



APPLICATION OF AI TRANSCRIPTION AND CLOUD-BASED SERVICES IN THE PREPARATION STATE LEGISLATIVE ASSEMBLY'S (SLA'S) HANSARD

**STATE LEGISLATIVE ASSEMBLY & EXECUTIVE COUNCIL,
STATE SECRETARY OFFICE OF PERLIS, MALAYSIA**



EXECUTIVE SUMMARY



PROBLEM

- The audio recording of the State Legislative Assembly (SLA) needs to be typed manually and separately.
- The whole process of preparing Hansard takes up to 1 month.



INNOVATION

- Application of Speech Typing Tool in Google Docs to convert audio recordings of the Assembly to text automatically and in real-time.
- Application of Google Drive (cloud-based file sharing) to enable online collaboration and reviewing process.



IMPACT

- Achieving a remarkable cost reduction of approximately RM150,000.00 for developing a new system with similar functionality.
- Successfully trimmed down the Hansard preparation time from an entire month to a mere single day (3,000% improvement).



LOOKING FORWARD

- Expanded to the administration of the Legislative Assemblies in other states in Malaysia.
- Applied in various other applications such as court proceedings and meeting minutes.

CONTENT

1

BACKGROUND



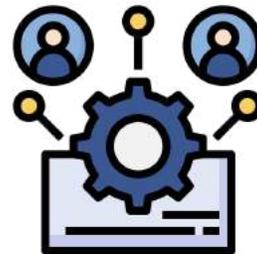
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OBJECTIVES



3

STAKEHOLDERS



4

IMPACTS



5

ACHIEVEMENTS



1.1 BACKGROUND



OFFICIAL STATEMENT OF THE SLA (HANSARD)

- Comprehensive documentation of every speech uttered during the assembly.
- It stands as the authoritative record, serving as the primary point of reference for revisiting the debates conducted in each session of the assembly.

MANUAL HANSARD PREPARATION METHOD

A team of typists meticulously listens to the audio recordings post-session, transcribing each spoken word.

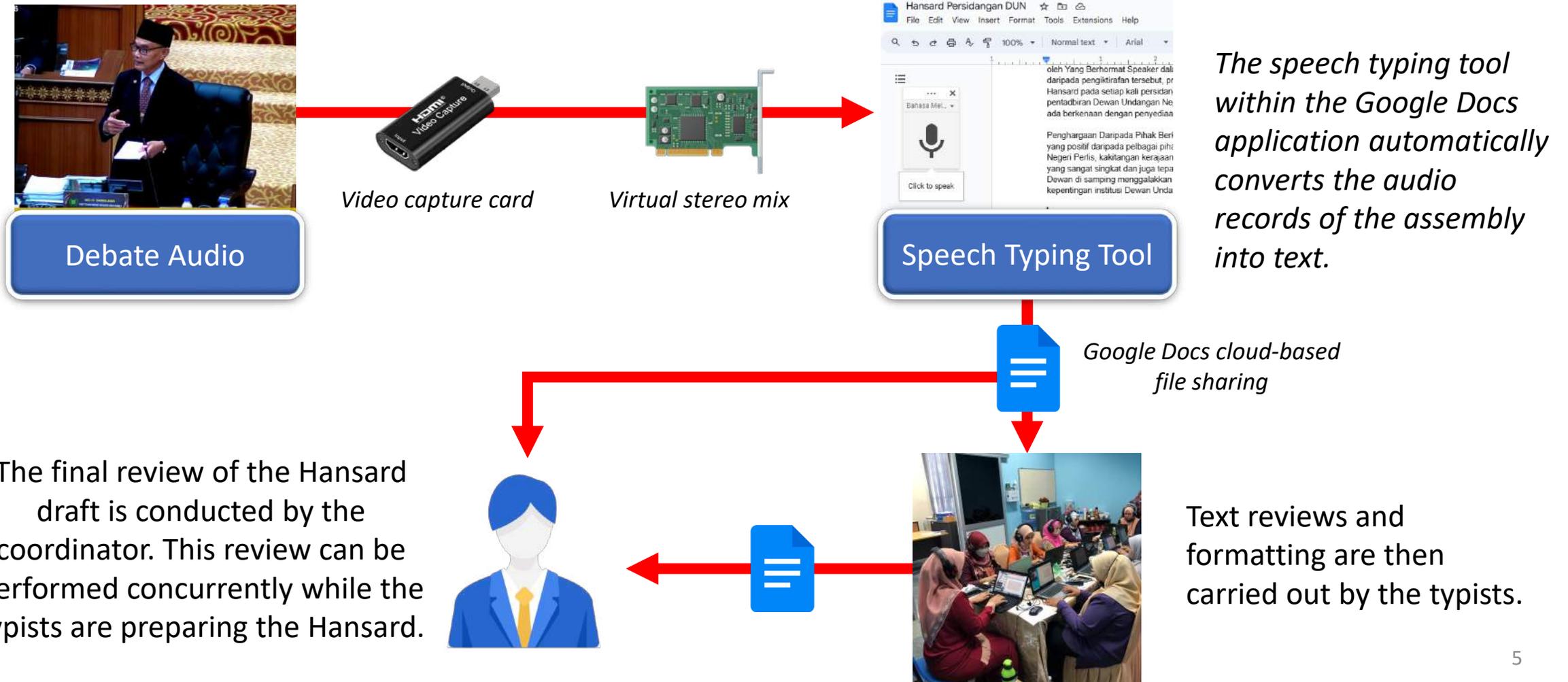
The coordinator consolidates the typed segments, rearranges paragraphs according to meeting protocols, and conducts thorough reviews for format, spelling, and alignment with the audio session recordings.

Once the Hansard draft is polished by the coordinator, it undergoes a final review by Members of the Legislative Assembly (ADUN) before being compiled into a finalized, publishable form.

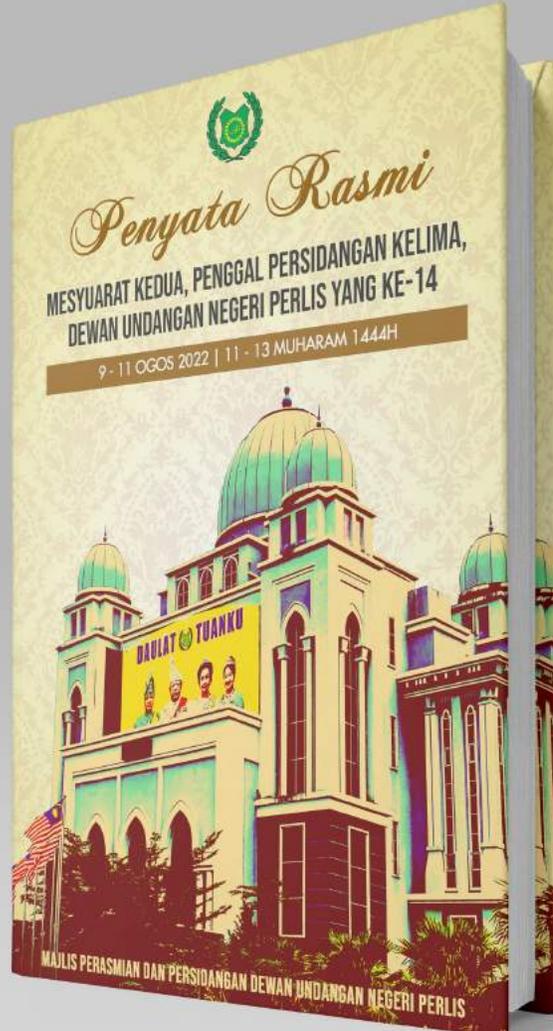
**The entire process described above takes approximately one month to complete.*

1.2 BACKGROUND

IMPROVING THE HANSARD PREPARATION METHOD THROUGH THE HANSARD.AI PROCESS

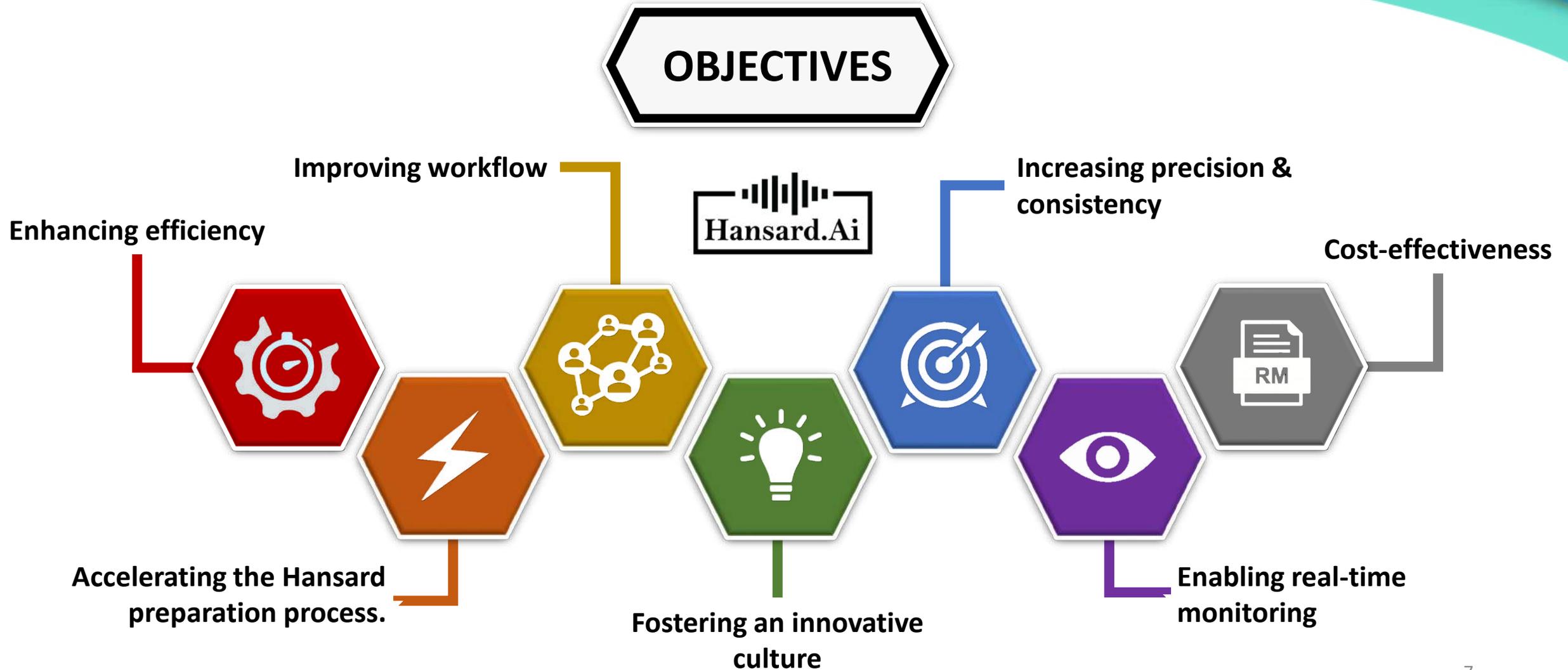


1.3 BACKGROUND



- Fully implemented during the Second Meeting, Fifth Session of the 14th Perlis State Legislative Assembly from August 9-11, 2022.
- Reduces the Hansard preparation time from 1 month to just 1 day.
- Enables Members of the Legislative Assembly (ADUN) to review the discussion text the following day.
- Improvements to the customer charter for the administration of the Perlis State Legislative Assembly.

2.0 OBJECTIVES



3.1 STAKEHOLDERS

STAKEHOLDERS & BENEFITS



Members of the State Legislative Assembly (ADUN)

- Can review discussions the following day.
- Enhances the quality of debates.



Typists

- Only need to review the automatically converted text.
- Lightens the workload for typists.



Hansard Reviewer (Coordinator)

- Can coordinate the work of each typist online.
- Can review Hansard simultaneously as it is prepared by typists.



Administration of the Perlis State Legislative Assembly

- Serves as a benchmark/reference for the Hansard preparation method.
- Improves the administration's image.

3.2 KUMPULAN SASAR

STAKEHOLDERS & BENEFITS



State Government

- Saves costs for developing a new system.



General Public

- Benefits from improved debate quality and session outcomes.

4.1 IMPACTS



✓ **PROTOTYPE**

- Evaluation of innovative technologies to address existing problems.

✓ **IMPLEMENTATION**

- Full-scale implementation.
- Collaboration with the Legislative Assemblies/Parliaments in other states and countries.

SYSTEM DEVELOPMENT

- Development of the online system's user interface (UI).
- Commercialization.

4.2 IMPACTS



BASIC COMPONENTS



Microphone & *sound mixer*



Video capture card



Virtual stereo mix



Laptop / Computer



Internet / WIFI



Work Process Documentation

4.3 IMPACTS



Reducing the time required for the preparation of the State Legislative Assembly's Official Statement (Hansard) from 1 month to just 1 day.



Saving approximately RM150,000.00 for the development of a new system.



Minimizing environmental impact and optimizing the use of time and energy resources.

4.4 IMPACTS

Promoting digitization in transforming the administrative affairs of the State Legislative Assembly.

- State Legislative Assembly Meeting Attendance System.
- Legislative Members' Privilege Management System.

Enhancing the image and reputation of the Administration of the Perlis State Legislative Assembly.

- Benchmark visits to other State Legislative Assemblies,
- Commonwealth Parliamentary Association (CPA).



Encouraging staff engagement in public administration **innovation efforts.**

- Staff showing increased enthusiasm and interest in participating in innovation activities.

5.1 ACHIEVEMENT / SUCCESS



SIGNIFICANT TIME REDUCTION

- The Hansard preparation time has been shortened from 1 month to 1 day (a 3,000% improvement).



REAL-TIME COLLABORATION

- Typists can now work simultaneously on the same document.



ENHANCED ACCESSIBILITY

- Stakeholders can now access these official records more quickly and easily through the online platform.

5.2 ACHIEVEMENT / SUCCESS



COST SAVINGS

- Approximately RM150,000 in savings for the development of a new system and other manual management-related costs.



RECOGNITION FOR INNOVATION

- The implementation of this project has received recognition from the Honorable Speaker during the Perlis State Legislative Assembly sessions.



APPRECIATION FROM STAKEHOLDERS

- The project has garnered various positive feedback and appreciation from stakeholders.

CONCLUSION

The implementation of Hansard.Ai in the process of preparing the Official Statement (Hansard) for the Perlis State Legislative Assembly has successfully **enhanced the efficiency and productivity** of this administration **without imposing any additional financial burden** on the State Government.

This project's implementation serves as a stepping stone towards **digitizing various other aspects of the State Legislative Assembly's administration**, including the management of facilities and privileges for Legislative Members, attendance review for State Legislative Assembly sessions, and many more.