KEMENTERIAN PENGAJIAN TINGGI

POLITEKNIK MALAYSIA
SEBERANG PERAI

2020 ANNUAL REPORT SEBERANG PERAI POLYTECHNIC

STRIVING FOR EXCELLENCE
IN A CHALLENGING TIME

In the wake of the COVID-19 pandemic which has threatened the lives of people and disrupt global economy, Seberang Perai Polytechnic, as one of the leading TVET education in the country, remains committed in providing quality education to its students. Seberang Perai Polytechnic plays a significant role in preparing graduates for the Industrial Revolution 4.0. Thus, various high-impact programmes and activities have been implemented with the cooperation of external parties to ensure that students acquire the most recent and diverse knowledge and skills to enhance their marketability.

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DIRECTOR'S MESSAGE

I want to express my heartfelt gratitude to the Annual Report's Committee for the opportunity given to express my thoughts in this Annual Report 2020.

As we know, the year 2020 has been a challenging year for many countries, including Malaysia. The Coronavirus (Covid-19) pandemic has resulted in many countries dealing with various unforeseen challenges. It has taken a significant toll on people worldwide. It has impacted us hard, and globally it has affected the physical connectivity. Despite various restrictive measures imposed globally, the coronavirus is still terrorising, and Covid-19 death has risen to an alarming figure. The pandemic has resulted in a move by the Malaysian government and governments worldwide to adapt to a new condition called a 'new normal'.

This 'new normal' has affected our education system. The "new norm" has led us to embrace online learning or e-learning to replace conventional face to face learning. Educators at various levels of the education system are devising multiple teaching and learning approaches to reach out to students in this era of "new norm". E-learning is a respite for educators as it assists the much-perplexed educators to accomplish their tasks. Despite facing various challenges, Seberang Perai Polytechnic (PSP) staff have cooperated to execute all the planned activities while adhering to strict standard operating procedures set by the National Security Council and Ministry of Health.

As an organisation envisioned to fulfil its role as one of the top training providers in Technical and Vocational Education (TVET), PSP has to reinvent, innovate and explore new ideas which are not only cost-effective but also, above all, improve the mechanism of delivering the knowledge according to the new norm.

DIRECTOR'S MESSAGE

I am indeed very proud to announce that in the year 2020, PSP has sustained its achievements and continue to be the best amongst the top polytechnics in Malaysia. Our students and lecturers continuously strive to reach greater heights and continue to excel in many events, both locally and globally. Besides that, PSP Alumni Association is also working closely with our management to assist our students whenever possible.

PSP ranked tenth amongst Asia Pacific Accreditation and Certification Commission (APACC) accredited institutions and, as a recipient of a gold-ranked Malaysian polytechnic, PSP is soaring with many accomplishments gained by educators and students. It has indeed set a benchmark of excellence in the Asia Pacific region for technical and vocational education and training (TVET) in terms of quality, accountability and the public's trust. This recognition shows that PSP is an exemplary institution of high quality that could be used as a role model to revolutionise TVET. Nonetheless, in ensuring only quality engineering programmes are offered, PSP also managed to obtain the accreditation from Engineering Technology Accreditation Council (ETAC), a recognised regulatory body of the Board of Engineers Malaysia (BEM). As an institution that strives for excellence, PSP continuously delivers quality education that meets the standard set by both national and international accreditation agencies. Our achievements in attaining ISO 21001: 2018 Educational Organisations Management System (EOMS) and ISO 45001:2018 Occupational Health and Safety (OHSAS) certification from SIRIM truly reflect PSP's quest to become one of the leading TVET providers in this region.

As a technical institution, PSP aims to produce quality TVET graduates to meet the demands of both the private and public sectors in Malaysia. Producing quality TVET graduates is one of the primary shifts of the Malaysian Education Blueprint (Higher Education) 2015-2025. Undoubtedly, PSP focuses on delivering quality TVET graduates through various quality teaching and learning programmes executed by dedicated lecturers. Constant consultation with our industry partners through Industry Advisory Committee (IAC) is carried out periodically to get relevant and up to date information about the changes revolving in the industry sector. Input from IAC is thoughtfully considered to ensure our students graduate with the "industry ready" status. Thus, PSP is committed to nurturing and producing graduates who are all-rounder in nature, morally stable, and able to be part of the Fourth Industrial Revolution (I.R 4.0).

Throughout its 22 years of establishment, PSP has produced batches of graduates serving the industry and society. The quality instilled in them has resulted in PSP graduates meeting the current job market demands and obtaining employability as soon as they graduate from PSP. Our latest employability statistics for the year 2020 shows that we managed to achieve 97.1%, which is one of the highest among the Malaysian polytechnics. PSP was awarded as the best polytechnic for the graduate employability criterion.

The emergence of the Covid-19 pandemic has resulted in the whole world facing some uncertainties. We at PSP need to address these uncertainties wisely to make sure our mission and vision are not derailed at any cost. I am confident that we can sustain our achievements and focus on navigating PSP to greater heights. We will continue to uphold our integrity and accountability towards building our reputation and transforming our institution into a Centre of Excellence. We strive to produce technically skilful industry-ready semi-professional human capital. I want to thank the management team, the teaching and non-teaching staff, and the industry players for supporting and trusting me to lead this institution. I truly appreciate all of them.

Thank you, Wassalam

Sr. HARITH FADZILAH BIN ABD KHALID, *MRISM*
Director
Seberang Perai Polytechnic

ABOUT
SEBERANG PERAI POLYTECHNIC

Seberang Perai Polytechnic (PSP) is located in a fast developing area in Permatang Pauh, adjacent to Bandar PERDA and about 5km from Bukit Mertajam, Penang. The RM170 million PSP campus was built on a 100-acre of land. PSP began its operation on 1 September 1998 and was officially launched on 27 November 1999 by Tun Dr Mahathir bin Mohamad, former Prime Minister of Malaysia.

PSP is the 10th polytechnic established under the Ministry of Education Malaysia (MOE), which was set up in line with the government's policy to offer Technical and Vocational Education and Training (TVET) to SPM leavers in order to produce competent semi-professionals who fulfil the aspirations of the nation. There are four main departments offering courses at diploma levels in Electrical Engineering, Mechanical Engineering, Commerce and Information and Communication Technology. Apart from these departments, there are two supporting departments; the Mathematics, Science and Computer Department and General Studies Department.

The PSP campus is equipped with teaching and learning facilities that can accommodate around 5000 students. In addition, PSP is also equipped with modern facilities such as a library, computer laboratory, Islamic Centre, multimedia centre, students' hostels, students' activity centres, sports complex, multipurpose hall, lecture hall and mini-hotel.

As a centre of excellence in engineering, technology and commerce, PSP has been awarded the APACC Accreditation Gold Award, OSHAS Certification, 5S Certification and MS ISO 9001:2008 Certification, apart from numerous excellence awards.

VISION

TO BECOME
AN EXCELLENT
TVET INSTITUTION.

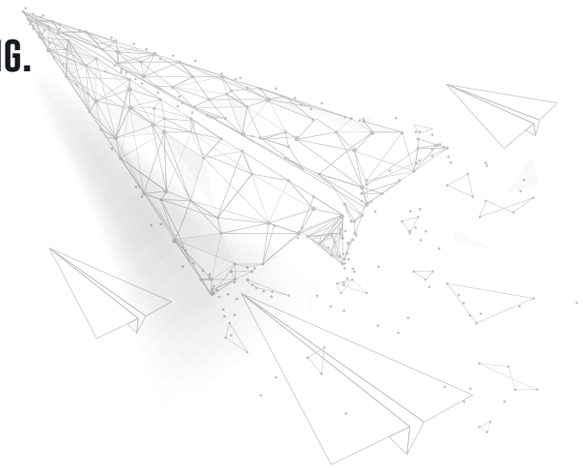
MISSION

DEVELOPING WELL-BALANCED,
ENTREPRENEURIAL,
AND HOLISTIC GRADUATES;

PROVIDING A WIDE ACCESS
TO QUALITY AND RECOGNIZED
TVET PROGRAMMES;

MAKING FULL USE OF
SMART SHARING
WITH STAKEHOLDERS;

STRENGTHENING COMMUNITY
THROUGH RESEARCH,
INNOVATION,
AND LIFELONG LEARNING.



EDUCATION GOAL

**Providing
TVET graduates
who are holistic,
competent and capable
of contributing
to national development.**

ORGANIZATIONAL GOAL

Producing credible and highly sought after TVET graduates who contribute towards the country's economic development;

Reinforcing the relevance and responsiveness of programs in PSP to fulfill the industrial demands.

Gearing a community towards a harmonious and peaceful globalized world.

STRATEGIC CORE

1st Core
Producing Quality TVET Graduates

2nd Core
Solidifying Responsive and Sustainable Governance

3rd Core
Enriching Talent

4th Core
Leading Education System Through Industry Revolution

5th Core
Strengthening Industry and Community Collaboration

6th Core
Cultivating Applied Research and Innovation

MANAGEMENT TEAM

01

DIRECTOR

Sr. Harith Fadzilah Bin Abd Khalid, *MRISM*

02

DEPUTY DIRECTOR OF ACADEMIC

Dr. Hjh. Nor Hasni binti Haron, B.C.N.

03

DEPUTY DIRECTOR OF NON-ACADEMIC

Hawariah binti Kamaruddin

HEAD OF DEPARTMENTS

Muhammad Nasir Bin Marzuki
Head of Department
Mechanical Engineering Department

Md. Ashraf Bin Mohamed
Head of Department
Commerce Department

Ts. Dr. Zulhadi bin Zakaria
Head of Department
Information and Communication Technology Department

Misida Binti Senon
Head of Department
Electrical Engineering Department

Faizah Binti Utar @ Hj Mokhtar
Head of Department
Mathematics, Science & Computer Department

Yeap Lay Hwa
Head of Department
General Studies Department

Mariappen a/l Gopalakrishnan
Head of Department
Sports, Co-curriculum & Calture Department

Shuhaimi Samanol
Head of Department
Student Affair Department

HEAD OF UNITS

Nur Hazwani binti Mohd Nasir
Head of Unit
Examanation Unit

Syaiful Anas bin Ibrahim
Head of Unit
Industrial Communications and Training Unit

Abu Seman bin Mohammad
Head of Unit
Training and Further Education Unit

Ts. Adi Badiozaman Bin Ruhani
Head of Unit
Information Management and Technology Center

Dr. Hjh. Hasnah binti Muhammad
Head of Unit
Quality Assurance Unit

Dr. Hjh. Salmi binti Che Meh
Head of Unit
Research, Innovation & Commercial Unit

Norbahiah binti Zakaria
Head of Unit
Centre of Technology for Teaching & Learning (CTTL)

Ts. Ahmad Fadzil bin Ismail
Head of Unit
Instructional & Multimedia Development Unit

Zamzilah bt Ismail
Head of Unit
Library Unit

Ts. Mohamad Fadzil bin Basir Ahmad
Head of Unit
Corporate, Industrial Services and Employability Centre (CISEC)

Hamzan bin Harun
Head of Unit
Entrepreneur Unit

Samsiah binti Muhammad
Head of Unit
Maintenance Unit

Nasrul Faizal bin Mohd Nasir
Head of Unit
Administration Unit

Fauezah binti Ab Rahman
Head of Unit
Financial unit

Noor Hayati binti Mat Saleh
Head of Unit
Student Residence College Unit

Siti Hafsah binti Zainal Abidin
Head of Unit
Communications and Corporate Relations Unit

Yusliza binti Md. Yusoff
Head of Unit
Psychology Management Unit

Mohamad Salim bin Abdul Wahab
Security and Facilities Officer

Ts. Kamaruzzaman bin Jaafar
Occupational Safety and Health Officer

Ruhil Naznin binti Azaman
International Relations Officer

Kamarul Ariffin bin Abd Rashid
Youth Entrepreneurs Support (YES)

Encik Muslim bin Abu Bakar
Quality Officer

KEY STATISTICS

STATISTICS OF THE SEBERANG PERAI POLYTECHNIC
STUDENTS

Seberang Perai Polytechnic (PSP) offers a variety of courses according to the respective departments. There are four departments in PSP. Department of Electrical Engineering offers Diploma in Electronic Engineering (Computer), Diploma in Electronic Engineering (Communication) and Diploma in Electrical and Electronic Engineering. Department of Mechanical Engineering offers Diploma in Mechanical Engineering, Diploma in Mechanical Engineering (Manufacturing), Diploma in Mechanical Engineering (Plant) and Diploma in Mechanical Engineering (Textile). Department of Information and Communication Technology offers Diploma in Information Technology (Digital Technology). The Commerce Department offers Diploma in Accountancy, Diploma in Islamic Banking and Finance, Diploma in Business Studies and Diploma in Logistics and Supply Chain Management.

	JUNE 2020	DEC 2019	TOTAL
ELECTRICAL ENGINEERING DEPARTMENT			
Diploma in Electronic Engineering (Computer)	275	264	**539**
Diploma in Electronic Engineering (Communication)	195	194	**389**
Diploma in Electric and Electronic	385	399	**784**
Total	**855**	**857**	**1712**
MECHANICAL ENGINEERING DEPARTMENT			
Diploma in Mechanical Engineering	467	444	**911**
Diploma in Mechanical Engineering (Manufacturing)	155	173	**328**
Diploma in Mechanical Engineering (Plant)	134	145	**279**
Diploma in Mechanical Engineering (Textile)	84	95	**179**
Total	**840**	**857**	**1697**
COMMERCE DEPARTMENT			
Diploma in Accountancy	423	462	**885**
Diploma in Business Studies	441	477	**918**
Diploma in Logistic and Supply Chain Management	515	564	**1079**
Diploma in Islamic Banking and Finance	396	433	**829**
Total	**1775**	**1936**	**3711**
INFORMATION AND COMMMUNICATION TECHNOLOGY DEPARTMENT			
Diploma in Information Technology (Digital Technology)	598	601	**1199**
Total	**598**	**601**	**1199**
MATHEMATICS AND COMPUTER SCIENCE DEPARTMENT			
Pre-Diploma Science	32	37	**69**
Total	**32**	**37**	**69**
TOTAL	**4100**	**4288**	**8388**

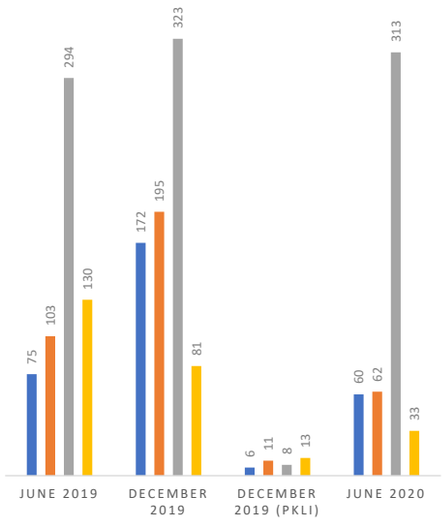
STATISTICS OF THE SEBERANG PERAI POLYTECHNIC
GRADUATES

In 2020, the total number of PSP students who successfully completed their studies was 1879. Of the total, 313 were from the Department of Electrical Engineering, 371 were from Department of Mechanical Engineering, and 257 were Department of Information and Communication Technology and 938 were from Department of Commerce. The breakdown of graduates by diploma is as per the table below:

	JUNE 2019	DEC 2019	DEC 2019(PKLI)	JUNE 2020	TOTAL
ELECTRICAL ENGINEERING DEPARTMENT					
Diploma in Electronic Engineering (Computer)	16	48	2	28	**94**
Diploma in Electronic Engineering (Communication)	30	59	1	10	**100**
Diploma in Electric and Electronic	29	65	2	22	**119**
Total	**75**	**172**	**6**	**60**	**313**
MECHANICAL ENGINEERING DEPARTMENT					
Diploma in Mechanical Engineering	43	90	7	34	**174**
Diploma in Mechanical Engineering (Manufacturing)	22	47	2	9	**80**
Diploma in Mechanical Engineering (Plant)	27	37	0	14	**78**
Diploma in Mechanical Engineering (Textile)	11	21	2	5	**39**
Total	**103**	**195**	**11**	**62**	**371**
COMMERCE DEPARTMENT					
Diploma in Accountancy	75	75	1	51	**202**
Diploma in Business Studies	75	81	4	81	**241**
Diploma in Logistic and Supply Chain Management	69	94	1	98	**262**
Diploma in Islamic Banking and Finance	75	73	2	83	**233**
Total	**294**	**323**	**8**	**313**	**938**
INFORMATION DAN COMMUNICATION TECHNOLOGY DEPARTMENT					
Diploma in Information Technology (Digital Technology)	130	81	13	33	**257**
Total	**130**	**81**	**13**	**33**	**257**
TOTAL	**602**	**771**	**38**	**468**	**1879**

STATISTICS OF THE SEBERANG PERAI POLYTECHNIC **GRADUATES** BY SESSIONS AND DEPARTMENTS

PSP has produced 1879 graduates in 2020. The breakdown of graduates according to departments and programmes for all sessions were as follow:

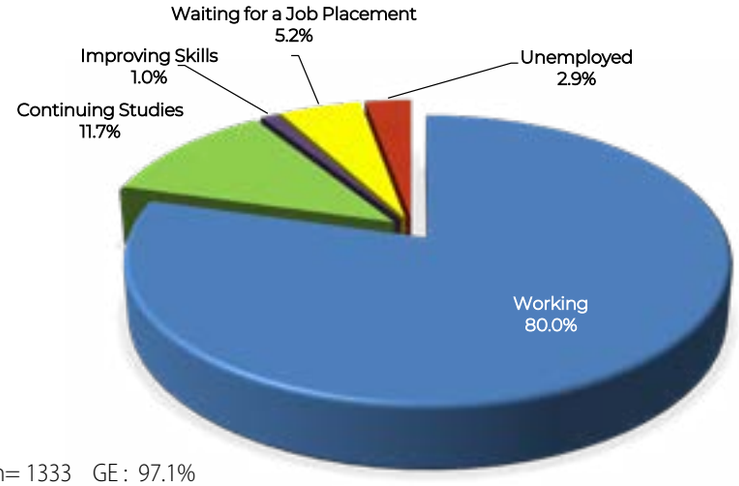


Total number of graduates in 2020 **1879**

- 313 Electrical Engineering Department
- 371 Mechanical Engineering Department
- 938 Commerce Department
- 257 Information and Communication Technology Department

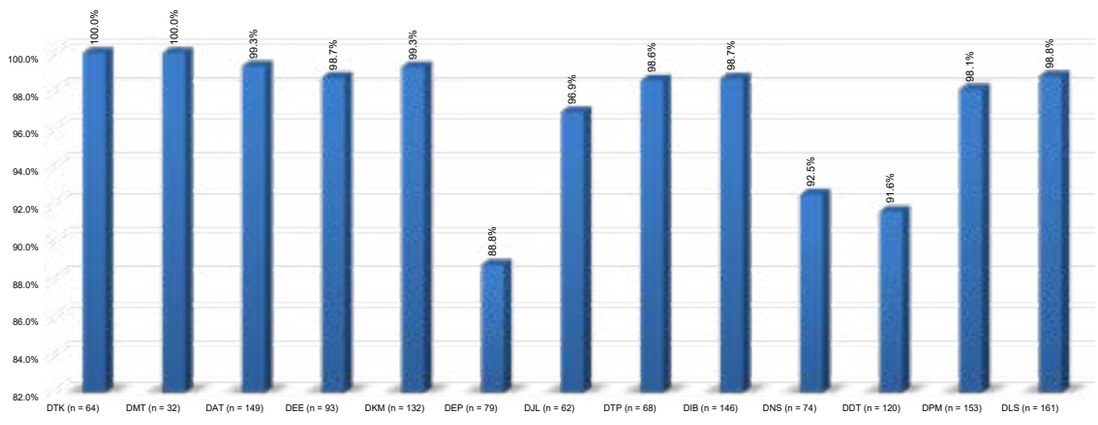
GRADUATES EMPLOYABILITY (GE)

PSP has achieved the Graduate Employability (GE) KPI for 2020 and achieved a 100% response rate. There are two study programs that achieved GE 100% of the total 14 study programs offered at the Polytechnic namely DTK and DMT.



n= 1333 GE : 97.1%

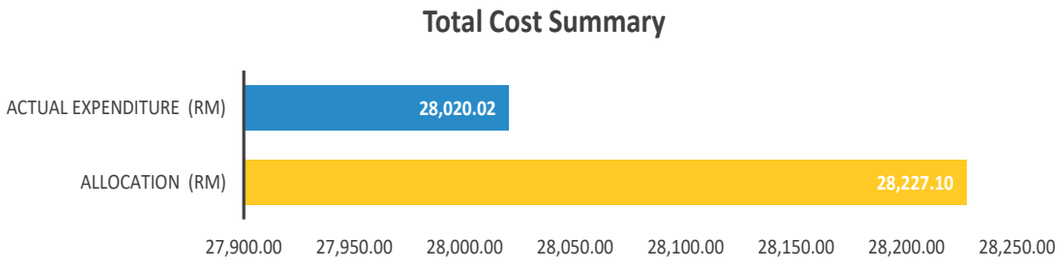
*Note :
GRADUATE EMPLOYABILITY (GE) RATE = Working + Continuing Studies + Improving Skills + Waiting for Job Placement



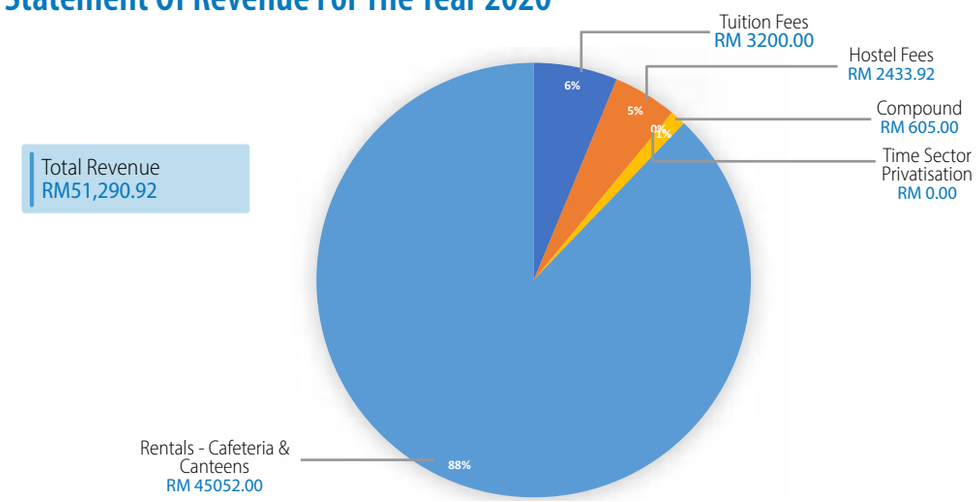
PSP FINANCIAL MANAGEMENT

Statement Of Income And Expenditure For The Year 2020

Grant	Allocation (RM)	Actual Expenditure (RM)
Operating Cost	26,497,043.04	26,290,044.51
Development Cost	1,730.053.20	1,729,972.99
Total Cost	**28,227,096.24**	**28,020,017.50**



Statement Of Revenue For The Year 2020



Bill Payment Performance For 2020

No of days	Number of bills	Amount(RM)	Percentage (%)
< 7 days	735	6,003,359.35	99.966
8 - 14 days	1	297.60	0.1
>14 days	0	0	0
Total Cost	**736**	**6,003,656.95**	**100**

ACHIEVEMENTS

ASIA PACIFIC ACCREDITATION AND CERTIFICATION COMMISSION (APACC)

PSP was re-audited by the Asia Pacific Accreditation and Certification Commission (APACC) on 8 – 10 October 2019. A team from the Colombo Plan Staff College (CPSC) led by Dr Paiboon Saiyawongs and assisted by Mr Natarajan Rajkumar meticulously reviewed PSP's compliance with all the seven criteria defined by the APACC accreditation system. The APACC accreditor team visited selected departments, viewed the facilities in PSP, interacted with staff, and reviewed documents and evidence

It was a highly charged moment for those who have to respond on the spot to questions posed by the accreditors. The interview and documentation review processes were incredibly rigorous, as the presentations had to be systematic and accurate. After the accreditors visit, there was a long wait, with full anticipation of the final result. The results of the re-audit assessment of all the criteria as in Figure below.

Criteria	ACCREDITATION RESULTS		
	Allocated Point	Points Earned	Percent(%)
Governance and Management	46	43	93.5
Teaching and Learning	120	111	92.5
Human Resource	74	72	97.3
Research and Development	50	45	90.0
Image and Sustainability	50	48	96.0
Others Resources	110	108	98.2
Support to Students	50	50	100.0
TOTAL/LEVEL	**500**	**477**	**95.4**

The APACC Gold Award was an essential milestone for PSP. The re-audit process qualifies PSP to retain the gold awards from 25 October 2019 to 24 October 2023. The recognition of the gold award obtained by PSP opens more opportunities for PSP graduates to gain overseas employment with an internationally accredited qualification.

The Gold Award from APACC was a shining beacon in PSP's history and a victory for Malaysian Polytechnics in general. With this prestigious APACC recognition, Malaysian Polytechnics will continue to strive towards achieving the lofty goals outlined in the Polytechnic Transformation Plan.

ENGINEERING TECHNOLOGY ACCREDITATION COUNCIL (ETAC)

The Board of Engineers of Malaysia has approved Seberang Perai Polytechnic's application for accreditation. The agency has decided to grant accreditation to seven programmes that were audited in 2018 and 2019.

The programmes involved were Diploma in Mechanical Engineering (Manufacturing), Diploma in Mechanical Engineering, Diploma in Mechanical Engineering (Textile), Diploma in Mechanical Engineering (Plant), Diploma in Electrical and Electronic, Diploma in Electronic Engineering (Communication) and Diploma in Electronic Engineering (Computer). Accreditation period from 1 January 2019 to 31 December 2024.

LEMBAGA JURUTERA MALAYSIA

DIPLOMA IN ELECTRONIC ENGINEERING (COMPUTER)
(3-YEAR PROGRAMME AFTER SPM)

POLITEKNIK SEBERANG PERAI (PSP)

PERAKUAN BAGI GRADUAT
TAHUN 2019 - 2024 SAHAJA

INTERNATIONAL RECOGNITION AWARD

Setting an inspiring example, KIK Gateway team from Electrical Engineering Department received the 'International Recognition Award' from Northern Region Malaysia Productivity Corporation (MPC) during the Good Regulatory Practice (GRP) workshop and Certificate Awards ceremony on 20th January 2020.

Three hundred participants from government agencies and other private sectors from Perlis, Kedah, Penang and Perak attended the ceremony. YB. Dato' Abdul Razak Bin Jaafar, State Secretary of Penang, officiated the ceremony. MPC Director Dato' Abdul Latif bin Hj. Abu Seman and the Mayor of Seberang Perai, Dato' Sr. Haji Rozali bin Mohamud were also present. The 'International Recognition Award' was presented by YB Dato' Abdul Razak bin Jaafar.

During the ceremony, PMC gave other awards such as Certificate in Quality Environmental Practice QE/5S and the Most Productive Organisation. The awards given by MPC was to appreciate individuals, teams, and organisations that have provided high support and commitment to the national productivity and competitive improvement programmes organised by the MPC.

MPC gives productivity increment paramount importance, and these are supported by various initiatives involving competitiveness and innovation. The ceremony is one of the key strategies to achieve excellence and enhance national productivity.

KIK Gateway team was awarded a gold medal and a certificate for their innovative inventions at the International Quality & Productivity Convention (IPQC) held in Batam, Indonesia, from 27-30 Nov 2018.

ISO45001: 2018 CERTIFICATION ON OCCUPATIONAL HEALTH AND SAFETY MANAGEMENT SYSTEM (OHSMS)

Seberang Perai Polytechnic (PSP) has continued to strengthen its occupational health and safety management system through its strategic plan under the second core requirement. Thus, PSP has established the international standard of ISO 45001:2018 to be used to ensure the systematic implementation of the occupational safety and health management system.

The PSP was recognized as one of the institutions implementing the Occupational Health and Safety Management System (OHSMS) for the teaching and learning of engineering programs. Therefore, the first compliance audit was carried out by NIOSH Certification Sdn. Bhd. on 15-16 October 2020 to ensure the implementation of teaching and learning was in line with ISO45001:2018 standards. Through this audit, PSP has successfully maintained its certification.

Certification objectives included the following:

a. to ensure the safety, health and well-being of persons who are at work against the safety or health risks arising from the activities of persons at work;
b. to protect persons at a workplace other than those who are at work against safety or health risks arising from the activities of persons at work;
c. to promote suitable working environment for people who are at work tailored to their physiology and psychological needs
d. to establish a manner in which relevant occupational safety and health legislation may be replaced in stages by an approved system of regulations and industry practices, which goes in conjunction with the acts provisions intended to maintain or improve safety and health standards.

The primary purpose of conducting Occupational Health and Safety Management System (OHSMS) is to implement the compliance set by the government in UPTM circular - 159/267/50 Klt 4 (46), KK/BKP 10/535/20/15(9) as well as the Occupational Safety and Health Act, 1994. In this regard, the Occupational Health and Safety Management System (OHSMS) functions to help PSP management act more effectively to cultivate safer and healthier work practices. Thus, PSP has been diligent in supporting all employees' conduct to improve the quality of work.

PSP management is obliged to ensure the safety, health and well-being of its employees. PSP's obligations include:

i. providing and maintaining equipment and a practical work system that is safe and secure;
ii. ensuring safety and the absence of health risks related to the use or handling, storage and transportation of equipment and materials
iii. disseminating necessary information, instructions, training and supervision to ensure employees' safety and health at work;
iv. maintaining the premises under PSP control or persons who are maintaining the premises are in a safe state and without risk to health;
v. providing and maintaining a safe working environment for its employees

PSP C@LOGS DIGEST

As Logistics and Supply Chain is a Center Of Technology(COT) of Seberang Perai Polytechnic (PSP), various initiatives are taken to further equip Logistics Management and Supply Chain (DLS) lecturers with practical and theoretical knowledge. Thus, PSP C@LOGS DIGEST was published under Element 2 (Research and Innovation) as well as Element 4 (Publication). A total of 11 research and innovation papers from DLS lecturers and students from the December 2019 session was successfully compiled.

The process of compiling and publishing the C@LOGS digest started with identifying and collecting research papers from DLS students who have been supervised by DLS lecturers. C@LOGS Ilmiah Digest workshop was conducted with the main focus on editing the research papers. Two external panellists, Dr Fariza binti Ahmad Mahyadin@Mahidin UUM and Dr Azyyati binti Anuar from Universiti Teknologi MARA, Kedah Branch were invited to give the talk.

The research papers were further reviewed by a team of editors in terms of writing format as well as in terms of language by two appointed English language lecturers. On 14 October 2020, C@LOGS digest successfully obtained the International Standard and Serial Number (ISSN) and successfully printed it to be distributed to the relevant units and DLS lecturers.

PSP'S INDUSTRY ADVISORY PANEL, 2020

The Industry Advisory Panel is implemented in all polytechnics including the Seberang Perai Polytechnic (PSP). The Industry Advisory Panel refers to individuals appointed to advise, contribute ideas and suggestions to strengthen the teaching and learning of the respective courses provided in PSP so that courses taught are relevant, quality and meet the requirements of the industry. Cooperation between industry and PSP plays a great role in producing competitive graduates that meet the needs of the industry.

The appointment of the Industry Advisory Panel is based on the qualifications and experience of an individual in related field. Each individual is appointed for a period of two years, which they will meet at least once a year with the academic department to discuss matters pertaining to Diploma programmes in PSP.

On September 2020, a meeting with the industry was held in the Conference Room at PSP involving the Department of Mechanical Engineering, Electrical Engineering, Commerce and Information and Communication Technology. The meeting was attended by the Deputy Director of Academic, Head of Departments, Head of Programmes and Industry Advisory Panels. Four objectives of the meeting were to obtain inputs and feedback from the industry in terms of fulfilling industries' needs; the appointment of individuals from PSP alumni; the extension of the duration of individuals on the advisory panel; and the appointment of new individuals in the advisory panel.

Company	Department
School of Technology Management & Logistics; UUM Business College, Universiti Utara Malaysia	Commerce
J & T Express	Commerce
RHC Training Centre	ICT
Sekolah Menengah Kebangsaan Sg. Acheh	ICT
Community Development Association	Student's Affairs
Auto Count Sdn. Bhd.	Commerce
Bookklik Technologies	ICT
Synacorp Technologies Sdn. Bhd.	ICT
Shearwater Product Centre	Electrical Engineering
Logic Express Sdn. Bhd.	Commerce
PERKESO Negeri Pulau Pinang	CISEC
House of Roselle	Commerce
Maryam Khadijah Couture	Commerce

SEBERANG PERAI POLYTECHNIC INDUSTRY ADVISORY COMMITTEE, 2020-2022

A collaboration between higher learning institutions and industries play an important role in producing graduates who meet the needs of the industry as well as to increase graduates' placement in the workplace. In an effort to enhance graduates' marketability, the Department of Polytechnic Education and Community College (JPPKK) has established an Industry Advisory Committee in each polytechnic to facilitate strong networking and collaboration practices between polytechnics and industries.

Establishing an Industry Advisory Committee is also one of the PSP's KPIs. The committee is established to enhance PSP access to the industry and to formulate strategic plans for PSP-to-industry collaboration activities.

A total of 12 individuals from various fields were appointed as an Industry Advisory Committee.

Here is the list of Seberang Perai Polytechnic of Industrial Advisory Committee for the year 2020 to 2022.

NAME	DESIGNATION	BUSINESS AREA
Dato' (Dr.) Michael Tio	Group Chief Executive and Managing Director, PKT Logistics Group Sdn. Bhd.	Total Logistics Provider
Dato' Sasedharan Vasudevan	Chief Executive Officer, Penang Port Sdn. Bhd.	Operate, manage, provide operational facilities and port services
Pn. Yusni binti Md Yusop	Director of MIDA, Pulau Pinang	Assisting in foreign and domestic investment in manufacturing and services
Encik Noorazidi bin Che Azib	Deputy Vice-President Operation Technology Strategic Programs, Inary Technology Sdn. Bhd.	Electronics product manufacturer
Mr. Matin Ng Chin Liang	Deputy Group CEO, UWC Berhad	A group of companies specializing in delivering one-stop strategic solutions of high quality services in manufacturing
Encik Mohd. Yusuri bin Yusof	Executive Director, Kismec (Kedah Industrial Skills and Management Development Center)	Training, retraining and human capital development
Encik Mohamad Nassarrudin bin Bakar	Deputy Manager of Human Resource Department, Toray Penfabric Sdn. Bhd.	Manufacturing
Encik Rudy Musnadar bin Mohammad Said	Chief Operating Officer, Kismec K2 (Kedah Industrial Skills and Management Development Center)	Industrial Professional Training Provider
Puan Saniza binti Said	Managing Director, Saniza & Associates Sdn. Bhd.	Audit, taxation and accounting
Puan Nora Azilah binti M Zali	Founder and CEO, Teralogic Solutions Sdn Bhd.	Computer trading, networking and IT consultancy services and general trading.
Haji Zulzuraini bin Mansor	Branch Manager, ASNB Bayan Lepas	Investment
Encik Azwira bin Ahmad	Managing Director, SinarBumi Didactic Enterprice	Mechanical product

TECC 5 STAR RATING CERTIFICATION AWARD

Technology Enablable Collaborative Classroom (TECC) is a 21st-century learning space introduced in the teaching and learning of Malaysian polytechnics. It is equipped with technological equipment to assist teaching staff in the teaching and learning process using a collaborative methodology. TECC is a future learning space concept that is different from other learning methodologies practised in institutions.

In PSP, TECC was first utilised by teaching staff in 2017. In 2018, 2019 and 2020, PSP was successfully awarded the TECC 5 STAR rating certification by the Digital Instructional and Learning Division (BIPD). The awards given by BIPD were made based on annual reports prepared, which taken into account planning through meetings with top management, lecturers' preparation of teaching and learning using TECC, and pedagogy implemented in TECC.

The teaching and learning implementation factor is emphasised because TECC is not a traditional classroom but has various teaching aids that can attract students for an effective delivery process.

LIST OF PSP PUBLICATIONS

The following is a list of publications by Seberang Perai Polytechnic (PSP) lecturers across for the year 2020.

BOOKS TITLE	ISBN	WRITER/AUDITOR
The Compilation Of Case Study In Engineering Design	9789670783598	Khairul Thalleh Bin Mustafa
Electronic Tutorial Workbook	9789670783604	Faizal Mohamad Twon Tawi
Buku Garis Panduan Sukarelawan Yes! Politeknik Seberang Perai	9789670783628	Kamarul Ariffin Abdul Rashid
Operating System Workbook	9789670783611	Faizal Mohamad Twon Tawi
3 Asas Menghasilkan Prototaip Projek	9789670783635	Faizal Mohamad Twon Tawi
10 Projek Menggunakan Arduino	9789670783642	Faizal Mohamad Twon Tawi
TTBOT : Inovasi Projek Menggunakan Arduino	9789670783659	Amir bin Abu Bakar
Garis Panduan Ekosistem Kondusif Sektor Awam (EKSA)	9789670783697	Aslina Arbain
Garis Panduan Audit Dalaman Ekosistem Kondusif Sektor Awam (EKSA)	9789670783680	Aslina Arbain
Q & A Introduction To Alternating Current And Voltage	9789670783673	Faizal Mohamad Twon Tawi
Garis Panduan Panel Penasihat Industri Politeknik Seberang Perai Edisi 2018 - 2020	9789670783666	Zuraina Ismail
PSP C@Logs Digest 2020 Vol 1	ISSN: 227567850	Goh Wei Siang
PSP Research Digest Vol 11 No.1 Nov 2020	ISSN: 221802971	Electrical Engineering Dept.
Final Year Project Project Vol 02	ISSN: 27106845	Electrical Engineering Dept.
J-Mfac	ISSN: 22896066	Mechanical Engineering Dept.

INTERNAL AUDITS

PSP INTERNAL AUDIT REPORT

Internal audit is a key of good governance in organisations and can play an important role to improve management and accountability, both financial and nonfinancial operations. It provides the board of top and middle management, the staff in the organisation as well as the public with an independent view on whether the organisation has an appropriate risk and control environment while acting as a catalyst for a strong risk and compliance culture within an organisation.

Internal auditing is an independent, objective assurance and consulting activity designed to add value and improve an organisation's operations. Internal audit helps an organisation accomplish its objectives by bringing a systematic, disciplined approach to evaluate and improve the effectiveness of risk management, control, and governance processes. Thus, an internal audit assures everyone that the organisation is governed effectively and efficiently. In 2020, six internal audit were conducted in PSP.

Education Organization Management System (SPOP)

SPOP was conducted from 30 Jun to 08 July 2020. The objectives of SPOP were, first, to determine whether the organisation comply with ISO 21001:2018; second, to determine whether all teaching & training and support management operations have been implemented as planned; and third, to identify corrective actions, prevention and improvement are carried out systematically and continuously towards day to day operations.

The scope of the audit covers all operational processes and procedures related to PK-PPL (Teaching and Training Management) & PK-PS. Fifty-six internal auditors were divided into 10 groups and each group audited the main and support departments and units on its processes and procedures related to PK-PPL and PK-PS. The audit was comprehensive to ensure the requirements of the ISO 21001:2018 clause was met. Interviews, observations, reviews and evaluation of records and documents were some of the method used for SPOP audit. Based on the audit findings, six opportunities for improvement (OFI) were submitted to improve the existing system/processes.

Every PSP staff collaborated in the audit to ensure the success of the developed quality elements. The commitment shown in main and support departments and units ensures that the SPOP was practised and implemented.

Public Sector Conducive Ecosystem (EKSA)

EKSA opening meeting was held on 30 June 2020 and was officiated by Dr Nor Hasni binti Haron, the Deputy Director of Academic (PSP). EKSA audit was conducted from 30 Jun to 14 July 2020. There was 10 zone being audited namely Jade, Amethyst, Aquamarine, Ruby, Pearl, Turquoise, Diamond, Sapphire, Emeralds, and Opal. Based on the audit findings, all ten zones achieved a score between 86% and 96%, an increase compared to the 2019 EKSA internal audit. Based on the discussion between members of the internal audit committee, the results for each zone have been agreed upon and the discussion sessions were focused on improvements per result of the audit findings.

Based on the Malaysian Administrative Modernisation and Management Planning Unit (MAMPU) standard, the percentage of marks needed to be achieved during the audit

were 80% and higher to be eligible for EKSA certification.

Discussions on actions that needed to be implemented were conducted to ensure that each zone can practise EKSA continuously. To ensure that PSP will get EKSA certificate from MAMPU, all Heads and the Secretary of Zones need to play a role in ensuring that that follow-up action for improvements are implemented to ensure the success of EKSA practises in PSP.

Islamic Centre Profit and Loss Statement Audit

PSP Islamic Centre is one of the facilities provided for the convenience of staff, students and the local community. Various spiritual and community activities are carried out throughout the year including Friday prayers. An audit of PSP Islamic Centre was carried out at the end of the accounting period for each year. The profit and loss statement report for the year ended 31 December 2019 showed that the Islamic centre's balance statement had been recorded properly. The financial position of the Islamic Centre had been well managed by the Islamic Centre committee.

From the audit, there were several recommendations suggested by the auditors. First, the documenting transactions should be carried out by separating the source documents such as using different receipts to show money received and payments. Second, the recording of transactions through receipts must be recorded for each transaction that occurs and should not combine the total amount in a single receipt. Third, the receipt number, cheque slip number, voucher number or cheque number in each transaction must be recorded separately in the Cash Book. This was to ensure that the recording of the transactions was complete and transparent.

Occupational Health and Safety Management System (OHSMS)

An internal Audit was conducted from 30 June to 8 July 2020 following the OHSMS Internal Audit Plan. The objectives of OHSMS were, first, to determine whether the organization comply with 45001:2018 standards; second, to determine whether OHSMS in PSP was implemented effectively; and third to identify opportunities for the effectiveness towards day-to-day operations.

The scope of the audit covers all the process of teaching and learning in workshops and laboratories in the Department of Mechanical Engineering and the Department of Electrical Engineering.

Thirty-one internal auditors were divided into seven groups and each group audited the teaching and learning process based on 17 OHSMS processes and one OHSMS manual. Interview, observations, reviews and evaluation of records and documents were some of the implementation method used for OSHMS audit.

Based on the audit findings, one Non-Conformance Report (NCR), seven opportunities for improvement (OFI) and six suggestions were made by the auditors and auditees. The suggestions were submitted to improve the existing system/processes. Every PSP staff collaborated during the audit to ensure the success of the developed quality elements. The commitment shown in main and support departments and units ensures that the OHSMS was practised and implemented. Overall the implementation of the work process and records management was well documented and systematic.

Risk management is important to ensure the effectiveness of each process that contributes to the achievement of Seberang Perai Polytechnic Strategic Plan. All parties involved need to ensure that the planned risk management framework is in place.

Risk Management Report

Risk management is a process of identifying, evaluating and controlling threats to PSP capital and procurement. Risks can arise from a variety of sources, such as financial, legal liability, accidents, health and political issues. Planning and risk management strategies are important to reduce the level of risk. Low-risk level is a priority to PSP. A risk management plan covers all processes

within PSP. The processes are considered and evaluated to identify and control risks, including all matters pertaining to issues that have been thoroughly identified.

PSP has implemented risk identification to ensure effective governance. PSP had set the methods and implementation following the applicable standards. The mandate was referred from the Seberang Perai Polytechnic Strategic Plan 2019-2025. The Seberang Perai Polytechnic Strategic Plan has set out 6 main thrusts to be implemented until 2025. PSP has identified the relevant organisations, the targets that need to be achieved and formulated a plan to achieve the target.

After implementing risk management analysis, it was discovered that Seberang Perai Polytechnic had complied with ISO 21001:2018 standards. The implementation of risk management by PSP involves three levels of stakeholders, namely the main management at the first level, followed by the head of departments and the risk coordinators of departments at the second level and lecturers and support staff at the implementation level or the third level.

The implementation of risk management enhances PSP's confidence in the delivery process to be implemented effectively. The analysis was conducted thoroughly involving all parties related to the process. In addition, the analysis also helped in identifying the risk level of each registered issue. Risk management analysis had been carried out using several prescribed methods as well as referring to the Quality Assurance System.

PSP MQA Audit 2020

Seberang Perai Polytechnic (PSP) maintains Full Accreditation Compliance Assessment Programme (MQA-04) certification to demonstrate PSP's top management commitment to providing high quality TVET education services to stakeholders. The Malaysian Qualifications Agency (MQA) is a statutory body set up under the Malaysian Qualifications Act 2007 to accredit academic programmes provided by educational institutions that provides post-secondary or higher education.

The main role of the MQA is to implement the Malaysian Qualifications Framework (MQF) as a basis for quality assurance of higher education and as the reference point for the criteria and standards for national qualifications.

PSP serves as a referral centre for other educational institutions, such as from Balik Pulau Polytechnic that made a benchmarking visit to PSP. PSP management always welcomes delegations from other institutions of higher learning to share the best practices of quality management.

PSP management strives to strengthen its human capital through a variety of briefing sessions and workshops on quality management audit system. Thus, an internal audit workshop on MQA was held on 6 August 2020 at UIDM Seminar Room, PSP. A continuous improvement process was conducted by having an MQA audit closing meeting on 23 September 2020. A number of feedback and improvement measures have been and will be implemented in accordance with PSP 2019-2025 Strategic Plan.

PSP has set up the Quality Assurance Unit (UJK) which is a unit that oversees PSP Strategic Management and PSP Risk & Opportunity Management. UJK also plays a role of integrating Education Organization Management System (SPOP), Occupational Health and Safety Management System (SPKKP), Public Sector Conducive Ecosystem (EKSA) and MQA/ETAC accreditation study program towards achieving PSP vision and mission. Interested parties can obtain accurate information on quality management in PSP by visiting www.ujkpsp.weebly.com, UJKPSP Facebook page or download the eISOPSP applications.

ACTIVITIES

CERTIFICATE OF COLLABORATION (COC) PSP-MUDAS

The employment world is always changing and challenging. Successful graduates need to prepare themselves with essential skills and knowledge besides having high self-esteem, confidence and the readiness to adapt quickly to changes. One of the actions taken by the COT Logistics, in Seberang Perai Polytechnic (PSP) was to collaborate with the Malaysian Unmanned Drones Activist Society (MUDAS). On 9 October 2020, COT Logistics, PSP and MUDAS signed the certificate of Collaboration (COC).

Three objectives were to enhance the employability skills of PSP graduates by training the students to be prepared with industry demand, to help provide with the latest facilities in line with industry demand, and to share expertise in the form of research, courses, workshops between PSP and the industry to boost polytechnics as a leading TVET provider.

A meeting was held on 25 June 2020 by both parties to discuss matters pertaining to the collaboration. A letter of appreciation was sent by MUDAS on 1 July 2020 in recognition of the good response by PSP towards the MUDAS visits to PSP. Together with the letter included the planning of drone courses proposed by MUDAS. MUDAS will conduct a course in PSP which will involve the participation of Penang Port Sdn. Bhd. staff and PSP students.

DEPUTY MINISTER OF HIGHER EDUCATION WORKING VISIT TO PSP

Deputy Minister of Higher Education, YB Dato' Mansor bin Othman has held a Working Visit Program of Deputy Minister of Higher Education to Institutions of Higher Learning in the Northern Zone. The purpose of the program is to review entrepreneurial activities implemented by institutions of higher learning, including the Seberang Perai Polytechnic. This working visit was also attended by the Director General of JPPKK, Ybhg. Ts. Dr. Mohamad Naim bin Yaakub.

During the visit to PSP, YB Deputy Minister was greeted by Tuan Hj. Mohd Fisal bin Haroon, Director and Top Management of PSP. A briefing on PSP's entrepreneurial activities was presented by the Head of the Entrepreneurship Unit. Among the successes achieved by PSP in the field of entrepreneurship at the national level was the Champion of Ministry Entrepreneurship Award (MEA) in 2015 and third place in 2016. In the same briefing, PSP also presented actions that have taken to address the Covic-19 pandemic. This includes a description of the role of the PSP Covic-19 Main Committee and the functions of PSP Covic-19 Operations Room. The Deputy Minister's working visit ended with a visit to several entrepreneurship incubators located in PSP such as Trigona Bee Farm, Alumni Kiosk, Agro-Sugar Cane Farm and Young Entrepreneur Square.

INTERNATIONAL INVENTION, INNOVATION & DESIGN COMPETITION 2020 (3IDC 2020)

Wall Climbing Robot and Smart Greenhouse Based on IoT were awarded gold medals while Face Recognition Based Attendance System was awarded silver medal in International Invention, Innovation & Design Competition 2020 (3IDC 2020). The projects were supervised by Amir bin Abu Bakar, Azlina binti Abdul Aziz and Masliza binti Maskin respectively.

In the Wall Climbing Robot, a wall climbing robot was used to clean the spider web or dust which has formed on the wall. The idea of Smart Greenhouse project was to design simple, low-cost and reliable monitoring greenhouse system based on a NodeMCU IoT platform that can be easily operated and adapted for new greenhouse appliances. The Face Recognition Based Attendance System was designed to capture students' faces and confirm students' attendance to class by comparing in the system database.

The International Invention, Innovation & Design Competition 2020 (3IDC 2020) was organised by UiTM (Sungai Petani Campus). The theme for the year was 'Innovation & Creativity for a Better Future'. The objectives of the competition were; first, to disseminate knowledge and promote culture of innovation and creativity among academicians, professionals, university students and high school students; second, to highlight the R&D and new inventions in the field of Science, ICT, Social Sciences, Business and Management; and third, to generate designs and inventions that can be commercialized at national and international levels.

NATIONAL INVENTION & INNOVATION COMPETITION EXHIBITION AND ROBOT-SUMO 2020 (NICERS 2020)

Acknowledging the need to expose students to more innovation competitions, the Department of Electrical Engineering sent four teams to participate in the National Invention & Innovation Competition Exhibition and Robot-Sumo 2020 (NICERS 2020). The competition was organized by Tuanku Sultanah Bahiyah Polytechnic from 5 to 20 October 2020. The competition was held virtually due to the Covid-19 pandemic.

NICERS were opened to all local and international higher education institutions. The competition aimed to provide opportunities for participants to showcase their creativity through products invention or innovation that can be used to increase productions or improve technology to be more economical and practical.

The invention and innovation products were Rasberry Pi Trainer, Dried Chilies Separator, the OKU Smart Parking System and Smart Covid-19 Door. Puan Aidawati binti Zakaria, En Fadlilhisham bin Ahmad, Pn Wan Marlina binti Wan Ahmad and their students received a bronze medal for their projects while En. Faizal bin Mohamad Twon Tawi received the certificate of participation.

NATIONAL INNOVATION AND INVENTION COMPETITION THROUGH EXHIBITION 2020 (iCompEx 2020)

Setting yet another rousing example, six teams comprising of 25 students from the Mechanical Engineering Department (JKM) were awarded medals and certificates for their innovative inventions in the National Innovation and Invention Competition through Exhibition 2020 (iCompEx'2020). The exhibition competition, which was initially planned in March 2020, was deferred following the Covid-19 pandemic. iCompEx 2020 was held virtually beginning in May 2020 and the full results of the assessment were announced on 21 July 2020.

Organised by Sultan Abdul Halim Mu'adzam Shah Polytechnic (POLIMAS), the event saw the JKM teams won in three categories, namely Teaching and Learning; Machinery, Equipment & Manufacturing; Agriculture, Environment & Renewable Energy. Each team presented their winning inventions, in which five teams won gold medals, and one team won a bronze medal.

As part of the students' final year project, their participation in the competition has allowed the teams to gain experience in the research field and exposure to various innovations. The competition was an eye-opener for Seberang Perai Polytechnic (PSP) students as it was a great platform for all innovators and inventors to present their inventions to the world.

iCompEx '2020 entered its eighth year with a total of nine categories contested and participation from public and private institutions of higher learning (IPTA & IPTS), polytechnics, community colleges, Giat MARA, Industrial Training Institute (ILP), National Institute of Youth Skills Negara (IKBN), government agencies/private sector and schools.

iCompEx gave a very positive impression on the lecturers and instructors, particularly in higher learning institutions and training centres in ensuring that supervised students are ready with a wide range of knowledge and creative skills to produce quality projects. An innovation competition organized at the national level is the best platform for young creators to showcase their ideas and inventions.

CISCO CERTIFIED NETWORK ASSOCIATE (CCNA) COURSE

Cisco Certified Network Associate (CCNA) is a popular industry certification program in computer networking developed by Cisco Systems. Cisco created the CCNA to recognize basic competency in the installation and support of medium-sized networks. Business with networks using Cisco routers and switches often look for IT professionals having CCNA certification. Common job titles for those holding CCNAs include network engineer, network analyst and network administrator.

Realising the importance of CCNA as a value-added certificate to networking students to get higher chances of employment, Seberang Perai Polytechnic (PSP) was given the directive by the Department of Polytechnic Education and Community College (JPPKK) to organise CCNA course in PSP. KISMEC Sdn. Bhd. was appointed by PSP to conduct the course. The course was held from 2 to 15 November 2020 involving 17 PSP students and 13 students from other polytechnics.

Students who enrolled in the program learned theoretical knowledge, practical skills as well as communication skills to sit for the 200-301 CCNA exam. The exam tests candidate's knowledge and skills related to network fundamentals, network access, IP connectivity, IP services, security fundamentals, and automation and programmability.

INTERNATIONAL COMPETITION FOR EDUCATIONAL INNOVATION AND RESEARCH 2020

Students from the Department of Information and Communication Technology (ICT) participated in Eduinnovation 2020 competition organised by Universiti Kebangsaan Malaysia. The objectives of the competition were to provide exposure and technical knowledge to students and to assist students in determining the quality of their final project. Ten of the best students' projects from Diploma in Information Technology (Digital Technology) participated in this competition. The competition helped students and project supervisors to ensure that the students' innovative ideas were submitted and that the quality of the final project reflected with the theme of Industrial Revolution 4.0. The programme was held online on 2 December 2020 from 8.30 am to 5.00 pm. Participants were provided with the link and the students presented the final project draft to a panel of jury.

DEPARTMENT OF SPORTS, CO-CURRICULAR AND CULTURE' S EXCELLENCE AWARD CEREMONY

Sports, Co-Curricular and Cultural Department (JSKK) organised an Excellence Award Ceremony in early November 2020. There were about 100 invitees and students attended the event. The ceremony was officiated by the Director of PSP Sr. Harith Fadzilah bin Abd Khalid. Mejar (K) Ts. Hj. Mohd Fisal bin Haroon, the former director of PSP was also present for the event and received 'Jasamu Dikenang' Award.

The objective of the award ceremony was to appreciate and celebrate students, lecturers, coaches and advisors who have been involved, participated and won sports events, co-curricular and cultural activities at the state and national level. In addition, the event was aimed to motivate students to remain actively involved in sports, co-curriculum, and culture.

A total of 16 categories was presented to students and staff who showed a high commitment in enhancing the image of PSP. The following were the list of awards presented: Honourable Service Award, Arts Inspirational Figures (Male/Female), PSP Sportsperson Award, Seni Gemilang Group Award, Best Team Award, Best Uniform Unit Award, Best Coach Award, Best Manager Award, Strategic Collaboration Partner Award, Sports Leadership Award, JSKK Head of Department Special Award and Sports Partner Award (Student).

At the ceremony, Mejar (K) Ts. Hj. Mohd Fisal bin Haroon, received the Honourable Service Award. Maxis Berhad, USM School of Arts, Penang State Education Department, Penang Woodball Association, Association of Seni dan Budaya Warisan Melayu Jawi (Waris Alam) and SMK Mak Mandin was awarded the Strategic Collaboration Partner Award.
The opening of the PSP-Maxis Futsal court was also held during the award ceremony. The dilapidated futsal court was restored with the help of Maxis Berhad at the cost of RM60,000. PSP was the first polytechnic to receive the sponsorship. The project proved to be a smart partnership project between PSP and Maxis Berhad. The manager of Maxis Berhad (Northern Region), Leonard Chin was present on behalf of Maxis Berhad.

The invitees and students were entertained with dance performances by Tari Kesatu Dance Group, who was also the winner of the Seni Gemilang Group Award. JSKK hoped that students and staff will further enhance their efforts to raise the image of PSP for future events and competitions.

PSP-PERKESO VIRTUAL CAREER FEST

The employment landscape is constantly evolving and challenging. Successful graduates must be prepared with essential skills and knowledge in addition having a high level of self-esteem, confidence and willingness to adapt quickly to change. Corporate Industrial Services & Employability Centre (CISEC) Unit in Seberang Perai Polytechnic (PSP) has planned several actions in 2020 in order to produce quality graduates, to increase graduates' marketability and to meet the needs of the public and private sectors in Malaysia. One of the actions taken by CISEC was to collaborate with Social Security Organization (SOCSO). SOCSO also known as PERKESO (Pertubuhan Keselamatan Sosial), was established in 1971 under the Ministry of Human Resources (formerly known as the Ministry of Labour) to provide social security protections to all employees/workers in Malaysia.

The Mini Career Fest was one of the actions planned for 2020 for final year PSP students. Several activities were conducted during Mini Career Fest such as online interviews, 'MyFutureJobs' talk, university briefing, industry partnership under the Industry Visiting Lecturer slot and a Certificate of Collaboration (COC) signing ceremony with several industries. The fest aimed to expose students to various career

pathways to graduation and for students to learn the knowledge and skills utilizing state-of-the-art technology.

'MyFutureJob' Programme

The programme was conducted on 23 September 2020 at GLab 2 and GLab 3, PSP. Eight SOCSO representatives came to give a lecture to 160 Seberang Perai Polytechnic students in two separate sessions. Each session lasted 1 hour and 30 minutes involving 4 major departments, Mechanical Engineering, Commerce, Electrical Engineering and, Information and Communications Technology. The speakers taught students on the correct way to fill in the information on the MyfutureJob website.

University Briefing Session

PSP also held a university information session for 100 graduating students in Islamic banking, digital technology and accounting students. The aim of the briefing was to introduce students to various degree programmes offered by higher learning institutions.

Universiti Sains Malaysia (USM), Universiti Teknologi Petronas (UTP), Kolej Universiti Islam Perlis (KUIPS) and Multimedia University (MMU) took part in university information sessions. Each institution was allocated 60 minutes to present their information. USM and UTP conducted the session in the Main Lecture Hall with 80 PSP students while 20 students listened to a briefing conducted online by KUIPS and MMU in LPL seminar room.

Online Interview for PSP Graduates

The interview was aimed for prospective graduates and PSP alumni to seek job opportunities in well-known companies in order to start their career and to strengthen the relationship between PSP, SOCSO and various companies. The industries involved were Penang Skills Development Centre, Hewlett-Packard Penang Sdn. Bhd., B. Braun Malaysia and UWC Berhad.

Online Interview for Industrial Training Students

In order to help students to find a place to do their industrial training, PSP and SOCSO collaborated with four companies to conduct an online interview for about 70 students. The online interview was conducted in the library, CISEC room and Centre of Excellence (COE) room. Among the industries that have offered places for students to do their industrial training were B. Braun Medical Industries Sdn. Bhd., Penang Skills Development Centre (PSDC), UWC Holdings Sdn. Bhd. and HP Malaysia Manufacturing Sdn. Bhd. The students also submitted their resume to SOCSO to be forwarded to companies that could not participate in the online interviews. The student will be required to attend an interview session at a time to be determined by industry. Student cooperation has been extremely positive and encouraging. The program has contributed to further increase the marketability of Seberang Perai Polytechnic students.

Fibre Optic Webinar with Shearwater Geo Services

Thirty-four students from Diploma in Electronic Engineering (Communication) who took a course in Fibre Optic Communication System participated in the two-hour webinar session. The webinar was conducted by Chea Yong Fong, an Electrical Sustaining Engineer from Shearwater Geo Services Sdn. Bhd. Shearwater is a global provider of powerful geophysical marine seismic acquisition and processing services from sensor to image. The Shearwater Product Centre in Penang, Malaysia, specialises in the manufacturing and repair of marine geophysical equipment. The webinar session was successful to unravel students' understanding on the actual use of the process of fibre optic in the industry.

MALAYSIA POLYTECHNIC SPORTS COUNCIL (MSP) 2020 TOURNAMENT

Seberang Perai Polytechnic (PSP) ended its gold medal drought in track and field at the 2020 Polytechnic Sports Council (MSP) when Leydia Kumari Rai a/p Sudesh Kumar bagged two gold medals in 100m and 200m events and a silver medal from Olivia Sindap anak Ali in a javelin throwing event.

Thirteen state teams comprising all polytechnics in Malaysia participated in MSP. The tournament was held from 15 to 18 February 2020 at the Sultan Idris Education University Sports Stadium (UPSI-New Campus) in Tanjong Malim.

Sultan Azlan Shah Polytechnic (PSAS) was the host of the tournament. PSP participated in 100m, 200m, 400m, 4x100m, 4x400m, 800m, javelin throwing, discus throwing, and shot put event. PSP was outstanding in three events, namely the 100m, 200m and javelin throwing in the women's category. Leydia Kumari Rai, a Penang SUKMA athlete, defeated her nearest competitors from Sabah and Kedah who were also SUKMA state athletes to win her gold medals in the 100m and 200m events. Olivia Sindap also managed to excel in winning a silver medal in the javelin throwing event.

The track and field accomplishment in 2020 was the best achievement after 2009. Head of Penang Polytechnics Contingent who is also the PSP Head of Department of Sports, Co-curriculum, and culture, Mr. Mariappen Gopalakrishnan and team manager, Puan Siti Sarah binti Yacob were very proud of the achievements of the athletes and determined to provide more competitive athletes in the future.

GREEN CARNIVAL AND THE LAUNCH OF PENANG STATE ENVIRONMENT DAY CELEBRATION

Seberang Perai Polytechnic had organised Green Carnival Programme that was held from 20 to 26 October 2020. This programme was in line with Penang State-Level National Environment Day Celebration 2020 that was launched on 26 October 2020 with the theme 'Environment a Shared Responsibility' highlighting the key messages on proper disposal of electrical and electronic waste, and reducing the use of plastics.

Co-organisers for the Green Carnival programme were the Penang State Department of Environment, Penang State Education Department, FAMA, CETREE USM, TAIACE, GREENTECH and DIALIGHT.

Twelve activities were helped during the Green Carnival Programme. The activities include:

i. Line Follower Robot Competition
ii. Green Technology Urban Design Competition
iii. Green Technology Promotional Video Competition
iv. Green Technology Innovation Design Competition
v. Solar Car Competition
vi. Biomass Energy Competition
vii. Green Cooker Challenge
viii. Green Technology Show Competition
ix. Poster Presentation Competition
x. E-Waste Competition
xi. Colouring Competition
xii. Webinar Sessions

The participants included government and private organisations, students from public and private higher learning institutions, and secondary and primary school students.

The purpose of organising PSP Green Carnival Programme and launching of Penang state-level National Environmental Day Celebration 2020 was to raise awareness among the public and students on the importance of safeguarding the environment and also to discover talents and creativity among students.

In conclusion, the Green Carnival Programme 2020 has successfully highlighted Seberang Perai polytechnic aspiration in responding to the government's call to create a green technology culture and sustainable environment to produce green-collar workers in line with polytechnic transformation goals.

NATIONAL INNOVATIVE AND CREATIVE GROUP COMPETITION (KIKHB)

The Department of Polytechnic Education and Community College (JPPKK) and Kepala Batas Community College has organised the National Level New Horizon Innovative and Creative Group Convention (KIKHB) competition on 26 - 28 October 2020. The competition was open to all Polytechnics and Community Colleges. The theme for the competition was "Empower Innovation Towards Modernization". The competition was officiated on 26 October 2020 and the closing ceremony was on 28 October. In line with the new norm, the presentation of all groups was conducted online.

The two categories for the competition were services (creation/improvement) and social (creation/improvement). PSP has sent a group with an innovative and creative product titled Smart Paper Work.

BAKTI SISWA POLYCC PROGRAMME@ COMMUNITY 2020 WITH DEPUTY MINISTER OF HIGHER EDUCATION

Seberang Perai Polytechnic (PSP) with the Department of Polytechnic and Community Colleges organised a Bakti Siswa POLYCC Programme@Community 2020 from 25 to 27 September 2020 at Sekolah Menengah Kebangsaan Sungai Acheh, Nibong Tebal, Penang.

Two main events were held during the programme. The first was a briefing and promotional activities conducted by Students' Enrolment and Development Division (BAPP) in the Students' Affairs Department, PSP and PoLYCC North Zone. A total of 500 students participated in the programme. The programme was officiated by Yang Berhormat Dato' Mansor bin Othman, Deputy Minister of Higher Education, member of Nibong Tebal Parliamentary seat. The aim of the event was to introduce and promote polytechnics and community colleges to high school leavers.

The second event was volunteering programme conducted for local communities in Sungai Acheh. Polytechnic and community college volunteers were proud to be able to serve and do voluntary work. Several activities were conducted during the two-day event such as seminars for local communities in order for them to be able to start a busines or generate side income and as well as repairing Surau Nur Falah by installing air conditioning and wiring. The volunteers hoped the programmes had benefited the local community, especially those affected by the Covid-19 pandemic. The community in Sungai Acheh were pleased to have the opportunity to participate in this programme and learn new things.

BAKTI SISWA POLYCC PROGRAMME@ COMMUNITY

POLITECHNICS' TVET VOLUNTEERING PROGRAMME, 2020

The polytechnic TVET volunteering programme was held from 6 to 7 March 2020 at SMK Taman Widuri, SK Sungai Duri and Masjid Jamek Sg Duri. The programme was officiated by the Director of Seberang Perai Polytechnic, YBhg. Mejar (K) Ts. Haji Mohd Fisal bin Haroon. 410 PSP students and lecturers were involved in the programme.

The TVET Community Service Project was conducted during the programme provided new knowledge to students and residents of Sungai Duri, SMK Taman Widuri and SK Sungai Duri. There were various activities conducted for primary and secondary school students to increase their knowledge on subjects taken in school. Besides that, an introductory session about polytechnics was conducted to gain interest from form five students to continue their study in polytechnics.

Knowledge sharing sessions on entrepreneurship and ICT for the local community in Sungai Duri were conducted by PSP lecturers. The activities were carried throughout the two-day programme. The programme created a positive impact and fostered closer ties between students, lecturers of PSP and the community in Sungai Duri.

TVET VOLUNTEERING PROGRAMME

STUDENTS' HOMECOMING PROGRAMME

The homecoming programme for higher learning institutions (IPT) students during the MCO phase began on 18 March 2020 by the Ministry of Higher Education (MOHE) to ensure students return to their homes safely. The programme was implemented due to the Covid-19 pandemic.

Standard Operating Procedures (SOP) outlined by the Ministry of Health (MOH), the National Security Council (MKN) and the Ministry of Higher Education (MOHE) were followed to safeguard students' safety and to prevent the spread of Covid-19. The Ministry of Health (MOH), the Royal Malaysian Police (PDRM) as well as the Malaysian Fire and Rescue Team assisted students' homecoming process.

Universiti Utara Malaysia (UUM) was selected as the coordinator and operational centre for all institutions of higher learning in the Northern Zone. All stranded IPT student's data were collected and centralised in UUM. The data were used to coordinate the homecoming process according to students' respective districts. Sixty-two Seberang Perai Polytechnic (PSP) students were involved in the programme.

The participants comprised students staying in dormitories, students living in rental homes as well as students undergoing industrial training around the polytechnics. PSP Students' Affairs Department also assisted five students from neighbouring polytechnics for the programme.

The PSP homecoming programme began on 29 April and ended on 28 May 2020 covering all states in Peninsular Malaysia including Sabah and Sarawak. Students followed strict procedures such as health screening at PSP, second health screening before boarding the bus by MOH and PDRM as well as luggage sanitation by the Malaysian Fire and Rescue team.

Students were also required to report at PDRM immediately after reaching their respective districts and residential areas. This was to ensure students' movement were detected and their close contacts were identified in case of infection.

STUDENTS' WELFARE ASSISTANCE PROGRAMME

To ensure the welfare of Seberang Perai Polytechnic (PSP) students were taken care of during the Movement Control Order (MCO), PSP has taken the initiative to provide a welfare assistance programme to 108 students. The 108 students included students staying in dormitories, students living in rental homes as well as students undergoing industrial training around the polytechnics. During the MCO period, students were not allowed to return to their homes following the government's directives that did not allow interstate travel and inter-district travel.

The welfare aid programme was divided into five phases. The first was MCO Phase 1 from 18 March 2020 to 31 March 2020, MOC Phase 2 from 1 April 2020 to 14 April 2020, and MCO Phase 3 from 15 April 2020 to 28 April 2020. This followed by the Conditional Movement Control Order (CMCO) from 13 May 2020 to 9 June 2020 and the Recovery Movement Control Order (RMCO) phase, which commenced on 1 June 2020.

The assistance given was in the form of cooked food for dormitory students, raw food supplies for students living outside as well as subsistence allowances. National Disaster Management Agency (NADMA), National Prihatin Aid (BPN), Zakat Pulau Pinang (ZPP), Yayasan Pembangunan Ekonomi Islam Malaysia (YaPEIM), Malaysia Food Bank Foundation, Johor Education Foundation (YPJ), PSP Cooperative, PSP Alumni, PSP Student's Affairs Department as well as individuals contributed to the relief programme.

DEMONSTRATING HUMAN VALUES IN CHENNAI, INDIA THROUGH A POLYTECHNIC SOCIAL RESPONSIBILITY (PSR) PROJECT

Humanitarian Aid Program by Seberang Perai Polytehcnic Students.

Creating a holistic graduate who is passionate about helping the underprivileged through social responsibility works is one of the aims of Seberang Perai Polytechnic. The objectives of this project which comes under the Polytechnic Social Responsibility (PSR), were to produce students who are responsible towards fellow human beings and cultivate a sense of generosity among the younger generation. Numerous opportunities are provided for students to showcase their generosity through various humanitarian aid programs, which were interactive in nature. In addition, students were also exposed to planning, arranging and managing an international program.

This maiden humanitarian aid in Chennai, India, named The Parasakthi Project was initiated in January 2020. A group of students accompanied by three lecturers flew to Chennai, India, for this social responsibility project, as part of their five-day study excursion program. This group functions under the Kolattam Club. Students in the group have been carrying out humanitarian aid programs locally, but this was their first project outside Malaysia. Mr. Mariappen Gopalakrishnan, Ms. Gaytri Kandiah and Ms. Sri Sarmila Dewi served as club advisors sparked the idea.

Fifteen students participated in the programme that was held on 24-25 January 2020. The programme took place at Siragannur, Trichy, a remote farming village about 500 kilometres from the Metropolitan city of Chennai, Tamil Nadu. After experiencing hectic and stressful college life, students managed to take a break to relax and rejuvenate their minds and body with this international humanitarian aid work.

Students had new experiences here. Sweet voices from cuckoos were the most enchanting ones to hear early in the morning. The night air was another beautiful experience, with the entire village filled up with the moonlight. Since the village has no street lights, the moon seemed to shine brightly to lighten up the streets. The students witnessed how the villagers got up early in the morning and started their daily chores. The villagers were hardworking despite experiencing poverty.

Students carried out various activities during the two days programme, which attracted approximately 50 poor families. The students spent quality time with the villagers, mingling with them freely without feeling like guests. Food packets were distributed together with sarees. Besides that, the students cleaned the areas around the place of worship. They helped the villagers to decorate some of the signage boards and were involved in some beautification works.

Through these activities, students gained much hands-on experience. The villagers were glad to have us with them, even if it was for a short visit. During the closing ceremony, the Village Headman appreciated the efforts. He encouraged the team to be there again. The villagers' heartfelt blessings and wishes made us feel blessed. This project promoted goodwill and fostered relationships between PSP students and the villagers through these welfare activities. It also created some bonding between students, villagers and the environment.

2020 EVENTS

MONTHLY MEETING
and
FAREWELL CEREMONY
for Director of PSP,
Mejar (K) Ts. Hj. Mohd Fisal bin Haroon.

Blood Donation Campaign

Sultan Salahuddin Abdul Aziz Shah Polytechnic (PSA) visit to JKE, PSP

Tuanku Sultanah Bahiyah Polytechnic (PTSB) APACC team visit to PSP

CSR Face Shield Contribution to Front Liners

JMSK Day

Students' Scholarship Meetings

Students' Welfare assistance Programme

PSP Election Day

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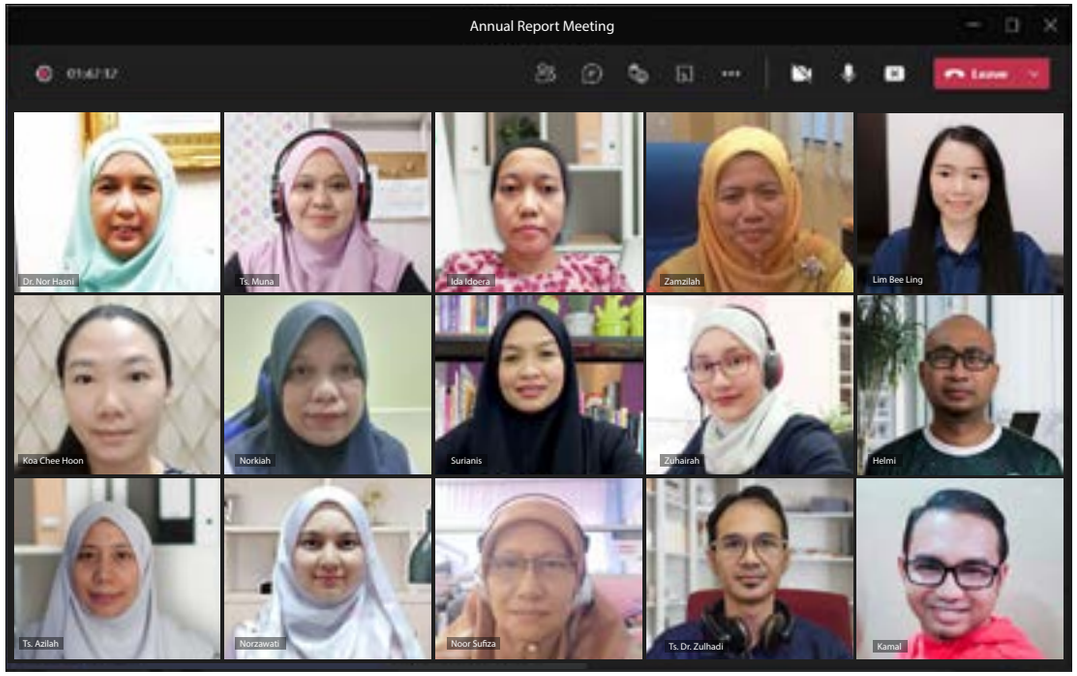

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