

VISION SUMMARY OF SAPULUT

CORE VALUES	PURPOSE	BRAND PROMISE
<ul style="list-style-type: none"> Do the right thing, even though no one is watching; Love and respect for self, fellow man and nature; Recognise and promote teamwork, and never let your team members down; Continuous improvement of self and Sapulut through training and learning and practice "I see, I think and I do"; Discipline- discipline of self, disciplined thoughts and disciplined action; Do ordinary things extraordinarily well; Know the rules, and know how to break them properly. Ideas are easy. Execution is everything. It takes a team to win. 	<ul style="list-style-type: none"> Bringing back the natural forest and managing it sustainably. Sustainability of the natural forests depend on availability of alternate supply from forest plantation timber. Availability of supply from forest plantation timber depends on the development of forest plantation timber. 	<p>Consistent, Predictable and Sustainable Supply of Natural Forest and Forest Plantation Timbers</p>

AT HOME IN SAPULUT

Dear All,
During this MCO period, some of us are confined to our homes, while many are in our second home Sapulut. Our empathy to our team members who are away from their loved ones during this trying time.

At the moment, there are many places in Sabah with confirmed high cases of Covid-19, the interior of Sabah and Sapulut are still not unaffected. Through discipline, personal hygiene and care, let us hope it remains that way.

At the moment, while we have closed our business, we cannot close our home. And Sapulut is our home.

1.0 What do we do while we are at our Sapulut home?

A) Stay healthy and keep busy

Practice personal hygiene, social distancing while going about our routine work. The structure of routines help to keep discipline and morale. Refer to Core Values "Love and Respect for self, fellow man and nature" and "Discipline—Discipline of self, disciplined thought and disciplined action".

B) Don't let your team members down

Another of our core values. Because if we neglect to look after ourselves and get sick, we risk spreading to our team members. We also cover of each other and help each other to grow and become a better version of ourselves.

C) First line of defence

We take responsibility that each of us is the first line of defence, by keeping safe and

healthy. Follow the instructions given by MDO, FMUEM, OSH and Medical officers. If anyone develops a temperature, they are to undergo quarantine. And if their condition does not improve, they are to be transported to Keningau Hospital. Safety protocols and procedures must be developed and followed during this time.

D) Do ordinary things extraordinarily well

While Sapulut has no income during this period, our expenses have not stopped. Therefore MDO asks that we all do all the things we normally do, but do more and do it better. Help your team and other teams. Help Sapulut to become stronger so that we can take the field when the MCO is over.

E) Ideas are easy. Execution is everything. It takes a team to win

The entire forest (upstream) and timber (downstream) industries are at a standstill. There is no supply going downstream, and downstream has no market. It will take many months before the supply chain returns to "normal". We have to be prepared for a second cycle of MCO, or further extension of MCO. We ask for your understanding and collaboration to help Sapulut to get through this difficult period.

2.0 Help Sapulut to Stay Healthy

While we are doing all that we can do to keep our individual team members strong, safe and healthy, we must also ensure that Sapulut stays strong, safe and healthy. Sapulut is our "Mother" for it feeds, nourishes and protects us. We must look after "Mother".

3.0 What can we do to keep Sapulut strong, safe and healthy?

While we are getting pay during this MCO period, this comes at the expense of Sapulut.

We appreciate all those who are contributing during this period to keep Sapulut healthy and looking after it.

However, there are some which are not contributing for many reasons, and perhaps with very good ones. We ask that fairness be applied, that exchange of annual leave, replacement leave or reduction of salary be opened for discussion as the case maybe.

Perhaps there are some who can get certain benefits from the Government through the stimulus package. If so, again base on standards of fairness, please consider if such amount obtained can be set off against the salary received from Sapulut. After all, this is a crisis and one should not be getting "extra pay" and windfall while many are suffering.

Let us all do ordinary things extraordinarily well during this period, so that Sapulut can emerge stronger.

Don't let yourself down.
Don't let your team members down.
Don't let Sapulut down.

Thank you and keep safe.

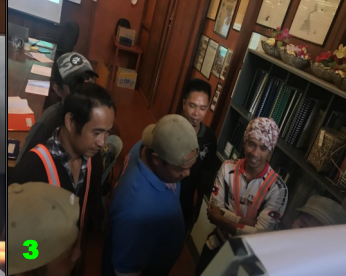
Norman Wong
Managing Director, March 30, 2020

7th Phase Lean Six Sigma Training & Coaching ~ Edward Lee

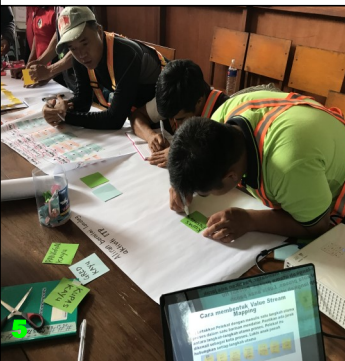
The 7th Phase of Lean Six Sigma Training and Coaching for Timber Harvesting Support Services (THSS) Department continues from January 06, 2020 until February 01, 2020 at Forestry Complex Conference Room. This time the participants were from the Scaler's Team, Supervisor's Team and the Office Staff namely Mazlan Mansibu, Azreh Songorou, Elvin Muirin, Benddy Baritoh, Masten Agundi, Keney Justin, Matitin Sisiop, Abdul Halim, Japirin J., Alex Manan, Masto Agundi, Marudu Sisiop, Eddie Gidion, Wayang Mansibu and Januarius Sabinus Ugili. The participants were trained using the same syllabus as the previous group. This time the focus is on the process of landing at ITP and NFM and also checking Closing Compartment of NFM. The team said that the coaching can help them improve their work and detect waste in their processes. Closing speech of the session was done by Fredolin Martin as Head Of Block (ITP & NFM) & RIL Supervisors Unit in THSS Department.



Picture 1 & 2 : Marshmallow Challenge by Halim's (before and after).



Picture 3 : PDCA discussion by Marudu's team.
Picture 4 : Matitin doing Top down chart for ITP landing activity.



Picture 5: Benddy doing Value Stream Mapping for Landing activity at ITP.
Picture 6: Alex doing Yamazumi Chart draft for NFM Landing Activity.



Picture 7: SMED exercise discussion.
Picture 8: Group photo of the participation with their certificates.

PERFORM LIKE THE 1ST ELEVEN FOOTBALL PLAYERS

Hi everyone, my article this time will be much different than usual. I believe most of us love football and have our own favorite team. I love playing and watching football. However, I won't talk about the game. What I want to share here is how to see the players, the team itself, the manager and the supporters from another angle.

The players in a football team compete with each other to be selected for the upcoming match. They want to play most games and full-time unless an injury occurs. Regardless of their background and skills, well known or not, they still want to play until the end of the game.

The passion of these players is to showcase their performances, enjoy the game, play for their club or country and their fans. For them, pay is the second (2) priority because the most important thing is to 'play' by doing your best. They will not enjoy sitting in the chairs and watching their team play. They will compete against each other during the training session to be selected by the coach for their first eleven years. I often watch games where players are frustrated because they feel they cannot perform or play 100% of each match every time they are asked to change or not be selected as the main player.

Therefore, this kind of attitude and spirit should be nurtured among ourselves i.e. the spirit like the 1st eleven, play in a team and finding the winning team. We should not be the other side i.e. show off and try to score ourselves and keep the ball on their feet for too long. If so, the player will be criticized by his fan. No teamwork.

Similar when we perform our task and responsibility by performing them at our best. We need to work with each other and give recognition to our team members of their efforts.

In my next article, I would like to share and elaborate on the important role of our team members in their respective team (division) by relating how Manchester United (MU) won the 1993/1994 UEFA Cup against Bundesliga champion Bayern Munchen, where Bayern ahead of MU.

Thanks.

By: Teddy Sius, FMU Executive Manager

Used-clothes And Chair Contribution To Village Nearby FMU-14

Used-clothing Contribution To Kg Maatol & Kg Mawantul—The Community Forestry Unit under the Forest Protection Department of Sapulut had recently contributed used-clothing to villagers adjacent to FMU-14 area. As part of the Corporate Social Responsibility (CSR) by Sapulut, the used-clothes which were donated by St. Simon Church, Likas were distributed to two village namely Kg. Maatol and Kg. Mawantul on the 06 and 07 January 2020 respectively. Villagers were briefed on Sapulut's effort by collaborating with other agencies such as non-governmental organizations (NGOs), churches and so forth to conduct charity-based programme as an initiative to give back to the community. The contribution will help at least to reduce the cost of buying new clothes as the donated apparel are mostly still in good condition. Besides, there were also other materials included such as bags, shoes and sandals, bedsheets, curtains and even toys for children.



Chair Contribution For BCCM Church, Kg Mawantul – A total of 50 pieces plastic chair were sent to Basel Christian Church Malaysia (BCCM) of Kg Mawantul. The assistance were meant to aid the church activity as it still lack of basic necessities up to this day after it was build completely in July 2018. The church was 90% built and developed by the villager themselves. According to Lianah Sikana (villager of Kg Mawantul), previously they only perform worship at her brother-in-law's house until the members start collecting fund among themselves to build a church. Hence, we decided to show our support for their community development through this contribution. We believe the assistance will improve the basic needs of entire village of Mawantul as they can make use of the chairs not only for church activity but for other village programme as well i.e. festive celebration or meetings.

Overall, both of the programme received overwhelming response from the villagers which also results in enhancing and improving the relationship with the community involved. They thanked Sapulut for the initiatives and expressed their hopeful wish for more community-based programme for nearby villagers in the future.

By: Lyevivialyne Sopital



JICA: Short Term Course of GIS at Hokkaido University

In January 2020 (11th Jan – 28th Jan), we (Peter Phillip and Hue Su Wah) attended a short-term course program entitled GIS (Geospatial Information System) analysis for 2 weeks at Hokkaido University. This program was funded by JICA (Japan International Cooperation Agency). The objective and overall goal of this program is to deepen the understanding of research activities and environment of private sector for the participants' future opportunities in Japan through training and internships at the best innovative environment in Japan.

The participants were from different background where Malaysia's participants were from forestry and electric utilities while Philippines' participants were from Geology. There are 3 lecturers involved in this program namely Prof. Teiji Watanabe (Geology), Prof. Yuichi Hayakawa (Geology) and Prof. Ram Avtar (SDG).

Through the program, we learned about GIS data collection and analysis in natural hazard mapping, topography changes (Geology), forestry, urban expansion measure, and agriculture (Sustainable Development Goal). Japan and Philippines have higher frequency of natural hazard compared to Malaysia in term of volcano, tsunami, earthquake, flooding and forest fire. From Watanabe sensei, we learned about the importance of mapping by identifying the potential hazard area and evacuate the people before the hazard happens to minimize the death. Latest urban planning included the hazard factors to minimize the properties damage, however it will influence the properties price. The accuracy and timely data collected were improved with inputs from different end user such as urban planners, disaster managers, local communities and financial planner. Real time hazard was used to improve the data flow and message receive to fasten the evacuation activities.

Hayakawa sensei exposed all the participants with data collection using UAV (Unmanned Aerial Vehicle), terrestrial laser scanning and Emlid. The data collection was conducted at Zenibako, Otaru. The data was then processed in Hokkaido University using software Metashape and CloudCompare. UAV produce budget aerial photo with certain level of accuracy for different analysis based on objectives. High definitions data was emphasized by Hayakawa sensei to make sure the appropriate resolution of data is used based on objective to minimize the cost and optimum result. Prof. Ram Avtar introduced transparent data collection and accurate data analysis to support the SDG (Sustainable Development Goal). Case study of multi-temporal PALSAR data to monitor oil palm plantation and sustainable forest management (SDG 13 & 15). Besides that, Urban expansion (SDG 3 & 11) from open digital surface model case study were discussed to observe the optimum urban expansion in vertical and horizontal.

Throughout the course, we visited NARO (National Agricultural and Food Research Organization) located at Sapporo. In NARO, remote sensing such as RTK UAV and LiDAR were experimented to use in topography (cliff, landslide forest and coral reef) and vegetation (corn, rice and pasture) measurement. The accuracy in yield estimation is relatively high however this is still in experimental stage and yet to apply in commercial. Besides that, we also visited the Hokkaido Research Institute (HRI), Forestry Experimental Station (Bibai city). The HRI shared their knowledge in UAV survey to estimate yield and detect forest fire.

Although all the participants in the course were from different countries and study background, we shared a lot of fruitful information, new concept and analysis approaches in GIS analysis. We hope to apply the knowledge we learned in our working environment. Thanks to Sapulut for providing the opportunities to the staff to continue to grow. Besides that, we appreciate JICA funded all the expenses for the course. Lastly, we would like to thank the lectures and postgraduate students from Hokkaido University.

By: Peter Philip and Hue Su Wah



Certificate given away by JICA

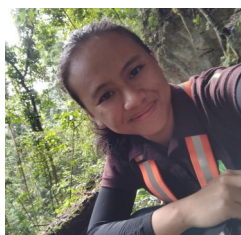


Visit to Hokkaido Research Institute, Forestry experiment station (Bibai city)



Visit to National Agricultural and Food Research Organization (NARO)

Name the App Competition: WINNER!



We have a winner! Our Sapulut Mobile App shall now be called **SAGA**.

Congratulation to **Ms. Anastasha Arlene Junigo** for winning the Name-The-App Competition.

SAGA, the chosen abbreviation for Sapulut Go App, is a word both in English and Malay for "a long epic story" or chronicle which as a noun means a factual written account of important or historic events and as a verb means recording a series of events in a factual and detailed way. This simple and catchy word suits the function of the app that in a way holds records of Sapulut's own saga towards its goals. The phrase "Sapulut Go" also exudes positivity

and enforces the idea that the mobile app is accessible even when on the move. We also would like to record our sincere appreciation to the other entries :

JEM / GEM - Mr Norman Wong

GREEN - Mr Peter Philip

SAPULUT-ALL-IN-ONE - Mdm Stephanie Baikan

SSIC - Sapulut Staff Information Center - Mr Cornelius Gapil

SFDMST - Sapulut Forest Development Management System Toolbox - Mr. Albert Yong

SIOMS - Sapulut Integrated Office Management System - Ms. Deckna Mosinoh

CODI - Complete Detailed Information - Ms. Renny Jinoleh

The prize is on its way to you Anastasha!



COVID 19 & MOVEMENT CONTROL ORDER (MCO)

On December 2019, the COVID-19 virus was reported to have originated in China and subsequently the COVID-19 pandemic had hit Asia particularly Malaysia on January 25, 2020. Following the increase of cases in March, the Prime Minister of Malaysia decided to implement the movement control order from March 18, 2020 until April 14, 2020 to curb the increasing of positive cases in the country.

As precaution, Sapulut took below precautionary measures to prevent the COVID-19 from spreading into camps:

- No outsiders are allowed to enter the camp.
- Workers who are outside or away from the camp are not allowed to enter the camp until the movement control order is over.
- People who are in the camp are not allowed to leave the camp except for important matters and have obtained permission from FMUEM.

Other than that, the camp management also held a briefing on COVID-19 awareness. The briefing were attended by staff, the contractor and occupants of the Sapulut camp. They were given a briefing that includes the description and symptoms of COVID-19, how it spreads, and precaution to take.

Besides the briefing, body temperature checking program for all including contractors, occupants of the Sapulut camps and staff from Tibow Forestry Department was conducted every 3 days. The purpose of the activities carried out every three days is to identify the symptoms for the virus.

By: Johnson Joseph

Sapulut Core Values Exist!

Covid-19 greatly affects most of the operations and business in the state of Sabah regardless government agencies or the private sectors. With the MCO order enforced until 14 April 2020, FMUs operations in general, and Sapulut in particular, also affected by the order.

However, some of the work still can be done to ensure the operation does not stop completely. If such happened, the FMUs will incur loss and suffering. What I want to say or share here is not about the work during this period, but the action by staff who are still able to continue doing some of the works that is not their regular job which can be expressed with Sapulut's Core Values i.e. **"Do Ordinary Things Extraordinary Well"** and **"Don't Let Your Team Member Down"**.

During this critical period, we should acknowledge some of the initiative taken by the staff on the above. This can be observed by taking the following as good examples:-

Mary, Johnson, Jumaini, Eve, Belle (and those names not mentioned) supported the group, took the initiative to inspect and monitor the health of our staff and contractors by checking their body temperature and provide awareness talks. This initiative will be continuously to ensure all are virus free. Jeffrey, although he is at home, came with the initiative to develop a safety and prevention Standard Procedure in handling Covid-19 for adoption at FMUs level.

Joulin himself, together with few ground staff from FRD, FSS, Internal Audit and the 2 interns, helping the nursery team for the medium preparation for transplanting seedlings and hardening works to ensure the team are able to continue the tasks due to shortage of manpower at nursery. Thanks to Stephen, Peter, Joulin and Josnidie for being willing to lend a hand in times of difficulty.

Due to this situation also, Fredolin, Jimmy and Samsur (loader operator) helped the ITP scalers team to do the scaling in the field which was also due to shortage of manpower.

Despite their different backgrounds, by practicing the Core Values, strong teamwork and morale support from each other, it will build a stronger team among Sapulut.

Thanks and Stay Safe! ~ *Teddy Sius @Lawrencius*



Working From Home

This is a big topic that has triggered discussions and debates from various parties from various perspective.

Working from home, working away from the office, office-on-the-move, virtual-office, small-office-home-office are among the terminology used to describe employees performing their duties without confining themselves to the conventional cubicle, office space, environment /atmosphere. When supported by the right technology and equipment, one may perform his duties at the park, café, library or home.

In Sapulut, the on-going Movement Control Order (MCO), has not only disrupted our core activities of timber harvesting and plantation but other areas such as administration, accounting, procurement, and payroll faced similar disruption of service. Many of the desk-bound personnel were caught away from their desks and were not able to bring their work home. By luck and thankfully, there were several backup personnel available to continue the processes and work despite the absence of several key people. However, since most of our data are stored locally either in password-protected individual computers, local servers, external hard drives/pen drives, retrieving and accessing these data has been somewhat a difficult experience. Even some of our manually-collected ground data did not make it back in time to the spreadsheets.

With this, the company is considering making some adjustments and changes to the way office-work is done, how data are stored and how we communicate. This includes identifying the required technology, hardware, knowing the challenges and limitations, possibly changing certain SOPs and conducting training to promote working remotely, from home, away from the office while still maintaining high output, efficiency, productivity, and communication.

By: *Jesse Tendahal*