (CONS)		
1.	Not proactive or creative, many expect to be spoon fed (cth; pengemukakan dokumen CTK yang lengkap walaupun telah dikeluarkan LOI dan surat peringatan)	Unnecessary repetition of instructions. Late action or reactionary.	Use SPK forms and the supporting CE ISO forms diligently. <i>(Being done by CKE but its as though we're begging for records and information, tedious and tiresome to chase after(not monitor) consultants)</i>

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2.	Do not practice SPK (quality record keeping) even though advised to do so via email, letters etc	Unnecessary repetition of instructions and missing steps eg application of power supply,	Use SPK forms and supporting CE ISO forms diligently(<i>Being done by CKE but its as though we're begging for records and information, tedious and tiresome to chase after(not monitor) consultants</i>)
3.	Unethical and unprofessional. Many principal electrical partners are not active, do not participate or leave it to their mechanical counterparts or electrical subordinates to attend to meetings, prepare estimates etc.	Unnecessary repetition of instructions	Make clear in LoI that PRB must attend or else will effect performance appraisal to Treasury.
4.	Do not bother to read TOR	Do not know the scope of services expected, unnecessary repetition of instructions	
5.	Do not check subordinates works, do not endorse drawings before submission, even if they do, its done without checking,	Repetitive checking still necessary by Caw Pakar before can be verified and validated by Caw Pakar	HODT Reject unchecked amendments and report to Treasury (<i>ongoing in CKE</i>)
C	Electrical Consultants (PROS)		
1.	Design for complex projects	Assist new JKR engineers to learn via Reverse Engineering	
2.	Designs are produced on time	Mempercepatkan kerja-kerja rekabentuk dalam waktu yang ditetapkan kerana tumpuan sepenuhnya kepada projek berkenaan.	

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D	TREASURY		
1.	Rate allowed in Manual by Treasury for CoW on site too low.	No takers since nobody would want to work at that rate. With the rate given only new grads would qualify thus more work for JKR since like it or not JKR has to train them on the job. This does not contribute to expediting works or ensuring / maintaining quality.	Treasury must revise to suit market rate
2.	Consultants named by Treasury newly set up, small and understaffed. .	Since they are new they do not have the expertise yet. Again JKR has to train them.	Allow JKR to nominate and choose from our list.
3.	Joint Ventures suggested by Treasury.	The two firms cannot agree on scope of works, division of works, who is the leader. Or slow to agree thus delaying CTK and discussions as organization chart and responsibility chart not available. Design schedule affected.	Specify clearly division of scope. Must name the leading consultant. <i>(CKE has submitted draft JV MoA to PUU for checking)</i>