

**Client's Charter Achievement Status  
Parliament of Malaysia 2015**

No	Client's Charter	First Meeting (House of Representatives)  9 March – 9 April 2015	Achievement	Second Meeting (House of Representatives)  18 May - 18 June 2015	Achievement	Third Meeting (House of Representatives)  19 Oct - 3 Dec 2015	Achievement
1(i)(a)	To ensure that the Notice on the date of the sitting to all members of the House of Representatives and the ministries are issued within 28 days from the date of the first day of the session in accordance with S.O. 9 (2) (a) of the House of Representatives.	<ul style="list-style-type: none"> <li>• No. Members: 222</li> <li>• No. Ministry: 24</li> </ul>	100%	<ul style="list-style-type: none"> <li>• No. Members: 222</li> <li>• No. Ministry: 24</li> </ul>	100%	<ul style="list-style-type: none"> <li>• No. Members: 222</li> <li>• No. Ministry: 24</li> </ul>	100%

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Parliament of Malaysia 2015**

No	Client's Charter	First Meeting (House of Representatives) 9 March – 9 April 2015	Achievement	Second Meeting (House of Representatives) 18 May - 18 June 2015	Achievement	Third Meeting (House of Representatives) 19 Oct - 3 Dec 2015	Achievement
1(i)(b)	To make available Order Paper daily in accordance with S.O. 14 (1) of the House of Representatives a day before the sitting date.	<ul style="list-style-type: none"> <li>• No. Members: 222</li> <li>• No. Ministry: 24</li> </ul>	100%	<ul style="list-style-type: none"> <li>• No. Members: 222</li> <li>• No. Ministry: 24</li> </ul>	100%	<ul style="list-style-type: none"> <li>• No. Members: 222</li> <li>• No. Ministry: 24</li> </ul>	100%

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Parliament of Malaysia 2015**

No	Client's Charter	First Meeting (House of Representatives)  9 March – 9 April 2015	Achievement	Second Meeting (House of Representatives)  18 May - 18 June 2015	Achievement	Third Meeting (House of Representatives)  19 Oct - 3 Dec 2015	Achievement
1(i)(c)	To ensure that official reports (Hansard) of the House of Representatives is published before 3.00 pm the next day for reference purposes of the members according to S.O. 10 of the House of Representatives.	<ul style="list-style-type: none"> <li>• No. Members: 222</li> <li>• No. Ministry: 24</li> </ul>	100%	<ul style="list-style-type: none"> <li>• No. Members: 222</li> <li>• No. Ministry: 24</li> </ul>	100%	<ul style="list-style-type: none"> <li>• No. Members: 222</li> <li>• No. Ministry: 24</li> </ul>	100%

**Client's Charter Achievement Status  
Parliament of Malaysia 2015**

No	Client's Charter	First Meeting (The Senate)  13 April - 28 April 2015	Achievement	Second Meeting (The Senate)  22 June - 7 July 2015	Achievement	Third Meeting (The Senate)  7 Dec - 22 Dec 2015	Achievement
1(ii)(a)	To ensure that the Notice on the date of the sitting to all members of the Senate and the ministries are issued within 28 days from the date of the first day of the session under S.O. 8 (2) (a) of the Senate.	<ul style="list-style-type: none"> <li>• No. Members: 70</li> <li>• No. Ministry: 24</li> </ul>	100%	<ul style="list-style-type: none"> <li>• No. Members: 70</li> <li>• No. Ministry: 24</li> </ul>	100%	<ul style="list-style-type: none"> <li>• No. Members: 70</li> <li>• No. Ministry: 24</li> </ul>	100%

**Client's Charter Achievement Status  
Parliament of Malaysia 2015**

<b>No</b>	<b>Client's Charter</b>	<b>First Meeting (The Senate)  13 April - 28 April 2015</b>	<b>Achievement</b>	<b>Second Meeting (The Senate)  22 June - 7 July 2015</b>	<b>Achievement</b>	<b>Third Meeting (The Senate)  7 Dec - 22 Dec 2015</b>	<b>Achievement</b>
1(ii)(b)	To make available Order Paper daily in accordance with S.O. 13 (1) of the Senate a day before sitting date	<ul style="list-style-type: none"> <li>• No. Members: 70</li> <li>• No. Ministry: 24</li> </ul>	100%	<ul style="list-style-type: none"> <li>• No. Members: 70</li> <li>• No. Ministry: 24</li> </ul>	100%	<ul style="list-style-type: none"> <li>• No. Members: 70</li> <li>• No. Ministry: 24</li> </ul>	100%

**Client's Charter Achievement Status  
Parliament of Malaysia 2015**

No	Client's Charter	First Meeting (The Senate) 13 April - 28 April 2015	Achievement	Second Meeting (The Senate) 22 June - 7 July 2015	Achievement	Third Meeting (The Senate) 7 Dec - 22 Dec 2015	Achievement
1(ii)(c)	To ensure that the official reports (Hansard) of the Senate is published before 3.00 pm the next day for reference purposes of the members according to S.O. 9 of the Senate.	<ul style="list-style-type: none"> <li>• No. Members: 70</li> <li>• No. Ministry: 24</li> </ul>	100%	<ul style="list-style-type: none"> <li>• No. Members: 70</li> <li>• No. Ministry: 24</li> </ul>	100%	<ul style="list-style-type: none"> <li>• No. Members: 70</li> <li>• No. Ministry: 24</li> </ul>	100%

**Client's Charter Achievement Status  
Parliament of Malaysia 2015**

No	Client's Charter	Parliamentary Conference First Meeting (House of Representatives and The Senate) 9 March - 28 April 2015	Achievement	Parliamentary Conference Second Meeting (House of Representatives and The Senate) 18 May - 7 July 2015	Achievement	Parliamentary Conference Third Meeting (House of Representatives and The Senate) 19 Oct - 22 Dec 2015	Achievement
1 (iii)	To manage and ensure that the tabling of Bills, getting the Royal assent, and to inform the Attorney General to gazette the Bill to be an Act according to Article 66, 67 and 68 of the Federal Constitution.	Number of Bills passed : 1	100%	Number of Bills passed : 1	100%	Number of Bills passed : 1	100%

**Client's Charter Achievement Status  
Parliament of Malaysia 2015**

<b>No</b>	<b>Client's Charter</b>	<b>Number of Visits (until Nov)</b>	<b>Achievement</b>
2(i)	To handle official visits / working visits of foreign President / Speaker, Deputy President / Deputy Speaker and Members of the Parliament to Malaysia within one month from date of visit.	8	100%
2(ii)	To manage participation of Members of the Malaysian Parliament to Conferences/ Meetings related to Parliamentary organizations outside the country within one months from date of conference.	7	100%
2(iii)	To manage participation of Members of the Malaysian Parliament to Conferences/ Meetings related to Parliamentary organizations outside the country within two months from date of conference.	31	100%
2(iv)	To manage Courtesy Call on the President of the Senate 5 days from date of visit.	27	100%
2(v)	To manage Courtesy Call on the Speaker of the House of Representatives 5 days from date of visit.	14	100%
2(vi)	To manage Courtesy Call on the Deputy President of the Senate 5 days from date of visit.	1	100%
2(vii)	To manage Courtesy Call on the Deputy Speaker of the House of Representatives 5 days from date of visit.	4	100%