

**SENARAI PROJEK / PROGRAM PEMBAHARUAN DAN PENAMBAHBAIKAN BAGI TAHUN 2015-2016  
DI BAWAH KEMENTERIAN PERTAHANAN**

	Tajuk	Fokus WPA 21			Objektif & Sasaran / KPIs	Keterangan Ringkas
		Dasar	Struktur Organisasi	Pelaksanaan Organisasi		
<b>KEMENTERIAN PERTAHANAN</b>						
<b>PEJABAT PENGURUSAN STRATEGI</b>						
1	Strategy Cascading to Tier 2 – Departmental Strategy Maps and Balanced Scorecard			✓	<p><b>OBJEKTIF</b></p> <p>a) To communicate the corporate strategy throughout the organisation</p> <p>b) To show every employee in the organisation how their daily actions contribute to the overall performance of the organisation.</p> <p>c) To ensure that resources are aligned with strategic priorities.</p> <p>d) Optimise strategy execution using management analytics – the Strategy Map and Balanced Scorecard tools.</p>	The Office of Strategy Management (OSM) has throughout 2015 engaged all units and departments in the ministry, through monthly meetings to cascade the corporate strategy throughout the organisation and facilitate completion of their Departmental Strategy Maps and Balanced Scorecards. A Departmental Strategy Maps and Scorecards reference booklet has been produced (for internal consumption) in Apr 2016. This will be an annual publication.
<b>PUSAT PENYELIDIKAN DAN PERKEMBANGAN SAINS DAN TEKNOLOGI</b>						
2	Complex Procurement Manual			✓	<p><b>OBJEKTIF</b></p> <p>a) Streamline processes relating to complex acquisition within MINDEF.</p> <p>b) Better coordinate capability acquisition activities.</p> <p>c) Manage expectations of stakeholders.</p> <p>d) Provide clearer division of tasks.</p> <p>e) Better manage acquisition processes with defined ownership.</p> <p>f) Create efficiencies through better foresight and removal of ambiguities.</p>	The complex procurement manual, amongst others, seeks to lay out MINDEF's guidelines and definitive process for complex acquisitions, policies for interaction with industry, control measures, roles and responsibilities of various entities, and provide templates for reports and correspondence.
<b>DEFENCE SCIENCE AND TECHNOLOGY GROUP</b>						
3	Defence Science & Technology Policy Framework (DSTPF)			✓	<p><b>OBJEKTIF</b></p> <p>a) S&amp;T plays a critical role in contributing to Brunei's defence and security, providing the technological advantage in military capabilities and the systematic methodologies necessary to inform improvements in the way military organisations function and operate.</p> <p>b) Optimising S&amp;T is a deliberate act that requires management and coordination. Hence this policy framework is necessary to provide guidelines and inform MINDEF/RBAF personnel what the leadership intends are with regards to the employment of S&amp;T in MINDEF's / RBAF's daily business.</p> <p>c) Ensure alignment of S&amp;T efforts in MINDEF.</p> <p>d) Lay the groundwork for downstream strategies relating to S&amp;T especially on Research &amp; Development, Innovation, Systems support and maintenance, skills development, etc.</p>	The DSTPF lays out the policies to be established for the incorporation of science and technology (S&T) into the organisation and processes in MINDEF and RBAF. It capitalises on current best practices to enhance acquisition, operations and sustainment of RBAF capabilities, through leadership, structured governance and supporting policies. The DSTPF was launched in June 2016. Together with the launching was the establishment of the Defence Science and Technology Secretariat (DTS) and the Defence Science and Technology Group (DSTG).

JABATANARAH PENTADBIRAN DAN TENAGA MANUSIA					
4	Work Performance Review Program			<p><b>OBJEKTIF</b></p> <p>a) A clearer picture on an individual employee's performance.  b) Identification of talented employees.  c) Documentations of performance which can be used as a yardstick to support career planning decisions and reduce disputes, as well as to recognise and reward top performers.  d) Improved alignment of individual employee's day-to-day actions with strategic organisational objectives.  e) Improved employees understanding on how they fit into the larger organisation.  f) Improved employee personal motivation.  g) Optimised employee productivity.  h) Strengthened manager-employee relationship.  i) Employee retention especially retention of talents.  j) Cost-savings through improved productivity and improved process.</p>	<p>WPR involves a process by which managers and employees work together to plan, monitor and review an employee's work objectives and overall contribution to the organisation. The process involves five components: Planning for Performance, Regular Review, Documentation, Appraising Performance and Recognition and Rewards.</p>
JABATANARAH PEMBANGUNAN DAN PERKHIDMATAN KERJA					
5	Built Facilities and Assets – Cost and Inventory Book		✓	<p><b>OBJEKTIF</b></p> <p>a) Organises information on the buildings and facilities owned by MINDEF.  b) Provides useful reference for use by MINDEF and organisations such as the consultants, builders and others appointed and authorised by MINDEF in assisting to plan for future works related to MINDEF's built facilities and physical infrastructure assets.</p>	<p>Launched in 2015, the Book provides data on the assessment of MINDEF's built facilities and physical infrastructure assets by the Replacement Cost method at current market prices. It identifies MINDEF's built facilities and physical infrastructure assets in inventory lists based on categories of all assets at its various camps according to function and cost. It also identifies in inventory lists based on categories of the mechanical and electrical equipment assets at its various camps according to function but without cost. The Book serves as a reference in future works related to MINDEF's assets.</p>