

STS...Enhancing Your Most Valuable Asset – Human Capital

TRAINING PLANNER 2010

QUALITY Training Courses
LEAD AUDITOR Training Courses
TECHNOLOGY Training Course
MANAGEMENT Training Courses
CERTIFICATE Learning Programmes
EXECUTIVE Diploma Programmes



SIRIM TRAINING SERVICES SDN BHD

(A wholly-owned Subsidiary of SIRIM Berhad)

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For government, training courses can be purchased through e-perolehan
Training Information can be accessed through : <http://www.hrdportal.com.my>

QUALITY TRAINING COURSES PLANNER 2010

SIRIM Training Services Sdn Bhd

HRDF Claimable



Courses on Standard Based Management Systems

A - Courses on ISO 9001:2008 Quality Management Systems

Title	Code	Duration	Jan	Feb	Mar	Apr	May	June	July	Aug	Sep	Oct	Nov	Dec	Venue	Fees (RM)	Enquiry
ISO 9001:2008 Understanding and Implementation	QM1	2	11~12		8~9		10~11			2~3		4~5			Shah Alam/ Melaka	1,050	Azizah Tel: 03-55446276 azizahar@sirim.my
ISO 9001:2008 Documenting the Quality Management Systems	QM2	2		22~23		12~13			7~8			6~7		6~7	Shah Alam	1,050	
ISO 9001:2008 Internal Auditing	QM3	2	20~21	24~25	15~16	14~15	17~18	21~22	12~13	4~5		18~19	22~23	13~14	Shah Alam/ Melaka	1,050	
Effective Management Review	QM4	1			29			30			29		24		Shah Alam	550	
Root Cause Analysis and Improvement Tools	QM5	2				26~27			16~17			27~28			Shah Alam	1,050	
Effective Documents & Records Management	QM6	1			10			7			27		8		Shah Alam	550	
Continuous Improvement and Customer Satisfaction	QM7	2				7~8			21~22				8~9		Shah Alam	1,050	
Process Approach and Performance Measurement	QM8	2					10~11			4~5			10~11		Shah Alam	1,050	
Effective Quality Management Representative	QM9	1			17		24					26		20	Shah Alam	550	

B - Common Courses for Standard Based Management Systems (ISO 9001:2008, ISO 14001:2004, OHSAS 18001:2007)

Title	Code	Duration	Jan	Feb	Mar	Apr	May	June	July	Aug	Sep	Oct	Nov	Dec	Venue	Fees (RM)	Enquiry
Writing of Non-Conformance Report (NCR)	MS1	1				19		28			23	25		20	Shah Alam	600	Eddie Tel: 03-55446225 eddie@sirim.my
Corrective Action and Preventive Action	MS2	2			22~23			23~24			27~28	20~21		15~16	Shah Alam	1,100	
Measurement and Calibration System	MS3	2			24~25			9~10				18~19		13~14	Shah Alam	1,100	
Reading in Calibration Report in Supporting to the Standard Based Management Systems <i>New Course</i>	MS4	2				5~6			26~27			11~12		20~21	Shah Alam	1,100	
Workshop on Integrated Management System (EMS & OHS)	MS5	2					19~20			2~3			22~23		Shah Alam	1,100	

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C - Courses on ISO 14001:2004 Environmental Management Systems

Title	Code	Duration	Jan	Feb	Mar	Apr	May	June	July	Aug	Sep	Oct	Nov	Dec	Venue	Fees (RM)	Enquiry
ISO 14001:2004 Awareness/Introduction	QE1	1		2			10		26				8		Shah Alam	525	Azizah Tel: 03-55446276 azizahar@sirim.my
Environmental Regulations	QE2	1		3			11		27				9		Shah Alam	550	
Identifying Environmental Aspects and Impacts	QE3	1		4			12		28				10		Shah Alam	550	
Understanding and Implementing EMS	QE4	2		8~9			17~18			2~3			22~23		Shah Alam	1,050	
ISO 14001:2004 Internal Auditing	QE5	2		22~23			19~20			4~5			24~25		Shah Alam	1,050	

D - Courses on OHSAS 18001:2007 Occupational Health and Safety Management Systems

Title	Code	Duration	Jan	Feb	Mar	Apr	May	June	July	Aug	Sep	Oct	Nov	Dec	Venue	Fees (RM)	Enquiry
OHSAS 18001:2007 Awareness/Introduction	OHS1	1			8			14				10			Shah Alam	550	Yusnizar Tel: 03-55446208 yusnizar@sirim.my
Occupational Health and Safety Legal Regulation	OHS2	1			9			15				11			Shah Alam	550	
Hazard Identification, Risk Assessment and Risk Control (HIRARC)	OHS3	2			10~11			16~17				12~13			Shah Alam	1,050	
Understanding and Implementing OHSMS	OHS4	2			22~23			21~22				18~19			Shah Alam	1,050	
OHSAS 18001:2007 Internal Auditing	OHS5	2			29~30			23~24				20~21			Shah Alam	1,050	

E - Courses on ISO/IEC 17025:2005 Laboratory Quality Management System

Title	Code	Duration	Jan	Feb	Mar	Apr	May	June	July	Aug	Sep	Oct	Nov	Dec	Venue	Fees (RM)	Enquiry
ISO/IEC 17025:2005 Introduction	QL1	2				12~13			5~6			18~19			Shah Alam	1,050	Yusnizar Tel: 03-55446208 yusnizar@sirim.my
Documentation and Implementation	QL2	2				14~15			7~8			20~21			Shah Alam	1,050	
ISO/IEC 17025:2005 Internal Auditing	QL3	2				21~22			19~20			25~26			Shah Alam	1,050	
Measurement of Uncertainty	QL4	2					10~11			4~5			8~9		Shah Alam	1,050	

QUALITY TRAINING COURSES PLANNER 2010

SIRIM Training Services Sdn Bhd



F - Courses on ISO/TS 16949:2009 QMS - Requirements for Automotive Production and Relevant Service Part Organizations

Title	Code	Duration	Jan	Feb	Mar	Apr	May	June	July	Aug	Sep	Oct	Nov	Dec	Venue	Fees (RM)	Enquiry
Understanding ISO/TS 16949:2009	QA1	2			17~18				12~13			18~19			Shah Alam	1,050	Yusnizar Tel: 03-55446208 yusnizar@sirim.my
ISO/TS 16949 Internal Auditing	QA2	2			22~23				14~15			20~21			Shah Alam	1,050	

G - Courses on MS 1480:2007 Hazard Analysis and Critical Point (HACCP) System

Title	Code	Duration	Jan	Feb	Mar	Apr	May	June	July	Aug	Sep	Oct	Nov	Dec	Venue	Fees (RM)	Enquiry
Understanding & Implementing HACCP	HAC1	2					17~18		19~20			4~5			Shah Alam	1,050	Fahmi Tel: 03-55446200 fahmi@sirim.my
Developing HACCP Plan	HAC2	2					19~20		22~23			6~7			Shah Alam	1,050	
MS 1480:2007 Internal Auditing	HAC3	2					24~25			2~3		11~12			Shah Alam	1,050	

H - Courses on Quality Techniques

Title	Code	Duration	Jan	Feb	Mar	Apr	May	June	July	Aug	Sep	Oct	Nov	Dec	Venue	Fees (RM)	Enquiry
5S Housekeeping	QT1	1			15			8				21			Shah Alam	550	Fahmi Tel: 03-55446200 fahmi@sirim.my
7QC Tools	QT2	2		22~23			10~11				27~28				Shah Alam	1,050	
Statistical Process Control (SPC)	QT3	2		24~25				14~15				4~5			Shah Alam	1,050	
Advance Product Quality Planning (APQP)	QT4	2			23~24				5~6			12~13			Shah Alam	1,050	
Failure Mode and Effects Analysis (FMEA)	QT5	2				12~13			26~27				1~2		Shah Alam	1,050	
Measurement System Analysis (MSA)	QT6	1				14				2			9		Shah Alam	550	
Good Manufacturing Practice (GMP)	QT7	2				19~20					29~30			15~16	Shah Alam	1,050	
Total Productive Maintenance (TPM)	QT8	2					3~4			4~5			23~24		Shah Alam	1,050	
Quality Improvement Practice (QIP)	QT9	2					5~6					18~19		20~21	Shah Alam	1,050	

QUALITY TRAINING COURSES PLANNER 2010

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I - Courses on ISO/IEC 27001:2005 Information Security Management Systems (ISMS)

Title	Code	Duration	Jan	Feb	Mar	Apr	May	June	July	Aug	Sep	Oct	Nov	Dec	Venue	Fees (RM)	Enquiry
Introduction to ISO 27001 <i>New Course</i>	IS01	1			15			14			1			6	Shah Alam	550	Haidah Tel: 03-55446203 haidah@sirim.my
Understanding and Implementation of ISO 27001 <i>New Course</i>	IS02	2			16~17			15~16			6~7			13~14	Shah Alam	1,050	
ISO 27001 Advanced Internal Audit Training <i>New Course</i>	IS03	2			22~23			21~22				18~19		15~16	Shah Alam	1,050	
Manage Your Risk Using ISO 27001 <i>New Course</i>	IS04	2				5~6			5~6			20~21			Shah Alam	1,050	

LEAD AUDITOR TRAINING COURSES PLANNER 2010

SIRIM Training Services Sdn Bhd



A1- ISO 9001:2008 QMS Lead Auditor Training Course

Title	Code	Duration	Jan	Feb	Mar	Apr	May	June	July	Aug	Sep	Oct	Nov	Dec	Venue	Fees (RM)	Enquiry
ISO 9001:2008 QMS Lead Auditor Training Course (Quality Management System) <i>Non-Residential, CBT</i>	LAQ01	5	18~22	1~5	22~26	26~30	17~21	21~25	19~23		27 Sep~ 1 Oct	25~29	29 Nov ~3 Dec	13~17	Shah Alam Kuala Lumpur	3,600	Azizah Tel: 03-55446276 azizahar@sirim.my

A2- ISO 14001:2004 EMS Lead Auditor Training Course

Title	Code	Duration	Jan	Feb	Mar	Apr	May	June	July	Aug	Sep	Oct	Nov	Dec	Venue	Fees (RM)	Enquiry
ISO 14001:2004 EMS Lead Auditor Training Course (Environmental Management System) <i>Non-Residential, CBT</i>	LAE01	5			15~19		17~21		5~9			18~22			Shah Alam Kuala Lumpur	3,600	Haidah Tel: 03-55446203 haidah@sirim.my

A3- OHSAS 18001:2007 OHSMS Lead Auditor Training Course

Title	Code	Duration	Jan	Feb	Mar	Apr	May	June	July	Aug	Sep	Oct	Nov	Dec	Venue	Fees (RM)	Enquiry
OHSAS 18001:2007 OHSMS Lead Auditor Training Course (Occupational Health and Safety Management System) <i>Non-Residential, CBT</i>	LAS01	5			8~12			28 Jun~ 2 July				25~29			Shah Alam Kuala Lumpur	3,600	Fauziah Tel: 03-55446205 fauziahq@sirim.my

A4- ISO/IEC 17025:2005 Lead Auditor Training Course

Title	Code	Duration	Jan	Feb	Mar	Apr	May	June	July	Aug	Sep	Oct	Nov	Dec	Venue	Fees (RM)	Enquiry
ISO/IEC 17025:2005 Laboratory Lead Auditor Training Course <i>Non-Residential, CBT</i>	LAL01	5				19~23						18~22			Shah Alam Kuala Lumpur	3,600	Anamalai Tel: 03-55446279 anamalai@sirim.my

The above Lead Auditor courses are by RABQSA TPECS certified trainers. They allow students to attain units of competence and certificates to meet knowledge competency requirements to register in relevant auditor certification schemes with RABQSA and IRCA.

RABQSA - Registrar Accreditation Board & Quality Society of Australasia International.

IRCA - International Register of Certificated Auditors. UK (through a signed bi-lateral agreement for the mutual recognition of training and examination certificates)

CBT - Competency-based -training

TECHNOLOGY TRAINING COURSES PLANNER 2010

SIRIM Training Services Sdn Bhd



A. Course on Environmental and Bioprocess Technology

A1- Courses on Industrial Environment

Title	Code	Duration	Jan	Feb	Mar	Apr	May	June	July	Aug	Sep	Oct	Nov	Dec	Venue	Fees (RM)	Enquiry
Awareness on Eco-Labeling	EN01	1							12				9		Shah Alam	550	Azizah Tel: 03-55446276 azizahar@sirim.my
Schedule Waste Management	EN02	1						14				12		Shah Alam	550		
Basic Schedule Waste For Operator (in-house)	EN03	1												In-house			
Life Cycle Assessment and its Impact to the Environment	EN04	1				26			13			21		Shah Alam	550		
Chemical Health Risk Assessment (CHRA)	EN05	1							28				29	Shah Alam	550		

B. Courses on Intellectual Property

Title	Code	Duration	Jan	Feb	Mar	Apr	May	June	July	Aug	Sep	Oct	Nov	Dec	Venue	Fees (RM)	Enquiry
The Malaysian Intellectual Property System	IP01	2													In-house		Eddie Tel: 03-55446225 eddie@sirim.my
How to Identify an Invention and Protect It	IP02	2												In-house			
Intellectual Property Management	IP03	2												In-house			
From Creativity to Commercialisation - <i>Developing IP Assets For Your Organisation, From Idea Generation to Funding to Intellectual Property</i> New Course	IP04	2												Shah Alam/ KL In-house			

TECHNOLOGY TRAINING COURSES PLANNER 2010

SIRIM Training Services Sdn Bhd



C. Courses on Non-Destructive Testing (NDT) and Inspection

Title	Code	Duration	Jan	Feb	Mar	Apr	May	June	July	Aug	Sep	Oct	Nov	Dec	Venue	Fees (RM)	Enquiry
Appreciation of NDT	UT01	2				12~13 Kuching			12~13 Kota Kinabalu			18~19 S.Alam			Kuching K.Kinabalu S.Alam	1,000 1,000 750	Rafidi Tel: 03-55446206 mrafidi@sirim.my
Appreciation and Application of NDT - Awareness, Understanding, Reporting of NDT in Construction & Manufacturing Industry	UT02	2				5~6				18~19		27~28			S.Alam	1,000	
Refresher Course on UT Certification - Theoretical (UT Level 1 & Level 2)	UT03	1		8			17				30					350	
* Refresher Course on UT Certification - Practical (UT Level 1 & Level 2)	UT04	2														500	
* Reexamination for Certification - Practical (UT Level 1)	UT05	2														500	
* Reexamination for Certification - Practical (UT Level 2) - Either plate or pipe category - Both plate and pipe category	UT06	2 3														600 900	

* The dates for these programmes will be based on participant's request

D. Courses on Welding Technology Programmes

Title	Code	Duration	Jan	Feb	Mar	Apr	May	June	July	Aug	Sep	Oct	Nov	Dec	Venue	Fees (RM)	Enquiry
Teknologi Kimpalan Arka (Asas): SMAW	WE1	3	25~27			20~22			12~14			25~27			Shah Alam	1,100	Rafidi Tel: 03-55446206 mrafidi@sirim.my
Teknologi Kimpalan Arka (Asas): TIG	WE2	3		22~24			11~13			2~4			22~24		Shah Alam	1,100	
Teknologi Kimpalan Arka (Asas): GMAW (CO ₂ , MIG)	WE3	3			15~17			14~16			27~29			13~15	Shah Alam	1,100	
Total Solution in Repair and Maintenance Welding	WE4	2	20~21		29~30		19~20			4~5		18~19		20~21	Shah Alam	1,300	
QA/QC in Welding Inspection Technology <i>New Course</i>	WE5	2					17~18			2~3			8~9		Shah Alam	1,300	

MANAGEMENT TRAINING COURSES PLANNER 2010

SIRIM Training Services Sdn Bhd



A. Courses on Management

Title	Code	Duration	Jan	Feb	Mar	Apr	May	June	July	Aug	Sep	Oct	Nov	Dec	Venue	Fees (RM)	Enquiry
Basic "Purple Beach®" Course In Creativity & Innovation - <i>Redefining Your Individual & Corporate Mental Attitude For Success</i>	MGT01	1				5					27				Shah Alam/ KL In-house	600	Anamalai Tel: 03-55446279 anamalai@sirim.my
Intermediate "Purple Beach®" Course In Creativity & Innovation - <i>Positioning Your Innovative Human Capital For Advancement & Prosperity</i>	MGT02	2					10~11					13~14			Shah Alam/ KL In-house	1,050	
Advanced "Purple Beach®" Course In Creativity & Innovation - <i>Harnessing The Power of Innovation For Quantum Leap In Career & Business</i>	MGT03	3						21~23					22~24		Shah Alam/ KL In-house	2,050	

B. Kursus Pengurusan dan Motivasi Organisasi

Tajuk	Kod	Hari	Jan	Feb	Mac	Apr	Mei	Jun	Jul	Ogo	Sep	Okt	Nov	Dis	Tempat	Yuran (RM)	Pertanyaan
Memperkasakan Potensi dan Menciptakan Kejayaan Bersama di Tempat Kerja	PGM01	2													In-house		Azizah Tel: 03-55446276 azizahar@sirim.my
Kecemerlangan Melalui Peningkatan Kualiti dan Produktiviti di Tempat Kerja	PGM02	2													In-house		
Pengurusan Masa, Tekanan dan Membangunkan Semangat Positif di Tempat Kerja	PGM03	2													In-house		
Peningkatan Kemahiran Staf ke Arah Pembangunan Organisasi Cemerlang	PGM04	2													In-house		
Pembudayaan Perhubungan Pelanggan Cemerlang dan berkualiti	PGM05	2													In-house		
Rahsia Motivasi "Kejayaan Bermula Daripada Saya"	PGM06	1													In-house		

CERTIFICATE LEARNING PROGRAMMES PLANNER 2010

SIRIM Training Services Sdn Bhd



A. CERTIFICATE PROGRAMME

A1- Certificate Programmes on Non-Destructive Testing (NDT) - Ultrasonic Inspection

-This certificates are accredited to Jabatan Pembangunan Kemahiran (JPK) and recognised as a qualified training centre for NDT

Title	Code	Duration	Jan	Feb	Mar	Apr	May	June	July	Aug	Sep	Oct	Nov	Dec	Venue	Fees (RM)	Enquiry
Ultrasonic Testing (UT) Level 1 JPK Examination*	UTC01	9 2				12~22 26~27			5~15 22~23					13~23 27~28	Shah Alam	3,200 500*	Rafidi Tel: 03-55446206 mrafidi@sirim.my Eddie Tel: 03-55446225 eddie@sirim.my Note: * Exams Fees
Ultrasonic Testing (UT) Level 2 JPK Examination*	UTC02	13 2					3~19 24~25					4~20 25~26			Shah Alam	4,200 900*	
Ultrasonic Testing (UT) Level 3 JPK Examination*	UTC03	12 2						7~22 28~29							Shah Alam	4,800 1,300*	
Combined Ultrasonic Testing (UT) Level 1 & 2 JPK Examination*	UTC04	15 5				5~23 26~30						4~22 25~29			Shah Alam	5,700 1,400	

A2- Certificate Programmes on Welding

Title	Code	Duration	Jan	Feb	Mar	Apr	May	June	July	Aug	Sep	Oct	Nov	Dec	Venue	Fees (RM)	Enquiry
Welder Certification - 3G: SMAW	WEC01	3			22~24			7~9			27~29			20~22	Shah Alam	1,800	Rafidi Tel: 03-55446206 mrafidi@sirim.my Eddie Tel: 03-55446225 eddie@sirim.my
Welder Certification - 6G: SMAW	WEC02	3		8~10		12~14		21~23		16~18		4~6		13~15	Shah Alam	2,300	
Fundamental Welding Technology Course & Certification for Engineers	WEC03	5				19~23			12~16		20~24		8~12		Shah Alam	2,900	

A3 - Certificate Programme on Nanotechnology

Title	Code	Duration	Jan	Feb	Mar	Apr	May	June	July	Aug	Sep	Oct	Nov	Dec	Venue	Fees (RM)	Enquiry
Nanotechnology Certificate Programme (Modular programme)	NTC01	1 month					/					/			AMREC Kulim	To be determined	Fauziah Tel: 03-55446205 fauziahq@sirim.my

GENERAL INFORMATION



General Enquiries and Registration:

Tel: 03-55446225 /00/08/04/29
Fax: 03-55446289/6754
E-mail: sts@sirim.my
Website: <http://www.sirim.my/sts>
Accessible through : www.hrdportal.com.my

Contact Address:

SIRIM Training Services Sdn Bhd
1st Floor, Block 2, SIRIM Complex
No 1, Persiaran Dato' Menteri
Section 2, P.O. Box 7035
40911 Shah Alam
Selangor Darul Ehsan

Notes:

Medium of Instructions: English and Bahasa Malaysia
SBL-Khas = Skim Bantuan Latihan - Khas (a scheme under the Pembangunan Sumber Manusia Berhad)
All the training courses are subject to changes without prior notice
Training Programmes can be purchased via e-Perolehan for Government.
Please call or e-mail us to obtain details information/brochures of each course.