

MAJLIS PENGAKAP NEGARA

Dokumen Tadbir Urus Bersepadu *Integrated Governance Document*

Pendahuluan & Tujuan / Introduction & Purpose

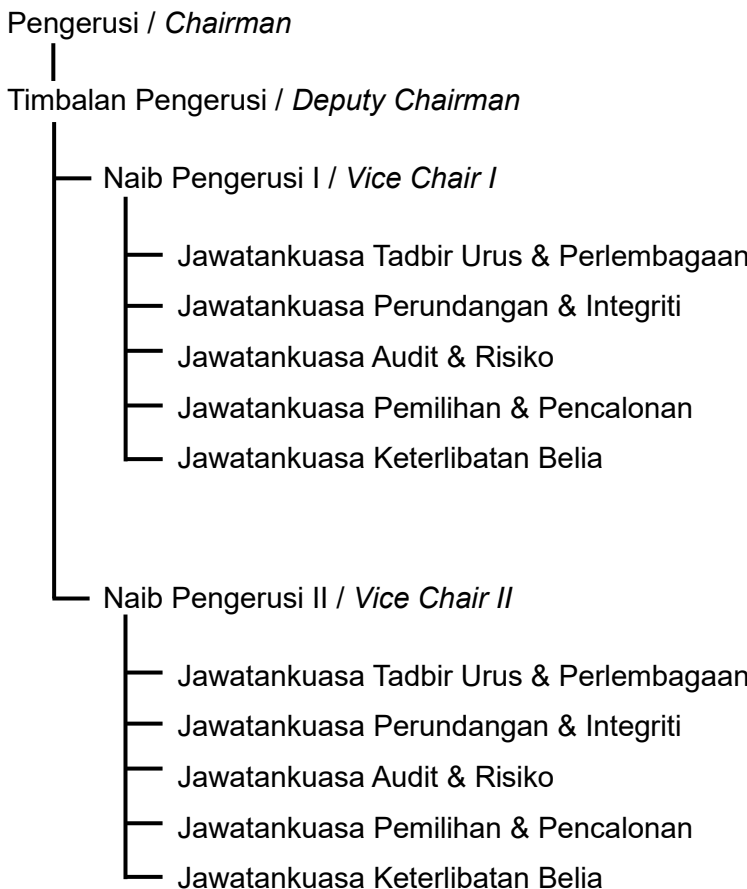
Dokumen ini merangkumi struktur penuh tadbir urus Majlis Pengakap Negara, termasuk peranan utama, terma rujukan, dan hubungan kerja semua jawatan utama serta jawatankuasa tetap. Ia bertujuan untuk memastikan ketelusan, akauntabiliti, dan keberkesanan dalam kepimpinan dan pelaksanaan dasar.

This document outlines the complete governance structure of the National Scout Council, including the key roles, terms of reference, and working relationships of all main positions and permanent committees. It aims to ensure transparency, accountability, and effective leadership in the implementation of policies.

Carta Hierarki Tadbir Urus / Governance Hierarchy Chart

Carta hierarki berikut menunjukkan susunan struktur kepimpinan dan jawatankuasa Majlis Pengakap Negara.

The chart below illustrates the leadership structure and committee oversight of the Council.



Timbalan Pengerusi / Deputy Chairman

- Peranan / Role:
 - Penyelaras strategik yang menyelia Naib Pengerusi I dan II.
Strategic coordinator overseeing Vice Chair I and II.

Naib Pengerusi I / Vice Chair I

- Peranan / Role:
 - Bertanggungjawab atas jawatankuasa berkaitan tadbir urus dan integriti.
Responsible for governance and integrity committees.

Naib Pengerusi II / Vice Chair II

- Peranan / Role:
 - Bertanggungjawab atas jawatankuasa pembangunan, kewangan dan kerjasama.
Responsible for development, finance, and partnership committees.

Setiausaha / Secretary

- Peranan / Role:
 - Mengurus dokumentasi, surat rasmi dan pelaporan Majlis.
Manages Council documentation, official correspondence, and reporting.

Timbalan Setiausaha / Deputy Secretary

- Peranan / Role:
 - Membantu Setiausaha dan bertindak semasa ketiadaan beliau.
Assists the Secretary and acts in their absence.

Pembantu Setiausaha / Assistant Secretary

- Peranan / Role:
 - Melaksanakan tugas harian seperti pemfailan, edaran dan logistik mesyuarat.
Performs daily tasks such as filing, distribution and meeting logistics.

Bendahari / Treasurer

- Peranan / Role:
 - Mengurus kewangan, bajet, pelaburan dan audit Majlis.
Manages finances, budgeting, investments, and audits.

Terma Rujukan Jawatankuasa Tetap ***Terms of Reference of Standing Committees***

Bahagian ini mengandungi terma rujukan untuk semua jawatankuasa tetap yang berfungsi di bawah Majlis Pengakap Negara.

This section includes the terms of reference for all standing committees functioning under the National Scout Council.

Jawatankuasa Tadbir Urus & Perlembagaan / Governance & Constitution Committee

- Peranan / Role:
 - Mengkaji dan mencadangkan pindaan kepada Perlembagaan dan polisi tadbir urus.
Review and propose amendments to the Constitution and governance policies.

Jawatankuasa Perundangan & Integriti / Legal & Integrity Committee

- Peranan / Role:
 - Memastikan pematuhan undang-undang dan etika Majlis serta menyiasat aduan salah laku.
Ensure legal and ethical compliance of the Council and investigate misconduct complaints.

Jawatankuasa Audit & Risiko / Audit & Risk Committee

- Peranan / Role:
 - Menjalankan audit dalaman dan menilai pengurusan risiko organisasi.
Conduct internal audits and assess the organization's risk management.

Jawatankuasa Pemilihan & Pencalonan / Nomination & Selection Committee

- Peranan / Role:
 - Menilai dan mencadangkan calon jawatan kepimpinan berdasarkan merit.
Evaluate and propose leadership candidates based on merit.

Jawatankuasa Keterlibatan Belia / Youth Engagement Committee

- Peranan / Role:
 - Membangunkan strategi penglibatan belia dalam tadbir urus dan program Majlis.
Develop strategies to engage youth in Council governance and programs.

Jawatankuasa Kewangan & Pelaburan / Finance & Investment Committee

- Peranan / *Role*:
 - Menyelia perancangan kewangan dan pelaburan aset Majlis.
Oversee financial planning and investment of Council assets.

Jawatankuasa Perancangan Strategik & Dasar / Strategic Planning & Policy Committee

- Peranan / *Role*:
 - Membangun dan menilai pelan strategik jangka panjang dan dasar Majlis.
Develop and evaluate long-term strategic plans and Council policies.

Jawatankuasa Libat Urus & Kerjasama Strategik / Engagement & Strategic Partnerships Committee

- Peranan / *Role*:
 - Mewujudkan kerjasama strategik dengan pihak luar dan pemegang taruh.
Establish strategic partnerships with external parties and stakeholders.

Jawatankuasa Anugerah & Pengiktirafan / Awards & Recognition Committee

- Peranan / *Role*:
 - Mentadbir sistem anugerah kebangsaan dan pengiktirafan sumbangan luar biasa.
Administer national awards and recognize outstanding contributions.

Jawatankuasa Pemantauan Aset & Prasarana / Assets & Infrastructure Monitoring Committee

- Peranan / *Role*:
 - Memantau penggunaan dan penyelenggaraan aset fizikal Majlis.
Monitor the use and maintenance of the Council's physical assets.